



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

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DIRECTORS

HOWARD GUSTAFSON
President

PETER LE
Vice President

THOMAS P. MOORE
WILLIAM Y. LEE
JAN SHRINER

Agenda

Regular Board Meeting, Board of Directors Marina Coast Water District

11 Reservation Road, Marina, California

Wednesday, January 21, 2015, 6:30 p.m. PST

(Please note the change of date and location)

This meeting has been noticed according to the Brown Act rules. The Board of Directors meet regularly on the first and third Monday of each month. The meetings normally begin at 6:00 p.m. and are held at the City of Marina Council Chambers at 211 Hillcrest Avenue, Marina, California.

Our Mission: We provide our customers with high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.

1. Call to Order

2. Roll Call

3. Public Comment on Closed Session Items *Anyone wishing to address the Board on matters appearing on Closed Session may do so at this time. Please limit your comment to four minutes. The public may comment on any other items listed on the agenda at the time they are considered by the Board.*

4. Closed Session

A. Pursuant to Government Code 54956.9
Conference with Legal Counsel – Existing Litigation
(Subdivision (a) of Section 54956.9)

1) Ag Land Trust v. Marina Coast Water District, Monterey County Superior Court Case No. M105019; Sixth Appellate District Court of Appeals Case Nos. H038550 and H039559

This agenda is subject to revision and may be amended prior to the scheduled meeting. Pursuant to Government Code section 54954.2(a)(1), the agenda for each meeting of the Board shall be posted at the City of Marina Council Chambers. The agenda shall also be posted at the following locations but those locations are not official agenda posting locations for purposes of section 54954.2(a)(1): District offices at 11 Reservation Road, Seaside City Hall, the City of Marina Library, and the City of Seaside Library. A complete Board packet containing all enclosures and staff materials will be available for public review on Thursday, January 15, 2015. Copies will also be available at the Board meeting. Information about items on this agenda or persons requesting disability related modifications and/or accommodations should contact the Board Clerk 48 hours prior to the meeting at: 831-883-5910.

2) In the Matter of the Application of California-American Water Company (U210W) for Approval of the Monterey Peninsula Water Supply Project and Authorization to Recover All Present and Future Costs in Rates, California Public Utilities Commission No. A.12-04-019 & A.13-05-017 Settlement Agreement

3) California-American Water Company vs Marina Coast Water District; Monterey County Water Resources Agency; and Does 1 through 10, San Francisco Superior Court Case No. CGC-13-528312 (Complaint for Declaratory Relief)

4) Marina Coast Water District v. California Coastal Commission (California-American Water Company, Real Party in Interest), Santa Cruz County Superior Court Case No. CGC-13-528312 (Petition for Writ of Mandate).

5) Marina Coast Water District v. California State Lands Commission (California-American Water Company, Real Party in Interest), case number pending (Petition for Writ of Mandate).

B. Pursuant to Government Code 54956.9
Conference with Legal Counsel – Anticipated Litigation
Initiation of Litigation Pursuant to Subdivision (c) of 54956.9
One Potential Case

C. Pursuant to Government Code 54957
Public Employee Appointment
Title: General Manager

D. Pursuant to Government Code 54956.8
Conference with Real Property Negotiator
Property: Recycled Water Pipeline, Recycled Water
Agency Negotiators: Peter Le and Howard Gustafson
Negotiating parties: MRWPCA, MCWRA, MPWMD, City of Salinas, and others.
Under Negotiation: Price and Terms

7:00 p.m. Reconvene Open Session

5. Reportable Actions Taken during Closed Session *The Board will announce any reportable action taken during closed session and the vote or abstention on that action of every director present, and may take additional action in open session as appropriate. Any closed session items not completed may be continued to after the end of all open session items.*

6. Pledge of Allegiance

7. Oral Communications *Anyone wishing to address the Board 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 items listed on the agenda at the time they are considered by the Board.*

8. Presentation

- A. Consider Adoption of Resolution No. 2015-04 to Recognize Paul Lord, Water Conservation Specialist, and Awarding a Plaque and Gift Certificate for 10 Years of Service to the Marina Coast Water District

Action: The Board will consider adopting Resolution No. 2015-04 recognizing Paul Lord, Water Conservation Specialist, and awarding a plaque and gift certificate for 10 years of service to the Marina Coast Water District.

9. **Consent Calendar** *Board approval can be taken with a single motion and vote. A Board member or member of the public may request that any item be pulled from the Consent Calendar for separate consideration at this meeting or a subsequent meeting. The public may address the Board on any Consent Calendar item. Please limit your comment to four minutes.*

- A. Receive and File the Check Register for the Month of December 2014
- B. Approve the Draft Minutes of the Special Board Meeting of January 2, 2015
- C. Approve the Draft Minutes of the Regular Board Meeting of January 5, 2015

10. **Action Items** *The Board will review and discuss agenda items and take action or direct staff to return to the Board for action at a following meeting. The public may address the Board on these items as each item is reviewed by the Board. Please limit your comment to four minutes.*

- A. Discussion and Possible Action to Consider Directing Staff to Prepare a Request for Proposals (RFP) to Provide Environmental Services During the Design of, and Subsequently, to Prepare CEQA Documents (EIR/EIS) for a Proposed 2,700 Acre Foot (af) Desalination Facility to Augment the Water Supply at the Ord Community

Action: The Board of Directors will consider directing staff to prepare a RFP to prepare CEQA documents for a proposed 2,700 AFY desalination facility to augment the water supply at the Ord Community and to supply future water needs for Central Marina.

- B. Discussion and Possible Action to Consider Directing Staff to Prepare a Request for Qualifications (RFQ) to Design and Build a Proposed 2,700 acre foot (af) Desalination Facility to Augment the Water Supply for the Ord Community and a Solar Energy Offset Project Associated with the Desalination Project

Action: The Board of Directors will consider directing staff to prepare a RFQ for Design and Build for the proposed 2,700 AFY desal facility and solar energy offset project to augment the water supply at the Ord Community and to supply future water needs for Central Marina. The RFQ is expected to be open to all consultants for a period of 90 days from the issuance of the RFQ.

- C. Discussion and Possible Action to Consider Directing Staff to Prepare a Request for Qualifications (RFQ) to Prepare a Financing Plan for Design and Construction of a Proposed 2,700 af Desalination Facility and Energy Offset Project

Action: The Board of Directors will consider directing staff to prepare a RFP to prepare a Financing Plan for planning and constructing the proposed 2,700 AFY desal facility and solar energy offset project to augment the water supply at the Ord Community and to supply future water needs for Central Marina. The RFQ is expected to be open to all consultants for a period of 60 days from the issuance of the RFQ

- D. Discussion and Possible Action to Consider Annexing the Cemex Property; Soliciting Proposals for Environmental Services in Connection with this Annexation, and; Directing Staff to Prepare an Application for Submission to the Local Agency Formation Commission of Monterey County (LAFCO)

Action: The Board of Directors will consider annexing the Cemex property and directing staff to prepare an application and submit it to the Local Agency Formation Commission of Monterey County.

- E. Discussion and Possible Action to Consider Directing Staff to Present Comments to the Board on the Review of the Sewer Study Performed by the Seaside County Sanitation District

Action: The Board of Directors will consider directing staff to present comments to the Board on the review of the sewer study performed by the Seaside County Sanitation District.

- F. Discussion and Possible Action Regarding District Goals for 2015 and to Update the Adopted Strategic Plan with Senior Staff

Action: The Board of Directors will consider discussing District goals for 2015 and to update the adopted strategic plan with senior staff.

- G. Discussion and Possible Action to Consider Directing the General Manager to Prepare Future Staff Reports in a New Report Format

Action: The Board of Directors will consider directing the General Manager to prepare future staff reports in a new report format that includes a background section, an analysis section, a financial section that shows the costs, account numbers and remaining balance of the fund used, and an alternative section that shows other options for the Board's consideration. Consider types of supporting documents and information to be provided by the staff.

- H. Discussion and Possible Action to Consider Adoption of Resolution No. 2015-01 to Approve a Professional Services Agreement to Conduct an Executive Recruitment and Placement for the Position of General Manager

Action: The Board of Directors will consider approving an executive recruiter for recruitment of a General Manager.

- 11. Informational Items** *Informational items are normally provided in the form of a written report or verbal update and may not require Board action. The public may address the Board on Informational Items as they are considered by the Board. Please limit your comments to four minutes.*

A. General Manager's Report

B. Counsel's Report

C. Committee and Board Liaison Reports

- | | |
|----------------------------------|-----------------------------------|
| 1. Water Conservation Commission | 6. LAFCO Liaison |
| 2. Joint City-District Committee | 7. FORA |
| 3. Executive Committee | 8. WWOC Report |
| 4. Community Outreach | 9. JPIA Liaison |
| 5. MRWPCA Board Member Liaison | 10. Special Districts Association |

12. Director's Comments

- A. Director reports on meetings with other agencies, organizations and individuals on behalf of the District and on official District matters.

- 13. Adjournment** *Set or Announce Next Meeting(s), date(s), time(s), and location(s):*

*Regular Meeting: Monday, February 2, 2015, 6:30 p.m.,
Marina Council Chambers
211 Hillcrest Avenue, Marina*

Marina Coast Water District
Agenda Transmittal

Agenda Item: 8-A

Meeting Date: January 21, 2015

Submitted By: James Derbin

Presented By: Bill Kocher

Agenda Title: Consider Adoption of Resolution No. 2015-04 to Recognize Paul Lord, Water Conservation Specialist, and Awarding a Plaque and Gift Certificate for 10 Years of Service to the Marina Coast Water District

Detailed Description: Paul Lord joined the District on January 3, 2005 as a Water Conservation Specialist. His positive impact on the District was felt immediately with assistance provided during revisions of the District's conservation ordinance for new construction and the development of new landscape design standards.

Paul has worked diligently in writing the implementation procedures for the California Model Water Efficiency Landscape Ordinance. He made the elements of the water efficiency statute as clear and concise as possible and prepared forms for customers that assist them through the documentation process. In addition, Paul has established water budgets for large landscapes, and expanded the District's rebate program to include Water-Wise landscape incentives and hot water recirculation pump rebates.

Paul's enthusiasm and professionalism has improved District customer service significantly. In 2007, when the District started using the Cityworks Asset Management System, Paul developed a business process for high water bill response. Once the District started installing modern water meters with data logging abilities, he began to utilize this tool to determine potential causes of high water bills. Once Paul has the customer water use data, he investigates, identifies potential issues, and provides recommendations to the customer.

Paul conducts over 200 conservation inspections a year throughout the District service area. During these visits, and at public outreach events, Paul shares his water conservation expertise on how to improve water use efficiency through suggested retrofits, improvements and rebate programs. Paul uses every opportunity to spread the message throughout the District service area on the importance of practicing water conservation every day.

In 2011, Paul designed, developed and helped install a low cost demonstration garden at the District's Ord Office. The irrigation system provides a display of a properly installed system that efficiently supplies water to an attractive low water use landscape. The demonstration garden was recently recognized by Ecology Action of Santa Cruz with a Monterey Bay Friendly Landscaping Award. This is the first of three such landscapes in the County to receive this award. Monterey Bay Friendly Landscapes are required to meet 10 basic ecological design and maintenance standards developed by leading professionals in the landscape industry. Their programs focus on maximizing water and energy conservation.

Following the 2012 retirement of the District's Conservation Coordinator, Rich Youngblood, Paul has transitioned well into many new roles and responsibilities with great success. Paul

recently took the lead on the District Water Conservation Commission, participated as an officer and past president on the Water Awareness Committee of Monterey County, and handled the recent California Statewide drought response, with support of California State University, Monterey Bay interns to produce public information emails, flyers and bill inserts.

It is with great pleasure that the District recognizes Paul Lord's ten years of service to the Marina Coast Water District, and wishes him well in his continued service to the District.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *2014 Strategic Plan Mission Statement – To provide our customers with high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: Yes No

Funding Source/Recap: Expenditures for plaque and gift certificate is allocated across four cost centers from the Hospitality & Awards account.

Material Included for Information/Consideration: Resolution No. 2015-04.

Staff Recommendation: The Board of Directors consider adoption of Resolution No. 2015-04 in recognition of Paul Lord, Water Conservation Specialist, and awarding a plaque and gift certificate for ten years of service to the Marina Coast Water District.

Action Required: Resolution Motion Review
(Roll call vote is required.)

Board Action

Resolution No Motion By Seconded By

Ayes Abstained

Noes Absent

Reagendized Date No Action Taken

January 21, 2015

Resolution No. 2015-04
Resolution of the Board of Directors
Marina Coast Water District
In Recognition of Mr. Paul Lord for
10 Years of Service to the Marina Coast Water District

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on January 21, 2015 at the business office of the District, 11 Reservation Road, Marina, California as follows:

WHEREAS, Paul Lord joined the District on January 3, 2005 as Water Conservation Specialist; and,

WHEREAS, Paul has compiled a significant list of accomplishments that have led to direct improvements to the District’s water conservation program, customer service, support to the Water Conservation Commission, Board of Directors, and District staff; and,

WHEREAS, Paul led the effort to meet the evolving requirements in water conservation with special emphasis in landscape irrigation efficiency and developing large landscape water budgets; and,

WHEREAS, Paul’s primary focus remains focused on improving outreach services to our customers through email, bill messages, direct mail, and promotion of District rebate programs; and,

WHEREAS, Paul’s recent efforts on the Statewide drought response assisted the District to meet the State of California mandated drought response requirements; and,

WHEREAS, during his ten years with District, Paul has played an integral role in the District Conservation program and has rendered a consistent and outstanding performance of his duties.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby express its gratitude and recognizes Paul Lord for ten years of service to the Marina Coast Water District and awards him a plaque and gift certificate, and wishes him continued success with the District.

PASSED AND ADOPTED on January 21, 2015, by the Board of Directors of the Marina Coast Water District by the following roll call vote:

Ayes: Directors _____

Noes: Directors _____

Absent: Directors _____

Abstained: Directors _____

Howard Gustafson, President

ATTEST:

Paula Riso, Deputy Secretary

CERTIFICATE OF SECRETARY

The undersigned Secretary of the Board of the Marina Coast Water District hereby certifies that the foregoing is a full, true and correct copy of Resolution No. 2015-04 adopted January 21, 2015.

Paula Riso, Deputy Secretary

Marina Coast Water District
Agenda Transmittal

Agenda Item: 9

Meeting Date: January 21, 2015

Submitted By: Bill Kocher

Presented By: Bill Kocher

Agenda Title: Consent Calendar

Detailed Description: Consent calendar consisting of:

- A) Receive and File the Check Register for the Month of December 2014
- B) Approve the Draft Minutes of the Special Board Meeting of January 2, 2015
- C) Approve the Draft Minutes of the Regular Board Meeting of January 5, 2014

Environmental Review Compliance: None required.

Prior Committee or Board Action: See individual transmittals.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: See individual transmittals.

Funding Source/Recap: See individual transmittals.

Material Included for Information/Consideration: See individual transmittals.

Staff Recommendation: The Board of Directors approve the Consent Calendar as presented.

Action Required: _____Resolution X Motion _____Review
(Roll call vote is required.)

Board Action

_____Resolution No_____ Motion By_____ Seconded By_____

Ayes_____ Abstained_____

Noes_____ Absent_____

Reagendized_____ Date_____ No Action Taken_____

Marina Coast Water District
Agenda Transmittal

Agenda Item: 9-A

Meeting Date: January 21, 2015

Submitted By: Kelly Cadiente

Presented By: Bill Kocher

Agenda Title: Receive and File the Check Register for the Month of December 2014

Detailed Description: The Board of Directors is requested to receive and file the attached December 2014 check register for expenditures totaling \$1,122,724.99.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *2014 Strategic Plan, Objective No. 3 – Our objective is to manage public funds to assure financial stability, prudent rate management and demonstrate responsible stewardship. Our fiscal strategy is to forecast, control and optimize income and expenditures in an open and transparent manner. We will efficiently use our financial resources to assure availability to fund current and future demands.*

Financial Impact: ___ Yes ___ X No

Funding Source/Recap: Expenditures are allocated across the six cost centers; 01-Marina Water, 02-Marina Sewer, 03- Ord Water, 04- Ord Sewer, 05-Recycled Water, 06-Regional Water.

Material Included for Information/Consideration: December 2014 Summary Check Register.

Staff Recommendation: The Board of Directors receive and file the December 2014 expenditures totaling \$1,122,724.99.

Action Required: ___ Resolution ___ X Motion ___ Review
(Roll call vote is required.)

Board Action

___ Resolution No ___ Motion By ___ Seconded By ___

Ayes ___ Abstained ___

Noes ___ Absent ___

Reagendized ___ Date ___ No Action Taken ___

Marina Coast Water District
Agenda Transmittal

Agenda Item: 9-B

Meeting Date: January 21, 2015

Submitted By: Paula Riso

Presented By: Bill Kocher

Agenda Title: Approve the Draft Minutes of the Special Board Meeting of January 2, 2015

Detailed Description: The Board of Directors is requested to approve the draft minutes of January 2, 2015.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: ___ Yes ___ **X** ___ No

Funding Source/Recap: None.

Material Included for Information/Consideration: Draft minutes of January 2, 2015.

Staff Recommendation: The Board of Directors approve the draft minutes of the January 2, 2015 special Board meeting.

Action Required: ___ Resolution ___ **X** ___ Motion ___ Review

Board Action

___ Resolution No ___ Motion By ___ Seconded By ___

Ayes ___ Abstained ___

Noes ___ Absent ___

Reagendized ___ Date ___ No Action Taken ___

Marina Coast Water District
Agenda Transmittal

Agenda Item: 9-C

Meeting Date: January 21, 2015

Submitted By: Paula Riso

Presented By: Bill Kocher

Agenda Title: Approve the Draft Minutes of the Regular Board Meeting of January 5, 2015

Detailed Description: The Board of Directors is requested to approve the draft minutes of January 5, 2015.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: ___ Yes ___ **X** ___ No

Funding Source/Recap: None.

Material Included for Information/Consideration: Draft minutes of January 5, 2015.

Staff Recommendation: The Board of Directors approve the draft minutes of the January 5, 2015 regular Board meeting.

Action Required: ___ Resolution ___ **X** ___ Motion ___ Review

Board Action

___ Resolution No ___ Motion By ___ Seconded By ___

Ayes ___ Abstained ___

Noes ___ Absent ___

Reagendized ___ Date ___ No Action Taken ___

Marina Coast Water District
Agenda Transmittal

Agenda Item: 10-A

Meeting Date: January 21, 2015

Submitted By: Bill Kocher

Presented By: Bill Kocher

Agenda Title: Discussion and Possible Action to Consider Directing Staff to Prepare a Request for Proposals to Provide Environmental Services During the Design of, and Subsequently, to Prepare CEQA Documents (EIR/EIS) for a Proposed 2,700 Acre Foot (af) Desalination Facility to Augment the Water Supply at the Ord Community

Detailed Description: This action begins the process of securing environmental services to assist in the design considerations for a 27,00 af desalination facility to serve the Ord community. It is prudent to contract for these services in order that the environmental consultant work with the design/build consultant early on to assure design considers environmental minimization and mitigation. After the completion of design, the contract would include the preparation of a draft Environmental Report and Federal Environmental Impact Statement compliance if required.

Environmental Review Compliance: The act of securing environmental services obviously do not require Environmental Review Compliance, but the nature of the contractual services are precisely about environmental compliance.

Prior Committee or Board Action: Neither the Board nor Committee have acted previously on this new item, though in past years, environmental work was completed on MCWD desalination planning. That work would be used as a resource for this project.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: Yes No

Funding Source/Recap: There is nothing budgeted in the current fiscal year for this expenditure.

Material Included for Information/Consideration: None.

Staff Recommendation: If we are to issue Requests for Proposals for environmental services for a desalination project not currently considered in the current year Capital Improvement Projects nor in the current Capital Projects budget, staff would need to return with recommendations on how to fund this work.

Action Required: Resolution Motion Review

Board Action

____ Resolution No ____ Motion By _____ Seconded By _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Reagendized _____ Date _____ No Action Taken _____

Marina Coast Water District
Agenda Transmittal

Agenda Item: 10-B

Meeting Date: January 21, 2015

Submitted By: Bill Kocher

Presented By: Bill Kocher

Agenda Title: Discussion and Possible Action to Consider Directing Staff to Prepare a Request for Qualifications (RFQ) to Design and Build a Proposed 2,700 acre foot (af) Desalination Facility to Augment the Water Supply for the Ord Community and a Solar Energy Offset Project Associated with the Desalination Project

Detailed Description: In the District's current Five Year Strategic Plan, it lists, under Strategic Objectives (1.5) Water Sources to "Develop an alternative water sources work plan that will carry us from conception to development." In 2008, the District contracted for a conceptual design of a desalination facility solicited qualifications for a "Regional Desalination Project under the Regional Urban Water Augmentation Project." Work done by RMC and Trussell Technologies in 2008-2009 will form the basis of a conceptual design for the desalination facilities but the first phase of any work to proceed with a desalination project would require confirmation of all assumptions and preliminary design report on the RMC and Trussell Technologies work including: 1) Intake wells and pumping facilities to deliver the product water to the desalting facility; 2) pipeline for the conveyance of the product water; 3) design and sizing considerations for the reverse osmosis desalination plant and determination of need for pre-treatment; and, 4) review of the District's agreement with MRWPCA for disposal of the brine concentrate, including confirmation that the terms of the agreement with MRWPCA will meet the changed regulatory requirements adopted by the State Water Resources Control Board since that agreement was executed.

Additionally, design in intended to include consideration of the construction of solar energy offset project intended to mitigate the greenhouse gas emissions and energy demand of the desalination project. As with the preliminary design for the desalination facilities, the consultant will be expected to approach the energy offset component of this project in consultation with the environmental consultant, beginning with an examination of alternatives to offset energy demand, discussion with the District about the goals of the energy offset program, and then proceed to preliminary design of the energy offset portion of the project.

The Board is being asked to consider directing staff to solicit Statements of Qualifications from firms interested and qualified to design and build a 2700 af desalination facility for the District.

Environmental Review Compliance: Item 10-A asks the Board to Consider Directing Staff to Prepare a Request for Proposals to Provide Environmental Services During the Design of, and Subsequently, to Prepare CEQA Documents (EIR/EIS) for a Proposed 2700 Acre Foot (af) Desalination Facility to Augment the Water Supply at the Ord Community and a Solar Energy Offset Project Associated with the Desalination Project.

Prior Committee or Board Action: As mentioned in this transmittal, the Board has previously considered and funded both preliminary design work and environmental analysis on both a MCWD desalination facility and a regional desalination facility.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: Yes No

Funding Source/Recap: There is nothing budgeted in the current fiscal year for this expenditure.

Material Included for Information/Consideration: None.

Staff Recommendation: The District currently has completed work providing a conceptual design of a Marina Coast Water District desalination facility that will provide water for the Ord community. While somewhat dated in the sense that the regulatory environment has changed significantly over the past several years, that work nevertheless forms a solid base for continuing this project. The RFQ, if directed by the Board, will lay out a proposed framework for proceeding, beginning with a listing of issues prepared by staff for each of the four major project components, i.e. intake, product water conveyance, desalination, and concentrate disposal, thus challenging the consultant to review the conceptual design of each in light of any changed conditions, e.g. regulatory changes. Following that, a preliminary design of each component would follow, along with a work plan, schedule, and cost estimate. It would be clear to the selected consultant that work would proceed in consultation with the District’s environmental consultant to assure that final design considered environmental protections.

The RFQ will state the procedure for the District’s evaluation process and that the District may elect to select the Design-Build entity through this RFQ process rather than through a second step of a Request for Proposals.

Finally, if we are to issue Requests for Proposals for environmental services for a desalination project not currently considered in the current year Capital Improvement Projects nor in the current Capital Projects budget, staff would need to return with recommendations on how to fund this work.

Action Required: Resolution Motion Review

Board Action

Resolution No Motion By _____ Seconded By _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Reagendized _____ Date _____ No Action Taken _____

Marina Coast Water District
Agenda Transmittal

Agenda Item: 10-C

Meeting Date: January 21, 2015

Submitted By: Bill Kocher

Presented By: Bill Kocher

Agenda Title: Discussion and Possible Action to Consider Directing Staff to Prepare a Request for Qualifications (RFQ) to Prepare a Financing Plan for Design and Construction of a Proposed 2,700 af Desalination Facility and Solar Energy Offset Project and Open the RFQ Process for a Period of 60 Calendar Days.

Detailed Description: The Board is being asked to consider opening a process by which we will contract with a firm qualified to work with the District to develop a financing plan for the environmental work, design, and construction of a 2,700 af desalination facility and associated solar energy offset project designed to augment the water supply to the Ord community.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: Yes No

Funding Source/Recap: There is nothing budgeted in the current fiscal year for this expense.

Material Included for Information/Consideration: None.

Staff Recommendation: If we are to issue Requests for Proposals for financial planning services for a desalination project not currently considered in the current year Capital Improvement Projects nor in the current Capital Projects budget, staff would need to return with recommendations on how to fund this work.

Action Required: Resolution Motion Review

Board Action

Resolution No Motion By _____ Seconded By _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Reagendized _____ Date _____ No Action Taken _____

Marina Coast Water District
Agenda Transmittal

Agenda Item: 10-D

Meeting Date: January 21, 2015

Submitted By: Bill Kocher

Presented By: Bill Kocher

Agenda Title: Discussion and Possible Action to Consider Annexing the Cemex Property; Soliciting Proposals for Environmental Services in Connection with this Annexation, and; Directing Staff to Prepare an Application for Submission to the Local Agency Formation Commission of Monterey County (LAFCO)

Detailed Description: The Board is being asked to consider re-starting the process by which the District would submit an application to LAFCO to annex the Cemex property into the Marina Coast Water District.

Environmental Review Compliance: One of the directives of this action is to solicit proposals for the environmental work to comply with LAFCO requirements for California Environmental Quality Act (CEQA) compliance that must accompany any application for annexation.

Prior Committee or Board Action: In June of 2012, the Board acted to begin the process to initiate environmental studies and prepare a LAFCO application for the annexation of the Cemex property to the District. The District was subsequently asked by the environmental consultant to be released from the contract and the District complied. There is no indication that the Board took any action on this matter after releasing the consultant from that contact.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: Yes No

Funding Source/Recap: There is nothing budgeted in the current fiscal year for this expenditure.

Material Included for Information/Consideration: None.

Staff Recommendation: If we are to issue Requests for Proposals for environmental services to accompany this application not currently considered in the current year budget, staff would need to return with recommendations on how to fund this work or, alternately, bring it back to the Board in the 2015-2016 budget.

Action Required: Resolution Motion Review

Board Action

____ Resolution No ____ Motion By _____ Seconded By _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Reagendized _____ Date _____ No Action Taken _____

Marina Coast Water District
Agenda Transmittal

Agenda Item: 10-E

Meeting Date: January 21, 2015

Submitted By: Bill Kocher

Presented By: Bill Kocher

Agenda Title: Discussion and Possible Action to Consider Directing Staff to Present Comments to the Board on the Review of the Sewer Study Performed by the Seaside County Sanitation District

Detailed Description: The Board is requested to discuss the Draft Engineering Analysis report prepared for the Seaside County Sanitation District in support of a proposed LAFCO Annexation Application, and provide direction to staff on preparing a formal or informal response.

Seaside County Sanitation District (SCSD) provides wastewater collection service for the Cities of Seaside, Sand City and Del Rey Oaks. Wastewater is conveyed from customers to the MRWPCA Regional Interceptor at the Seaside Pump Station. MCWD provides wastewater collection service within Central Marina and the developed portions of the Ord Community. Central Marina is MCWD's LAFCO service area. The Ord Community is served under contract with FORA, but MCWD received title to the water and sewer infrastructure within the Ord Community in 2001.

In May 2014, the Board received a letter from the SCSD forwarding a draft engineer's report evaluating the sewer collection service within the city limits of the City of Seaside within the Ord Community. The report found that it would be feasible for SCSD to serve the portion of Seaside south of the CSUMB property, which straddles the Marina-Seaside city limit. The report does not address the value of the existing system, or what benefit the existing wastewater customers would see if the system changed ownership. Conceptual-level cost estimates were prepared for the infrastructure required to separate the collection systems.

The draft analysis assumed SCSD would annex the City of Seaside portion of the Ord Community, with the exception of the CSUMB property. Figure 1 in the attached report shows the sub-areas analyzed in the report.

- Area A is the existing SCSD collection system in Seaside, Sand City and Del Rey Oaks.
- Area B is the Ord Community portion of Del Rey Oak.
- Area C the Seaside-East portion of the Ord Community.
- Area D2 is the City of Monterey portion of the Ord Community.
- Area E is the portion of the Ord Community that flows to the Ord Village sewer lift station.
- Area F is the portion of the Ord Community that flows through Marina to the MRWPCA Ord Wastewater Flume at 8th Street.

Staff has reviewed the report and the assumptions used in the analysis and provides comments below.

Areas B, C and D2 are currently undeveloped and are uphill from the existing SCSD collection system. Flows from these areas may be conveyed using gravity sewers to connect to the existing SCSD system. MCWD has previously proposed annexing these areas for both water and sewer service, but conveying the sewage to the SCSD system and paying a conveyance charge to SCSD to convey the flows to the MRWPCA system. A draft sewage wheeling agreement was drafted in 2006-2007, but not approved by either District.

Area E is a developed portion of the Ord Community between Coe Avenue, Normandy Avenue and General Jim Moore Blvd. Wastewater from this area is conveyed to the Ord Village Lift Station, located on the west side of Highway 1. The Ord Village Lift Station pumps the wastewater back to the east side of Highway 1 and north, where it flows to the Gigling Lift Station. The Gigling Lift Station pumps the wastewater north, where it ultimately crosses Highway 1 again at the Ord Flume and the MRWPCA Ord Interceptor. The report assumes that the Ord Village Lift Station will remain in operation, and that all capital improvements identified in the 2005 Ord Community Wastewater System Master Plan for this portion of the system have been completed. This assumption is incorrect. There are remaining capital projects to be performed for this lift station, when the infill development triggers the need for larger gravity mains.

Area F is the remaining developed portion of the Ord Community within the Seaside city limits, minus the CSUMB campus. Wastewater from the lower portion of this area flows to the Gigling Lift Station and thence north. Wastewater from the rest of this area flows north-west by gravity. Both areas ultimately reach the two existing sewer mains in 1st Avenue. The report proposes rerouting the sewer mains in a small area near 6th Ave and Gigling Road so that flows which currently cross the CSUMB campus are redirected west. To convey flows from this area to the MRWPCA interceptor, three options were considered in the report. One option was that SCSD assume ownership of the sewer mains in 1st Ave, and MCWD pay a conveyance fee for the flows from Marina and CSUMB that share this pipeline. A second option was that SCSD pay MCWD a conveyance charge for use of the existing conveyance system within the City of Marina. A third option was constructing a separate pipeline along a different alignment to convey flows from Seaside to the MRWPCA Interceptor. It is not clear that an alternate pipeline route is available given the planned development in the area and the need to maintain the existing utilities. The report recommended the second option, using the existing infrastructure and paying a conveyance fee.

The analysis of Area F assumed that all capital improvements for the Gigling Lift Station identified in the 2005 Master Plan have been completed. This is incorrect. The Gigling Lift Station is in need of one new pump and a new force main to maintain the current service, and will need larger pumps in the future if full build-out under the Base Reuse Plan occurs. Future development to the east of Area F would require increasing the size of the gravity mains in Gigling Road, but the report assumes those costs would be passed through to the land developer.

Environmental Review Compliance: None required.

Prior Committee or Board Action: The Board has considered annexation of the Ord Community on several occasions. In September 2011, a Draft CEQA Initial Study/Negative Declaration for Annexation of the Ord Community was circulated for public review. A final IS/ND has not yet been adopted.

Marina Coast Water District
Agenda Transmittal

Agenda Item: 10-F

Meeting Date: January 21, 2015

Submitted By: Bill Kocher

Presented By: Bill Kocher

Agenda Title: Discussion and Possible Action Regarding District Goals for 2015 and to Update the Adopted Strategic Plan with Senior Staff

Detailed Description: In March 2014, the District completed a facilitator-led Strategic Planning process to set clear direction for the organization over all operational aspects of its mission. When it was completed, it identified action, activities, and planning efforts that are currently underway and it recognized the need for periodic reviews and updates. Coming up on the anniversary of the completion of that plan and at the beginning of a new fiscal year is a good time to discuss whether or not the Board would like to schedule a time to meet with Senior Staff to discuss the need for any updates.

Environmental Review Compliance: None required.

Prior Committee or Board Action: The current plan was completed by the Board and Senior Staff in March 2014.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: ___Yes ___X___No

Funding Source/Recap: Assuming we would conduct this review without the aid of a facilitator, there is no direct fiscal impact of this action.

Material Included for Information/Consideration: “Strategic Plan at a Glance.”

Staff Recommendation: If the Board would like to schedule such a meeting with Senior Staff and can suggest a few possible dates, staff will report a tentative meeting date to the Board at its next meeting.

Action Required: ___Resolution ___X___Motion ___Review

Board Action

____ Resolution No ____ Motion By _____ Seconded By _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Reagendized _____ Date _____ No Action Taken _____

Marina Coast Water District
Agenda Transmittal

Agenda Item: 10-G

Meeting Date: January 21, 2015

Submitted By: Bill Kocher

Presented By: Bill Kocher

Agenda Title: Discussion and Possible Action to Consider Directing the General Manager to Prepare Future Staff Reports in a New Report Format

Detailed Description: On December 1, 2015, Vice President Le provided a list of items he would like the Board to discuss in future meetings. Among those items was a new staff report form. Staff worked together to create a form that captured all the informational fields requested by the Board.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Financial Impact: _____ Yes No

Funding Resource/Recap: None.

Material Included for Information/Consideration: Sample agenda transmittal.

Staff Recommendation: The Board of Directors consider directing the General Manager to prepare future staff reports in a new report format.

Action Required: _____ Resolution Motion _____ Review

Board Action

_____ Resolution No. _____ Motion By _____ Seconded By _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Reagendized _____ Date _____ No Action Taken _____

Marina Coast Water District
Agenda Transmittal

Agenda Item: 10-H

Meeting Date: January 21, 2015

Submitted By: Jean Premutati

Presented By: Bill Kocher

Agenda Title: Consider Adoption of Resolution No. 2015-01 to Approve a Professional Services Agreement to Conduct an Executive Recruitment and Placement for the Position of General Manager

Detailed Description: At a regular meeting on December 2, 2013, the Board made a motion to direct staff to draft a Request for Proposal (RFP) to hire an Executive Recruiter to conduct a search for a full-time General Manager. The Board approved the drafted RFP at the December 16 meeting and on December 18, staff mailed copies to thirteen firms who specialize in public sector recruiting. The deadline for submission was February 6, 2014.

Staff received seven valid responses by the deadline. Two firms declined to respond and one proposal was received after the deadline. Staff conducted reference checks on the seven firms and prepared an analysis of the proposals based on the following criteria:

- Experience, qualification and references
- Economics and value
- Quality of proposal
- Scope of work and methodologies to be used

On February 18, 2014, the Board selected Neher & Associates to conduct the recruitment and placement of a General Manager. Although Neher & Associates provided the Board with several respectable candidates, the Board was unable to come to an agreement with any candidate.

On December 15, 2014, the Board authorized Neher & Associates to recruit for a temporary General Manager while the search for a permanent one continues.

On December 29, 2014, the Board requested to revisit the selection of a recruiting firm to conduct an executive recruitment and placement for the position of General Manager and asked staff to get an update on the cost proposals from each of the firms.

Staff contacted each of the recruiting firms and two firms confirmed that they were still interested in working with the District. New proposals were received from BHI Management Consulting and Alliance Resource Consulting, LLC.

Environmental Review Compliance: None required.

Prior Committee or Board Action: The Board of Directors requested staff to prepare a RFP and approved the RFP at the December 16, 2013 meeting. On February 18, 2014, the Board approved a PSA with Neher & Associates to conduct an executive recruitment and placement for the position of General Manager. On December 29, 2014, the Board requested to revisit the

January 21, 2015

Resolution No. 2015-01
Resolution of the Board of Directors
Marina Coast Water District

Approving a Professional Services Agreement with _____ to
Conduct an Executive Search and Placement for the Position of General Manager

RESOLVED by the Board of Directors ("Board") of the Marina Coast Water District ("District"), at a regular meeting duly called and held on January 21, 2015 at the business office of the District, 11 Reservation Road, Marina, California as follows:

WHEREAS, in December 2013, the Board approved staff to draft a Request for Proposals (RFP's) to conduct an executive search and placement for the position of General Manager; and,

WHEREAS, staff mailed copies to eleven firms whose specialty is public sector recruiting. Seven valid responses were received prior to the deadline of February 6, 2014. The proposals range in cost from \$16,000 to \$27,500; and,

WHEREAS, on February 18, 2014, the Board approved a Professional Services Agreement with Neher & Associates; and,

WHEREAS, Neher & Associates provided a pool of over one hundred applicants for consideration; and,

WHEREAS, the Board was unable to come to an agreement with any candidate and authorized Neher & Associates to recruit for a temporary General Manager while the search for a permanent one continues; and,

WHEREAS, the Board asked to revisit the list of recruiting firms; and,

WHEREAS, two recruiting firms responded that they were still interested and provided updated proposals.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby adopt Resolution No. 2015-01, to approve a Professional Services Agreement with _____ for a cost not-to-exceed _____ to conduct an executive search and placement for the position of General Manager.

PASSED AND ADOPTED on January 21, 2015, by the Board of Directors of the Marina Coast Water District by the following roll call vote:

Ayes: Directors _____
Noes: Directors _____
Absent: Directors _____
Abstained: Directors _____

Howard Gustafson, President

ATTEST:

Paula Riso, Deputy Secretary

CERTIFICATE OF SECRETARY

The undersigned Secretary of the Board of the Marina Coast Water District hereby certifies that the foregoing is a full, true and correct copy of Resolution No. 2015-01 adopted January 21, 2015.

Paula Riso, Deputy Secretary