



# MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

Home Page: [www.mcwd.org](http://www.mcwd.org)

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## DIRECTORS

HOWARD GUSTAFSON  
*President*

THOMAS P. MOORE  
*Vice President*

WILLIAM Y. LEE  
JAN SHRINER

## Agenda

### Regular Board Meeting, Board of Directors Marina Coast Water District

Marina Council Chambers  
211 Hillcrest Avenue, Marina, California  
Monday, May 16, 2016, 6:30 p.m. PST

*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 6:30 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

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

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

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 Wednesday, May 11, 2016. 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.

- 3) Marina Coast Water District v. California Public Utilities Commission, California Supreme Court Case No. S230728, Writ of Review
- 4) 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); First Appellate District Court of Appeals Case No. A145604
- 5) Marina Coast Water District vs. California-American Water Company, Monterey County Water Resources Agency, and Does 1 through 50, San Francisco Superior Court Case No. CGC-15-547125 (Complaint for Breach of Warranties, etc.)
- 6) Marina Coast Water District v, California Coastal Commission (California-American Water Company, Real Party in Interest), Santa Cruz County Superior Court Case No. CV180839 (Petition for Writ of Mandate). Sixth District Court of Appeal Case No. H042742
- 7) Marina Coast Water District v, California State Lands Commission (California-American Water Company, Real Party in Interest), Santa Cruz County Superior Court Case No. CV180895 (Petition for Writ of Mandate)

- B. Pursuant to Government Code 54956.8  
Conference with Real Property Negotiator  
Property: Sewer Infrastructure  
Negotiating parties: Howard Gustafson, Thomas Moore  
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. Receive a Verbal Status Update on Communications, Education, and Outreach by Runyan, Saltzman, & Einhorn

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 the Quarterly Financial Statements for January 1, 2016 to March 31, 2016
- B. Receive and File the Check Register for the Month of April 2016
- C. Approve the Draft Minutes of the Regular Board Meeting of May 2, 2016

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. Consider Adoption of Resolution No. 2016-30 to Authorize the Bureau of Land Management Building Real Estate Commission Payment to Mahoney & Associates; and, Approve a General Release and Settlement of Claims

*Action: The Board of Directors will consider authorizing the Bureau of Land Management building real estate commission payment to Mahoney & Associates, and approve a General Release and Settlement of Claims.*

- B. Approve an Agreement with the Naval Postgraduate School to Allow Installation of a Sensor Hosting Tripod Tower and Perform Rawinsonde Launches at the Marina Coast Water District Reservation Road Office Site

*Action: The Board of Directors will consider approving an Agreement with the Naval Post Graduate School to allow them to install a Sensor Hosting Tripod Tower and perform Rawinsonde Launches at the District's Reservation Road Office site.*

- C. Discuss District Goals for 2016 and Update the Adopted Five-Year Strategic Plan

*Action: The Board of Directors will discuss goals for 2016 and update the five-year Strategic Plan.*

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  | 7. LAFCO Liaison                  |
| 2. Joint City-District Committee  | 8. FORA                           |
| 3. Executive Committee            | 9. WWOC Report                    |
| 4. Community Outreach Committee   | 10. JPIA Liaison                  |
| 5. Budget and Personnel Committee | 11. Special Districts Association |
| 6. MRWPCA Board Member Liaison    |                                   |

**12. Board Member Requests for Future Agenda Items**

**13. Director's Comments** *Director reports on meetings with other agencies, organizations and individuals on behalf of the District and on official District matters.*

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

*Regular Meeting: Monday, June 6, 2016, 6:30 p.m.,  
Marina Council Chambers, 211 Hillcrest Avenue, Marina*

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 9

Meeting Date: May 16, 2016

Prepared By: Paula Riso

Approved By: Keith Van Der Maaten

Agenda Title: Consent Calendar

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

Background: *2015 Strategic Plan Mission Statement – 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.*

Consent calendar consisting of:

- A) Receive the Quarterly Financial Statements for January 1, 2016 to March 31, 2016
- B) Receive and File the Check Register for the Month of April 2016
- C) Approve the Draft Minutes of the Regular Board Meeting of May 2, 2016

Discussion/Analysis: See individual transmittals.

Environmental Review Compliance: None required.

Other Considerations: The Board of Directors can approve these items together or the Board can pull these items and discuss each one individually.

Material Included for Information/Consideration: Quarterly financial reports for January 1, 2016 to March 31, 2016; Check register for the month of April 2016; and, the draft minutes of May 2, 2016.

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

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Board Action

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_ No Action Taken \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 9-A

Meeting Date: May 16, 2016

Prepared By: Kelly Cadiente

Approved By: Keith Van Der Maaten

Agenda Title: Receive the Quarterly Financial Statements for January 1, 2016 to March 31, 2016

Staff Recommendation: The Board receives the Quarterly Financial Statements for January 1, 2016 to March 31, 2016.

Background: *2015 Strategic Plan, Strategic Element No. 3.2 – Regular Financial Updates to Policymakers and Managers.*

Discussion/Analysis: All figures reported for the quarter are based on accrual basis accounting. The District's consolidated financial statement for the quarter includes revenues of \$2.886 million and expenses of \$1.630 million, resulting in net gain from operations of \$1.256 million. The District budget projected net gain from operations of \$0.421 million for the same period.

The net gain from operations was higher than the budget expectation by \$0.836 million due to the timing of when revenues are earned and expenses are accrued produce different results than those in which the annual budget amounts are divided evenly by quarter.

Summary of Cost Centers:

<b>Description</b>	<b>Actual Qtr</b>	<b>Budget Qtr</b>	<b>Actual FYTD</b>	<b>Budget FYTD</b>
<b>Marina Water</b>				
Revenue	823,325	1,036,155	2,650,858	3,108,466
Expenses	<u>425,013</u>	<u>678,036</u>	<u>1,524,745</u>	<u>2,034,104</u>
Net Gain	398,312	358,119	1,126,113	1,074,362
<b>Marina Sewer</b>				
Revenue	267,307	258,132	767,478	774,394
Expenses	<u>111,801</u>	<u>189,172</u>	<u>412,299</u>	<u>567,517</u>
Net Gain	155,506	68,960	355,179	206,877
<b>Ord Community Water</b>				
Revenue	1,254,688	1,419,973	3,996,918	4,259,917
Expenses	<u>835,580</u>	<u>1,513,974</u>	<u>3,239,558</u>	<u>4,541,923</u>
Net Gain	419,108	(94,001)	757,360	282,006)
<b>Ord Community Sewer</b>				
Revenue	540,801	529,718	1,569,703	1,589,154
Expenses	<u>257,416</u>	<u>383,177</u>	<u>815,043</u>	<u>1,149,531</u>
Net Gain	283,385	146,541	754,660	439,623

<b>Recycled Water Project</b>				
Revenue	1	2,075	617	6,225
Expenses	-	61,175	159,292	183,524
Net Gain	1	(59,100)	(158,675)	(177,299)
<b>Regional Project</b>				
Revenue	-	-	-	-
Expenses	-	-	-	-
Net Gain	-	-	-	-
<b>Consolidated Cost Centers</b>				
Revenue	2,886,122	3,246,053	8,985,574	9,738,156
Expenses	1,629,810	2,825,534	6,150,937	8,476,599
Net Gain	1,256,312	420,519	2,834,637	1,261,557

As of March 31, 2016, the District had \$15.157 million in liquid investments. The District also had \$1.721 million of bond proceeds for construction purposes and \$0.849 million of 2010 refunding bond proceeds for debt reserve purposes in the bank. The District owed \$29.840 million for the 2015 Senior Revenue Refunding Bonds Series and \$1.115 million for Series B. In addition the District owed \$4.945 million for the 2010 Refunding Bond and \$1.842 million in aggregate for the BLM building financing. The Construction loan financing for the IOP building was paid off in full on December 1, 2015.

Environmental Review Compliance: None required.

Financial Impact:  Yes  No Funding Source/Recap: None

Other Considerations: None

Material Included for Information/Consideration: Quarterly Financial Statements, Investments and Debt Summary Statements.

Action Required:  Resolution  Motion  Review

Board Action

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_ No Action Taken \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 9-B

Meeting Date: May 16, 2016

Prepared By: Kelly Cadiente

Approved By: Keith Van Der Maaten

Agenda Title: Receive and File the Check Register for the Month of April 2016

Staff Recommendation: The Board of Directors receive and file the April 2016 expenditures totaling \$769,294.16.

Background: *2015 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.*

Discussion/Analysis: These expenditures were paid in April 2016 and the Board is requested to receive and file the check register.

Environmental Review Compliance: None required.

Financial Impact:  Yes  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.

Other Consideration: None.

Material Included for Information/Consideration: April 2016 Summary Check Register.

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

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Board Action

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_ No Action Taken \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_



Marina Coast Water District  
Agenda Transmittal

Agenda Item: 9-C

Meeting Date: May 16, 2016

Prepared By: Paula Riso

Approved By: Keith Van Der Maaten

Agenda Title: Approve the Draft Minutes of the Regular Board Meeting of May 2, 2016

Staff Recommendation: The Board of Directors approve the draft minutes of the May 2, 2016 regular Board meeting.

Background: *2015 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.*

Discussion/Analysis: The draft minutes of May 2, 2016 are provided for the Board to consider approval.

Environmental Review Compliance: None required.

Financial Impact:     \_\_\_ Yes     \_\_X\_\_ No     Funding Source/Recap: None

Other Considerations: The Board can suggest changes/corrections to the minutes.

Material Included for Information/Consideration: Draft minutes of May 2, 2016.

Action Required:     \_\_\_ Resolution     \_\_X\_\_ Motion     \_\_\_ Review

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Board Action

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_ No Action Taken \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 10-A

Meeting Date: May 16, 2016

Prepared By: Patrick Breen  
Reviewed By: Michael Wegley

Approved By: Keith Van Der Maaten

Agenda Title: Consider Adoption of Resolution No. 2016-30 to Authorize the Bureau of Land Management Building Real Estate Commission Payment to Mahoney & Associates and Approve a General Release and Settlement of Claims

Staff Recommendation: That the Board considers authorization of the Real Estate Commission Payment to Mahoney & Associates for the Bureau of Land Management building, Approve a General Release and Settlement of Claims, and authorize the General Manager to execute all documents as may be necessary.

Background: *2015 Strategic Plan, Element No. 3 – Fiscal Planning.*

In August 2012, the District entered into a Professional Services Agreement with Mahoney & Associates for real estate services pertaining to District owned property located in the Imjin Office Park in Marina. The services were specifically related to obtaining long term tenants for the District's property.

The Agreement established commission payments to Mahoney & Associates based on various percentages of any lease Mahoney & Associates was able to secure for the District. Half of any lease commission would be paid at lease execution and the remaining half would be paid upon occupancy.

In September 2013, Mahoney & Associates and District Staff developed and submitted a build-to-suit lease proposal for the District owned building lot formerly known as the "AMBAG Parcel" to the General Services Administration for the Bureau of Land Management (BLM) Building. The General Services Administration selected the District's proposal as the preferred proposal.

In April 2013, the District executed Lease No. GS-09B-03074 between the United States of America and the Marina Coast Water District for a term of 20 years (15 years firm lease with an option for another 5 years).

In May 2013, Mahoney & Associates invoiced the District for half of the commission due upon lease execution and the District paid the commission amount due of \$71,743.98.

Discussion/Analysis: During the construction of the BLM Building, the District executed a lease amendment with the Government that amended the lease by making the term of the lease 20 Years, 20 Years firm (increased the firm term to 20 years). This lease amendment altered the amount of the commission due to Mahoney & Associates upon occupancy of the building, increasing it by \$44,547.34 for a total of \$116,291.32.

District staff received Mahoney & Associates Invoice No. 3146 on March 15, 2016 based upon occupancy by BLM of the building March 1<sup>st</sup>. The invoice is for \$116,291.32.

If authorized, once the invoice is paid staff will terminate the existing agreement in order to solicit a new Request For Proposals (RFP) for Real Estate Services. The RFP will broaden the scope of real estate services for the District to include and consider strategies for District owned property at 11 Reservation Road, the Ord Offices, and continue to pursue tenants for the vacant space at 920 Second Ave (next to FORA). The only property that would be actively listed would be the vacant space in 920 Second Ave (next to FORA).

Environmental Review Compliance: None required.

Financial Impact:  Yes  No Funding Source/Recap: If authorized, a commission payment of \$116,291.32 would be paid from District Reserves.

Other Considerations: Any of the following options may also be considered:

1. Refer the item back to staff for further consideration.

Material Included for Information/Consideration: Resolution No. 2016-30; Professional Services Agreement between Marina Coast Water District and Mahoney & Associates; Lease GS-09B-03074 Amendment No. 1; current invoice; and General Release and Settlement of Claims.

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

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Board Action

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_ No Action Taken \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

May 16, 2016

Resolution No. 2016 - 30

Resolution of the Board of Directors

Marina Coast Water District

Authorizing BLM Building Real Estate Commission Payment to Mahoney & Associates and  
Approve a General Release and Settlement of Claims

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on May 16, 2016 at 211 Hillcrest Avenue, Marina, California as follows:

WHEREAS, the District has a Professional Services Agreement (PSA) with Mahoney & Associates to obtain long term tenants for District owned property within the Imjin Office Park in Marina California; and,

WHEREAS, the PSA with Mahoney & Associates establishes commission payments to Mahoney & Associates based on various percentages of any lease Mahoney & Associates was able to secure for the District. Half of any lease commission would be paid at lease execution and the remaining half would be paid upon occupancy; and,

WHEREAS, the District entered into a long term lease (15 years firm lease with an option for another 5 years) with the United States Government to construct and house the Central Coast BLM Office; and,

WHEREAS, the District has paid half of the commission due to Mahoney & Associates upon execution of the lease with the United States Government; and,

WHEREAS, during the construction of the building the lease was amended to a term of 20 years, 20 years firm increasing the commission due to Mahoney & Associates by \$44,547.34 for a total final commission payment of \$116,291.32; and,

WHEREAS, pursuant to the professional services agreement the final commission payment is to be paid upon occupancy; and,

WHEREAS, the BLM has occupied the building since March 1, 2016; and,

WHEREAS, pursuant to the General Release and Settlement of Claims the District wishes to terminate the Professional Service Agreement with Mahoney & Associates upon final payment by the District.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Marina Coast Water District does hereby authorize the BLM Building Lease Real Estate Commission Payment to Mahoney & Associates of \$116,291.32, approve a General Release and Settlement of Claims, and authorize the General Manager to execute all documents as may be necessary.

PASSED AND ADOPTED on May 16, 2016 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:

\_\_\_\_\_  
Keith Van Der Maaten, 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. 2016-30 adopted May 16, 2016.

\_\_\_\_\_  
Keith Van Der Maaten, Secretary

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 10-B

Meeting Date: May 16, 2016

Prepared by: Jean Premutati

Approved by: Keith Van Der Maaten

Agenda Title: Consider Approving an Agreement with the Naval Postgraduate School to Allow Installation of a Sensor Hosting Tripod Tower and Perform Rawinsonde Launches at the Marina Coast Water District Reservation Road Office Site

Staff Recommendation: Approve an Agreement with the Naval Postgraduate School to allow installation of a sensor hosting tripod tower and perform rawinsonde launches at the Marina Coast Water District Reservation Road office site.

Background: *2015 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.*

Discussion/Analysis: In April, staff was contacted by Professor Qing Wang from the Meteorology Department at the Naval Postgraduate School (NPS). She requested use of the Reservation Road facility to set up monitoring equipment to measure wind and speed direction, temperature, humidity, atmospheric radiation, and air turbulence in collaboration with the University of Miami.

This project is sponsored by the Office of Naval Research and entails installation of a 20' tall tower with a mast that would be set up on a tripod which will be guy-wired to the ground to keep the sensors on the mast secure. The tower will require power and NPS is requesting to run an extension cord from the nearest outlet at the District's facility. The total power needed is approximately 50 watts.

The Rawinsonde launch is the same as all weather stations around the world. NPS will use a balloon inflated with helium gas to lift the sensor package (Rawinsonde). The Rawinsonde will transmit signals back to the receiver and display on a laptop computer which NPS is requesting to store inside our Reservation Road facility. In addition, they will need outdoor space for the balloon inflation shelter (~5' in diameter and 4' tall), helium bottles and the inflation gear.

Once the system is setup, the tower measurements will be made continuously without an operator up to four times per day.

Ideally, NPS would like to begin the project on May 23 and will require one day for tower installation. The project, if approved, will run through June 17, 2016.

Financial Impact:     \_\_\_\_\_Yes     \_\_\_X\_\_\_No     Funding Source/Recap: None

Other Considerations:

1. Refer back to staff with direction
2. Continue to a future meeting (date and time to be specified in the motion)

Material Included for Information/Consideration: Agreement with the Naval Postgraduate School to allow installation of a sensor hosting tripod tower and perform rawinsonde launches at the Marina Coast Water District Reservation Road office site.

Action Required:     \_\_\_\_\_Resolution     \_\_\_X\_\_\_Motion     \_\_\_\_\_Review

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Board Action

Motion By\_\_\_\_\_ Seconded By\_\_\_\_\_ No Action Taken\_\_\_\_\_

Ayes\_\_\_\_\_ Abstained\_\_\_\_\_

Noes\_\_\_\_\_ Absent\_\_\_\_\_

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 10-C

Meeting Date: May 16, 2016

Prepared By: Paula Riso

Approved By: Keith Van Der Maaten

Agenda Title: Discuss District Goals for 2016 and Update the Adopted Five-Year Strategic Plan

Staff Recommendation: The Board of Directors discuss updates to the five-year strategic plan for the Marina Coast Water District and consider approving those updates.

Background: *2015 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.*

In February 2013, the Board of Directors gave staff direction to amend a Professional Services Agreement with BHI Management Consulting to facilitate a Board workshop and develop a five-year strategic plan.

In early March 2013, Mr. Brent Ives met with individual Board members and conducted a public meeting to gain insight and feedback for creating a strategic plan for the District. On April 13, 2013, the Board and department heads met with Mr. Ives to begin the goal setting and planning process. Periodically, staff and Mr. Ives communicated by phone and email to construct a draft strategic plan that was presented to the Board at a workshop on January 11, 2014. The five-year strategic plan was adopted on March 3, 2014.

Discussion/Analysis: This document requires updating on an annual basis as situations and directions change. The last update to the five-year strategic plan was in February 2015. Staff is presenting an update to the strategic plan for Board discussion.

Environmental Review Compliance: None required.

Financial Impact: \_\_\_\_\_Yes      X  No    Funding Source/Recap: None

Other Considerations: The Board of Directors can approve updates to the entire five-year strategic plan, or consider updating several sections each month until the entire five-year strategic plan is complete.

Material Included for Information/Consideration: 2015 Five-Year Strategic Plan.

Action Required: \_\_\_\_\_Resolution      X  Motion    \_\_\_\_\_Review

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Board Action

Motion By \_\_\_\_\_    Seconded By \_\_\_\_\_    No Action Taken \_\_\_\_\_

Ayes \_\_\_\_\_    Abstained \_\_\_\_\_

Noes \_\_\_\_\_    Absent \_\_\_\_\_