



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

Home Page: www.mcwd.org

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

DIRECTORS

JAN SHRINER
President

HERBERT CORTEZ
Vice President

BRAD IMAMURA
THOMAS P. MOORE
GAIL MORTON

Agenda

**Regular Board Meeting, Board of Directors
Marina Coast Water District
and**

**Regular Board Meeting, Board of Directors
Marina Coast Water District Groundwater Sustainability Agency
Hybrid Meeting**

**920 2nd Avenue, Suite A, Marina, California
and Zoom Teleconference**

Monday, March 20, 2023, 6:30 p.m. PST

Staff and Board members will be attending the March 20, 2023 meeting in person. Members of the public may attend the Board meeting in person or can continue to attend remotely via Zoom conference.

Persons who are participating via telephone will need to press *9 to be acknowledged for comments. Members of the public participating by Zoom will be placed on mute during the proceedings and will be acknowledged only when public comment is allowed, after requesting and receiving recognition from the Board President. Public comment on the action item can also be submitted in writing to Paula Riso at priso@mcwd.org by 9:00 am on Monday, March 20, 2023; such comments will be distributed to the MCWD Board before the meeting.

This meeting may be accessed remotely using the following Zoom link:

<https://us02web.zoom.us/j/88628310247?pwd=SFJQY0Z3bEiCNUNLSFI2R28zVTFiUT09>

Passcode: 295422

To participate via phone, please call: 1-669-900-9128; Meeting ID: 886 2831 0247 Passcode: 295422

Our Mission: We provide our customers with high quality potable and recycled water, wastewater collection and conservation services that are safe, affordable, reliable and sustainable, through planning, management and the development of water resources in an environmentally sensitive manner.

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. 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.

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 District offices at 11 Reservation Road, Marina. A complete Board packet containing all enclosures and staff materials will be available for public review on the District website, Wednesday, March 15, 2023. 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: 831-883-5931.

5. Presentations

- A. [Receive a Blue Zones Project Presentation and Consider Adoption of Resolution No. 2023-08 to Become a Blue Zones Organization](#)
(Page 1)
- B. [Adopt Resolution No. 2023-09 in Recognition of Paula Riso, Executive Assistant/Clerk to the Board, for 25 Years of Service to the Marina Coast Water District](#)
(Page 5)

6. [Consent Calendar](#)

- A. [Receive and File the Check Register for the Month of February 2023](#)
(Page 10)
- B. [Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of February 21, 2023](#)
(Page 17)
- C. [Adopt Resolution No. 2023-10 to Execute a Mutual Assistance Agreement Between Marina Coast Water District and the City of Seaside](#)
(Page 23)

7. 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. 2023-11 to Place a Director in Nomination to the Coastal Network, Seat C, of the California Special Districts Association Board](#)
(Page 33)
- B. [Receive Ralph M. Brown Act Training](#)
(Page 42)

8. 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. Committee and Board Liaison Reports
 - 1. Budget and Engineering Committee
 - 2. Executive Committee
 - 3. Community Outreach and Personnel Committee
 - 4. M1W Board Member Liaison

9. Board Member Requests for Future Agenda Items

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

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

Regular Meeting: Monday, April 17, 2023, 6:30 p.m.

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 5-A

Meeting Date: March 20, 2023

Prepared By: Rose Gill

Approved By: Remleh Scherzinger P.E.

Agenda Title: Receive a Blue Zones Project Presentation and Consider Adoption of Resolution No. 2023-08 to Become a Blue Zones Organization

Staff Recommendation: The Board of Directors approve the implementation of Blue Zones Project.

Background: *Strategic Plan, Strategic Element No. 5 Organizational Health/Personnel – Our objective is to recruit and retain a highly qualified, diverse and inspired workforce that delivers the essential services of our mission statement to the public while providing outstanding customer service. Our strategy is to utilize sound policies and personnel practices, offer competitive compensation and benefits, and provide opportunities for training, development, and professional growth while ensuring a safe and secure workplace.*

Blue Zones Project Monterey County is a joint health and well-being initiative sponsored by Salinas Valley Health, Taylor Farms and Montage Health.

The project was started in 2018, specifically to increase downstream health in an effort to address several of the serious issues facing Monterey County residents.

- High prevalence of prediabetes and type 2 diabetes in adults, nearly 45% fall into prediabetic or type 2 category
- Lack of access to fresh fruits and vegetables

Blue Zones program offers the District the opportunity to help in making healthy choices easier for staff by providing guidance within a wellness program. The program offers initiatives for reducing health problems, and costs associated with sedentary lifestyles.

Currently the District does not have a wellness program in place. This is a great opportunity to invest in the District employees by providing a strong well organized, wellness program.

The program offers advancing a sense of purpose, meaning and loyalty within the District. According to Blue Zones, people who find meaning at work are 93 percent more engaged and more than three times as likely to stay with their organization.

Discussion/Analysis: Blue Zones program addresses current issues relating to employee's health that can lead to sustainable healthier employees. Blue Zones operates by helping the District conduct assessments, that will lead to possible policy changes for example, ergonomics, organizing a Tobacco Free Zone, offer healthier food options guidance and establish walking teams. The assessments create a way to inspire and reinforce healthy habits.

Healthier employees with lower health care cost and higher productivity with lower turnover are just some of the benefits implementing a wellness program.

Employers can save \$5.81 for every \$1.00 invested in physical activity. Exercising for 20 minutes per day dramatically lowers the risk of diabetes and heart disease, even for employees who have a high risk of developing these conditions.

Boost productivity and engagement. Employees who take a brief break every 90 minutes report a 28% higher level of focus and 40% greater creative-thinking capacity.

Overweight or obese workers miss 450 million more aggregate days of work annually than healthy workers do, costing more than \$153 billion per year in lost productivity.

Improve employee well-being. Standing, walking, and stretching can burn an extra 350 calories per day. Employees with the highest levels of well-being cost their employers only \$840 per year in lost productivity.

Attract and retain top talent. Improved employee well-being, which includes physical well-being, can positively affect employee job commitment, and ultimately reduce turnover.

The “bottom line” is essentially that worksites that implement wellness programs, and create an environment where well-being ensues, have healthier staff. Healthier staff are happier, more productive, and have higher retention.

Environmental Review Compliance: None Required

Legal Counsel Review: None Required

Climate Adaptation: None Required

Financial Impact: X Yes No **Funding Source/Recap:** Staff Time

Other Considerations: The Board can reject implementation of Blue Zones.

Material Included for Information/Consideration: None

Action Required: X Resolution Motion Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

March 20, 2023

Resolution No. 2023-08
Resolution of the Board of Directors
Marina Coast Water District
Approving Becoming a Blue Zone Organization

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), regular meeting duly called and held on March 20, 2023, at 920 2nd Avenue, Suite A, Marina, California; and via Zoom teleconference, as follows:

WHEREAS, Blue Zone Project Monterey County is a joint health and well-being initiative sponsored by Salinas Valley Health, Taylor Farms and Montage Health; and,

WHEREAS, Blue Zone Project can help with employee retention, turn over, absenteeism due to employees being healthier and happier; and,

WHEREAS, Worksites that implement wellness programs, and create an environment where well-being ensues, have the healthier staff. Healthier staff are happier, more productive and higher retention; and,

WHEREAS, implement Blue Zones as the Districts official Wellness Program.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby:

1. Adopt Resolution No. 2023-08 to approve becoming a Blue Zone Organization.
2. Authorize the General Manager or his designee to execute Blue Zone Project and directs the General Manager to take all actions and execute all documents as may be necessary or appropriate to give effect to this resolution.

PASSED AND ADOPTED on March 20, 2023, 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_____

Jan Shriner, President

ATTEST:

Remleh Scherzinger, 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. 2023-08 adopted March 20, 2023.

Remleh Scherzinger, Secretary

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 5-B

Meeting Date: March 20, 2023

Prepared By: Remleh Scherzinger P.E.

Approved By: Remleh Scherzinger P.E.

Agenda Title: Adopt Resolution No. 2023-09 in Recognition of Paula Riso, Executive Assistant/Clerk to the Board, and Award a Plaque and/or Gift Certificate for 25 Years of Service to the Marina Coast Water District

Staff Recommendation: Adopt Resolution No. 2023-09 recognizing Paula Riso, Executive Assistant/Clerk to the Board, and awarding a plaque and/or gift certificate for 25 years of service to the Marina Coast Water District.

Background: *Strategic Plan, Strategic Element 5.0 – Our objective is to recruit and maintain a highly qualified, diverse and inspired workforce that delivers the essential services of our mission statement to the public while providing outstanding customer service.*

Discussion/Analysis: Ms. Riso joined the District on February 11, 1998 as a Customer Service Representative I. She was assigned to the District's front desk as the primary person to interact with customers.

Her friendly and outgoing personality and her focused customer service meant she was well adapted to this position. In addition to her customer service duties, she was assigned other tasks, which she accomplished with competence and skill.

In August 1999, Paula was promoted to Executive Assistant/Clerk to the Board. In this position, she has established an excellent rapport with the directors, the general manager, the District managers and the numerous representatives of other agencies and organizations with which the District interacts.

Since that time Ms. Riso has worked with 6 General Managers and 18 Board Members. During her twenty-five years of service to the District, Paula has consistently been a positive force and encourages District staff to focus on community service.

Ms. Riso's vast knowledge of the District makes her an invaluable asset to the daily operations of the management team. Her ability to recall and find critical information has on many occasions saved the District countless hours. Her comfort with staff at all levels means she is comfortable rallying staff when rallying staff is needed.

It is with great pleasure that the District recognizes and applauds Paula Riso for twenty-five years of dedicated and exemplary service to the District.

Environmental Review Compliance: None required.

Legal Counsel Review: None Required

Climate Adaptation: None Required

Funding Source/Recap: Hospitality

Material Included for Information/Consideration: Resolution No. 2023-09.

Motion By _____ Seconded By _____ No Action Taken _____

Noes _____ Absent _____

March 20, 2023

Resolution No. 2023-09
Resolution of the Board of Directors
Marina Coast Water District
Recognizing Ms. Paula Riso, Executive Assistant/Clerk to the Board,
for 25 Years of Service to MCWD

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on March 20th at 920 2nd Ave, Marina, California as follows:

WHEREAS, Paula Riso joined the District on February 11, 1998 as a Customer Service Representative I; and,

WHEREAS, in August 1999, Paula was promoted to Executive Assistant/Board Clerk and has established an excellent rapport with the directors, the general manager, the District managers and the numerous customers and representatives of other agencies and organizations with which the District interacts; and,

WHEREAS, Paula’s friendly and outgoing personality and her excellent customer service skills served her well in this position; and,

WHEREAS, she has exhibited significant professional growth and has consistently been a positive and encouraging influence on District staff; and,

WHEREAS, Paula’s persistent requests to submit agenda items before they are due have yet to yield board packages submitted early, but her drive to complete Board packages on time, and at times deliver them personally, is a credit to her work ethic and truly selfless dedication to the Board and the members of our community; and,

WHEREAS, Paula’s brownies and chocolate chip cookies are greatly appreciated and valued by the Board during its long deliberations; and,

WHEREAS, Paula is a dedicated and loyal employee who is well-liked and supported by her fellow employees and District customers.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby express its gratitude and recognizes Paula Riso for twenty-five years of service to the Marina Coast Water District, presents her with a plaque and/or gift certificate and wishes her continued success with the District.

PASSED AND ADOPTED on March 20, 2023 by the Board of Directors of the Marina Coast Water District and Groundwater Sustainability Agency by the following roll call vote:

Ayes: Directors _____

Noes: Directors _____

Absent: Directors _____

Abstained: Directors _____

Jan Shriner, President

ATTEST:

Remleh Scherzinger, 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. 2023-09 adopted March 20, 2023.

Remleh Scherzinger, Secretary

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 6

Meeting Date: March 20, 2023

Prepared By: Paula Riso

Approved By: Remleh Scherzinger P.E.

Agenda Title: Consent Calendar

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

Background: *Strategic Plan, Mission Statement – We provide our customers with high quality potable and recycled water, wastewater collection and conservation services that are safe, affordable, reliable and sustainable, through planning, management and the development of water resources in an environmentally sensitive manner.*

Consent calendar consisting of:

- A) Receive and File the Check Register for the Month of February 2023
- B) Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of February 21, 2023
- C) Adopt Resolution No. 2023-10 to Execute a Mutual Assistance Agreement Between Marina Coast Water District and the City of Seaside

Discussion/Analysis: See individual transmittals.

Environmental Review Compliance: None required.

Legal Counsel Review: None required.

Climate Action: Not applicable.

Other Considerations: The Board of Directors can approve these items together or they can pull them separately for discussion.

Material Included for Information/Consideration: Check Register for February 2023; draft minutes of February 21, 2023; and, Resolution No. 2023-10; and copy of the Mutual Assistance Agreement.

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

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____

Abstained _____

Noes _____

Absent _____

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 6-A

Meeting Date: March 20, 2023

Prepared By: Mary Lagasca

Approved By: Remleh Scherzinger P.E.

Agenda Title: Receive and File the Check Register for the Month of February 2023

Staff Recommendation: The Board of Directors receive and file the February 2023 expenditures totaling \$2,262,177.51.

Background: *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 February 2023 and the Board is requested to receive and file the check register.

Environmental Review Compliance: None required.

Legal Counsel Review: None required.

Climate Adaptation: Not applicable.

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.

Other Consideration: None.

Material Included for Information/Consideration: February 2023 Summary Check Register.

Action Required: ____Resolution ____X____Motion ____Review
(Roll call vote is required.)

Board Action

Motion By_____ Seconded By_____ No Action Taken_____

Ayes_____

Abstained_____

Noes_____

Absent_____

FEBRUARY 2023 SUMMARY CHECK REGISTER

DATE	CHECK #	CHECK DESCRIPTION	AMOUNT
02/07/2023	ACH	Friedman & Springwater LLP	62,201.00
02/07/2023	73193 - 73218	Check Register	670,964.31
02/10/2023	73219	Check Register	2,156.85
02/14/2023	73220 - 73248	Check Register	57,117.58
02/24/2023	73249 - 73284	Check Register	883,248.68
02/28/2023	73285 - 73304	Check Register	39,219.34
02/01/2023	ACH	State of California - EDD	28.74
02/03/2023	ACH	Payroll Direct Deposit	124,111.84
02/03/2023	ACH	CalPERS	27,511.75
02/03/2023	ACH	Empower Retirement	16,243.10
02/03/2023	ACH	Internal Revenue Service	49,452.70
02/03/2023	ACH	State of California - EDD	11,051.30
02/03/2023	ACH	WageWorks, Inc.	910.33
02/03/2023	501475 - 501476	Check Register	1,264.80
02/07/2023	ACH	Empower Retirement	300.00
02/07/2023	501477 - 501484	Check Register	83,579.83
02/10/2023	501485 - 501486	Board Compensation Checks and Direct Deposit	507.91
02/10/2023	ACH	Internal Revenue Service	84.18
02/17/2023	ACH	Payroll Direct Deposit	121,618.11
02/17/2023	ACH	CalPERS	27,304.05
02/17/2023	ACH	Empower Retirement	15,253.00
02/17/2023	ACH	Internal Revenue Service	48,392.39
02/17/2023	ACH	State of California - EDD	10,147.90
02/17/2023	ACH	WageWorks, Inc.	910.33
02/17/2023	501487	Check Register	576.80
02/23/2023	501488 - 501489	Check Register	8,020.69
TOTAL DISBURSEMENTS			<u><u>2,262,177.51</u></u>

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
ACH	01/10/2023	02/07/2023	Friedman & Springwater LLP	Legal Services 12/2022	62,201.00
73193	01/24/2023	02/07/2023	Salinas Valley Ford	Fuel Pump Fuse Relocation, Battery Terminal Cleaning - Vehicle #1304; Nitrogen Oxide Sensor Replacement - Vehicle #1501	1,617.11
73194	01/17/2023	02/07/2023	Grainger	General Supplies	622.93
73195	12/31/2022	02/07/2023	Schaaf & Wheeler	Construction Phase - A1/A2 Tanks B/C Booster	10,185.28
73196	12/06/2022	02/07/2023	Monterey Peninsula Engineering	Ord Village LS - Construction Pmt #16	36,100.00
73197	01/19/2023	02/07/2023	Valley Saw and Garden Equipment	General Supplies	359.42
73198	01/26/2023	02/07/2023	Monterey Bay Analytical Services	Laboratory Testing	1,050.00
73199	01/13/2023	02/07/2023	Rauch Communication Consultants, Inc.	Public Relations 10/2022	13,377.65
73200	11/09/2022	02/07/2023	Anderson Pacific Engineering Construction, Inc.	Intermediate Reservoir Valve Replacement - Retention Pmt #4	7,833.57
73201	01/11/2023	02/07/2023	Harris & Associates	Inspection Services - RUWAP Distribution; Project Management - Recycled Water; Developers (Abdy Way Subdivision, CHISPA East Garrison Apartments, Dunes 1B Promenade, Dunes 2 East, University Villages 1 Imjin)	7,953.50
73202	01/12/2023	02/07/2023	Core & Main LP	General Supplies	369.38
73203	01/11/2023	02/07/2023	Carollo Engineers, Inc.	Record Drawings - RUWAP	1,036.80
73204	01/18/2023	02/07/2023	Marina Tire & Auto Repair	Tire Repair, Oil Change - Vehicle #1703	113.92
73205	01/11/2023	02/07/2023	Richards, Watson & Gershon	Legal Services 12/2022	237,162.16
73206	01/26/2023	02/07/2023	U.S. Bank National Association	IOP Office Copier Lease 01/20 - 02/19	287.34
73207	01/12/2023	02/07/2023	Remy Moose Manley, LLP	Legal Services 11/2022 - 12/2022	208,376.54
73208	01/31/2023	02/07/2023	ICONIX Waterworks (US), Inc.	Pump Control Valve - Watkins Gate Well; Mechanical Joint, Supplies - Hillcrest Ave Hydrant Repair; (2) Hydrant Check Valves, Gate Valve, (2) Mechanical Joints, (80) ft Pipe, General Supplies	22,842.41
73209	01/13/2023	02/07/2023	Griffith, Masuda & Hobbs	Legal Services 12/2022	10,125.00
73210	01/25/2023	02/07/2023	Tope's Tree Service, Inc.	Trailer Rental, Concrete - Hillcrest Ave	304.92
73211	01/16/2023	02/07/2023	Federico Embroidery	(4) Dark Navy Snapback Hats - Meter Readers	87.31
73212	01/13/2023	02/07/2023	EKI Environment & Water, Inc.	Groundwater Sustainability Planning Implementation Actions	32,806.00
73213	02/01/2023	02/07/2023	California Landscape Contractors Association	2023 Membership Dues	120.00
73214	01/25/2023	02/07/2023	WEX Bank	Fleet Gasoline 01/2023	5,263.56
73215	01/11/2023	02/07/2023	Zanjero, Inc.	CIP Program Tool 12/2022; Water Code Section 1005.4 Groundwater Filings; Water Supply Investigations Phase 1 09/2022 - 12/2022	22,525.00
73216	01/30/2023	02/07/2023	Handyman 831	Whiteboard Installation - WR Manager Office, TV Mount Adjustment - IOP Conference Room	332.50
73217	01/18/2023	02/07/2023	R&S Erection of Monterey Bay, Inc.	Desal Plant/ Garage Door Replacements - Beach Office	49,958.62
73218	01/01/2023	02/07/2023	Greenwaste Recovery, Inc.	Garbage Collection & Recycling Services 01/2023	153.39
73219	02/09/2023	02/10/2023	State Water Resources Control Board	California Wastewater Arrearages Payment Program - Unused Funds	2,156.85
73220	01/31/2023	02/14/2023	Ace Hardware of Watsonville, Inc.	General Supplies	800.71

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
73221	02/06/2023	02/14/2023	MBS Business Systems	Copier Maintenance (3 Units) 11/06 - 05/11	1,919.76
73222	01/30/2023	02/14/2023	Owen Equipment	General Supplies	194.81
73223	02/07/2023	02/14/2023	Pitney Bowes Purchase Power (Postage)	Postage Meter Refill	1,026.99
73224	01/31/2023	02/14/2023	Peninsula Welding & Medical Supply, Inc.	Gas Cylinder Tank Rental Fee	12.90
73225	02/08/2023	02/14/2023	Water Awareness Comm Mtry	Zun Zun Performances - (2) Marshall Elementary School	1,000.00
73226	01/23/2023	02/14/2023	CWEA - Monterey Bay Section	Grade II Collection System Certification Renewal	100.00
73227	01/31/2023	02/14/2023	Monterey One Water	Sewer Treatment Charge 01/2023 - 02/2023	335.30
73228	01/12/2023	02/14/2023	American Supply Company	Janitorial Supplies	517.68
73229	01/20/2023	02/14/2023	Wallace Group	Developer (Wathen-Castanos Homes)	9,309.50
73230	02/03/2023	02/14/2023	Geiger	(850) Connect Orders	729.36
73231	01/28/2023	02/14/2023	O'Reilly Automotive Stores, Inc.	Auto/ General Supplies	175.87
73232	01/04/2023	02/14/2023	Val's Plumbing & Heating, Inc.	Boiler Maintenance - IOP Office	801.87
73233	12/20/2022	02/14/2023	Don Chapin Co., Inc	(11.4) tons Base Rock, (10) tons Plaster Sand, (20.3) tons Top Soil	2,036.19
73234	12/30/2022	02/14/2023	Calcon Systems, Inc.	Electrical Troubleshooting - Well 31; SCADA Programming	3,340.00
73235	01/24/2023	02/14/2023	Dwyer Instruments, Inc.	(4) Pressure Transducers	837.16
73236	02/08/2023	02/14/2023	Daiohs USA	Coffee Supplies	412.00
73237	01/31/2023	02/14/2023	Green Rubber-Kennedy AG, LP	General Supplies	652.85
73238	01/30/2023	02/14/2023	Marina Tire & Auto Repair	Oil Change - Vehicle #1238	77.78
73239	02/06/2023	02/14/2023	Monterey Bay Technologies, Inc.	(2) 8GB Backup Harddisks - Servers; IT Support Services 02/2023	4,029.16
73240	12/31/2022	02/14/2023	The Pun Group, LLP	2022 Audit - Final Billing	4,720.00
73241	01/19/2023	02/14/2023	Aleshire & Wynder, LLP	Legal Services 12/2022	17,873.50
73242	02/06/2023	02/14/2023	TIAA, FSB	Ord Office Copier, eCopy ScanStation Leases 02/2023	422.04
73243	01/28/2023	02/14/2023	AT&T	Phone and Alarm Line Service 01/2023	189.04
73244	01/24/2023	02/14/2023	Security Shoring & Steel Plates, Inc.	Shoring Equipment Rental - CSUMB Valve Project	692.00
73245	01/31/2023	02/14/2023	Cintas Corporation No. 630	Uniforms, Towels, Rugs 01/2023	1,127.24
73246	01/25/2023	02/14/2023	U.S. Bank National Association (Bond Payments)	2019 Bond Administration Fee 01/2023 - 12/2023	2,815.00
73247	01/25/2023	02/14/2023	Conservation Rebate Program	3078 Helena Way - Washer Rebate	150.00
73248	02/09/2023	02/14/2023	Customer Service Refund	Refund Check - 537 Wilson Ct	818.87
73249	01/30/2023	02/24/2023	Quinn Company	Annual Generator Maintenance - Carmel LS	777.81
73250	01/31/2023	02/24/2023	Insight Planners	Web Development/ Maintenance and Hosting 01/2023	2,064.00
73251	02/09/2023	02/24/2023	PG&E	Gas and Electric Service 01/2023	78,684.06
73252	01/27/2023	02/24/2023	Home Depot Credit Services	General Supplies	784.05

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
73253	12/31/2022	02/24/2023	Schaaf & Wheeler	Construction Meetings - Ord Village LS FM Improvements; Utility/ Water Demand Research, Flow Modeling - Castroville Pipeline; Developers (Campus Town, Dunes 1B Promenade, Dunes 2 East, Dunes 2 North, Dunes 2 West, Dunes Brass Tap, Enclave at Cypress Grove, Enclave Phase 3, Home2 Suites, Marina Station Phase 1, Quick Quack Car Wash, Veterans Transition Center - Hayes)	29,765.10
73254	02/03/2023	02/24/2023	Monterey Peninsula Engineering	Ord Village/ Gigling LS - Construction Pmt #17	145,476.59
73255	02/07/2023	02/24/2023	Monterey Bay Analytical Services	Laboratory Testing	1,750.00
73256	01/27/2023	02/24/2023	SWRCB - DWOCP	Grade II Water Treatment Certification Renewal	60.00
73257	02/15/2023	02/24/2023	SWRCB - DWOCP	Grade II Water Treatment Certification Renewal	60.00
73258	02/05/2023	02/24/2023	Staples Credit Plan	Office Supplies	1,050.09
73259	01/05/2023	02/24/2023	Anderson Pacific Engineering Construction, Inc.	A1/A2 Tanks B/C Booster - Construction Pmt #14	421,087.50
73260	02/01/2023	02/24/2023	Harris & Associates	Inspection Services - RUWAP Distribution; Developers (Abdy Way Subdivision, CHISPA East Garrison Apartments, Dunes 1B Promenade, Dunes 2 East, Hampton Inn, University Villages 1 Imjin)	21,429.66
73261	02/01/2023	02/24/2023	Koff & Associates	(3) Classification Descriptions - Review/ Development	700.00
73262	01/31/2023	02/24/2023	DataProse, LLC	Customer Billing Statements 01/2023	5,483.80
73263	01/31/2023	02/24/2023	Conservation Rebate Program	3050 Vaughan Ave - Washer Rebate	100.00
73264	12/21/2022	02/24/2023	SWRCB	Community Water System Drinking Water Program Fees FY 2023	45,280.05
73265	01/30/2023	02/24/2023	BHI Management Consulting	Plan Development, Travel Expenses - Strategic Plan	3,102.15
73266	02/02/2023	02/24/2023	Daiohs USA	Scalex Water Filter - IOP Office	163.82
73267	02/01/2023	02/24/2023	Della Mora Heating Sheet Metal & Air Conditioning	(2) Wall Heater Caps Installation - Ord Office	653.83
73268	01/30/2023	02/24/2023	Edges Electrical Group, LLC	General Supplies	223.60
73269	01/27/2023	02/24/2023	ICONIX Waterworks (US), Inc.	General Supplies	161.55
73270	02/07/2023	02/24/2023	Boutin Jones, Inc.	Legal Services 12/2022 - 01/2023	5,092.00
73271	02/02/2023	02/24/2023	BAVCO	General Supplies	400.90
73272	01/31/2023	02/24/2023	Peninsula Messenger LLC	Courier Service 02/2023	241.00
73273	01/25/2023	02/24/2023	Western Exterminator Company	Pest Control - Beach Office 01/2023	119.60
73274	01/31/2023	02/24/2023	Iron Mountain, Inc.	Shredding Service 01/2023	290.60
73275	02/01/2023	02/24/2023	Simpler Systems, Inc.	UB Datapp Maintenance 02/2023	500.00
73276	01/31/2023	02/24/2023	Marina Coast Water District (BLM)	BLM Water, Sewer, Fire Service 01/2023	400.51
73277	02/01/2023	02/24/2023	Pure Janitorial, LLC	Janitorial Service - MCWD, BLM Offices 01/2023	5,245.07
73278	01/30/2023	02/24/2023	Johnson Electronics	BLM Fire Alarm Monitoring 01/2023 - 03/2023	84.00
73279	02/06/2023	02/24/2023	EKI Environment & Water, Inc.	CalAm Water Supply Project; Groundwater Sustainability Planning Implementation Actions	24,977.13
73280	01/27/2023	02/24/2023	Psomas	Construction Management/ Inspection - Ord Village LS; Construction Management - A1/A2 Tanks B/C Booster	80,274.50

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
73281	03/01/2023	02/24/2023	The Ferguson Group, LLC	Grant Writing and Legislative Advocacy 03/2023	1,700.00
73282	02/15/2023	02/24/2023	Dell Marketing LP	Dell Monitor - Engineering; XPS 17 Laptop - Administration; OptiPlex 7000 Computer - O&M	4,750.63
73283	02/07/2023	02/24/2023	Trucksis Ent, Inc.	DWR Grant Funding Signage - RUWAP Distribution Project Site	161.69
73284	02/01/2023	02/24/2023	Greenwaste Recovery, Inc.	Garbage Collection & Recycling Services 02/2023	153.39
73285	02/08/2023	02/28/2023	Carlons Fire Extinguisher	First Aid Supplies	119.74
73286	02/21/2023	02/28/2023	PG&E	Gas and Electric Service - LS 630 Monterey	3,493.25
73287	02/02/2023	02/28/2023	Grainger	(30) Vehicle Inspection Form Books	230.74
73288	02/08/2023	02/28/2023	Area Communications	Answering Service 01/11 - 02/07	450.21
73289	02/01/2023	02/28/2023	Monterey Newspapers Partnership	Monterey Herald E-Edition All Access Subscription 03/2023 - 02/2024	211.84
73290	02/01/2023	02/28/2023	Maynard Group	Meraki Wireless Backup, eMVS Cloud, VoIP Services, NEC Phone Equipment Maintenance, General Services 02/2023	5,412.17
73291	02/10/2023	02/28/2023	Geisler	(1,000) Service Door Hangers, (500) Business Cards	730.91
73292	01/23/2023	02/28/2023	Sturdy Oil Company	(4) 5-gallon Pails Hydraulic Oil - Vehicles S01, W01	415.15
73293	01/31/2023	02/28/2023	Pacific Ag Rentals LLC	Mobile Restroom Rental - Beach/ Ord Offices	1,264.44
73294	01/31/2023	02/28/2023	ECAM Secure	Monthly Security Fees - Ord Wastewater Treatment Facility	1,218.50
73295	02/15/2023	02/28/2023	Green Rubber-Kennedy AG, LP	(6) Gauges, (8) Ball Valves, General Supplies	833.30
73296	02/24/2023	02/28/2023	Employee Reimbursement	Heater Coupler - Beach Office	125.64
73297	02/06/2023	02/28/2023	U.S. Bank Corporate Payment Systems	Employment Advertisements (Associate/ Assistant Engineer, Engineering Technician, HR/ Finance Admin Assistant); (2) Surface Pro 9 Tablets - IT, Engineering; 2023 Spring Conference/ Expo - GM; ACFR Application Fee; (5) PSI Transducers; Cloud Hosted Server - CityWorks/ ESRI; SCADA Internet Service; SCADA Mobile/ Laptop Hotspot; General Supplies	15,615.61
73298	02/15/2023	02/28/2023	Marina Tire & Auto Repair	Oil Change, Tire Rotation - Vehicle #1701	81.05
73299	02/23/2023	02/28/2023	U.S. Bank National Association	IOP/ Beach Office Copier Leases 02/10 - 03/19	562.66
73300	02/01/2023	02/28/2023	Verizon Connect NWF, Inc.	GPS Service - (28) Fleet Vehicles 01/2023	519.13
73301	02/08/2023	02/28/2023	SBRK Finance Holdings, Inc.	CivicPay/ CivicPay IVR Transaction Fees 01/2023	1,885.00
73302	11/20/2022	02/28/2023	American Water Works Association	Standards Update Service 03/2023 - 02/2024	900.00
73303	01/27/2023	02/28/2023	La Sirenita Tree Service	Tree Maintenance/ Removal - Reservation Rd Lot	5,000.00
73304	02/09/2023	02/28/2023	Conservation Rebate Program	456 Kelli Ct - Washer Rebate	150.00
ACH	02/01/2023	02/01/2023	State of California - EDD	State Disability Insurance Adjustment	28.74
ACH	02/03/2023	02/03/2023	Payroll Direct Deposit	Payroll Ending 01/27/23	124,111.84
ACH	02/03/2023	02/03/2023	CalPERS	Payroll Ending 01/27/23	27,511.75
ACH	02/03/2023	02/03/2023	Empower Retirement	Payroll Ending 01/27/23	16,243.10
ACH	02/03/2023	02/03/2023	Internal Revenue Service	Payroll Ending 01/27/23	49,452.70
ACH	02/03/2023	02/03/2023	State of California - EDD	Payroll Ending 01/27/23	11,051.30
ACH	02/03/2023	02/03/2023	WageWorks, Inc.	Payroll Ending 01/27/23	910.33
501475	02/03/2023	02/03/2023	General Teamsters Union	Payroll Ending 01/27/23	688.00

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
501476	02/03/2023	02/03/2023	MCS	Payroll Ending 01/27/23	576.80
ACH	01/10/2023	02/07/2023	Empower Retirement	CARES/ Secure Contract Amendment 10/2022 - 12/2022	300.00
501477	02/01/2023	02/07/2023	ACWA/ JPIA	Medical, Dental, Vision, EAP Insurance 03/2023	74,504.79
501478	01/25/2023	02/07/2023	AFLAC	Employee Paid Benefits 01/2023	1,901.58
501479	01/11/2023	02/07/2023	Pinnacle Medical Group, Inc.	Drug Test (DOT) - (2) O&M	230.00
501480	02/03/2023	02/07/2023	Employnet, Inc.	Temporary Customer Service Representative 12/27 - 12/30, 01/23 - 01/27	3,248.85
501481	01/18/2023	02/07/2023	Principal Life	Employee Paid Benefits 02/2023	211.24
501482	01/10/2023	02/07/2023	Lincoln National Life Insurance Company	Life, Short/ Long Term Disability, AD&D Insurance 02/2023	2,886.05
501483	01/25/2023	02/07/2023	WageWorks, Inc.	FSA Admin Fees 01/2023	170.00
501484	01/19/2023	02/07/2023	Transamerica Life Insurance Company	Employee Paid Benefits 01/2023	427.32
501485 - 501486	02/10/2023	02/10/2023	Board Compensation Checks and Direct Deposit	Board Compensation 01/2023	507.91
ACH	02/10/2023	02/10/2023	Internal Revenue Service	Board Compensation 01/2023	84.18
ACH	02/17/2023	02/17/2023	Payroll Direct Deposit	Payroll Ending 02/10/23	121,618.11
ACH	02/17/2023	02/17/2023	CalPERS	Payroll Ending 02/10/23	27,304.05
ACH	02/17/2023	02/17/2023	Empower Retirement	Payroll Ending 02/10/23	15,253.00
ACH	02/17/2023	02/17/2023	Internal Revenue Service	Payroll Ending 02/10/23	48,392.39
ACH	02/17/2023	02/17/2023	State of California - EDD	Payroll Ending 02/10/23	10,147.90
ACH	02/17/2023	02/17/2023	WageWorks, Inc.	Payroll Ending 02/10/23	910.33
501487	02/17/2023	02/17/2023	MCS	Payroll Ending 02/10/23	576.80
501488	02/21/2023	02/23/2023	Employee Reimbursement	CA Irrigation Institute Conference Per Diem Meals	125.00
501489	02/17/2023	02/23/2023	Employnet, Inc.	Temporary Customer Service Representatives 01/02 - 01/19, 01/30 - 02/10	7,895.69
Total Disbursements for February 2023					2,262,177.51

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 6-B

Meeting Date: March 20, 2023

Prepared By: Paula Riso

Approved By: Remleh Scherzinger P.E.

Agenda Title: Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of February 21, 2023

Staff Recommendation: The Board of Directors approve the draft minutes of the February 21, 2023 regular joint Board/GSA meeting.

Background: *Strategic Plan, Mission Statement – We provide our customers with high quality potable and recycled water, wastewater collection and conservation services that are safe, affordable, reliable and sustainable, through planning, management and the development of water resources in an environmentally sensitive manner.*

Discussion/Analysis: The draft minutes of February 21, 2023 are provided for the Board to consider approval.

Environmental Review Compliance: None required.

Legal Counsel Review: None required.

Climate Adaptation: Not applicable.

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 February 21, 2023.

Action Required: ___Resolution ___X___Motion ___Review

Board Action

Motion By_____ Seconded By_____ No Action Taken_____

Ayes_____

Abstained_____

Noes_____

Absent_____



Marina Coast Water District

Marina Coast Water District

Regular Board Meeting/Groundwater Sustainability Agency Board Meeting
February 21, 2023

Draft Minutes

1. Call to Order:

President Shriner called the meeting to order at 6:33 p.m. on February 21, 2023 via Zoom teleconference in Marina, California. President Shriner.

2. Roll Call:

Board Members Present:

Jan Shriner – President
Herbert Cortez – Vice President – Arrived at 6:43 p.m.
Thomas P. Moore
Gail Morton
Brad Imamura

Board Members Absent:

None.

Staff Members Present:

Remleh Scherzinger, General Manager
Roger Masuda, District Counsel
Derek Cray, Operations and Maintenance Manager
Mary Lagasca, Director of Administrative Services
Patrick Breen, Water Resources Manager
Garret Haertel, District Engineer
Rose Gill, Human Resources/Risk Administrator
Teo Espero, IT Administrator
Paula Riso, Executive Assistant/Clerk to the Board

Audience Members:

John Farrow, Wolf Associates/Landwatch
Terrence Taylor, Anthem EAP

3. Pledge of Allegiance:

Director Moore led everyone present in the pledge of allegiance.

4. Oral Communications:

There were no public comments.

5. Consent Calendar:

Director Imamura requested to pull Item 5-A and Item 5-B from the Consent Calendar.

Director Moore made a motion to approve the Consent Calendar consisting of: C) Approve the Draft Minutes of the Special Joint Board/GSA Meeting of February 11, 2023. Director Imamura seconded the motion. The motion was passed by the following vote:

Director Imamura	-	Yes	Vice President Cortez	-	Absent
Director Moore	-	Yes	President Shriner	-	Yes
Director Morton	-	Yes			

A. Receive and File the Check Register for the Month of January 2023:

Director Imamura asked for clarification on several checks.

Director Moore made a motion to receive and file the check register for the month of January 2023. Director Morton seconded the motion. The motion passed by the following vote:

Director Imamura	-	Yes	Vice President Cortez	-	Absent
Director Moore	-	Yes	President Shriner	-	Yes
Director Morton	-	Yes			

B. Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of January 23, 2023:

Director Imamura pointed out a typo on page 5 of the minutes with Director Morton making both the motion and the second. The minutes will be corrected to reflect Director Moore made the second.

Vice President Cortez joined the meeting at 6:43 p.m.

Director Morton made a motion to approve the draft minutes of the regular joint Board/GSA meeting of January 23, 2023 as corrected. Director Moore seconded the motion. The motion was passed by the following vote:

Director Imamura	-	Yes	Vice President Cortez	-	Yes
Director Moore	-	Yes	President Shriner	-	Yes
Director Morton	-	Yes			

6. Action Items:

- A. Adopt Resolution No. 2023-07 to Award a Contract to Calcon Systems Inc. for the 2023 Supervisory Control and Data Acquisition Upgrade Project Phase 1 and Amend the FY 2022-2023 Budget:

Mr. Derek Cray, Operations and Maintenance Manager, introduced this item gave a brief presentation. The Board asked clarifying questions. Director Morton requested that the Budget and Engineering Committee members get a copy of the maps in the presentation as they would be helpful when discussing the Capital Improvements Program.

Director Morton made a motion to adopt Resolution No. 2023-07 to award a contract to Calcon Systems Inc. for the 2023 Supervisory Control and Data Acquisition Upgrade Project Phase 1 and amend the FY 2022-2023 Budget. Director Moore seconded the motion. The motion was passed by the following vote:

Director Imamura	-	Yes	Vice President Cortez	-	Yes
Director Moore	-	Yes	President Shriner	-	Yes
Director Morton	-	Yes			

- B. Consider Authorizing a Return to Traditional Brown Act Requirements for Teleconference Attendance by Board Members:

Mr. Roger Masuda, District Counsel, introduced this item and reviewed the options available to the Board. The Board asked clarifying questions.

Director Morton made a motion to authorize a return to traditional Brown Act Requirements for teleconference attendance by Board members. Director Moore seconded the motion. Discussion followed. Director Moore called for the question. Mr. John Farrow, Wolf Associates/Landwatch, commented that he would appreciate the District continuing to offer meeting participation by the public through Zoom. Mr. Scherzinger commented that the meetings will continue to be offered through Zoom for the public. The motion passed by the following vote:

Director Imamura	-	Yes	Vice President Cortez	-	No
Director Moore	-	Yes	President Shriner	-	Yes
Director Morton	-	Yes			

7. Workshop:

- A. Sexual Harassment Training Provided by Anthem EAP:

Ms. Rose Gill, Human Resources/Risk Administrator, introduced this item and Mr. Terrence Taylor, Anthem EAP. Mr. Taylor began the training at 7:37 p.m. with a presentation. The training continued until 9:51 p.m.

8. Informational Items:

A. General Manager's Report:

Mr. Scherzinger gave the following update:

- 1) He and District Engineer Haertel attended the CalDesal Conference in Sacramento on February 16th and will be meeting with Joaquin Esquivel, Dr. Hucklebridge, and Secretary Crowfoot in the near future.
- 2) He met with the SVBGSA to discuss the models and making sure they are working together.
- 3) Director Imamura met with the Department Heads to learn about the District, and he met with the Director of Administrative Services to learn more details on the budget.
- 4) Staff has the Inter-lake tunnel CEQA documents provided by Landwatch and will be looking at providing a comment letter to those documents.
- 5) Staff is looking at contract language to ensure that contractors can be held liable.

B. Committee and Board Liaison Reports:

1. Executive Committee:

Vice President Cortez gave a brief update.

2. Budget and Engineering Committee:

Director Morton gave a brief update.

3. Community Outreach Committee:

Director Moore and Director Imamura gave a brief update.

President Shriner noted it was 10:00 p.m. and asked if there was a motion to continue the meeting.

Director Moore made a motion to continue the meeting to complete the agenda. Director Morton seconded the motion. The motion was passed by the following vote:

Director Imamura	-	Yes	Vice President Cortez	-	Yes
Director Moore	-	Yes	President Shriner	-	Yes
Director Morton	-	Yes			

4. M1W Board Member Liaison:

Director Moore gave a brief update and noted there were new M1W Board members.

9. Board Member Requests for Future Agenda Items:

President Shriner suggested any requests can be emailed to staff.

15. Director's Comments:

Director Imamura, Director Moore, Director Morton, Vice President Cortez, and President Shriner made comments.

16. Adjournment:

The meeting was adjourned at 10:05 p.m.

APPROVED:

Jan Shriner, President

ATTEST:

Paula Riso, Deputy Secretary

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 6-C

Meeting Date: March 20, 2023

Prepared By: Derek Cray

Approved By: Remleh Scherzinger P.E.

Agenda Title: Adopt Resolution No. 2023-10 to Execute a Mutual Assistance Agreement Between Marina Coast Water District and the City of Seaside.

Staff Recommendation: Staff recommends that the Board of Directors adopt Resolution 2023-10, to approve a Mutual Assistance Agreement and authorize the General Manager to execute the Agreement.

Background: *Strategic Plan, Goal No.4.0- to build our relationship with the State, Federal, Regional, SVBGSA and Local Public and non-profit agencies.*

The City of Seaside (City) is a local City government governed by a five-member elected City Council. The City provides water, sewer, storm, street lighting, and street maintenance activities for approximately 33,000 residents.

Marina Coast Water District (District) is a County Water District with a five-member elected Board of Directors. The District provides water, sewer, and recycled water to approximately 38,000 customers.

On October 17, 2022, the Board approved a mutual assistance agreement (Agreement) with the Castroville Community Service District, which provides a mechanism for immediate mutual aid for either entity if such assistance is needed. The Agreement which serves as a master agreement, contains all the necessary contractual language to recover equipment, labor, and materials costs. A response is strictly voluntary to either entity providing assistance.

Discussion/Analysis: The City of Seaside has a similarly sized population as the District, and its maintenance staff performs similar duties that District staff perform. Having multiple mutual assistance agreements is beneficial, as it allows the entities to have a pool of resources shall they need immediate assistance for equipment, material, or labor. The City and the District's maintenance staff have a good working relationship and are in close proximity to one another; many parts, tools, and equipment are similar, allowing for a rapid response shall it be warranted.

This Agreement has been formed using the same language from the master template. City staff took this agreement to their City Council at a regularly scheduled meeting on January 30, 2023. The City Council unanimously approved this Agreement, and a draft signed copy is presented in the packet for review. District staff is willing and ready to provide assistance shall it be needed, and looks forward to having an executed Agreement to provide a safeguard for emergencies.

Environmental Review Compliance: None required.

Legal Counsel Review: Legal Counsel reviewed the master template agreement. Nothing other than the entity's name on the proposed Agreement has changed.

Climate Adaptation: Not applicable.

Financial Impact: _____Yes X No **Funding Source/Recap:** While the initial expenditure from any use of MCWD's equipment, material, or labor would be expended from District funds, those funds would then be replenished at the appropriate rate by the entity using assistance.

Other Considerations: The Board can agree to not approve the agreement.

Material Included for Information/Consideration: Resolution 2023-10; and, copy of the Mutual Assistance Agreement.

Action Required: X Resolution _____Motion _____Review

Board Action

Motion By_____ Seconded By_____ No Action Taken_____

Ayes_____ Abstained_____

Noes_____ Absent_____

March 20, 2023

Resolution No. 2023-10
Resolution of the Board of Directors
Marina Coast Water District
Approving and Executing a Mutual Assistance Agreement
Between Marina Coast Water District and the City of Seaside

RESOLVED by the Board of Directors ("Directors") of the Marina Coast Water District ("District"), a regular meeting duly called and held on March 20, 2023, at 920 Second Avenue Suite A, Marina, California, and via Zoom teleconference as follows:

WHEREAS, Marina Coast Water District (District), is a Special County Water District that serves water, sewer, and recycled water to approximately 38,000 customers within Central Marina and the Ord Communities; and,

WHEREAS, the City of Seaside (City) is a local government that provides water, wastewater, and other services to approximately 33,000 customers within the City of Seaside; and,

WHEREAS, both entities operate under a small umbrella of employees; and,

WHEREAS, both the District and the City would benefit from a mutual assistance agreement should an emergency arise; and,

WHEREAS, the mutual assistance agreement will provide cost recovery and voluntary response language to prevent unnecessary hardship between either entity.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby:

1. Adopt Resolution No. 2023-10 to approve the Mutual Assistance Agreement between the District and the City.
2. Authorize the General Manager to execute the Mutual Assistance Agreement and directs the General Manager to take all actions and execute all documents as may be necessary or appropriate to give effect to this resolution.

PASSED AND ADOPTED on March 20, 2023 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 _____

Jan Shriner, President

ATTEST:

Remleh Scherzinger, 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. 2023-10 adopted March 20, 2023.

Remleh Scherzinger, Secretary

MUTUAL ASSISTANCE AGREEMENT

THIS MUTUAL ASSISTANCE AGREEMENT (this “Agreement”) is made and entered into effective as of _____, 2023, by and between the Marina Coast Water District, a public agency (the “MCWD”), and the City of Seaside, a municipal corporation (the “CITY”).

Recitals

A. The MCWD and the CITY have determined that it would be in their mutual best interests to periodically lend to each other equipment, supplies and personnel, and to otherwise cooperate with and assist each other in the event of an emergency or in other situations where one agency has insufficient resources to undertake a necessary public project or activity.

B. The parties desire to set forth herein the terms on which they may provide mutual assistance through the sharing of resources.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Requests for Assistance. In the event that either party to this Agreement (the “Borrower”) has a need for the equipment, supplies, personnel or other resources of the other party hereto (the “Lender”) for purposes of undertaking a necessary public project or activity, the Borrower may request that the Lender provide such resources. Any verbal request for assistance shall be followed with a documented request and shall become supporting documentation under this Agreement when assistance is granted. Any such request shall be submitted as follows:

If to the MCWD:

Address: 11 Reservation Road, Marina, CA 93933
Phone: (831) 384-6131
Email: rscherzinger@mcwd.org
Attn: Remleh Scherzinger

If to the CITY:

Address: 440 Harcourt Avenue, Seaside, CA 93955
Phone: (831) 899-6700
Email: JFontes@ci.seaside.ca.us
Attn: Jaime Fontes, City Manager

2. Discretion by Lender. The Lender shall have the absolute discretion to approve or decline any request for assistance and shall have no liability to the Borrower for failing to provide such assistance. It is understood and agreed that the Lender will grant a request for assistance only where the Lender has determined that it has the requested resources available and will be able to meet its own needs while rendering assistance. The execution of this Agreement shall not create any duty to grant any assistance requested by the Borrower.

3. Equipment. If the Lender loans equipment to the Borrower, such as, but not limited to construction equipment, vehicles, tools, pumps or generators, such loaned equipment shall be subject to the following conditions:

- (a) If the Lender so determines, the loaned equipment shall be operated by the Lender's personnel, which personnel will then be provided with the equipment.
- (b) Unless subsection 3(c) applies, the loaned equipment shall be returned to the Lender within the first to occur of (i) 24 hours after completion of the project for which the equipment was provided, or (ii) 24 hours after the Lender delivers to the Borrower a written request that the equipment be returned.
- (c) In the event the Lender has an emergency and in its discretion requires use of the loaned equipment and/or the associated Lender employees, the Borrower will immediately return the loaned equipment and/or release the recalled employees.
- (d) The Borrower shall, at its own expense, supply all fuel, lubrication and maintenance for the equipment during the assistance period, unless other arrangements are made.
- (e) The Lender will normally charge the Borrower for costs related to the use, transportation, handling, loading and unloading of the equipment. The costs will be determined by the Lender's adopted fees for the fiscal year in which the equipment was loaned. If a piece of equipment is not listed within the Lender's fee schedule, the rate shall be based on the then-in-effect Caltrans equipment rental rates. Each party shall provide to the other party the applicable fee schedule in effect when this Agreement is approved and whenever the fee schedule changes.
- (f) In the event that loaned equipment is damaged while in the custody or use of the Borrower, the Borrower shall reimburse the Lender for the reasonable cost of repairing such damage. If the equipment cannot be repaired or has been destroyed, the Borrower shall reimburse the Lender for the full actual replacement cost of the equipment. If the same make and model is not available, the cost of a similar make and model that is agreed upon by the Lender shall be used. If the Lender is required to lease replacement equipment while the loaned equipment is being repaired or replaced by the Borrower, the Borrower shall reimburse the Lender for such lease costs. The reimbursement obligations of this section shall be independent of, and in addition to, either party's insurance requirements as set forth in this Agreement.

4. Supplies. The Borrower shall reimburse the Lender in kind or at the actual replacement cost for the use of expendable or non-returnable supplies provided by the

Lender. Supplies of reusable items that are returned to the Lender in a clean and undamaged condition will not be charged to the Borrower.

5. Personnel. Wages, hours, and other terms and conditions of employment applicable to loaned personnel shall be those of the Lender. In the event that the Lender makes its personnel available to the Borrower, the Lender will normally charge the Borrower such personnel's applicable hourly rate plus fringe benefits and insurance, including workers' compensation insurance (loaded hourly rate), during the time the Lender's personnel is providing services to the Borrower, plus travel time. Personnel so loaned to the Borrower will take direction from the Borrower, but will follow work procedures and safety rules of the Lender at all times and remain under the direct supervision and control of the supervisory personnel of the Lender. Each party shall provide to the other party the applicable loaded hourly rates in effect when this Agreement is approved and whenever the loaded hourly rates change.

6. Term. This Agreement shall commence as of the effective date set forth above and shall continue until terminated by thirty (30) days written notice by one party to the other.

7. Insurance and Indemnity. MCWD and the CITY shall procure and maintain for the duration of the Agreement insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by MCWD and the CITY, their agents, representatives, employees or subcontractors.

(a) Coverage. Coverage shall be at least as broad as the following:

i. Workers' Compensation Insurance - as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.

ii. Waiver of Subrogation. MCWD and the CITY agree to waive all rights of subrogation against one another, including their elected or appointed officers, officials, agents, authorized volunteers and employees for losses paid under the terms of the insurance policy, which arise from work performed by or for MCWD and the CITY.

iii. Property Insurance – coverage for vehicles and equipment scheduled in the Association of California Water Agencies JPIA (see subsection v, below) against all risk of loss at Actual Cost Value.

If MCWD or the CITY maintains broader coverage and/or higher limits than the policy minimums required hereunder, MCWD and the CITY requires and shall be entitled to the broader coverage and/or higher limits. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to MCWD and the CITY.

iv. Notice of Cancellation. Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to MCWD and the CITY.

v. Acceptability of Insurers - Insurance. Both parties are insured for Liability and Property by the Association of California Water Agencies Joint Powers Insurance Authority (JPIA). The parties shall coordinate with the JPIA on insurance coverages and conditions per the Memorandum of Coverage for all claims, losses, damages, injuries, costs and expenses (including attorneys' fees) and all liabilities of every kind, nature and description, directly or indirectly arising from or in connection with this Agreement. Other required insurance is to be placed with insurers having a current A.M. Best rating of no less than A:VII or as otherwise approved by each party.

vi. Verification of Coverage. Each party shall furnish the other certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates are to be received and approved by MCWD and the CITY before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive MCWD and the CITY obligations to provide the certificates. MCWD and the CITY reserve the right to require complete, certified copies of all required insurance policies, including policy Declaration pages and Endorsement pages.

(b) Indemnity. The Borrower shall indemnify, defend and hold harmless the Lender and its officers, directors, employees and agents from all claims, losses, damages, injuries, costs and expenses (including attorneys' fees) and all liabilities of every kind, nature and description, directly or indirectly arising from or in connection with (i) the use by the Borrower or by the Borrower's employees, agents or contractors of equipment or supplies provided by the Lender, or (ii) any project or activity undertaken by the Borrower for which the Lender has provided resources or assistance pursuant to this Agreement; provided, however, that the Borrower shall not be required to indemnify, defend and hold harmless the Lender and its officers, directors, employees and agents to the extent any such claim, loss, damage, injury, cost, expense or liability is caused by the negligence or willful wrongful acts or omissions of the Lender.

8. Partial Invalidity. If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each such term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

9. Successors and Assigns. This Agreement shall be binding upon and shall inure to the benefit of the permitted successors and assigns of the parties hereto.

10. Professional Fees. In the event of any action or suit arising in connection with the enforcement or interpretation of any of the covenants or provisions of this Agreement, the prevailing party shall be entitled to recover all costs and expenses of the action or suit, including actual attorneys' fees, accounting fees and any other professional fees incurred in connection therewith.

11. Entire Agreement/Amendments. This Agreement (including all exhibits attached hereto) is the final expression of and contains the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior understandings and communications with respect thereto. This Agreement may not be modified, changed, supplemented or terminated, nor may any obligations hereunder be waived, except by a written instrument signed by the party who is the beneficiary of the obligation. No waiver by any party shall, except as may otherwise be stated in such waiver, be applicable to subsequent obligations. The parties do not intend to confer any benefit hereunder on any person, firm or corporation other than the parties hereto.

12. Construction. Headings at the beginning of each paragraph and subparagraph are solely for the convenience of the parties and are not a part of this Agreement. Whenever required by the context of this Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. This Agreement shall not be construed as if it had been prepared by one of the parties, but rather as if both parties had prepared the same. Unless otherwise indicated, all references to paragraphs and subparagraphs are to this Agreement. All exhibits referred to in this Agreement are attached and incorporated by this reference.

13. Governing Law. The parties hereto expressly agree that (i) this Agreement shall be governed by, interpreted under and enforced in accordance with the laws of the United States of America and the State of California, (ii) in the event of any dispute, the parties shall be subject to the jurisdiction of the courts of the State of California, regardless of their place of residence, and (iii) in any action arising in connection with this Agreement, venue shall be in the County of Monterey, State of California, United States of America.

14. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

15. Digital Signatures. In the event executed copies of this Agreement are provided by one party to the other(s) by facsimile, or email transmission, the original copies shall be sent by the signing party to the other party(ies) as soon as reasonably feasible, and pending the receipt thereof, the facsimile, or email copies and the signatures thereon shall for all purposes be treated as originals.

16. Further Assurances. The parties agree to take such actions and execute such documents as may be reasonably required to carry out the intent of this Agreement.

17. Assignment. Neither party may assign its rights or delegate its obligations under this Agreement, in whole or in part, without the prior written consent of the other party.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement effective as of the date first set forth above.

MARINA COAST WATER DISTRICT

CITY OF SEASIDE

By: _____

By: _____

ATTEST:

ATTEST:

By: _____

By: _____

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 7-A

Meeting Date: March 20, 2023

Prepared By: Paula Riso

Approved By: Remleh Scherzinger P.E.

Agenda Title: Consider Adoption of Resolution No. 2023-11 to Place a Director in Nomination to the Coastal Network, Seat C, of the California Special Districts Association Board

Staff Recommendation: The Board of Directors consider whether to select a Board member, or the General Manager, to run for nomination to the Coastal Network, Seat C, of the California Special Districts Association (CSDA) Board.

Background: *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.*

CSDA is asking for nominations to serve as a Director in Seat C of the Coastal Network for the 2024-2026 term. There are certain commitments and expectations for that Board seat. Those expectations are defined in the letter received on January 30, 2023. The deadline for nominations is March 31, 2023.

Discussion/Analysis: CSDA states that the District is eligible to nominate one person, a Board member or managerial employee, for election to their Board of Directors. Each network has three seats on the Board with staggered 3-year terms. If the MCWD Board decides to select a member to run for nomination, they must provide to CSDA a completed nomination form, Resolution supporting the nominee, and a candidate information sheet. Following receipt of the information, the nominee will receive a Candidate Letter in the mail that will include campaign guidelines. Following electronic voting between June 5 and July 14, 2023, successful candidates will be notified by July 18, 2023 and introduced at the Annual Conference in Monterey, in August 2023.

Environmental Review Compliance: None required.

Legal Counsel Review: None required.

Climate Adaptation: Not applicable.

Financial Impact: ___Yes ___**X**___No **Funding Source/Recap:** None

Other Considerations: The Board can decide to not select any member to run for nomination.

Material Included for Information/Consideration: Resolution No. 2023-11; CSDA letter, Nomination Form, and Network Map.

Action Required: ___Resolution ___**X**___Motion ___Review
(Roll call vote is required.)

Board Action

Motion By_____ Seconded By_____ No Action Taken_____

Ayes_____ Abstained_____

Noes_____ Absent_____

March 20, 2023

Resolution No. 2023 - 11
Resolution of the Board of Directors
Marina Coast Water District

Placing in Nomination _____ as a Member of the
Coastal Network, Seat C, of the California Special Districts Association Board

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), a regular meeting duly called and held on March 20, 2023, at 920 Second Avenue Suite A, Marina, California, and via Zoom teleconference as follows:

WHEREAS, the Board of Directors of the Marina Coast Water District does encourage and support the participation of its members in the affairs of the California Special Districts Association (CSDA); and,

WHEREAS, _____ has indicated a desire to serve as a Member of Coastal Network, Seat C, of the CSDA Board.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does place its full and unreserved support in the nomination of _____ as a Board Member of Coastal Network, Seat C, of the CSDA Board.

BE IT FURTHER RESOLVED, that any expenses not covered by CSDA for the service of _____ in Coastal Network, Seat C, of the CSDA Board, shall be borne by the Marina Coast Water District.

PASSED AND ADOPTED on March 20, 2023, 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 _____

Jan Shriner, President

ATTEST:

Remleh Scherzinger, 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. 2023-11 adopted March 20, 2023.

Remleh Scherzinger, Secretary



**California Special
Districts Association**

Districts Stronger Together

DATE: January 30, 2023
TO: CSDA Voting Member Presidents and General Managers
FROM: CSDA Elections and Bylaws Committee
**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT C**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2024 - 2026 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent.
(See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

Nomination Procedures: Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations for the Northern, Sierra, Coastal and Southern Networks is April 6, 2023. Where there is no incumbent running in the Bay Area and Central Networks the deadline for receiving nominations is April 17, 2023. Nominations and supporting documentation may be mailed or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814
 Fax: 916.442.7889
 E-mail: amberp@csda.net

Once received, nominees will receive a candidate's letter. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

CSDA will begin electronic voting on June 5, 2023. All votes must be received through the system no later than 5:00 p.m. July 14, 2023. The successful candidates will be notified no later than July 18, 2023. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in August 2023.

Expiring Terms

(See enclosed map for Network breakdown)

Northern Network	Seat C – Fred Ryness, Burney Water District*
Sierra Network	Seat C – Pete Kampa, Groveland Community Services District*
Bay Area Network	Seat C – <i>Vacant</i>
Central Network	Seat C – Steve Perez, GM, Rosamond Community Services District
Coastal Network	Seat C – Vince Ferrante, Moss Landing Harbor District*
Southern Network	Seat C – Arlene Schafer, Costa Mesa Sanitary District*

(* = Incumbent is running for re-election)

CSDA will be using a web-based online voting system allowing your district to cast your vote easily and securely. Electronic Ballots will be emailed to the main contact in your district June 5, 2023. All votes must be received through the system no later than 5:00 p.m. July 14, 2023.

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail amberp@csda.net **by April 6, 2023** in order to ensure that you will receive a paper ballot on time.*

CSDA will mail paper ballots on June 5, 2023 per district request only.

If you have any questions, please contact Amber Phelen at amberp@csda.net.



**California Special
Districts Association**
Districts Stronger Together

2023 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

**Return this form, a Board resolution/minute action supporting the candidate, and
Candidate Information Sheet by mail or email to:**

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732

amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS:

March 31, 2023 at 5:00 p.m.



**California Special
Districts Association**
Districts Stronger Together

2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office March 31, 2023, after 5:00 p.m. will not be included with the ballot.**



California Special Districts Association

DISTRICT NETWORKS



**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 7-B

Meeting Date: March 20, 2023

Prepared By: Paula Riso

Approved By: Remleh Scherzinger P.E.

Agenda Title: Receive Ralph M. Brown Act Training

Background: *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.*

Discussion/Analysis: On November 8, 2022, three Directors were elected to the Marina Coast Water District Board. As part of new Board member training, and as a refresher of the returning and current Board members, the District's Assistant Legal Counsel, David Hobbs, will give a presentation and review of the Ralph M. Brown Act.

Environmental Review Compliance: None required.

Legal Counsel Review: Legal counsel prepared the document to be discussed.

Climate Adaptation: Not applicable.

Financial Impact: ___ Yes ___ X No **Funding Source/Recap:** None

Other Considerations: None.

Material Included for Information/Consideration: None.

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

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____