



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

GAIL MORTON
President

JAN SHRINER
Vice President

HERBERT CORTEZ
BRAD IMAMURA
THOMAS P. MOORE

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**

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

Monday, December 16, 2024, 6:00 p.m. PST

Members of the public may attend the Board meeting in person or can attend remotely via Zoom conference.

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. Persons who are participating via telephone will need to press *9 to be acknowledged for comments. 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, December 16, 2024; 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/83469615514?pwd=T4vb8mTMdVjNdRVBFFFbXHdTBAjIng.1>

Passcode: 274578

To participate via phone: 1-669-900-9128; Meeting ID: 834 6961 5514 Passcode: 274578

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. [Administer Oath of Office](#)

(Page 1)

Action: The Oath of Office will be administered to Thomas P. Moore and Stacey Fritz-Smith so they can serve as Directors to the Marina Coast Water District 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, and 920 2nd Avenue, Suite A, Marina. A complete Board packet containing all enclosures and staff materials will be available for public review on the District website, Thursday, December 12, 2024. 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.

3. **Roll Call**
4. **Pledge of Allegiance**
5. **[Election of Board President and Vice-President for 2025](#)**
(Page 9)
6. **Presentation**
 - A. **[Adopt Resolution No. 2024-62 to Recognize Herbert Cortez for 8 Years of Outstanding and Dedicated Service as a Director to the Marina Coast Water District](#)**
(Page 11)
7. **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. Disruptive behavior may result in the removal of the individual responsible.*
8. **Closed Session**
 - A. Pursuant to Government Code 54956.9
Conference with Legal Counsel – Existing Litigation
Name of Case/Claimant – Peter Le
 - B. Pursuant to Government Code 54956.9(d)(2)
Conference with Legal Counsel – Initiation of Litigation
Two Potential Cases
 - C. Pursuant to Government Code 54956.9
Conference with Legal Counsel – Existing Litigation
Marina Coast Water District, and Does 1-100 v, County of Monterey, Monterey County Board of Supervisors, and Does 101-110 (California-American Water Company, Real Party in Interest), Monterey County Superior Court Case No. 19CV003305 (Petition for Writ of Mandate and Complaint for Injunctive Relief); Superior Court of California County of San Francisco Case No. CGC-15-546632

Reconvene to Open Session Estimated to be at 7:30 p.m.

9. **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.*
10. **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. Disruptive behavior may result in the removal of the individual responsible.*
11. **[Consent Calendar](#)**
 - A. **[Receive and File the Check Register for the Month of November 2024](#)**
(Page 15)

- B. [Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of November 18, 2024](#)
(Page 23)
- C. [Receive the Validated 2023 Water Loss Audit Report and 2023 Level 1 Validation Review Documents](#)
(Page 28)
- D. [Approve the Proposed Regular Board/GSA Meeting and Workshop Meeting Schedule for 2025](#)
(Page 37)

12. 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. 2024-63, Authorizing the District to Refund \(Refinance\) the Outstanding 2015 Senior Lien Enterprise Revenue Refunding Bonds, Tax Exempt Series A, with Tax-Exempt Obligations in the Estimated Amount of \\$19,620,000, Appointing Jones Hall as Bond Counsel and Disclosure Counsel, and Fieldman Rolapp & Associates as Financial Advisor](#)
(Page 39)
- B. [Adopt Resolution No. 2024-64 to Amend the FY 2024-2025 Capital Improvement Program Budget](#)
(Page 43)
- C. [Make Director Appointments to Standing Committees of the Board and to Outside Agencies for 2025, and as Negotiators to any Ad Hoc Committees of the Board](#)
(Page 50)

13. 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. Executive Committee
 - 2. M1W Board Member Liaison

14. Board Member Requests for Future Agenda Items

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

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

Regular Meeting: Wednesday, January 22, 2025, 6:00 p.m.

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 2

Meeting Date: December 16, 2024

Prepared By: Paula Riso

Approved By: Remleh Scherzinger, PE

Agenda Title: Administer Oath of Office

Staff Recommendation: Administer the oath of office to Thomas P. Moore and Stacey Fritz-Smith.

Background: *Strategic Plan, Mission Statement – Marina Coast Water District delivers safe and environmentally sustainable water, recycled water, and wastewater services that meet community needs.*

Discussion/Analysis: In accordance with the certified November 5, 2024 election results, two individuals are to be sworn in to begin serving new four-year terms as members of the District Board of Directors. Thomas P. Moore and Stacey Fritz-Smith will be sworn in at this meeting.

“I, _____, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.”

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: None.

Material Included for Information/Consideration: Certified November 5, 2024 election results.

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

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

MONTEREY COUNTY ELECTIONS



1441 Schilling Place – North Building
Salinas, CA 93901

PO Box 4400
Salinas, CA 93912

831-796-1499 Phone
831-755-5485 Fax

CountyofMonterey.gov/Election

elections@countyofmonterey.gov

Gina Martinez
Registrar of Voters

Jessica Cedillo
Assistant Registrar of Voters

NEWS RELEASE

FOR IMMEDIATE RELEASE

Tuesday, December 3, 2024

Contact: Gina Martinez, Registrar of Voters

Phone: 831-796-1499

E-mail: elections@countyofmonterey.gov

Website: www.countyofmonterey.gov/Elections

Facebook: <https://www.facebook.com/pages/Monterey-County-Elections>

Instagram: <https://www.instagram.com/montereycountyelections/>

X: <http://twitter.com/MontereyVote>

Certified Election Results

SALINAS, CA – Final certified results for the November 5, 2024, Presidential General Election are available at <https://www.countyofmonterey.gov/government/departments-a-h/elections/election-results>. Final results had 148,916 votes cast, the second highest presidential election vote cast total in Monterey County's vote history, with a turnout of 69.3% based on a registration of 214,883 voters.

Registrar of Voters Gina Martinez expressed deep appreciation for the community's efforts in making this election a success:

"We extend our heartfelt gratitude to the voters and candidates of Monterey County for their commitment to democracy and participation in this election. We are especially thankful for our poll workers, emergency planning response partners, and for the dedicated staff members who worked tirelessly to ensure every ballot was processed securely and accurately."

This year's election was a collaborative success made possible by the efforts of community partners, numerous Departments from the County of Monterey, and emergency planning and response agencies spanning multiple jurisdictions across the County. All played a vital role in facilitating safe, fair, transparent and accessible voting options.

For more information, visit www.coutyofmonterey.gov/elections.

---END---

MONTEREY COUNTY ELECTIONS



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elections@countyofmonterey.gov

Gina Martinez
Registrar of Voters

Jessica Cedillo
Assistant Registrar of Voters

December 4, 2024

Marina Coast Water District
Attention: Paula Riso, Executive Assistant
11 Reservation Road
Marina, CA 93933

Subject: Certificate of the Registrar of Voters for the November 5, 2024 General Election

Attached hereto is the Certificate of the Registrar of Voters in connection with the November 5, 2024 General Election.

Sincerely,

Gina Martinez
Registrar of Voters

Enclosures

CERTIFICATE OF REGISTRAR OF VOTERS

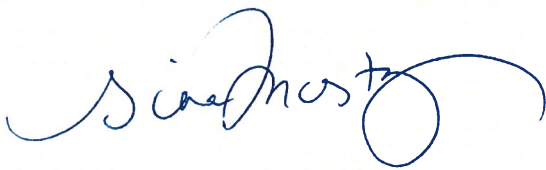
In the Matter of the CANVASS OF THE VOTES CAST }
at the **General Election** } ss
held on November 5, 2024 }

I, **Gina Martinez**, Registrar of Voters of the County of Monterey, State of California hereby certify;

THAT an election was held within the boundaries of the **Marina Coast Water District** on November 5, 2024 for the purpose of electing **(1) Director** to the **Marina Coast Water District**, and; I caused to have processed and recorded the votes from the canvass of all ballots cast at said election within the boundaries of the **Marina Coast Water District**.

I HEREBY FURTHER CERTIFY that the record of votes cast at said election is set forth in Exhibit "A" attached hereto and incorporated herein by reference as though fully set forth at length.

IN WITNESS WHEREOF, I have hereunto affixed my hand and official seal this Tuesday, December 3, 2024 and filed this date with the **Marina Coast Water District**.



Gina Martinez
Registrar of Voters



Certificate of Election and Oath of Office

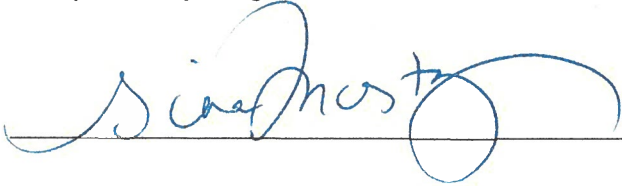
STATE OF CALIFORNIA }
COUNTY OF MONTEREY } ss

I, Gina Martinez, Registrar of Voters, in and for the County of Monterey, do hereby certify that at the **General Election** held in and for the **Marina Coast Water District**, on **November 5, 2024**, **Stacey Fritz-Smith** was elected to the office of **Director** for a term of **4** years as appears by the official returns of said election, and the Official Statement of Votes Cast now on file in my office.



In Witness Whereof, I have hereunto affixed my hand and official seal on **December 3, 2024**.

Gina Martinez,
Monterey County Registrar of Voters

By 

STATE OF CALIFORNIA }
COUNTY OF MONTEREY } ss

I, **Stacey Fritz-Smith**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California, that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

(Signature)

Subscribed and sworn to before me, this ____ day of _____, 20__.

(Signature of Person Administering Oath)

(Title)

Certificate of Election and Oath of Office

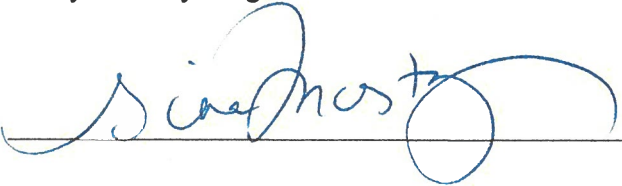
STATE OF CALIFORNIA }
COUNTY OF MONTEREY } ss

I, Gina Martinez, Registrar of Voters, in and for the County of Monterey, do hereby certify that at the **General Election** held in and for the **Marina Coast Water District**, on **November 5, 2024**, **Thomas P. Moore** was elected to the office of **Director** for a term of **4** years as appears by the official returns of said election, and the Official Statement of Votes Cast now on file in my office.



In Witness Whereof, I have hereunto affixed my hand and official seal on **December 3, 2024**.

Gina Martinez,
Monterey County Registrar of Voters

By 

STATE OF CALIFORNIA }
COUNTY OF MONTEREY } ss

I, **Thomas P. Moore**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California, that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

(Signature)

Subscribed and sworn to before me, this ____ day of _____, 20__.

(Signature of Person Administering Oath)

(Title)

1 Marina Coast Water District Director							
		Registered Voters	Voters Cast	Turnout (%)	1 FRITZ-SMITH STACEY	1 TOM MOORE	1 ROLAND LEE SOLTESZ
Electionwide	Vote by Mail (VBM)	18936	12364	65.29 %	4341	6429	3031
Electionwide	Polling Place (PP)	18936	1899	10.03 %	849	564	467
Electionwide	Total	18936	14263	75.32 %	5190	6993	3498
Statewide	Vote by Mail (VBM)	18936	12364	65.29 %	4341	6429	3031
Statewide	Polling Place (PP)	18936	1899	10.03 %	849	564	467
Statewide	Total	18936	14263	75.32 %	5190	6993	3498
19th Congressional District	Vote by Mail (VBM)	18936	12364	65.29 %	4341	6429	3031
19th Congressional District	Polling Place (PP)	18936	1899	10.03 %	849	564	467
19th Congressional District	Total	18936	14263	75.32 %	5190	6993	3498
17th State Senatorial District	Vote by Mail (VBM)	18936	12364	65.29 %	4341	6429	3031
17th State Senatorial District	Polling Place (PP)	18936	1899	10.03 %	849	564	467
17th State Senatorial District	Total	18936	14263	75.32 %	5190	6993	3498
30th State Assembly District	Vote by Mail (VBM)	18936	12364	65.29 %	4341	6429	3031
30th State Assembly District	Polling Place (PP)	18936	1899	10.03 %	849	564	467
30th State Assembly District	Total	18936	14263	75.32 %	5190	6993	3498
2nd State Board of Equalization District	Vote by Mail (VBM)	18936	12364	65.29 %	4341	6429	3031
2nd State Board of Equalization District	Polling Place (PP)	18936	1899	10.03 %	849	564	467
2nd State Board of Equalization District	Total	18936	14263	75.32 %	5190	6993	3498
Countywide	Vote by Mail (VBM)	18936	12364	65.29 %	4341	6429	3031
Countywide	Polling Place (PP)	18936	1899	10.03 %	849	564	467
Countywide	Total	18936	14263	75.32 %	5190	6993	3498
4th Supervisorial District	Vote by Mail (VBM)	18936	12364	65.29 %	4341	6429	3031
4th Supervisorial District	Polling Place (PP)	18936	1899	10.03 %	849	564	467
4th Supervisorial District	Total	18936	14263	75.32 %	5190	6993	3498
City of Marina	Vote by Mail (VBM)	13036	8392	64.38 %	2969	4465	2119
City of Marina	Polling Place (PP)	13036	1197	9.18 %	541	378	281
City of Marina	Total	13036	9589	73.56 %	3510	4843	2400
City of Seaside	Vote by Mail (VBM)	2946	1825	61.95 %	613	892	476
City of Seaside	Polling Place (PP)	2946	442	15.00 %	189	110	116
City of Seaside	Total	2946	2267	76.95 %	802	1002	592
Unincorporated - City Districts	Vote by Mail (VBM)	2954	2147	72.68 %	759	1072	436
Unincorporated - City Districts	Polling Place (PP)	2954	260	8.80 %	119	76	70
Unincorporated - City Districts	Total	2954	2407	81.48 %	878	1148	506
City of Marina Council District 1	Vote by Mail (VBM)	2821	1677	59.45 %	602	845	416
City of Marina Council District 1	Polling Place (PP)	2821	273	9.68 %	128	83	71
City of Marina Council District 1	Total	2821	1950	69.12 %	730	928	487
City of Marina Council District 2	Vote by Mail (VBM)	3730	2389	64.05 %	848	1263	592
City of Marina Council District 2	Polling Place (PP)	3730	298	7.99 %	135	93	61
City of Marina Council District 2	Total	3730	2687	72.04 %	983	1356	653
City of Marina Council District 3	Vote by Mail (VBM)	3468	2296	66.21 %	804	1357	548

City of Marina Council District 3	Polling Place (PP)	3468	274	7.90 %	114	102	53
City of Marina Council District 3	Total	3468	2570	74.11 %	918	1459	601
City of Marina Council District 4	Vote by Mail (VBM)	3017	2030	67.29 %	715	1000	563
City of Marina Council District 4	Polling Place (PP)	3017	352	11.67 %	164	100	96
City of Marina Council District 4	Total	3017	2382	78.95 %	879	1100	659
Unincorporated - City Districts sub-district	Vote by Mail (VBM)	5900	3972	67.32 %	1372	1964	912
Unincorporated - City Districts sub-district	Polling Place (PP)	5900	702	11.90 %	308	186	186
Unincorporated - City Districts sub-district	Total	5900	4674	79.22 %	1680	2150	1098
Unincorporated County Area	Vote by Mail (VBM)	2954	2147	72.68 %	759	1072	436
Unincorporated County Area	Polling Place (PP)	2954	260	8.80 %	119	76	70
Unincorporated County Area	Total	2954	2407	81.48 %	878	1148	506
Unincorporated - Unincorporated Area	Vote by Mail (VBM)	15982	10217	63.93 %	3582	5357	2595
Unincorporated - Unincorporated Area	Polling Place (PP)	15982	1639	10.26 %	730	488	397
Unincorporated - Unincorporated Area	Total	15982	11856	74.18 %	4312	5845	2992

Marina Coast Water District
Agenda Transmittal

Agenda Item: 5

Meeting Date: December 16, 2024

Prepared By: Paula Riso

Approved By: Remleh Scherzinger

Agenda Title: Election of Board President and Vice-President

Staff Recommendation: The Board of Directors elect a President and Vice-President to serve the next 1-year term.

Background: *Strategic Plan, Mission Statement – Marina Coast Water District delivers safe and environmentally sustainable water, recycled water, and wastewater services that meet community needs.*

Discussion/Analysis: The Board Procedures Manual states in part:

“The Board of Directors shall have a President who is elected by the Board from among the five Directors. The President shall be elected annually in the month of December but not before any newly elected or reelected Director(s) have taken office. No Director shall serve more than three (3) consecutive years as President, unless a majority of the Directors cannot agree on who should be the new President, then the existing President shall remain President until the issue can be resolved.”

“The Board of Directors shall have one Vice-President who shall be elected by the Board from among the five (5) Directors at the same time as the President is elected. The Vice-President shall be elected annually in the month of December but not before any newly elected or reelected Director(s) have taken office. No Director shall serve more than three (3) consecutive years as Vice President. If a majority of the Directors cannot agree on who should be the new Vice President, then the existing Vice President shall continue in office until the issue can be resolved.”

Environmental Review Compliance: None required.

Legal Counsel Review: None required.

Climate Action: Not applicable.

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

Other Considerations: None.

Material Included for Information/Consideration: None.

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: 6-A

Meeting Date: December 16, 2024

Prepared By: Remleh Scherzinger, PE

Approved By: Remleh Scherzinger, PE

Agenda Title: Adopt Resolution No. 2024-62 to Recognize Herbert Cortez for 8 Years of Outstanding and Dedicated Service as a Director to the Marina Coast Water District and Groundwater Sustainability Agency

Staff Recommendation: The Board of Directors adopt Resolution No. 2024-62 recognizing Herbert Cortez for 8 years of outstanding and dedicated service as a Director to the Marina Coast Water District and Groundwater Sustainability Agency.

Background: *Strategic Plan, Mission Statement – Marina Coast Water District delivers safe and environmentally sustainable water, recycled water, and wastewater services that meet community needs.*

Discussion/Analysis: The Board of Directors would like to present a resolution and plaque expressing its sincerest appreciation to Herbert Cortez for his unselfish commitment and dedication to our community as a Director on the Marina Coast Water District Board for the past 8 years. His strong coherent leadership in support of the mission and fiscal/policy governance of the District served as a superior example to others and enabled him to make significant contributions to the many achievements of the District during his tenure on the Marina Coast Water District Board of Directors. Mr. Cortez has been a strong advocate for employee’s rights as well as making sure District customers are recognized and well informed.

During Mr. Cortez’s tenure as a member of the Board of Directors, the District made great strides with the Regional Urban Water Augmentation Project transmission and distribution pipeline project; completed the Water, Sewer, and Recycled Water Master Plans; completed a Capacity Fee Study; completed the Emergency Generator Project; issued \$40 million in Bonds; adopted a Recycled Water Study; a new 5-year Rate Study that included a new billing method for sewer charges; 5 year Strategic plan; and the District’s first major steps toward reducing greenhouse gas emissions.

Mr. Cortez contributed significantly to the District and to the Board of Directors by serving as a Director on the Executive Committee, Budget and Personnel Committee, Joint Powers Insurance Authority, Joint City-District Committee alternate, Community Outreach Committee; Special Districts Association, Monterey One Water alternate, and LAFCO. Herbert’s leadership assisted the board in actively showing our ratepayers the positive impacts of the District.

Herbert’s calm demeanor, ability to distill the content of discussion, and create succinct comments as a Director helped to focus the Board on matters to address and pathways to solutions. He has been a pleasure to work with and is welcome to return at any time he and the voters are willing to return him to the work of the Board.

Environmental Review Compliance: None required.

Legal Counsel Review: None required.

Climate Action: Not applicable.

Financial Impact: Yes No **Funding Source/Recap:** The plaque is covered under the hospitality line item in all cost centers.

Material Included for Information/Consideration: Resolution No. 2024-62.

Action Required: Resolution Motion Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

December 16, 2024

Resolution No. 2024 - 62
Resolution of the Board of Directors
Marina Coast Water District
Recognizing Herbert Cortez for 8 Years of
Outstanding and Dedicated Services as Director
to the Marina Coast Water District

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on December 16, 2024 at 920 Second Avenue, Suite A, Marina, California as follows:

WHEREAS, Herbert Cortez served as a Director on the Marina Coast Water District Board from December 2016 to December 2024; and,

WHEREAS, Director Cortez’s strong leadership in support of the mission and policy governance of the District served as a superior example to others and enabled him to make significant contributions to the many achievements of the District during his tenure on the Board; and,

WHEREAS, during Director Cortez’s s tenure as a member of the Board of Directors, the District made great strides with the Regional Urban Water Augmentation Project transmission and distribution pipeline project; completed the Water, Sewer, and Recycled Water Master Plans; completed a Capacity Fee Study; completed the Emergency Generator Project; issued \$40 million in Bonds; adopted a Recycled Water Study; a new 5-year Rate Study that included a new billing method for sewer charges; and the District’s first major steps toward reducing greenhouse gas emissions; and,

WHEREAS, Director Cortez contributed significantly to the District and to the Board of Directors by serving as a director on the Executive Committee, Budget and Personnel Committee, Joint Powers Insurance Authority, Joint City-District Committee alternate, Community Outreach Committee; Special Districts Association, Monterey One Water alternate, and LAFCO; and,

WHEREAS, Director Cortez’s calm demeanor, ability to distill content of discussion, and create succinct comments as a Director helped to focus the Board on matters to address and pathways to solutions. He has been a pleasure to work with and is welcome to return at any time he and the voters are willing to return him to the work of the Board.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the District does hereby express its gratitude and commend Herbert Cortez for outstanding leadership and dedicated service to the District during his 8 years on the Board; and,

RESOLVED FURTHER, the District wishes Herbert Cortez continued professional and personal success as he leaves the District.

PASSED AND ADOPTED on December 16, 2024, 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 _____

, 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. 2024-62 adopted December 16, 2024.

Remleh Scherzinger, Secretary

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 11

Meeting Date: December 16, 2024

Prepared By: Paula Riso

Approved By: Remleh Scherzinger, PE

Agenda Title: Consent Calendar

Staff Recommendation: Approve the Consent Calendar as presented.

Background: *Strategic Plan, Mission Statement – Marina Coast Water District delivers safe and environmentally sustainable water, recycled water, and wastewater services that meet community needs.*

Consent calendar consisting of:

- A) Receive and File the Check Register for the Month of November 2024
- B) Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of November 18, 2024
- C) Receive the Validated 2023 Water Loss Audit Report and 2023 Level 1 Validation Review Documents
- D) Approve the Proposed Regular Board/GSA Meeting and Workshop Meeting Schedule for 2025

Discussion/Analysis: See individual transmittals.

Environmental Review Compliance: None required.

Legal Counsel Review: See individual transmittals.

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 November 2024; draft minutes of November 18, 2024; and, 2023 Water Loss Report.

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: 11-A

Meeting Date: December 16, 2024

Prepared By: Mary Lagasca, CPA

Approved By: Remleh Scherzinger, PE

Agenda Title: Receive and File the Check Register for the Month of November 2024

Staff Recommendation: Receive and file the November 2024 expenditures totaling \$2,718,205.35.

Background: *Strategic Plan, Objective No. 3.2: Finances are well managed to provide adequate revenue and avoid volatile rates.*

Discussion/Analysis: These expenditures were paid in November 2024 and the Board is requested to receive and file the check register. The November check register was larger than normal due to the following payments:

1. Check No 76223 – Grant Payment #2 to the Salinas Valley Basin Groundwater Sustainability Agency in the amount of \$159,302.25 for the Corral de Tierra GSP
2. Wire Payment in the amount of \$500,597.29 for the 2015 Series A Bond Payment
3. Wire Payment in the amount of \$319,450.00 for the 2019 Series Bond Payment

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: November 2024 Summary Check Register.

Action Required: ___Resolution ___X___Motion ___Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

NOVEMBER 2024 SUMMARY CHECK REGISTER

DATE	CHECK #	CHECK DESCRIPTION	AMOUNT
11/06/2024	ACH	Friedman & Springwater LLP	11,385.50
11/06/2024	76174 - 76194	Check Register	54,024.86
11/12/2024	76195 - 76232	Check Register	839,154.19
11/18/2024	76233 - 76279	Check Register	306,776.14
11/19/2024	Wire	U.S. Bank National Association	820,047.29
11/08/2024	ACH	Payroll Direct Deposits	145,981.02
11/08/2024	ACH	CalPERS	37,618.07
11/08/2024	ACH	Empower Retirement	16,765.15
11/08/2024	ACH	Internal Revenue Service	60,250.84
11/08/2024	ACH	State of California - EDD	14,488.89
11/08/2024	ACH	WageWorks, Inc.	1,299.16
11/08/2024	501808	Check Register	688.00
11/18/2024	501809	Check Register	88,233.33
11/20/2024	501810 - 501820	Check Register	39,523.06
11/22/2024	ACH	Payroll Direct Deposits	150,638.25
11/22/2024	ACH	CalPERS	39,150.23
11/22/2024	ACH	Empower Retirement	15,884.99
11/22/2024	ACH	Internal Revenue Service	59,653.78
11/22/2024	ACH	State of California - EDD	14,697.53
11/22/2024	ACH	WageWorks, Inc.	1,299.16
11/22/2024	501821 - 501822	Board Compensation Checks and Direct Deposit	554.09
11/22/2024	ACH	Internal Revenue Service	91.82
TOTAL DISBURSEMENTS			2,718,205.35

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
ACH	10/08/2024	11/06/2024	Friedman & Springwater LLP	Legal Services 09/2024	11,385.50
76174	10/21/2024	11/06/2024	Access Monterey Peninsula, Inc.	Filming and Production 10/2024	460.00
76175			Void		
76176	10/24/2024	11/06/2024	Orkin Pest Control	BLM/ IOP Pest Control 10/2024	227.00
76177	10/22/2024	11/06/2024	BSK Associates	Laboratory Testing	3,730.42
76178	10/18/2024	11/06/2024	Verizon Wireless	Cell Phone Service 10/2024	539.26
76179	10/09/2024	11/06/2024	Craig Evans Pump Testing Service	Pump Testing - (24) Sites	7,800.00
76180	09/27/2024	11/06/2024	Home Depot Credit Services	General Operation/ Maintenance, Meter Reader Supplies	288.22
76181	10/11/2024	11/06/2024	HPS West, Inc.	3" Octave Meter, Encoder Module, Pit Unit - 150 Beach Rd	2,378.11
76182	10/28/2024	11/06/2024	ICONIX Waterworks (US), Inc.	(3) Valve Boxes, (3) Water Meter Lids - Old Monitoring Wells; (20) Bolt Down Valve Boxes, (36) Meter Box Lids, (10) Concrete Boxes, (15) Concrete Lids, Reduced Pressure Backflow Preventer, General Operations/ Maintenance, Meter Reader Supplies	8,228.94
76183	10/14/2024	11/06/2024	InfoSend, Inc.	Maintenance/ IVR Transaction Fees 09/2024	1,433.89
76184	10/31/2024	11/06/2024	Iron Mountain, Inc.	Shredding Service 10/2024	334.86
76185	10/07/2024	11/06/2024	Richards, Watson & Gershon	Legal Services 09/2024	697.35
76186	08/01/2024	11/06/2024	Ritter GIS, Inc.	IT Support Services 07/2024	4,130.00
76187	10/16/2024	11/06/2024	Conservation Rebate Program	3133 Ocean Ter - Washer Rebate	150.00
76188	10/21/2024	11/06/2024	SmartSights Technologies, LLC	Annual Software Subscription 12/2024 - 11/2025	3,694.00
76189	11/01/2024	11/06/2024	The Ferguson Group, LLC	Grant Writing and Legislative Advocacy 11/2024	1,700.00
76190	10/21/2024	11/06/2024	T-Mobile	Cell Phone Service 10/2024	1,780.04
76191	10/20/2024	11/06/2024	T-Mobile	Cellular Services 08/19 - 09/18	776.78
76192	10/07/2024	11/06/2024	U.S. Bank Corporate Payment Systems	IT/ Computer Supplies; Silver Snap-Tool License/ Equipment - CARB Clean Truck Check Program; Monthly/ Annual Software Services; General Supplies	10,383.35
76193	10/15/2024	11/06/2024	Western Exterminator Company	Pest Control - Beach Office 10/2024	119.60
76194	10/25/2024	11/06/2024	WEX Bank	Fleet Gasoline 10/2024	5,173.04
76195	10/31/2024	11/12/2024	Ace Hardware of Watsonville, Inc.	General Operation/ Maintenance, Meter Reader Supplies	805.93
76196	10/29/2024	11/12/2024	PG&E	Gas and Electric Service 10/2024	140,314.63
76197	10/28/2024	11/12/2024	ACWA Joint Power Ins Authority	Liability Insurance 10/2024 - 09/2025	245,208.11
76198	10/31/2024	11/12/2024	Peninsula Welding & Medical Supply, Inc.	Gas Cylinder Tank Rental Fees	25.80
76199	10/29/2024	11/12/2024	Monterey Bay Analytical Services	Laboratory Testing	2,358.00
76200	10/03/2024	11/12/2024	Harris & Associates	Developers (Campus Town, Dunes 1B Promenade, Dunes 2 West, Dunes 3 North, Enclave Phase 3, VTC Lightfighter Village)	36,561.50
76201	10/23/2024	11/12/2024	Forensic Analytical Consulting Services, Inc.	Laboratory Testing	3,919.36
76202	09/11/2024	11/12/2024	HD Supply, Inc.	General Operation/ Maintenance Supplies	218.45
76203	09/05/2024	11/12/2024	Ewing Irrigation Products, Inc.	General Operation/ Maintenance Supplies	69.18
76204	10/31/2024	11/12/2024	American Supply Company	General/ Janitorial Supplies	452.78
76205	10/31/2024	11/12/2024	Fastenal Industrial & Construction Supplies	General Operation/ Maintenance Supplies	524.89
76206	11/01/2024	11/12/2024	McGrath Rent Corp.	Locker Room Trailer Rental - Ord Office 11/2024	7,286.98
76207	10/20/2024	11/12/2024	Don Chapin Co., Inc	Concrete Disposal - O&M Yard	854.84

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
76208	10/16/2024	11/12/2024	Calcon Systems, Inc.	Radio Survey/ Troubleshooting; SCADA Troubleshooting; State Report Correction; Spare PLC/ Radio Parts - Water/ Sewer Pump Stations; VFD/ Soft Start - Well 31	63,111.03
76209	10/07/2024	11/12/2024	Sturdy Oil Company	(225) gals Dyed Diesel - Well 34	881.95
76210	11/04/2024	11/12/2024	Daiohs USA	Coffee Supplies	745.13
76211	10/10/2024	11/12/2024	Monterey County Water Resources Agency	Technical/ Professional Assistance - GSP Development 09/2024	1,018.00
76212	11/05/2024	11/12/2024	Government Finance Officers Association	Annual Governmental GAAP Update Webinar - (2) Accounting	345.00
76213	10/25/2024	11/12/2024	Abacherli Fence Co.	Abandoned Well Lot Fence Repair - Grant St	5,135.00
76214	10/10/2024	11/12/2024	Remy Moose Manley, LLP	Legal Services 09/2024	58,432.70
76215	10/15/2024	11/12/2024	Griffith, Masuda & Hobbs	Legal Services 09/2024	32,652.94
76216	10/31/2024	11/12/2024	Peninsula Messenger LLC	Courier Service 11/2024	272.00
76217	11/05/2024	11/12/2024	Everbank, N.A.	Ord Office Copier Lease 11/2024	251.28
76218	10/22/2024	11/12/2024	AT&T	Phone and Alarm Line Services 10/2024	153.11
76219	11/01/2024	11/12/2024	Pure Janitorial, LLC	Janitorial Service - MCWD, BLM Offices 10/2024	5,555.18
76220	10/30/2024	11/12/2024	Johnson Electronics	BLM Fire Alarm Monitoring 10/2024 - 12/2024	84.00
76221	10/10/2024	11/12/2024	EKI Environment & Water, Inc.	Monterey Subbasin GSP Implementation; Regional Seawater Intrusion Model Updates 09/2024	47,146.25
76222	10/23/2024	11/12/2024	White Cap, L.P.	Submersible Pump, Rammer, Hose, Gas Cans, Tools - Vehicle #W02	4,070.58
76223	08/21/2024	11/12/2024	Salinas Valley Basin Groundwater Sustainability Agency	Corral de Tierra GSP Grant Payment #2	159,302.25
76224	10/25/2024	11/12/2024	BSK Associates	Laboratory Testing	793.86
76225	10/24/2024	11/12/2024	Kysmet Security & Patrol, Inc.	Security Patrol Services - MCWD Offices 10/2024	300.00
76226	10/31/2024	11/12/2024	InfoSend, Inc.	Programming Fee	300.00
76227	10/22/2024	11/12/2024	101 Trailer Sales	Diamond C Deck Over Tilt Trailer - Skid Steer	18,111.48
76228	10/28/2024	11/12/2024	Conservation Rebate Program	327 Normandy Rd - Washer Rebate	100.00
76229	10/28/2024	11/12/2024	Conservation Rebate Program	4797 Paradise Cove Ct - Toilet Rebate	50.00
76230	11/01/2024	11/12/2024	Conservation Rebate Program	1460 Tunisia Rd - Washer Rebate	150.00
76231	11/01/2024	11/12/2024	Conservation Rebate Program	3223 Martin Cir - Landscape Rebate	1,342.00
76232	11/05/2024	11/12/2024	Conservation Rebate Program	3351 Tracy Ct - Hot Water Recirculation Pump Rebate	250.00
76233	10/31/2024	11/18/2024	Quinn Company	Generator PM Service - (26) Sites	34,252.46
76234	11/01/2024	11/18/2024	Insight Planners	Web Development/ Maintenance and Hosting 10/2024	1,599.00
76235	11/07/2024	11/18/2024	PG&E	Electric Service 10/2024	2,091.38
76236	10/28/2024	11/18/2024	Home Depot Credit Services	General Operations/ Maintenance Supplies	1,476.06
76237	10/22/2024	11/18/2024	Grainger	General Operations/ Maintenance Supplies	45.23
76238	11/13/2024	11/18/2024	Jane's Answering Service	Answering Service 10/16 - 11/12	266.15

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
76239	09/30/2024	11/18/2024	Schaaf & Wheeler	Bid/ Construction Phase Support - ATW Irrigation Connections at Armstrong Ranch; Consolidated, Submitted Plans/ Studies on East Garrison Reservoir; Construction Phase On-Call Engineering Services - A1/A2 Tanks B/C Booster; Design Phase - B2 Zone Tank; Prepared Memo on Cal-Am System Intertie; Update District System Maps; Update the System Model to add Developments, CIPs 09/2024; Developers (Dunes 2 West, Dunes 3 Backbone, Enclave Phase 3 and 4, Layia, Marina Station, Seapointe Apartments)	55,240.60
76240	11/05/2024	11/18/2024	MBS Business Systems	Copier Maintenance 11/02 - 02/11	3,840.93
76241	10/31/2024	11/18/2024	Monterey Newspapers Partnership	Invitation to Bidders - IOP B Side Improvements	433.74
76242	11/07/2024	11/18/2024	Monterey Bay Analytical Services	Laboratory Testing	2,217.00
76243	10/29/2024	11/18/2024	Rauch Communication Consultants, Inc.	Public Relations 09/2024; Winter Average Sewer Flow Mailers	16,557.11
76244	11/05/2024	11/18/2024	Maggiore Bros Drilling	Developer (Marina Station)	22,057.50
76245	11/07/2024	11/18/2024	Maynard Group	Network Support 11/2024; (2) Office Phones	6,053.41
76246	10/29/2024	11/18/2024	HD Supply, Inc.	General Operations/ Maintenance Supplies	70.98
76247	11/04/2024	11/18/2024	SwiftComply US OpCo, Inc.	Annual Software Subscription 07/2024 - 06/2025	5,250.00
76248	11/13/2024	11/18/2024	Fastenal Industrial & Construction Supplies	General Operations/ Maintenance, Admin Supplies	385.81
76249	10/31/2024	11/18/2024	The Paul Davis Partnership, LLP	Bidding/ Construction Phase - IOP B Side Improvements	2,165.00
76250	10/28/2024	11/18/2024	O'Reilly Automotive Stores, Inc.	General Operations/ Maintenance Supplies	20.73
76251	09/30/2024	11/18/2024	Whitson Engineers	Developer (Wathen-Castanos Homes)	1,753.00
76252	10/18/2024	11/18/2024	Univar Solutions USA, Inc.	(1,560) gals Chlorine - Intermediate Reservoir, Wells 10 and 11	5,276.94
76253	10/29/2024	11/18/2024	Sturdy Oil Company	General Operations/ Maintenance Supplies	139.33
76254	10/31/2024	11/18/2024	Pacific Ag Rentals LLC	Mobile Restroom Rental - Beach Office 10/2024	164.21
76255	10/31/2024	11/18/2024	ECAM Secure	Monthly Security Fees - Ord Wastewater Treatment Plant	1,218.50
76256	10/21/2024	11/18/2024	CA Department of Finance	Population Change Estimate 01/2023 - 12/2023	350.00
76257	10/21/2024	11/18/2024	CARB/ PERP	2024 Registration Renewal - Tow-Behind Bypass Pump	735.00
76258	11/04/2024	11/18/2024	Green Rubber-Kennedy AG, LP	General Operations/ Maintenance Supplies	97.47
76259	11/12/2024	11/18/2024	Richards, Watson & Gershon	Legal Services 10/2024	147.50
76260	10/29/2024	11/18/2024	Edges Electrical Group, LLC	General Operations/ Maintenance Supplies	1,508.39
76261	11/15/2024	11/18/2024	U.S. Bank National Association	Beach Office Copier Lease 11/10 - 12/09	275.32
76262	11/07/2024	11/18/2024	Remy Moose Manley, LLP	Legal Services 10/2024	42,597.25
76263	10/31/2024	11/18/2024	Monterey Bay Technologies, Inc.	IT Support Services 10/2024	5,612.50
76264	10/31/2024	11/18/2024	Evoqua Water Technologies, LLC	Chemical Pump Maintenance - East Garrison LS	993.09
76265	10/24/2024	11/18/2024	NASSCO, Inc.	2024 Membership Dues	375.00
76266	10/28/2024	11/18/2024	Western Exterminator Company	Rodent Control - B Booster	2,704.00
76267	10/28/2024	11/18/2024	AT&T	Phone and Alarm Line Services 10/2024	136.20
76268	11/01/2024	11/18/2024	Simpler Systems, Inc.	UB/ Finance Datapp Maintenance 11/2024	500.00
76269	10/31/2024	11/18/2024	Marina Coast Water District (BLM)	BLM Water, Sewer, Fire Service 10/2024	417.45
76270	10/18/2024	11/18/2024	Psomas	Construction Management - A1/A2 Tanks B/C Booster	39,237.40

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
76271	11/06/2024	11/18/2024	Zanjero, Inc.	Communication/ Microgrid Infrastructure Investigations; Engineering Programmatic Support; Feasibility Study/ Permitting - Armstrong Ranch Brine Facility; Program Management/ Permitting - Reservation Rd Desal Plant; Water Supply Investigations 10/2024	25,260.50
76272	10/23/2024	11/18/2024	The Ferguson Group, LLC	FY 2024/ 2025 CALOES State, Local Cybersecurity Grant Writing	10,800.00
76273	10/24/2024	11/18/2024	BSK Associates	Laboratory Testing	1,002.25
76274	11/07/2024	11/18/2024	Office Depot Business Credit	Office Supplies	1,427.21
76275	10/07/2024	11/18/2024	Solinst Canada Ltd	Water Level Meter - Monitoring Equipment	905.27
76276	11/11/2024	11/18/2024	Southland Industries	Thermostat Troubleshooting/ Service - BLM	1,916.00
76277	11/07/2024	11/18/2024	Conservation Rebate Program	4165 Peninsula Point Dr - Toilet Rebate	50.00
76278	11/12/2024	11/18/2024	Conservation Rebate Program	3132 Messinger Dr - Washer Rebate	150.00
76279	11/01/2024	11/18/2024	Greenwaste Recovery, Inc.	Garbage Collection & Recycling Services 11/2024	7,003.27
Wire	10/08/2024	11/19/2024	U.S. Bank National Association (Bond Payments)	2015 Series A Bond Payment	500,597.29
Wire	10/08/2024	11/19/2024	U.S. Bank National Association (Bond Payments)	2019 Series Bond Payment	319,450.00
ACH	11/08/2024	11/08/2024	Payroll Direct Deposits	Payroll Ending 11/01/24	145,981.02
ACH	11/08/2024	11/08/2024	CalPERS	Payroll Ending 11/01/24	37,618.07
ACH	11/08/2024	11/08/2024	Empower Retirement	Payroll Ending 11/01/24	16,765.15
ACH	11/08/2024	11/08/2024	Internal Revenue Service	Payroll Ending 11/01/24	60,250.84
ACH	11/08/2024	11/08/2024	State of California - EDD	Payroll Ending 11/01/24	14,488.89
ACH	11/08/2024	11/08/2024	WageWorks, Inc.	Payroll Ending 11/01/24	1,299.16
501808	11/08/2024	11/08/2024	Teamsters Local Union No. 856	Payroll Ending 11/01/24	688.00
501809	11/01/2024	11/18/2024	ACWA/ JPIA	Medical, Dental, Vision, EAP Insurance 12/2024	88,233.33
501810	10/30/2024	11/20/2024	Becks Shoe Store, Inc. - Salinas	Boot Benefit - Meter Reader	241.44
501811	10/25/2024	11/20/2024	AFLAC	Employee Paid Benefits 10/2024	1,781.22
501812	11/15/2024	11/20/2024	Employnet, Inc.	Temporary Customer Service Representatives 09/23 - 11/07; Temporary O&M Admin Assistant 10/07 - 10/18	16,030.79
501813	10/18/2024	11/20/2024	Principal Life	Employee Paid Benefits 11/2024	333.54
501814	10/10/2024	11/20/2024	Lincoln National Life Insurance Company	Life, Disability, AD&D Insurance 11/2024	4,692.84
501815	10/23/2024	11/20/2024	WageWorks, Inc.	FSA Admin Fees 10/2024	176.00
501816	10/18/2024	11/20/2024	Transamerica Life Insurance Company	Employee Paid Benefits 10/2024	313.96
501817	10/31/2024	11/20/2024	Cintas Corporation No. 630	Uniforms, Towels, Rugs 10/2024	1,503.55
501818	11/14/2024	11/20/2024	Employee Reimbursement	2024 ACWA Fall Conference/ Expo Per Diem Meals	209.50
501819	09/30/2024	11/20/2024	Regional Government Services Authority	Human Resource Consulting Services 09/2024	14,142.22
501820	11/10/2024	11/20/2024	Language Testing International Inc.	Language Testing/ Vietnamese - O&M	98.00
ACH	11/22/2024	11/22/2024	Payroll Direct Deposits	Payroll Ending 11/15/24	150,638.25
ACH	11/22/2024	11/22/2024	CalPERS	Payroll Ending 11/15/24	39,150.23
ACH	11/22/2024	11/22/2024	Empower Retirement	Payroll Ending 11/15/24	15,884.99
ACH	11/22/2024	11/22/2024	Internal Revenue Service	Payroll Ending 11/15/24	59,653.78
ACH	11/22/2024	11/22/2024	State of California - EDD	Payroll Ending 11/15/24	14,697.53
ACH	11/22/2024	11/22/2024	WageWorks, Inc.	Payroll Ending 11/15/24	1,299.16

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
501821 - 501822	11/22/2024	11/22/2024	Board Compensation Checks and Direct Deposit	Board Compensation 10/2024	554.09
ACH	11/22/2024	11/22/2024	Internal Revenue Service	Board Compensation 10/2024	91.82
Total Disbursements for November 2024					2,718,205.35

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 11-B

Meeting Date: December 16, 2024

Prepared By: Paula Riso

Approved By: Remleh Scherzinger, PE

Agenda Title: Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of November 18, 2024

Staff Recommendation: Approve the draft minutes of the November 18, 2024 regular joint Board/GSA meeting.

Background: *Strategic Plan, Mission Statement – Marina Coast Water District delivers safe and environmentally sustainable water, recycled water, and wastewater services that meet community needs.*

Discussion/Analysis: The draft minutes of November 18, 2024 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 No **Funding Source/Recap:** None

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

Material Included for Information/Consideration: Draft minutes of November 18, 2024.

Action Required: Resolution 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
November 18, 2024

Draft Minutes

1. Call to Order:

President Morton called the meeting to order at 6:03 p.m. on November 18, 2024 at 920 2nd Avenue, Suite A, Marina, California; and, via Zoom teleconference.

2. Roll Call:

Board Members Present:

Gail Morton – President
Jan Shriner – Vice President
Herbert Cortez – arrived at 6:09 p.m.
Brad Imamura
Thomas P. Moore

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
Garrett Haertel, District Engineer
Patrick Breen, Water Resources Manager
Teo Espero, Information Technology Administrator
Paula Riso, Executive Assistant/Clerk to the Board

Audience Members:

Andy Sterbenz, Schaaf & Wheeler Consulting Civil Engineers
Stacey Fritz-Smith, East Garrison Resident, Director Elect

3. Pledge of Allegiance:

Ms. Mary Lagasca, Director of Administrative Services, led everyone present in the pledge of allegiance.

4. Public Comment on Closed Session Items:

There were no comments made.

The Board entered into closed session at 6:04 p.m. to discuss the following items:

5. Closed Session:

- A. Pursuant to Government Code 54956.9
Conference with Legal Counsel – Existing Litigation
Marina Coast Water District, and Does 1-100 v, County of Monterey, Monterey County Board of Supervisors, and Does 101-110 (California-American Water Company, Real Party in Interest), Monterey County Superior Court Case No. 19CV003305 (Petition for Writ of Mandate and Complaint for Injunctive Relief); Superior Court of California County of San Francisco Case No. CGC-15-546632

- B. Pursuant to Government Code 54956.9
Conference with Legal Counsel – Existing Litigation
City of Marina vs. RMC Lonestar [CEMEX], California-America Water Company, Marina Coast WD, et al Defendants, Monterey County Superior Court Case No. 20CV001387 (Complaint for Breach of Contract, Declaratory Relief under the Agency Act, and Tortious Interference with Existing Contract)

- C. Pursuant to Government Code 54956.9
Conference with Legal Counsel – Existing Litigation
Marina Coast Water District v. Trustees of the California State University, and Does 1-20; Monterey County Superior Court Case No. 21CV001296 (Verified Complaint for Declaratory and Injunctive Relief)

Director Cortez arrived at the meeting at 6:09 p.m. and joined the closed session that was in progress.

The Board ended closed session at 7:37 p.m. President Morton reconvened the meeting to open session at 7:46 p.m.

6. Reportable Actions Taken During Closed Session:

President Morton stated that there was no reportable action taken in closed session.

7. Oral Communications:

No comments were made.

8. Consent Calendar:

Director Moore made a motion approve the Consent Calendar consisting of items A) Receive and File the Check Register for the Month of October 2024; B) Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of October 21, 2024; C) Receive the 3rd Quarter Investment Report; and, D) Adopt Resolution No. 2024-60 Approving the Application for the U.S. Bureau of Reclamation WaterSMART Grant Program for Fiscal Year 2024-2025. Vice President Shriner seconded the motion. The motion was passed by the following vote:

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

9. Action Items:

- A. Adopt Resolution No. 2024-61 to Amend the FY 2023-2024 Capital Improvement Budget to Fully Fund the Imjin Office Park B Side Improvement Project (WD-2401) and Award a Construction Contract to Ausonio, Inc. for General Construction Services for the Construction of the Imjin Office Park B Side Improvement Project:

Mr. Garrett Haertel introduced this item noting that following the Request for Proposals, only two bids were received. The Board asked clarifying questions.

Director Moore made a motion to adopt Resolution No. 2024-61 to Amend the FY 2023-2024 Capital Improvement Budget to Fully Fund the Imjin Office Park B Side Improvement Project (WD-2401) and Award a Construction Contract to Ausonio, Inc. for General Construction Services for the Construction of the Imjin Office Park B Side Improvement Project. Director Cortez seconded the motion. The motion was passed by the following vote:

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

10. Informational Items:

- A. General Manager's Report:

Mr. Scherzinger reported the following:

1. the District will look into refinancing the 2015 Series A Bond in early 2025;
2. Martin Rauch and the management team will begin work on the Management Plan for the Strategic Plan in the next few weeks.

- B. Committee and Board Liaison Reports:

1. M1W Board Member Liaison:

Director Moore gave a brief update on the M1W Board meeting.

11. Board Member Requests for Future Agenda Items:

Director Imamura asked to receive updates as work progresses on the B Side improvement project.

12. Director's Comments:

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

13. Adjournment:

The meeting was adjourned at 8:21 p.m.

APPROVED:

Gail Morton, President

ATTEST:

Paula Riso, Deputy Secretary

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 11-C

Meeting Date: December 16, 2024

Prepared By: Paul Lord

Approved By: Remleh Scherzinger, PE

Reviewed By: Patrick Breen

Agenda Title: Receive the Validated 2023 Water Loss Audit Report and 2023 Level 1 Validation Review Documents

Staff Recommendation: The Board of Directors receive the validated 2023 Water Loss Audit Report and 2023 Level 1 validation review documents.

Background: *Strategic Plan Mission Statement – Marina Coast Water District delivers safe and environmentally sustainable water, recycled water, and wastewater services that meet community needs.*

Discussion/Analysis: California Senate Bill 555, passed in October 2015, requires all urban retail water suppliers in the state to submit a completed and third party validated water loss audit annually to the California Department of Water Resources.

A water loss audit is an accounting exercise that is conceptually like a financial audit. Whereas a financial audit tracks all sources and uses of funds for an organization, a water loss audit tracks all sources and uses of water within a water system over a specified period to estimate the volume and value of water loss. Water loss audits are a valuable tool used to help identify and prioritize a water purveyor’s operations that can be improved to maximize the efficiency of water production and delivery. The water loss audit also helps improve the generation of revenue by estimating the financial value of water losses. Having a water loss audit validated by an independent third party assures that the source of the data is reliable, complete, consistent, and accurate.

Staff’s efforts to improve data validity and reduce real and apparent losses during the calendar year 2023 water loss audit period included:

- The installation of new “AMI (Advanced Meter Infrastructure)-Ready” water meters for 324 new customers (3.2% of all active meters).
- Many old water meters were replaced with “AMI-Ready” meters including all 242 meters in the Bay View Community (2.4% of all active meters)
- Staff continued the ongoing replacement of the oldest, large, 4” to 8” water meters.
- Staff began testing meters that were retired from service to determine a profile of the inaccuracy of aging meters in the system to better assess systemwide inaccuracy of the current meter inventory.
- All production well meters were flow tested.
- Phase 1 of the SCADA upgrade project was completed.
- Maintenance was performed on all of the District’s pressure reducing valves.
- A new, more accurate method was used to calculate a more representative customer retail unit cost of water (CRUC) that takes the monthly consumption by service area and tier to calculate a weighted average for each tier that is used to determine the final CRUC for the entire service area.
- Staff continued the development of a more comprehensive GIS database of assets resulting in a more accurate count of fire services and an improvement in water loss accuracy.

As summarized in the attached *2023 Water Loss Audit Review Documents*, the overall data validity score improved from a score of 73 in 2022 to 80 in 2023. The primary reason for this increase was the ability to provide documentation verifying that all the production well meters were calibrated. This continues the 5-year trend of data validity improvement. In 2019 it was 63, 2020-69, 2021-74, and in 2022-73.

Both types of water losses were lower than the previous year. Real water losses (primarily leaks in the distribution system) improved and were calculated at 850 Gallons per mile per day of pipeline versus 1,092 Gallons in 2022 which is a reduction of 23%. Apparent water losses (due to customer metering inaccuracy of an aging meter population and under-registration of water deliveries) also improved and were measured at 22.8 Gallons per connection per day versus 24.1 Gallons per connection per day in 2022 which represents a 5% reduction.

The recent year-over-year improvements in data validity and the reduction of water losses measured continue to show that the District performs well compared to other water distribution systems similar to MCWD's. As water losses dropped 1.4%, revenue water increased 1.4%.

The following actions will be considered in the future because they would lead to improvements in data reliability, long-term water loss control, and additional generation of revenue:

- The completion of a Real Loss Component Analysis to develop a leakage profile.
- The completion of an Apparent Loss Component Analysis to develop an apparent loss profile.
 - Determine meter inventory by age.
 - Expand small meter accuracy testing.
- Implement a Cost-benefit analysis & target setting for water loss components.
- Design and implement a water loss control program for cost-effective interventions such as:
 - Focused replacement of the aging meter population.
 - Distribution system leak detection.

Environmental Review Compliance: None Required.

Legal Counsel Review: None Required.

Climate Adaptation: Not applicable.

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

Other Considerations: None

Material Included for Information/Consideration: Attachment A - 2023 Water Loss Audit Review Documents.

Action Required: Resolution Motion Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Validator Provided

Certified Validation Report Template, Part A: Provided by Validator

Insert Logo (Optional)



Audit Information

Water System Name: Marina Coast Water District

Public Water System Identification (PWSID) ¹: CA2710017

¹List only 1 PWSID, which should match the PWSID on the FWAS Instructions Tab. For Special cases where multiple water systems are connected with permanent two-way interties, list those additional PWSIDs in the Notes below and describe the water distribution system(s) configuration.

PWSID and Special Water System Configuration Notes (Provided to Validator by Water System):

Audit Period Start Date: 1/1/2023

Validation Date: 5/13/2024

Sufficient Supporting Documents Provided: Yes

Water System Representatives

Paul Lord,
Patrick Breen,
Derek Cray,
Katie Lampkin

Validation Findings & Confirmation Statement

Key Audit Metrics:

Data Validity Score: 80

Non-revenue water as percent of cost of operating system: 3.2

Data Validity: Tier IV (71-90)

Real Loss: gal/conn/day or 850 gal/mile/day

Apparent Loss: 22.8 gal/conn/day

ILI: 1.3

Certification Statement by Validator:

This water loss audit report has been Level 1 validated per the requirements of California Code of Regulations Title 23, Division 2, Chapter 7 and the California Water Code Section 10608.34.

All recommendations on volume derivation and Data Validity: Yes

Grades were incorporated into the water audit:

If not, rejected recommendations are included here:

Validator Information

Water Audit Validator Name: Larry Lewison

CA-NV AWWA WAV Certification Expiration Date: 3/10/2025

Email: larry.lewison@cavanaugholutions.com

Qualifications: Water Audit Validator Certificate issued by the CA-NV Section of the AWWA

Certified Validation Report Template, Part B: Provided by Utility

Water System Name: Marina Coast Water District
Public Water System Identification (PWSID)²: CA2710017

² List only 1 PWSID, which should match the PWSID on the FWAS Instructions Tab. For special cases where multiple water systems are connected with permanent two-way interties, those additional PWSIDs should be listed in the Notes Section on the Validator Certification to be submitted to DWR along with this Utility Certification form and the AWWA FWAS water loss audit.

Water Audit & Water Loss Improvement Steps:

1. Steps Taken:

Water System to identify steps taken in the preceding 3 years to increase data validity, reduce real loss, and reduce apparent loss as informed by the annual validated water audit (23 CCR Section 638.5(b)(3): Beginning in 2018, information identifying steps taken by the urban retail water supplier in the preceding 3 years to increase the validity of data entered into the final audit, reduce the volume of apparent losses, and reduce the volume of real losses, as informed by the annual validated water audit.

Audit Period Start Date: 1/1/2023

Steps Taken The Year After Audit Data Year: Continued to install AMI compliant meters for all new services and meter replacements. Continued the replacement of older, large meters. Production well meters flow tested and calibrated. Began to test small customer meters for flow accuracy, and continued to test large customer meters. Phase two of SCADA upgrades planned for completion in 2024-25.

Steps Taken During the Audit Data Year: Continued installation of AMI-Ready meters, 324 new AMI-Ready meters installed in 2023 (3.2% of all active meters). Phase 1 of the SCADA upgrade project was completed. This work includes more intuitive screens, alarms, and faster communications to provide a quick response if there is a pressure drop in the system. Maintenance was performed on the District's Pressure Reducing Valves to ensure proper operation and to prevent a surge of water that could cause line breaks and leaks. Production well meters tested and calibrated. Hydrant maintenance was performed, including exercising the stems and ensuring all hydrants were fully closed. A new calculation method to determine the CRUC was used to generate a more representative CRUC value for the entire service area. This new method includes using a weighted average of tiered consumption rate values for each service area, and using a weighted average to find a combined CRUC value. Large customer meters were flow tested for accuracy. Engineering began developing a comprehensive database of all service area assets, providing more system design accuracy. The number of dedicated/shared fire services was thoroughly evaluated and refined to generate a more accurate value


Steps Taken the Year Before The Audit Data Year: Starting in May of 2022 and for new water services, "AMI-Ready" meter installation commenced to improve future leak detection, water use monitoring, conduct water budgeting, and improve future customer service. 275 New "AMI-Ready" water meters installed in 2022 (2.8% of active accounts). Staff continued ongoing replacement of older, larger meters. Zone pressure monitoring was integrated into the District's SCADA for all pressure zones. Realtime data indicating high and low pressures outside an acceptable range will trigger an alarm and send notification to staff on-call. Production Well Meters flow tested. Completion of production well SCADA integration.

2. Planned Steps

(OPTIONAL UNLESS your audit reflects negative real losses or the cost of non-revenue water is greater than 100% of the operating costs. Your audit will not meet code requirements for these issues and you need to convey what steps you are planning in the coming year to address these issues. If you already know what steps you plan to take, you may list them here. If not, please prepare a response within 90 days (23 CCR Section 638.6[a]).

3. Certification Statement by Utility Executive:

Executive Name (Print) Remleh Scherzinger
Executive Position General Manager

Date 08/20/2024
 Insert Signed image or DocuSign PDF as 

"This water loss audit report meets the requirements of California Code of Regulations Title 23, Division 2, Chapter 7 and California Water Code Section 10608.34 and has been prepared in accordance with the methods prescribed therein."

[Guidance](#)



AWWA Free Water Audit Software v6.0

FWAS v6.0

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This spreadsheet-based water audit tool is designed to help quantify and track water losses associated with water distribution systems and identify areas for improved efficiency and cost recovery. It provides a "top-down" summary water audit format and is not meant to take the place of a full-scale, comprehensive water audit format. Auditors are strongly encouraged to refer to the most current edition of AWWA M36 Manual for Water Audits for detailed guidance on the water auditing process and targeting loss reduction levels. This tool contains several separate worksheets. Sheets can be accessed using the tabs at the bottom of the screen, or by clicking the TOC links below.

Table of Contents (TOC)

- Start Page** The current sheet. Enter contact information and basic audit details.
- Worksheet** Enter the required data on this worksheet to calculate the water balance and data grading.
- Interactive Data Grading** Answer questions about operational practices for each audit input, and the data validity grades will automatically populate.
- Dashboard** Review NRW components, performance indicators and graphical outputs to evaluate the results of the audit.
- Notes** Enter notes to explain how values were calculated, document data sources, and related information about data management practices.
- Blank Sheet** By popular demand! A blank sheet. The world is your canvas.
- Water Balance** The values entered in the Worksheet automatically populate the Water Balance.
- Loss Control Planning** Use this sheet to interpret the results of the audit validity score and performance indicators.
- Definitions** Use this sheet to understand the terms used in the audit process.
- Service Connection Diagram** Diagrams depicting possible customer service connection line configurations.
- Acknowledgements** Acknowledgements for development of the AWWA Free Water Audit Software v6.0.

AWWA Web Resources for Water Loss Control
<https://www.awwa.org/Resources-Tools/Resource-Topics/Water-Loss-Control>
 Items referenced in the Free Water Audit Software v6.0 on the web:
 Data Grading Matrix v6.0
 Example Water Audit v6.0
 Water Audit Compiler v6.0
 AWWA Reports on Performance Indicators
 M36 Manual

Enter Basic Information

Name of Utility:	Marina Coast Water District
Name of Contact Person:	Paul Lord
Email:	plord@mcwd.org
Telephone Ext.:	(831)883-5905
City/Town/Municipality:	Marina
State / Province:	California (CA)
Country:	USA
Audit Preparation Date:	
Audit Year:	2023
Audit Year Label:	Calendar (Fiscal, Calendar, etc)
Audit Period Start Date:	Jan 01 2023
Audit Period End Date:	Dec 31 2023
Volume Reporting Units:	Acre-feet
Water System Structure:	Retail
Water Type:	Potable Water
System ID Number:	CA2710017
Validator Name/ID:	Larry Lewison
Validator Email:	larry.lewison@cavanaughhsolutions.com
Estimated Total Population Served by Water Utility:	36,987

Key of Input Acronyms

In order of appearance in the Worksheet

- VOS** Volume from Own Sources
- VOSEA** VOS Error Adjustment
- WI** Water Imported
- WIEA** WI Error Adjustment
- WE** Water Exported
- WEEA** WE Error Adjustment
- BMAC** Billed Metered Authorized Consumption
- BUAC** Billed Unmetered Authorized Consumption
- UMAC** Unbilled Metered Authorized Consumption
- UUAC** Unbilled Unmetered Authorized Consumption
- SDHE** Systematic Data Handling Errors
- CMI** Customer Metering Inaccuracies
- UC** Unauthorized Consumption
- Lm** Length of mains
- Nc** Number of service connections
- Lp** Average length of (private) customer service line
- AOP** Average Operating Pressure
- CRUC** Customer Retail Unit Charge
- VPC** Variable Production Cost

Color Key

User input Calculated Optional default

Guidance for the Worksheet

Choosing to enter unit of **percent** or **volume** (applies to VOSEA, WIEA, WEEA, CMI)
 choose entry option:

1.00%	percent	or	25.000
	volume		

Choosing to enter **default** or **custom input** (applies to UUAC, SDHE, UC)
 choose entry option:

0.25%	default	or	75.000
	custom		

Guidance for the Interactive Data Grading

Use acronym buttons in IDG header to navigate among inputs. Acronym Key above. White = needs answers, orange = complete, clear = not required. Example below.



After clicking an acronym button, answer all visible questions in the order they're presented, choosing best-fit answer

Grade will populate when all visible questions are complete for an input

The limiting criteria will be labeled along the right. If only 1 limiting criterion is shown, improving on that criterion will achieve a higher data grade. If multiple limiting criteria are shown, improving on *each* limiting criterion is necessary to achieve a higher data grade. A complete inventory of data grading criteria is available in the Data Grading Matrix v6.0 (see web resources)

7

Limiting

If you have questions or comments regarding this software please contact us at: wlc@awwa.org



AWWA Free Water Audit Software: Worksheet

FWAS v6.0

American Water Works Association.

Water Audit Report for: **Marina Coast Water District**
Audit Year: **2023** **Jan 01 2023 - Dec 31 2023** **Calendar**

Click 'n' to add notes To edit water system info: [go to start page](#)
Click 'g' to determine data validity grade

To access definitions, click the [input name](#)

All volumes to be entered as: ACRE-FEET PER YEAR

Water Supplied Error Adjustments

choose entry option:

VOS	Volume from Own Sources:	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="9"/>	<input type="text" value="3,393.725"/>	Acre-ft/Yr	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="8"/>	<input type="text" value="volume"/> <input type="text" value="0.249"/>	acre-ft/yr	<input type="text" value="under-registration"/>	VOSEA
WI	Water Imported:	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="n/a"/>	<input type="text" value="0.000"/>	Acre-ft/Yr					WIEA
WE	Water Exported:	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="n/a"/>	<input type="text" value="0.000"/>	Acre-ft/Yr					WEEA

WATER SUPPLIED: Acre-ft/Yr

AUTHORIZED CONSUMPTION

BMAC	Billed Metered:	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="9"/>	<input type="text" value="2,960.330"/>	Acre-ft/Yr					
BUAC	Billed Unmetered:	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="n/a"/>	<input type="text" value="0.000"/>	Acre-ft/Yr					
UMAC	Unbilled Metered:	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="4"/>	<input type="text" value="7.506"/>	Acre-ft/Yr					
UUAC	Unbilled Unmetered:	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="10"/>	<input type="text" value="0.317"/>	Acre-ft/Yr					

choose entry option:

acre-ft/yr

AUTHORIZED CONSUMPTION: Acre-ft/Yr

WATER LOSSES Acre-ft/Yr

Apparent Losses

Default option selected for Systematic Data Handling Errors, with automatic data grading of 3

SDHE	Systematic Data Handling Errors:	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="3"/>	<input type="text" value="7.401"/>	Acre-ft/Yr					
CMI	Customer Metering Inaccuracies:	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="2"/>	<input type="text" value="189.436"/>	Acre-ft/Yr					
UC	Unauthorized Consumption:	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="3"/>	<input type="text" value="7.401"/>	Acre-ft/Yr					

choose entry option:

<input type="text" value="0.25%"/>	<input type="text" value="default"/>
<input type="text" value="6.00%"/>	<input type="text" value="percent"/>
<input type="text" value="0.25%"/>	<input type="text" value="default"/>

Default option selected for Unauthorized Consumption, with automatic data grading of 3

Apparent Losses: Acre-ft/Yr

Real Losses

Real Losses: Acre-ft/Yr

WATER LOSSES: Acre-ft/Yr

NON-REVENUE WATER

NON-REVENUE WATER: Acre-ft/Yr

SYSTEM DATA

Lm	Length of mains:	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="10"/>	<input type="text" value="232.6"/>	miles	(including fire hydrant lead lengths)
Nc	Number of service connections:	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="8"/>	<input type="text" value="7,994"/>		(active and inactive)
	Service connection density:		<input type="text" value="34"/>	conn./mile main	
Lp	Are customer meters typically located at the curbstop/property line?	<input type="text" value="Yes"/>			
AOP	Average length of customer service line has been set to zero and a data grading of 10 has been applied	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="10"/>			
	Average Operating Pressure:	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="10"/>	<input type="text" value="60.0"/>	psi	

COST DATA

CRUC	Customer Retail Unit Charge:	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="10"/>	<input type="text" value="\$6.19"/>	\$/100 cubic feet (ccf)		Total Annual Operating Cost	
VPC	Variable Production Cost:	<input type="text" value="n"/> <input type="text" value="g"/> <input type="text" value="8"/>	<input type="text" value="\$301.95"/>	\$/acre-ft		<input type="text" value="\$19,378,002"/>	\$/yr (optional input)

WATER AUDIT DATA VALIDITY TIER:

***** The Water Audit Data Validity Score is in Tier IV (71-90). See Dashboard tab for additional outputs. *****

[go to dashboard](#)

A weighted scale for the components of supply, consumption and water loss is included in the calculation of the Water Audit Data Validity Score

PRIORITY AREAS FOR ATTENTION TO IMPROVE DATA VALIDITY:

Based on the information provided, audit reliability can be most improved by addressing the following components:

- 1: Customer Metering Inaccuracies (CMI)
- 2: Volume from Own Sources (VOS)
- 3: Unauthorized Consumption (UC)

KEY PERFORMANCE INDICATOR TARGETS:

OPTIONAL: If targets exist for the operational performance indicators, they can be input below:

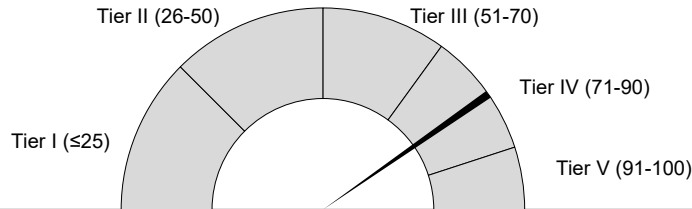
Unit Total Losses:	<input type="text"/>	gal/conn/day
Unit Apparent Losses:	<input type="text"/>	gal/conn/day
Unit Real Losses ^A :	<input type="text"/>	gal/conn/day
Unit Real Losses ^B :	<input type="text"/>	gal/mile/day

If entered above by user, targets will display on KPI gauges (see Dashboard)

Data Validity

Data Validity Score: **80** Data Validity Tier: **Tier IV (71-90)**

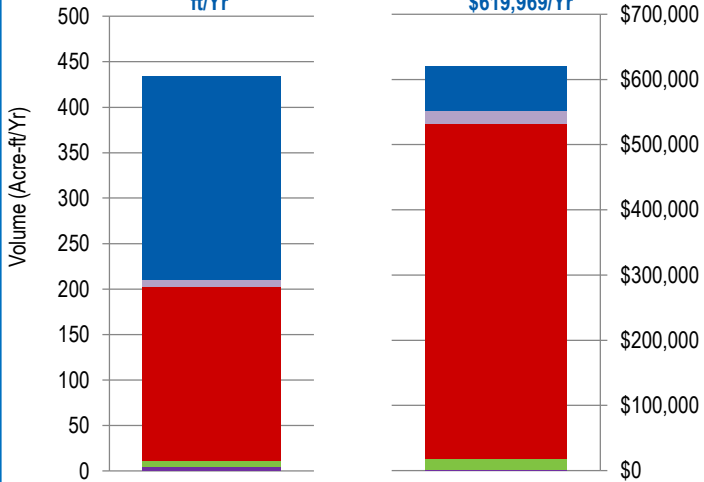
See [Loss Control Planning](#) for Tier Details



NRW Components Summary

Total Volume of NRW = 434 Acre-ft/Yr

Total Cost of NRW = \$619,969/Yr



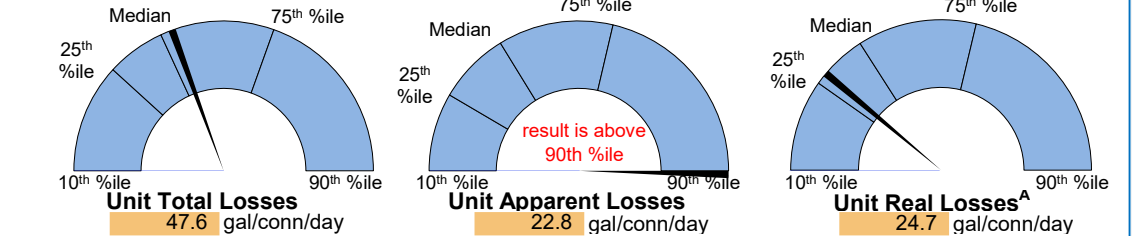
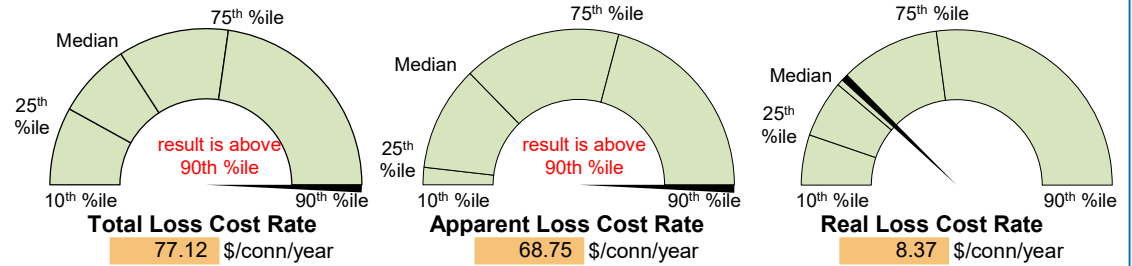
Real Losses	Unauthorized Consumption
Systematic Data Handling Errors	Unbilled Unmetered Auth Cons
Customer Metering Inaccuracies	Unbilled Metered Authorized Cons

	Volume Acre-ft/Yr	Value \$/Yr	Basis of Valuation
Apparent Losses	204.2	\$549,553	CRUC
Real Losses	221.6	\$66,907	VPC
Unbilled Authorized Cons	7.8	\$2,362	VPC
Non-Revenue Water	433.6	\$618,822	Blended

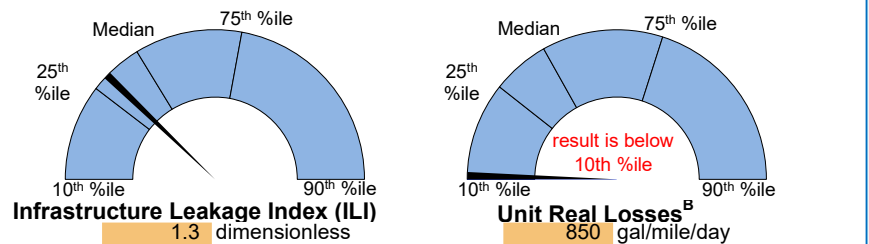
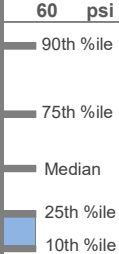
Key Performance Indicators

gauge %iles per validated industry ranges²

Target (see Worksheet)



Average Operating Pressure



See UARL definition for additional guidance on the ILI

(UARL) Unavoidable Annual Real Losses **165.2** Acre-ft/Yr **18.4** gal/conn/day

Guidance Information for Key Performance

- The eight indicators shown are the recommended suite per the AWWA Water Loss Control Committee 2020 Position on KPIs¹.
- A suite of KPIs is necessary, as no single KPI can holistically communicate water loss performance for a given water system.
- See Table 1 below for Uses and Limitations for each KPI, excerpted from the AWWA Water Loss Control Committee Report (2020)¹, with naming conventions updated.
- Percentiles (%iles) shown on KPI gauges come from Level 1 validated data in the AWWA WLCC Reference Water Audit Dataset (2020)².
- KPI %iles shown above are not segregated by cohorts. Limited KPI data by cohorts may be found in WRF 4695 Guidance Manual, Appendix B (2019)³.
- Actual KPI results that fall below 10th %ile or above 90th %ile do not necessarily imply error, but should be viewed with scrutiny.
- Percentiles not intended to imply targets. Targets may be input by user for operational KPIs, if desired, on Worksheet.
- See UARL and ILI in Definitions tab for discussion of size and pressure limitations.
- Systems that fall on the extreme ends of size or connection density should use caution when interpreting Unit Losses KPIs.

AWWA Free Water Audit Software
Water Balance

Water Audit Report for: **Marina Coast Water District**

Audit Year: **2023**

Jan 01 2023 - Dec 31 2023

Data Validity Tier: **Tier IV (71-90)**

FWAS v6.0

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Volume from Own Sources (VOS) (corrected for known errors) 3,393.974	System Input Volume 3,393.974	Water Exported (WE) (corrected for known errors) 0.000	Billed Water Exported				Revenue Water (Exported) 0.000
		Water Supplied 3,393.974	Authorized Consumption 2,968.153	Billed Authorized Consumption 2,960.330	Billed Metered Consumption (BMAC) (water exported is removed) 2,960.330	Revenue Water 2,960.330	
Water Losses 425.821	Unbilled Authorized Consumption 7.823			Billed Unmetered Consumption (BUAC) 0.000	Non-Revenue Water (NRW) 433.644		
		Real Losses 221.583	Unbilled Metered Consumption (UMAC) 7.506	Unbilled Unmetered Consumption (UUAC) 0.317			
Water Losses 425.821	Apparent Losses 204.238			Systematic Data Handling Errors (SDHE) 7.401	Non-Revenue Water (NRW) 433.644		
		Real Losses 221.583	Customer Metering Inaccuracies (CMI) 189.436				
			Unauthorized Consumption (UC) 7.401				
Water Imported (WI) (corrected for known errors) 0.000				Leakage on Transmission and/or Distribution Mains <i>Not broken down</i>			
				Leakage and Overflows at Utility's Storage Tanks <i>Not broken down</i>			
				Leakage on Service Connections <i>Not broken down</i>			



AWWA Free Water Audit Software: Determining Water Loss Standing

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Water Audit Report for: **Marina Coast Water District**
 Audit Year: **2023** **Jan 01 2023 - Dec 31 2023**
 Data Validity Tier: **Tier IV (71-90)**

Water Loss Control Planning Guide

Water Audit Data Validity Tier (Score Range)					
Functional Focus Area	Tier I (1-25)	Tier II (26-50)	Tier III (51-70)	Tier IV (71-90)	Tier V (91-100)
Audit Data Collection	Launch auditing and loss control team; address supply metering deficiencies	Analyze business process for customer metering and billing functions and water supply operations; identify data gaps; improve supply metering	Establish/revise policies and procedures for data collection	Refine data collection practices and establish as routine business process	Annual water audit is a reliable gauge of year-to-year water efficiency standing
Short-term loss control	Research information on leak detection programs; Begin flowcharting analysis of customer billing system	Conduct loss assessment investigations on a sample portion of the system: customer meter testing, leak survey, unauthorized consumption, etc	Establish ongoing mechanisms for customer meter accuracy testing, active leakage control and infrastructure monitoring	Refine, enhance or expand ongoing programs based upon economic justification	Stay abreast of improvements in metering, meter reading, billing, leakage management and infrastructure rehabilitation
Long-term loss control		Begin to assess long-term needs requiring large expenditure: customer meter replacement, water main replacement program, new customer billing system or AMR/AMI system	Begin to assemble economic business case for long-term needs based upon improved data becoming available through the water audit process	Conduct detailed planning, budgeting and launch of comprehensive improvements for metering, billing or infrastructure management	Continue incremental improvements in short-term and long-term loss control interventions
Target-setting			Establish long-term apparent and real loss reduction goals (+10 year horizon)	Establish mid-range (5 year horizon) apparent and real loss reduction goals	Evaluate and refine loss control goals on a yearly basis
Benchmarking			Preliminary Comparisons - can begin to rely upon with PIs for performance comparisons for real losses	Performance Benchmarking with PIs is meaningful in comparing real loss standing	Identify Best Practices/ Best in class; PIs are very reliable as real loss performance indicators for best in class service

For validity scores of 50 or below, the shaded blocks should not be focus areas until better data validity is achieved.

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 11-D

Meeting Date: December 16, 2024

Prepared By: Paula Riso

Approved By: Remleh Scherzinger, PE

Agenda Title: Approve the Proposed Regular Board/GSA Meeting and Workshop Meeting Schedule for 2025

Staff Recommendation: Approve the proposed regular Board/GSA meeting and workshop meeting schedule for 2025.

Background: *Strategic Plan, Mission Statement – Marina Coast Water District delivers safe and environmentally sustainable water, recycled water, and wastewater services that meet community needs.*

Discussion/Analysis: The Board generally holds one meeting per month with the Board meeting held on the third Monday of the month. The first Monday of the month is usually reserved for special meetings and workshops although the dates can vary depending on the subject. Staff is anticipating that in 2025 there will be very few months that would require more than one meeting.

1st Monday of Each Month – Reserved for Workshops/Special Meetings

3rd Monday of Each Month – Board Meetings

6:00 p.m.

January 22, 2025*

February 8, 2025**

February 18, 2025***

March 17, 2025

April 21, 2025

May 19, 2025

June 16, 2025

July 21, 2025

August 18, 2025

September 15, 2025

October 20, 2025

November 17, 2025

December 15, 2025

*Due to MLK Holiday

**Special Legal Workshop

***Monday is a holiday, so the meeting is scheduled for Tuesday

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 alternate meeting dates.

Material Included for Information/Consideration: None.

Action Required: _____Resolution X Motion _____Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____

Abstained _____

Noes _____

Absent _____

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 12-A

Meeting Date: December 16, 2024

Prepared By: Mary Lagasca, CPA

Approved By: Remleh Scherzinger, P.E

Agenda Title: Consider Adoption of Resolution No. 2024-63, Authorizing the District to Refund (Refinance) the Outstanding 2015 Senior Lien Enterprise Revenue Refunding Bonds, Tax Exempt Series A, with Tax-Exempt Obligations in the Estimated Amount of \$19,620,000, Appointing Jones Hall as Bond Counsel and Disclosure Counsel, and Fieldman Rolapp & Associates as Financial Advisor

Staff Recommendation: The Board authorize the District to Refund (Refinance) the outstanding 2015 Senior Lien Enterprise Revenue Refunding Bonds, Tax Exempt Series A in the estimated amount of \$19,620,000, with Jones Hall as bond counsel and disclosure counsel, and Fieldman Rolapp and Associates as financial advisor.

Background: *Strategic Plan, Objective No. 3.2 – Finances are well managed to provide adequate revenue and avoid volatile rates.*

On August 23, 2006, the District issued its Certificates of Participation, Series 2006 (COP's), in the principal amount of \$42,310,000. This was done to finance improvements to the District's water and wastewater systems and to refinance prior obligations.

On June 30, 2015, the District issued 2015 Senior Lien Enterprise Revenue Refunding Bonds, Tax Exempt Series A for \$29,840,000. The bonds were issued to refinance the District's outstanding 2006 COP's. The refinancing resulted in an approximate savings of \$2.5 million from 2016 to 2023.

Discussion/Analysis: The District now has an opportunity to do an early refunding (refinancing) of its outstanding 2015 Senior Lien Enterprise Revenue Refunding Bonds, Series A, in the estimated amount of \$19,620,000. The first available call date is June 1, 2025. The District can refinance these bonds up to 90 days before the call date, or in March 2025. Based on market conditions as of December 6, 2024, the potential savings from refinancing these bonds is approximately \$190,000 per year in bond interest. The estimated refunding will generate approximately \$2,090,000 net present value savings based on the current market conditions.

Fieldman Rolapp and Associates, the District's financial advisor believes this refunding is a strong candidate for a competitive sale. This is due to the District's recent competitive sale completed in 2024 of similar size, which generated good demand, and the District's improved Standard & Poor's credit rating from AA-/Stable Outlook in 2019 to AA-/Positive Outlook in 2024.

Staff recommends retaining the services of Fieldman Rolapp and Associates as financial advisor and Jones Hall as bond counsel, given their long history of outstanding service to the District on its bond undertakings. By proceeding with this refinancing, the District stands to achieve significant savings and benefit from favorable market conditions.

The District will return to the Board in February 2024 with an update on the refunding analysis and the necessary documentation to authorize the sale refunding bonds.

Environmental Review Compliance: None required.

Legal Counsel Review: Legal Counsel has reviewed the agenda report.

Climate Adaptation: Not applicable.

Financial Impact: Yes No **Funding Source/Recap:** The refunding of the 2015 Senior Lien Enterprise Revenue Bond, Series A would generate future cost savings on an annual basis of approximately \$190,000. The savings would be allocated based on the outstanding 2015 Senior Lien Enterprise Revenue Bond cost allocation as follows: Marina Water – 8%; Marina Sewer – 5%; Ord Water – 48%; Ord Sewer – 16%; and Recycled Water – 23%.

Other Considerations: None.

Material Included for Information/Consideration: None

Action Required: Resolution Motion Review

Motion By _____ Seconded By _____ Board Action _____ No Action Taken _____

Ayes _____ Abstained _____

Notes _____ Absent _____

December 16, 2024

Resolution No. 2024-63
Resolution of the Board of Directors
Marina Coast Water District

Authorizing the District to Refund (Refinance) the 2015 Senior Lien Enterprise Revenue Refunding Bonds, Tax Exempt Series A with Tax-Exempt Obligations in the Estimated Amount of \$19,620,000 with Jones Hall as Bond Counsel and Disclosure Counsel, and Fieldman Rolapp and Associates as Financial Advisor

RESOLVED by the Board of Directors (“Board”) of the Marina Coast Water District (“District”) at a regular meeting duly called and held on December 16, 2024, at 920 Second Avenue, Suite A, Marina, California as follows:

WHEREAS, the District has an opportunity to do an early refunding (refinancing) of its outstanding 2015 Senior Lien Revenue Refunding Bonds, Tax Exempt Series A, in the estimated amount of \$19,620,000 and potentially saving \$190,000 per year in bond interest; and,

WHEREAS, assuming interest rates reflect current market conditions for similar competitive sale bonds, the District maintains its AA-/Positive Outlook rating and other factors, the District could realize a total net present value savings of \$2,090,000; and,

WHEREAS, staff recommends retaining the services of Jones Hall as bond counsel and Fieldman Rolapp and Associates as financial advisors given their long history of outstanding service to the District over its past bond undertakings; and,

WHEREAS, staff recommends District proceed with the bond refunding (refinancing) to achieve significant savings and benefit from favorable market conditions.

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

1. Adopt Resolution No. 2024-63 to authorize District to refund (refinance) the outstanding 2015 Senior Lien Enterprise Revenue Refunding Bonds, Tax Exempt Series A with Tax-Exempt Obligations with Jones Hall as bond counsel and Fieldman Rolapp and Associates as financial advisor; and,
2. Authorize the General Manager to execute all documents as may be necessary or appropriate to give effect to this resolution

PASSED AND ADOPTED on December 16, 2024, 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 _____

, 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. 2024-63 adopted December 16, 2024.

Remleh Scherzinger, Secretary

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 12-B

Meeting Date: December 16, 2024

Prepared By: Jack Gao, EIT, PMP

Approved By: Remleh Scherzinger, PE

Reviewed By: Garrett Haertel, PE

Agenda Title: Adopt Resolution No. 2024-64 to Amend the FY 2024-2025 Capital Improvement Program Budget

Staff Recommendation: The Board of Directors approve Resolution No. 2024-64 to amend the current Capital Improvement Program (CIP) budget.

Background: *Strategic Plan, Goal No. 4 – INFRASTRUCTURE: Reliable, Cost-Effective, and Sustainable Facilities and Properties. The District will develop a comprehensive plan to guide the use of its properties and the renewal and replacement of facilities for timeliness, cost-effectiveness, and maximum long-term benefit.*

OBJECTIVE 4.1: A comprehensive plan guides long-term, cost-effective renewal, replacement, usage, and development of District facilities and properties.

OBJECTIVE 4.2: The comprehensive, long-term facility plan is funded.

The Fiscal Year (FY) 2024-2025 Budget approved by the Board of Directors included improvements and expansion plans for existing water, recycled water, and wastewater collection systems. The following CIP update report provides new projects identified within programmatic CIP projects for the board to review and amend for budget transfer.

Projects listed include details on the service area and system. For reference, the project number contains an identifier prefix for the appropriate cost center. The prefixes include:

- District-wide projects (WD) (Projects affecting all cost centers),
- General Water (GW) (General projects affect both service areas),
- Marina Water (MW),
- Ord Community Water (OW),
- General Sewer (GS) (General projects affect both service areas),
- Marina Sewer (MS),
- Ord Community Sewer (OS),
- Recycled Water (RW), and
- Groundwater Sustainability Agency (GA).

Discussion/Analysis: The attached CIP Project Budget Transfer lists active projects with project number, title, description, justification and status of progression through design and construction. They are:

1. **OW-2501 Ammo Supply Pump (ASP) Booster Station;** The ASP Booster Station is part of the Marina Coast Water District (MCWD, District) water system located at the corner of Sloat Street and Watkins Gate Road in East Garrison. The pump station has been offline for over 17 years. The building and the equipment inside show minor signs of distress, however the equipment's overall performance is unknown since no records exist from

when it was previously in operation. The project is to assess, design and renovate the existing facility to enable operations to serve lands south of the East Garrison area.

2. **GW-0378 Well 12 Rehab;** This project is to investigate, identify and develop rehabilitation requirements for Well 12 to restart service operations and have full capability of well utilization.
3. **GS-2531 Lift Station Wet Well Lining;** This new CIP is created to move funds from a programmatic CIP to a construction CIP project. The project includes rehabilitation and lining of six (6) sewer lift station (LS) wet wells, including Hodges LS, Wittenmyer LS, Crescent LS, Airport LS, Neesen LS, and Dunes LS. Wet well lining protects the concrete from deterioration from hydrogen sulfide gases and extends the useful life of the asset.
4. **GS-2532 Lift Station Improvement - Safety Grates;** This new CIP is created to move funds from a programmatic CIP to a construction CIP project. The project includes installation of safety grates at nine (9) sewer lift stations (LS), including Hodges LS, Wittenmyer LS, Crescent LS, Airport LS, Dunes LS, East Garrison LS, Reservation LS, San Pablo LS, and Giggling LS. The project will renovate and upgrade LS operability and safety.
5. **OS-2420 Imjin Parkway Widening – Sewer Improvements;** In concert with the City of Marina’s roadway widening project, MCWD coordinated to remove several damaged sewer cleanouts prior to new roadway construction. Several repairs were made in the previous FY, and additional repairs are required in FY 2024-2025.
6. **OW-0341 Coe Ave Pipeline Upsizing;** MCWD has an open Reimbursement Agreement with Shea Homes to upsize a formerly - 8” water main that was realigned beneath pavement in Coe Avenue as part of Enclave Phase 3 construction. This work was budgeted and largely completed and paid out in the previous FY, but final work was not completed until November 2024. Funding must be reallocated to FY 2024-2025 to close the reimbursement contract.
7. **OW-2420 Imjin Parkway Widening – Water Improvements;** In concert with the City of Marina’s roadway widening project, MCWD coordinated to replace the water main crossing the parkway near Preston Drive serving the Army Reserve and Don Chapin properties. The segment crossing the westbound lanes was completed the previous FY, and the segment crossing the eastbound lanes was completed in October 2024. Funding must be allocated to account for this work.
8. **OW-2502 Patton Pkwy Loop Connector Pipeline;** This project involves the design of a water main to complete the potable water loop system to better serve the Marina service area on Patton Parkway, from California Avenue to Del Monte Boulevard. It is essential that this work be coordinated with the City of Marina, Del Monte Boulevard Extension Project, Phase II. This project is scheduled to begin construction in Q4 FY 2024/2025. Staff recommends completing the design and construction of the water main alongside the City’s project, as this approach will reduce costs and impacts to the community and environment.
9. **GW-0112 Zone A Tank and Improvements;** The A1/A2 Tanks and B/C Booster Station project (GW-0112) is the largest project funded by the District this fiscal year. The original Board approved contract amount for construction, construction management, and engineering was \$14.8 million. Since 2021, the Board has approved an additional \$4.4

million to address unforeseen construction and engineering needs, with the actual change order amounts against the original construction contract rate totaling 7%. The Construction Management contract with Psomas was originally renegotiated from \$1.9 million to \$0.9 million by reducing the scope from three years of management to one. Since that time, the project has faced significant challenges, including impacts from the COVID-19 pandemic (March 2020 to June 2021), a prolonged PG&E and CSUMB easement conflict (October 2021 to June 2024), and supply chain delays (September 2022 to September 2024). Despite these challenges, the current project expenditure stands at \$18.5 million. An additional \$6.2 million is required to fully fund the remaining contractual obligations and achieve substantial completion. The project is projected to be operational by the end of Q3 FY 2024-2025. Staff recommends using 2024 Bond funds for this funding source as it was identified in the bond sale documents and will ensure usage of the funds to avoid penalties.

Environmental Review Compliance: Most of the projects will be submitting a California Environmental Quality Act (CEQA) Notice of Exemption (NOE); Existing CIP projects have been cleared for Environmental Review.

Climate Adaptation: The District’s goal is to provide projects that address climate change and improve the District’s footprint on the environment. The myriad of FY 2024-2025 CIP projects accomplishes this in several ways. Water and wastewater system improvement projects identified here provide overall system reliability and reduce the potential liability of impacts to the sensitive local environment and inefficient operation and overconsumption of resources.

Financial Impact: X Yes No **Funding Source/Recap:** See Below:

The proposed FY 2024-2025 CIP Budget amendments are:

CIP Budget Amendment	Budget	Change	Balance
FROM: GW-2507 Misc Booster Pumping Station Improvements FY 2024/2025	\$100,000-OW	\$(100,000)	\$0-OW
TO: OW-2501 ASP Booster Pump Station Improvement	\$0	\$100,000	\$100,000-OW

FROM: GW-2509 Well Rehabilitation FY 2024/2025	\$85,000-MW \$85,000-OW	\$(25,000) \$(25,000)	\$60,000-MW \$60,000-OW
TO: GW-0378 Well 12 Rehab	\$51,000-MW \$110,000-OW	\$25,000 \$25,000	\$76,000-MW \$135,000-OW

FROM: GS-2401 Lift Station Wet Well lining program	\$29,000-MS \$66,000-OS	\$(29,000) \$(66,000)	\$0-MS \$0-OS
TO: GS-2531 Lift Station Wet Well Lining	\$0 \$0	\$29,000 \$66,000	\$29,000-MS \$66,000-OS

FROM: GS-2510 Misc Lift Station Improvements FY 2024/2025	\$85,000-MS \$75,000-OS	\$(85,000) \$(75,000)	\$0-MS \$0-OS
TO: GS-2532 Lift Station Improvement - Safety Grates	\$0 \$0	\$85,000 \$75,000	\$85,000-MS \$75,000-OS

FROM: GS-2511 Sewer Pipeline Renew/Replacement Program FY 2024/2025	\$821,000-OS	\$(125,000)	\$696,000-OS
TO: OS-2420* Imjin Parkway Widening - Sewer Improvements	\$0	\$125,000	\$125,000-OS

FROM: 2024 Bond	\$20,000,000	\$(7,355,000)	\$12,645,000
TO: OW-0341* Coe Ave Pipeline Upsizing	\$0	\$85,000	\$85,000-OW
TO: OW-2420* Imjin Parkway Widening - Water Improvements	\$0	\$120,000	\$120,000-OW
TO: OW-2502 Patton Pkwy Loop Connector Pipeline	\$0	\$150,000	\$150,000-MW
TO: GW-0112* A1A2 Tanks and B/C Booster Station (Zone A Tank and Improvement)	\$432,000-MW \$918,000-OW	\$2,240,000 \$4,760,000	\$2,672,000-MW \$5,678,000-OW

*existing CIP number from previous FY

Material Included for Information/Consideration: Resolution No. 2024-64.

Action Required: X Resolution Motion Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

December 16, 2024

Resolution No. 2024-64
Resolution of the Board of Directors
Marina Coast Water District
Amend the FY 2024-2025 Capital Improvement Program Budget

RESOLVED by the Board of Directors (“Board”) of the Marina Coast Water District (“MCWD” or “District”) at a regular meeting duly called and held on December 16, 2024 at 920 Second Avenue, Suite A, Marina, California as follows:

WHEREAS, the MCWD is a County Water District and political subdivision of the State of California, organized under Division 12, Sections 3000 and following for the California Water Codes, established in 1960; and,

WHEREAS, the District owns and operates facilities and property for the supply, treatment and distribution of water, including recycled wastewater (the “Water System”), and the collection, treatment and disposal of wastewater (the “Wastewater System”) and the District wishes to provide funds for the acquisition, construction and installation of improvements to the Water System and the Wastewater System, consisting generally of infrastructure improvements to pipelines, pumping stations, storage, groundwater wells, other water supply sources, facilities, and District operational systems to modernize the District’s water, wastewater and recycled water systems(the “Projects”); and,

WHEREAS, on May 18, 2020, the Board accepted the Water, Sewer and Recycled Water Master Plans; and,

WHEREAS, the District Engineering staff created a Capital Improvement Program (CIP) that was included in the District Budget for FY 2024-2025, and included programmatic projects for the purpose of funding projects not yet identified or realized in the Master Plans; and,

WHEREAS, the Board passed and adopted Resolution No. 2024-25 adopting the District Budget for FY 2024-2025; and,

WHEREAS, the Board authorized the Delivery and Sale of Enterprise Revenue Certificates of Participation, Series 2024 in the Principal Amount of Not to Exceed \$23,000,000 to Finance Water System and Wastewater System Improvements, and Approving Preliminary Official Statement, Official Notice of Sale and Related Documents and Official Actions by Resolution No. 2024-34 on July 15, 2024; and,

WHEREAS, District Engineering and Finance staff identified nine projects in need of budget amendments and calculated the funding necessary; and,

WHEREAS, the District Engineering and Finance staff identified appropriate and available funding sources; and,

WHEREAS, a FY 2024-2025 CIP Budget amendment is required to resource these projects in order to achieve the desired facility objectives.

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

1. Adopt Resolution 2024-64 to Amend the FY2024-2025 Capital Improvement Program Budget as follows:

CIP Budget Amendment	Budget	Change	Balance
FROM: GW-2507 Misc Booster Pumping Station Improvements FY 2024/2025	\$100,000-OW	\$(100,000)	\$0-OW
TO: OW-2501 ASP Booster Pump Station Improvement	\$0	\$100,000	\$100,000-OW

FROM: GW-2509 Well Rehabilitation FY 2024/2025	\$85,000-MW \$85,000-OW	\$(25,000) \$(25,000)	\$60,000-MW \$60,000-OW
TO: GW-0378 Well 12 Rehab	\$51,000-MW \$110,000-OW	\$25,000 \$25,000	\$76,000-MW \$135,000-OW

FROM: GS-2401 Lift Station Wet Well lining program	\$29,000-MS \$66,000-OS	\$(29,000) \$(66,000)	\$0-MS \$0-OS
TO: GS-2531 Lift Station Wet Well Lining	\$0 \$0	\$29,000 \$66,000	\$29,000-MS \$66,000-OS

FROM: GS-2510 Misc Lift Station Improvements FY 2024/2025	\$85,000-MS \$75,000-OS	\$(85,000) \$(75,000)	\$0-MS \$0-OS
TO: GS-2532 Lift Station Improvement - Safety Grates	\$0 \$0	\$85,000 \$75,000	\$85,000-MS \$75,000-OS

FROM: GS-2511 Sewer Pipeline Renew/Replacement Program FY 2024/2025	\$821,000-OS	\$(125,000)	\$696,000-OS
TO: OS-2420* Imjin Parkway Widening - Sewer Improvements	\$0	\$125,000	\$125,000-OS

FROM: 2024 Bond	\$20,000,000	\$(7,355,000)	\$12,645,000
TO: OW-0341* Coe Ave Pipeline Upsizing	\$0	\$85,000	\$85,000-OW
TO: OW-2420* Imjin Parkway Widening - Water Improvements	\$0	\$120,000	\$120,000-OW
TO: OW-2502 Patton Pkwy Loop Connector Pipeline	\$0	\$150,000	\$150,000-MW
TO: GW-0112* A1A2 Tanks and B/C Booster Station (Zone A Tank and Improvement)	\$432,000-MW \$918,000-OW	\$2,240,000 \$4,760,000	\$2,672,000-MW \$5,678,000-OW

*existing CIP number from previous FY

2. Authorize the General Manager to take all actions and execute all documents which may be necessary or appropriate to give effect to this resolution.

PASSED AND ADOPTED on December 16, 2024, 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 _____

, 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. 2024-64 adopted December 16, 2024.

Remleh Scherzinger, Secretary

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 12-C

Meeting Date: December 16, 2024

Prepared By: Paula Riso

Presented By: Remleh Scherzinger, PE

Agenda Title: Make Director Appointments to Committees of the Board and to Outside Agencies for 2025, and as Negotiators to any Ad Hoc Committees of the Board

Staff Recommendation: The Board of Directors discuss the standing committees of the Board.

Background: *Strategic Plan, Mission Statement – Marina Coast Water District delivers safe and environmentally sustainable water, recycled water, and wastewater services that meet community needs.*

The Board of Director’s Manual, when it was first adopted in 2002, superseded Resolution No. 1993-3 and Resolution No. 1998-1 and memorialized the Standing Committees of the Board where they currently reside, in Section 34 of the Board of Director’s Manual, last updated in January 2023.

Discussion/Analysis: The Board President will recommend appointments to the following Committees:

The Board appoints representatives to the following District Standing Committees:

- | | | |
|----|----------------------------------|------------------------------|
| 1. | Executive Committee | President and Vice President |
| 2. | Budget and Engineering | 2 Members, 1 Alternate |
| 3. | Community Outreach and Personnel | 2 Members, 1 Alternate |
| 4. | Joint City/District Committee | 2 Members, 1 Alternate |

The Board appoints representatives to the following outside agencies or committees:

- | | | |
|----|-------|--------------------------------------|
| 1. | MIW | 1 Member, 1 Alternate |
| 2. | LAFCO | 1 Member, 1 Alternate |
| 3. | SDA | 1 Member, All Directors as Alternate |
| 4. | JPIA | 1 Member, 1 Alternate |

The Board appoints representatives to the following outside Ad Hoc Committees:

- | | | |
|----|--------------------------------|---------------------------|
| 1. | MCWD/SVBGSA Steering Committee | 1 Member, 1 Alternate |
| 2. | Climate Action Plan Committee | 1 Member, 1 public member |

Other Committees:

- | | | |
|----|---------------------------------------|-----|
| 4. | Water Conservation Commission Liaison | TBD |
|----|---------------------------------------|-----|

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

Other Considerations: None recommended.

Material Included for Information/Consideration: None.

Action Required: Resolution Motion Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____

Abstained _____

Noes _____

Absent _____