



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

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DIRECTORS

THOMAS P. MOORE
President

JAN SHRINER
Vice President

HERBERT CORTEZ
PETER LE
MATT ZEFFERMAN

Board of Directors
Budget and Personnel Committee Meeting
Marina Coast Water District
11 Reservation Road, Marina, California

Date: February 11, 2020
Time: 6:15 p.m.
Location: MCWD Board Room, 11 Reservation Road, Marina

Committee Members

Jan Shriner
Herbert Cortez

Agenda

This meeting has been noticed according to the Brown Act rules. The Committee will receive information on, discuss and consider making recommendations to the MCWD Board on the items contained in this agenda.

1. Call to Order
2. Public Comments on any item Not on the Agenda *Anyone wishing to address the Committee 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 item(s) listed on the Agenda at the time the item(s) is considered by the Committee.*
3. Approve the Draft Minutes of the January 14, 2020 Meeting
4. Receive an Update on Budget and Personnel Processes
5. Identify Agenda Items for the Next Committee Meeting
6. Committee Member Comments
7. Adjournment

Next Meeting: March 10, 2020 at 6:15 p.m., 11 Reservation Road, Marina

Draft Minutes
Budget and Personnel Committee Meeting

January 14, 2020

1. Call to Order:

The January 14, 2020 Budget and Personnel Committee meeting was called to order at 6:34 p.m. by Director Cortez. In attendance were:

- Committee members: Vice President Shriner and Director Cortez
- Staff: Keith Van Der Maaten, and Paula Riso
- Public members: none

2. Public Comments on Any Item Not on the Agenda:

There was no public comment.

3. Approve the Draft Minutes of the November 12, 2019 Meeting:

On motion by Director Cortez, seconded by Vice President Shriner, the minutes of November 12, 2019 were approved unanimously.

4. Receive an Update on Budget and Personnel Processes:

Mr. Van Der Maaten gave an update on the status of tasks staff is working on:

- Electrical/Mechanical Field Supervisor – Joe Correa has announced his retirement as of February 20, 2020.
- Operator II Position – with an in-house promotion, there is a vacant Operator II position and staff is in the process of hiring to fill the position.
- Operator III – Travis Enzweiler was promoted from an Operator II position to Operator III. He was a leadman at Soquel Creek prior to starting with the District.
- Engineering Tech – Alec Irwin was hired to fill this position.
- Capital Impact Fees Study – WWOC approved the Capacity Fees. Staff is working on a final to bring to the Board with implementation by July 1, 2020. Mr. Van Der Maaten reviewed the latest Capacity Fee Study with the Committee.
- Quarterly CIP Update report – update will be provided in January.

5. Identify Budget and Personnel Agenda Items for the Next Committee Meeting:

The same items will be brought back for discussion with the addition of Director requests for training. The next meeting is scheduled for February 11th at 6:15 p.m.

6. Committee Member Comments:

No comments were made.

7. Adjournment:

Meeting adjourned at 6:55 p.m.