



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
May 6, 2020 at 9:00 a.m.

Due to Governor Newsom's Executive Order N-29-20 and recommendations on protocols to contain the spread of COVID-19, staff and Committee members will be attending the May 6, 2020 meeting remotely from various locations and the meeting will be held via Zoom conference. There will be NO physical location of the meeting.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85779058913?pwd=T3kyVHdIVHB0UmpTNDINMi9aQytWUT09>

Password: budget0506

To join via phone: 1-669-900-9128

Webinar ID: 857 7905 8913

Password: 345220

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 April 24, 2020 Meeting
4. Discuss Evaluation of Board Members Training Requests
5. Discuss Board Member Compensation
6. Review of the Revised Draft Budget for FY 2020-2021

7. Identify Agenda Items for the Next Committee Meeting
8. Committee Member Comments
9. Adjournment

Next Meeting: June 9, 2020 at 6:15 p.m., 11 Reservation Road, Marina

Draft Minutes
Special Budget and Personnel Committee Meeting

April 24, 2020

1. Call to Order:

The April 24, 2020 special Budget and Personnel Committee meeting was called to order at 9:05 a.m. by Vice President Shriner. In attendance were:

- Committee members: Vice President Shriner and Director Cortez
- Staff: Keith Van Der Maaten, Kelly Cadiente, Rose Gill, 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 February 11, 2020 Meeting:

Director Cortez made a motion to approve the minutes of February 11, 2020. Vice President Shriner seconded the motion. The minutes were approved by a vote of 2-Ayes (Cortez, Shriner), 0-Noes, and 0-Absent.

4. Consider Recommendation to the Board of Directors to Approve the Restructuring of the Accounting Department and the New Classification, Job Description and Salary Range for an Accountant:

Mr. Van Der Maaten introduced this item. Ms. Cadiente explained the need for the restructure of the accounting department and how this additional position would be beneficial to the District. Mr. Van Der Maaten noted that the Employees Association reviewed this restructure and was agreeable with the suggested changes. Director Cortez and Vice President Shriner asked clarifying questions.

Director Cortez made a motion to recommend that the Board of Directors approve the restructuring of the accounting department and the new classification, job description and salary range for an accountant. Vice President Shriner seconded the motion. The motion was approved by a vote of 2-Ayes (Cortez, Shriner), 0-Noes, and 0-Absent.

5. Receive an Update on Budget and Personnel Processes:

Mr. Van Der Maaten noted the budget workshop was scheduled for Tuesday, April 28th.

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

This item was not discussed.

7. Committee Member Comments:

Director Cortez thanked staff for bringing this item to the Budget and Personnel Committee for further discussion. Vice President Shriner thanked staff for restarting the Committee meetings.

8. Adjournment:

Meeting adjourned at 9:29 a.m.