



Marina Coast Water District

Minutes Executive Committee Meeting

February 9, 2021

1. Call to Order:

The February 9, 2021 Executive Committee meeting was called to order at 11:03 a.m. by President Shriner. In attendance via Zoom teleconference were:

- Committee members: President Shriner, and Vice President Moore
- Staff: Derek Cray, Kelly Cadiente, and Paula Riso
- Public members: None

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

There were no comments made.

3. Approve the Draft Minutes of the January 12, 2021 Meeting:

Vice President Moore made a motion to approve the minutes of January 12, 2021. President Shriner seconded the motion. The minutes were approved by a vote of 2-Ayes (Moore, Shriner), 0-Noes, and 0-Absent.

4. Discuss Draft Agenda for the February 16th Board Meeting:

Mr. Cray reviewed the draft agenda for the February 16th Board meeting and reviewed the process for interviewing the applicants for the vacant seat on the Board. Discussion followed.

5. Discuss Revising the Sewer Flow Report Format:

Mr. Cray shared a report that the District does have reports and spreadsheets of the sewer flows, but what is presented to the Board is a little different than what these spreadsheets show. He said creating these spreadsheets was a fairly new project and they haven't been transformed into something to take to the Board yet. Vice President Moore stated that he would like to see an annual report that shows the Sewer Flows in acre feet with a corresponding graph, and have the flows go back as far as the District has the data. Discussion followed. Mr. Cray clarified that the report would be provided on an annual basis; with information by calendar year; the data would begin with the first year of complete information through the present; and, in acre feet separated between Central Marina and the Ord Community. He added that the quarterly sewer report would remain the same. Following more discussion, it was concluded that keeping the sewer flows together and not separate them.

6. Discuss Adding Information to the Billing Regarding Financial Assistance:

Mr. Cray introduced this item. Ms. Cadiente explained the different programs that are available to the public, noting that most of them only offer short term help. There was discussion on possible charitable donations and if they could help District customers. The Committee agreed to have information provided on the District website and customer's bills with regards to agencies that offer financial assistance due to COVID.

7. Discuss Developer Account Update Processes:

Mr. Cray introduced this item and explained that the idea was to have the Engineering Department keep track of the deposits and invoices, and then the Finance Department would reconcile the accounts. He added that the quarterly reports the Board usually receives is the one from the Finance Department which explains the delay in getting current numbers. In the future, the Board would receive the Engineering Department's report of the accounts and get a reconciled report annually. There was discussion on placing liens on past due development projects wherever legally possible and adding late fees for accounts not paid on time.

8. Discuss Joint City District Committee Composition:

Mr. Cray introduced this item. President Shriner commented that she would like to see quarterly meetings with all land use jurisdictions but not with any voting rights. These meetings would be informational for both the land use jurisdictions and the District. Vice President Moore commented that he would rather meet with the land use jurisdictions separately to allow more openness with dialogue. There was discussion on a State of the District informational meeting for all land use jurisdictions. The Committee members agreed to reach out to electeds and see what their response was to a State of the District meeting.

9. Identify Agenda Items for the Next Committee Meeting:

The Joint City District Committee Composition item will return with the results of the inquiry. President Shriner also asked to discuss Committee assignments. Vice President Moore asked to add an item for strategic planning with regards to "excess property".

10. Committee Member Comments:

Vice President Moore thanked staff for their good work and encouraged everyone to stay safe. President Shriner agreed and noted that it has been exceptionally difficult while recruiting for key positions and the Board vacancy.

11. Adjournment:

Meeting adjourned at 12:26 p.m.