

Marina Coast Water District

District Offices
11 Reservation Road
Marina, California

Regular Board Meeting
November 10, 2004
7:00 p.m.

Minutes

1. Call to Order:

President Scholl called the meeting to order at 7:00 p.m. on October 13, 2004.

Board Members Present:

Charles Scholl – President
Tom Moore – Vice-President
Ken Nishi
Dan O'Brien
David Brown

Board Members Absent:

None.

Staff Members Present:

Mike Armstrong, General Manager
Lloyd Lowrey, Legal Counsel
Marc Lucca, District Engineer
Suresh Prasad, ASO Finance and Technology
Connie Chavoya, ASO Administration and Personnel
Richard Youngblood, Water Conservation Specialist
Jade Sullivan, Project Engineer
John Zeller, Associate Engineer
Paula Carina, Executive Assistant/Board Clerk

Audience:

Jim Brezack, RBF Consulting
Bob Schaffer
Howard Gustafson
Etna Monsalve

2. Oral Communications:

Mr. Marc Lucca, District Engineer, introduced Mr. John Zeller as the District's new Associate Engineer.

3. Action Items:

- A. Consider Adoption of Resolution No. 2004-60 to Approve a Contract Between the Board of Administration of the California Public Employees' Retirement System and the Board of Directors of the Marina Coast Water District:

Ms. Connie Chavoya, ASO Administration and Personnel, introduced this item. Vice-President Moore asked if there was an update of the funds in the Money Purchase Plan. Ms. Chavoya stated that there was almost \$2.1 million minus the amount that belongs to former District employees in the amount of approximately \$130,000.

On motion by Vice-President Moore, seconded by Director O'Brien; the Board adopt Resolution No. 2004-60 approving a contract between the Board of Administration of the California Public Employees' Retirement System and the Board of Directors of the Marina Coast Water District. The motion was passed.

Director O'Brien	-	Yes	Vice-President Moore	-	Yes
Director Brown	-	Yes	President Scholl	-	Yes
Director Nishi	-	Yes			

Mr. Lowrey commented that the Board's approval of the contract with PERS was very significant. He complimented both the Board and staff for achieving this goal.

- B. Consider Adoption of Resolution No. 2004-61 to Approve Employer Paid Member Contributions (EPMC) to the California Public Employees' Retirement System:

Ms. Chavoya introduced this item.

On motion by Director Brown, seconded by Vice-President Moore; the Board adopt Resolution No. 2004-61 approving the EPMC to the California Public Employees' Retirement System. The motion was passed.

Director O'Brien	-	Yes	Vice-President Moore	-	Yes
Director Brown	-	Yes	President Scholl	-	Yes
Director Nishi	-	Yes			

- C. Consider Adoption of Resolution No. 2004-62 to Approve the Construction Project Budget for the Bayer Tank Structural/Operational Improvements Project and Amend the FY 2004-2005 Budget:

Mr. Jade Sullivan, Project Engineer, introduced this item.

Agenda Item 3-C (continued):

Vice-President Moore asked if there was a risk with going with a 60% bid. Mr. Sullivan stated there was and there was little risk. If the cost was too high, the District can cease negotiations and go to the second bidder. Vice-President Moore asked several clarifying questions. Mr. Sullivan explained the "Zero Balance" concept with the intertie system. President Scholl inquired on water pressures. Mr. Lucca stated that the District is looking to have water pressures in the 30 – 40 psi range. Director O'Brien asked if this project benefits the City of Marina, would the City then be required to contribute to the capital improvement program for the Ord Community. Mr. Lucca stated this project benefits both the City of Marina and the Ord Community and this would be discussed further in the future when the Marina Water Master Plan (MWMP) will be presented.

Director Nishi voiced his concern that the pipelines may not be in the right place once the MWMP is complete. He also asked if Marina Heights would be reimbursing part of the funding for this project and how much. Director Nishi asked why everyone in Marina had to pay for this project when only certain people benefit from it. Mr. Sullivan stated that everyone benefits from this project. Mr. Lucca added that the Bayer Tank project regulates pressure over the entire City of Marina so everyone benefits from it. Mr. Lucca then answered Director Nishi's question on Marina Heights and the MWMP. He stated that Marina Heights has been asked to contribute \$100,000 towards the project and Marina Heights stated they would like to negotiate the amount and when an amount is agreed upon, the funds would not be paid until after construction has begun. On the MWMP, Mr. Lucca stated that due to the condition of the Bayer Tank, this project must be done immediately and by reviewing the Ord Community Water Master Plan these pipelines should work out satisfactorily.

On motion by Director Brown, seconded by Director O'Brien; the Board adopt Resolution No. 2004-62 approving the construction budget for the Bayer Tank structural/operational improvements project and amending the FY 2004-2005 budget. Vice-President Moore stated that he would like to look at the cost implications of this project; and, what the pressure changes to customers are likely to be, i.e. would customers have to change or adjust their irrigation systems. The motion was passed.

Director O'Brien	-	Yes	Vice-President Moore	-	Yes
Director Brown	-	Yes	President Scholl	-	Yes
Director Nishi	-	No			

4. Review Draft Board Items:

- A. Review Draft Board Transmittal to Consider Adoption of Resolution No. 2004-xx to Approve the Koff & Associates Study Recommendations to Revise Job Descriptions and Position Titles; Create Two Proposed O&M Systems Operator Grade III Positions; and, Revise the District Salary Schedule:

Ms. Chavoya introduced this item. Vice-President Moore asked if this increased the number of positions in the District or just changed job titles. Ms. Chavoya stated that there would still be the same number of positions and but some job titles would be changed. Vice-President Moore asked why several positions had to be placed on a special pay range schedule. Mr. Prasad stated that because of the adjustments made to these positions as a result of negotiations, they do not fit in the District's pay range and need to be kept separate. Director Nishi inquired on the relationship between the positions and the ranges. Mr. Prasad stated the positions and ranges were the same as before with the exception of the special range positions. The previous pay range schedule had many ranges that were below and above the ranges used by the District. To simplify things, the scale of ranges was narrowed by removing the unused lower and upper ranges. Director Nishi asked how the requirement for certain education would be addressed for these job descriptions and the current workers in those positions. Ms. Chavoya stated the job descriptions require a certain education or an equivalent of job experience so if an employee doesn't have the education but has the equivalent experience, they would qualify. Vice-President Moore commented the Administrative Assistant should be titled Engineering Administrative Assistant so it is clear that this position is for the engineering department. This item was forwarded to the consent calendar on the November 23, 2004 agenda.

- B. Review Draft Board Transmittal to Consider Adoption of Resolution No. 2004-xx to Approve the District's Hot Water Recirculation Findings and Recommendations for Alternate Methods of Water Conservation:

Mr. Richard Youngblood, Water Conservation Specialist, introduced this item. Director Brown commented he thought the study was to see if hot water recirculation systems are efficient. Discussion regarding the different kinds of recirculation systems and valves followed. Director Nishi stated his concerns were similar to Director Brown's. He added that people are going to do what they want regarding their yards but the District could use rates to encourage conservation and drought tolerant plants. Director O'Brien stated the ultimate goal is to conserve water and to leave it to whoever's job it is. President Scholl stated he didn't feel this item was ready and it needed more work. He added that the District can compare houses in the Seaside Highlands community which have the different systems to see if there is any difference in water savings; and, that it is not the plants that make the difference but the design of the recirculation systems. President Scholl commented that there are 7,000 homes waiting to be built in the Ord Community and they should be built using the best systems and technology to ensure water conservation. He added that the Board needs to develop a policy and not design issues.

Agenda Item 4-B (continued):

Director Nishi voiced his concern that it has been over a year since the variance was given to KB Homes and over 360,000 gallons of water have been wasted since that time by doing nothing. Vice-President Moore suggested using the funds received from KB Homes to compare homes in Seaside Highlands with the two different hot water recirculation systems as well as homes in Marina to see if and where there is a water savings. He would also like to see if any of these homes have different piping in the homes for more efficient pumping of hot water, i.e. for two story homes. Discussion followed.

Mr. Bob Schaffer, Marina Community Partners, suggested not giving the Board funds for discretionary use because they cannot decide how to use them. He added that data is available for all recirculation systems. Mr. Schaffer believes that a demonstration garden would be more beneficial because they are useful to show people the different drip systems, water tolerant plants and other conservation ideas. He encouraged the Board to use the funds for a demonstration garden.

Director Brown stated the issue isn't whether recirculation systems save water, because proper systems with the hot water return line do, but whether the District should require retrofitting upon the sale of a house with certain recirculation valves. He believed the \$66,000 received from KB Homes would be for retrofitting homes, not a demonstration garden, and cannot support a demonstration garden.

Vice-President Moore stated that he would like to see the amount of water saved by the recirculation systems and use that data to obtain an amount to offer for rebates.

Mr. Lucca stated that the conservation department is working on and will continue to work on requirements that will save the most water. He was under the impression the Board wanted a demonstration garden to teach and communicate with homeowners on conservation landscaping in addition to continuing with recirculation system requirements.

President Scholl suggested a workshop to discuss these issues. Vice-President Moore agreed with holding a workshop. Discussion followed. It was agreed to try to set the workshop for November 18th to combine with the Water Conservation Commission meeting.

President Scholl recessed the meeting from 8:59 until 9:10 p.m.

- C. Review Draft Board Transmittal to Consider Adoption of Resolution No. 2004-xx to Authorize the Design Phase for the East Garrison Zone "B" Reservoir Project:

Agenda Item 4-C (continued):

Mr. Lucca introduced this item. Director O'Brien asked if the Bureau of Land Management had need of this tank. Mr. Lucca stated it was deeded to the District and would be removed and two new tanks built in its place. Vice-President Moore asked why two tanks needed to be built. Mr. Lucca stated that it made maintenance easier to take one tank off line for inspection and/or repair and still be able to use the other tank. This item was forwarded to the consent calendar on the November 23, 2004 agenda.

D. Review Draft Board Transmittal to Consider Adoption of Resolution No. 2004-xx to Authorize Completion of the Marina Water System Master Plan:

Mr. Lucca introduced this item. Vice-President Moore inquired where the funds would come from. Mr. Sullivan stated that the funding is in the Marina Water budget and it is staying there. Staff is recommending combining two line items to fund this item. Director O'Brien asked if adjoining cities could intertie into the District's system. Mr. Armstrong stated that the District could not provide Salinas Basin water south of the Ord Community. President Scholl asked why the Marina Water Master Plan cost so much compared to the Ord Community Water Master Plan. Mr. Lucca stated this amount was in the budget and if it can be completed for less money it will be. President Scholl suggested having a pulse check on the dollar amount. This item was forwarded to the consent calendar on the November 23, 2004 agenda.

E. Review Draft Board Transmittal to Consider Accepting the FY 2003/2004 Audit Report:

Mr. Suresh Prasad, ASO Finance and Technology, introduced this item. Director Nishi inquired on backflow revenue. Mr. Prasad stated it was included in the water sales. Director Nishi asked for a breakdown of the revenue for water services for the next meeting. This item was forwarded to the consent calendar on the November 23, 2004 agenda.

F. Review Draft Board Transmittal to Receive the Quarterly Financial Statements for July 1, 2004 – September 30, 2004:

Mr. Prasad introduced this item. There were no questions or comments on this item. This item was forwarded to the consent calendar on the November 23, 2004 agenda.

G. Review Draft Board Transmittal to Consider Approving Expenditures for the Month of October 2004:

There were no questions or comments on this item. This item was forwarded to the consent calendar on the November 23, 2004 agenda.

H. Review Draft Board Transmittal to Consider Approval of the Draft Minutes of the Regular Board Meeting of October 13, 2004:

There were no questions or comments on this item. This item was forwarded to the consent calendar on the November 23, 2004 agenda.

I. Review Draft Board Transmittal to Consider Approval of the Draft Minutes of the Regular Board Meeting of October 27, 2004:

There were no questions or comments on this item. This item was forwarded to the consent calendar on the November 23, 2004 agenda.

5. Staff Reports:

A. Highway One – 24-Inch and 12-inch Sewer Diameter Sewer Main Project:

Mr. Sullivan introduced this item.

Noting that it was 10:00 p.m., President Scholl asked if there was a motion to adjourn.

On motion by Vice-President Moore, seconded by President Scholl; the Board continue the meeting until 10:15 p.m. With a vote of 4-Ayes, 1-No, 0-Absent, the motion was passed.

B. Legal Issues Regarding Email Correspondence:

Mr. Lowrey advised Board members to not engage in substantive information when corresponding via email. He said it was okay to share date, time and agenda information regarding upcoming meetings, but not information about the items.

C. Responses to Director's Questions of October 13, 2004:

Director Nishi questioned several of the answers provided. Mr. Lowery stated that FORA does not police who sits at the dais as the District is a non-voting member.

D. Army Residential Community Initiative:

This item was not discussed.

6. Discuss Possible Agenda Items for the November 23, 2004 Planning Workshop:

This item was not discussed.

7. Director's Comments:

Due to the time constraints, this item was not discussed.

8. Adjournment:

The meeting was adjourned at 10:15 p.m.

APPROVED:

Charles H. Scholl, President

Date

ATTEST:

Michael D. Armstrong, General Manager