



# MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

Home Page: [www.mcwd.org](http://www.mcwd.org)

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## DIRECTORS

DAN BURNS  
*President*

HOWARD GUSTAFSON  
*Vice President*

KENNETH K. NISHI  
JAN SHRINER  
WILLIAM Y. LEE

## Agenda

### Regular Board Meeting, Board of Directors Marina Coast Water District

11 Reservation Road, Marina, California  
Tuesday, January 10, 2012, 6:30 p.m. PST

*This meeting has been noticed according to the Brown Act rules. The Board of Directors meets regularly on the second Tuesday of each month. The meetings normally begin at 6:45 p.m. at the District offices at 11 Reservation Road, Marina, California.*

**Mission:** *Providing high quality water, wastewater and recycled water services to the District's expanding communities through management, conservation and development of future resources at reasonable costs.*

**Vision:** *The Marina Coast Water District will be the leading public supplier of integrated water and wastewater services in the Monterey Bay Region.*

#### 1. Call to Order

#### 2. Roll Call

#### 3. Closed Session

A. Pursuant to Government Code Section 54957  
Public Employee Performance Evaluation  
Title: District Counsel

B. Pursuant to Government Code 54956.9  
Conference with Legal Counsel – Existing Litigation  
(Subdivision (a) of Section 54956.9)

1) Ag Land Trust v. Marina Coast Water District and Does 1-100, Monterey County Superior Court Case No. M105019 (First Amended Petition for Writ of Mandate and Complaint for Declaratory Relief)

This agenda is subject to revision and may be amended prior to the scheduled meeting. A final agenda will be posted at the District office at 11 Reservation Road, Marina, 72 hours prior to the meeting. Copies will also be available at the Board meeting. A complete Board packet containing all enclosures and staff materials will be available for public review on Thursday, January 5, 2012 at the District office, Marina and Seaside City Halls, and at the Marina and Seaside Libraries. Information about items on this agenda or persons requesting disability related modifications and/or accommodations can contact the Board Clerk at: 831-883-5910. The next regular meeting of the Board of Directors is scheduled for February 14, 2012.

2) In the Matter of the Application of California-American Water Company (U 210 W) for a Certificate of Public Convenience and Necessity to Construct and Operate its Coastal Water Project to Resolve the Long-Term Water Supply Deficit in its Monterey District and to Recover All Present and Future Costs in Connection Therewith in Rates, California Public Utilities Commission No. A.04-09-019

- C. Pursuant to Government Code Section 54956.9  
Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation Pursuant to Subdivision (b)  
One Case (Validity of agreements for the Regional Desalination Project)
  
- D. Pursuant to Government Code Section 54959.9  
Conference with Legal Counsel – Anticipated Litigation  
Potential Initiation of Litigation (c)  
One Case

**7:00 p.m. Reconvene Open Session**

**4. Possible Action on Closed Session Items** *The Board will report out on any action taken during Closed Session, and may take additional action in Open Session, as appropriate. Any closed session items not completed will be discussed at the end of the meeting.*

**5. Pledge of Allegiance**

**6. 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 three minutes. The public may comment on any other items listed on the agenda at the time they are considered by the Board.*

**7. Presentation**

- A. Consider Adoption of Resolution No. 2012-01 in Recognition and Appreciation of Director William Y. Lee's Service as Board President from December 2010 through December 2011

*Action: The Board will consider adopting Resolution No. 2012-01 recognizing Director William Y. Lee for his outstanding service during his term as President of the Board for the Marina Coast Water District.*

**8. Consent Calendar** *Board approval can be taken with a single motion and vote. A Board member or member of the public may request that any item be pulled from the Consent Calendar for separate consideration at this meeting or a subsequent meeting. The public may address the Board on any Consent Calendar item. Please limit your comment to three minutes.*

- A. Adopt Resolution No. 2012-02 to Amend the Professional Services Agreement with Harris & Associates for Inspection Services for the East Garrison Development
  
- B. Receive the Quarterly Financials for July 1, 2011 through September 30, 2011

C. Approve the Expenditures for the Month of December 2011

D. Approve the Draft Minutes of the Regular Board Meeting of December 13, 2011

## **9. Public Hearing**

A. Receive an Update on the Ord Community Annexation Process and Receive Public Comments on the Proposed Draft Ord Community Sphere of Influence Amendment, Service Area Annexation and Draft Initial Study/Negative Declaration

**10. 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 three minutes.*

A. Consider Forming an Ad Hoc Committee to Address Issues Related to the Ord Community Annexation Process

*Action: The Board of Directors will consider forming an Ad Hoc Committee to address comments received on issues related to the Ord Community Annexation Process.*

B. Consider Directing Staff to Draft a Request for Proposals for District Legal Services

*Action: The Board of Directors will consider providing staff direction to draft a Request for Proposals for District legal services.*

C. Consider Adoption of Resolution No. 2012-03 to Direct Staff to Distribute Request for Proposals to Conduct a District Compensation and Classification Survey

*Action: The Board of Directors will consider providing staff direction to draft a Request for Proposals for a compensation and classification survey.*

D. Consider Director Appointments to Standing Committees of the Board and to Outside Agencies for 2012

*Action: The Board of Directors will consider Director appointments to Standing Committees of the Board and to outside agencies for 2012.*

**11. 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 three minutes.*

A. General Manager's Report

B. District Engineer's Report

C. Counsel's Report

D. Committee and Board Liaison Reports

1. Water Conservation Commission

7. FORA

2. Joint City-District Committee

8. LAFCO Liaison

3. Budget & Personnel Committee

9. JPIA Liaison

4. Executive Committee

10. Special Districts Association Liaison

5. Community Outreach

11. CalDesal

6. MRWPCA Board Member

12. Regional Desalination Reports

**12. Director's Comments**

**13. Correspondence**

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

*Regular Meeting:*

*Tuesday, February 14, 2012, 6:45 p.m.,  
11 Reservation Road, Marina*

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 7-A

Meeting Date: January 10, 2012

Submitted By: Jim Heitzman

Presented By: Dan Burns

Agenda Title: Consider Adoption of Resolution No. 2012-01 in Recognition and Appreciation of Director William Y. Lee's Service as Board President for 2011

Detailed Description: The Board of Directors would like to present a plaque expressing its appreciation to Director William Y. Lee for his unselfish commitment and dedication. His 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 as President of the Board of Directors of the Marina Coast Water District.

Director Lee contributed significantly to the District and to the Board of Directors by serving as a director on the Joint City-District Committee, Executive Committee, Budget and Personnel Committee, Water Conservation Commission, and as alternate to the Special Districts Association, and the Monterey Regional Water Pollution Control Agency. Director Lee also served as District Board Vice President in 2010.

The Board now wishes to recognize and thank him for his excellent leadership and dedication during his term as President of the Board of Directors of the Marina Coast Water District.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *Strategic Plan, Mission Statement – Providing high quality water, wastewater and recycled water services to the District's expanding communities through management, conservation and development of future resources at reasonable costs.*

Financial Impact:  Yes  No

Funding Source/Recap: All four cost centers - Hospitality & Awards.

Material Included for Information/Consideration: Resolution No. 2012-01.

Recommendation: Consider adopting Resolution No. 2012-01 in appreciation of Director Lee for outstanding and dedicated service as Board President for 2011.

Action Required:  Resolution  Motion  Review  
(Roll call vote is required.)

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Board Action

\_\_\_\_ Resolution No \_\_\_\_ Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Reagendized \_\_\_\_\_ Date \_\_\_\_\_ No Action Taken \_\_\_\_\_

January 10, 2012

Resolution No. 2012-01  
Resolution of the Board of Directors  
Marina Coast Water District  
Commending William Y. Lee  
For Outstanding and Dedicated Service

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on January 10, 2012 at the business office of the District, 11 Reservation Road, Marina, California as follows:

WHEREAS, William Y. Lee was nominated on December 14, 2010 to serve as President of the Board of Directors of the Marina Coast Water District; and,

WHEREAS, William Y. Lee’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 as President; and,

WHEREAS, William Y. Lee will continue serving as a Director and bring his wisdom and experience to the Board in support of the District.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the District does hereby express its gratitude and commend William Y. Lee for outstanding leadership and dedicated service to the District and the Board; and,

RESOLVED FURTHER, that the Board is looking forward to William Y. Lee’s continued service as a Director of the Marina Coast Water District.

PASSED AND ADOPTED on January 10, 2012, 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 \_\_\_\_\_

\_\_\_\_\_  
Dan Burns, President

ATTEST:

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Jim Heitzman, 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. 2012-01 adopted January 10, 2012.

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Jim Heitzman, Secretary



Marina Coast Water District  
Agenda Transmittal

Agenda Item: 8

Meeting Date: January 10, 2012

Submitted By: Jim Heitzman

Presented By: Jim Heitzman

Agenda Title: Consent Calendar

Detailed Description: Consent calendar consisting of:

- A) Adopt Resolution No. 2012-02 to Amend the Professional Services Agreement with Harris & Associates for Inspection Services for the East Garrison Development
- B) Receive the Quarterly Financials for July 1, 2011 through September 30, 2011
- C) Approve the Expenditures for the Month of December 2011
- D) Approve the Draft Minutes of the Regular Board Meeting of December 13, 2011

Environmental Review Compliance: None required.

Prior Committee or Board Action: See individual transmittals.

Board Goals/Objectives: *Mission Statement - Providing high quality water, wastewater and recycled water services to the District's expanding communities through management, conservation and development of future resources at reasonable costs.*

Financial Impact: See individual transmittals.

Funding Source/Recap: See individual transmittals.

Material Included for Information/Consideration: See individual transmittals.

Staff Recommendation: The Board of Directors approve the Consent Calendar as presented.

Action Required: \_\_\_\_\_ Resolution      X   Motion    \_\_\_\_\_ Review  
(Roll call vote is required.)

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Board Action

\_\_\_\_\_ Resolution No \_\_\_\_\_ Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Reagendized \_\_\_\_\_ Date \_\_\_\_\_ No Action Taken \_\_\_\_\_

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 8-A

Meeting Date: January 10, 2012

Submitted By: Carl Niizawa  
Reviewed By: Jim Heitzman

Presented By: Carl Niizawa

Agenda Title: Adopt Resolution No. 2012-02 to Amend the Professional Services Agreement with Harris & Associates for Inspection Services for the East Garrison Development

Detailed Description: The Board of Directors is requested to authorize an amendment to the Professional Services Agreement (PSA) with Harris & Associates to provide inspection services for the East Garrison Development. The amendment is for a not-to-exceed amount of \$39,005 and to be reimbursed by the Developer (Union Community Partners East Garrison LLC).

The current Developer of the East Garrison Development has assumed ownership of much infrastructure installed during 2007 and 2008 by the previous developer. The Developer and MCWD both plan for the water, sewer, and recycled water infrastructure to be owned and operated by MCWD, and the parties recently entered into an Infrastructure Agreement (Resolution No. 2011- 67 adopted on September 13, 2011) to achieve that objective. The process to transfer ownership of the water, sewer, and recycled water infrastructure at East Garrison is well underway and involves inspection of installed water and sewer infrastructure. The Developer and MCWD staff are in agreement that contract inspection labor is warranted due to the expected increase in needed inspection. The contract amendment is for Harris & Associates to conduct the inspection work needed to achieve the ownership transfer of the Phase 1 infrastructure within the East Garrison Development.

Specific scope elements that Harris & Associates is proposing to undertake with this amendment include: inspection and observation of sanitary sewer system testing for pipeline leakage, pipeline deflection, and manhole leakage; inspection of any new sanitary sewer infrastructure installed or repaired; inspection and observation of potable and recycled water systems testing for pipeline leakage; inspection of any new water system infrastructure installed or repaired; inspection and observation of the potable water system disinfection and sampling procedures; and preparing a final report compiling the inspection results and providing a recommendation regarding the suitability of the infrastructure for ownership by MCWD.

Harris & Associates has an existing contract with MCWD for inspection services. The Board adopted Resolution No. 2010-22 on April 13, 2010 that authorized a Professional Services Agreement (PSA) with Harris & Associates to provide construction management support with inspection services as needed. This proposed amendment will further implement the intent of this existing contract.

Harris & Associates has provided fine service for MCWD and with jurisdictions in the region. They maintain an office within the City of Marina with assigned project personnel present locally.

MCWD staff has reviewed their scope of work and fee estimate and find that the scope is reasonable; their charge rates are comparable to other engineering firms providing services to MCWD; and are competitive based on general industry-wide standards.

This proposed PSA amendment ultimately will be paid for by the Developer through the existing well-established large development accounting procedure. Prior to paying Harris & Associates for any work under this amendment, the Developer will be required to have the entire contract amendment amount paid to MCWD and held in the East Garrison development account. The contract amendment is on a time and expense basis.

Environmental Review Compliance: Not Applicable; this action amending a Professional Services Agreement is not a “project” under the California Environmental Quality Act (CEQA).

Prior Committee or Board Action: The Board of Directors adopted Resolution No. 2010-22 on April 13, 2010 authorizing a Professional Services Agreement with Harris & Associates for engineering services related to inspection practices, inspection training, and on-call inspections. The Board of Directors adopted Resolution No. 2011-67 on September 13, 2011 approving the Construction and Transfer of Water, Sewer and Recycled Water Infrastructure Agreement between MCWD and Union Community Partners East Garrison for Phase I and Phase II of the East Garrison Development in Monterey County, CA.

Board Goals/Objectives: – *Objectives Goal No. 2 – To meet 100% of current and future customers’ needs and make timely improvements and increase infrastructure and level of services and human resources to meet needs of expanding service areas in an environmentally sensitive way.*

Financial Impact:     \_\_\_\_\_Yes     \_\_\_X\_\_\_No

Funding Source/Recap: There is no financial impact to the MCWD from this action; the Developer will be required to resource the entire amendment amount with their payment to MCWD in advance of any payment under this PSA amendment to Harris & Associates.

Material Included for Information/Consideration: Resolution No. 2012-02.

Staff Recommendation: The Board adopt Resolution No. 2012-02 amending the Professional Services Agreement with Harris & Associates to provide inspection services for the East Garrison Development.

Action Required:     \_\_\_X\_\_\_Resolution     \_\_\_\_\_Motion     \_\_\_\_\_Review  
(Roll call vote is required.)

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Board Action

\_\_\_\_ Resolution No \_\_\_\_ Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Reagendized \_\_\_\_\_ Date \_\_\_\_\_ No Action Taken \_\_\_\_\_

January 10, 2012

Resolution No. 2012 – 02  
Resolution of the Board of Directors  
Marina Coast Water District  
Amending the Professional Services Agreement with  
Harris & Associates for Inspection Services for the  
East Garrison Development

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on January 10, 2012 at the business office of the District, 11 Reservation Road, Marina, California as follows:

WHEREAS, Union Community Partners East Garrison (“Developer”) has coordinated with the District on their East Garrison Development, consisting of the new construction and related infrastructure on the Former Fort Ord lands within Monterey County, CA; and,

WHEREAS, the District and the Developer are working cooperatively regarding proposed water, recycled water and sewer system improvements and the District and the Developer have entered into a Construction and Transfer of Water, Sewer and Recycled Water Infrastructure Agreement; and,

WHEREAS, the District and the Developer agree that outside assistance for inspection labor is warranted to achieve the objective of transferring ownership of infrastructure to the District and that the Developer will pay for the inspection services; and

WHEREAS, Harris & Associates has an existing contractual relationship with the District, they have long association with local jurisdictions in similar capacities, and Harris & Associates maintains a local office; and,

WHEREAS, District staff finds that the Harris & Associates scope and fee proposal to conduct the inspection work is reasonable, their charge rates are comparable to other engineering firms providing services to the District and their charge rates are competitive based on general industry-wide standards.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby authorize the General Manager and/or Deputy General Manager to execute an amendment to the Professional Services Agreement with Harris & Associates for inspection services for the East Garrison Development and to take all actions and execute all documents as may be necessary or appropriate to give effect to this resolution, the total dollar amount not-to-exceed \$39,005.

PASSED AND ADOPTED on January 10, 2012 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 \_\_\_\_\_

\_\_\_\_\_  
Dan Burns, President

ATTEST:

\_\_\_\_\_  
Jim Heitzman, 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. 2012-02 Adopted January 10, 2012.

\_\_\_\_\_  
Jim Heitzman, Secretary

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 8-B

Meeting Date: January 10, 2012

Submitted By: Kelly Cadiente  
Reviewed By: Jim Heitzman

Presented By: Kelly Cadiente

Agenda Title: Receive the Quarterly Financial Statements for July 1, 2011 to September 30, 2011

Detailed Description: All figures reported for the quarter are based on accrual basis accounting. The District's consolidated financial statement for the quarter includes revenues of \$3.037 million and expenses of \$1.596 million, resulting in net gain from operations of \$1.440 million. The District budget projected net gain from operations of \$0.434 million for the same period. The net gain from operations was higher than the budget expectation by \$1.006 million primarily due to actual interest expense which is not due until second quarter and therefore not reflected in the current quarter.

Summary of Cost Centers:

<u>Description</u>	<u>Actual Qtr</u>	<u>Budget Qtr</u>	<u>Actual FYTD</u>	<u>Budget FYTD</u>
<b>Marina Water</b>				
Revenues	1,104,583	961,100	1,104,583	961,100
Expenses	<u>428,179</u>	<u>601,187</u>	<u>428,179</u>	<u>601,187</u>
Net Gain	676,403	359,913	676,403	359,913
<b>Marina Sewer</b>				
Revenues	192,055	192,575	192,055	192,575
Expenses	<u>106,297</u>	<u>129,863</u>	<u>106,297</u>	<u>129,863</u>
Net Gain	85,758	62,712	85,758	62,712
<b>Ord Community Water</b>				
Revenues	1,317,846	1,373,750	1,317,846	1,373,750
Expenses	<u>867,383</u>	<u>1,288,894</u>	<u>867,383</u>	<u>1,288,894</u>
Net Gain	450,463	84,856	450,463	84,856
<b>Ord Community Sewer</b>				
Revenues	422,576	441,950	422,576	441,950
Expenses	<u>167,964</u>	<u>290,048</u>	<u>167,964</u>	<u>290,048</u>
Net Gain	254,612	151,902	254,612	151,902
<b>Recycled Water Project</b>				
Revenues	0	2,000	0	2,000
Expenses	<u>26,700</u>	<u>105,237</u>	<u>26,700</u>	<u>105,237</u>
Net Loss	(26,700)	(103,237)	(26,700)	(103,237)
<b>Regional Project</b>				
Revenues	0	0	0	0
Expenses	<u>0</u>	<u>122,527</u>	<u>0</u>	<u>122,527</u>
Net Loss	0	(122,527)	0	(122,527)

<b>Consolidated Cost Centers</b>				
Revenues	<b>3,037,059</b>	<b>2,971,375</b>	<b>3,037,059</b>	<b>2,971,375</b>
Expenses	<b>1,596,522</b>	<b>2,537,756</b>	<b>1,596,522</b>	<b>2,537,756</b>
Net Gain	<b>1,440,536</b>	<b>433,619</b>	<b>1,440,536</b>	<b>433,619</b>

As of June 30, 2011, the District had \$18.602 million in liquid investments, and \$0.474 million of principal as internal loans to the Ord Community Cost Centers payable to the Marina Cost Centers. The District also had \$2.340 million of bond proceeds for construction purposes, \$3.089 of 2006 bond proceeds and \$0.849 of 2010 refunding bond proceeds for debt reserve purposes in the bank. The District owed \$38.925 million in debt for the 2006 revenue certificates of participation bond, \$7.690 million in Armstrong Ranch Refunding Bond, \$0.389 million for CalPERS loan, \$0.085 in FORA Promissory Note and \$2.228 for IOP Construction Loan.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *Strategic Plan, Goal No. 4 – To manage the District’s finances in the most effective and fiscally responsible manner.*

Financial Impact:  Yes  No

Funding Source/Recap: N/A

Material Included for Information/Consideration: Quarterly Financial Statements, Investments and Debt Summary Statements.

Staff Recommendation: The Board receive the Quarterly Financial Statements for July 1, 2011 to September 30, 2011.

Action Required:  Resolution  Motion  Review

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Board Action

Resolution No  Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Reagendized \_\_\_\_\_ Date \_\_\_\_\_ No Action Taken \_\_\_\_\_



MARINA COAST WATER DISTRICT  
INCOME STATEMENT  
JULY 1, 2011 TO SEPTEMBER 30, 2011  
(UNAUDITED)

CONSOLIDATED

	CURRENT QUARTER		YEAR-TO-DATE	
	2011/2012	2010/2011	2011/2012	2010/2011
<b>REVENUES</b>				
WATER SALES	2,381,746	2,347,504	2,381,746	2,347,504
SEWER SALES	605,734	572,531	605,734	572,531
INTEREST INCOME	21,087	69,049	21,087	69,049
OTHER REVENUE	28,492	117,278	28,492	117,278
	<u>3,037,059</u>	<u>3,106,362</u>	<u>3,037,059</u>	<u>3,106,362</u>
TOTAL REVENUES				
<b>EXPENSES</b>				
ADMINISTRATIVE	491,853	463,496	491,853	463,496
OPERATING & MAINTENANCE	620,946	715,412	620,946	715,412
LABORATORY	60,379	90,201	60,379	90,201
CONSERVATION	78,475	58,097	78,475	58,097
ENGINEERING	248,259	170,891	248,259	170,891
INTEREST EXPENSE	17,930	461,091	17,930	461,091
FRANCHISE FEE	78,680	72,981	78,680	72,981
	<u>1,596,522</u>	<u>2,032,170</u>	<u>1,596,522</u>	<u>2,032,170</u>
TOTAL EXPENSES				
	<u>1,440,536</u>	<u>1,074,193</u>	<u>1,440,536</u>	<u>1,074,193</u>
NET GAIN/(LOSS) FROM OPERATIONS				
CAPACITY FEE/CAPITAL SURCHARGE	28,428	233,512	28,428	233,512
GRANT REVENUE	-	17,294	-	17,294
NON_OPERATING REVENUE	17,953	(1,618,199)	17,953	(1,618,199)
CAPITAL IMPROVEMENT PROJECT	637,398	1,943,548	637,398	1,943,548

MARINA COAST WATER DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
JULY 1, 2011 TO SEPTEMBER 30, 2011  
(UNAUDITED)

CONSOLIDATED

	MW FUND		MS FUND		OW FUND		OS FUND		RW FUND		RP FUND		CONSOLIDATED		CONSOLIDATED (YTD)	
	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET
<b>REVENUES</b>																
WATER SALES	1,081,886	933,350	-	-	1,299,860	1,114,875	-	-	-	-	-	-	2,381,746	2,048,225	2,381,746	2,048,225
SEWER SALES	-	-	189,551	187,875	-	-	416,183	428,325	-	-	-	-	605,734	616,200	605,734	616,200
INTEREST INCOME	10,347	17,500	2,218	3,950	4,501	22,500	4,022	10,750	-	2,000	-	-	21,087	56,700	21,087	56,700
OTHER REVENUE	12,350	10,250	286	750	13,485	236,375	2,371	2,875	-	-	-	-	28,492	250,250	28,492	250,250
<b>TOTAL REVENUES</b>	<b>1,104,583</b>	<b>961,100</b>	<b>192,055</b>	<b>192,575</b>	<b>1,317,846</b>	<b>1,373,750</b>	<b>422,576</b>	<b>441,950</b>	<b>-</b>	<b>2,000</b>	<b>-</b>	<b>-</b>	<b>3,037,059</b>	<b>2,971,375</b>	<b>3,037,059</b>	<b>2,971,375</b>
<b>EXPENSES</b>																
ADMINISTRATIVE	112,796	134,138	27,874	33,537	302,445	274,197	48,590	52,703	150	4,018	-	94,657	491,853	593,250	491,853	593,250
OPERATING & MAINTENANCE	191,278	247,590	53,346	47,428	308,851	469,913	67,472	98,850	-	-	-	-	620,946	863,780	620,946	863,780
LABORATORY	24,569	38,585	-	-	35,810	57,885	-	-	-	-	-	-	60,379	96,470	60,379	96,470
CONSERVATION	39,126	45,087	-	-	39,349	52,189	-	-	-	-	-	-	78,475	97,276	78,475	97,276
ENGINEERING	55,695	47,998	23,724	12,003	96,239	72,502	46,049	18,855	26,551	19,970	-	27,870	248,259	199,197	248,259	199,197
INTEREST EXPENSE	4,715	87,790	1,353	36,895	8,947	292,207	2,915	116,640	-	81,250	-	-	17,930	614,782	17,930	614,782
FRANCHISE FEE	-	-	-	-	75,743	70,000	2,938	3,000	-	-	-	-	78,680	73,000	78,680	73,000
<b>TOTAL EXPENSES</b>	<b>428,179</b>	<b>601,187</b>	<b>106,297</b>	<b>129,863</b>	<b>867,383</b>	<b>1,288,894</b>	<b>167,964</b>	<b>290,048</b>	<b>26,700</b>	<b>105,237</b>	<b>-</b>	<b>122,527</b>	<b>1,596,522</b>	<b>2,537,756</b>	<b>1,596,522</b>	<b>2,537,756</b>
<b>NET GAIN/(LOSS) FROM OPERATIONS</b>	<b>676,403</b>	<b>359,913</b>	<b>85,758</b>	<b>62,712</b>	<b>450,463</b>	<b>84,856</b>	<b>254,612</b>	<b>151,902</b>	<b>(26,700)</b>	<b>(103,237)</b>	<b>-</b>	<b>(122,527)</b>	<b>1,440,536</b>	<b>433,619</b>	<b>1,440,536</b>	<b>433,619</b>
CAPACITY FEE/CAPITAL SURCHARGE	-	5,000	988	2,500	22,349	32,500	5,090	7,000	-	-	-	-	28,428	47,000	28,428	47,000
GRANT REVENUE	-	-	-	-	-	200,000	-	-	-	-	-	-	-	200,000	-	200,000
NON_OPERATING REVENUE	-	863	-	475	17,953	4,970	-	1,950	-	825	-	122,528	17,953	131,610	17,953	131,610
CAPITAL IMPROVEMENT PROJECT	85,029	-	15,359	-	299,061	-	33,121	-	13,859	-	190,969	-	637,398	-	637,398	-

MARINA COAST WATER DISTRICT  
INCOME STATEMENT  
JULY 1, 2011 TO SEPTEMBER 30, 2011  
(UNAUDITED)

MARINA WATER FUND

	CURRENT QUARTER		YEAR-TO-DATE	
	ACTUAL	BUDGET	ACTUAL	BUDGET
<b>REVENUES</b>				
WATER SALES	1,081,886	933,350	1,081,886	933,350
SEWER SALES				
INTEREST INCOME	10,347	17,500	10,347	17,500
OTHER REVENUE	12,350	10,250	12,350	10,250
	<hr/>			
TOTAL REVENUES	1,104,583	961,100	1,104,583	961,100
 <b>EXPENSES</b>				
ADMINISTRATIVE	112,796	134,138	112,796	134,138
OPERATING & MAINTENANCE	191,278	247,590	191,278	247,590
LABORATORY	24,569	38,585	24,569	38,585
CONSERVATION	39,126	45,087	39,126	45,087
ENGINEERING	55,695	47,998	55,695	47,998
INTEREST EXPENSE	4,715	87,790	4,715	87,790
FRANCHISE FEE				
	<hr/>			
TOTAL EXPENSES	428,179	601,187	428,179	601,187
	<hr/>			
NET GAIN/(LOSS) FROM OPERATIONS	676,403	359,913	676,403	359,913
	<hr/> <hr/>			
CAPACITY FEE/CAPITAL SURCHARGE	-	5,000	-	5,000
GRANT REVENUE	-	-	-	-
NON-OPERATING REVENUE	-	862.50	-	862.50
CAPITAL IMPROVEMENT PROJECT	85,029	-	85,029	-

MARINA COAST WATER DISTRICT  
 INCOME STATEMENT  
 JULY 1, 2011 TO SEPTEMBER 30, 2011  
 (UNAUDITED)

MARINA SEWER FUND

	CURRENT QUARTER		YEAR-TO-DATE	
	ACTUAL	BUDGET	ACTUAL	BUDGET
<b>REVENUES</b>				
WATER SALES				
SEWER SALES	189,551	187,875	189,551	187,875
INTEREST INCOME	2,218	3,950	2,218	3,950
OTHER REVENUE	286	750	286	750
	<hr/>			
TOTAL REVENUES	192,055	192,575	192,055	192,575
<b>EXPENSES</b>				
ADMINISTRATIVE	27,874	33,537	27,874	33,537
OPERATING & MAINTENANCE	53,346	47,428	53,346	47,428
LABORATORY				
CONSERVATION				
ENGINEERING	23,724	12,003	23,724	12,003
INTEREST EXPENSE	1,353	36,895	1,353	36,895
FRANCHISE FEE				
	<hr/>			
TOTAL EXPENSES	106,297	129,863	106,297	129,863
	<hr/>			
NET GAIN/(LOSS) FROM OPERATIONS	85,758	62,712	85,758	62,712
	<hr/> <hr/>			
CAPACITY FEE/CAPITAL SURCHARGE	988	2,500	988	2,500
GRANT REVENUE	-	-	-	-
NON-OPERATING REVENUE	-	475	-	475
CAPITAL IMPROVEMENT PROJECT	15,359	-	15,359	-

MARINA COAST WATER DISTRICT  
INCOME STATEMENT  
JULY 1, 2011 TO SEPTEMBER 30, 2011  
(UNAUDITED)

ORD COMMUNITY WATER FUND

	CURRENT QUARTER		YEAR-TO-DATE	
	ACTUAL	BUDGET	ACTUAL	BUDGET
<b>REVENUES</b>				
WATER SALES	1,299,860	1,114,875	1,299,860	1,114,875
SEWER SALES				
INTEREST INCOME	4,501	22,500	4,501	22,500
OTHER REVENUE	13,485	236,375	13,485	236,375
	<hr/>			
TOTAL REVENUES	1,317,846	1,373,750	1,317,846	1,373,750
 <b>EXPENSES</b>				
ADMINISTRATIVE	302,445	274,197	302,445	274,197
OPERATING & MAINTENANCE	308,851	469,913	308,851	469,913
LABORATORY	35,810	57,885	35,810	57,885
CONSERVATION	39,349	52,189	39,349	52,189
ENGINEERING	96,239	72,502	96,239	72,502
INTEREST EXPENSE	8,947	292,207	8,947	292,207
FRANCHISE/MEMBERSHIP FEES	75,743	70,000	75,743	70,000
	<hr/>			
TOTAL EXPENSES	867,383	1,288,894	867,383	1,288,894
	<hr/>			
NET GAIN/(LOSS) FROM OPERATIONS	450,463	84,856	450,463	84,856
	<hr/> <hr/>			
CAPACITY FEE/CAPITAL SURCHARGE	22,349	32,500	22,349	32,500
GRANT REVENUE	-	200,000	-	200,000
NON-OPERATING REVENUE	17,953	4,970	17,953	4,970
CAPITAL IMPROVEMENT PROJECT	299,061	-	299,061	-

MARINA COAST WATER DISTRICT  
 INCOME STATEMENT  
 JULY 1, 2011 TO SEPTEMBER 30, 2011  
 (UNAUDITED)

ORD COMMUNITY SEWER FUND

	CURRENT QUARTER		YEAR-TO-DATE	
	ACTUAL	BUDGET	ACTUAL	BUDGET
<b>REVENUES</b>				
WATER SALES				
SEWER SALES	416,183	428,325	416,183	428,325
INTEREST INCOME	4,022	10,750	4,022	10,750
OTHER REVENUE	2,371	2,875	2,371	2,875
TOTAL REVENUES	422,576	441,950	422,576	441,950
<b>EXPENSES</b>				
ADMINISTRATIVE	48,590	52,703	48,590	52,703
OPERATING & MAINTENANCE	67,472	98,850	67,472	98,850
LABORATORY				
CONSERVATION				
ENGINEERING	46,049	18,855	46,049	18,855
INTEREST EXPENSE	2,915	116,640	2,915	116,640
FRANCHISE FEE	2,938	3,000	2,938	3,000
TOTAL EXPENSES	167,964	290,048	167,964	290,048
NET GAIN/(LOSS) FROM OPERATIONS	254,612	151,902	254,612	151,902
CAPACITY FEE/CAPITAL SURCHARGE	5,090	7,000	5,090	7,000
GRANT REVENUE	-	-	-	-
NON-OPERATING REVENUE	-	1,950	-	1,950
CAPITAL IMPROVEMENT PROJECT	33,121	-	33,121	-

MARINA COAST WATER DISTRICT  
INCOME STATEMENT  
JULY 1, 2011 TO SEPTEMBER 30, 2011  
(UNAUDITED)

RECYCLED WATER FUND

	CURRENT QUARTER		YEAR-TO-DATE	
	ACTUAL	BUDGET	ACTUAL	BUDGET
<b>REVENUES</b>				
WATER SALES				
SEWER SALES				
INTEREST INCOME	-	2,000	-	2,000
OTHER REVENUE	-	-	-	-
TOTAL REVENUES	-	2,000	-	2,000
<b>EXPENSES</b>				
ADMINISTRATIVE	150	4,018	150	4,018
OPERATING & MAINTENANCE	-	-	-	-
LABORATORY				
CONSERVATION				
ENGINEERING	26,551	19,970	26,551	19,970
INTEREST EXPENSE	-	81,250	-	81,250
FRANCHISE FEE				
TOTAL EXPENSES	26,700	105,237	26,700	105,237
NET GAIN/(LOSS) FROM OPERATIONS	(26,700)	(103,237)	(26,700)	(103,237)
CAPACITY FEE/CAPITAL SURCHARGE	-	-	-	-
GRANT REVENUE	-	-	-	-
NON-OPERATING REVENUE	-	825	-	825
CAPITAL IMPROVEMENT PROJECT	13,859	-	13,859	-

MARINA COAST WATER DISTRICT  
 INCOME STATEMENT  
 JULY 1, 2011 TO SEPTEMBER 30, 2011  
 (UNAUDITED)

REGIONAL PROJECT FUND

	CURRENT QUARTER		YEAR-TO-DATE	
	ACTUAL	BUDGET	ACTUAL	BUDGET
<b>REVENUES</b>				
WATER SALES				
SEWER SALES				
INTEREST INCOME				
OTHER REVENUE				
TOTAL REVENUES	-	-	-	-
<b>EXPENSES</b>				
ADMINISTRATIVE	-	94,657	-	94,657
OPERATING & MAINTENANCE				
LABORATORY				
CONSERVATION				
ENGINEERING	-	27,870	-	27,870
INTEREST EXPENSE				
FRANCHISE FEE				
TOTAL EXPENSES	-	122,527	-	122,527
NET GAIN/(LOSS) FROM OPERATIONS	-	(122,527)	-	(122,527)
CAPACITY FEE/CAPITAL SURCHARGE				
GRANT REVENUE				
NON-OPERATING REVENUE	-	122,528	-	122,528
CAPITAL IMPROVEMENT PROJECT	190,969	-	190,969	-



MARINA COAST WATER DISTRICT  
SCHEDULE OF INVESTMENTS SUMMARY  
JULY 1, 2011 TO SEPTEMBER 30, 2011  
(UNAUDITED)

PURCHASE DATE	MATURITY DATE	ACCT TYPE	YIELD APR	6/30/2011 BALANCE	QUARTERLY ACTIVITIES TRANSACTION TYPE	AMOUNT	9/30/2011 BALANCE
<b>LAIF ACCOUNT</b>							
			0.51%	12,828,817	INTEREST 09/30/2011	12,315	12,841,132
<b>SAVINGS ACCOUNT</b>							
		MM	0.64%	1,729,045	INTEREST 07/01/11 - 09/30/11	1,801	1,730,846
					XFR TO CHECKING A/C	(560,000)	1,170,846
					XFR FM CHECKING A/C	-	1,170,846
<b>CPFCA DEPOSIT ACCOUNT</b>							
		MM	0.55%	100,051	INTEREST 07/01/11 - 09/30/11	25	100,076
<b>CD ACCOUNT</b>							
12/5/2010	12/5/2011	CD #1	0.55%	86,098	INTEREST 07/01/11 - 09/30/11	292	86,390
8/20/2010	2/21/2012	CD #2	0.50%	228,758	INTEREST 07/01/11 - 09/30/11	121	228,879
12/1/2010	12/1/2011	CD IOP	0.55%	3,286,623	INTEREST 07/01/11 - 09/30/11	3,114	3,289,737
<b>CHECKING ACCOUNT</b>							
		CK		158,422	QUARTERLY DEPOSITS & CREDITS	4,854,256	5,012,678
					QUARTERLY CHECKS	(4,687,333)	325,346
					XFR FM SAVINGS A/C	560,000	885,346
					XFR TO SAVINGS A/C	-	885,346
<b>INTERNAL LOAN RECEIVABLE</b>							
				299,343			
		PRINCIPAL					
				174,382			
		PRINCIPAL					
(Loan are scheduled to be recovered from Ord Community Cost Centers on a 10 year amortization period.)							

SUMMARY	Current Quarter		RESERVES DETAIL (LAIF ACCOUNT)	Current Quarter	
	2010/2011	2011/2012		2010/2011	2011/2012
LAIF ACCOUNT	16,050,867	12,841,132	MW CAP REPL RESERVE FUND	895,091	899,641
SAVINGS ACCOUNT	2,166,665	1,170,846	MW CAPACITY REVENUE FUND	425,896	414,692
CPFCA DEPOSIT ACCOUNT	-	100,076	MW GEN OP RESERVE	5,525,120	4,580,048
CD #1 ACCOUNT	85,794	86,390	MS CAP REPL RESERVE FUND	418,888	421,017
CD #2 ACCOUNT	228,038	228,879	MS CAPACITY REVENUE FUND	361,498	345,896
CD IOP	-	3,289,737	MS GEN OP RESERVE	901,266	693,098
CHECKING ACCOUNT	992,940	885,346	OW CAP REPL RESERVE FUND	608,524	611,617
<b>TOTAL INVESTMENT</b>	<b>19,524,304</b>	<b>18,602,406</b>	OW CAPITAL/CAPACITY REVENUE FUND	1,315,063	1,502,190
			OW GEN OP RESERVE	2,741,300	897,703
			OS CAP REPL RESERVE FUND	304,262	305,809
			OS CAPITAL/CAPACITY REVENUE FUND	218,696	122,711
			OS GEN OP RESERVE	2,335,263	2,049,620
			<b>TOTAL</b>	<b>16,050,867</b>	<b>12,844,042</b>

MARINA COAST WATER DISTRICT  
SCHEDULE OF DEBT SUMMARY  
JULY 1, 2011 TO SEPTEMBER 30, 2011  
(UNAUDITED)

PRINCIPAL AMOUNT	FIRST PAYMENT	FINAL PAYMENT	RATE	6/30/2011 BALANCE	QUARTERLY ACTIVITIES TRANSACTION TYPE	AMOUNT	9/30/2011 BALANCE
<b>RABO BANK - CALPERS LOAN</b>							
901,077	05/26/2005	04/26/2015	6.495%	413,155	PAYMENT	(24,008)	389,147
PAYMENT DUE MONTHLY							
<b>RABO BANK - IOP CONSTRUCTION LOAN</b>							
983,487	12/31/2010	05/31/2012	2.050%	983,487		1,244,493	2,227,980
INTEREST ONLY PAYMENT							
<b>SERIES 2006 BOND - CLOSING DATE 08/23/2006</b>							
42,310,000	06/01/2007	06/01/2037	4.795%	38,925	PAYMENT		38,925,000
NEXT PMT DUE 12/01/2011 \$925,969							
<b>FORA PROMISSORY NOTE - CLOSING DATE 06/24/2009</b>							
134,408	07/01/2009	03/30/2014	0.000%	84,890	PAYMENT	-	84,890
PAYMENT DUE QUARTERLY							
<b>2010 REFUNDING BOND - CLOSING DATE 12/23/2010</b>							
8,495,000	06/01/2011	06/01/2020		7,690,000			7,690,000
NEXT PMT DUE 12/01/2011 \$341,650							

**SUMMARY**

RABOBANK - CALPERS LOAN	389,147
RABOBANK - IOP CONSTRUCTION LOAN	2,227,980
SERIES 2006 BOND	38,925,000
FORA PROMISSORY NOTE	84,890
2010 REFUNDING BOND	7,690,000

**TOTAL DEBT** **49,317,017**

NOTE: On 08/23/2006, the Desal, Zone 2 & 2A, and the CNB Line of Credit was refunded with the 2006 Series Bond.

MARINA COAST WATER DISTRICT  
 SCHEDULE OF INVESTMENTS SUMMARY - BOND PROCEEDS  
 JULY 1, 2011 TO SEPTEMBER 30, 2011  
 (UNAUDITED)

PURCHASE DATE	MATURITY DATE	ACCT TYPE	YIELD APR	6/30/2011 BALANCE	QUARTERLY ACTIVITIES TRANSACTION TYPE	AMOUNT	9/30/2011 BALANCE
RESERVE FUND 2006 BOND		GIC	4.95%	3,084,250	INTEREST APPLIED TO DEBT SERVICE		3,084,250 3,084,250
RESERVE FUND 2010 REFUNDING BOND		TFUND	0.01%	849,500	INTEREST APPLIED TO DEBT SERVICE		849,500 849,500
CONSTRUCTION FUND		MM	0.67%	2,340,574	INTEREST 09/30/2011	3,272	2,343,846 2,343,846

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 8-C

Meeting Date: January 10, 2012

Submitted By: Kelly Cadiente  
Reviewed By: Jim Heitzman

Presented By: Kelly Cadiente

Agenda Title: Approve the Expenditures for the Month of December 2011

Detailed Description: The Board of Directors is requested to approve the attached December 2011 check register for expenditures totaling \$1,221,659.01.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *Strategic Plan, Goal No. 4 – To manage the District’s finances in the most effective and fiscally responsible manner.*

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.

Material Included for Information/Consideration: December 2011 Summary Check Register.

Staff Recommendation: The Board of Directors approve the December 2011 expenditures totaling \$1,221,659.01.

Action Required:     \_\_\_ Resolution     \_\_\_ **X** \_\_\_ Motion     \_\_\_ Review

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Board Action

\_\_\_ Resolution No \_\_\_     Motion By \_\_\_     Seconded By \_\_\_

Ayes \_\_\_     Abstained \_\_\_

Noes \_\_\_     Absent \_\_\_

Reagendized \_\_\_     Date \_\_\_     No Action Taken \_\_\_

## DECEMBER 2011 SUMMARY CHECK REGISTER

DATE	CHECK #	CHECK DESCRIPTION	AMOUNT
12/02/11	53093-53137	Check Register	98,723.54
12/05/11	53138	Check Register	190.00
12/09/11	53139-53141	Payroll Checks and Direct Deposit Period Ended	81,432.21
12/07/11	53142-53206	Check Register	50,025.89
12/13/11	53207-53208	Check Register	237,562.45
12/14/11	WIRE	Internal Revenue Service	29,743.51
12/14/11	WIRE	Hartford	6,173.93
12/14/11	WIRE	State of California-EDD	6,752.04
12/14/11	WIRE	Hartford Life Insurance	1,605.97
12/14/11	WIRE	Other Payroll Deduction	1,500.00
12/14/11	53209-53245	Check Register	68,453.27
12/21/11	53246-53248	Payroll Direct Deposit Period Ended	70,054.28
12/16/11	53249-53254	Check Register	16,530.31
12/22/11	WIRE	Internal Revenue Service	24,661.15
12/22/11	WIRE	Hartford	4,481.63
12/22/11	WIRE	State of California-EDD	5,690.68
12/22/11	WIRE	Hartford Life Insurance	1,605.97
12/22/11	WIRE	Other Payroll Deduction	1,500.00
12/29/11	53255-53294	Check Register	514,972.18
<b>TOTAL DISBURSEMENTS</b>			<b><u><u>1,221,659.01</u></u></b>

Check No.	Invoice Date	Check Date	Vendor Name	Description - December 2011	Amount
53093	11/10/2011	12/02/2011	Alhambra and Sierra Springs	Lab Grade Water	19.55
53094	10/27/2011	12/02/2011	Becks Shoe Store	Boot Benefit for O&M Dept	160.28
53095	11/20/2011	12/02/2011	Manpower Inc.	Accounting Clerk 08/29/11-09/01/11, 11/06/11-11/07/11, 11/14/11 - 11/18/11	2,447.40
53096	10/31/2011	12/02/2011	Insight Planners	Winter Water-Wise Update (9,000)	2,153.00
53097	11/11/2011	12/02/2011	AT&T	793-9505 IP Flex	1,344.95
53098	11/10/2011	12/02/2011	Fisher Scientific	Lauryl Tryptose Broth and EC-Mug Medium	433.68
53099	11/14/2011	12/02/2011	AT&T	271-3430 Water Telemetry, 384-4020 Local/LD Calls Temp PRI IP Flex, 384-6131 Main Office DSL Liine, 384-6971 IOP Bldg C Fire Alarm	903.29
53100	10/31/2011	12/02/2011	Schaaf & Wheeler	Eastern Distribution Project / Watkins Gate Well & Pipeline Installation (Prop 50)	19,613.01
53101	10/24/2011	12/02/2011	Noland, Hamerly, Etienne	Legal Services thru 10/15/2011 Partial Payment	4,693.65
53102	11/07/2011	12/02/2011	Phillip Lewis	3238 Estrella Del Mar Way - Washing Machine Rebate	125.00
53103	11/14/2011	12/02/2011	Environmental Resource Assoc	Proficiency Test Microbiology Samples	407.10
53104	11/08/2011	12/02/2011	Fast Response On-Site Testing	Annual Mask Fit & Audiometry Testing for O&M Dept	1,490.80
53105	11/02/2011	12/02/2011	Staples Credit Plan	Office Supplies for O&M, Con, Lab, Admin, Eng	1,065.81
53106	10/26/2011	12/02/2011	Aramark Uniform Services	Uniforms, Towels, Rugs for 10/2011	1,506.19
53107	11/08/2011	12/02/2011	State Water Resouces Cntrl Brd	Annual SWRCB Fees, 7/1/2011-6/30/2012, MCWD Desal Plant Brine Discharge and Wastewater Collection for Central Marina and Ord Community	3,042.00
53108	11/09/2011	12/02/2011	Cypress Coast Ford	Service Repairs for Vehicle #0601 Valve Turner Truck	1,332.93
53109	11/15/2011	12/02/2011	AFLAC	AFLAC Fees 11/2011	54.00
53110	10/29/2011	12/02/2011	CSG Systems	Billing for October 2011- Postage Meter	4,349.18
53111	10/01/2011	12/02/2011	OnTrac	Shipping Charges	56.76
53112	11/12/2011	12/02/2011	Canon Financial Services, Inc.	IR5050 Copier Lease Property Tax	73.26
53113	11/18/2011	12/02/2011	NEC Financial Services, Inc.	Phone Equipment Lease 12/2011	935.44
53114	11/14/2011	12/02/2011	Internal Revenue Service	945 Pension Plan 12/2003	25.11
53115	08/31/2011	12/02/2011	Berens-Tate Consulting Group	Arbitrage Rebate Calculation as of 06/30/11	1,500.00
53116	11/08/2011	12/02/2011	Fastenal Industrial & Construction Supplies	(12)-Cans of Water Valve Lid Paint for O&M Dept	52.85
53117	11/09/2011	12/02/2011	Hoge Fenton Jones & Appel	Personnel Legal Services - October 2011	299.43
53118	11/16/2011	12/02/2011	Harold A. Steuber Enterprises, Inc.	Coffee Supplies for Eng. & O&M Depts.	326.67
53119	10/25/2011	12/02/2011	McGrath Rent Corp.	Mobile Modular Rent for Regional Project	210.01
53120	11/15/2011	12/02/2011	Rabobank, N.A. - IOP Loan	IOP Bldg Construction Loan Interest	3,806.13
53121	10/30/2011	12/02/2011	Luhdorff and Scalmanini Consulting Engineers Inc	Watkins Gate Well Investigation (Prop 50)	5,831.02

53122	10/27/2011	12/02/2011	TJC and Associates Inc	Well #34 Specifications (Prop 50), SCADA Communications Solutions	12,248.02
53123	11/08/2011	12/02/2011	Robert Half International Inc.	Temporary Accounting Assistance 10/31-11/03	1,400.00
53124	11/23/2011	12/02/2011	Canon Business Solutions, Newcal Inc.	7055 Copy Machine Lease 12/2011	609.85
53125	10/31/2011	12/02/2011	Evans Group International, L.L.C.	Regional Project Meetings for October 2011	13,861.58
53126	11/02/2011	12/02/2011	Monterey Peninsula Urgent Care Medical Group, Inc.	Pre-Employment Physical/Drug Testing	94.00
53127	11/18/2011	12/02/2011	Fred Scharinger	3224 DeForest Rd-Landscape Incentive Rebate	215.00
53128	11/15/2011	12/02/2011	TFD Open Systems, LLC	Tech Support -- Troubleshoot SysAid App, Fix Engineering Outlook	339.75
53129	11/08/2011	12/02/2011	Steven Wagstaff	1085 Remagen Rd-Washing Machine Rebate	125.00
53130	11/18/2011	12/02/2011	Monterey County-Clerk	Copies of Weeks, Collins' Form 700's	1.20
53131	11/20/2011	12/02/2011	Sun Life Financial	Life/AD&D, Short/Long-Term Insurance for 12/2011	1,639.35
53132	10/13/2011	12/02/2011	Mary Linzer	Water Education Science School Program Expenses	121.25
53133	11/16/2011	12/02/2011	Richards, Watson & Gershon	Legal Services for Regional Water Project	55.00
53134	11/15/2011	12/02/2011	Bank of the West	Document Storage Lease Payment 12/2011	3,165.83
53135	11/18/2011	12/02/2011	Verizon Business	(8) Aircards, Cell Phones - GM, DGM/DE, O&M, ENG	1,030.50
53136	11/04/2011	12/02/2011	Remy, Thomas, Moose, and Manley, LLP	Legal Services for Regional Water Project	5,248.75
53137	11/07/2011	12/02/2011	Ferguson Enterprises, Inc #679	Water Backflow Repair Kits for O&M Dept	309.96
53138	10/14/2011	12/05/2011	State Water Resources Cntrl Brd	Grade V Certification Renewal-Heitzman	190.00
53139-53141	12/2/2011	12/09/2011	Payroll Checks and Direct Deposits	PR Batch 901 12 2011 Checks and Direct Deposit (3 Checks)	81,432.21
53142	12/09/2011	12/07/2011	Rabobank, N.A. - Aflac URM	PR Batch 901 12 2011	526.90
53143	11/19/2011	12/07/2011	AT&T	831-000-106 079, 831-000-1006 141 IP Flex	796.13
53144	12/01/2011	12/07/2011	Carmel Marina Corporation	Marina/Ft Ord Trash Pickups 12/2011	514.25
53145	11/27/2011	12/07/2011	AT&T	883-4390 Booster Station, 384-2068 Modem Line, 582-9817 Main Frame Computer, 384-0267 O&M Fax, 384-6103 Booster Station, 384-6133 Alarm Lines Marina Beach Office	170.01
53146	11/15/2011	12/07/2011	AT&T	276-1514 Line Point to Point Beach Office	669.90
53147	11/09/2011	12/07/2011	Home Depot/GECE	General Operations & Maintenance Equipment	764.05
53148	10/31/2011	12/07/2011	Schaaf & Wheeler	Dunes Project Management, Well #34 Eastern Distribution System, Ord Community Annexation	9,008.27
53149	11/22/2011	12/07/2011	The Californian	Negative Declaration Ord Annexation Advertising	874.50
53150	12/09/2011	12/07/2011	General Teamsters Union	PR Batch 901 12 2011	247.00
53151		<b>VOID</b>			
53152	11/18/2011	12/07/2011	Federal Express	Shipping Charges	24.91
53153	12/02/2011	12/07/2011	AFLAC	Employees Withholding	715.76
53154	12/09/2011	12/07/2011	CalPERS	PR Batch 901 12 2011	15,445.49
53155	11/10/2011	12/07/2011	Ronald L. Allen	Water Education Consultant Fee 08/2011-09/2011	5,025.00

53156	11/30/2011	12/07/2011	Nancy Adams	323 Querada Del Mar-Washing Machine Rebate	125.00
53157	12/09/2011	12/07/2011	Devin Derham-Burk, Trustee	PR Batch 901 12 2011	161.54
53158	11/08/2011	12/07/2011	Cedar Street Times	Ord Annexation Negative Declaration Advertising	307.50
53159	12/09/2011	12/07/2011	Prepaid Legal Services, Inc	PR Batch 901 12 2011	39.35
53160	11/15/2011	12/07/2011	Technoflo Systems	(3)-MC Cable Drive 16.9" plus 4, Part# D0106-00 for Well #30	32.85
53161	11/15/2011	12/07/2011	Robert Half International Inc.	Temporary Accounting Assistance 11/07-11/09	1,085.00
53162	12/09/2011	12/07/2011	CA State Disbursement Unit	PR Batch 901 12 2011	488.76
53163	12/09/2011	12/07/2011	Principal Life Group	PR Batch 901 12 2011	147.35
53164	11/14/2011	12/07/2011	Public Agency Retirement Services	PARS Administrative Fee - 09/2011	327.81
53165	11/29/2011	12/07/2011	Fred Nohr	3171 DeForest Rd-Toilet Rebate	250.00
53166	11/30/2011	12/07/2011	Marina Square Apartments	269 Reservation Rd #105-Toilet Rebate	74.52
53167	11/18/2011	12/07/2011	Roden Prakash	299 Quebrada Del Mar Rd-Washing Machine Rebate	125.00
53168	11/18/2011	12/07/2011	David Rodrock	3062 Vaughan Ave-Washing Machine Rebate	125.00
53169	11/14/2011	12/07/2011	Raylyn Miles	2965 Carpenter Ct-Washing Machine Rebate	125.00
53170	11/17/2011	12/07/2011	Jennifer Bliss	3198 Vista Del Camino-Washing Machine Rebate	125.00
53171	11/16/2011	12/07/2011	Sultan Rezaei	213 Palm Ave-Toilet Rebate	375.00
53172	11/14/2011	12/07/2011	Victor Magdangal	4895 Peninsula Point Dr-Washing Machine Rebate	125.00
53173	11/29/2011	12/07/2011	Alan Lehman	474 Albert Way-Toilet Rebate	125.00
53174	11/22/2011	12/07/2011	Kaoru Yamaguchi	3306 Cardoza Ave- Washing Machine Rebate	125.00
53175	11/22/2011	12/07/2011	Huynh Truong	3273 Marina Dr-Washing Machine Rebate	125.00
53176	11/30/2011	12/07/2011	Doug Rankosky	4513 Sea Cliff Ct-Washing Machine Rebate	125.00
53177	11/21/2011	12/07/2011	Ferguson Enterprises, Inc #679	Water Backflow Parts for District's Backflow Devices	359.30
53178	11/09/2011	12/07/2011	Costco	General Supplies for Marina/Ft. Ord Offices	539.65
53179	11/20/2011	12/07/2011	Culligan Water Enterprises	Water Softener Tank Services at Well #10, Well #11, Well #12, Booster #F	335.49
53180	11/18/2011	12/07/2011	Salinas Armature & Motor Works	Repair C-5 Motor at BC Booster Station	3,378.00
53181	11/15/2011	12/07/2011	Montgomery Watson Harza Labs	2011 Annual Water Suitability/Inhibitory Residue Tests	560.00
53182	12/05/2011	12/07/2011	Army Commander/DLIFC & POM	Refund check - 4405 Jim Moore Rd	107.63
53183	12/05/2011	12/07/2011	Alliance Residential Company (Preston Park)	Refund check - 702 Brown Ct	5.69
53184	12/05/2011	12/07/2011	Mangold Property Mgmt.	Refund check - 195 Paddon Pl	53.56
53185	12/05/2011	12/07/2011	Creative Property Management	Refund check - 428 Reindollar Ave	17.95
53186	12/05/2011	12/07/2011	Monterey Peninsula Engineering	Refund check - Hydrant Meter #023	38.57
53187	12/05/2011	12/07/2011	Kims TV/VCR Repair	Refund check - 250-B Reservation Rd	11.88
53188	12/05/2011	12/07/2011	Sofai Bertaina	Refund check - 143 Seal Ct	110.61
53189	12/05/2011	12/07/2011	FOAM-RS	Refund check - 1507 Devers Ct	42.67
53190	12/05/2011	12/07/2011	FOAM-RS	Refund check - 1614 Hodges Ct	56.65
53191	12/05/2011	12/07/2011	Bjorn Lundegard	Refund check - 4805 Peninsula Point Dr	25.56
53192	12/05/2011	12/07/2011	Maggiora Bros Drilling Inc	Refund check - Hydrant Meter #052	1,176.48



53193	12/05/2011	12/07/2011	Scott Sansom	Refund check - Hydrant Meter	1,887.26
53194	12/05/2011	12/07/2011	Ole Pedersen	Refund check - 266 Grant St	33.20
53195	12/05/2011	12/07/2011	Bradley & Sons Inc.	Refund check - Hydrant Meter #023	1,561.19
53196	12/05/2011	12/07/2011	Debbie Boyles	Refund check - 537 Wilson Ct	52.92
53197	12/05/2011	12/07/2011	Atlantic & Pacific Real Estate	Refund check - 263 Harris Ct	61.66
53198	12/05/2011	12/07/2011	Chinh Nguyen	Refund check - 3157 Ocean Terrace	14.10
53199	12/05/2011	12/07/2011	Adam & Jill Curtis	Refund check - 728 Ready Ct	35.00
53200	12/05/2011	12/07/2011	Behnam Jafarpur	Refund check - 580 Ingman Ct	35.00
53201	12/05/2011	12/07/2011	Matthew Myers	Refund check - 4115 Peninsula Point Dr	95.99
53202	12/05/2011	12/07/2011	Heather White	Refund check - 3119 Arnold Ct	35.00
53203	12/05/2011	12/07/2011	Richard Oyama	Refund check - 3206 Susan Ave	22.86
53204	12/05/2011	12/07/2011	Altisource Solutions	Refund check - 3087 Vaughan Ave	2.30
53205	12/05/2011	12/07/2011	Shukylin Chan	Refund check - 3004 Talcott Ave	28.68
53206	12/05/2011	12/07/2011	HGL	Refund check - Hydrant Meter #072	19.19
53207	11/29/2011	12/13/2011	Noland, Hamerly, Etienne	Legal Services for 10/15/2011 (Partial Payment)	55,194.88
53208	11/1/2011	12/13/2011	Friedman Dumas & Springwater LLP	Coastal Water Project, Ag Land Trust CEQA Lawsuit, Project Agreements/Contracts 05/2011-06/2011	182,367.57
53209	11/30/2011	12/14/2011	Ace Hardware	General Operations & Maintenance Equipment	814.81
53210	11/21/2011	12/14/2011	Carlons Fire Extinguisher	Marina/Ft. Ord First Aid Supplies	162.70
53211	11/27/2011	12/14/2011	Manpower Inc.	Accounting Clerk 11/21/11-11/22/11	429.60
53212	11/28/2011	12/14/2011	Don's Lock & Key	Spare Vehicle Keys for O&M Dept	41.14
53213	11/30/2011	12/14/2011	Insight Planners	Web Maintenance, Hosting, Updates	536.00
53214	11/22/2011	12/14/2011	Denise Duffy & Associates Inc	Annexation of the Ord Community	29,775.20
53215	11/29/2011	12/14/2011	Area Communications	Answering Service thru 11/29/11	157.24
53216	11/20/2011	12/14/2011	Postmaster	Annual Permit Fee #33000	190.00
53217	11/30/2011	12/14/2011	Monterey Regional Waste Mgmt	Hazardous Waste & Refuse Disposal from MCWD	396.44
53218	12/02/2011	12/14/2011	Peninsula Welding Supply	Welding Equipment for O&M Dept	584.59
53219	11/21/2011	12/14/2011	The Monterey County Herald	Ord Annexation Negative Declaration Advertising	814.52
53220	12/05/2011	12/14/2011	CWEA - Monterey Bay Section	Grade II Collection Certification Renewal for Correa	78.00
53221	11/08/2011	12/14/2011	WFCB - OSH Commercial Services	General Operations & Maintenance Equipment	52.78
53222	11/28/2011	12/14/2011	FOAM-RS	Schoonover Park Landscape Incentive Rebate	460.00
53223	11/28/2011	12/14/2011	FOAM-RS	Frederick Park Landscape Incentive Rebate	460.00
53224	11/30/2011	12/14/2011	MRWPCA	Sewer Treatment Charge 11/01/11-12/31/11	34.80
53225	10/20/2011	12/14/2011	Staples Credit Plan	Engineering Office Supplies	120.94
53226	11/02/2011	12/14/2011	Aramark Uniform Services	Uniforms, Towels, Rugs for 12/2011	1,443.20
53227	12/01/2011	12/14/2011	The Maynard Group	NEC Phone Equipment Maintenance Service	120.00
53228	05/16/2011	12/14/2011	Shape Incorporated	(2)-Flygt Pump Lift Grip Eyes	207.58
53229	12/01/2011	12/14/2011	USA Bluebook	(10)-Mechanical Float Switches for Lift Station Operations & Maintenance	660.38

53230	12/08/2011	12/14/2011	HD Supply Waterworks	(2)-3/4"x7.5" Meters for Stillwell Project, (1)-1" Meter for Famous Footwear Engineering Project	713.96
53231	12/01/2011	12/14/2011	Cook Paging (CA)	Pager Service for O&M Dept	39.50
53232	09/16/2011	12/14/2011	Groeniger & Company	6" Hymax Couplers for O&M Stock	758.67
53233	11/11/2011	12/14/2011	Carollo Engineers	RUWAP (Bidding/Oncall) Services	5,033.05
53234	12/01/2011	12/14/2011	University of Southern CA	Annual Water Purveyor Membership Dues	250.00
53235	11/30/2011	12/14/2011	Fastenal Industrial & Construction Supplies	(6)-Cans of Food Grade Anti-Seiz Lubricant for O&M Dept	112.43
53236	11/25/2011	12/14/2011	Carmel Pine Cone Inc	Ord Annexation Negative Declaration Advertising	231.00
53237	11/28/2011	12/14/2011	O'Reilly Automotive Stores Inc	General Operations & Maintenance Equipment	182.24
53238	11/24/2011	12/14/2011	Voyager Fleet Systems Inc	Fleet Gasoline	3,977.68
53239	10/12/2011	12/14/2011	Westin Engineering Inc	Cityworks Support,- MCWD IT Support Services	225.00
53240	12/05/2011	12/14/2011	U.S. Bank Corporate	11/22/11 Ad Hoc Committee Meeting - Public Outreach, GFOA Annual Gov't GAAP Update Hatfield, Constant Contact Service, 5-Year Service Award, FPPC Investigation - Sacramento, Employees & Board Member Conferences/Travel Expenses	5,252.15
53241	12/06/2011	12/14/2011	Marina Tire & Auto Repair	Oil Changes for Vehicle #0301, Vehicle #0302	66.20
53242	09/30/2011	12/14/2011	California Department of Public Health	Water System Fees, System #2710017, 07/01/2010-06/30/2011	12,906.11
53243	12/08/2011	12/14/2011	Ferguson Enterprises, Inc #679	Plumbing Parts for Hydrant Meter at Fitch School, Pipe Materials for Horse Stables Pipe Repairs	184.70
53244	11/22/2011	12/14/2011	American Water Works Assoc.	Annual AWWA Standards Revisions Update Service for O&M Dept	545.00
53245	11/28/2011	12/14/2011	Marina Gazette	Ord Annexation Negative Declaration Advertising	435.66
WIRE	12/09/2011	12/14/2011	Internal Revenue Service	PR Batch 901 12 2011 Federal Tax	29,743.51
WIRE	12/09/2011	12/14/2011	Hartford	PR Batch 901 12 2011	6,173.93
WIRE	12/09/2011	12/14/2011	State of California - EDD	PR Batch 901 12 2011 State Tax	6,752.04
WIRE	12/09/2011	12/14/2011	Hartford Life Insurance Company	PR Batch 901 12 2011	1,605.97
WIRE	12/09/2011	12/14/2011	Other Payroll Deduction	PR Batch 901 12 2011	1,500.00
53246- 53248	12/16/2011	12/21/2011	Payroll Checks and Direct Deposits	PR Batch 902 12 2011 Checks and Direct Deposit (3 Checks)	70,054.28
53249	12/21/2011	12/16/2011	Rabobank, N.A. - Aflac URM	PR Batch 902 12 2011	469.21
53250	12/21/2011	12/16/2011	CalPERS	PR Batch 902 12 2011	15,224.10
53251	12/21/2011	12/16/2011	Devin Derham-Burk, Trustee	PR Batch 902 12 2011	161.54
53252	12/21/2011	12/16/2011	Prepaid Legal Services, Inc	PR Batch 902 12 2011	39.35
53253	12/21/2011	12/16/2011	CA State Disbursement Unit	PR Batch 902 12 2011	488.76
53254	12/21/2011	12/16/2011	Principal Life Group	PR Batch 902 12 2011	147.35
WIRE	12/21/2011	12/22/2011	Internal Revenue Service	PR Batch 902 12 2011 Federal Tax	24,661.15

WIRE	12/21/2011	12/22/2011	Hartford	PR Batch 902 12 2011	4,481.63
WIRE	12/21/2011	12/22/2011	State of California - EDD	PR Batch 902 12 2011 State Tax	5,690.68
WIRE	12/21/2011	12/22/2011	Hartford Life Insurance Company	PR Batch 902 12 2011	1,605.97
WIRE	12/21/2011	12/22/2011	Other Payroll Deduction	PR Batch 902 12 2011	1,500.00
53255	12/16/2011	12/29/2011	Carlons Fire Extinguisher	First Aid Cabinet Supplies at Ord Office	30.80
53256	12/04/2011	12/29/2011	Manpower Inc.	Accounting Clerk 11/28-12/02, 12/05-12/08	1,933.20
53257	11/22/2011	12/29/2011	Denise Duffy & Associates Inc	Eastern Distribution Environmental/Biological Services	544.15
53258	12/11/2011	12/29/2011	AT&T	793-9505 IP Flex	1,063.64
53259	12/08/2011	12/29/2011	Fisher Scientific	Water Hardness Buffer, Conductivity Standards; pH Buffers: 4, 7, and 10; N/50 Sodium Hydroxide Solution; Pt-Co Color Standard; StablCalampule Kit	790.90
53260	12/14/2011	12/29/2011	AT&T	384-6131 Main Office DSL Line	894.82
53261	12/12/2011	12/29/2011	PG&E	Gas/Electric 2840 4th Ave, Gas/Electric IOP Bldg C Suite B, Suite D, Suite C, Pump Groundwater, L/S #2, Seawtr Desal Plant, L/S #6, Whse, Booster Station, Well #10, L/S #5, Wtr Treat #4975, Beach Range, L/S #5790, 3 Booster Pumps, Well #11, Well #30, Wtr Treat #4977, Gas/Electric Main Office, L/S# 514, Well #31, L/S #6143, L/S #5447, L/S #5398, L/S #8775, L/S# 530, L/S #528, Booster #B, L/S #6634, L/S #5713, Well #29, Booster #E, L/S #7698, L/S #5871, L/S #5990, CA Ave, L/S #3	50,739.35
53262	11/30/2011	12/29/2011	Schaaf & Wheeler	Ord Community Annexation	22,709.58
53263	12/05/2011	12/29/2011	Consolidated Electrical Distributors, Inc.	Pole Light Repair at Beach Office	221.65
53264	11/09/2011	12/29/2011	Staples Credit Plan	(1)-HP Laser Jet, (1)-HP Q2613A Toners	924.01
53265	11/30/2011	12/29/2011	Don Chapin Company Inc	Construction of Well #34 Site Improvement	24,750.00
53266	12/13/2011	12/29/2011	Dept of Public Health	Grade III Exam Fee for Green	100.00
53267	12/07/2011	12/29/2011	Golden Gate Petroleum	(387) gals. of Diesel Fuel for O&M Convault	1,917.59
53268	12/15/2011	12/29/2011	AFLAC	Fees 12/2011	54.00
53269	11/29/2011	12/29/2011	CSG Systems	Billing for November 2011	3,982.06
53270	07/13/2011	12/29/2011	Canon Financial Services, Inc.	IR5050 Copier Lease 07/2011- 06/2012	320.46
53271	12/14/2011	12/29/2011	Jonathan P Lord	Parking Fees-CLCA Training	5.00
53272	12/15/2011	12/29/2011	James Derbin	Toll Fee for Cityworks Cross Connection Control Training Miscellaneous Expenses	52.08
53273	12/20/2011	12/29/2011	Carl Niizawa	American Academy of Environmental Engineers Certification Exam and Membership, Professional Engineers and Land Surveyors Annual Membership	485.00
53274	12/07/2011	12/29/2011	Fastenal Industrial & Construction Supplies	Hand Soap for Dispensers	128.23
53275	11/30/2011	12/29/2011	Paul Davis Partnership LLP	Design of Imjin Office Park Bldg C	312.50

53276	12/12/2011	12/29/2011	Hoge Fenton Jones & Appel	Legal services for November 2011	769.69
53277	11/15/2011	12/29/2011	Earth Systems Pacific	Geotechnical Consulting Services for Eastern Distribution System Project	1,920.00
53278	12/06/2011	12/29/2011	Geisler	(1600) Disconnect Orders	442.82
53279	12/21/2011	12/29/2011	ACWA Health Benefits Authority (EAP)	December Premium	113.28
53280	11/24/2011	12/29/2011	McGrath Rent Corp.	Mobile Modular for Regional Project	210.01
53281	12/06/2011	12/29/2011	NCH Corporation	(55)-gals of well oil for O&M Dept	2,564.87
53282	12/01/2011	12/29/2011	TJC and Associates Inc	Well #34 Specifications (Prop 50), SCADA Communications Solutions	16,439.02
53283	12/12/2011	12/29/2011	Green Rubber-Kennedy AG	Diaphragm Kit for O&M Sprayer	49.03
53284	12/12/2011	12/29/2011	Public Agency Retirement Services	PARS Administrative Fee 10/2011	327.81
53285	12/13/2011	12/29/2011	Bank of the West	Document Storage Lease	3,165.83
53286	12/07/2011	12/29/2011	Jae Butler	309 Costa Del Mar Rd-Toilet Rebate	361.00
53287	12/12/2011	12/29/2011	Charlotte Miller	207 Barbee Ct-Washing Machine Rebate	125.00
53288	12/07/2011	12/29/2011	Clay Lee Hong	3156 De Forest Rd-Toilet Rebate	125.00
53289	12/12/2011	12/29/2011	Helga Abear	144 Ora Ct-Toilet Rebate	250.00
53290	12/06/2011	12/29/2011	John Hardy	486 Crivello Rd-Washing Machine Rebate	125.00
53291	12/07/2011	12/29/2011	Ben Reed	3206 Susan Ave-Washing Machine Rebate	125.00
53292	11/30/2011	12/29/2011	Martin Peters	Tow Vehicle #0504 to Cypress Ford & back	160.00
53293	12/09/2011	12/29/2011	Rabobank, N.A. - Pers Loan	CalPers Loan Payment	10,231.70
53294	12/29/2011	12/29/2011	Rabobank, N.A. - Pers Loan	CalPERS Loan Payment Payoff plus Interest	365,508.10
				<b>Total Disbursements December 2011</b>	<b>1,221,659.01</b>

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 8-D

Meeting Date: January 10, 2012

Submitted By: Jim Heitzman

Presented By: Jim Heitzman

Agenda Title: Approve the Draft Minutes of the Regular Board Meeting of December 13, 2011

Detailed Description: The Board of Directors is requested to approve the attached draft minutes of December 13, 2011.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *Strategic Plan, Mission Statement – Providing high quality water, wastewater and recycled water services to the District's expanding communities through management, conservation and development of future resources at reasonable costs.*

Financial Impact:     \_\_\_ Yes     \_\_\_ **X** No

Funding Source/Recap: None.

Material Included for Information/Consideration: Draft minutes of December 13, 2011.

Staff Recommendation: The Board of Directors approve the draft minutes of the December 13, 2011 regular Board meeting.

Action Required:     \_\_\_ Resolution     \_\_\_ **X** Motion     \_\_\_ Review

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Board Action

\_\_\_ Resolution No \_\_\_     Motion By \_\_\_\_\_     Seconded By \_\_\_\_\_

Ayes \_\_\_\_\_     Abstained \_\_\_\_\_

Noes \_\_\_\_\_     Absent \_\_\_\_\_

Reagendized \_\_\_\_\_     Date \_\_\_\_\_     No Action Taken \_\_\_\_\_

Marina Coast Water District

District Office  
11 Reservation Road  
Marina, California

Regular Board Meeting  
December 13, 2011  
6:45 p.m.

Draft Minutes

1. Call to Order:

President Lee called the meeting to order at 6:45 p.m. on December 13, 2011.

2. Roll Call:

Board Members Present:

Bill Lee – President  
Dan Burns – Vice President  
Howard Gustafson  
Jan Shriner  
Kenneth K. Nishi

Board Members Absent:

None

Staff Members Present:

Jim Heitzman, General Manager  
Lloyd Lowrey, Legal Counsel  
Carl Niizawa, Deputy General Manager/District Engineer  
Jean Premutati, Management Services Administrator  
Kelly Cadiente, Director of Administrative Services  
Thomas Barkhurst, Water Quality Chemist  
Brian True, Capital Projects Manager  
Patrick Breen, Capital Projects Manager  
Sean Knight, Assistant Engineer  
James Derbin, Interim Operations and Maintenance Superintendent  
Joe Correa, Interim Assistant Operations and Maintenance Superintendent  
Dale North, Systems Operator III  
Paula Riso, Executive Assistant/Board Clerk

Audience Members:

Brian McCarthy, Marina Resident  
Richard Newhouse, Marina Resident  
Bob Holden, MRWPCA  
Andy Sterbenz, Schaaf & Wheeler  
Evelina Adlawan

Heidi North  
Richard and Gail Youngblood  
George Riley  
Suresh Prasad

3. Election of Board President and Vice President:

President Lee commented that he appreciated the support he received during 2011 but due to job constraints, he asked that his name be removed from the potential election.

Director Shriner made a motion to nominate Director Burns as President. Director Nishi seconded the motion. The motion was passed.

Director Gustafson	-	Yes	Vice President Burns	-	Yes
Director Shriner	-	Yes	President Lee	-	Yes
Director Nishi	-	Yes			

Director Nishi made a motion to nominate Director Gustafson as Vice President. Director Lee seconded the motion. The motion was passed.

Director Gustafson	-	Yes	Director Lee	-	Yes
Director Shriner	-	Yes	President Burns	-	Yes
Director Nishi	-	Yes			

The Board entered into closed session at 6:49 p.m., after announcement per Government Code Section 54957.7(a) by Mr. Lloyd Lowrey, Legal Counsel.

3. Closed Session:

- A. Pursuant to Government Code 54956.9  
Conference with Legal Counsel – Existing Litigation  
(Subdivision (a) of Section 54956.9)  
Ag Land Trust v. Marina Coast Water District and Does 1-100, Monterey County Superior Court Case No. M105019 (First Amended Petition for Writ of Mandate and Complaint for Declaratory Relief)
- B. Pursuant to Government Code Section 54956.95  
Liability Claims  
Claimant: Ausonio Incorporated  
Agency Claimed Against: Marina Coast Water District
- C. Pursuant to Government Code Section 54956.9  
Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation Pursuant to Subdivision (b)  
One Case

A letter dated June 21, 2011, from the Monterey County Board of Supervisors transmitted a “Summary of Preliminary Findings Regarding Director Stephen Collins’ Business Relationship With RMC Water and Environment and Marina Coast Water District.” The Summary, prepared by Remcho, Johansen & Purcell, LLP, states that certain conduct raises questions about the validity of contracts to which Marina Coast Water District is a party. Based on the statements in the Remcho Summary, and based on reports in the news media, a point has been reached where, in the opinion of the MCWD Board based on the advice of its legal counsel, there is a significant exposure to litigation against MCWD.

- D. Pursuant to Government Code Section 54959.9  
Conference with Legal Counsel – Anticipated Litigation  
Potential Initiation of Litigation (c)  
One Case
- E. Pursuant to Government Code Section 54957  
Public Employee Performance Evaluation  
Title: District Counsel

President Burns reconvened the meeting to open session at 7:17 p.m.

5. Possible Action on Closed Session Items:

Mr. Lowrey reported the following:

- 4-A – the Board of Directors conferred with Legal Counsel, no action was taken.
- 4-B – no action was taken.
- 4-C – the Board of Directors conferred with Legal Counsel, no action was taken.
- 4-D – the Board of Directors conferred with Legal Counsel, no action was taken.
- 4-E – this item was deferred until later in the meeting.

6. Pledge of Allegiance

President Burns led everyone present in the pledge of allegiance.

7. Oral Communications:

No comments were made.

8. Presentations:



- A. Consider Adoption of Resolution No. 2011-84 in Recognition and Appreciation of Richard Youngblood, Conservation Coordinator, Upon His Retirement from the Marina Coast Water District:

Director Nishi made a motion to adopt Resolution No. 2011-84 recognizing Richard Youngblood, Conservation Coordinator, upon his retirement from the Marina Coast Water District. Vice President Gustafson seconded the motion. The motion was passed.

Director Lee	-	Yes	Vice President Gustafson	-	Yes
Director Shriner	-	Yes	President Burns	-	Yes
Director Nishi	-	Yes			

Mr. Jim Heitzman, General Manager, read the narration and presented Mr. Youngblood with his plaque. Mr. Youngblood voiced his appreciation and thanks to the Board, and past and present employees.

- B. Consider Adoption of Resolution No. 2011-85 in Recognition of Dale North, System Operator III, for 20 Years of Service to the Marina Coast Water District:

Director Nishi made a motion to adopt Resolution No. 2011-85 recognizing Dale North, System Operator III, for 20 years of service to the Marina Coast Water District. Vice President Gustafson seconded the motion. The motion was passed.

Director Lee	-	Yes	Vice President Gustafson	-	Yes
Director Shriner	-	Yes	President Burns	-	Yes
Director Nishi	-	Yes			

Mr. Heitzman read the narration and presented Mr. North with a plaque and gift certificate.

President Burns recessed the meeting from 7:28 until 7:35 p.m. so everyone could enjoy a congratulatory slice of cake.

Director Gustafson left the meeting at 7:30 p.m. due to illness.

9. Consent Calendar:

Director Shriner requested to pull items B, E, and F from the Consent Calendar. Director Nishi requested to pull item A from the Consent Calendar.

Agenda Item 9 (continued):

Director Shriner made a motion approve Consent Calendar consisting of items:

- C. Adopt Resolution No. 2011-88 to Approve a Memorandum of Understanding between Monterey Regional Water Pollution Control Agency and Marina Coast Water District for Conducting a Public Education Program for the Southern Monterey Bay Dischargers Group
- D. Approve the Proposed Regular Board Meeting Dates for 2012
- G. Approve the Draft Minutes of the Regular Board Meeting of November 8, 2011
- H. Approve the Draft Minutes of the Special Board Meeting of November 19, 2011

Director Lee seconded the motion. The motion was passed.

Director Lee	-	Yes	Vice President Gustafson	-	Absent
Director Shriner	-	Yes	President Burns	-	Yes
Director Nishi	-	Yes			

- A. Adopt Resolution No. 2011-86 to Approve the District Surplus Property Policy:

Director Nishi asked that Section II contain the same language as Section IIIC regarding advertising the sale of these properties to the general public. He also asked what differences were in the handout that was on the dais at the start of the meeting. Ms. Kelly Cadiente, Director of Administrative Services, commented that the handout added language to prohibit directors and consultants, along with the District employees, from purchasing or acquiring surplus District property.

Director Nishi made a motion to adopt Resolution No. 2011-86 to approve the District Surplus Property Policy with the noted corrections. Director Lee seconded the motion. Director Shriner inquired who the Risk Manager was. Ms. Cadiente noted that the District's Management Services Administrator, Ms. Jean Premutati, was the Risk Manager as it fell under her duties. The motion was passed.

Director Lee	-	Yes	Vice President Gustafson	-	Absent
Director Shriner	-	Yes	President Burns	-	Yes
Director Nishi	-	Yes			

- B. Adopt Resolution No. 2011-87 to Approve the Early Pay-Off of Rabobank Loan #870001432:

Director Shriner asked which reserve fund would be used to pay off this loan. Ms. Cadiente answered that the loan would be paid from the general operating reserve accounts for each cost center; Marina Water, Marina Sewer, Ord Water, and Ord Sewer.

Agenda Item 9-B (continued):

Director Shriner made a motion to adopt Resolution No. 2011-87 approving the early pay-off of Rabobank Loan #870001432. Director Lee seconded the motion. The motion was passed.

Director Lee	-	Yes	Vice President Gustafson	-	Absent
Director Shriner	-	Yes	President Burns	-	Yes
Director Nishi	-	Yes			

E. Approve the Expenditures for the Month of November 2011:

Director Shriner commented that in reviewing the past budget, the budget for RMC was \$704,000 and noted that last month the District paid \$780,000 with another \$80,000 payment to RMC this month. She asked to find out about work product and how much over cost the District is at this point. Mr. Carl Niizawa, Deputy General Manager/District Engineer, commented that the work product was provided in the Regional Project update at the last Board meeting. He added that RMC is currently under budget and the reports and billing are being provided bi-monthly as work has slowed on the project. Mr. Heitzman commented that the District is not allowed to spend more than was approved by the Board and there may have been amendments to the contract. He said that staff would look into the budget for RMC. Director Shriner asked if the billing and reports would be provided on a bi-monthly basis instead of monthly. Ms. Cadiente stated that due to the slow-down of activity, they would be billing and reporting bi-monthly with November and December's activities coming out in early January.

President Burns suggested providing the RMC invoice with the check register so Directors could see what work product the District was paying for. Director Nishi stated that it would be easier for the Directors to contact staff with their questions prior to the Board meeting so staff could provide the information at the meeting, or, the Director could meet with staff to review the information. President Burns suggested Mr. Niizawa phone Directors prior to the meeting and answer any clarifying questions they may have.

Mr. Niizawa commented that next month's packet would have the latest update for the Regional Project.

Director Shriner made a motion to approve the Expenditures for the Month of November 2011. Director Lee seconded the motion. The motion was passed.

Director Lee	-	Yes	Vice President Gustafson	-	Absent
Director Shriner	-	Yes	President Burns	-	Yes
Director Nishi	-	Yes			

F. Approve the Draft Minutes of the Regular Board Meeting of October 11, 2011

Director Shriner stated that she wasn't sure why one public member's comments needed to be singled out and questioned the cost to the District to do this kind of transcription. She asked what Director Nishi was trying to accomplish there. Director Nishi said that he had addressed that when it was asked before and noted that on page 48 of the packet, second paragraph from the bottom, states "Director Nishi commented that he feels an obligation to set the record straight when someone makes a false accusation. Director Shriner disagreed."

Director Shriner noted that during that meeting she said there were other ways of dealing with false statements such as the General Manager or Legal Counsel handling them. President Burns said the he agrees that if a comment is made that is incorrect, someone such as the President, General Manager or Legal Counsel, who has knowledge of what is correct, should say something.

Director Nishi made a motion to approve the draft minutes of October 11, 2011. Director Lee seconded the motion. Director Shriner commented that what someone thought they thought was wrong was not actually wrong. President Burns stated that he would not allow any more comment on this item. The motion was passed.

Director Lee	-	Abstained	Vice President Gustafson	-	Absent
Director Shriner	-	Yes	President Burns	-	Yes
Director Nishi	-	Yes			

10. Action Items:

A. Consider Directing Staff to Draft a Request for Proposals for District Legal Services:

Vice President Burns stated that this item was tabled which in turn affects item 4-E.

B. Consider Adoption of Resolution No. 2011-89 to Approve a Professional Services Agreement to Provide Information Technology Support Services to the District:

Ms. Cadiente introduced this item explaining the proposals received and the matrix ranking those proposals. Director Shriner voiced her appreciation of the matrix with the criteria and table included. She asked what the difference was between the top two proposals. Ms. Cadiente explained that TFD is currently working for the District on an interim basis and their proposal has a retainer that includes 25 hours of projected monthly maintenance. She added that MBT's proposal has a retainer that includes 60 hours of projected monthly maintenance, but it could be adjusted to any number of hours needed. Ms. Cadiente commented that MBT comes highly recommended and provides service to the Pebble Beach Community Services District and the Monterey Peninsula Unified Air Pollution Control Board.

Agenda Item 10-B (continued):

Director Nishi asked what the Budget and Personnel Committee recommended. Ms. Cadiente answered that Budget and Personnel Committee recommended that staff follow up with MBT and TFD to clarify the proposed maintenance hours and after clarification, it was determined that MBT was the most cost efficient.

Director Nishi made a motion to approve a Professional Services Agreement with MBT to provide Information Technology Support Services to the District. Director Lee seconded the motion. The motion was passed.

Director Lee	-	Yes	Vice President Gustafson	-	Absent
Director Shriner	-	No	President Burns	-	Yes
Director Nishi	-	Yes			

C. Consider Adoption of Resolution No. 2011-90 to Authorize a Professional Services Agreement with The EDCCO Group, Inc. to Provide SCADA Integration and Support Services Relating to the Eastern Distribution System:

Mr. Niizawa introduced this item explaining that the SCADA system is an integral part of running the Districts systems. Director Shriner asked if a Request for Proposals was sent out. Mr. Niizawa answered that they were selected by their qualifications as an engineering group and for the work they have done on the SCADA system already. Director Lee asked if The EDCCO Group has the capability to work remotely. Mr. Niizawa answered that they did. President Burns asked if there was a problem with sole-sourcing this project. Mr. Lowrey answered that there shouldn't be sole-sourcing but it depended on the circumstances. Mr. Niizawa stated that the District couldn't wait for bids as they are on the cutting edge for meeting the Grant deadline for the two projects. Mr. Lowrey stated that this was for services and it is not subject to the requirements of the contracting code as public works is.

Director Nishi questioned the percentage split between the Well 34 and Watkins Gate projects and asked for the information to be provided to the Directors.

Director Nishi made a motion to adopt Resolution No. 2011-90 authorizing a Professional Services Agreement with The EDCCO Group, Inc. to provide SCADA Integration and Support Services relating to the Eastern Distribution System. Director Lee seconded the motion. The motion was passed.

Director Lee	-	Yes	Vice President Gustafson	-	Absent
Director Shriner	-	Yes	President Burns	-	Yes
Director Nishi	-	Yes			

D. Consider Adoption of Resolution No. 2011-91 to Approve a Professional Services Agreement with Tramutola, LLC. For Public Outreach Services:

Mr. Niizawa introduced this item. Director Shriner stated that she would like to see the proposals as the Information Technology item did. Mr. Niizawa answered that the Budget and Personnel Committee requested that the proposals for Information and Technology be brought to the Board for consideration, while the Outreach Ad Hoc Committee recommended selection of Tramutola.

Director Nishi made a motion to adopt Resolution No. 2011-91 approving a Professional Services Agreement with Tramutola, LLC. for Public Outreach Services. Director Lee seconded the motion. The motion was passed.

Director Lee	-	Yes	Vice President Gustafson	-	Absent
Director Shriner	-	No	President Burns	-	Yes
Director Nishi	-	Yes			

E. Consider Adoption of Resolution No. 2011-92 to Approve a Memorandum of Understanding between the Monterey Peninsula Water Management District, the Marina Coast Water District, the City of Seaside, and the Seaside Basin Watermaster Regarding Water Used for Irrigation of Golf Courses:

Mr. Heitzman introduced this item explaining that this MOU would complete the water loan that the Board approved several years ago. He added that staff was very innovative in coming up with a plan to allow the Monterey Peninsula Water Management District and the City of Seaside to avoid having to pay for the water at the 5<sup>th</sup> tier of the California American Water rates. Director Shriner asked for clarification on which basin the water was provided from. Mr. Heitzman answered that it was the Salinas Basin. Director Lee asked for further clarification. Mr. Heitzman answered that the District already serves the Bayonet and Blackhorse Golf Courses drinking water as they are part of the Ord Community; however, the golf courses have wells in the Seaside Basin for their landscaping use. He explained that the two basins overlap right at that area. Director Lee asked if legal counsel was okay with the agreement. Mr. Lowrey answered that he approved of the agreement and the creative way staffs were able to work together to solve an issue to the benefit of everyone.

Director Lee made a motion to adoption Resolution No. 2011-92 to approve a Memorandum of Understanding between the Monterey Peninsula Water Management District, the Marina Coast Water District, the City of Seaside, and the Seaside Basin Watermaster Regarding Water Used for Irrigation of Golf Courses. President Burns seconded the motion. The motion was passed.

Director Lee	-	Yes	Vice President Gustafson	-	Absent
Director Shriner	-	Abstained	President Burns	-	Yes
Director Nishi	-	Yes			

F. Consider Adoption of Resolution No. 2011-93 to Approve a Professional Services Agreement for Wastewater Engineering Services with Wood Rodgers, Inc. for the Reservation Road Siphon Remediation Project:

Mr. Sean Knight, Assistant Engineer, introduced this item.

Director Lee made a motion to adoption Resolution No. 2011-93 to approve a Professional Services Agreement for Wastewater Engineering Services with Wood Rodgers, Inc. for the Reservation Road Siphon Remediation Project. Director Shriner seconded the motion. The motion was passed.

Director Lee	-	Yes	Vice President Gustafson	-	Absent
Director Shriner	-	Yes	President Burns	-	Yes
Director Nishi	-	Yes			

G. Consider Providing Direction Regarding the Monthly Water Meter Rate Charge for Upsized Meters with Fire Protection Sprinkler Systems:

Mr. Niizawa introduced this item explaining that to make any rate change would require going through a Prop. 218 process and stated that staff was looking for direction from the Board of Directors.

Mr. Brian McCarthy, Marina resident, congratulated President Burns on his election and encouraged the Board to work quickly and methodically to resolve the issue of lowering rates for fire protection sprinkler systems.

Director Shriner voiced her concern over rushing through a rate change process and suggested looking at rate changes during the next scheduled rate study, and then reimbursing the customers retroactively to the time it was brought to the District's attention.

Director Nishi asked Mr. Lowrey to explain what process the District would need to follow if any. Mr. Lowrey explained that if the District were to increase or change rates or a rate structure, it would best be completed in a rate study and followed by a Prop. 218 process. Director Nishi explained to Mr. McCarthy that the District must follow the rules for rates, and although it may be a slow process, the District is heading in the right direction.

Director Nishi suggested giving direction for the District to do a rate study and have the Budget and Personnel Committee start discussing a rate study; the issue with fire sprinklers; and the rationale of why the District is not charging for the commercial/industrial fire protection.

President Burns asked if a Prop. 218 process had to go along with an election. Mr. Heitzman answered that it could be done anytime as it was sent through the mail. Mr. Lowrey added that the only constraints with Prop. 218. were time constraints.

Agenda item 10-G (continued):

Mr. Lowrey commented that it would be prudent to have a rate study to make sure that the benefits are commensurate with the rates that are being charged.

President Burns asked when the next rate study would happen and how long would it take to complete. Mr. Heitzman answered that the next rate study wouldn't be until the next spring and would take several months. President Burns asked if retroactive reimbursement would be possible. Mr. Lowrey said that it would have to be looked at in the rate study.

The Board gave direction to tie the fire sprinkler protection charges into the next scheduled rate study and to have Budget and Personnel look into the fire sprinkler issue.

#### 11. Informational Items:

##### A. General Manager's Report:

Mr. Heitzman wished everyone a happy holiday season. He added that staff was working on reorganization and a report would be going to the next Budget and Personnel Committee and it may be tied to a salary survey. Mr. Heitzman noted that FORA, who has a very professional, hardworking staff, was taking a salary survey to their next Board meeting. Mr. Heitzman stated that the District employees have informally asked to open the MOU negotiations earlier this year which benefits the District in performing a more accurate budget for 2011/2012.

##### B. District Engineer's Report:

No report.

##### C. Counsel's Report:

No report.

##### D. Committee and Board Liaison Reports:

###### 1. Water Conservation Commission:

The meeting was boiler-plate.

###### 2. Joint City-District Committee:

Director Nishi commented that the minutes are included in the packet.

###### 3. Budget and Personnel Committee:

Director Nishi commented that the minutes are included in the packet.



4. Executive Committee:

Director Nishi commented that the minutes are included in the packet.

5. Community Outreach:

Director Nishi stated that the update would be given by Vice-President Gustafson, but he left early due to illness.

6. MRWPCA Board Member:

Director Nishi commented that at the last meeting, there was a recommendation that the MRWPCA Board consider formulating a JPA with other alternatives to provide governance on Monterey Peninsula water projects; to determine if the MRWPCA could oversee the construction of the Regional Desalination Plant; and consider financing for the water projects to be done through a public funding mechanism subject to Prop. 218. He said that there was also a recommendation for the MRWPCA Chair to appoint an Ad Hoc Committee to include two members of the Recycled Water Committee to work with the mayor's group in developing an alternative governance option. Director Nishi added that there was also an action item to endorse the approach and timetable that MRWPCA staff and legal counsel propose for preparation of the water supply governance alternatives report recommended by the Recycled Water Committee. Director Nishi voiced his concern that this was inconsistent with the existing agreement and provisions allowed in the JPA and asked where the agreement provides funds to be expended to for what they are proposing. He suggested that maybe it should be on the next agenda for the District to send a letter stating these concerns.

7. FORA

Director Nishi said the meeting was scheduled for Friday and included a salary survey with an approximate 15% pay increase. He agreed that the FORA staff was very professional and hardworking.

8. LAFCO Liaison:

Director Nishi commented that they discussed the District's proposed annexation and that LAFCO staff had some concerns which the District will need to address.

9. JPIA Liaison:

Director Shriner commented that JPIA has a new CEO, and an announcement was sent out through ACWA that there were EPA grant funds available for urban water programs with webinars on December 14<sup>th</sup> and January 25<sup>th</sup>.

10. Special Districts Association Liaison

No comment.

11. CalDesal:

President Burns commented that they held their annual meeting at the ACWA Conference and they are still working with the SWRCB.

12. Regional Desalination Reports:

Mr. Heitzman stated they were still in mediation.

12. Director's Comments:

Director Shriner commented that she was wondering if the Board could get an update on what the Water Conservation Commission was discussing regarding their purpose and method of recruitment.

Director Nishi stated that he had commented the expenses were up and revenue was down and asked for a report explaining why that was. He voiced his concern on the fire sprinklers and how the City of Marina requires a 1" meter. Director Nishi said he is concerned on what size the lateral is between the meter and the lateral because if the lateral is 3/4", it won't help if they have a 1" meter. Director Nishi wished all the staff a happy holiday.

President Burns wished everyone a happy holiday as well.

13. Adjournment:

The meeting was adjourned at 8:44 p.m.

APPROVED:

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Dan Burns, President

ATTEST:

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Jim Heitzman, General Manager

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 9-A

Meeting Date: January 10, 2012

Submitted By: Carl Niizawa

Presented By: Carl Niizawa

Reviewed By: Jim Heitzman

Agenda Title: Receive an Update on the Ord Community Annexation Process and Receive Public Comments on the Proposed Draft Ord Community Sphere of Influence Amendment, Service Area Annexation and Draft Initial Study/Negative Declaration

Detailed Description: The Board will receive an update regarding the Ord Community Annexation process, the comment letters received during the public review period on the Draft Negative Declaration, and (as previously noticed) a public hearing to receive oral comments on the Draft Initial Study/Negative Declaration prepared for the Ord Community Annexation.

MCWD prepared a Draft Initial Study/Negative Declaration, pursuant to the requirements of the California Environmental Quality Act (CEQA) contained in Cal. Pub. Res. Code Section 21000 et seq. for the Ord Community Sphere of Influence Amendment and Service Area Annexation.

Amending the District sphere of influence and jurisdictional boundary is an action under the Local Agency Formation Commission of Monterey County (LAFCO). The CEQA Draft Initial Study (IS) and Negative Declaration (ND) was prepared pursuant to CEQA to accompany the future LAFCO application.

The District currently provides water, wastewater and recycled water service to the former Fort Ord (Ord Community) under the Water/Wastewater Facilities Agreement with the Fort Ord Reuse Authority (FORA), dated March 13, 1998. The term of the agreement is coincident with the legal existence of FORA. FORA is a public corporation of the State of California established by the FORA Act, and will cease to exist in 2014 unless the FORA act is amended by the Legislature. The areas proposed for annexation under this Draft Initial Study/Negative Declaration are consistent with the areas currently served under this agreement and are consistent with LAFCO's recommendations in the most recent Municipal Services Review for the Monterey Peninsula Area.

Environmental Review Compliance: This IS/ND was circulated for public review on October 31, 2011, with an initial deadline for written comments of November 30, 2011. The deadline for receipt of written comments was later extended to December 15, 2011. At this hearing, the Board will also receive public comment on the on the Draft Initial Study/Negative Declaration.

Prior Committee or Board Action: On September 13, 2011, the Board of Directors reviewed the proposed project description for Annexation of the Ord Community and authorized staff to prepare and circulate a CEQA Initial Study.

Board Goals/Objectives: *Strategic Plan, Goal No. 2: To meet 100% of current and future customers' needs and make timely improvements and increase infrastructure and level of services and human resources to meet needs of expanding service areas in an environmentally sensitive way. Goal No. 3: The District shall adopt a governance model in a timely manner that accomplishes the District's mission, provides fair political representation and separate service area cost centers, and appropriately assigns full marginal costs to future customers.*

Financial Impact:      Yes      No

Funding Source/Recap: Funding for this effort will come from the FY 2011/2012 Engineering Department budget for Engineering Consultants, Ord Water and Sewer cost centers.

Material Included for Information/Consideration:

- Figure showing the areas currently receiving water service from MCWD
- The Draft Initial Study / Negative Declaration for the Ord Community Sphere of Influence Amendment and Service Area Annexation as provided for public review on October 31, 2011.
- A list of comment letters received.
- Comment Letters

Staff Recommendation: Receive update and hold a public hearing to receive oral comments from the public on the Draft Initial Study / Negative Declaration for the Ord Community Sphere of Influence Amendment and Service Area Annexation.

Action Required:      Resolution      Motion      Review

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Board Action

Resolution No      Motion By      Seconded By

Ayes      Abstained

Noes      Absent

Reagendized      Date      No Action Taken

**MCWD Ord Community SOI Amendment and  
Service Area Annexation IS/ND Comment Letters Updated (December 19, 2011)**

<b>Commenter</b>	<b>Date Received</b>
A - Monterey Peninsula Water Management District	11/14/2011
B - City of Del Rey Oaks	11/18/2011
C - LandWatch Monterey County	11/21/2011
D - California State Clearinghouse and Planning Unit	11/28/2011
E - Monterey County Planning Department	11/28/2011
F - Monterey Bay Unified Air Pollution Control District	12/01/2011
G - Local Agency Formation Commission Monterey County	12/12/2011
H - City of Marina	12/12/2011
I - Seaside County Sanitation District	12/13/2011
J - City of Monterey	12/14/2011
K - Monterey Peninsula Water Management District	12/15/2011
L - Monterey Regional Water Pollution Control Agency	12/15/2011
M - Law Offices of Michael W. Stamp	12/15/2011

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 10-A

Meeting Date: January 10, 2012

Submitted By: Carl Niizawa

Presented By: Carl Niizawa

Reviewed By: Jim Heitzman

Agenda Title: Consider Forming an Ad Hoc Committee to Address Issues Related to the Ord Community Annexation Process

Detailed Description: The Board of Directors is requested to consider forming an Ad Hoc Committee to address issues related to the Ord Community Annexation process.

The District currently provides water, wastewater and recycled water service to the former Fort Ord (Ord Community) under the Water/Wastewater Facilities Agreement with the Fort Ord Reuse Authority (FORA), dated March 13, 1998. The term of the agreement is coincidental with the legal existence of FORA. FORA is a public corporation of the State of California established by the FORA Act, and will cease to exist in 2014 unless the FORA act is amended by the Legislature.

Amending the District sphere of influence and service area boundary is an action under the Local Agency Formation Commission of Monterey County (LAFCO). A CEQA Draft Initial Study/Negative Declaration (IS/ND) was prepared to accompany the future LAFCO application. This IS/ND was circulated for public review on October 31, 2011. Written comments were received through December 15, 2011, and a public hearing to receive oral comments was scheduled for this meeting, on January 10, 2012.

Staff recommends that the Board of Directors appoint an Ad Hoc Committee to review issues, provide guidance on the LAFCO Application to staff, and return recommendations to the full Board of Directors.

Environmental Review Compliance: A Draft Initial Study/Negative Declaration was prepared and circulated for public review. The document may be recirculated for public review and comment if alterations are made to address comments received prior to final consideration by the Board of Directors.

Prior Committee or Board Action: The Board of Directors has taken a series of actions accepting responsibility for the provision of water, wastewater and recycled water service to the Ord Community. Key actions include:

- Entering into Water/Wastewater Facilities Agreement with FORA, March 13, 1998
- Submitting a Public Benefit Conveyance Application for the Fort Ord Water and Sewer Facilities, 1999
- Accepting the title to and easements for the Water and Sewer infrastructure on the former Fort Ord, Resolution 2001-52, October 24, 2001
- Certifying the final EIR for the Regional Urban Water Augmentation Project and Filing a Notice of Determination for the Project, resolution 2004-56, October 27, 2004

- Forming the Ord Community Ad Hoc Committee to make recommendations to the Board regarding annexation of the Ord Community to the District service area.
- Approving a Revised Memorandum of Understanding between Marina Coast Water District, Monterey County Water Resources Agency and the Monterey Regional Water Pollution Control Agency Regarding Cooperative Planning and Joint Analysis for a Monterey Regional Water Supply Program, Resolution 2009-44, July 1, 2009
- Directing District Staff to Work with LAFCO Staff to Initiate an Annexation Process of Any or All of the Ord Community, Resolution 2010-43, June 22, 2010
- Directing District Staff to Initiate the CEQA Process and Prepare a Draft LAFCO Application for Future Consideration, Resolution 2011-68, September 13, 2011

Board Goals: *Strategic Plan, Goal No. 2: To meet 100% of current and future customers' needs and make timely improvements and increase infrastructure and level of services and human resources to meet needs of expanding service areas in an environmentally sensitive way. Goal No. 3: The District shall adopt a governance model in a timely manner that accomplishes the District's mission, provides fair political representation and separate service area cost centers, and appropriately assigns full marginal costs to future customers.*

Financial Impact:      Yes      No

Funding Source/Recap: Funding for this effort will come from the FY 2011/2012 Engineering Department budget for Engineering Consultants, Ord Water and Sewer cost centers.

Material Included for Information/Consideration: None.

Staff Recommendation: The Board of Directors appoint an Ad Hoc Committee to address issues related to the Ord Community Annexation process.

Action Required:      Resolution      Motion      Review

Board Action

Resolution No \_\_\_\_\_ Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Reagendized \_\_\_\_\_ Date \_\_\_\_\_ No Action Taken \_\_\_\_\_

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 10-B

Meeting Date: January 10, 2012

Submitted By: Jean Premutati  
Reviewed By: Carl Niizawa

Presented By: Carl Niizawa

Agenda Title: Consider Directing Staff to Draft a Request for Proposals for District Legal Services

Detailed Description: At its June 14, 2011 Regular Board meeting, the question of calling for Request for Proposals (RFP) for District legal services came before the MCWD Board. There was discussion on this issue about sending Board representatives to speak to the firm Noland, Hammerly, Etienne, & Hoss regarding the Board concerns; however, no action was taken.

At its October 11, 2011 meeting, the Board considered this item again. With only four Board members present, there was a 2/2 split vote on taking action on directing staff to issue a RFP. At its December meeting, this item was pulled from the agenda and it has been requested that this matter be brought to the full Board for further discussion and possible action.

Environmental Review Compliance: None required.

Prior Committee or Board Action: The Board discussed and considered this item on June 14, 2011, and on October 11, 2011.

Board Goals/Objectives: *Mission Statement – Providing high quality water, wastewater and recycled water services to the District's expanding communities through management, conservation and development of future resources at reasonable costs.*

Financial Impact:     \_\_\_Yes     \_\_X\_\_No

Funding Source/Recap:     None.

Material Included for Information/Consideration:     None.

Staff Recommendation: The Board requested this item to be placed on the agenda.

Action Required:     \_\_\_\_\_Resolution     \_\_X\_\_Motion     \_\_\_\_\_Review



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Board Action

\_\_\_\_ Resolution No \_\_\_\_ Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Reagendized \_\_\_\_\_ Date \_\_\_\_\_ No Action Taken \_\_\_\_\_

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 10-C

Meeting Date: January 10, 2012

Submitted By: Jean Premutati  
Reviewed By: Carl Niizawa

Presented By: Jean Premutati

Agenda Title: Consider Adoption of Resolution No. 2012-03 to Direct Staff to Distribute a Request for Proposals to Conduct a District Compensation and Classification Survey

Detailed Description: The Board of Directors is requested to direct staff to distribute a Request for Proposals (RFP) to obtain professional services to conduct a District-wide compensation and classification survey.

At the December Budget and Personnel meeting, the Committee requested that staff propose a District-wide salary survey to the Board for consideration and direction to distribute a RFP. The Committee recommended that a total compensation (salary and benefits) survey and classification review be independently conducted.

Staff recommends setting a budget not to exceed \$25,000 for the size and scope of work expected.

Environmental Review Compliance: None.

Prior Committee or Board Action: N/A

Board Goals/Objectives: *Strategic Plan, Mission Statement – Providing high quality water, wastewater and recycled water services to the District's expanding communities through management, conservation and development of future resources at reasonable costs.*

Financial Impact:      Yes      No

Funding Source/Recap: Consultant Fees -Expenditures are allocated across the five cost centers; 01-Marina Water, 02-Marina Sewer, 03-Fort Ord Water, 04-Fort Ord Sewer, 05-Recycled Water

Material Included for Information/Consideration:     Resolution No. 2012-03.

Staff Recommendation: The Board of Directors consider directing staff to distribute a Request for Proposal to obtain professional services to conduct a compensation and classification survey.

Action Required:      Resolution      Motion      Review  
(Roll call vote is required.)

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Board Action

\_\_\_\_ Resolution No \_\_\_\_ Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Reagendized \_\_\_\_\_ Date \_\_\_\_\_ No Action Taken \_\_\_\_\_

January 10, 2012

Resolution No. 2012-03  
Resolution of the Board of Directors  
Marina Coast Water District  
Approve Staff to Distribute a Request for Proposals to Conduct a  
Compensation and Classification Survey

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on January 10, 2012 at the business office of the District, 11 Reservation Road, Marina, California as follows:

WHEREAS, the Budget and Personnel Committee requested that staff propose a District-wide salary survey to the Board for consideration and distribute Requests for Proposals (RFP); and,

WHEREAS, the Committee recommended that a total compensation (salary and benefits) survey and classification review be independently conducted; and,

WHEREAS, staff recommends a budget not-to-exceed \$25,000 for the size and scope of work expected.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby direct staff to distribute a Request for Proposals to conduct a Compensation and Classification Survey.

PASSED AND ADOPTED on January 10, 2012, 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 \_\_\_\_\_

\_\_\_\_\_  
Dan Burns, President

ATTEST:

\_\_\_\_\_  
Jim Heitzman, 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. 2012-03 adopted January 10, 2012.

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Jim Heitzman, Secretary

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 10-D

Meeting Date: January 10, 2012

Submitted By: Jim Heitzman

Presented By: Jim Heitzman

Agenda Title: Consider Director Appointments to Standing Committees of the Board and to Outside Agencies for 2012

Detailed Description: The Board is asked to consider Director appointments to standing committees and outside agencies for 2012. The Joint City/District, Budget and Personnel, Executive and Community Outreach Committees shall have two appointed directors and such other persons as the Board may appoint; the Water Conservation Commission shall have one director appointed. The Operations and Maintenance and Project and Planning Committees were put on hiatus last year but are eligible to be reinstated per the direction of the Board President.

The Board also appoints directors to the following: Monterey Regional Water Pollution Control Agency (MRWPCA) Board of Director's, Fort Ord Reuse Agency (FORA) Board of Directors, liaison to the Monterey County Local Agency Formation Commission (LAFCO), ACWA Joint Powers Insurance Authority (JPIA), and the Special Districts Association of Monterey County (SDA).

The Board appoints representatives to the following District Standing Committees:

- |                                   |                               |
|-----------------------------------|-------------------------------|
| 1. Water Conservation Commission  | 1 Board member & 1 Alternate  |
| 2. Joint City/District Committee  | 2 Board members & 1 Alternate |
| 3. Budget and Personnel Committee | 2 Board members & 1 Alternate |
| 4. Executive Committee            | 2 Board members & 1 Alternate |
| 5. Community Outreach             | 2 Board members               |

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

- |           |                              |
|-----------|------------------------------|
| 1. MRWPCA | 1 Board member & 1 Alternate |
| 2. FORA   | 1 Board member & 1 Alternate |
| 3. LAFCO  | 1 Board member & 1 Alternate |
| 4. JPIA   | 1 Board member & 1 Alternate |
| 5. SDA    | 1 Board member & 1 Alternate |

Current Committee Assignments are:

- |                                   |                                     |
|-----------------------------------|-------------------------------------|
| 1. Water Conservation Commission  | Lee - Burns as Alternate            |
| 2. Joint City/District Committee  | Lee, Gustafson - Nishi as Alternate |
| 3. Budget and Personnel Committee | Lee, Burns - Nishi as Alternate     |
| 4. Executive Committee            | Lee, Burns - Nishi as Alternate     |
| 5. Community Outreach             | Gustafson, Lee                      |

Current appointments to outside agencies:

- |    |        |                                |
|----|--------|--------------------------------|
| 1. | MRWPCA | Nishi - Lee as Alternate       |
| 2. | FORA   | Nishi - Gustafson as Alternate |
| 3. | LAFCO  | Nishi - Staff as Alternate     |
| 4. | JPIA   | Shriner - Nishi as Alternate   |
| 5. | SDA    | Gustafson - Lee as Alternate   |

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *Strategic Plan, Mission Statement - Providing high quality water, wastewater and recycled water services to the District's expanding communities through management, conservation and development of future resources at reasonable costs.*

Financial Impact:  Yes  No

Funding Source/Recap: N/A

Material Included for Information/Consideration: None.

Staff Recommendation: The Board of Directors consider making Director appointments to Board of Director's Standing Committees and outside agencies for 2012.

Action Required:  Resolution  Motion  Review

Board Action

Resolution No  Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Reagendized \_\_\_\_\_ Date \_\_\_\_\_ No Action Taken \_\_\_\_\_