

Draft Minutes  
Budget and Personnel Committee Meeting  
May 25, 2012

1. Call to Order:

The Budget and Personnel Committee was called to order at 9:00 a.m. by President Burns. In attendance were:

- Committee members: President Burns and Vice President Gustafson.
- Staff: Jim Heitzman, Carl Niizawa, Kelly Cadiente, Jean Premutati, and Paula Riso.

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

No comments.

3. Approve the Draft Minutes for March 30, 2012:

Vice President Gustafson approved the minutes.

4. Consider Recommending Approval to the Board of Directors a Contract with Jeanine DeBacker as Personnel Attorney with the Firm of McPharlin Sprinkles & Thomas LLP:

Mr. Heitzman stated that the District had hired Ms. DeBacker when she worked for Hoge, Fenton, & Appel regarding some personnel issues. He said that Ms. DeBacker recently left that firm and joined another firm. Mr. Heitzman said that the District has three options, 1) since Ms. DeBacker is familiar with, and recently involved in, current issues, hire Ms. DeBacker at her new firm; 2) stay with Hoge, Fenton & Appel; or 3) use neither and use Noland, Hammerly, Ettienne and Hoss for personnel issues. The Committee agreed to forward this item to the Board and contract with Ms. DeBacker at the firm of McPharlin Sprinkles & Thomas LLP.

5. Receive and Review Draft Request for Proposals for Five-Year Financial Plan and Rate Study:

Mr. Heitzman commented that as discussed during prior Board meetings, staff is moving forward with preparing a five-year financial plan and rate study. He added that the RFP was provided for comment. President Burns commented that he wanted the rate study to look at the dual meter issue. Mr. Heitzman answered that it would also look at the fire meter charge as well. The Committee agreed to forward this item to the Board for consideration.

6. Receive Update on Information Technology Service Provider – Monterey Bay Technologies and Recommend Contract Renewal for FY 2012-2013:

Mr. Heitzman commented that the Board hired Monterey Bay Technologies (MBT) in December for a short-term contract and now staff would like to extend that contract long-term. He explained that MBT has done a great job bringing the District's servers and system up to the industry standard. Mr. Heitzman said that staff was very pleased with MBT's work.

7. Review FY 2012-2013 Ord Budget PowerPoint Presentation:

Mr. Heitzman commented that the budget needs to be adopted every year and although they don't have a vote on the FORA Board, CSUMB has advised the District that they plan to protest the budget. He explained that the District went through a Prop 218 process last year and it covered two years of rate increases. Mr. Heitzman stated that this proposed budget was prepared according to the approved Prop 218 process. Ms. Cadiente reviewed the PowerPoint slide she was going to present at the Water Wastewater Oversight Committee and the FORA Board meeting on June 8th.

8. Identify Agenda Items for the Next Committee Meeting:

Mr. Heitzman commented that staff would prepare an agenda and send it to the members prior to the meeting for any input.

9. Committee Member Comments:

No comments were made.

10. Adjournment:

The meeting was adjourned at 9:22 am.