



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

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DIRECTORS

THOMAS P. MOORE
President

JAN SHRINER
Vice President

HOWARD GUSTAFSON
WILLIAM Y. LEE
PETER LE

Agenda

Regular Board Meeting, Board of Directors

Marina Coast Water District

211 Hillcrest Avenue, Marina, California

Monday, March 3, 2014, **6:00 p.m.** PST

(Please note the earlier start time)

This meeting has been noticed according to the Brown Act rules. The Board of Directors meet regularly on the first and third Monday of each month. The meetings normally begin at 6:45 p.m. and are held at the City of Marina Council Chambers at 211 Hillcrest Avenue, 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. Public Comment on Closed Session Items *Anyone wishing to address the Board on matters appearing on Closed Session may do so at this time. Please limit your comment to four minutes. The public may comment on any other items listed on the agenda at the time they are considered by the Board.*

4. Closed Session

A. 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, Monterey County Superior Court Case No. M105019; Sixth Appellate District Court of Appeals Case Nos. H038550 and H039559
(Requested by the Board)

2) In the Matter of the Application of California-American Water Company (U210W) for Approval of the Monterey Peninsula Water Supply Project and Authorization to Recover All Present and Future Costs in Rates, California Public Utilities Commission No. A.12-04-019
(Requested by the Board)

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, February 27, 2014 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 March 17, 2014.

3) California-American Water Company vs Marina Coast Water District; Monterey County Water Resources Agency; and Does 1 through 10, San Francisco Superior Court Case No. CGC-13-528312 (Complaint for Declaratory Relief)
(Requested by the Board)

B. Pursuant to Government Code 54956.9
Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation Pursuant to Subdivision (b) of 54956.9
One Potential Case
(Requested by the Board)

C. Pursuant to Government Code 54957
Public Employee Performance Evaluation
Title: Interim General Manager
(Requested by the Board)

7:00 p.m. Reconvene Open Session

5. 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.*

6. Pledge of Allegiance

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

8. Special Legal Counsel Investigation Results and Possible Action

A. Receive a Report from Special Legal Counsel Regarding the Investigation on Employee Complaints Against Director Peter Le
(Requested by the Board)

Action: The Board of Directors will receive a report from special legal counsel regarding the investigation on employee complaints against Director Peter Le and consider if any action will be taken.

B. Receive a Report from Special Legal Counsel Regarding the Investigation on the Complaint by Director Gustafson as to an Alleged Attempt in Closed Session to Appoint Director Peter Le as Interim General Manager
(Requested by the Board)

Action: The Board of Directors will receive a report from special legal counsel regarding the investigation on the complaint by Director Gustafson as to an alleged attempt to appoint Director Peter Le as Interim General Manager during closed session and consider if any action will be taken.

- C. Receive a Report from Special Legal Counsel on Brown Act and Board Procedures Manual Requirements and Potential Legal Consequences for Disclosing Publicly Board Discussions Occurring in Closed Session
(Requested by the Board)

Action: The Board of Directors will consider the report and determine if further action is needed.

- D. Receive a Report from Special Counsel Regarding the Proposition 218 Process
(Requested by the Board)

Action: The Board of Directors will receive a report from special counsel regarding the Proposition 218 Process the District should follow and consider next steps.

9. Presentation

- A. Receive a Presentation from Brent Ives, BHI Consulting, on the District's Draft Five-Year Strategic Plan and Consider Accepting the Five-Year Strategic Plan for Marina Coast Water District
(Requested by the Board)

10. 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 four minutes.*

- A. Adopt Resolution No. 2014-09 to Approve a Change in Vendors for the Life and Accidental Death and Dismemberment Insurance and Short-Term/Long-Term Disability Benefits for District Employees
(Requested by Staff)
- B. Adopt Resolution No. 2014-10 to Extend a Certificate of Deposit Secured Non-Revolving Line of Credit from Rabobank, N.A. for \$3,276,000
(Requested by Staff)
- C. Approve the Draft Minutes of the Regular Board Meeting of February 3, 2014
(Requested by Staff)
- D. Approve the Draft Minutes of the Regular Board Meeting of February 18, 2014
(Requested by Staff)

11. 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 four minutes.*

- A. Meet with Neher & Associates and Provide Direction Regarding Recruitment of a General Manager
(Requested by the Board)

Action: The Board of Directors will meet with Neher & Associates and provide direction regarding recruitment of a General Manager.

- B. Consider Adoption of Resolution No. 2014-11 to Approve the District Technology Plan Appendix for FY 2014-2015
(Requested by Staff)

Action: The Board of Directors will consider approving the District Technology Plan Appendix for FY 2014-2015.

- C. Receive a Report on the Schedule to Provide All Developer Account Balances Showing all Deposits and Expenditures
(Requested by Director Le)
- D. Receive a Report on the Status and Updated Project Schedule on the BLM Building Including any issues such as cost overrun, Delay in Schedule, Etc.
(Requested by Director Le)
- E. Receive a Report from the Meetings Between President Moore and Interim General Manager with Seaside County Sanitation District
(Requested by Director Le)
- F. Receive a Report on the Meetings Between the Interim General Manager and MRWPCA
(Requested by Director Le)

12. Staff Report

- A. Receive 4th Quarter 2013 Ord Community Water Consumption and Sewer Flow Reports

13. 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 four minutes.*

- A. General Manager's Report
 - Correspondence Received by Board or General Manager
- B. Counsel's Report
- C. Committee and Board Liaison Reports
 - 1. Water Conservation Commission
 - 2. Joint City-District Committee
 - 3. Executive Committee
 - 4. Community Outreach
 - 5. MRWPCA Board Member Liaison
 - 6. LAFCO Liaison
 - 7. FORA
 - 8. WWOC Report
 - 9. JPIA Liaison
 - 10. Special Districts Association

14. Board Member Requests for Future Agenda Items

- A. Board Member Requests

15. Director's Comments

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

Regular Meeting: *Monday, March 17, 2014, 6:45 p.m.,
Marina Council Chambers
211 Hillcrest Avenue, Marina*

Marina Coast Water District
Agenda Transmittal

Agenda Item: 8-A

Meeting Date: March 3, 2014

Submitted By: Anne Olsen, Esq.

Presented By: Anne Olsen, Esq.

Reviewed By: Brian C. Lee

Agenda Title: Receive Report from Special Legal Counsel on Employee Complaints Against Director Peter Le

Detailed Description: The Board of Directors is requested to receive and discuss Special Legal Counsel's verbal and written Report regarding employee complaints against Director Peter Le and to consider possible next steps.

Environmental Review Compliance: None required.

Prior Committee or Board Action: On January 6, February 3, and February 18, 2014 the Board discussed this issue.

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: N/A

Material Included for Information/Consideration: Final Report on Investigation of Employee Complaint against Director Peter Le.

Staff Recommendation: None.

Action Required: _____ Resolution X 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: 8-B

Meeting Date: March 3, 2014

Submitted By: Hilda Montoy, Special Counsel

Presented By: Hilda Montoy, Special Counsel

Reviewed By: Brian C. Lee

Agenda Title: Receive a Report from Special Legal Counsel Regarding the Investigation on the Complaint by Director Gustafson as to an Alleged Attempt in Closed Session to Appoint Director Peter Le as Interim General Manager

Detailed Description: The Board of Directors is requested to receive and discuss Special Legal Counsel's verbal and written Report and consider possible next steps.

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: Final Report concerning Brown Act Investigation.

Staff Recommendation: None.

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: 8-C

Meeting Date: March 3, 2014

Submitted By: Jeanine DeBacker

Presented By: Jeanine DeBacker

Reviewed By: Brian C. Lee

Agenda Title: Receive a Presentation from Special Legal Counsel on Brown Act and Board Procedures Manual Requirements and Potential Legal Consequences for Disclosing Publicly Board Discussions Occurring in Closed Session

Detailed Description: The Board of Directors is requested to receive a presentation from Special Legal Counsel regarding the Brown Act and the Board Procedures Manual with regard to disclosure of information from Closed Sessions and to determine if further action is needed.

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: Material will be handed out at the meeting.

Staff Recommendation: None.

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: 8-D

Meeting Date: March 3, 2014

Submitted By: Patty Quilizapa, Special Counsel

Presented By: Patty Quilizapa, Special Counsel

Reviewed By: Brian C. Lee

Agenda Title: Receive a Report from Special Counsel Regarding the Proposition 218 Process

Detailed Description: The Board of Directors is requested to receive and discuss Special Legal Counsel's verbal and written Report and consider possible next steps.

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: N/A

Material Included for Information/Consideration: Memorandum of Proposition 218 Protest Procedures.

Staff Recommendation: None.

Action Required: _____ Resolution X 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: 9-A

Meeting Date: March 3, 2014

Submitted By: Brent Ives

Presented By: Brent Ives

Reviewed By: Brian Lee

Agenda Title: Consider Accepting the Five-Year Strategic Plan for Marina Coast Water District

Background: In February 2013, the Board of Directors gave staff direction to amend a Professional Services Agreement (PSA) with BHI Management Consulting to facilitate a Board workshop and develop a five-year strategic plan.

In early March 2013, Mr. Brent Ives met with individual Board members and conducted a public meeting to gain insight and feedback for creating a strategic plan for the District. On April 13, 2013, the Board and department heads met with Mr. Ives to begin the goal setting and planning process. Periodically, staff and Mr. Ives communicated by phone and email to construct a draft strategic plan that was presented to the Board at a workshop on January 11, 2014.

Mr. Ives and staff have made the changes recommended by the Board and are ready to present the final draft for approval and implementation. Once accepted, the Interim General Manager/General Manager will work with Board leadership and the department heads to execute the plan according to the goals, objectives and timelines therein.

Environmental Review Compliance: None required.

Prior Committee or Board Action: The Board held a public workshop on January 11, 2014 to complete the final draft of the five-year strategic plan for the District.

Financial Impact: _____Yes X No

Funding Source/Recap: N/A

Material Included for Information/Consideration: Draft Strategic Plan (provided separately).

Staff Recommendation: Consider accepting the five-year strategic plan for the Marina Coast Water District.

Action Required: _____Resolution X 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

Meeting Date: March 3, 2014

Submitted By: Brian C. Lee

Presented By: Brian C. Lee

Agenda Title: Consent Calendar

Detailed Description: Consent calendar consisting of:

- A) Adopt Resolution No. 2014-09 to Approve a Change in Vendors for the Life and Accidental Death and Dismemberment Insurance and Short-Term/Long-Term Disability Benefits for District Employees
- B) Adopt Resolution No. 2014-10 to Approve the Imjin Office Park Loan Extension
- C) Approve the Revised Draft Minutes of the Regular Board Meeting of February 3, 2014
- D) Approve the Draft Minutes of the Regular Board Meeting of February 18, 2014

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.)

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-A

Meeting Date: March 3, 2014

Submitted By: Jean Premutati

Presented By: Jean Premutati

Reviewed By: Brian Lee

Agenda Title: Adopt Resolution No. 2014-09 to Approve a Change in Vendors for the Life and Accidental Death and Dismemberment Insurance and Short-Term/Long-Term Disability Benefits for District Employees

Description: The Board is requested to consider approving a change in vendors from Lincoln Financial to Mutual of Omaha for the life and accidental death and dismemberment (AD&D) insurance and from SunLife of Canada to Mutual of Omaha for the short-term (STD)/long-term (LTD) disability benefits for District employees.

The District received the premium renewals from Lincoln Financial for the life and AD&D benefits with an 18% increase. SunLife of Canada's renewal came in at 12.5%. The District has been in a two-year rate guarantee with both vendors since 2012.

Upon receipt of out-to-bid results from our insurance broker, the District was approved for the same plan coverage at 1.6% less than the current month premiums. In addition, we will be able to consolidate the number of vendors we use and minimize staff time with double the enrollments. The overall annual savings will be approximately \$3,000.

Staff recommends moving the life and AD&D coverage as well as the STD/LTD disability insurance to Mutual of Omaha with an effective date of March 1, 2014.

Environmental Review Compliance: None required.

Prior Committee or Board Action: On February 24, 2012, the Board adopted Resolution 2012-14 approving a change in vendors from SunLife of Canada to Lincoln Financial with a 2-year rate guarantee.

Board Goals/Objectives: *Strategic Plan 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.*

Financial Impact: Yes No

Funding Source/Recap: Changing carriers will result in an annual savings of \$3,000 which would be spread across the four costs centers: Marina Water, Marina Sewer, Ord Water and Ord Sewer.

Material Included for Information/Consideration: Resolution No. 2014-09; Out-to-Bid results breakdown.

Staff Recommendation: The Board of Directors consider adoption of Resolution No. 2014-09 to approve a change in vendors for the life and accidental death and dismemberment insurance and the short-term/long-term disability for District employees.

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

Board Action

 Resolution No Motion By Seconded By

Ayes Abstained

Noes Absent

Reagendized Date No Action Taken

March 3, 2014

Resolution No. 2014-09
Resolution of the Board of Directors
Marina Coast Water District
Approving a Change in Vendors for the Life and
Accidental Death and Dismemberment Insurance and the
Short-term/Long-term Disability Benefits for District Employees

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on March 3, 2014 at 211 Hillcrest Avenue, Marina, California as follows:

WHEREAS, the current life and accidental death and dismemberment (AD&D) carrier is Lincoln Financial and a renewal on March 1, 2014 will result in an 18% rate increase. The current short-term/long-term (STD/LTD) carrier is SunLife of Canada and a renewal on March 1, 2014 will result in a 12.5% rate increase; and,

WHEREAS, the District has been in a two-year rate guarantee with both vendors and has instructed the District’s insurance broker to go out for quotes on other carriers. The broker has secured a guarantee with Mutual of Omaha to consolidate all the benefits listed for an annual savings over the renewal rates of \$3,000 with no change in benefits; and,

WHEREAS, staff recommends changing vendors from Sunlife of Canada and Lincoln Financial to Mutual of Omaha with an effective date of March 1, 2014.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby adopt Resolution No. 2014-09 to approve a change in vendors for the life, AD&D, STD and LTD benefits plan and authorize the Interim General Manager to execute all necessary documents that will take effect to this resolution.

PASSED AND ADOPTED on March 3, 2014, 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 _____

Thomas P. Moore, President

ATTEST:

Brian C. Lee, 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. 2014-09 adopted March 3, 2014

Brian C. Lee, Secretary

Marina Coast Water District
Agenda Transmittal

Agenda Item: 10-B

Meeting Date: March 3, 2014

Submitted By: Kelly Cadiente

Presented By: Kelly Cadiente

Reviewed By: Brian C. Lee

Agenda Title: Adopt Resolution No. 2014-10 to Extend a Certificate of Deposit Secured Non-
Revolving Line of Credit from Rabobank, N.A. for \$3,276,000

Detailed Description: The Board is requested to consider adoption of Resolution No. 2014-10 to amend Resolution No. 2010-73 which approved a Certificate of Deposit Secured Non-Revolving Line of Credit (CDSNRLOC) from Rabobank, N.A. to fund the construction of office building C and site improvements within the Imjin Office Park at 920 Second Avenue, Marina on November 9, 2010. The CDSNRLOC accrues interest on a fixed rate basis on the loan amounts advanced based on the Rabobank 12 month Certificate of Deposit (CD) rate of interest plus a credit margin of 1.5% which has resulted in annual net costs of approximately \$33,000 per year.

Upon completion of construction of Building C, the unused balance of the CDSNRLOC was \$1,048,021 which the District intended to use toward improvements to the unoccupied portion of the building. The District has attempted to find a tenant for the unoccupied portion of Building C with little success to date. Per Board direction, staff is currently analyzing the possibility of the District occupying the space in order to consolidate staff to one office.

In order to continue extending the CDSNRLOC and CD term with Rabobank until the District determines what course it will take regarding Building C, the bank requires a new resolution which authorizes the Interim General Manager to sign the necessary contract documents.

Environmental Review Compliance: None required.

Prior Committee or Board Action: On May 12, 2009, the Board adopted Resolution No. 2009-34 approving agreement with the Fort Ord Reuse Authority (FORA) to purchase property and lease back space of the to-be-built building within the Imjin Office Park. On December 8, 2009, the Board approved Imjin Office Park site improvements contract to Ausonio Incorporated for \$618,502.25 plus contingency of \$61,497.75 for an approved allocation total of \$680,000. On June 22, 2010, through competitive bid process, the Board approved Dilbeck and Sons as the Building Contractor for the construction of Building C within the Imjin Office Park Project. On November 9, 2010, the Board approved Resolution No. 2010-73 Certificate of Deposit Secured Non-Revolving Line of Credit from Rabobank, N.A. for \$3,276,000 to Fund Construction of Office Building C and Site Improvements within the Imjin Office Park Project.

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: MW: \$9,570; MS: \$2,640; OW: \$17,160; OS: \$3,630.

Material Included for Information/Consideration: Resolution No. 2014-10

Staff Recommendation: The Board of Directors consider adoption of Resolution No. 2014-10 to extend a Certificate of Deposit Secured Non-Revolver Line of Credit from Rabobank, N.A. for \$3,276,000

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

Board Action

Resolution No _____ Motion By _____ Seconded By _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Reagendized _____ Date _____ No Action Taken _____

March 3, 2014

Resolution No. 2014 - 10
Resolution of the Board of Directors
Marina Coast Water District
Approving Extension of a Certificate of Deposit Secured Non-Revolving Line of Credit
With Rabobank, N.A. for \$3,276,000

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on March 3, 2014 at 211 Hillcrest Avenue, Marina, California as follows:

WHEREAS, on June 22, 2010, the Board approved Dilbeck and Sons as the Building Contractor for the construction of Building C within the Imjin Office Park plus contingency for the total approved project costs of \$3,276,000; and,

WHEREAS, on November 9, 2010, the Board approved a Certificate of Deposit Secured Non-Revolving Line of Credit from Rabobank, N.A. that funded the construction and site improvements of the project; and,

WHEREAS, the terms and conditions of the loan program provide for a line of credit with a fixed interest rate secured by a Certificate of Deposit with no pre-payment penalty; and,

WHEREAS, the District intends to use the remaining available balance of the CDSNRLOC towards improvements to the unoccupied portion of the Building C.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District adopt Resolution No. 2014-10, authorizing an extension of the existing loan agreement with Rabobank, N.A. until its maturity and authorizes the Interim General Manager, General Manger or Deputy General Manager/District Engineer to sign contract documents and to take all actions and execute all documents as may be necessary or appropriate to give effect to this resolution.

PASSED AND ADOPTED on March 3, 2014 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 _____

Thomas P. Moore, President

ATTEST:

Brian C. Lee, 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. 2014-10 adopted March 3, 2014.

Brian C. Lee, Secretary

Marina Coast Water District
Agenda Transmittal

Agenda Item: 10-C

Meeting Date: March 3, 2014

Submitted By: Brian C. Lee

Presented By: Brian C. Lee

Agenda Title: Approve the Draft Minutes of the Regular Board Meeting of February 3, 2014

Detailed Description: The Board of Directors is requested to approve the draft minutes of February 3, 2014.

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 February 3, 2014.

Staff Recommendation: The Board of Directors approve the draft minutes of the February 3, 2014 regular Board meeting.

Action Required: ___ Resolution ___ X 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-D

Meeting Date: March 3, 2014

Submitted By: Brian C. Lee

Presented By: Brian C. Lee

Agenda Title: Approve the Draft Minutes of the Regular Board Meeting of February 18, 2014

Detailed Description: The Board of Directors is requested to approve the draft minutes of February 18, 2014.

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 February 18, 2014.

Staff Recommendation: The Board of Directors approve the draft minutes of the February 18, 2014 regular Board meeting.

Action Required: ___ Resolution ___ X 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: 11-A

Meeting Date: March 3, 2014

Submitted By: Brian C. Lee

Presented By: Brian C. Lee

Agenda Title: Meet with Neher & Associates and Provide Direction Regarding Recruitment of a General Manager

Detailed Description: The Board of Directors is requested to provide Neher & Associates with direction regarding recruitment of a General Manager.

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: None.

Staff Recommendation: The Board of Directors provide direction to Neher & Associates.

Action Required: ___ Resolution ___ **X** ___ 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: 11-B

Meeting Date: March 3, 2014

Submitted By: Kelly Cadiente

Presented By: Kelly Cadiente

Reviewed By: Brian C. Lee

Agenda Title: Consider Adoption of Resolution No. 2014-11 to Approve the District Technology Plan Appendix for FY 2014-2015

Detailed Description: The Board of Directors is requested to review and approve the 2014 appendix of the District Technology Plan (DTP).

According to the DTP adopted August 23, 2000 by Resolution No. 2000-23, the DTP should be reviewed annually, not only for budgetary considerations, but also to facilitate updates reflecting technological advancements from previous reviews.

The DTP is a detailed and comprehensive plan, which identifies anticipated upgrades and maintenance of District technology. Attached is the 2014 appendix to the original DTP. Based on a needs assessment performed by the District's information technology support service provider, this appendix outlines the recommended technology tasks for FY 2014-2015 as well as funding requirements for FY 2014-2015.

Environmental Review Compliance: None required.

Prior Committee or Board Action: The Board approved Resolution No. 2013-33 adopting the 2013 DTP Appendix at the May 20, 2013 regular meeting.

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: Funding for the FY 2014-2015 capital portion of the DTP will come from the Network Computer System line item for all cost centers in the Capitalized Equipment Section of the proposed FY 2014-2015 District Budget. Funding for the non-capitalized portion of the DTP will come from the Computers/Data Processing and Software and Licensing line items for all cost centers in the Administration Section of the proposed FY 2014-2015 District Budget. In aggregate, the funding per cost center is as follows: Marina Water - \$41,315; Marina Sewer - \$9,330; Ord Community Water – \$67,970; Ord Community Sewer - \$14,660.

Material Included for Information/Consideration: Resolution No. 2014-11; and, Draft 2014 Technology Plan Appendix for FY 2014-2015.

Staff Recommendation: Consider Adoption of Resolution No. 2014-11 to approve the District 2014 Technology Plan Appendix for FY 2014-2015.

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

Board Action

Resolution No Motion By _____ Seconded By _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Reagendized _____ Date _____ No Action Taken _____

March 3, 2014

Resolution No. 2014-11
Resolution of the Board of Directors
Marina Coast Water District
Approving the 2014 District Technology Plan Appendix
For FY 2014-2015

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on March 3, 2014 211 Hillcrest Avenue, Marina, California as follows:

WHEREAS, the Board adopted the original District Technology Plan (DTP) on August 23, 2000 which included the anticipation of annual appendices; and,

WHEREAS, the DTP should be reviewed annually, not only for budgetary considerations, but also to facilitate updates reflecting technological advancements from previous reviews; and,

WHEREAS, the 2014 Technology Plan Appendix for FY 2014-2015 recommends a budget of \$133,675 for FY 2014-2015.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby authorize the General Manager to implement the 2014 District Technology Plan Appendix for FY 2014-2015 (Exhibit A).

PASSED AND ADOPTED on March 3, 2014, 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 _____

Thomas P. Moore, President

ATTEST:

Brian C. Lee, 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. 2014-11 adopted March 3, 2014.

Brian C. Lee, Secretary

Marina Coast Water District
Agenda Transmittal

Agenda Item: 11-C

Meeting Date: March 3, 2014

Submitted By: Brian C. Lee

Presented By: Brian C. Lee

Agenda Title: Receive a Report on the Schedule to Provide All Developer Account Balances Showing all Deposits and Expenditures

Detailed Description: The Board of Directors will receive a verbal report to be provided at the Board meeting.

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: None.

Staff Recommendation: This is a Board requested item.

Action Required: ___ Resolution ___ **X** 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: 11-D

Meeting Date: March 3, 2014

Submitted By: Brian C. Lee

Presented By: Brian C. Lee

Agenda Title: Receive a Report on the Status and Updated Project Schedule on the BLM Building Including Any Issues Such as Cost Overrun or a Delay in Schedule

Detailed Description: The Board of Directors will receive a verbal report to be provided at the Board meeting.

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: None.

Staff Recommendation: This is a Board requested item.

Action Required: ___ Resolution ___ **X** ___ 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: 11-E

Meeting Date: March 3, 2014

Submitted By: Brian C. Lee

Presented By: Brian C. Lee

Agenda Title: Receive a Report from the Meetings Between President Moore and Interim General Manager with Seaside County Sanitation District

Detailed Description: The Board of Directors will receive a verbal report to be provided at the Board meeting.

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: None.

Staff Recommendation: This is a Board requested item.

Action Required: ___ Resolution ___ **X** ___ 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: 11-F

Meeting Date: March 3, 2014

Submitted By: Brian C. Lee

Presented By: Brian C. Lee

Agenda Title: Receive a Report on the Meetings Between the Interim General Manager and MRWPCA

Detailed Description: The Board of Directors will receive a verbal report to be provided at the Board meeting.

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: None.

Staff Recommendation: This is a Board requested item.

Action Required: ___ Resolution ___ X Motion ___ Review

Board Action

___ Resolution No ___ Motion By _____ Seconded By _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Reagendized _____ Date _____ No Action Taken _____

Marina Coast Water District
Staff Report

Agenda Item: 12-A

Meeting Date: March 3, 2014

Prepared By: Kelly Cadiente, and Paul Lord

Reviewed By: Brian C. Lee

Subject: 4th Quarter 2013 Ord Community Water Consumption and Sewer Flow Reports

Summary: The Board of Directors is requested to receive the 4th Quarter 2013 Ord Community Water Consumption and Sewer Flow Report. Quarterly water consumption reports have been submitted to the Board since 2006. The quarterly consumption report contains the Ord Community water consumption data organized by land-use jurisdiction.

This staff report also includes tracking information on Ord Community sewer flows and available sewer capacity. Ord Community sanitary sewer flow for the 4th quarter of 2013 was 82.682-million-gallons which yield an average daily sewer flow of 0.899-million-gallons-per-day (MGD). The Ord Community's sanitary sewer flow to the Monterey Regional Water Pollution Control Agency (MRWPCA) interceptor system is measured by a District flume structure located adjacent to the retired Main Garrison wastewater treatment plant.

The District maintains sewage conveyance capacity within the Ord Community equivalent to 3.3-MGD. The 3.3-MGD capacity managed by the District is further divided into 1.1-MGD for use by the US Army and 2.2-MGD for use by others in the Ord Community.

Below are informational annotations for the data included in the report:

- The number of customers in each category is defined as the number of active accounts within that land use jurisdiction.
- "Army Facilities & Businesses - Ord" captures all uses not listed in the other Army categories.
- The rainfall total for the quarter (October, November, December), was 1.16 inches. This amount of rainfall is much lower than the historical quarterly average rainfall of 4.62 inches.
- The measured reference evapotranspiration rate for this period was 6.14 inches, higher than the historical quarterly average figure of 5.64 inches.

Attachment

4th Quarter 2013 Ord Community Water Consumption and Sewer Flow Reports