



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

Home Page: www.mcwd.org

TEL: (831) 384-6131 FAX: (831) 883-5995

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, April 21, 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)

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, April 17, 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 May 5, 2014.

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)

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
Two Potential Cases
(Requested by the Board)

C. Pursuant to Government Code 54957
Public Employee Performance Evaluation
Title: 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. Election of Board Vice President

Action: The Board of Directors will elect one Director to serve as Vice President of the Board until December 2014.
(Requested by Director Lee)

9. Public Hearing

A. Receive Public Comment on Proposed Changes in District Capacity Charges for the Ord Community Service Area
(Requested by Staff)

10. Presentation

- A. Consider Adoption of Resolution No. 2014-16 in Recognition of Thomas Barkhurst, Laboratory Supervisor, for 15 Years of Service to the Marina Coast Water District
(Requested by Staff)

Action: The Board will consider adopting Resolution No. 2014-16 recognizing Thomas Barkhurst, Laboratory Supervisor, and awarding him a plaque and gift certificate for fifteen years of service to the Marina Coast Water District.

11. 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. Receive and File the Check Register for the Month of March 2014
(Requested by Staff)
- B. Approve the Draft Minutes of the Regular Board Meeting of March 3, 2014
(Requested by Staff)
- C. Approve the Draft Minutes of the Regular Board Meeting of March 17, 2014
(Requested by Staff)
- D. Approve the Draft Minutes of the Regular Board Meeting of April 7, 2014
(Requested by Staff)

12. 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. Consider Request by Clark Realty Capital to Grant a Variance from District Code Section 3.28.020 – Cross Connection Control
(Requested by Staff)

Action: The Board of Directors will consider a variance request from Clark Realty Capitol regarding backflow testing in Lower Stillwell Park.

- B. Receive a Revised Draft District FY 2014-2015 Budget, Rates, Fees and Charges for the Marina and Ord Community Service Areas and Provide Direction Regarding Preparation of the Final Budget Documents
(Requested by Staff)

Action: The Board of Directors will receive a revised draft District FY 2014-2015 budget, rates, fees and charges for the Marina and Ord Community service areas and provide direction regarding preparation of the final budget documents.

- C. Discussion on Hand-Out Regarding Potential Revisions to Section 42 of the Board Procedures Manual
(Requested by the Board)

Action: The Board of Directors will discuss potential revisions to Section 42 of the Board Procedures Manual, Payment of Bills.

- D. Consider Reactivating the District's 300 Acre-Foot Desalination Plant
(Requested by Director Lee)

Action: The Board of Directors will consider reactivating the District's 300 Acre-Foot desalination plant.

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
 - 1. Correspondence Received by Board or General Manager
- B. Counsel's Report
 - 1. Limitations of Public Records Request Act Regarding Private Email Accounts
- 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, May 5, 2014, 6:45 p.m.,
Marina Council Chambers
211 Hillcrest Avenue, Marina*

Marina Coast Water District
Agenda Transmittal

Agenda Item: 8

Meeting Date: April 21, 2014

Submitted By: Brian C. Lee

Presented By: Brian C. Lee

Agenda Title: Election of Board Vice-President

Detailed Description: Resolution No. 98-1, as amended, states that the Board will annually elect a President and Vice-President.

On February 18, 2014, Director Moore was elected President and following a no majority vote for the election of Vice President, that election was tabled.

On March 10, 2014, Director Lee asked that the election of Vice President be revisited. On March 17, 2014 the Board tabled the item until a full Board was present.

Environmental Review Compliance: None required.

Prior Committee or Board Action: On February 18, 2014, after not getting a majority vote for the Vice President seat, the Board tabled the election of Vice President.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: Yes No

Funding Source/Recap: N/A

Material Included for Information/Consideration: None.

Staff Recommendation: The Board of Directors elect a Vice-President to serve until December 2014.

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-A

Meeting Date: April 21, 2014

Submitted By: James Derbin

Presented By: Brian C. Lee

Reviewed By: Brian C. Lee

Agenda Title: Consider Adoption of Resolution No. 2014-16 in Recognition of Thomas Barkhurst, Laboratory Supervisor, and Awarding a Plaque and Gift Certificate for 15 Years of Service to Marina Coast Water District

Detailed Description: Thomas Barkhurst joined the District on April 19, 1999 as a Water Quality Chemist. Thomas received his Bachelor of Science degree in Biological Sciences from UC Davis. During his tenure with the District, Thomas achieved certification from the AWWA CA/NV Section as a Water Quality Analyst Grade II. In 2012, Thomas was promoted to Laboratory Supervisor when the District reorganized.

Thomas has over twenty years of experience in environmental analyses. As the District's Laboratory Supervisor, Thomas performs the chemical, physical and bacteriological water quality testing of the District's water systems, implements the laboratory's quality control and quality assurance program and maintains the District's water quality databases.

For the last fifteen years, Thomas passed and achieved acceptable ratings in the proficiency testing studies administered by the California Department of Public Health-Environmental Laboratory Accreditation Program that is required to maintain the District's laboratory accreditation.

Thomas' experience and expertise in water quality analyses helps ensure the safety of the drinking water served to District customers in Marina and the Ord Community.

It is with great pleasure that the District recognizes Thomas Barkhurst's fifteen years of service to the Marina Coast Water District. We collectively thank him for his years of outstanding service, and wish him well in his continued service to this District.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: Yes No

Funding Source Recap: Expenditures for plaque and gift certificate is allowed across four cost centers.

Material Included for Information/Consideration: Resolution No. 2014-16.

Staff Recommendation: The Board of Directors consider adoption of Resolution No. 2014-16 In recognition of Thomas Barkhurst, Laboratory Supervisor, and awarding a plaque and gift certificate for 15 years of service to the Marina Coast Water District.

Action Requested: 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:

April 21, 2014

Resolution No. 2014-16
Resolution of the Board of Directors
Marina Coast Water District
In Recognition of Mr. Thomas Barkhurst for 15 Years
of Service to the Marina Coast Water District

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on April 21, 2014 at the business office of the District, 11 Reservation Road, Marina, California as follows:

WHEREAS, Thomas Barkhurst joined the District on April 19, 1999 as a Water Quality Chemist; and,

WHEREAS, Thomas is certified by the AWWA CA/NV Section as a Water Quality Analyst Grade II and has over twenty years of experience in environmental analysis; and,

WHEREAS, for the last fifteen years, Thomas has passed and achieved acceptable ratings in the proficiency testing program administered by the California Department of Public Health-Environmental Laboratory Accreditation Program that is required to maintain District’s laboratory accreditation; and,

WHEREAS, Thomas was promoted to Laboratory Supervisor in the 2012 District reorganization; and,

WHEREAS, Thomas’ experience and expertise in water quality analyses helps ensure the safety of the drinking water served to District customers in Marina and the Ord Community.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby express its gratitude and recognize Thomas Barkhurst for fifteen years of outstanding and dedicated service to the District with a plaque and gift certificate, and wish him many more years with this District.

PASSED AND ADOPTED on April 21, 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. 2014-16 adopted April 21, 2014.

Brian C. Lee, Secretary

Marina Coast Water District
Agenda Transmittal

Agenda Item: 11

Meeting Date: April 21, 2014

Submitted By: Brian C. Lee

Presented By: Brian C. Lee

Agenda Title: Consent Calendar

Detailed Description: Consent calendar consisting of:

- A) Receive and File the Check Register for the Month of March 2014
- B) Approve the Draft Minutes of the Regular Board Meeting of March 3, 2014
- C) Approve the Draft Revised Minutes of the Regular Board Meeting of March 17, 2014
- D) Approve the Draft Minutes of the Regular Board Meeting of April 7, 2014

Environmental Review Compliance: None required.

Prior Committee or Board Action: See individual transmittals.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

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: 11-A

Meeting Date: April 21, 2014

Submitted By: Kelly Cadiente

Presented By: Kelly Cadiente

Agenda Title: Receive and File the Check Register for the Month of March 2014

Detailed Description: The Board of Directors is requested to receive and file the attached March 2014 check register for expenditures totaling \$693,248.67.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *2014 Strategic Plan, Objective No. 3 – Our objective is to manage public funds to assure financial stability, prudent rate management and demonstrate responsible stewardship. Our fiscal strategy is to forecast, control and optimize income and expenditures in an open and transparent manner. We will efficiently use our financial resources to assure availability to fund current and future demands.*

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: March 2014 Summary Check Register.

Staff Recommendation: The Board of Directors receive and file the March 2014 expenditures totaling \$693,248.67.

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: 11-B

Meeting Date: April 21, 2014

Submitted By: Brian C. Lee

Presented By: Brian C. Lee

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

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

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: ___ Yes ___ **X** ___ No

Funding Source/Recap: None.

Material Included for Information/Consideration: Draft minutes of March 3, 2014.

Staff Recommendation: The Board of Directors approve the draft minutes of the March 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: 11-C

Meeting Date: April 21, 2014

Submitted By: Brian C. Lee

Presented By: Brian C. Lee

Agenda Title: Approve the Revised Draft Minutes of the Regular Board Meeting of March 17, 2014

Detailed Description: The Board of Directors is requested to approve the revised draft minutes of March 17, 2014.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: ___Yes ___XNo

Funding Source/Recap: None.

Material Included for Information/Consideration: Revised draft minutes of March 17, 2014.

Staff Recommendation: The Board of Directors approve the revised draft minutes of the March 17, 2014 regular Board meeting.

Action Required: ___Resolution ___XMotion ___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: April 21, 2014

Submitted By: Brian C. Lee

Presented By: Brian C. Lee

Agenda Title: Approve the Draft Minutes of the Regular Board Meeting of April 7, 2014

Detailed Description: The Board of Directors is requested to approve the draft minutes of April 7, 2014.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: ___ Yes ___ **X** ___ No

Funding Source/Recap: None.

Material Included for Information/Consideration: Draft minutes of April 7, 2014.

Staff Recommendation: The Board of Directors approve the draft minutes of the April 7, 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: 12-A

Meeting Date: April 21, 2014

Submitted By: Brian C. Lee

Presented By: Brian C. Lee

Agenda Title: Consider Request by Clark Realty Capital to Grant a Variance from District Code Section 3.28.020 – Cross Connection Control

Detailed Description: In 2011, Clark Builders Group installed a Greywater system serving the open landscaped space surrounding 103 remodeled residential units in the Lower Stillwell neighborhood on the former Fort Ord. As a condition of providing service at these residences, the District required Clark to install a Reduced Pressure Principle (RP) backflow prevention device at each meter within the Greywater irrigation system boundaries. Clark installed and tested the RP backflow assemblies at all the required locations in February of 2012.

Prior to starting up the Lower Stillwell Greywater System (LSGWS), a shutdown test was required per Title 22 of the California Code of Regulations and Section 600.6 of the “2007 MCWD Engineering Procedures Guidelines and Design Requirements”. In review of the draft shutdown test procedures, MCWD staff realized that the piping network of the LSGWS was not compliant with Section 16A of the California Plumbing Code, the MCWD Recycled Water Standards, or Title 22 of the California Code of Regulations. The significant issues with the non-potable system are high operating pressure and insufficient horizontal and vertical separation from the District’s potable water system. The non-potable irrigation system operates at ~95 psi and the potable water system operates at 65 psi.

While design issues are being addressed with the LSGWS, Clark Realty Capital has been using potable water to charge the Greywater irrigation system. This potable water makeup connection is protected by an RP backflow assembly at the meter which is up-to-date on testing. After water flows through this meter it is pressurized by the Greywater irrigation pump to feed the neighborhood irrigation system. This property is one parcel and has a pumped irrigation system operating above the normal operating pressure of the potable water system. Therefore potable meter connections within the LSGWS boundaries must be protected by RPs assemblies and tested annually. Specifically, paragraph 7585 of California Health Laws Title 17 states, “The water supplier shall evaluate the degree of potential health hazard to the public water supply which may be created as a result of conditions existing on a user’s premises... As a minimum, the evaluation should consider:... the degree of piping system complexity and the potential for piping system modification. Special consideration shall be given to the premises of the following types of water users: (a) Premises where... water from public water supplies which have deteriorated in sanitary quality...”

The District’s State Licensed Cross-Connection Control Specialist has conducted an audit of the parcel and concluded that the risk of contamination is high enough to required backflow protection.

The RP backflow assemblies were last tested in February of 2012 are now over two years past due for testing. Clark Realty Capitol has filed a variance request with the District asking that the testing requirement for the RPs be waived until the LSGWS is brought into compliance and activated.

Staff has reviewed Clark Realty's request and recommends denial of the variance request. Staff does not find that the strict application of the code would result in unfair or unequal treatment, undue hardship, or an emergency condition exists which requires that the variance be granted.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: _____Yes ___X___No

Funding Source/Recap: N/A

Material Included for Information/Consideration: Clark Realty Capital Variance Request; Chapter 3.28 of the District Code; and Title 17 of the California Health Laws.

Staff Recommendation: Staff recommends denying the variance request allowing Clark Realty to not test the RP backflow assemblies in the Lower Stillwell neighborhood of the former Fort Ord.

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: 12-B

Meeting Date: April 21, 2014

Submitted By: Kelly Cadiente

Presented By: Kelly Cadiente

Reviewed By: Brian Lee

Agenda Title: Receive Revised Draft District FY 2014-2015 Budget, Rates, Fees and Charges for the Marina and Ord Community Service Areas and Provide Direction Regarding Preparation of the Final Budget Documents

Detailed Description: The Board of Directors is requested to receive the revised draft District budget for FY 2014-2015 and provide direction to staff regarding preparation of the final budget documents.

The FY 2014-2015 District Budget workshop was held on March 17, 2014 whereby staff made a detailed presentation and answered questions regarding the budget. The Board provided revisions and direction. Staff has incorporated the edits provided by the Board and has made additional revisions to the previous draft.

Prior Committee or Board Action: On March 17, 2014, the Board held the FY 2014-2015 Budget Workshop and provided direction to staff.

Board Goals/Objectives: *2014 Strategic Plan, Objective No. 3 – Our objective is to manage public funds to assure financial stability, prudent rate management and demonstrate responsible stewardship. Our fiscal strategy is to forecast, control and optimize income and expenditures in an open and transparent manner. We will efficiently use our financial resources to assure availability to fund current and future demands.*

Financial Impact: Yes No

Funding Source/Recap: None

Materials Included for Information/Consideration: Revised Draft FY 2014-2015 Budget Document dated April 21, 2014 (provided separately).

Staff Recommendation: The Board of Directors receive the revised Draft District FY 2014-2015 Budget documents and associated supporting information for the Marina and Ord Community Service Areas and provide direction to staff to include in preparation of the final budget documents.

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: 12-C

Meeting Date: April 21, 2014

Submitted By: Kelly Cadiente

Presented By: Kelly Cadiente

Reviewed By: Brian C. Lee

Agenda Title: Discussion on Hand-out Regarding Potential Revisions to Section 42 of the Board Procedures Manual

Detailed Description: On February 3, 2014 the Board directed staff to provide the Board potential revisions to Section 42 of the Board Procedures Manual (Section 43). Section 42 refers to the payment of the District's bills. At the April 7, 2014 regular Board meeting during the General Manager's Report, the Interim General Manager provided a hand-out of the District's current procedure for processing invoices (or bills) as a potential addendum to Section 42.

The Board is requested to provide input and direction on the potential addendum to Section 42. Staff will incorporate the Board's input and draft a revised Section 42 for approval at the May 5, 2014 regular Board meeting.

Prior Committee or Board Action: On February 3, 2014 the Board directed staff to provide the Board potential revisions to Section 42.

Board Goals/Objectives: *2014 Strategic Plan, Objective No. 3 – Our objective is to manage public funds to assure financial stability, prudent rate management and demonstrate responsible stewardship. Our fiscal strategy is to forecast, control and optimize income and expenditures in an open and transparent manner. We will efficiently use our financial resources to assure availability to fund current and future demands.*

Financial Impact: _____Yes No

Funding Source/Recap: N/A

Material Included for Information/Consideration: Hand-out of current procedure for processing invoices.

Staff Recommendation: The Board of Directors provide direction and input to District staff in preparation of drafting the revision of Section 42 for Board approval at the May 5, 2014 regular Board meeting.

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: 12-D

Meeting Date: April 21, 2014

Requested By: Director Bill Lee

Presented By: Brian C. Lee

Agenda Title: Consider Reactivating the District's 300 Acre-Foot Desalination Plant

Detailed Description: The District's 300 Acre-Foot per year desalination facility located at the Beach office has been decommissioned for a number of years. Permits remain valid, although facilities are in need of repair and/or replacement.

With the Board's authorization staff will prepare a preliminary design report detailing what steps and costs would be required to bring the facility back on-line. The preliminary design report would also include operational costs and the rate/budget impact of providing water in various situations (Central Marina only, Central Marina and Ord, Ord only).

Environmental Review Compliance: To Be Determined.

Prior Committee or Board Action: None.

Board Goals/Objectives: *2014 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Financial Impact: Yes No

Funding Source/Recap: Central Marina Water Cost Center with possible future recovery from Ord Water Cost Center.

Material Included for Information/Consideration: None.

Staff Recommendation: Staff supports Board direction.

Action Required: Resolution Motion Review

Board Action

Resolution No Motion By _____ Seconded By _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Reagendized _____ Date _____ No Action Taken _____