

Table 1 – The Strategic Plan “At a Glance”

#	Strategic Objective/Elements	Lead Person(s)	Status (not-started, in progress, complete)	Status Description	Target Completion (FY)
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1.0 Water Sources

1.1	Work with local land use jurisdictions to clearly establish and determine current and future water use.	Keith Van Der Maaten/ Mike Wegley	In Progress	The Three Party MOU approved by the Board on 5/2/16 will result in a study that will address this item. This is also part of the forthcoming 2015 Urban Water Management Plan.	2015; 2017
1.2	Establish the difference between available groundwater and ultimate water demands.	Keith Van Der Maaten/ Mike Wegley	In Progress	The Three Party MOU approved by the Board on 5/2/16 will result in a study that will address this item. This is also part of the forthcoming 2015 Urban Water Management Plan.	2015; 2017
1.3	Determine the growth rate or timeline of when additional water sources will be needed.	Mike Wegley	In Progress	The Three Party MOU approved by the Board on 5/2/16 will result in a study that will address this item. This is also part of the forthcoming 2015 Urban Water Management Plan.	2015; 2017
1.4	Establish a prioritized list of available alternative water sources.	Keith Van Der Maaten/ Mike Wegley	In Progress	The Three Party MOU approved by the Board on 5/2/16 will result in a study that will address this item. This is also part of the forthcoming 2015 Urban Water Management Plan.	2015; 2017
1.5	Develop an alternative water sources work plan that will carry us from conception to development.	Keith Van Der Maaten/ Mike Wegley	In Progress	The Three Party MOU approved by the Board on 5/2/16 will result in a study that will address this item.	2015/2016; 2017
1.6	Establish goals and objectives that promote protecting our current groundwater source from seawater intrusion and other forms of contamination.	Keith Van Der Maaten/ Mike Wegley	In Progress	MCWD is involved in the Sustainable Groundwater Management Collaborative and developing strategies for creating Groundwater Sustainability Agencies (GSA's) and a Groundwater Sustainability Plan(s).	Substantial progress by- 2015; GSA establishment in 2017
1.7	Review and update our water conservation program.	James Derbin	In Progress	Additional Conservation Staff Position has been added and hired. Evaluation of Conservation programs is ongoing with the main focus on customer service	2015/2016- 2017

2.0 Infrastructure

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2.1	Improvements and expansion plans for existing water delivery and wastewater collection systems.	Mike Wegley	In Progress	The annual Capital Improvement Projects are based on the 5-year Capital Improvement Program updated annually with the budget. The Marina and Ord Sewer and Water Masterplans will be updated this coming year.	2015/2016-2017
2.2	Develop an office/corporation yard facilities master plan.	Keith Van Der Maaten	In Progress	Reviewing the opportunity for land exchanges with the City of Marina that may lead to changes in the corp yard and office use. Also, RFP out this year for commercial real estate assistance with Master Plan.	2016 2017
2.3	Develop and implement an asset management plan.	Mike Wegley/ James Derbin	In Progress	O&M continues to collect asset data and location information as discovered. Refining interoperability between CAD, GIS, CMMS and accounting software and data for development of an asset management plan and program.	2015/2016-2017
2.4	Continue the development of District's geographic information system	Mike Wegley	In Progress	Ongoing process as capital replacement and new infrastructure occur. Refining data for use with CAD, CMMS, accounting and asset management.	2015/2016-2017
2.5	Continue the develop of the CMMS System.	Mike Wegley/ James Derbin	In Progress	Plans for upgrading the CMMS system to Server will be planned for and evaluated once the Applications Systems Analyst staff position is filled.	2015-significant upgrades in 2017
2.6	Leak audit and detection.	James Derbin	In Progress	Staff is working with Aquarius Spectrum on developing a pilot leak monitoring program	2015/2016-2017
3.0 Fiscal Planning					
3.1	Five-year financial plan and rate study.	Kelly Cadiente	Not-Started	Will go out for RFP in July 2017	2018 or as needed
3.2	Regular financial updates to policymakers and managers.	Kelly Cadiente	In Progress	Financial updates are currently provided on a quarterly basis. By end of FY 2017 updates will be provided on a monthly basis.	Annually. By end of FY 2017 they will be provided monthly
3.3	Best accounting practices.	Kelly Cadiente	In Progress	Investment, Debt, and Reserve Policies have been updated in FY 2015-2016.	2017

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3.4	Close and audit financial statements in a timely manner.	Kelly Cadiante	Ongoing		Annually
3.5	Obtain the Certificate of Achievement in Financial Reporting annually from the Government Finance Officers Association.	Kelly Cadiante	Ongoing		Annually
3.6	Fiscal reserves management for the maintenance/ replacement/ expansion of the District's infrastructure.	Kelly Cadiante	In Progress	Reserve Policy was updated in FY 2015-2016 which established more reserve funds for tracking and planning purposes.	2017
4.0 Strategic Partners and Public Affairs					
4.1	Develop a Strategic Communications Plan and Communicate with our strategic partners.	Jean Premutati	In Progress	Runyon, Saltzman Einhorn PR firm hired. Conducted materials audit, internal survey, drafting external survey and press releases on Pure Water, signing of three party MOU, partnering on NGEN project and NPS.	2016 2017
4.2	Adopt a plan for technology use in public affairs.	Kelly Cadiante/ Jean Premutati	In Progress	RSE has completed first review of analytics and discussed findings. They continue to work with us on developing technology plan.	2016 2017
4.3	Establish clear standards for the construction process.	Mike Wegley	In Progress	Ongoing updates to Procedures, Guidelines and Design Requirements.	2015/2016-2017
5.0 Organizational Health and Personnel					
5.1	Recruit and retain a high performing, engaged workforce.	Jean Premutati	In Progress	Completed Accounting Technician recruitment in April, currently recruiting Associate Engineer and will begin recruitments in July for Meter Reader and Application Systems Analyst.	Ongoing
5.2	Establish a workforce succession plan.	Jean Premutati	In Progress	Received Board approval to flexibly staff the Engineering Tech/Assistant Engineer as first succession planning opportunity.	2015; 2017
5.3	Develop a knowledge transfer program.	Jean Premutati	Not-Started	Job shadowing and cross-training to begin in Customer Service and Water Conservation in September.	2017-Ongoing; 2017
5.4	Conduct periodic compensation studies.	Jean Premutati	Not-Started		2016; 2017

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5.5	Conduct a Fair Labor Standards Act (FLSA) audit.	Jean Premutati	In Progress	Due to lack of permanent GM, this has been stalled in bringing to the Board. Will submit results to bargaining units and after meet and confer will bring to the Board for approval.	2015; 2017
5.6	Establish and develop an employee professional development plan.	Jean Premutati	Not-Started		2016; 2017
6.0 Administrative Management					
6.1	Annexation of the Ord community.	Mike Wegley	In Progress	Ongoing; In discussions with SCSD	2018
6.2	Routinely review policies and procedures.	Keith Van Der Maaten	In Progress	Currently reviewing the Districts Procurement Policy.	2016
6.3	Encourage Board development.	Keith Van Der Maaten	Not-Started		2015 2017
6.4	Conduct new Board member orientation program.	Keith Van Der Maaten	Not-Started	Will be needed after November 2016 elections	2016/2018-2017
6.5	Digitize district records.	Keith Van Der Maaten	Not-Started	Will be a part of the scope of work for the new Applications Analyst upon Budget Approval and hiring	2016; 2017
6.6	Achieve the CSDA District of Distinction award.	Keith Van Der Maaten	Not-Started		2018
6.7	Incorporate appropriate technology into the District's daily functions.	Keith Van Der Maaten	Not-Started	Will be a part of the scope of work for the new Applications Analyst upon Budget Approval and hiring	2016 2017
6.8	Update strategic plan annually.	Keith Van Der Maaten	In Progress	To be done at the May 16, 2016 Board Meeting	Annually