



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

Home Page: www.mcwd.org

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DIRECTORS

GAIL MORTON
President

JAN SHRINER
Vice President

HERBERT CORTEZ
BRAD IMAMURA
THOMAS P. MOORE

Agenda

**Regular Board Meeting, Board of Directors
Marina Coast Water District
and**

**Regular Board Meeting, Board of Directors
Marina Coast Water District Groundwater Sustainability Agency
Hybrid Meeting - Dual Locations**

**920 2nd Avenue, Suite A, Marina, California
and
3893 E Loma Vista Street, Gilbert, AZ 85295
and
Zoom Teleconference**

Monday, October 21, 2024, 6:00 p.m. PST

Members of the public may attend the Board meeting in person or can continue to attend remotely via Zoom conference.

Members of the public participating by Zoom will be placed on mute during the proceedings and will be acknowledged only when public comment is allowed, after requesting and receiving recognition from the Board President. Persons who are participating via telephone will need to press *9 to be acknowledged for comments. Public comment on the action item can also be submitted in writing to Paula Riso at priso@mcwd.org by 9:00 am on Monday, October 21, 2024; such comments will be distributed to the MCWD Board before the meeting.

This meeting may be accessed remotely using the following Zoom link:

<https://us02web.zoom.us/j/82175372199?pwd=KbHFxrgPV4BH4Cmx8bhiH1uiRxokjH.1>

Passcode: 303818

To participate via phone: 1-669-900-9128; Meeting ID: 821 7537 2199 Passcode: 303818

Our Mission: We provide our customers with high quality potable and recycled water, wastewater collection and conservation services that are safe, affordable, reliable and sustainable, through planning, management and the development of water resources in an environmentally sensitive manner.

1. Call to Order

2. Roll Call

This agenda is subject to revision and may be amended prior to the scheduled meeting. Pursuant to Government Code section 54954.2(a)(1), the agenda for each meeting of the Board shall be posted at the District offices at 11 Reservation Road, and 920 2nd Avenue, Suite A, Marina. A complete Board packet containing all enclosures and staff materials will be available for public review on the District website, Friday, October 18, 2024. Information about items on this agenda or persons requesting disability related modifications and/or accommodations should contact the Board Clerk 48 hours prior to the meeting at: 831-883-5931.

3. Pledge of Allegiance

4. Presentations

- A. [Adopt Resolution No. 2024-53 to Recognize Joshua Goncalves, System Operator II, for 5 Years of Service to the Marina Coast Water District](#)
(Page 1)
- B. [Adopt Resolution No. 2024-54 to Recognize Adam Miller, Accounting Technician, for 5 Years of Service to the Marina Coast Water District](#)
(Page 5)

5. Public Comment on Closed Session Items *Anyone wishing to address the Board on matters appearing in 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. Disruptive behavior may result in the removal of the individual responsible.*

6. Closed Session

- A. Pursuant to Government Code 54956.9
Conference with Legal Counsel – Existing Litigation
Name of Case/Claimant – Peter Le

Reconvene to Open Session Estimated to be at 7:30 p.m.

7. Reportable Actions Taken During Closed Session *The Board will announce any reportable action taken during closed session and the vote or abstention on that action of every director present and may take additional action in open session as appropriate. Any closed session items not completed may be continued to after the end of all open session items.*

8. 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. Disruptive behavior may result in the removal of the individual responsible.*

9. [Consent Calendar](#)

- A. [Receive and File the Check Register for the Month of September 2024](#)
(Page 10)
- B. [Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of September 16, 2024](#)
(Page 19)
- C. [Receive the 3rd Quarter 2024 MCWD Water Consumption and Sewer Flow Report](#)
(Page 27)
- D. [Receive the Capital Improvement Program – Project Update Report](#)
(Page 34)
- E. [Adopt Resolution No. 2024-55 to Authorize a Professional Services Agreement with Schaaf & Wheeler Consulting Civil Engineers for Engineering Services for the Improvements, Recoating Design, and Project Bid Support of Reservoir 2](#)
(Page 50)

- F. [Adopt Resolution No. 2024-56 to Award a Contract to Sanco Pipelines, Inc., J&M, Inc., and Garney Pacific, Inc. for On-Call Construction Services](#)
(Page 54)
- G. [Adopt Resolution No. 2024-57 to Approve the Application for the U.S. Bureau of Reclamation WaterSMART Grant Program for FY 2024-2025](#)
(Page 58)
- H. [Annual Review of the District's Investment Policy](#)
(Page 62)

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 four minutes.*

- A. [Accept the Annual Comprehensive Financial Report and the Independent Auditor's Report for the Fiscal Year ended June 30, 2024](#)
(Page 67)
- B. [Adopt Resolution No. 2024-58 to Approve an Interfund Loan of \\$11,400,000 at 1% Interest to Address Recycled Water Fund Carryover Liability](#)
(Page 69)
- C. [Adopt Resolution No. 2024-59 to Amend the Board Conference Line Item in the FY 2024/2025 Budget](#)
(Page 77)

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 four minutes.*

- A. District Counsel's Report
 - 1. Receive a Report on the Levine Act
- B. General Manager's Report
- C. Committee and Board Liaison Reports
 - 1. Executive Committee
 - 2. Budget and Engineering Committee
 - 3. MIW Board Member Liaison
 - 4. MCWD/SVBGSA Steering Committee

12. Board Member Requests for Future Agenda Items

13. Director's Comments *Director reports on meetings with other agencies, organizations and individuals on behalf of the District and on official District matters.*

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

Regular Meeting: Monday, November 18, 2024, 6:00 p.m.

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 4-A

Meeting Date: October 21, 2024

Prepared By: Derek Cray

Approved By: Remleh Scherzinger, PE

Agenda Title: Adopt Resolution No. 2024-53 to Recognize Joshua Goncalves, System Operator II, for 5 Years of Service to the Marina Coast Water District

Staff Recommendation: The Board of Directors adopt Resolution No. 2024-53 in recognition of Joshua Goncalves for 5 years of service with the Marina Coast Water District.

Background: *Strategic Plan, Goal No. 2.1– The District attracts, onboards, and retains high-performing staff, and manages succession effectively.*

Joshua (Josh) Goncalves started with the Marina Coast Water District (District) as a full-time System Operator I on September 30, 2019. On April 15, 2022, Josh was promoted to a System Operator II.

Discussion/Analysis: Josh has been a great asset to the Operations and Maintenance department and has shown a superb level of attention to detail. Josh has taken on the role of our lead water quality sampler and has taken water quality samples over the past several years with great consistency and accuracy. This is a critical function in the department and one that is often overlooked in terms of importance because it typically goes unnoticed. Knowing the correct sampling methods, bottle types, and procedures is key to keeping the District in regulatory compliance. In addition, Josh’s dependability is greatly appreciated. He schedules his time accordingly, and you can always count on him to get the samples done early in the required timeframe to allow the District to have a cushion in case something unexpected happens. Josh continues to show meticulous attention to detail and reliability in his sampling procedures and throughout all his duties with the District.

In addition to sampling, Josh performs the normal roles of a System Operator and is always willing and ready to help repair a water main or service line break or respond quickly to a sewer spill. Josh has taken an active role in gaining advanced certifications and has sought out State certification on his own and currently holds:

- State Water Resources Control Board (SWRCB) Water Distribution Operator Grade III
- SWRCB Water Treatment Operator Grade II
- California Water Environmental Association (CWEA) Collection System Maintenance Grade III
- CWEA Mechanical Technologist Grade I

Josh always has a positive attitude and is ready to help his coworkers at any given notice. He shows enthusiasm in his daily duties and pride in what he does. It is with great pleasure that we recognize Josh for his five years of service to the District and wish him well in his future endeavors.

Environmental Review Compliance: None required.

Legal Counsel Review: None required.

Climate Adaptation: Not applicable.

Financial Impact: X Yes No Funding Source/Recap Expense for the plaque and gift certificate is allocated across five cost centers from the Hospitality & Awards account.

Other Considerations: None.

Material Included for Information/Consideration: Resolution No. 2024-53.

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

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

October 21, 2024

Resolution No. 2024-53
Resolution of the Board of Directors
Marina Coast Water District
Recognizing Joshua Goncalves, System Operator II,
For Five 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 October 21, 2024, at 920 Second Avenue, Suite A, Marina, California.

WHEREAS, Joshua (Josh) Goncalves joined the District as a System Operator I on September 30, 2019; and,

WHEREAS, on April 15, 2022, through his hard work and dedication, Josh was promoted to a System Operator II; and,

WHEREAS, Josh has been an instrumental component to the District’s water quality sampling and monitoring program; and,

WHEREAS, Josh’s attention to detail and consistency has provided the District with an ongoing positive track record for compliance; and,

WHEREAS, in addition to Josh’s sampling duties, Josh also performs normal System Operator duties, which include water main and service line repairs; and,

WHEREAS, Josh has actively sought out State certifications and currently holds a California Environmental Water Association (CWEA) Collections System Maintenance grade III, CWEA Mechanical Technologist Grade I, State Water Resources Control Board (SWRCB) Water Distribution Operator grade III, and a SWRCB Water Treatment Plant Operator grade II; and,

WHEREAS, Josh shows up every day with great enthusiasm and is always willing to lend a hand to his fellow coworker; and,

WHEREAS, Josh’s commitment and reliability have made him a great asset to the Operations and Maintenance department.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby recognize and appreciate Joshua Goncalves for five years of service to the Marina Coast Water District, hereby presenting him with a gift certificate and plaque and wishes him continued success and many more years with the District.

PASSED AND ADOPTED on October 21, 2024, 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 _____

Gail Morton, President

ATTEST:

Remleh Scherzinger, 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. 2024-53 adopted October 21, 2024.

Remleh Scherzinger, Secretary

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 4-B

Meeting Date: October 21, 2024

Prepared By: Tamela Hatfield

Approved By: Remleh Scherzinger, PE

Reviewed By: Mary Lagaca, CPA

Agenda Title: Adopt Resolution No. 2024-54 to Recognize Adam Miller, Accounting Technician, for 5 Years of Service to the Marina Coast Water District

Staff Recommendation: The Board of Directors adopt Resolution No. 2024-54 recognizing Adam Miller, Accounting Technician, and awarding a gift certificate and plaque for 5 years of service to the Marina Coast Water District.

Background: *Strategic Plan, Objective No. 2.1 – The District attracts, onboards, and retains high-performing staff, and manages succession effectively.*

Discussion/Analysis: Adam joined Marina Coast Water District on October 9, 2019, as an Accounting Technician with a primary focus on Accounts Payable. Over the past five years, he has made significant contributions to the District’s financial operations.

His primary responsibilities include managing purchase orders for the Administration Department, overseeing prepaid expenses, assisting with the fiscal year-end close, and providing backup support for payroll.

Adam has been instrumental in streamlining processes related to contract and annual purchase orders, including assisting other departments and creating detailed spreadsheets to facilitate the processes.

A notable achievement during his tenure has been his involvement in document management. Adam played a key role in transitioning all Accounts Payable documents to a scanned, paperless system.

With extensive Accounts Payable experience, Adam resolves inquiries efficiently, making him a reliable resource for departments and vendors. He is a team player and is open to taking on additional responsibilities as needed.

Adam’s strong work ethic and attention to detail have made him an invaluable asset to the District. It is with great pleasure we recognize Adam for his five years of service, and we look forward to many more years to come.

Environmental Review Compliance: None required.

Legal Counsel Review: None required.

Climate Adaptation: Not applicable.

Financial Impact: Yes No Funding Source/Recap: Expense for the plaque and gift certificate is allocated across five cost centers from the Hospitality & Awards account.

Other Considerations: None.

Material Included for Information/Consideration: Resolution No. 2024-54.

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

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____

Abstained _____

Noes _____

Absent _____

October 21, 2024

Resolution No. 2024-54
Resolution of the Board of Directors
Marina Coast Water District
In Recognition of Adam Miller
for 5 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 October 21, 2024, at 920 Second Avenue Suite A, Marina, California as follows:

WHEREAS, Adam joined the District on October 9, 2019, as an Accounting Technician, with a primary focus on Accounts Payable; and,

WHEREAS, Adam also handles purchase orders for the Administration Department, oversees the District’s prepaid expenses, assists with the fiscal year-end close process and audit, and provides backup support for payroll as needed; and,

WHEREAS, Adam has been instrumental in streamlining processes related to contract and annual purchase orders, including assisting other departments and creating detailed spreadsheets to facilitate the processes; and,

WHEREAS, he has contributed to document management by helping transition all Accounts Payable documents to a scanned, paperless system; and,

WHEREAS, Adam’s extensive Accounts Payable experience enables him to resolve inquiries efficiently, making him a reliable resource for departments and vendors; and,

WHEREAS, Adam’s strong work ethic and attention to detail have established him as an invaluable asset to the District.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby recognize and appreciate Adam Miller for his 5 years of dedicated service to the District, present him with a plaque and gift certificate, and wish him many more years with the District.

PASSED AND ADOPTED on October 21, 2024, 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 _____

Gail Morton, President

ATTEST:

Remleh Scherzinger, 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. 2024-54 adopted October 21, 2024.

Remleh Scherzinger, Secretary

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 9

Meeting Date: October 21, 2024

Prepared By: Paula Riso

Approved By: Remleh Scherzinger, PE

Agenda Title: Consent Calendar

Staff Recommendation: Approve the Consent Calendar as presented.

Background: *Strategic Plan, Mission Statement – Marina Coast Water District delivers safe and environmentally sustainable water, recycled water, and wastewater services that meet community needs.*

Consent calendar consisting of:

- A) Receive and File the Check Register for the Month of September 2024
- B) Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of September 16, 2024
- C) Receive the 3rd Quarter 2024 MCWD Water Consumption and Sewer Flow Report
- D) Receive the Capital Improvement Program – Project Update Report
- E) Adopt Resolution No. 2024-55 to Authorize a Professional Services Agreement with Schaaf & Wheeler Consulting Civil Engineers for Engineering Services for the Improvements, Recoating Design, and Project Bid Support of Reservoir 2
- F) Adopt Resolution No. 2024-56 to Award a Contract to Sanco Pipelines, Inc., J&M, Inc., and Garney Pacific, Inc. for On-Call Construction Services
- G) Adopt Resolution No. 2024-57 to Approve the Application for the US Bureau of Reclamation WaterSMART Grant Program for FY 2024-2025
- H) Annual Review of the District Investment Policy

Discussion/Analysis: See individual transmittals.

Environmental Review Compliance: None required.

Legal Counsel Review: See individual transmittals.

Climate Action: Not applicable.

Other Considerations: The Board of Directors can approve these items together or they can pull them separately for discussion.

Material Included for Information/Consideration: Check Register for September 2024; draft minutes of September 16, 2024; 3rd Quarter water and sewer consumption reports; CIP Status Report; Resolution No. 2024-55; Resolution No. 2024-56; Resolution No. 2024-57; and, Investment Policy.

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

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 9-A

Meeting Date: October 21, 2024

Prepared By: Mary Lagasca, CPA

Approved By: Remleh Scherzinger, PE

Agenda Title: Receive and File the Check Register for the Month of September 2024

Staff Recommendation: Receive and file the September 2024 expenditures totaling \$1,681,939.07.

Background: *Strategic Plan, Objective No. 3.2: Finances are well managed to provide adequate revenue and avoid volatile rates.*

Discussion/Analysis: These expenditures were paid in September 2024 and the Board is requested to receive and file the check register.

Environmental Review Compliance: None required.

Legal Counsel Review: None required.

Climate Adaptation: Not applicable.

Financial Impact: Yes 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.

Other Consideration: None.

Material Included for Information/Consideration: September 2024 Summary Check Register.

Action Required: Resolution Motion Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

SEPTEMBER 2024 SUMMARY CHECK REGISTER

DATE	CHECK #	CHECK DESCRIPTION	AMOUNT
09/05/2024	75852 - 75912	Check Register	175,497.00
09/10/2024	75913 - 75943	Check Register	613,970.44
09/16/2024	75944 - 75978	Check Register	85,221.10
09/24/2024	ACH	Friedman & Springwater LLP	26,826.00
09/24/2024	75979 - 75998	Check Register	77,138.77
09/10/2024	ACH	CalPERS	700.00
09/10/2024	501762 - 501775	Check Register	115,062.43
09/13/2024	ACH	Payroll Direct Deposits	152,166.56
09/13/2024	ACH	CalPERS	38,972.18
09/13/2024	ACH	Empower Retirement	15,953.94
09/13/2024	ACH	Internal Revenue Service	64,996.20
09/13/2024	ACH	State of California - EDD	15,340.57
09/13/2024	ACH	WageWorks, Inc.	1,299.16
09/13/2024	501776	Check Register	688.00
09/16/2024	501777 - 501778	Check Register	3,166.52
09/20/2024	501779 - 501780	Board Compensation Checks and Direct Deposit	554.09
09/20/2024	ACH	Internal Revenue Service	91.82
09/24/2024	501781 - 501786	Check Register	16,625.60
09/27/2024	ACH	Payroll Direct Deposits	144,646.21
09/27/2024	ACH	CalPERS	39,045.74
09/27/2024	ACH	Empower Retirement	16,895.92
09/27/2024	ACH	Internal Revenue Service	61,518.04
09/27/2024	ACH	State of California - EDD	14,263.62
09/27/2024	ACH	WageWorks, Inc.	1,299.16
TOTAL DISBURSEMENTS			<u>1,681,939.07</u>

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
75852	08/07/2024	09/05/2024	Carlson's Fire Extinguisher	First Aid Supplies	161.69
75853	08/01/2024	09/05/2024	Insight Planners	Web Development/ Maintenance and Hosting 07/2024	2,094.00
75854	08/09/2024	09/05/2024	PG&E	Electric Service 07/2024	2,340.82
75855	07/16/2024	09/05/2024	Grainger	General Operations/ Maintenance Supplies	245.13
75856	08/21/2024	09/05/2024	Jane's Answering Service	Answering Service 07/24 - 08/20	630.47
75857	07/30/2024	09/05/2024	Owen Equipment	Hose Wheel/ Auto Wind Repair - Vehicle #2001	1,757.50
75858	08/31/2024	09/05/2024	Peninsula Welding & Medical Supply, Inc.	Gas Cylinder Tank Rental Fees	25.80
75859	08/20/2024	09/05/2024	Monterey Bay Analytical Services	Laboratory Testing	2,629.00
75860	07/31/2024	09/05/2024	Monterey One Water	Sewer Treatment Charge 07/2024 - 08/2024	450.10
75861	08/18/2024	09/05/2024	Verizon Wireless	Cell Phone Service 08/2024	661.60
75862	08/10/2024	09/05/2024	Johnson Controls Security Solutions LLC	Marina Alarm 09/2024 - 08/2025	1,961.45
75863	08/22/2024	09/05/2024	Federal Express	Shipping Charges - Lab	131.58
75864	08/01/2024	09/05/2024	Maynard Group	Network Support 08/2024	5,441.58
75865	07/22/2024	09/05/2024	HD Supply, Inc.	General Operations/ Maintenance Supplies	47.12
75866	08/12/2024	09/05/2024	Core & Main LP	Gate Valve, Tee - Reservation Rd Valve Replacement; Filler Flanged DI Pipes - Marina Booster	1,443.50
75867	07/31/2024	09/05/2024	DataProse, LLC	Customer Billing Statements 07/2024	4,149.50
75868	07/31/2024	09/05/2024	CSC of Salinas	General Operations/ Maintenance Supplies	35.83
75869	08/12/2024	09/05/2024	Carollo Engineers, Inc.	Bid Drawings - Gigling Rd Pipeline Replacement	12,677.50
75870	07/24/2024	09/05/2024	American Supply Company	Janitorial Supplies	891.48
75871	08/21/2024	09/05/2024	Wallace Group	Developer (Seaside B&B Resort)	2,011.28
75872	07/23/2024	09/05/2024	Muniquip, LLC	Pulsar MMWave Level Transducer - Clark LS	2,281.59
75873	07/28/2024	09/05/2024	O'Reilly Automotive Stores, Inc.	General Operations/ Maintenance Supplies	62.86
75874	08/23/2024	09/05/2024	Val's Plumbing & Heating, Inc.	HVAC Service - IOP Office	1,532.91
75875	09/02/2024	09/05/2024	McGrath Rent Corp.	Locker Room Trailer Rental - Ord Office 08/2024 - 09/2024	14,573.96
75876	07/31/2024	09/05/2024	Pacific Ag Rentals LLC	Mobile Restroom Rental - Beach Office 07/2024	94.31
75877	08/09/2024	09/05/2024	Daiohs USA	Coffee Supplies	786.28
75878	08/12/2024	09/05/2024	East Bay Tire Co.	Tire Repair - Backhoe #2102	186.95
75879	07/31/2024	09/05/2024	ECAM Secure	Monthly Security Fees - Ord Wastewater Treatment Facility	1,218.50
75880	08/09/2024	09/05/2024	Green Rubber-Kennedy AG, LP	General Operations/ Maintenance Supplies	138.31
75881	08/14/2024	09/05/2024	Marina Tire & Auto Repair	Oil Change, (2) Tires - Vehicle #0505; Oil Change - Vehicle #1234	454.74
75882	07/30/2024	09/05/2024	Edges Electrical Group, LLC	(10) Flex Connectors, Electrical Wires, Fittings - Wittenmyer LS; General Operations/ Maintenance Supplies	1,880.27
75883	08/26/2024	09/05/2024	U.S. Bank National Association	IOP Office Copier Lease 08/20 - 09/19	287.34
75884	08/16/2024	09/05/2024	U.S. Bank National Association	Beach Office Copier Lease 08/10 - 09/09	275.32
75885	08/09/2024	09/05/2024	ICONIX Waterworks (US), Inc.	(3) Couplings, Adapters, Supplies - Reservation Rd Valve Replacement; (4) Meter Flanges, Fittings, Bolt Up Sets - CSUMB Valve Replacement; General Operations/ Maintenance Supplies	5,157.67
75886	07/31/2024	09/05/2024	Evoqua Water Technologies, LLC	(3,100) gals Bioxide, Chemical Pump Maintenance - East Garrison LS	15,827.06
75887	08/31/2024	09/05/2024	Peninsula Messenger LLC	Courier Service 08/2024 - 09/2024	558.00
75888	08/20/2024	09/05/2024	Western Exterminator Company	Pest Control - Beach Office 08/2024	119.60

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
75889	08/22/2024	09/05/2024	AT&T	Phone and Alarm Line Services 07/2024 - 08/2024	288.66
75890	09/01/2024	09/05/2024	Simpler Systems, Inc.	UB/ Finance Datapp Maintenance 09/2024	500.00
75891	07/31/2024	09/05/2024	Marina Coast Water District (BLM)	BLM Water, Sewer, Fire Service 07/2024	410.75
75892	09/01/2024	09/05/2024	Pure Janitorial, LLC	Janitorial Service - MCWD, BLM Offices 07/2024 - 08/2024	11,184.55
75893	08/01/2024	09/05/2024	Verizon Connect NWF, Inc.	GPS Service - (37) Fleet Vehicles 07/2024	703.00
75894	08/09/2024	09/05/2024	GovInvest, Inc.	Consulting Services	1,400.00
75895	08/12/2024	09/05/2024	In-Situ Inc.	(8) Level Troll 400 Data Loggers Accessories - Monitoring Equipment	21,940.15
75896	07/31/2024	09/05/2024	White Cap, L.P.	General Operations/ Maintenance Supplies	261.12
75897	08/25/2024	09/05/2024	WEX Bank	Fleet Gasoline 08/2024	5,265.48
75898	08/15/2024	09/05/2024	The Pape' Group, Inc.	Brush Hog/ Rotary Cutter Attachment - Skid Steer	11,062.31
75899	07/30/2024	09/05/2024	TW Associates, LLC	General Operations/ Maintenance Supplies	742.73
75900	09/01/2024	09/05/2024	The Ferguson Group, LLC	Grant Writing and Legislative Advocacy 09/2024	1,700.00
75901	07/31/2024	09/05/2024	SBRK Finance Holdings, Inc.	CivicPay/ IVR Transaction Fees 07/2024	1,230.00
75902	08/02/2024	09/05/2024	Dell Marketing LP	(2) Laptops - Admin, (8) OptiPlex 7020 Computers - O&M, Customer Service, Engineering	10,523.66
75903	07/22/2024	09/05/2024	Alameda Electrical Distributors, Inc.	Aluminum Enclosure - Wittenmyer LS, General Operations/ Maintenance Supplies	2,269.28
75904	07/25/2024	09/05/2024	Monterey Bay Air Resources District	Permit Fees - Gensets	11,831.00
75905	08/13/2024	09/05/2024	BSK Associates	Laboratory Testing	1,002.25
75906	08/30/2024	09/05/2024	Kysmet Security & Patrol, Inc.	Security Patrol Services - MCWD Offices 08/2024	300.00
75907	08/22/2024	09/05/2024	T-Mobile	Cell Phone Service 08/2024	1,764.76
75908	08/20/2024	09/05/2024	T-Mobile	Cellular Services 06/19 - 07/18	735.47
75909	08/08/2024	09/05/2024	Office Depot Business Credit	Office Supplies	1,419.29
75910	07/17/2024	09/05/2024	Southland Industries	Thermostat Schedule Adjustment - IOP Office	1,190.00
75911	07/19/2024	09/05/2024	Bluebeam, Inc.	Annual Software Subscription 08/2024 - 07/2025	1,650.00
75912	08/01/2024	09/05/2024	Greenwaste Recovery, Inc.	Garbage Collection & Recycling Services 08/2024	899.94
75913	08/21/2024	09/10/2024	Salinas Valley Ford	BCM, Transponder, Battery Replacement - Vehicle #1306	1,779.31
75914	09/03/2024	09/10/2024	PG&E	Gas and Electric Service 07/2024 - 08/2024	276,768.93
75915	07/28/2024	09/10/2024	Home Depot Credit Services	General Operations/ Maintenance Supplies	884.52
75916	07/31/2024	09/10/2024	Schaaf & Wheeler	Construction Phase On-Call Engineering Services, Design California Ave Pipeline - A1/A2 Tanks B/C Booster; Design Phase - B2 Zone Tank, Tate Park LS; Developer (Marina Station)	40,188.13
75917	08/27/2024	09/10/2024	Owen Equipment	General Operations/ Maintenance Supplies	526.40
75918	08/27/2024	09/10/2024	Monterey Bay Analytical Services	Laboratory Testing	544.00
75919	06/01/2024	09/10/2024	Monterey County Auditor-Controller	LAFCO Administrative Charges FY 2025	29,908.24
75920	08/07/2024	09/10/2024	Harris & Associates	Developers (Terracina/ UV 2 (2nd Ave), Dunes 2 North)	3,196.16
75921	08/01/2024	09/10/2024	Maynard Group	Office Phone	414.38
75922	08/28/2024	09/10/2024	Fastenal Industrial & Construction Supplies	General Operations/ Maintenance Supplies	56.92
75923	08/14/2024	09/10/2024	Univar Solutions USA, Inc.	(650) gals Chlorine - Intermediate Reservoir	2,198.73
75924	08/15/2024	09/10/2024	Conservation Rebate Program	3252 Fitzgerald Cir - Toilet Rebate	75.00

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
75925	08/19/2024	09/10/2024	Green Rubber-Kennedy AG, LP	General Operations/ Maintenance Supplies	103.36
75926	08/20/2024	09/10/2024	Marina Tire & Auto Repair	Tire Repair - Vehicle #1802	35.00
75927	08/12/2024	09/10/2024	Richards, Watson & Gershon	Legal Services 07/2024	18,523.00
75928	08/16/2024	09/10/2024	Edges Electrical Group, LLC	General Operations/ Maintenance Supplies	488.22
75929	08/13/2024	09/10/2024	Remy Moose Manley, LLP	Legal Services 07/2024	84,461.46
75930	08/13/2024	09/10/2024	Aleshire & Wynder, LLP	Legal Services 07/2024	742.50
75931	08/08/2024	09/10/2024	Psomas	Construction Management - A1/A2 Tanks B/C Booster	23,795.98
75932	08/22/2024	09/10/2024	Ferguson Enterprises, Inc.	(2) GF Water Main Repair Couplers	7,925.42
75933	07/31/2024	09/10/2024	Salinas Valley Basin Groundwater Sustainability Agency	Corral de Tierra GSP Grant Payment #1	102,420.63
75934	08/21/2024	09/10/2024	BSK Associates	Laboratory Testing	3,152.16
75935	08/09/2024	09/10/2024	Meter Group, Inc	(2) Data Loggers, (2) Soil Moisture Sensors, Supplies	5,403.99
75936	08/15/2024	09/10/2024	Conservation Rebate Program	3170 Kona Cir - Washer Rebate	150.00
75937	08/22/2024	09/10/2024	Conservation Rebate Program	161 Normandy Rd - Washer Rebate	150.00
75938	08/22/2024	09/10/2024	Conservation Rebate Program	5026 Pacific Crest Dr - (3) Toilet Rebates	225.00
75939	08/22/2024	09/10/2024	Conservation Rebate Program	210 Saint Lo Rd - Washer Rebate	100.00
75940	08/22/2024	09/10/2024	Conservation Rebate Program	14717 Kit Carson Dr - Washer Rebate	150.00
75941	08/23/2024	09/10/2024	Conservation Rebate Program	3199 Martin Cir - Landscape Rebate	453.00
75942	08/15/2024	09/10/2024	Conservation Rebate Program	230 Michael Dr - Landscape Rebate	150.00
75943	08/17/2024	09/10/2024	Chavan & Associates, LLP	2024 Audit Services - 1st Progress Billing	9,000.00
75944	08/31/2024	09/16/2024	Ace Hardware of Watsonville, Inc.	Installation Hardware - Monitoring Equipment; General Operations/ Maintenance, Meter Reader Supplies	511.40
75945	08/31/2024	09/16/2024	Insight Planners	Web Development/ Maintenance and Hosting 08/2024	1,584.00
75946	08/27/2024	09/16/2024	Grainger	General Operations/ Maintenance Supplies	25.14
75947	07/31/2024	09/16/2024	Schaaf & Wheeler	Fitch Park Hydrant Replacement Specs Update, RFI on 6th/7th Ave Water Mains 07/2024	1,143.00
75948	09/04/2024	09/16/2024	Monterey Bay Analytical Services	Laboratory Testing	440.00
75949	09/10/2024	09/16/2024	Water Awareness Committee Monterey	Zun Zun Performances - (2) Marina Vista Elementary School	1,000.00
75950	08/28/2024	09/16/2024	Rauch Communication Consultants, Inc.	Strategic Plan Development 07/2024	1,073.98
75951	08/29/2024	09/16/2024	Orkin Central Coast	BLM/ IOP Pest Control 08/2024	227.00
75952	08/20/2024	09/16/2024	Core & Main LP	(3) 8" Couplings	1,843.93
75953	08/21/2024	09/16/2024	Pitney Bowes, Inc. (Supplies)	Red Fluorescent Ink Cartridge	136.01
75954	08/23/2024	09/16/2024	American Supply Company	Janitorial Supplies	99.36
75955	08/20/2024	09/16/2024	Fastenal Industrial & Construction Supplies	General Operations/ Maintenance, Janitorial Supplies	1,004.81
75956	08/28/2024	09/16/2024	O'Reilly Automotive Stores, Inc.	Auto/ General Supplies	72.01
75957	08/13/2024	09/16/2024	Calcon Systems, Inc.	Annual Software Subscription 08/11/24 - 08/11/25	922.50
75958	08/31/2024	09/16/2024	Pacific Ag Rentals LLC	Mobile Restroom Rental - Beach Office 08/2024	94.31
75959	09/09/2024	09/16/2024	Daiohs USA	Coffee Supplies	797.78
75960	08/31/2024	09/16/2024	ECAM Secure	Monthly Security Fees - Ord Wastewater Treatment Facility	1,218.50
75961	07/03/2024	09/16/2024	Instrument Technology Corporation	General Operations/ Maintenance Supplies	150.01
75962	09/05/2024	09/16/2024	Marina Tire & Auto Repair	Ignition Coil, Tire Sensor Replacement - Vehicle #1002	832.78

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
75963	08/22/2024	09/16/2024	Edges Electrical Group, LLC	General Operations/ Maintenance Supplies	63.28
75964	08/30/2024	09/16/2024	Monterey Bay Technologies, Inc.	IT Support Services 08/2024; Various Office Software Licenses	15,161.15
75965	08/19/2024	09/16/2024	Access Monterey Peninsula, Inc.	Filming and Production 08/2024	460.00
75966	09/05/2024	09/16/2024	Aleshire & Wynder, LLP	Legal Services 08/2024	55.00
75967	09/05/2024	09/16/2024	Everbank, N.A.	Ord Office Copier Lease 09/2024	307.60
75968	08/31/2024	09/16/2024	Iron Mountain, Inc.	Shredding Service 08/2024	502.29
75969	08/28/2024	09/16/2024	AT&T	Phone and Alarm Line Services 08/2024	138.83
75970	08/29/2024	09/16/2024	Marina Coast Water District (BLM)	BLM Water, Sewer, Fire Service 08/2024	428.77
75971	08/29/2024	09/16/2024	Casner Exterminating, Inc.	Electro Gun Exterminator Services - F, Marina Boosters, Wells 11, 12, Chlorine Room	5,000.00
75972	08/31/2024	09/16/2024	AutoZone Parts, Inc.	Auto/ General Supplies	8.82
75973	08/01/2024	09/16/2024	HPS West, Inc.	(100) 1" BLMJ Meters with Allegro Register	44,884.61
75974	08/31/2024	09/16/2024	SBRK Finance Holdings, Inc.	CivicPay/ IVR Transaction Fees 08/2024	421.00
75975	09/03/2024	09/16/2024	Interstate Battery of San Jose	General Operations/ Maintenance Supplies	183.06
75976	07/31/2024	09/16/2024	Regional Government Services Authority	Grant Management/ Accounting Services 07/2024	2,395.94
75977	09/06/2024	09/16/2024	Office Depot Business Credit	Office Supplies	1,134.29
75978	09/01/2024	09/16/2024	Greenwaste Recovery, Inc.	Garbage Collection & Recycling Services 09/2024	899.94
ACH	08/15/2024	09/24/2024	Friedman & Springwater LLP	Legal Services 07/2024	26,826.00
75979	09/10/2024	09/24/2024	PG&E	Electric Service 08/2024	2,584.85
75980	08/28/2024	09/24/2024	Home Depot Credit Services	Smart Irrigation Controller - Monterey County Fair Booth Prize; General Operations/ Maintenance, Meter Reader Supplies	1,326.27
75981	09/18/2024	09/24/2024	Jane's Answering Service	Answering Service 08/21 - 09/17	386.93
75982	07/31/2024	09/24/2024	Schaaf & Wheeler	Developers (Dunes 3 Backbone, Enclave Phase 3 and 4)	8,780.00
75983	09/10/2024	09/24/2024	Monterey Bay Analytical Services	Laboratory Testing	484.00
75984	08/28/2024	09/24/2024	Rauch Communication Consultants, Inc.	Public Relations 07/2024	14,239.81
75985	09/20/2024	09/24/2024	Federal Express	Shipping Charges - Lab, O&M	235.60
75986	09/01/2024	09/24/2024	Maynard Group	Network Support 09/2024	5,440.84
75987	09/09/2024	09/24/2024	HD Supply, Inc.	General Operations/ Maintenance Supplies	702.31
75988	08/29/2024	09/24/2024	Ewing Irrigation Products, Inc.	General Operations/ Maintenance Supplies	42.43
75989	08/06/2024	09/24/2024	U.S. Bank Corporate Payment Systems	(2,600) Stamps - InfoSend Payment Portal Flyers; Driver Door Glass Replacement - Vehicle #1304; Landscape Irrigation Auditor Class - Water Conservation Specialist III; Querying Data with SQL Course - District Analyst III; IT/Computer Supplies; Monthly/ Annual Software Services; General Supplies	10,601.80
75990	09/15/2024	09/24/2024	U.S. Bank National Association	Beach Office Copier Lease 09/10 - 10/09	275.32
75991	09/01/2024	09/24/2024	Verizon Connect NWF, Inc.	GPS Service - (37) Fleet Vehicles 08/2024	340.03
75992	08/22/2024	09/24/2024	Krohne, Inc.	(2) Magnetic Flow Meters, (2) Flow Converters - Marina, F Boosters	11,763.42
75993	09/11/2024	09/24/2024	Golden State Truck and Trailer Repair, Inc.	Air Filter Replacements - Vehicle #2001	329.69
75994	09/17/2024	09/24/2024	State Water Resources Control Board	California Extended Arrearage Payment Program - Unused Funds	6,285.15
75995	08/31/2024	09/24/2024	Regional Government Services Authority	Finance Consulting Services 08/2024	1,209.00
75996	08/29/2024	09/24/2024	BSK Associates	Laboratory Testing	1,356.64

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
75997	08/16/2024	09/24/2024	InfoSend, Inc.	Maintenance/ IVR Transaction Fees, Customer Billing Statements 07/2024	2,754.68
75998	09/19/2024	09/24/2024	Chavan & Associates, LLP	2024 Audit Services - 2nd Progress Billing	8,000.00
ACH	09/10/2024	09/10/2024	CalPERS	GASB-68 Reporting Service Fee	700.00
501762	09/03/2024	09/10/2024	ACWA/ JPIA	Medical, Dental, Vision, EAP Insurance 10/2024	91,064.91
501763	09/05/2024	09/10/2024	CWEA - Monterey Bay Section	CWEA Membership, Grade II Collection System Certification Renewals	589.00
501764	08/08/2024	09/10/2024	SWRCB - DWOCP	Grade II Water Distribution Certification Renewal	60.00
501765	08/25/2024	09/10/2024	AFLAC	Employee Paid Benefits 08/2024	2,671.83
501766	08/09/2024	09/10/2024	Employnet, Inc.	Temporary O&M Admin Assistant 07/01 - 08/01	4,545.75
501767	08/18/2024	09/10/2024	Principal Life	Employee Paid Benefits 08/2024 - 09/2024	777.97
501768	08/10/2024	09/10/2024	Lincoln National Life Insurance Company	Life, Disability, AD&D Insurance 06/2024, 08/2024 - 09/2024	10,769.62
501769	09/05/2024	09/10/2024	WageWorks, Inc.	FSA Admin Fees 08/2024; FSA Plan Funding	2,221.07
501770	08/14/2024	09/10/2024	Transamerica Life Insurance Company	Employee Paid Benefits 08/2024	470.94
501771	07/31/2024	09/10/2024	Cintas Corporation No. 630	Uniforms, Towels, Rugs 07/2024	1,064.48
501772	09/06/2024	09/10/2024	MBWWA	2024 Vendor Show/ Training - (6) O&M	240.00
501773	08/20/2024	09/10/2024	Agile Occupational Medicine, PC	Drug Test (DOT) - (2) O&M	230.00
501774	08/08/2024	09/10/2024	Language Testing International Inc.	Language Testing/ Spanish - Customer Service	196.00
501775	08/01/2024	09/10/2024	Employee Reimbursement	Boot Benefit - Engineering	160.86
ACH	09/13/2024	09/13/2024	Payroll Direct Deposits	Payroll Ending 09/06/24	152,166.56
ACH	09/13/2024	09/13/2024	CalPERS	Payroll Ending 09/06/24	38,972.18
ACH	09/13/2024	09/13/2024	Empower Retirement	Payroll Ending 09/06/24	15,953.94
ACH	09/13/2024	09/13/2024	Internal Revenue Service	Payroll Ending 09/06/24	64,996.20
ACH	09/13/2024	09/13/2024	State of California - EDD	Payroll Ending 09/06/24	15,340.57
ACH	09/13/2024	09/13/2024	WageWorks, Inc.	Payroll Ending 09/06/24	1,299.16
501776	09/13/2024	09/13/2024	Teamsters Local Union No. 856	Payroll Ending 09/06/24	688.00
501777	08/30/2024	09/16/2024	Employnet, Inc.	Temporary O&M Admin Assistant 08/05 - 08/23	3,126.52
501778	09/11/2024	09/16/2024	MBWWA	2024 Vendor Show/ Training - Water Conservation Specialist III	40.00
501779 -					
501780	09/20/2024	09/20/2024	Board Compensation Checks and Direct Deposit	Board Compensation 08/2024	554.09
ACH	09/20/2024	09/20/2024	Internal Revenue Service	Board Compensation 08/2024	91.82
501781	08/17/2024	09/24/2024	SWRCB - DWOCP	Grade II Water Treatment Operator Certification Fee	80.00
501782	08/31/2024	09/24/2024	Justifacts Credential Verification, Inc.	Background Check - New Hire	210.75
501783	09/11/2024	09/24/2024	Federico Embroidery	Uniform Benefit - Administration, District Shirt - Board Member	97.64
501784	08/31/2024	09/24/2024	Cintas Corporation No. 630	Uniforms, Towels, Rugs 08/2024	897.81
501785	07/31/2024	09/24/2024	Regional Government Services Authority	Advertisement - Engineering Tech/ Construction Inspection; Classification/ Compensation Study, Human Resource Consulting Services 07/2024; Language Testing/ Spanish - Customer Service	15,089.40
501786	08/27/2024	09/24/2024	Agile Occupational Medicine, PC	Drug Test (DOT) - O&M, Pre-Employment - New Hire	250.00
ACH	09/27/2024	09/27/2024	Payroll Direct Deposits	Payroll Ending 09/20/24	144,646.21
ACH	09/27/2024	09/27/2024	CalPERS	Payroll Ending 09/20/24	39,045.74

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
ACH	09/27/2024	09/27/2024	Empower Retirement	Payroll Ending 09/20/24	16,895.92
ACH	09/27/2024	09/27/2024	Internal Revenue Service	Payroll Ending 09/20/24	61,518.04
ACH	09/27/2024	09/27/2024	State of California - EDD	Payroll Ending 09/20/24	14,263.62
ACH	09/27/2024	09/27/2024	WageWorks, Inc.	Payroll Ending 09/20/24	1,299.16
Total Disbursements for September 2024					1,681,939.07

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 9-B

Meeting Date: October 21, 2024

Prepared By: Paula Riso

Approved By: Remleh Scherzinger, PE

Agenda Title: Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of September 16, 2024

Staff Recommendation: Approve the draft minutes of the September 16, 2024 regular joint Board/GSA meeting.

Background: *Strategic Plan, Mission Statement – Marina Coast Water District delivers safe and environmentally sustainable water, recycled water, and wastewater services that meet community needs.*

Discussion/Analysis: The draft minutes of September 16, 2024 are provided for the Board to consider approval.

Environmental Review Compliance: None required.

Legal Counsel Review: None required.

Climate Adaptation: Not applicable.

Financial Impact: Yes No **Funding Source/Recap:** None

Other Considerations: The Board can suggest changes/corrections to the minutes.

Material Included for Information/Consideration: Draft minutes of September 16, 2024.

Action Required: Resolution Motion Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____



Marina Coast Water District

Marina Coast Water District

Regular Board Meeting/Groundwater Sustainability Agency Board Meeting
September 16, 2024

Draft Minutes

1. Call to Order:

President Morton called the meeting to order at 6:03 p.m. on September 16, 2024 at 920 2nd Avenue, Suite A, Marina, California; and, via Zoom teleconference.

2. Roll Call:

Board Members Present:

Gail Morton – President
Jan Shriner – Vice President
Herbert Cortez – arrived at 6:33 p.m.
Brad Imamura
Thomas P. Moore – via Zoom teleconference

Board Members Absent:

None.

Staff Members Present:

Remleh Scherzinger, General Manager
Roger Masuda, District Counsel
Derek Cray, Operations and Maintenance Manager
Mary Lagasca, Director of Administrative Services
Garrett Haertel, District Engineer
Teo Espero, IT Administrator
Paula Riso, Executive Assistant/Clerk to the Board

Audience Members:

Andy Sterbenz, Schaaf & Wheeler Consulting Civil Engineers
Warren Foster, System Operator II
Joe Pineda, Operations and Maintenance Supervisor
Jose Rodriguez, System Operator II
Travis Enzweiler, Lead Operator
Barbara Montanti, Customer Service Supervisor
Santino Montanti
Peter Le, Marina Resident
Marc Kelly
Andreas Baer

3. Pledge of Allegiance:

Ms. Barbara Montante, Customer Service Supervisor, led everyone present in the pledge of allegiance.

4. Oral Communications:

Mr. Peter Le, Marina resident, commented that he submitted a written notice of claim demanding reimbursement from the District and also filed one with the District's legal counsel. He noted that he received a letter from the District informing him that his average winter usage was 7 HCF. Mr. Le stated that he had a lot of guests last winter and the usage was higher than usual. He said his latest bill showed 6 HCF. Mr. Le asked the Board to look at his claim and provide a response. He said that at the last meeting, Mr. Hobbs said he and the General Manager would draft a process and procedure for responding to questions from ratepayers, but Mr. Le stated that he hasn't received any response from customer service or the District. Mr. Le said he is concluding that the District is discriminating against him, a minority, because if he were a white man he would have received several calls or letters already. He added that he believes the District is continuing to practice hidden racism against minority ratepayers and is asking the Board to address his claim. Mr. Le stated that in his experience, the Board has a culture of hidden racism at the District and that's his observation for several years and asked the Board to address it. He said the bottom line is that he explained to the Board of the overcharge of the sewer flow on his house and he would like the board to direct the General Manager to address and provide a response and also talk with the District counsel to address his claim and demand for reimbursement.

5. Presentations:

A. Adopt Resolution No. 2024-43 to Recognize Barbara Montanti, Customer Service Supervisor, for 25 Years of Service to the Marina Coast Water District:

Ms. Mary Lagasca, Director of Administrative Services, introduced this item, voiced her appreciation for Ms. Montanti and presented her with flowers. Ms. Montanti thanked everyone for the recognition.

Vice President Shriner made a motion to recognize Barbara Montanti, Customer Service Supervisor, for 25 years of service to the Marina Coast Water District and present her with a plaque and gift certificate. Director Moore seconded the motion. Mr. Derek Cray, Operations and Maintenance Manager, congratulated Ms. Montanti on her achievement. The motion was passed by the following vote:

Director Cortez	-	Absent	Vice President Shriner	-	Yes
Director Imamura	-	Yes	President Morton	-	Yes
Director Moore	-	Yes			

Mr. Remleh Scherzinger, General Manager, commented that working with Ms. Montanti and her team was very pleasant and he appreciated the care Ms. Montanti showed for her staff and the customers.

Agenda Item 5-A (continued):

President Morton, Vice President Shriner, Director Moore, and, Director Imamura shared in the reading of the Resolution.

B. Adopt Resolution No. 2024-44 to Recognize Travis Enzweiler, Lead Operator, for 5 Years of Service to the Marina Coast Water District:

Mr. Cray introduced this item and voiced his appreciation of Mr. Enzweiler and his strong work ethics.

Vice President Shriner made a motion to recognize Travis Enzweiler, Lead Operator, for 5 years of service to the Marina Coast Water District and present him with a plaque and gift certificate. Director Moore seconded the motion. The motion was passed by the following vote:

Director Cortez	-	Absent	Vice President Shriner	-	Yes
Director Imamura	-	Yes	President Morton	-	Yes
Director Moore	-	Yes			

Mr. Enzweiler thanked everyone for their support and recognition. President Morton, Vice President Shriner, Director Moore, and, Director Imamura shared in the reading of the Resolution.

President Morton presented Ms. Montanti and Mr. Enzweiler with their plaques and gift certificates.

Mr. Joe Pineda, Operations and Maintenance Supervisor, congratulated Mr. Enzweiler on his achievement.

Mr. Warren Foster, System Operator II, voiced his appreciation of Mr. Enzweiler and congratulated him on his achievement.

Mr. Garrett Haertel, District Engineer, thanked Mr. Enzweiler for his hard work and support and wished him many more years with the District.

Mr. Jose Rodriguez, System Operator II, congratulated Mr. Enzweiler on his achievement.

Mr. Scherzinger voiced his thanks and appreciation of Mr. Enzweiler's leadership and professionalism and congratulated him on his achievement.

Vice President Shriner thanked everyone for making time to come support their coworkers and thanked everyone for their hard work.

President Morton commented that she is thankful for the hard work, dedication, and family-type atmosphere everyone shares as it makes these employee recognitions a special experience.

Agenda Item 5-B (continued):

Director Cortez arrived at 6:33 p.m.

President Morton recessed the meeting from 6:38 p.m. to 6:50 p.m.

6. Consent Calendar:

Mr. Marc Kelly asked to comment on Agenda Items 6-G and 6-H. Director Imamura asked to pull items C and D from the consent calendar.

Mr. Kelly stated that he wanted to compliment the District on both items 6-G and 6-H, and that Item 6-G has a tremendous amount of potential and hopes that MCWD is working with the SVBGSA on this grant as it can be substantially informational, especially in the North County. He added that Item 6-H could be very valuable to those in the North County and again hoped that MCWD was working with the SVBGSA on this grant. President Morton noted that MCWD does work very closely and shares with the SVBGSA.

President Morton made a motion approve the Consent Calendar consisting of items A) Receive and File the Check Register for the Month of August 2024; B) Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of August 19, 2024; E) Adopt Resolution No. 2024-47 to Approve a Reimbursement Agreement between Marina Coast Water District and Seaside Peninsula Acquisition Group, LLC for McClure Way Phase II Water Pipeline Improvements related to the Seaside Resort Hotel Project; F) Adopt Resolution No. 2024-48 to Amend the FY 2024-2025 Capital Improvement Budget to Fund the Coe Avenue Water Pipeline Upsizing Project; G) Adopt Resolution No. 2024-49 Approving the Application for the California Department of Water Resources Water Desalination Grant Program Continuous Application Process 6 for the Armstrong Ranch Brine Treatment Pilot Study; H) Adopt Resolution No. 2024-50 Authorizing the Marina Coast Water District's Application, and Approving Negotiation and Execution of a Cooperative Agreement with the United States Bureau of Reclamation for a WaterSMART Fiscal Year 2024/2025 Drought Resiliency Grant; and, I) Adopt Resolution No. 2024-51 Approving the Application for the California Office of Emergency Services State & Local Cybersecurity Grant Program Fiscal Year 2024/2025. Vice President Shriner seconded the motion. The motion was passed by the following vote:

Director Cortez	-	Yes	Vice President Shriner	-	Yes
Director Imamura	-	Yes	President Morton	-	Yes
Director Moore	-	Yes			

Director Imamura stated he would like to discuss both items at the same time.

- C. Adopt Resolution No. 2024-45 to Approve Controller and Senior Accountant Job Descriptions and Salary Ranges; and, Approve Addition of One New Time Full Time Employee and Convert One Full Time Employee from Accounting Supervisor to Senior Accountant for the Administrative Services Department – Finance Division:

Agenda Items 6-C and 6-D (continued):

- D. Adopt Resolution No. 2024-46 to Approve a New Water Resources Technician Classification Series (Water Resources Technician I and II), Job Description, Salary Ranges, and Create a New Water Resources Technician Position for Water Resources Department:

Director Imamura asked for clarification if these were new or reclassified position. Ms. Lagasca explained that with regards to Item 6-C, one position was new, and the other position was being reclassified; and with regards to Item 6-D, this was a new position. She noted that the employee in the position being reclassified (Item 6-C) is qualified and welcome to apply for the new Controller position, but the position will also be open to the public so the best qualified person will be considered for the position.

President Morton made a motion to adopt Resolution No. 2024-45 to approve Controller and Senior Accountant job descriptions and salary ranges; and, approve addition of one new full time employee and convert one full time employee from Accounting Supervisor to Senior Accountant for the Administrative Services Department – Finance Division; and, adopt Resolution No. 2024-46 to approve a new Water Resources Technician Classification Series (Water Resources Technician I and II), job description, salary ranges, and create a new Water Resources Technician position for Water Resources Department. Director Imamura seconded the motion. The motion was passed by the following vote:

Director Cortez	-	Yes	Vice President Shriner	-	Yes
Director Imamura	-	Yes	President Morton	-	Yes
Director Moore	-	Yes			

7. Action Items:

- A. Review the Marina Coast Water District FY 2023-2024 Preliminary Unaudited Year End Financials:

Ms. Lagasca introduced this item. The Board asked clarifying questions regarding Operating Reserve versus Operating Expenses, CalPERS costs, and depreciation. Discussion followed.

President Morton stated that this item has been received by the Board.

- B. Adopt Resolution No. 2024-52 to Accept the Proposal from Qovo Solutions, Inc., in the Amount of \$702,420.18 for Phase 1 of the Security and Access Improvements Project:

Mr. Haertel introduced this item explaining that this includes locking doors and key cards. The Board asked clarifying questions regarding key cards, licensing, and storage.

Agenda Items 7-B (continued):

Director Moore made a motion to adopt Resolution No. 2024-52 to accept the proposal from Qovo Solutions, Inc., in the amount of \$702,420.18 for Phase 1 of the Security and Access Improvements Project. Director Cortez seconded the motion. The motion was passed by the following vote:

Director Cortez	-	Yes	Vice President Shriner	-	Yes
Director Imamura	-	Yes	President Morton	-	Yes
Director Moore	-	Yes			

8. Informational Items:

A. General Manager's Report:

Mr. Scherzinger reported the following:

1. the Strategic Plan has been completed and now management will start developing action plans to achieve the Plan;
2. there was a Deep Aquifer Study given to the Board of Supervisors;
3. met with the City Manager of Sand City to discuss acquisition of their Desal Project, and Sand City also mentioned that they are having sewer issues. Staff will follow up with more discussion;
4. went to Sacramento to meet with Paul Gosslin (Department of Water Resources), Nancy Vogel (CA National Resources Agency), and Eric Oppenheimer and Erik Ekdahl (SWRCB);
5. conducted meetings with the all the PUC staff members;
6. the MCWDGSA's first weather station recorded 0.7 inches of rain;
7. the MCWDGSA water monitoring troll is underway and will work with the Operations Department to put the well measurements against the water depth measurements to see the pump down and recovery curves;
8. received a Water Resources 'Customer of the Year' award for the Pure Water Monterey project.

B. Committee and Board Liaison Reports:

1. Executive Committee:

President Morton gave a brief update.

2. Budget and Engineering Committee:

Vice President Shriner gave a brief update.

3. Joint City District Committee:

President Morton gave a brief update.

Agenda Items 8-B (continued):

4. M1W Board Member Liaison:

Director Moore gave a brief update on the M1W Board meeting.

9. Board Member Requests for Future Agenda Items:

No items were requested.

10. Director's Comments:

Director Cortez, Director Imamura, Director Moore, Vice President Shriner, and President Morton made comments.

11. Adjournment:

The meeting was adjourned at 8:28 p.m.

APPROVED:

Gail Morton, President

ATTEST:

Paula Riso, Deputy Secretary

**Marina Coast Water District
Staff Report**

Agenda Item: 9-C

Meeting Date: October 21, 2024

Prepared By: Tobias Osborne
Reviewed By: Patrick Breen

Approved By: Remleh Scherzinger, PE

Agenda Title: Receive the 3rd Quarter 2024 MCWD Water Consumption and Sewer Flow Report

Staff Recommendation: The Board of Directors receives the 3rd Quarter 2024 Water Consumption and Sewer Flow Report every quarter. The Water Resource Department organizes this comparative report, which has been provided quarterly since 2006.

Water Consumption Report Summary: The 3rd Quarter 2024 Water Consumption Report (January 1 – September 30) details water consumption delivered by Marina Coast Water District (District). The reports submitted since 2015 have included groundwater consumption information and an analysis of variances between current-year projected and prior-year consumption.

Analysis: At the end of 3rd Quarter 2024, the Marina Area consumed 956.77 acre-feet (AF) of water, the Ord Area consumed 1,328.72 AF, and the recycled water delivered to the Blackhorse/Bayonet Golf Courses totaled 326.74 AF, bringing the total consumption to 2,612.23 AF.

This report provides an overview of water consumption for Q1-Q3 of 2024. Once Q4 data is available, we will conduct a more detailed analysis of historical usage and year-over-year growth in the next report for a comprehensive assessment of average growth.

Attached are the following: Figure 1) Marina and Ord Area 10-Year Total Consumption; Figure 2) Land Use Jurisdiction Consumption; and Figure 3) 10-Year Consumption Breakdown as of September 30, 2024.

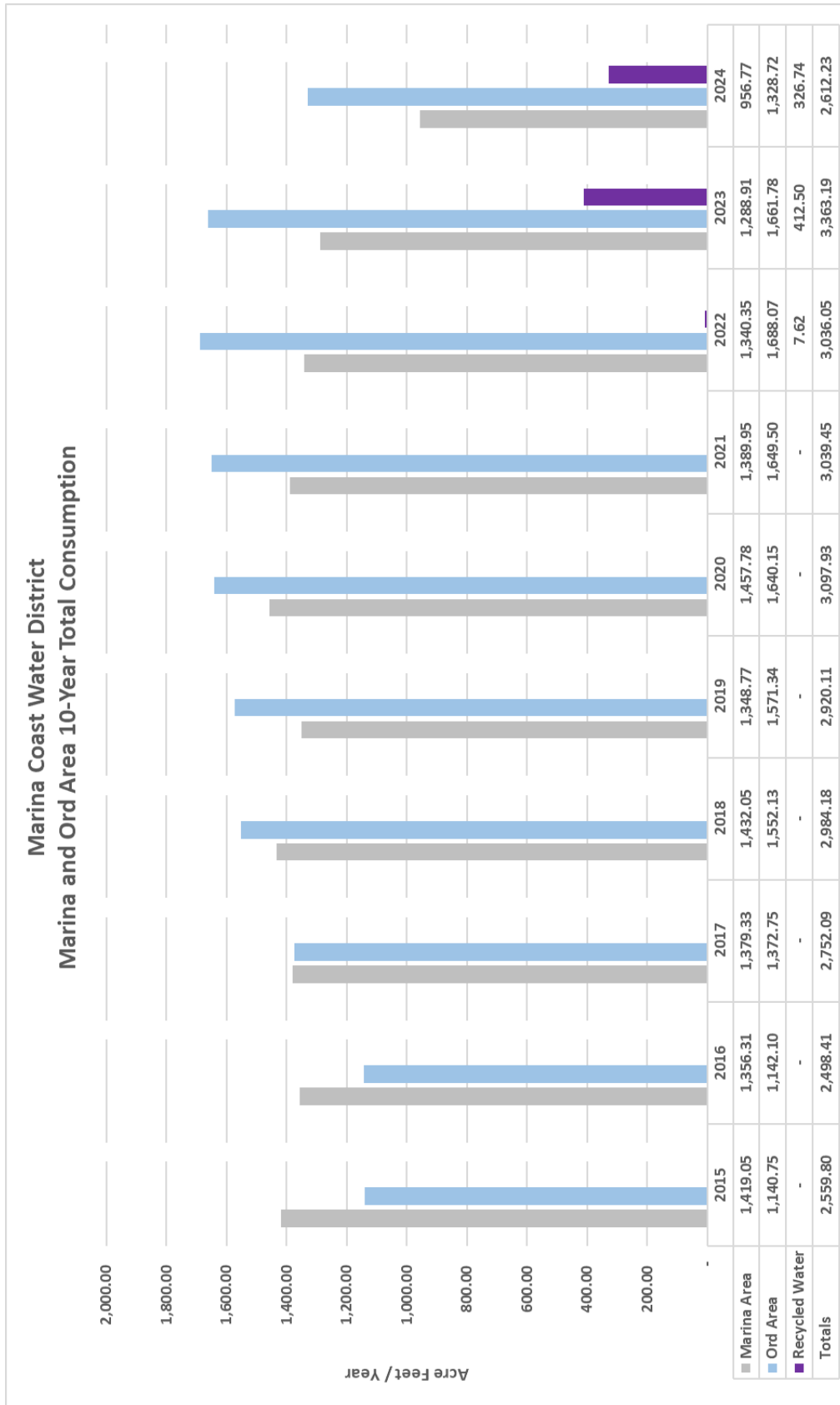


Figure 1) Marina and Ord Area 10-Year Total Consumption

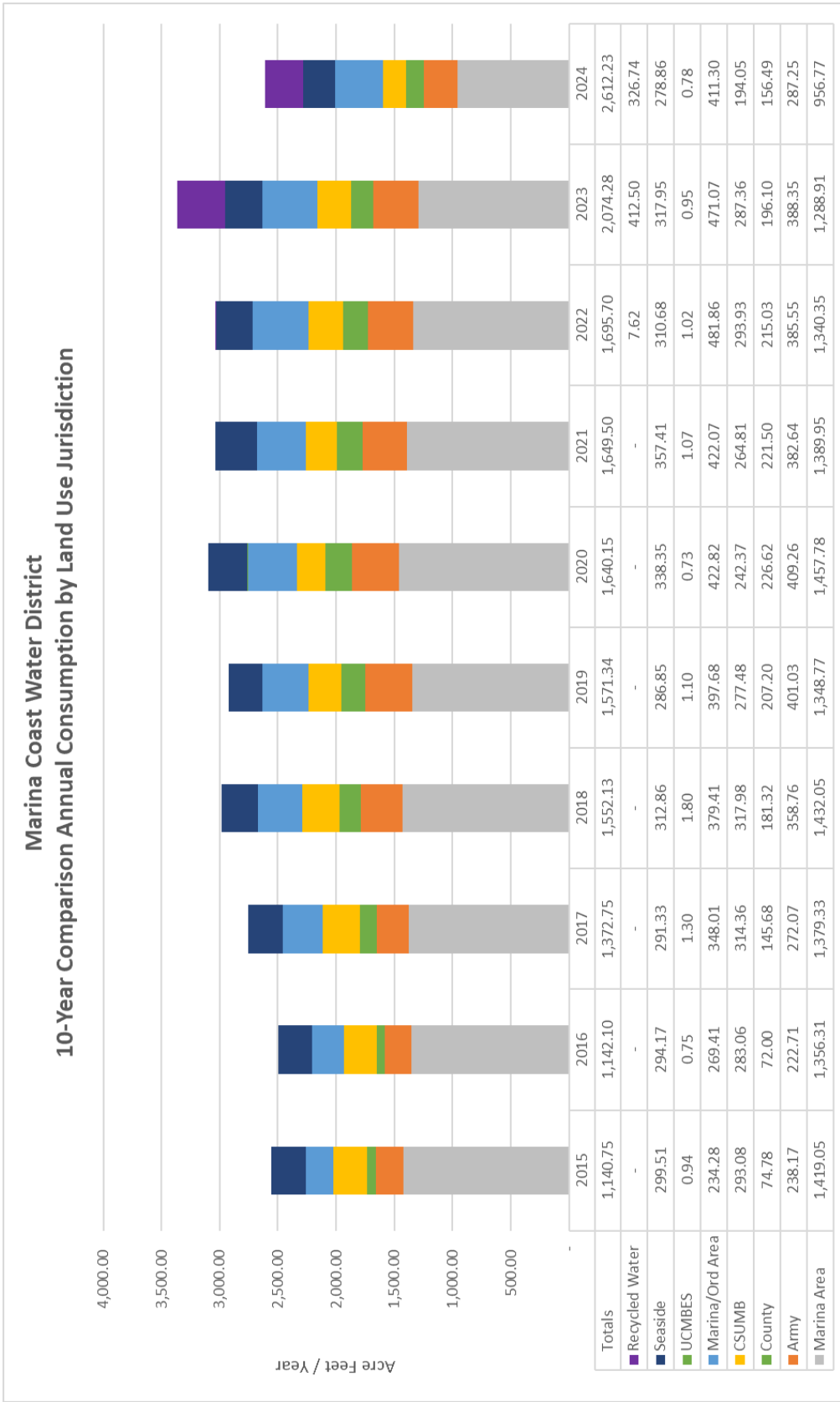


Figure 2) Land Use Jurisdiction Consumption



Marina Coast Water District

10-Year Annual Consumption Breakdown as of September 30, 2024

Metered Consumption

Boundary	Subdivision	2015 Consumption	2016 Consumption	2017 Consumption	2018 Consumption	2019 Consumption	2020 Consumption	2021 Consumption	2022 Consumption	2023 Consumption	2024* Consumption	3Yr Running Avg.	5Yr Running Avg.	Allocation
POTABLE WATER														
Boundary: Central Marina														
Central Marina	Central Marina	1,388.97	1,327.45	1,349.94	1,400.84	1,315.11	1,402.34	1,343.71	1,308.04	1,243.47	932.87			
Central Marina	East Ridge	8.16	7.92	8.04	8.18	9.30	8.92	8.14	8.68	7.69	5.59			
Central Marina	MarinaConstruction	-	-	-	-	3.33	23.28	14.94	1.52	16.80	3.23			
Central Marina	MB Estates II	9.74	9.40	9.61	10.66	9.10	10.17	9.55	9.29	8.94	6.29			
Central Marina	MB Estates III	3.17	2.73	2.95	3.46	4.00	4.20	3.79	3.71	3.51	2.68			
Central Marina	Sea Breeze	9.02	8.81	8.80	8.91	7.92	8.87	9.83	9.10	8.51	6.10			
Total Central Marina		1,419.05	1,356.31	1,379.33	1,432.05	1,348.77	1,457.78	1,389.95	1,340.35	1,288.91	956.77	1,195.34	1,286.75	3,020.00
Boundary: FOArmy														
Army	Army	19.39	25.05	24.51	26.59	26.71	22.47	18.75	16.98	12.40	9.76			
FOArmy	Fitch Park	60.20	56.96	97.06	101.43	102.71	105.04	96.03	97.84	89.10	64.83			
FOArmy	Hayes Park	53.40	46.78	53.23	59.12	53.65	51.37	49.65	47.23	43.10	32.42			
FOArmy	Marshall Park	-	-	5.66	56.31	59.42	56.48	56.84	56.12	52.75	41.25			
FOArmy	Ord Kidney	71.44	70.02	70.14	83.27	108.33	128.11	116.49	108.94	121.91	84.40			
FOArmy	Stilwell Park	33.74	23.91	21.47	32.05	50.20	45.78	44.89	58.45	69.09	54.59			
Total FOArmy		238.17	222.71	272.07	358.76	401.03	409.26	382.64	385.55	388.35	287.25	353.72	370.61	1,562.00
Boundary: FOCounty														
County	County	3.17	5.40	8.78	4.91	5.01	1.04	2.10	2.45	3.90	3.72			
FOCounty	CountyConstruction	-	0.68	-	0.86	-	-	-	-	-	-			
FOCounty	EastGarrison	71.61	65.92	136.90	175.55	202.19	225.57	219.40	212.59	192.19	152.76			
Total FOCounty		74.78	72.00	145.68	181.32	207.20	226.62	221.50	215.03	196.10	156.49	189.20	203.15	710.00
Boundary: FOCSUMB														
CSUMB	CSUMB	104.04	97.61	128.61	130.90	113.71	86.87	117.16	161.91	157.95	102.11			
FOCSUMB	Frederick Park	65.91	67.34	63.52	56.50	42.83	30.22	32.67	38.26	37.71	25.17			
FOCSUMB	Schoonover I	102.44	97.96	98.39	103.86	99.17	101.81	94.37	74.84	74.53	54.46			
FOCSUMB	Schoonover II	20.69	20.15	23.84	26.73	21.77	23.47	20.61	18.92	17.17	12.31			
Total FOCSUMB		293.08	283.06	314.36	317.98	277.48	242.37	264.81	293.93	287.36	194.05	258.45	256.50	1,035.00
Boundary: FOMarina														
FOMarina	Marina/Ord Area	8.39	9.43	10.77	12.02	5.90	7.16	5.09	2.79	4.65	0.74			
FOMarina	Abrams Interim	3.89	3.75	4.12	4.56	3.43	5.15	4.74	4.42	5.32	3.92			
FOMarina	Abrams Park	44.20	39.54	50.91	54.50	52.45	47.92	45.30	42.47	42.94	34.34			
FOMarina	Dunes CHOMP	8.58	6.77	5.41	6.88	6.42	3.51	4.28	7.13	11.42	10.48			
FOMarina	Dunes Comm	12.71	14.06	30.12	32.89	30.66	25.43	30.53	32.45	29.72	23.07			
FOMarina	Dunes on MB Res	4.69	24.69	45.20	64.16	64.39	79.30	83.14	87.20	93.97	90.10			
FOMarina	Dunes UV Apts	33.97	20.23	23.56	23.86	23.85	20.72	23.60	19.82	17.75	11.31			
FOMarina	Dunes UVSpecPlan	1.98	2.45	3.24	2.25	1.34	0.88	0.71	0.79	1.11	1.20			
FOMarina	Dunes VA DOD	-	0.09	5.42	2.08	2.61	2.25	1.92	1.91	2.16	1.97			
FOMarina	Imjin Office Park	2.03	4.89	4.61	2.47	7.93	9.09	7.69	8.40	6.75	5.10			
FOMarina	Marina	16.99	31.61	31.54	33.71	33.89	21.60	23.69	36.51	36.01	26.94			
FOMarina	Marina Construc	-	-	-	-	-	-	-	-	1.67	-			
FOMarina	Marina Construction	-	-	-	-	-	-	-	0.02	1.16	0.41			
FOMarina	MarinaAirport	2.30	2.03	2.77	7.50	3.45	6.24	4.87	5.30	5.10	3.31			
FOMarina	MarinaConstruction	25.33	39.65	42.84	25.35	35.70	45.45	39.93	58.38	37.78	62.42			
FOMarina	MarinaRecreation	-	-	0.05	-	-	-	-	-	-	-			

Boundary	Subdivision	2015 Consumption	2016 Consumption	2017 Consumption	2018 Consumption	2019 Consumption	2020 Consumption	2021 Consumption	2022 Consumption	2023 Consumption	2024* Consumption	3Yr Running Avg.	5Yr Running Avg.	Allocation
FOMarina	Preston Park	51.93	51.63	56.29	61.31	55.97	66.12	63.13	61.73	55.14	39.82			
FOMarina	Preston Shelter	5.43	6.63	5.83	5.92	5.06	4.16	7.25	7.65	7.52	6.23			
FOMarina	School	4.54	1.93	1.95	2.27	2.72	2.64	1.44	1.81	0.21	0.14			
FOMarina	SeaHaven	7.34	10.02	23.37	37.67	61.92	75.21	74.77	103.06	110.68	88.96			
FOMarina	SeaHavenSeaHaven										0.10			
Total FOMarina		234.28	269.41	348.01	379.41	397.68	422.82	422.07	481.86	471.07	411.30	454.74	441.83	1,340.00
Boundary: FOSeaside														
FOSeaside											0.09			
Seaside	Bay View	44.24	46.43	57.97	51.60	46.94	57.50	56.77	48.11	50.73	65.78			
FOSeaside	Marina Coast Water Distr	-	-	-	-	0.04	0.08	0.82	1.32	0.78	-			
FOSeaside	School	50.02	48.91	30.95	43.57	44.06	58.89	71.24	62.50	69.78	53.95			
FOSeaside	Seaside	3.91	7.08	5.97	8.06	2.24	3.21	6.51	7.18	9.85	8.91			
FOSeaside	Seaside Construction	-	-	-	-	-	-	-	-	0.01	-			
FOSeaside	Seaside Resort	0.51	0.89	0.98	1.23	1.21	1.89	1.15	1.21	1.19	-			
FOSeaside	Seaside Soper	9.58	9.30	8.50	9.12	8.13	11.04	7.94	8.96	6.86	5.74			
FOSeaside	SeasideConstruction	18.86	14.39	13.41	13.65	8.64	9.64	35.60	14.05	5.99	8.81			
FOSeaside	SeasideHighland	123.69	109.28	114.89	126.20	116.47	134.89	125.56	118.11	116.56	87.57			
FOSeaside	Sun Bay	48.70	57.89	58.66	59.44	59.13	61.21	51.80	45.00	44.15	36.38			
FOSeaside	The Enclave at Cypress C	-	-	-	-	-	-	-	4.25	12.05	11.62			
Total FOSeaside		299.51	294.17	291.33	312.86	286.85	338.35	357.41	310.68	317.95	278.86	302.49	320.65	1,017.50
Boundary: FOUCMBES														
UCMBES	UCMBest	0.94	0.75	1.30	1.80	1.10	0.73	1.07	1.02	0.95	0.78			
Total FOUCMBES		0.94	0.75	1.30	1.80	1.10	0.73	1.07	1.02	0.95	0.78	1.01	0.98	230.00
Total Ord Community		1,140.75	1,142.10	1,372.75	1,552.13	1,571.34	1,640.15	1,649.50	1,688.07	1,661.78	1,328.72	1,559.62	1,593.71	5,894.50
RECYCLED WATER														
Boundary: GolfCourse														
	Golf Course	-	-	-	-	-	-	-	7.62	412.50	326.74			
		-	-	-	-	-	-	-	7.62	412.50	326.74	210.06	84.02	407.00
Grand Total		2,559.80	2,498.41	2,752.09	2,984.18	2,920.11	3,097.93	3,039.45	3,036.05	3,363.19	2,612.23	2,965.02	3,091.34	9,321.50

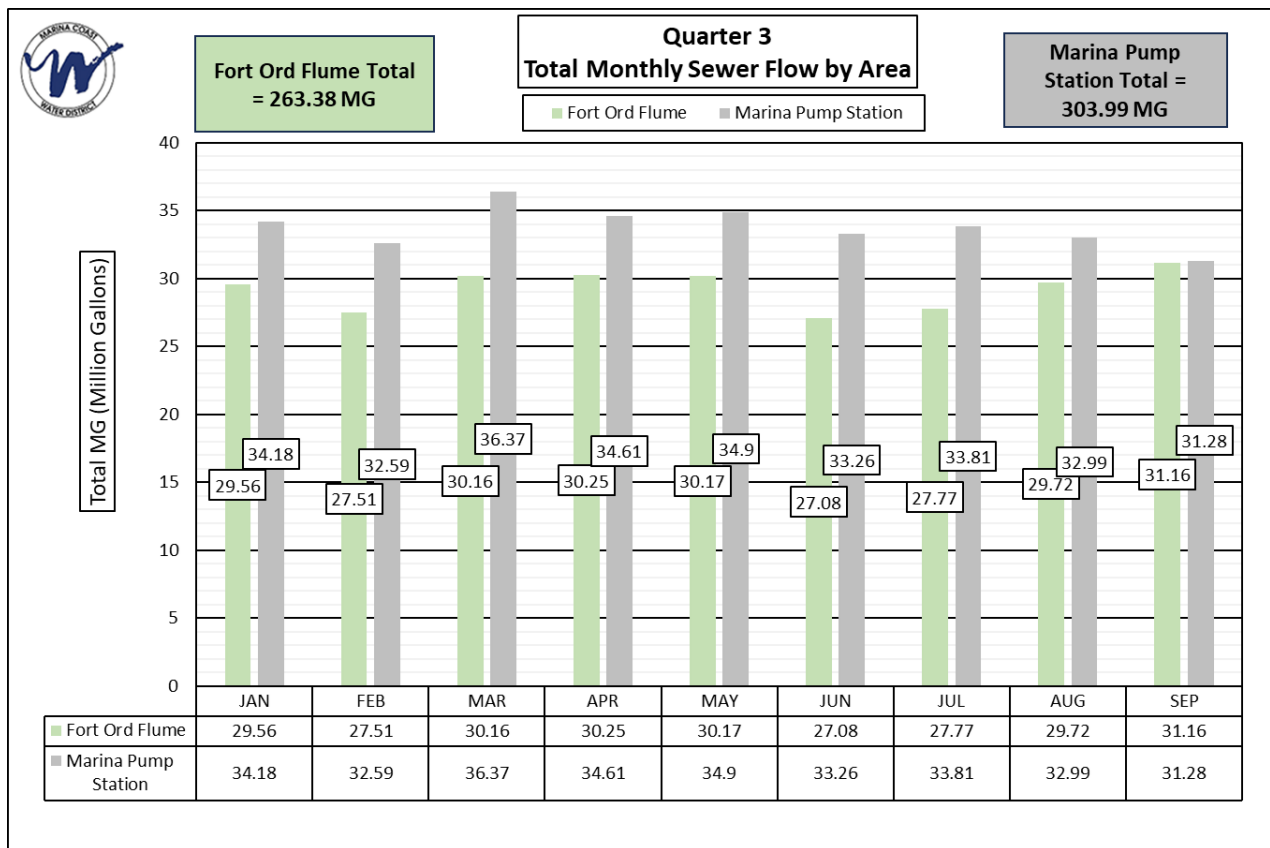
* Consumption as of Period 09 2024

Sewer Flow Report Summary: The 3rd Quarter 2024 Sewer Flow Report (January 1 – September 30) details sewer flows from the District to the Monterey One Water (M1W) interceptor. The data reflects flows for the Ord and Marina Communities, measured at the Fort Ord Flume and Marina Pump Station.

- Ord Flume: Total flow of 263.38 million gallons (MG) with an average daily flow of 0.96 million gallons per day (MGD).
- Marina Pump Station: Total flow of 303.99 MG with an average daily flow of 1.07 MGD.

Data for both sites is provided monthly by M1W.

Analysis: The total monthly sewer flow for Ord Flume ranged from 27.08 MG to 31.16 MG, with a peak in September. Marina's flow ranged from 31.28 MG to 36.37 MG, peaking in March. Marina consistently produces more wastewater than Ord, with Ord's total flow reaching 263.38 MG and Marina's total reaching 303.99 MG by the end of the 3rd Quarter in 2024.



Year-over-Year (YoY) Growth: The 5-year analysis focused on Quarter 1 to Quarter 3 over the past five years, excluding Quarter 4, to evaluate Year-over-Year (YoY) growth or decline.

- Ord Flume has been increasing, with the highest-ever flow of 264.31 MG in 2024 Quarter 3, marking a 5.94% YoY quarterly increase from 2023 to 2024.
- Marina Pump Station has been increasing, with the highest-ever flow at 305.14 MG in 2024, Quarter 3, making a 4.46% YoY quarterly increase from 2023 to 2024.

Fort Ord Flume 5-Year Analysis						
Year	Q1	Q2	Q3	Q4	Total	YoY Growth
2020	83.74	78.72	75.61	*	238.07	*
2021	75.64	76.14	79.24	*	231.02	-2.96
2022	81.85	79.68	80.38	*	241.91	4.71
2023	85.06	81.84	82.59	*	249.49	3.13
2024	88.17	87.49	88.65	*	264.31	5.94

Marina Pump Station 5-Year Analysis						
Year	Q1	Q2	Q3	Q4	Total	YoY Growth
2020	96.39	98.01	99.07	*	293.47	*
2021	96.28	95.57	95.25	*	287.1	-2.17
2022	93.47	92.37	91.18	*	277.02	-3.51
2023	96.63	99.28	96.19	*	292.1	5.44
2024	104.29	102.77	98.08	*	305.14	4.46

The Ord Flume and Marina Pump Station have experienced a consistent increase in sewer flows over the past five years.

Attached are the following: Figure 1) Quarter 3 2024 Total Monthly Sewer Flow (Ord and Marina)
Figure 2) Quarter 3 Average Daily Sewer Flow (Ord and Marina)

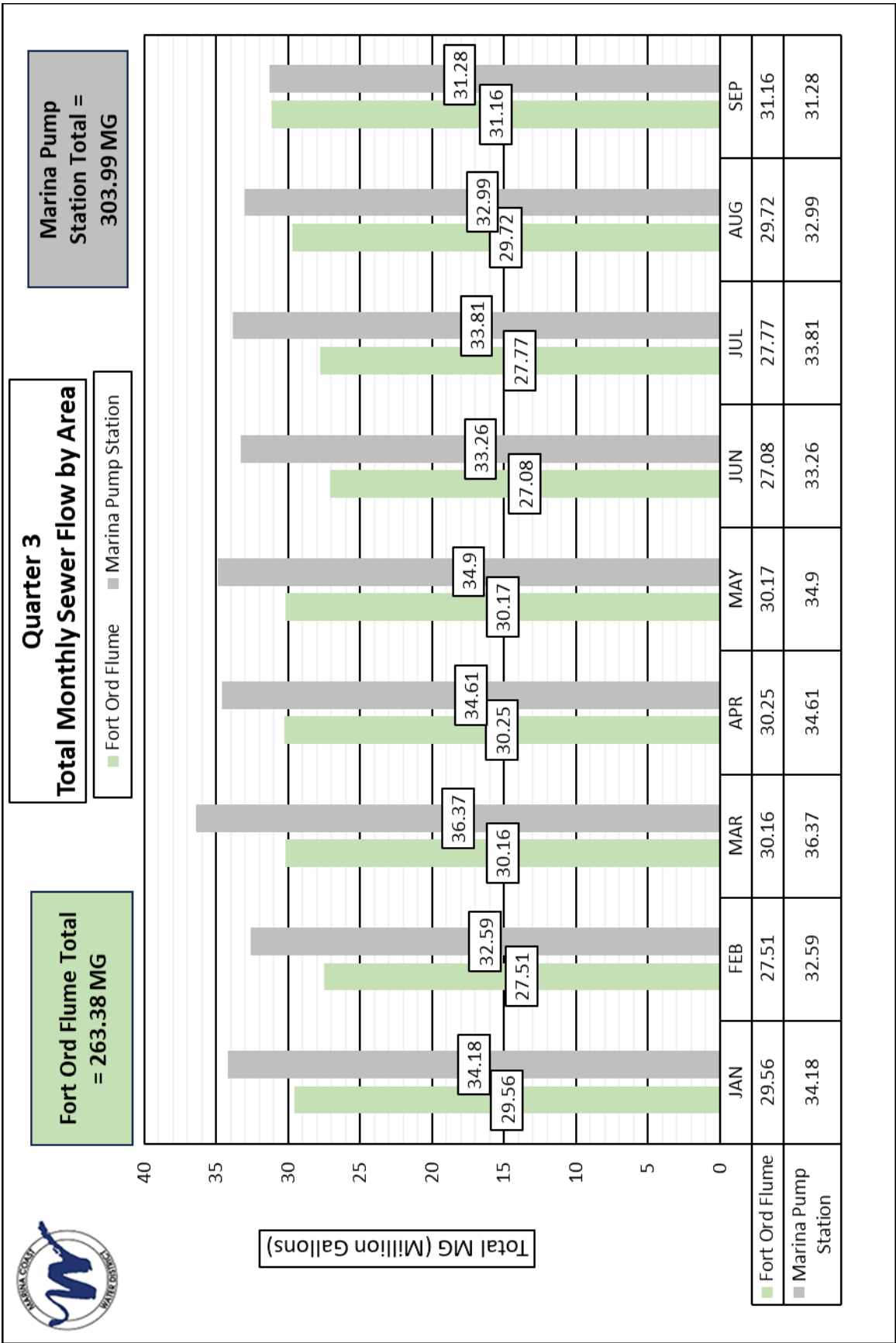


Figure 1) 2024 Total Monthly Sewer Flow (Ord and Marina)

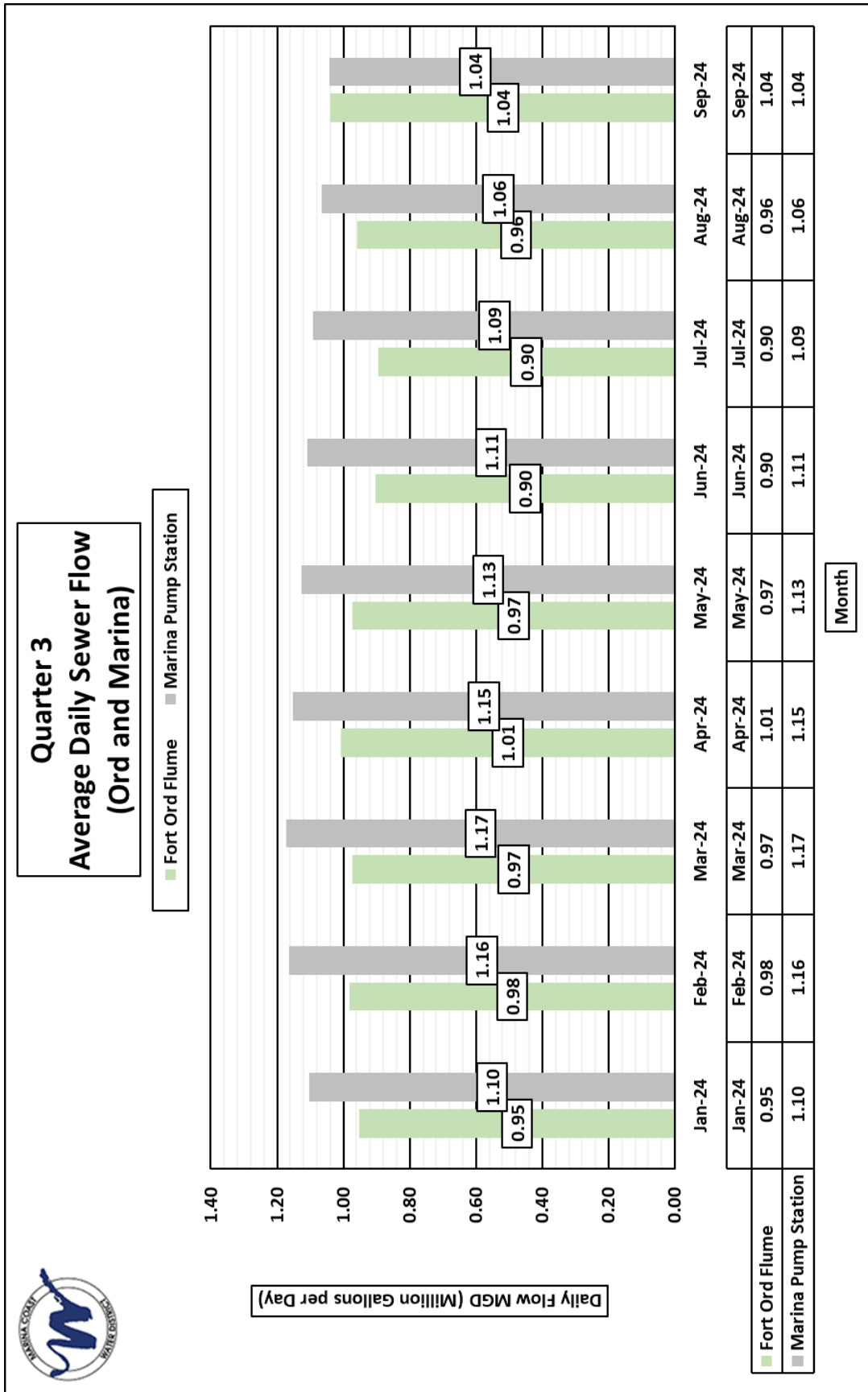


Figure 2) Average Daily Sewer Flow (Ord and Marina)

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 9-D

Meeting Date: October 21, 2024

Prepared By: Garrett Haertel, PE

Approved By: Remleh Scherzinger, PE

Agenda Title: Capital Improvement Program – Project Update Report

Staff Recommendation: Receive quarterly project update report on the current Capital Improvement Program (CIP).

Background: *Strategic Plan, Goal No. 4 – The District’s water and wastewater facilities function reliably due to rigorous maintenance and increasing investments in their renewal and replacement.*

The FY 2024-2025 Budget approved by the Board of Directors included improvements and expansion plans for existing water, recycled water, and wastewater collection systems. The following CIP update report provides project lists currently in design/construction based on the board adopted annual budget.

Projects listed include details on service area and system. For reference, the project number contains an identifier prefix for the appropriate cost center. The prefixes include:

- District-wide projects (WD) (Projects affecting all cost centers),
- General Water (GW) (General projects affect both service areas),
- Marina Water (MW),
- Ord Community Water (OW),
- General Sewer (GS) (General projects affect both service areas),
- Marina Sewer (MS),
- Ord Community Sewer (OS),
- Recycled Water (RW), and
- Groundwater Sustainability Agency (GA).

Discussion/Analysis: The attached CIP Project Status Report lists active projects with project number, title, description, justification and status of progression through design and construction.

Within the 2024-2025 fiscal year approved budget there are a total of 38 projects included. Of the 38 currently budgeted projects; 16 are renewal and replacement, 16 are engineering improvement, 2 are for current development, 1 is for Recycled Water and 3 are for the Groundwater Sustainability Agency. Current fiscal year projects are being initiated and the mid-year CIP Update will include detailed budget and project status. In addition, District engineering staff is also working on 20 separate major development projects, 20 small development projects and the associated project review, coordination, and construction of infrastructure that has become or will become assets of the District.

The District CIP tool for budgeting, forecasting and tracking projects has aided in the development of a long-term, comprehensive CIP that can easily be modified to account for changing infrastructure demands and fiscal and construction environments. This tool also aids in understanding the financial impact of a planned CIP versus a reactionary run-to-failure approach.

During this quarter the largest project fully funded by the District within this fiscal year is the A1/A2 Tanks and B/C Booster Station project (GW-0112). The project consists of constructing two 1.6-million-gallon tanks and a booster station. The project is located on the Cal State University Monterey Bay campus. The project is expected to be completed and operational in January 2025.

The Tate Park Lift Station (MS-2401) has a completed design for a 2 million gallon per day with an anticipated cost of \$3,783,105 to service areas of northern Marina and the Marina Station Development. The City of Marina has agreed to the site location and negotiations are on-going regarding easements. A reimbursement agreement is also being negotiated with the developer and construction would commence with Marina Station Development Phase 3. This lift station will, in addition to serving Marina Station, reduce the quantity of sewage flows west under California Highway 1 and near potential sensitive habitats.

Environmental Review Compliance: A majority of the projects will be submitting a Notice of Exemption (NOE) and a California Environmental Quality Act (CEQA); 4 projects will require an Environmental Impact Report (EIR).

Climate Adaptation: The District’s goal is to provide projects that address climate change and improve the District’s footprint on the environment. The myriad of FY2024-2025 CIP projects accomplishes this in several ways. The Solar Array Project moves the District towards more sustainable energy consumption. The alternative water supply projects and planning help to protect groundwater in Marina by reducing the amount of groundwater that must be extracted from the Salinas Valley Groundwater Basin, an aquifer that is vulnerable to seawater intrusion, drought and sea level rise associated with climate change. The ability to keep parks and public spaces green during drought conditions removes additional carbon from the atmosphere and provides a cooling effect on our communities, as well as habitat for local plant and animal species. Other water and wastewater system improvement projects provide overall system reliability and reduce the potential liability of impacts to the sensitive local environment and inefficient operation and overconsumption of resources.

Financial Impact: Yes No **Funding Source/Recap:** None

Material Included for Information/Consideration: CIP Status Report.

Action Required: Resolution Motion Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____



CIP Status Report

No	Project No.	Title	Description	Justification	Phase	PM	Status
1	WD-2401	IOP B Side Improvements Project	Complete the B-side suite at 920 Second Ave with board meeting rooms and offices	<ul style="list-style-type: none"> This project is needed to accommodate the consolidation of District staff locations and functions 	Bidding for Construction	Magdaleno	<ul style="list-style-type: none"> Designs Complete Bidding Advertised on 10/4/2024 Bidding Closes on 11/4/2024 Construction Estimated to be completed by 05/01/2025
2	WD-2405	Solar Array	IOP Microgrid	<ul style="list-style-type: none"> Improve the Districts sustainable energy portfolio Potential to offset energy surplus costs 	Design – 80%	Magdaleno	<ul style="list-style-type: none"> Bids Received Overall system demand and potential microgrid customers being assessed and solicited. Market Rate study consultant being contracted
3	WD-2501	CIP Planning and Program Management Tool	Development of Improvement to program management tool for the CIP and Implementation efforts	<ul style="list-style-type: none"> Tracking and orderly data analysis of the CIP projects and implementation needs. Provides the District data and information to properly plan implement projects, resource allocation, and financial planning 	System Improvement	Haertel	<ul style="list-style-type: none"> Comprehensive CIP being updated and tool improvements implemented



CIP Status Report

No	Project No.	Title	Description	Justification	Phase	PM	Status
4	WD-2503	PLC Replacement Project	<ul style="list-style-type: none"> Replace existing Programmable Logic Controllers that are no longer supported 	<ul style="list-style-type: none"> PLCs are the main control hardware for the pump stations Maintenance parts will be challenging to obtain following 2024 	Design – 15%	Cray	<ul style="list-style-type: none"> Contract awarded 08/19/2024
5	WD-2308.2	SCADA Improvements Project (Phase 2)	<ul style="list-style-type: none"> Includes: upgrade InTouch and interference screens, add pressuring, pump efficiency, power monitoring, new switches and alarms at multiple sites, chlorine dosing capabilities, cellular backup, alongside others 	<ul style="list-style-type: none"> Enhances remote monitoring and control capabilities to improve efficiency and risk management 	Design – 5%	Cray	<ul style="list-style-type: none"> Project Scope being finalized
6	WD-2404	Security and Access Improvements Project	<ul style="list-style-type: none"> Installation of systems to improve outside and on-premises security 	<ul style="list-style-type: none"> Improve physical security to protect important data, confidential information, networks, software, equipment, facilities, assets, and personnel 	Construction-0%	Espero	<ul style="list-style-type: none"> Project kickoff meeting held 10/14/24 Notice to Proceed Issued



CIP Status Report

No	Project No.	Title	Description	Justification	Phase	PM	Status
7	GW-2504	Eastern Well Field Supply	Analyze and select alternative to improve system reliability and efficiency to fill A Zone reservoirs and provide a second supply source connection to East Garrison.	<ul style="list-style-type: none"> Project will begin the process of providing additional pumping to minimize supply availability issues potentially caused by infrastructure failure, water quality degradation, source availability, climate change, and other impacts 	Design – 30%	Bertrand	<ul style="list-style-type: none"> S&W started design October 2024
8	GW-2505	Fire Hydrant Replacement Program	Replace fire hydrants through an annual program.	<ul style="list-style-type: none"> Existing hydrants are outdated, missing isolation valves, or are not the correct type (wet vs dry barrel) 	Design -100%	Magdaleno	<ul style="list-style-type: none"> Project Bid November 2024



CIP Status Report

No	Project No.	Title	Description	Justification	Phase	PM	Status
9	GW-2507	MISC Booster Pumping Station Improvements	Conduct program improvements for renewal and replacement of infrastructure within existing booster stations	<ul style="list-style-type: none"> Programmatic budgeting to provide Booster Pumping Station needs as identified to prevent systematic pump station failures over time. 	Project Assessment	Haertel	<ul style="list-style-type: none"> Projects being assessed and identified as necessary The ASP Booster Pump Station Identified
10	GW-2508	Water Pipeline Renew/ Replacement Program	Replace failing and/or old pipelines through an annual program.	<ul style="list-style-type: none"> Programmatic budgeting to provide Pipeline Replacement needs as identified to prevent systematic pipeline failures over time. 	Project Assessment	Haertel	<ul style="list-style-type: none"> Projects being assessed and identified as necessary
11	GW-2509	Well Rehabilitation	Rehabilitate wells on a programmatic approach to scrub and clean column, install new pumps, and other down-hole efforts as needed.	<ul style="list-style-type: none"> Maintenance and renovation of wells maintain supply reliability 	Project Assessment	Haertel	<ul style="list-style-type: none"> Projects being assessed Top priority Wells targeted for rehab: 29, 30, 31



CIP Status Report

No	Project No.	Title	Description	Justification	Phase	PM	Status
12	GW-0112	Zone A Tank Improvements	<ul style="list-style-type: none"> • Two 1.6 MG A-Zone storage tanks • B/C – Zone BPS upgrade • Associated piping and facilities • California Ave Pipeline Installation 	<ul style="list-style-type: none"> • This project will provide water storage for Zone A in the Ord Community and Central Marina. The B and C booster pumps will pump water from Zone A tanks to Zones B and C tanks. It will provide needed storage and fire flows for the community. 	Construction - 90%	Gao	<ul style="list-style-type: none"> • BC Pumphouse energized on 10/10/2024 • Distribution pipeline to be completed by end of October • Project estimated to complete December 2024
13	GW-0123	Zone B Tank 2 Project	<ul style="list-style-type: none"> • Adjacent to existing Zone B storage tank • Increase B-Zone storage capacity • Existing CSUMB Easement 	<ul style="list-style-type: none"> • This project is to complete tank & piping design and construction for the B Tank Project within existing CSUMB Easement 	Design – 60%	Gao	<ul style="list-style-type: none"> • Design to be completed by December 2024 • Construction to start March 2025



CIP Status Report

No	Project No.	Title	Description	Justification	Phase	PM	Status
14	GW-0378	Well 12 Rehabilitation	Initial investigation to identify and develop rehabilitation requirements	<ul style="list-style-type: none"> Well 12 needs rehabilitation in order to restart and prepare for irrigation deliveries 	Project Assessment	Bertrand	<ul style="list-style-type: none"> Well 12 currently in use by Marina Station developer Engineering and Water Resource staff collecting critical data from current operations Well rehabilitation project on hold pending developer usage
15	GW-2403	Comprehensive Desal Improvements	<ul style="list-style-type: none"> Initial phase addresses program partnering and preliminary system planning Design and Construction of brine line discharge system 	<ul style="list-style-type: none"> Reduce reliance on groundwater pumping Increase supply availability and resiliency Supply for the Fort Ord area Improved groundwater sustainability through Salinas Valley Subbasin 	Design and Planning – 60%	Gao	<ul style="list-style-type: none"> Desalination Brine demand and feasibility assessment Overall Water Supply Portfolio Assessment
16	GW-2404	Reservation Rd. Desal Plant Renovation	Implement necessary renovations to enable operations	<ul style="list-style-type: none"> Adding desal supply into the District’s water supply portfolio Enhanced reliability and resilience 	Design and Planning – 15%	Gao	<ul style="list-style-type: none"> Intake Well Location/Rehabilitation to start October 2024 Electrical Panel Design to start October 2024



CIP Status Report

No	Project No.	Title	Description	Justification	Phase	PM	Status
17	GW-2310	Castroville Water Pipeline Intertie	<ul style="list-style-type: none"> Production of a 30% design for the potential alignment of water service pipelines extending the existing MCWD distribution network to the Castroville Community Services District (CCSD) and acquisition of grant funding being identified 	<ul style="list-style-type: none"> To complete an initial design of a pipeline with the determined alignment for water service pipelines extending MCWD's distribution system to CCSD. 	Design – 0%	Bertrand	<ul style="list-style-type: none"> Working with grants team to identify source funding
18	MW-0322	Water Pipeline in Lynscott from Carmel to Reservation	<ul style="list-style-type: none"> This project includes replacing an existing 8" pipeline with a new 12" pipeline (approx. 1,725LF) 	<ul style="list-style-type: none"> This pipeline is intended to service the Downtown Vitalization Specific Plan 	Project Assessment	Magdaleno	<ul style="list-style-type: none"> S&W to model with the latest information to determine revised project scope Project design to commence March 2025
19	MW-0321	Water Pipeline In California Ave from Patton Parkway to Reindollar Ave	<ul style="list-style-type: none"> This project includes replacing an existing 12" pipeline (approx. 1,225LF) 	<ul style="list-style-type: none"> This pipeline is intended to service the Downtown Vitalization Specific Plan 	Project Assessment	Magdaleno	<ul style="list-style-type: none"> S&W to model with the latest information to determine revised project scope Project design to commence March 2025



CIP Status Report

No	Project No.	Title	Description	Justification	Phase	PM	Status
20	OW-0201	Gigling Road Water Pipeline Replacement	<ul style="list-style-type: none"> This project consist of replacing an existing 12" pipeline arrox. 2,300 LF in kind due to poor condition 	<ul style="list-style-type: none"> This project is to replace the pipeline segment that has been subject to numerous repairs. 	Design – 60%	Gao	<ul style="list-style-type: none"> 90% Design to be completed November 2024 Construction to start March 2025
21	OW-0330	Paint Reservoir 2 Exterior	<ul style="list-style-type: none"> Recoat tank exterior to extend asset useful life 	<ul style="list-style-type: none"> Existing coating is failing and needs to be redone to improve protection from corrosive environment and extent life of asset 	Design – 100%	Bertrand	<ul style="list-style-type: none"> Design proposal to be approved October Board Meeting
22	OW-0340	McClure Road Water Pipeline	<ul style="list-style-type: none"> This project consists of a new 12" pipeline arrox. 1,460LF. This pipeline is intended to serve portions of the Seaside resort development and to tie-in the existing water infrastructure in Fairway Dr. 	<ul style="list-style-type: none"> This project is needed to service the Seaside golf course and residential project elements. 	Construction -90%	Racz	<ul style="list-style-type: none"> Construction to be completed November 2024



CIP Status Report

No	Project No.	Title	Description	Justification	Phase	PM	Status
23	OW-2401	Corp Yard Demo and Rehabilitation	Supplemental blight removal and rehabilitation of buildings	Project supplements budget need to remove/repair existing facilities at Corporation Yard. Decrease safety risk to staff associated with deteriorating buildings	Design – 10%	Bertrand	<ul style="list-style-type: none"> Initial Site investigation complete Demo design and scope complete November 2024
24	OW-2402	Ord Wastewater Treatment Plant Blight Removal	Demolish Ord Wastewater Treatment Facility and remove blighted buildings	This project honors commitments to State Parks, FOR A, and local community	Design – 10%	Gao	<ul style="list-style-type: none"> Initial Site investigation complete Demo Design and scope complete November 2024
25	OW-2421	Inter-Garrison Rd Pipeline Upsizing	<ul style="list-style-type: none"> Construct new 18-inch pipeline segment to complete piping alignment upsizing Schoonover to East Garrison Approximately 1,800 LF 	<ul style="list-style-type: none"> Improves reliability of fire flows for East Garrison Community Existing pipe is outdated and undersized 	Design – 60%	Gao	<ul style="list-style-type: none"> Final design contract to be completed October 2024 Design to be completed November 2024 Construction to start February 2025



CIP Status Report

No	Project No.	Title	Description	Justification	Phase	PM	Status
26	GS-2510	Lift Station Improvement Program FY24/25	<ul style="list-style-type: none"> Programmatic lift station renewal and replacement efforts to maintain successful operation 	<ul style="list-style-type: none"> Maintain operation and reduce risk of spills 	Design – 10%	Gao	<ul style="list-style-type: none"> Identified LS Comprehensive Improvements Completed design contract with Wallace Group in October 2024 Design to be completed January 2025 Construction to start March 2025
27	GS-2511	Sewer Pipeline Renew/ Replacement Program FY24/25	<ul style="list-style-type: none"> Replace failing and/or old pipeline through an annual program. 	<ul style="list-style-type: none"> Programmatic budgeting to provide Pipeline Replacement needs as identified to prevent systematic pipeline failures over time. 	Project Assessment	Haertel	<ul style="list-style-type: none"> Projects being assessed and identified as necessary
28	GS-2512	Northeast Sewer Reroute to Interceptor	Study to investigation and assessment to rerouting sewer flows from east service area directly into the interceptor near Armstrong Ranch	<ul style="list-style-type: none"> Flow is currently routed towers western service area and then pumped back to the interceptor. Rerouting this flow may reduce energy cost, order generation, and infrastructure deterioration 	Design - 10%	Bertrand	<ul style="list-style-type: none"> Project Kicked off October 2024 Design report to be completed December 2024



CIP Status Report

No	Project No.	Title	Description	Justification	Phase	PM	Status
29	GS-2401	Lift Station Wetwell Lining Program	Programmatic replacement or addition of wetwell lining at sewer lift stations.	<ul style="list-style-type: none"> Protects concrete from deterioration Severe deterioration can lead to failure of lift station 	Design – 10%	Magdaleno	<ul style="list-style-type: none"> Completed design contract with Wallace Group in October 2024 Design to be completed January 2025 Construction to start March 2025
30	MS-0205	Replace Sewer Pipeline Reservation Road Near Crestview Court	This project includes the replacement of the existing 8” gravity main with new 10” gravity main, Approx 525LF	<ul style="list-style-type: none"> Increased size provide capacity for future peak wet weather flow 	Design – 5%	Bertrand	<ul style="list-style-type: none"> Design Consultants being solicited Design to be completed March 2025
31	MS-2401	Tate Park LS	<ul style="list-style-type: none"> Installation of new sanitary sewer lift station and associated gravity and force mains. Proposed location is southwest corner of Tate park 	<ul style="list-style-type: none"> Needed to serve the Marina Station development and existing Central Marina customers Existing site is under sized and poorly located Location improves resiliency against climate change 	Design – 95%	Gao	<ul style="list-style-type: none"> Lift station designed, completing final station easement with City of Marina Construction to be done by Marina Station Developer



CIP Status Report

No	Project No.	Title	Description	Justification	Phase	PM	Status
32	OS-0210	1 st Ave Gravity Main	<ul style="list-style-type: none"> Rehabilitation of the existing 30-inch sanitary sewer pipeline using CIPP trenchless technology 3,100 LF 	<ul style="list-style-type: none"> Existing pipeline is far outdated and in poor condition 	Project Assessment	Magdaleno	<ul style="list-style-type: none"> Completed design contract with Wallace Group in October 2024 Design to be completed January 2025 Construction to start March 2025
33	OS-0218	Gigling Lift Station Replacement	This project includes replacement of the Gigling lift station and remaining portion of force main	<ul style="list-style-type: none"> These improvements are intended to increase capacity of the existing force main and mitigate condition issues of the existing lift station 	On hold	Gao	<ul style="list-style-type: none"> Project on hold awaiting Army Development Plans
34	OS-0348	Odor Control Program (Imjin parkway LS)	Conduct programmatic odor control activities as sites are identified.	<ul style="list-style-type: none"> Ongoing programmatic odor control efforts reduce corrosive environments that deteriorate sewer infrastructure and efforts also address public concerns at identified location. 	Project Assessment	Magdaleno	<ul style="list-style-type: none"> S&W to start design November 2024 Design to be completed March 2025 Construction to start May 2025



CIP Status Report

No	Project No.	Title	Description	Justification	Phase	PM	Status
35	OS-0350	Imjin Parkway Sewer Manhole Rehab	Rehab manholes where Imjin forcemain breaks to gravity on Imjin along 3 rd to Abrams	<ul style="list-style-type: none"> Hydrogen sulfide release as flow breaks to gravity corrodes and deteriorates the existing manhole structures Project will improve protection and extend asset life 	Project Assessment	Magdaleno	<ul style="list-style-type: none"> Completed design contract with Wallace Group October 2024 Design to be completed December 2024 Construction to start March 2025
36	OS-2305	Manhole Rehab and Lining Lightfighter	Rehabilitate and line 21 sewer manholes along Lightfighter	<ul style="list-style-type: none"> Manholes are deteriorated and need refurbishment to extend asset life 	Project Assessment	Magdaleno	<ul style="list-style-type: none"> Completed design contract with Wallace Group October 2024 Design to be completed December 2024 Construction to start March 2025
37	RW-2401	ATW Irrigation Connection at Armstrong ranch	Construction of turnout off an existing stub-out of the RUWAP main	<ul style="list-style-type: none"> Allow access to recycled water at this location Allow for early stage recycled water monitoring through sensors 	Design – 90%	Bertrand	<ul style="list-style-type: none"> Final design due November 2024 Construction to start March 2025



CIP Status Report

No	Project No.	Title	Description	Justification	Phase	PM	Status
38	GA-2513	Monitoring Well Water Quality Equipment	Purchase of water quality monitoring equipment to meet the GSA program needs	<ul style="list-style-type: none"> The District must implement its mission as the Groundwater Sustainability Agency 	Project Assessment	Gao	<ul style="list-style-type: none"> Monitoring Requirements being assessed Coordination with external stakeholders and GSA Consultant to develop project scope
39	GA-2401	Indirect Potable Reuse Program – Sand Tank	<ul style="list-style-type: none"> Programmatic plan, design, and construction of indirect potable reuse system. 400LF of pipeline to connect to treated recycled water main, injection well, and appurtenances 	<ul style="list-style-type: none"> Current regulatory climate indicating direct potable reuse to be approved Project will increase water supply portfolio if DPR approved 	Project Assessment	Breen	<ul style="list-style-type: none"> Working with grants team to identify source funding
40	GA-2402	Install Monitoring Wells	<ul style="list-style-type: none"> This project is a part of the Monterey Subbasin GSP in the Monterey/Ord management area to address monitoring data gaps in the area 	<ul style="list-style-type: none"> The project is needed to address GSP data gaps but to also analyze future feasibility of other projects that require future study of the aquifer system such as indirect potable reuse and/or aquifer storage and recovery 	Project Assessment	Gao	<ul style="list-style-type: none"> Monitoring Requirements being assessed Coordination with external stakeholders and GSA Consultant to develop project scope

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 9-E

Meeting Date: October 21, 2024

Prepared By: Dominique Bertrand, EIT
Reviewed By: Garrett Haertel, PE

Approved By: Remleh Scherzinger, PE

Agenda Title: Adopt Resolution No. 2024-55 to Authorize a Professional Services Agreement with Schaaf & Wheeler Consulting Civil Engineers for Engineering Services for the Improvements, Recoating Design, and Project Bid Support of Reservoir 2

Staff Recommendation: Adopt Resolution No. 2024-55 to Authorize a Professional Services Agreement with Schaaf & Wheeler Consulting Civil Engineers for Engineering Services for the Improvements, Recoating Design, and Project Bid Support of Reservoir 2 (OW-0330).

Background: *Strategic Plan, Goal No. 4 Infrastructure – The District’s water and wastewater facilities function reliably due to rigorous maintenance and increasing investments in their renewal and replacement.*

Marina Coast Water District’s (District, MCWD) 2024-2025 Capital Improvement Program (CIP) budget includes funding for CIP OW-0330, Improvements, Recoating Design, and Project Bid Support of Reservoir 2. The reservoir was built in 1979 and has a storage capacity of 2.0 million gallons (MG). The interior was last recoated in 2019, and the exterior has never been recoated.

Discussion/Analysis: The existing coating is failing and needs to be redone to improve protection from the corrosive environment and extend the life of the asset. Additional reservoir improvements were identified based on input from District staff and the results of the 2023 Reservoir 2 inspection report to preserve the tank’s integrity. The following will be completed to repair existing corrosion damage, prevent future corrosion damage, and bring Reservoir 2 up to Cal/OSHA requirements. Cathodic protection assessment and design will be completed by JDH Corrosion Control.

1. Incorporate cathodic protection.
2. Incorporate inspection ports on the top of the reservoir for cathodic inspection.
3. Incorporate railing improvements where needed due to corrosion.
4. Incorporation of a fall protection device on the top railing following Cal/OSHA requirements.
5. Replacement of the top vent and insect screen.
6. Extending the overflow piping to ground level, while maintaining the code required air gap.
7. Provide welded steel patching where required on the top of the tank.

Lastly, staff recommended that Reservoir 2 be given a mural with the MCWD logo to match the new A1-A2 reservoir murals. The mural design will be completed by Paul Davis Partnership, who completed the A1-A2 reservoir murals. The Paul Davis Partnership will develop up to three mural designs and present them to the District for approval. The selected mural design will be included in the final plans.

Environmental Review Compliance: This project is categorically exempt from CEQA under §15031, repair and maintenance of existing facilities.

Legal Counsel Review: Legal Counsel reviewed and provided language to this agenda item and the Professional Services Agreement is the current master agreement unmodified.

Climate Adaptation: Not applicable.

Financial Impact: Yes No **Funding Source/Recap:** Funding was allotted for this project via CIP OW-0330. The total Project design costs are proposed at \$120,170 and the budgeted amount for OW-0330 within the 2024/2025 CIP is \$337,000.

Other Considerations: None.

Material Included for Information/Consideration: Resolution No. 2024-55.

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

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

October 21, 2024

Resolution No. 2024-55
Resolution of the Board of Directors
Marina Coast Water District
Professional Services Agreement with
Schaaf & Wheeler Consulting Civil Engineers for Engineering Services for the Improvements,
Recoating Design, and Project Bid Support of Reservoir 2 (OW-0330)

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on October 21, 2024, at 920 Second Avenue, Suite A, Marina, California, as follows:

WHEREAS, Reservoir 2 is forty-five years old and still retains the original exterior coating; and,

WHEREAS, Reservoir 2 has existing corrosion damage, lacks cathodic protection, and lacks a code compliant fall protection device on the top railing; and,

WHEREAS, the District allotted funding for CIP OW-0330 to fund the improvements and recoating design of Reservoir 2 ; and,

WHEREAS this project is categorically exempt from CEQA under §15031, repair and maintenance of existing facilities; and,

WHEREAS, Schaaf & Wheeler Consulting Civil Engineers has proposed engineering services for the Improvements and Recoating Design of Reservoir 2, and project bid support in an amount not to exceed \$120,170.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby:

1. Adopt Resolution No. 2024-55 to award a professional services agreement to Schaaf & Wheeler Consulting Civil Engineers for Engineering Services for the Improvements and Recoating Design of Reservoir 2 and project bid support (OW-0330) in an amount not-to-exceed \$120,170; and,
2. Authorize the General Manager to sign the Professional Services Agreement and directs the General Manager to take all actions and execute all documents as may be necessary or appropriate to give effect to this resolution.

PASSED AND ADOPTED on October 21, 2024, 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 _____

Gail Morton, President

ATTEST:

Remleh Scherzinger, 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. 2024-55 adopted October 21, 2024.

Remleh Scherzinger, Secretary

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 9-F

Meeting Date: October 21, 2024

Prepared By: Jack Gao, PMP

Approved By: Remleh Scherzinger, PE

Reviewed By: Garrett Haertel, PE

Agenda Title: Adopt Resolution No. 2024-56 to Award a Contract to Sanco Pipelines, Inc., J&M, Inc., and Garney Pacific, Inc. for On-Call Construction Services

Staff Recommendation: Adopt Resolution No. 2024-56 to award contracts to Sanco Pipelines, Inc., J&M, Inc., and Garney Pacific, Inc. for On-Call construction services and authorize the General Manager to execute the contracts and all necessary documents.

Background: *Strategic Plan Mission Statement – Marina Coast Water District delivers safe and environmentally sustainable water, recycled water, and wastewater services that meet community needs.*

Marina Coast Water District (District) relies heavily on the success of the Capital Improvement Program to provide District customers with consistent and high-quality water, wastewater, and recycled water service. For fiscal year 2024-2025, the District has approved a Capital Improvement Program Budget consisting of 38 projects totaling \$38,864,000. The completion of these capital projects and appropriate expenditure of funds highlights the District's commitment to our Strategic Plan Mission Statement.

On May 15, 2023, the Board of Directors approved Resolution No. 2023-19 for On-Call construction services with the Don Chapin Company and Monterey Peninsula Engineering for the District's Operation and Maintenance department. Expanding upon the District's existing set of On-Call resources ensures the necessary capability to manage an array of Programmatic Maintenance Capital Improvement Plan (CIP) Projects.

Discussion/Analysis: On August 23, 2024, District staff sent out a Request for Qualification (RFQ) for On-Call Construction Services. Maintaining a capable list of On-Call Construction Services is necessary for providing the District with as-needed professional construction support on CIP Projects. The types of services to be conducted under the On-Call Construction Services contract will include installation and repair work relating to all water, sewer, and recycled water pipelines and appurtenances within the District's service area.

The RFQ for On-Call construction work was sent to three nearby contractors who are capable of performing any complex construction work needed by the District. The three recipients of the RFQ were: Sanco Pipelines, Inc., J&M, Inc., and Garney Pacific, Inc. The closing date for the RFQ was September 26, 2024, and the District received three (3) RFQ responses, one from each of the contractors to whom the RFQ was sent. The three contractors are ready and capable of making a rapid response should there be an immediate need for assistance. Having On-Call Construction Services will facilitate the advancement of noncomplex CIP projects such as rehabilitation, installment, or replacement of pipelines, lift stations, and manholes.

Staff is recommending the Board of Directors approve and award the three-year contracts to Sanco Pipelines, Inc., J&M, Inc., and Garney Pacific, Inc. for On-Call construction work with the possibility of two additional one-year extensions each.

Environmental Review Compliance: None required.

Legal Counsel Review: Legal Counsel has reviewed the RFQ template sent out to the list of contractors and the Professional Service Agreement is the current master agreement and remains unchanged.

Climate Adaptation: Having On-Call construction contractors will allow the District to rapidly respond to emergencies and mitigate any spill or wasted water, thus reducing power consumption and additional greenhouse gas emissions. Additionally, having On-Call construction contractors will facilitate upgrades to the District’s infrastructure through CIP Projects.

Financial Impact: Yes No **Funding Source/Recap:** Construction support services for Capital Improvement Projects will be funded through the approved Capital Improvement Project budget FY 2024-2025.

Other Considerations: None.

Material Included for Information/Consideration: Resolution No. 2024-56.

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

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

October 21, 2024

Resolution No. 2024-56
Resolution of the Board of Directors
Marina Coast Water District
Professional Service Agreement with the Sanco Pipelines, Inc., J&M, Inc. and Garney Pacific, Inc. for On-Call Construction Services

RESOLVED by the Board of Directors ("Directors") of the Marina Coast Water District ("District"), at a regular meeting duly called and held on October 21, 2024, at 920 Second Avenue, Suite A, Marina, California.

WHEREAS, Marina Coast Water District (District) requires professional On-Call construction service from qualified contractors to ensure successful completion of the Districts FY2024-2025 Capital Improvement Program; and,

WHEREAS, having an On-Call contractor would allow for a rapid advancement of a large number of Capital Improvement Plan Projects; and,

WHEREAS, the District staff sent out a Request for Qualifications for On-Call Construction services to three capable contractors which includes installation and repair work relating to all water, sewer, and recycled water pipelines and appurtenances within the District's service area; and,

WHEREAS, the District received three responses, one from each of the three contractors solicited; and,

WHEREAS, all three contractors are capable and qualified to perform the work required by the District.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Marina Coast Water District does hereby:

1. Adopt Resolution No. 2024-56 to award a Professional Service Agreement, with the option to extend two additional one-year terms to:
 - a. Sanco Pipelines, Inc.
 - b. J&M, Inc.
 - c. Garney Pacific, Inc.
2. Authorize the General Manager to execute the On-Call Professional Service Agreements and direct the General Manager to take all actions and execute all documents as may be necessary or appropriate to give effect to this resolution.

PASSED AND ADOPTED on October 21, 2024, 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 _____

Gail Morton, President

ATTEST:

Remleh Scherzinger, 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. 2024-56 adopted October 21, 2024.

Remleh Scherzinger, Secretary

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 9-G

Meeting Date: October 21, 2024

Prepared By: Dominique Bertrand, EIT
Reviewed By: Garrett Haertel, PE

Approved By: Remleh Scherzinger, PE

Agenda Title: Adopt Resolution No. 2024-57 to Approve the Application for the U.S. Bureau of Reclamation WaterSMART Grant Program FY 2024-2025

Staff Recommendation: Adopt Resolution No. 2024-57 authorizing the Marina Coast Water District's (District) application, and approving negotiation and execution of a cooperative agreement with the United States Bureau of Reclamation for a WaterSMART FY 2024-2025 Water and Energy Efficiency Grant (WEEG) (funding opportunity number R24as00052).

Background: *Strategic Plan, Element No. 2 Infrastructure – The District's water and wastewater facilities function reliably due to rigorous maintenance and increasing investments in their renewal and replacement.*

Discussion/Analysis: The District seeks funding for the implementation of the Automated Meter Reading (AMR) to Advanced Metering Infrastructure (AMI) Water Meter Conversion Project. This vital project will upgrade approximately 3,769 outdated AMR meters with Automated Metering Infrastructure (AMI) technology, including the installation of one communication tower equipped with receivers and centralized software infrastructure to facilitate the deployment of AMI-enabled meters. Upgrades to the meters will be completed either through complete replacement or retrofitting of existing meters. AMR Meters aged ten years or older will be replaced with AMI meters. AMR meters younger than ten years will be retrofitted to be AMI compatible. The decision was made to retrofit meters younger than ten years to reduce overall project costs.

Currently, monthly manual readings take approximately 20 working days with two staff members, limiting the ability to promptly identify leaks, minimize waste or utility theft, and generating greenhouse gas (GHG) emissions through vehicle miles driven to collect usage data creating the potential for long-lasting leaks, large water losses and inputs to the environment. The Project is expected to result in annual water savings of 254 acre-feet per year (AFY) and with associated reductions in GHG emissions of 10.9 metric tons of carbon dioxide (CO₂) emissions per year or 218 metric tons of CO₂ over the 20-year lifetime of the project. This equates to 27,943 miles driven by an average gasoline-powered passenger vehicle per year and to 558,860 miles driven by an average gasoline-powered passenger vehicle over the project's 20-year lifetime. The reduction in CO₂ will be accomplished through eliminating meter reading routes and service requests related to meter issues, reduced well pumping costs by reducing system water demand, and the launch of a District wide meter testing program. The proposed project addresses the following key issues:

- Confirmation of functional status of installed meters: The AMI technology will allow for the confirmation that the installed meters are functional and online.
- Real-time Leak Detection: The installation of AMI technology enables the immediate detection of leaks, reducing water losses and associated costs.
- Theft Deterrence and Water Conservation: AMI meters discourage water theft and promote individual and business water conservation, resulting in substantial system-wide water savings.

- **Operational Efficiency and Cost Reduction:** Real-time data collection reduces energy use and operating costs in water supply and wastewater collections, minimizing carbon emissions.
- **Preventative Maintenance:** Improved ability to conduct preventative maintenance on the water distribution system, enhancing overall system reliability.
- **Customer Empowerment:** Customers gain the ability to monitor water usage accurately through the District's online portal, fostering water-conscious behavior.

The District previously submitted a grant application in February 2024 and was not selected to receive funding. District staff attended a debrief with the Bureau of Reclamation in which areas were highlighted that the District could strengthen the application to improve the District's funding potential. The District has engaged the services of The Ferguson Group (TFG) to assist with the development of the WaterSMART grant application.

Environmental Review Compliance: Environmental review will be required for the site of the one communications towers. This will be completed prior to the final approval of the project. Nothing in this grant application and related agreements commits, or shall be deemed to commit, MCWD or any other governmental body to approve or implement any project under the grant, and they may not do so until environmental review of the project as required under CEQA, and under NEPA if required, has been completed.

Legal Counsel Review: Legal Counsel has reviewed this document.

Climate Adaptation: The project will combat and offset the impacts of climate change through a reduction in energy usage linked to lower pumping demands and reduced water entering wastewater lift stations. In addition, a reduction in GHG emissions from a significant reduction in miles driven by the District fleet for manual meter reading. This project will contribute to lowering the District's general GHG emissions by an anticipated 10.9 metric tons of CO2 emissions per year, providing more energy resources for other projects and reducing net GHG emissions in California.

Financial Impact: Yes No **Funding Source/Recap:** Matching funds from Capacity fees. The proposed budget for this project is \$1,394,570 which would require a funding match of \$697,285 from capacity fee funds if the grant is awarded and the Board approves the project.

Material Included for Information/Consideration: Resolution No. 2024-57.

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

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

October 21, 2024

Resolution No. 2024-57
Resolution of the Board of Directors
Marina Coast Water District

Authorizing the Agency's Application, and Approving Negotiation and Execution of a Cooperative Agreement with the United States Department of the Interior Bureau of Reclamation for a WaterSMART FY 2024-2025 Water and Energy Efficiency Grant (Funding Opportunity Number R24as00052)

RESOLVED by the Board of Directors ("Directors") of the Marina Coast Water District ("District"), at a regular meeting duly called and held on October 21, 2024, at 920 Second Avenue, Suite A, Marina, California as follows, as follows:

WHEREAS, the United States Department of the Interior, Bureau of Reclamation under the WaterSMART: FY 2024-2025 Water and Energy Efficiency Grant (WEEG) has made funding available to qualifying applicants; and,

WHEREAS, the MCWD Board of Directors and staff have, identified a potential project that exemplifies the objectives of the WaterSMART grant opportunity; and,

WHEREAS, the District submitted an application on February 21, 2024 and was not selected to receive grant funding; and,

WHEREAS, District revised application per discussion with Bureau of Reclamation staff to improve the funding potential; and,

WHEREAS, the District has engaged The Ferguson Group (TFG) to assist with the development of the WaterSMART grant application; and,

WHEREAS, the District agrees to the administration and cost-sharing requirements of the WaterSMART grant criteria and desires to submit an application to be eligible for a grant award.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby:

1. Adopt Resolution No. 2024-57 Authorizing The Agency's Application, and Approving Negotiation and Execution of a Cooperative Agreement with the United States Bureau of Reclamation for a WaterSMART FY 2024-2025 Water and Energy Efficiency Grant (Funding Opportunity Number R24as00052); and,
2. Authorize the General Manager to take all actions and execute all documents as may be necessary or appropriate to give effect to this resolution; and,
3. Acknowledge the submissionst referenced above are in the best interest of MCWD and its customers; and,
4. Authorize the General Manager, to file, on behalf of the Directors of MCWD, an application with the Bureau of Reclamation under the WaterSMART: FY 2024-2025 WEEG program; and,
5. Authorize District staff to receive, if awarded, the WaterSMART: FY 2024-2025 Water and Energy Efficiency Grant program funding and make a good faith effort to enter into a

cooperative agreement with the Bureau of Reclamation for the receipt and administration of said grant funds; and,

6. Certify that the District is capable of providing the amount of funding and/or in-kind contributions specified in the grant application funding plan; and,
7. Nothing in foregoing grant application and related agreements commits, or shall be deemed to commit, MCWD or any other governmental body to approve or implement any project under the grant, and they may not do so until environmental review of the project as required under CEQA, and under NEPA if required, has been completed.

PASSED AND ADOPTED on October 21, 2024, 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 _____

Gail Morton, President

ATTEST:

Remleh Scherzinger, 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. 2024-57 adopted October 21, 2024.

Remleh Scherzinger, Secretary

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 9-H

Meeting Date: October 21, 2024

Prepared By: Mary Lagasca, CPA

Approved By: Remleh Scherzinger, PE

Agenda Title: Annual Review of the District’s Investment Policy

Staff Recommendation: The Board of Directors review the District’s Investment Policy.

Background: *Strategic Plan, Objective No. 3.4 – A full set of financial policies are in place, reviewed, and updated on a scheduled basis.*

The District’s Investment Policy was last reviewed on January 22, 2024 and was adopted through Resolution No. 2024-02 with minor edits to the Investment Policy.

Discussion/Analysis: The District’s Investment policy is in compliance with the State Government Code Section 53600 and it’s being updated to include investments through Joint Powers Authorities meeting the requirements of Government Code Section 56301(p). This recommendation will provide additional investment opportunities while providing safety of principal, daily liquidity, and competitive returns. In addition, the policy has been updated to highlight the District’s investment objectives as set forth in Government Code Section 53600.5. No change is being recommended.

Environmental Review Compliance: None required.

Legal Counsel Review: Legal Counsel has reviewed the Investment Policy.

Climate Adaptation: Not applicable.

Financial Impact: ___ Yes ___ X No **Funding Source/Recap:** None

Other Considerations: None.

Material Included for Information/Consideration: District’s Investment Policy.

Action Required: ___ Resolution ___ Motion ___ X Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

MARINA COAST WATER DISTRICT

POLICY MANUAL

POLICY TITLE: Investment Policy

POLICY NUMBER: 3040

3040.1 Purpose. The purpose of this policy is that all investments and deposits of District funds shall be made only as set forth in this Annual Statement of Investment Policy in accordance with the Government Code.

3040.2 Applicable Law. The District's Investment Policy is based on provisions of the Government Code set forth in Title 5, Division 2, Part 1, Chapter 4, Articles 1 and 2 (commencing at Section 53600) of the California Government Code governing the investment of local agency funds and deposits of public monies. All references to code sections in this Statement, unless otherwise specified, are from the California Government Code. The District adopted this Policy at the December 7, 2015, meeting of the Board of Directors.

As set forth in Government Code Section 53600.5, the primary objective of the District's investment program shall be to safeguard the principal of funds (safety). The secondary objective shall be to meet the liquidity needs (liquidity). The third objective shall be to achieve a return on the funds invested (return).

Investments shall be made as if by a prudent person using the same discretion and intelligence a person would use in managing personal affairs and certainly not for speculation. As far as possible, all money belonging to or in the custody of the District, including money paid to the treasurer or other official to pay the principal, interest, or penalties of bonds, shall be deposited for safekeeping in an institution as described in Section 53635.2, observing the limitations specified in Sections 53601 and 53635.

3040.3 Investment Procedures.

3040.3.1 The Director of Administrative Services may invest monies not required for expenditure during the terms of the investment without first securing further Board approval if the investment is one of the following types:

- Local Agency Investment Fund of the State of California.
- Time certificates of deposits issued by a nationally or state-chartered bank or a state or federal association located within the State of California if fully secured by federal insurance or approved collateral at the required percentage of market value.
- United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
- Investments through Joint Powers Authorities meeting the requirements of Government Code Section 53601(p).

3040.3.2 The Director of Administrative Services may invest monies not required for expenditure during the term of the investment only after securing further Board approval if the investment is one of the following types:

- Bonds issued by the local agency, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency or by a department, board, agency, or authority of the local agency.
- Registered state warrants or treasury notes or bonds of this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state or by a department, board, agency, or authority of the state.
- Bonds, notes, warrants, or other evidence of indebtedness of a local agency within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.
- Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
- Investments in repurchase agreements may be made, on an investment authorized in this section, when the term of the agreement does not exceed one year. The market value of securities that underlie a repurchase agreement shall be valued at 102 percent or greater of the funds borrowed against those securities and the value shall be adjusted no less than quarterly. Since the market value of the underlying securities is subject to daily market fluctuations, the investments in repurchase agreements shall be in compliance if the value of the underlying securities is brought back up to 102 percent no later than the next business day.
- Time certificates of deposit issued by a nationally or state-chartered bank or a state or federal association located outside of the State of California if secured by federal insurance.

3040.3.3 No investment shall be purchased:

- On margin.
- "Forward" or "in the future."
- Based on foreign currency.
- Which are specified in Government Code Section 53601.6.

3040.3.4 unless (a) required to be of shorter maturity by law, (b) specifically authorized by the Board, or (c) as a part of a program no less than three months prior to the date of purchase, no investment shall be made with a maturity date greater than five years from the date of purchase unless specifically authorized by the Board or as a part of a program no less than three months prior to the date of purchase.

3040.4 Use of Securities Dealers and Brokers. When not purchasing an investment directly from the issuer, the District shall purchase it from an institution licensed by the State as a broker-dealer, as defined in Section 25004 of the Corporation Code, or from a member of a federally regulated securities exchange, from a national or state-chartered bank, from

savings association or a federal association, or from a brokerage firm designated as a primary government dealer by the Federal Reserve Bank, as required by Section 53601.5.

3040.5 Investment Authority and Reporting Requirements.

3040.5.1 Director of Administrative Services: To the extent consistent with law, the Director of Administrative Services ("DAS") shall perform the duties of "treasurer" under Sections 53630 through Sections 53686. District funds deposited in any account are deemed to be in the treasury of the District, pursuant to Section 53636. The DAS is responsible for the safekeeping of money in his or her custody and shall enter into any contract with a depository relating to any deposit, which in his or her judgment is to the public advantage, as provided by Section 53649. The DAS is responsible for compliance with all state laws governing the day-to-day management of deposits as set forth in Sections 53630 through 53686.

3040.5.2 Borrowing Funds: In making any decision that involves borrowing in the amount of one hundred thousand (\$100,000) or more, the Board shall discuss, consider, and deliberate each decision as a separate item of business on the agenda of its meeting as prescribed in the Government Code, commencing at Section 54950.

3040.5.3 Director of Administrative Services' Quarterly Report: The DAS shall present quarterly reports on investments to the General Manager and Board. The report shall show the type of investment, how title is held, institution, date of maturity, amount of deposit, current market value for all securities with a maturity of more than 12 months, rate of interest, the relationship of each investment to this investment policy, information showing that expenditure requirements can be met in the following quarter and specify investments made pursuant to Government Code Section 53601(i), and 53601.1. The quarterly reports shall also show whatever additional information the Board may require.

3040.5.4 In Lieu Statements: For District investments placed in the Local Agency Investment Fund, created by Section 16429.1, in FDIC-Insured accounts in a bank or savings and loan association, in a county investment pool, or any combination of these, the DAS may supply the most recent statement or statements received by the District from these institutions in lieu of the information required by **3040.5.3**.

3040.5.5 Investment Committee: The Budget & Engineering Committee shall periodically review the investments held by the District, the cash flow requirements of the District, and the compliance of its investments with this Statement. The Committee shall make an annual report and recommendation to the Board concerning implementation or changes in this policy. If there is no Budget & Engineering Committee, the Board shall perform the review.

3040.5.6 Annual Board Review: The Board shall meet annually to review the District Investment Policy portfolio, quarterly reports prepared pursuant to Section 53646 of the Government Code, and any other relevant information regarding anticipated cash requirements for the purpose of selecting investment instruments for District funds. This investment policy shall be reviewed annually or more often, as necessary.

3040.5.7 The District may commingle unrestricted funds for the purpose of investing amounts on hand, so long as the investments meet the requirements of this Policy.

Adopted: June 9, 1992 via Resolution No. 92-11-A
Revised: February 25, 1993 via Resolution No. 93-6
Revised: July 28, 1999 via Resolution No. 99-11
Revised: August 28, 2002 via Resolution No. 2002-37
Revised: November 8, 2011 via Resolution No. 2011-81
Revised: November 13, 2012 via Resolution No. 2012-71
Revised: April 7, 2014 via Resolution No. 2014-15
Revised: December 7, 2015 via Resolution No. 2015-58
Revised: June 20, 2022 via Resolution No. 2022-28
Revised: January 22, 2024 via Resolution No. 2024-02

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 10-A

Meeting Date: October 21, 2024

Prepared By: Mary Lagasca, CPA

Approved By: Remleh Scherzinger, PE

Agenda Title: Accept the Annual Comprehensive Financial Report and the Independent Auditor's Report for the Fiscal Year ended June 30, 2024

Staff Recommendation: Accept the Annual Comprehensive Financial Report and the Independent Auditor's Report for the fiscal year ended June 30, 2024.

Background: *Strategic Plan, Objective No. 3.3 – The Board receives understandable, timely, and up-to-date financial reports on an approved schedule.*

California Government Code Section 26909 requires the County Auditor to either make or contract with a certified public accountant or public accountant to perform an annual audit of the accounts and records of every special district within the county for which an audit by a certified public accountant or public accountant is not otherwise provided unless an audit by a certified public accountant has been arranged by the District.

On March 18, 2024, the Board adopted Resolution No. 2024-13 approving a 3-year contract with an option to renew for 2 additional years with Chavan and Associates, LLP. The contract is to provide annual audit services to the District from FY 2024 to FY 2026 for a not-to-exceed amount of \$24,250 for FY 2024.

Discussion/Analysis: The District contracted with Chavan & Associates, LLP, a firm of licensed certified public accountants, to audit the District's financial statements for the fiscal year ending June 30, 2024. The goal of the independent audit is to provide reasonable assurance that the basic financial statements are free from material misstatement. The Independent Auditor's Report indicates that the financial statements are presented fairly, in all material respects, the financial position of the District. This "unmodified" opinion is the optimal opinion to receive from an external auditor.

The ACFR is an extensive report summarizing the financial activities of the District that occurred from July 1, 2023, through June 30, 2024 and is divided into three sections: Introductory, Financial, and Statistical Sections.

The introductory section contains a Letter of Transmittal, awards and achievements, organizational chart, and directory of officials. The letter of transmittal includes a brief overview of the District, its policies, and how the District controls its finances.

The financial section contains the Management's Discussion and Analysis report. This analysis illustrates the basic financial operations of the District in a more detailed manner than is found in the Letter of Transmittal. Also included in this section are the Independent Auditor's Report and the Basic Financial Statements and Notes to the Financial Statements.

The final section of the report is a compilation of statistical schedules for the last ten years that depict various trends and general information about the District.

The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the District for its ACFR for the fiscal year ended June 30, 2023. This is the sixteenth consecutive year that the District has received this prestigious award. To be awarded a Certificate of Achievement, the District had to publish an easily readable and efficiently organized ACFR that satisfied both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only. Staff believes that the District's current ACFR continues to meet the Certificate of Achievement Program's requirements and is submitting it to GFOA to determine its eligibility for another certificate.

Sheldon Chavan, Managing Partner of Chavan & Associates, LLP, Partner in charge of the District's audit team will be available at the Board meeting to answer any questions on their audit report and the District's ACFR.

Environmental Review Compliance: None required.

Legal Counsel Review: None required.

Climate Adaptation: Not Applicable.

Financial Impact: Yes No **Funding Source/Recap:** None.

Material Included for Information/Consideration: The Annual Comprehensive Financial Report for the fiscal year ended June 30, 2024 is provided separately.

Action Required: Resolution Motion Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 10-B

Meeting Date: October 21, 2024

Prepared By: Mary Lagasca, CPA

Approved By: Remleh Scherzinger, PE

Agenda Title: Adopt Resolution No. 2024-58 to Approve an Interfund Loan of \$11,400,000 at 1% Interest to Address Recycled Water Fund Carryover Liability

Staff Recommendation: Adopt Resolution No. 2024-58 to approve an interfund loan of \$11,400,000 at a 1% interest rate to address the recycled water fund carryover liability.

Background *Strategic Plan, Objective No. 3.2 – Finances are well managed to provide adequate revenue and avoid volatile rates.*

The Recycled Water Fund (Cost Center 05) is integral to our commitment to sustainable water management. Recycled water is utilized to irrigate large areas such as parks, golf courses, playgrounds and crops. This practice helps reduce the amount of water drawn from aquifers.

Although the Recycled Water Fund is vital, it has encountered financial difficulties since the early 2000's. The fund was originally created sometime before 2001. From fiscal year 2001 to 2009 Fund 05 was called the "Regional Water Fund." From fiscal year 2010 to 2022, the fund was renamed to "New Water Fund". In fiscal year 2023, with the Recycled Urban Water Augmentation Project (RUWAP) going online, the fund was renamed to "Recycled Water Fund".

From 2021 to 2024, the fund reported total revenues of \$88,431,256. These revenues were derived from one-time sources such as Capacity fees, FORA, Cost Share Agreements, Grants, and Monterey One Cost Share Agreement. Although there were revenues coming in, these revenues were insufficient to cover the fund's escalating infrastructure and operating costs of \$99,802,909. This shortfall led to an increasing liability, rising from \$33,000 in fiscal year 2001 to \$11.4 million in fiscal year 2024. While no documentation reflects the thinking when these events occurred, it is reasonable to assume that the District was anticipating recovering costs from the desal/recycled water future revenues.

Discussion/Analysis: Every year as the District closes its book for audit, negative cash balances are cleared by short-term borrowing from other cost centers. This is a common practice for financial statement presentation purposes. Reclassification journal entries are prepared to transfer cash from other funds to cover cash deficits. These entries are recorded on the financials as Due To/From entries. These entries are typically reversed immediately in the following fiscal year. As of June 30, 2024, the Recycled Water Cost Center has a liability of approximately \$11,400,000.

To improve financial stability, the District's strategy is to transition from short-term to long-term borrowing. The shift is intended to improve cash flow management by spreading the liability payments over time. This action is aligned with Governmental Accounting Standards Board (GASB) No. 34 and No. 38. GASB is an independent organization that establishes accounting and financial reporting standards for U.S. state and local government agencies that follow Generally Accepted Accounting Principles (GAAP). Compliance with GAAP is required to ensure accurate financial reporting and transparency. Adhering to these standards ensures that the booking of interfund activity is conducted with proper documentation, accurate recording, and full disclosure

in financial statements. The loan agreement will outline the terms, and repayment schedules, and will be fully disclosed in the financial statements.

Proposed Solution:

To permanently address the interfund borrowing, staff is proposing formalizing a loan of \$11,400,000.00 between the Recycled Water Fund and Ord Sewer Fund. The Ord Sewer Fund is the only District fund that has sufficient financial capacity to cover this loan, which will be for a period of 20 years with an interest rate of 1%, beginning fiscal year 2025. Annual debt service payments will be \$632,000 a year. This approach will make the internal borrowing official and establish a repayment schedule with interest.

This interfund loan was factored in on the District’s financial forecast and the 2024 Rate Study approved by the Board on April 29, 2024, detailed in Section 8. The financial forecast, along with the corresponding rates and budget, was constructed with this borrowing in mind to ensure effective cash flow management and adherence to operational obligations.

This proposal underwent several reviews and discussions with the Budget and Engineering Committee before receiving recommendation for approval.

Recycled Water Revenue:

The Recycled Water Project which became operational in fiscal year 2023 is slowly building its customer base and is expected to improve its revenue stream in the coming years. This will help offset the debt service payments brought about by this interfund loan together with the use of some capacity fees. In fiscal year 2023-24, the recycled water fund has generated approximately \$1.6 million in revenues and is projected to earn \$2 million next fiscal year.

Environmental Review Compliance: None required.

Legal Counsel Review: None required.

Climate Adaptation: Not Applicable.

Financial Impact: Yes No **Funding Source/Recap:** The Ord Sewer fund will book a long-term receivable (Advance To) entry, and the Recycled Water fund will book a long-term liability (Advance From) entry. The proposed interfund loan will not affect the District’s overall cash position as this is an internal balance issue.

Other Considerations: If the District does not approve the interfund loan the Recycled Water fund will continue to carry the liability until the fund starts generating enough revenue from its operations. The Recycled Water fund will continue to carry the liability until sufficient revenues are generated to cover the shortfall and support the fund’s ongoing financial needs. This action is also not aligned with GASB’s recommended best management practices.

Material Included for Information/Consideration: Resolution No. 2024-58; Recycled Water Loan Amortization Schedule; and Recycled Water Financial Table.

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

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

October 21, 2024

Resolution No. 2024-58
Resolution of the Board of Directors
Marina Coast Water District
Approving the Interfund Loan of \$11,400,000 at a 1% Interest Rate
to Address Recycled Water Carryover Liability

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), regular meeting duly called and held on October 21, 2024 at 920 Second Avenue, Suite A, Marina California as follows:

WHEREAS, the Recycled Water Fund (Cost Center 05) is essential to our commitment to sustainable water management, utilizing recycled water for irrigation of parks, golf courses, playgrounds, and crops, thereby reducing reliance on aquifers; and,

WHEREAS, despite the significance of the Recycled Water Fund, the fund has faced financial challenges operating with a negative cash balance since early 2000’s; and,

WHEREAS, from 2001 to 2024, the Recycled Water Fund reported total revenues of \$88,431,256, with a significant portion came from one-time sources, including Capacity fees, FORA, Cost Share Agreements, Grants and the Monterey One Cost Share Agreement. However, these revenues were insufficient to cover the total expenses of \$99,802,909, resulting in a growing liability that increased from \$33,000 to approximately \$11.4 million; and,

WHEREAS, significant infrastructure investment have been made over the last 24 years in various projects associated with Cost Center (05), including the Marina Recycled Water Project, Regional Recycled Water Project, Long-term Water Development, Constructional Recycled Water Project, Program Management Preliminary Design Project, Desal Design/Construction Project, Bond Payments, Developer Fees, MCWD Regional Project, Pure Water Monterey Project; and,

WHEREAS, every year as the District closes its book for audit, negative cash balances are cleared by short-term borrowing from other cost centers; and,

WHEREAS, it is a common practice for the District to clear negative cash balance through short-term borrowing from other cost centers, which has been recorded as Due To/From entries in financial statements; and,

WHEREAS, to improve financial stability and improve cash flow management, the District seeks to transition from short-term borrowing to a long-term loan arrangement; and,

WHEREAS, the proposed interfund loan of \$11,400,000 will be made between the Recycled Water Fund and the Ord Sewer Fund, which has the financial capacity to cover this loan for a period of 20 years at an interest rate of 1%; and,

WHEREAS, the loan agreement will outline the terms, repayment schedules, and full disclosure in the financial statements, in accordance with Governmental Accounting Standards Board (GASB) No. 34 and No.38, ensuring compliance with Generally Accepted Accounting Principles (GAAP) for accurate financial reporting and transparency; and,

WHEREAS, the interfund loan has been factored into the District’s financial forecast and the 2024 Rate Study, which was approved the Board of Directors on April 29, 2024; and,

WHEREAS, the proposed interfund loan underwent several reviews and discussions with the Budget and Engineering committee before receiving approval; and,

WHEREAS, the Recycled Water Project which became operational in fiscal year 2023 is slowly building its customer base and is expected to improve its revenue stream in the coming years. This will help offset the debt service payments together with capacity fees brought about by this interfund loan; and,

WHEREAS, the proposed interfund loan will not affect the District’s overall cash balance.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby approve the Interfund Loan of \$11,400,000 at a 1% interest rate to address the recycled water carry over liability.

PASSED AND ADOPTED on October 21, 2024 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 _____

Gail Morton, President

ATTEST:

Remleh Scherzinger, 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. 2024-58 adopted October 21, 2024.

Remleh Scherzinger, Secretary



Recycled Water Interfund Loan - Amortization Schedule

Loan summary

Loan amount	\$11,400,000.00
Annual interest rate	1.00%
Loan period in years	20
Number of payments per year	1
Start date of loan	12/1/2024

Scheduled payment	\$631,734.59
Scheduled number of payments	20
Actual number of payments	1
Total early payments	\$0.00
Total interest	\$1,234,691.80

Payment number	Payment date	Beginning balance	Scheduled payment	Total payment	Principal	Interest	Ending balance	Cumulative interest
1	12/1/2024	\$11,400,000.00	\$631,734.59	\$631,734.59	\$517,734.59	\$114,000.00	\$10,882,265.41	\$114,000.00
2	12/1/2025	\$10,882,265.41	\$631,734.59	\$631,734.59	\$522,911.94	\$108,822.65	\$10,359,353.47	\$222,822.65
3	12/1/2026	\$10,359,353.47	\$631,734.59	\$631,734.59	\$528,141.06	\$103,593.53	\$9,831,212.42	\$326,416.19
4	12/1/2027	\$9,831,212.42	\$631,734.59	\$631,734.59	\$533,422.47	\$98,312.12	\$9,297,789.95	\$424,728.31
5	12/1/2028	\$9,297,789.95	\$631,734.59	\$631,734.59	\$538,756.69	\$92,977.90	\$8,759,033.26	\$517,706.21
6	12/1/2029	\$8,759,033.26	\$631,734.59	\$631,734.59	\$544,144.26	\$87,590.33	\$8,214,889.01	\$605,296.55
7	12/1/2030	\$8,214,889.01	\$631,734.59	\$631,734.59	\$549,585.70	\$82,148.89	\$7,665,303.31	\$687,445.44
8	12/1/2031	\$7,665,303.31	\$631,734.59	\$631,734.59	\$555,081.56	\$76,653.03	\$7,110,221.75	\$764,098.47
9	12/1/2032	\$7,110,221.75	\$631,734.59	\$631,734.59	\$560,632.37	\$71,102.22	\$6,549,589.38	\$835,200.69
10	12/1/2033	\$6,549,589.38	\$631,734.59	\$631,734.59	\$566,238.70	\$65,495.89	\$5,983,350.68	\$900,696.58
11	12/1/2034	\$5,983,350.68	\$631,734.59	\$631,734.59	\$571,901.08	\$59,833.51	\$5,411,449.60	\$960,530.09
12	12/1/2035	\$5,411,449.60	\$631,734.59	\$631,734.59	\$577,620.09	\$54,114.50	\$4,833,829.51	\$1,014,644.58
13	12/1/2036	\$4,833,829.51	\$631,734.59	\$631,734.59	\$583,396.29	\$48,338.30	\$4,250,433.21	\$1,062,982.88
14	12/1/2037	\$4,250,433.21	\$631,734.59	\$631,734.59	\$589,230.26	\$42,504.33	\$3,661,202.95	\$1,105,487.21
15	12/1/2038	\$3,661,202.95	\$631,734.59	\$631,734.59	\$595,122.56	\$36,612.03	\$3,066,080.39	\$1,142,099.24
16	12/1/2039	\$3,066,080.39	\$631,734.59	\$631,734.59	\$601,073.79	\$30,660.80	\$2,465,006.61	\$1,172,760.04
17	12/1/2040	\$2,465,006.61	\$631,734.59	\$631,734.59	\$607,084.52	\$24,650.07	\$1,857,922.08	\$1,197,410.11
18	12/1/2041	\$1,857,922.08	\$631,734.59	\$631,734.59	\$613,155.37	\$18,579.22	\$1,244,766.71	\$1,215,989.33
19	12/1/2042	\$1,244,766.71	\$631,734.59	\$631,734.59	\$619,286.92	\$12,447.67	\$625,479.79	\$1,228,437.00
20	12/1/2043	\$625,479.79	\$631,734.59	\$625,479.79	\$619,224.99	\$6,254.80	\$0.00	\$1,234,691.80

RECYCLED WATER FINANCIAL INFORMATION:

Table 1: Cost Center 05 - Historical Cash Balance

<u>Fiscal Year</u>	<u>Activity for FY</u>	<u>Cash Balance</u>
FY 2001		(33,068.17)
FY 2002	(452,507.59)	(485,575.76)
FY 2003	(131,279.94)	(616,855.70)
FY 2004	229,992.51	(386,863.19)
FY 2005	277,060.28	(109,802.91)
FY 2006	(316,757.87)	(426,560.78)
FY 2007	102,283.93	(324,276.85)
FY 2008	(1,286,732.26)	(1,611,009.11)
FY 2009	(361,255.06)	(1,972,264.17)
FY 2010	(2,611,044.89)	(4,583,309.06)
FY 2011	2,419,327.54	(2,163,981.52)
FY 2012	(386,045.94)	(2,550,027.46)
FY 2013	(434,677.50)	(2,984,704.96)
FY 2014	(236,310.71)	(3,221,015.67)
FY 2015	(236,255.68)	(3,457,271.35)
FY 2016	(1,004,947.64)	(4,462,218.99)
FY 2017	(642,345.05)	(5,104,564.04)
FY 2018	(1,019,480.22)	(6,124,044.26)
FY 2019	(1,856,782.59)	(7,980,826.85)
FY 2020	254,997.85	(7,725,829.00)
FY 2021	(1,300,704.02)	(9,026,533.02)
FY 2022	(1,635,319.11)	(10,661,852.13)
FY 2023	(2,019,153.96)	(12,681,006.09)
FY 2024	1,309,353.72	(11,371,652.37)

Table 2: Cost Center 05 - Historical Infrastructure Development Projects

Marina Recycle Water Project
Regional Recycle Water Project
Long-term Water Development
Constructional Recycle Water Project
Desal Design/Construction Project
Bond Payments
Developer Projects
MCWD Regional Desal Project
RUWAP Pure Water Monterey Project
Others

**Marina Coast Water District
Agenda Transmittal**

Agenda Item: 10-C

Meeting Date: October 21, 2024

Prepared By: Paula Riso

Approved By: Remleh Scherzinger, PE

Agenda Title: Adopt Resolution No. 2024-59 to Amend the FY 2024-2025 Budget – Conference (BOD)

Staff Recommendation: Adopt Resolution No. 2024-59 to amend the FY 2024-2025 Budget – Conference (BOD).

Background: *Strategic Plan, Objective No. 2.4 – The Board periodically self-evaluates and implements identified areas of improvement, enabling it to set clear and effective direction and provide effective monitoring and oversight.*

The District’s FY 2024-2025 Budget was approved on June 17, 2024 with \$3,500 allocated in the Conference (BOD) line item across all cost centers.

Discussion/Analysis: Director Imamura requested an additional \$1,500 to be added to the Conference (BOD) line item for a total of \$5,000, to allow each Director \$1,000 towards attending conferences during the FY 2024-2025.

Environmental Review Compliance: None required.

Legal Counsel Review: None required.

Climate Adaptation: Not applicable.

Financial Impact: Yes No **Funding Source/Recap:** Funds will be transferred from Reserves to the Conference (BOD) line item.

Budget Amendment	Budget	Change	Balance
From: Reserves	\$ 4,275,700	\$ (1,500)	\$ 4,274,200
To: Conference (BOD)	\$ 3,500	\$ 1,500	\$ 5,000

Other Considerations: The Board can leave the FY 2024-2025 budget at \$3,500 and consider increasing the FY 2025-2026 Conference (BOD) budget item.

Material Included for Information/Consideration: Resolution No. 2024-59.

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

Motion By _____ Seconded By _____ Board Action _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

October 21, 2024

Resolution No. 2024-59
Resolution of the Board of Directors
Marina Coast Water District
Amending the FY 2024-2025 Budget to Increase the Conference (BOD) Line Item

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), regular meeting duly called and held on October 21, 2024 at 920 Second Avenue, Suite A, Marina California as follows:

WHEREAS, the District’s FY 2024-2025 Budget was approved on June 17, 2024 with \$3,500 allocated in the Conference (BOD) line item across all cost centers; and,

WHEREAS, Director Imamura requested an additional \$1,500 to be added to the Conference (BOD) line item.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby approve amending the FY 2024-2025 budget line item Conference (BOD).

Budget Amendment	Budget	Change	Balance
From: Reserves	\$ 4,275,700	\$ (1,500)	\$ 4,274,200
To: Conference (BOD)	\$ 3,500	\$ 1,500	\$ 5,000

PASSED AND ADOPTED on October 21, 2024 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 _____

Gail Morton, President

ATTEST:

Remleh Scherzinger, 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. 2024-59 adopted October 21, 2024.

Remleh Scherzinger, Secretary