



**MINUTES**  
**of the Regular Meeting**  
**Monterey Regional Water Pollution Control Agency**  
**Board of Directors**  
**April 26, 2004**

**1. CALL TO ORDER**

The Regular Meeting of the Board of Directors of the Monterey Regional Water Pollution Control Agency was Called to Order by Chair Pendergrass at 7:02 p.m. on Monday, April 26, 2004, in the Board Room of the Administrative Offices at 5 Harris Court, Building D, in Ryan Ranch at Monterey.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**BOARD MEMBERS PRESENT:**

David Pendergrass, Chair	Sand City
Gloria De La Rosa, Vice- Chair	Salinas
Ramiro Cortez	Boronda County Sanitation District
Carlo Cortopassi	Castroville Service Area 14
Charles Scholl	Marina Coast Water District
Theresa Canepa	Monterey
Peggy Shirrel	Moss Landing County Sanitation District
W.B. "Butch" Lindley	Monterey County
Morrie Fisher	Pacific Grove

**BOARD MEMBERS ABSENT:**

Dewey J. Baird	U.S. Army - Ex-Officio
Jack D. Barlich	Del Rey Oaks
Darryl Choates	Seaside

**STAFF PRESENT:**

Keith Israel	General Manager
Robert Wellington	Legal Counsel
Jim Heitzman	Assistant General Manager
Tom Buell	Director of Finance
Robert Jaques	Director of Engineering Planning and Technology
John Tiernan	Director of Administrative Services
Deborah Fortune	Executive Assistant
Kay Bardin	Finance Manager

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Kelly Cadiente	Accounting Supervisor
Greg Antosz	Environmental/Safety Services Manager
Gary Weier	Source Control Supervisor

**OTHERS PRESENT:** Bjorn Lundergard – City of Seaside  
John Fair – City of Salinas  
Rosie Hernandez – Aide to Supervisor Lindley

**AUDIENCE:** None

**4. PUBLIC COMMENTS**

[At 7:04 p.m., with no comments received, Chair Pendergrass opened and closed Public Comments.]

**5. CONSENT AGENDA**

**ACTION TAKEN:** On a motion by Mrs. Shirrel, seconded by Mr. Fisher, the Board unanimously approved the Consent Agenda, Items A through H, as follows:

- A. Approve Minutes - Regular Meeting – March 29, 2004
- B. Receive Financial Statements – February 2004
- C. Receive Comparison Percentage of Budget Expended Through March 2004 vs. 2003
- D. Receive Check Register –March 2004
- E. Receive Plant Flows and Effluent Quality for Connected Agencies, Plus Flow Charts for Fort Ord and Marina – March 2004
- F. Receive Actual vs. Budgeted Fiscal Year 2003/04 Expenditures for the Capital Improvement Program and Capitalized Equipment Fund
- G. Receive Actual vs. Anticipated Fiscal Year 2003/04 Revenues from Capacity Charges
- H. Receive Residential Dwelling-Unit Aggregate as of March 31, 2004

**6. COMMITTEE REPORTS AND RELATED ACTION ITEMS**

**A. BUDGET/PERSONNEL COMMITTEE**

- 1. Receive and Approve Committee Minutes/Report – Thursday, April 15, 2004

**ACTION TAKEN:** On a motion by Mr. Fisher, seconded simultaneously by Mrs. Shirrel and Canepa, the Board unanimously approved the Minutes/Report of Thursday, April 15, 2004, with the following recommendations for Board approval:

- That the Board approve that staff proceed to get an actual contractor's figure from Thayer Construction for re-

configuration of the Board Room that has an architect's estimated cost of \$99,000.

**B. RECYCLED WATER STORAGE COMMITTEE**

1. **Receive and Approve Committee Minutes/Report – Thursday, April 15, 2004**

**ACTION TAKEN:** On a motion by Mrs. Shirrel, seconded by Mrs. Canepa, the Board unanimously approved the Minutes/Report of the meeting of Thursday, April 15, 2004, which included no action.

**C. SERVICE AREA STUDY REVIEW COMMITTEE (AD HOC)**

1. **Receive and Approve Committee Minutes/Report – Wednesday, April 21, 2004**

**ACTION TAKEN:** On a motion by Mrs. Shirrel, seconded by Mrs. Canepa with a comment that minutes not be presented again in such a combined meeting format, the Board unanimously approved the Minutes/Report of the meeting on Wednesday, April 21, 2004, with no recommendations.

**7. INFORMATIONAL ITEMS**

**A. Fort Ord Issues Status Summary**

There were no questions or comments.

**B. Reclamation Project Status Summary**

There were no questions or comments.

**C. Strategic Planning Goals (2002-2005) and One-Year Objectives (June 2003 to 2004) Update**

There were no questions or comments.

**D. Update on SB 1272 (Ortiz) – Special Districts Reform**

There were no questions or comments.

**8. STAFF REPORTS**

**A. General Manager/Assistant General Manager/Legal Counsel**

There were no comments.

**B. Department Head(s)**

There were no further comments or reports.

**C. Presentation(s):**

1. **New One-Year Objectives (April 2004-2005) for the Three-Year Strategic Planning Goals (2002-2005)**

Mr. Israel reported that the Board met on April 23, 2004, for a workshop with Marilyn Snider as facilitator, to set objectives for the last year of the three-year goals set in 2002.

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The Mission Statement:

The Monterey Regional Water Pollution Control Agency is dedicated to meeting the wastewater and reclamation needs of our member agencies while protecting the environment.

The Vision Statement:

The Monterey Regional Water Pollution Control Agency will be a model customer service provider for the efficient, innovative utilization of wastewater.

The Core Values:

The Monterey Regional Water Pollution Control Agency values:

- Cost-efficient, consistent and reliable service and business practices
- Open, honest lines of communication between and among Board, public and staff
- Ethical behavior
- Customer-focused and centered
- Helpful and timely responses
- Loyalty and dedication

Three-Year Goals: (Slightly Revised)

- Implement the Salt Reduction Program
- Implement Expeditiously the Rapid Response Plan to Serve New as well as Existing Customers
- Construct the Urban Reclamation Project with the Marina Coast Water District
- Increase Opportunities for Recycled Water
- Maintain Financial Stability

Mr. Israel covered each One-Year Strategic Objective that corresponded to each of the Three-Year Goals.

Mr. Scholl commented that he did not recall the objectives that corresponded to the goal "Construct the Urban Reclamation Project with the Marina Coast Water District" (page 8 of the pink packets distributed to each member of the Board). Mr. Israel confirmed that he believed that the presentation, as prepared, matched the worksheets assembled by Marilyn Snider and her scribe, Michelle Luna, following consensus agreement of the workshop participants. Mr. Israel commented further that he would follow up with Marilyn Snider for verification of the information.

**2. Grease Program Update**

Reporting on the Fats, Oils, and Grease (FOG) Source Control Programs, Regional Grease Program and (WDR) Local Grease and Oil Source Control Programs, Mr. Antosz showed photos of a clogged 4-inch sewer lateral from a restaurant that had a 40 lb grease trap. To further demonstrate, a close-up photo was shown of a blockage, which included roots, grease and plastics, next to a 6-inch sewer pipe. FOG Source Control Program implementation steps were outlined.

A table was shown that depicted the County of Monterey (Castroville CSD and Moss Landing CSD) Time and Cost Estimate (FY 03/04) Grease Program Development and Implementation, which included the following three sections: (1) Program Set Up; (2) Initial Inspections, and (3) Compliance Re-Inspections. Each section includes the number of estimated hours for four employees: (1) General Manager; (2) Environmental Manager; (3) Source Control Supervisor; and, (4) Source Control Inspector.

There were several Board member questions.

**9. BOARD MEMBER COMMENTS**

Chair Pendergrass noted the Pipeline page distributed to the Board that shows names and photos of the Agency's new leadership positions:

- ✚ Kelly Cadiente, Accounting Supervisor;
- ✚ Lindsay Synsteby, Customer Service Supervisor;
- ✚ Bret Boatman, Lead Field Maintenance Mechanic, North;
- ✚ Karen Kupel, Lead Accountant;
- ✚ Ed Oyama, Lead Engineer;
- ✚ Bill Cronin, Lead Plant Maintenance Mechanic;
- ✚ Vince Pellerin, Lead Field Maintenance Mechanic, South; and,
- ✚ Bill Confer, Lead Electrician/Instrumentation Technician

[Note: On April 27, 2004, Chair Pendergrass sent a congratulatory letter to each of the eight employees.]

Mr. Lindley introduced his aide, Rosie Hernandez, who was observing in the audience.

**10. ADJOURNMENT**

With no further business, Chair Pendergrass adjourned the meeting at 8:10 p.m. to the next Regularly-Scheduled Board Meeting on Monday, May 24, 2004, at 7:00 p.m.

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Keith E. Israel  
General Manager/Secretary to the Board

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Dave Pendergrass  
Chair of the Board of Directors

Date Passed: May 24, 2004

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