



**FORT ORD REUSE AUTHORITY
WATER/WASTEWATER OVERSIGHT COMMITTEE
MEETING MINUTES**

9:30 a.m., Wednesday, February 17, 2016 | FORA Conference Room
920 2nd Avenue, Suite A, Marina CA 93933

1. CALL TO ORDER

Project Specialist Peter Said called the meeting to order at 9:40 a.m. The following were present:

Committee Members:

Elizabeth Caraker, City of Monterey
Dan Dawson, City of Del Rey Oaks
Mike Lerch, California State University Monterey Bay (CSUMB)
Layne Long, City of Marina
Steve Matarazzo, UCSC
Melanie Beretti, Monterey County
Rick Riedl, City of Seaside
Nick Nichols, Monterey County

FORA Staff:

Jonathan Brinkmann
Steve Endsley
Mary Israel
Peter Said

Other Attendees:

Kelly Cadiente, Marina Coast Water District (MCWD)
Mike Wegley, MCWD
Chris Placco, CSUMB
Bob Schaffer
Wendy Elliott
Andy Sterbenz
Ken Nishi
Doug Yount

2. PLEDGE OF ALLEGIANCE

Ken Nishi led the pledge of allegiance.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Peter Said announced that the Bureau of Land Management opening next door is set for April 8, 2016. MCWD District Engineer Mike Wegley announced that, on Monday, March 7th at 7 pm, the MCWD regular meeting of the Board will hold a Workshop to review the Fiscal Year 2016/17 Budget.

4. PUBLIC COMMENT PERIOD

None.

5. CONSENT AGENDA

a. January 13, 2016 Minutes and February 3, 2016 Minutes

MOTION: Dan Dawson moved, seconded by Rick Riedl, to approve both the January 13, 2016 and February 3, 2016 Water/Wastewater Oversight Committee (WWOC) minutes with modification to the scheduling announcements and 2016 WWOC Meeting Schedule to read “to be held after the close of the Administrative Committee meeting or at 9:30 a.m., whichever occurs later.”

MOTION PASSED UNANIMOUSLY.

6. ITEMS FROM MCWD

a. Quarterly Report for Quarter 2 FY 15/16

MCWD Administrative Services Director Kelly Cadiente presented the Quarter 2 Report, bringing to attention that MCWD pumped less but delivered more water for the period because of the inertia. Rick Riedl requested she add an item to show the inertia meter readings. Mike Wegley explained that they will upgrade to have the meters synchronized and reportable. Ms. Cadiente says not all the lines are metered so line loss is hard to show. Mike Lerch said it is a longstanding question from the WWOC to see the amounts at the inertia separated out in the Quarterly reports. Mr. Wegley agreed to work toward that reporting in future.

Ms. Cadiente shared the Meter Installation Update, that just a few were added at flat rate of 13 Hundred Cubic Feet (HCF) usage estimate. Where the Flat fees went down by 2, she explained that two meters are out of service. Peter Said asked about large fire trucks training on Surplus II but hooking up to unmetered hydrants and how that is accounted for. Layne Long suggested higher diligence monitoring such activity.

Ms. Cadiente shared that the Operations and Maintenance (O & M) Activity was regular in Quarter 2, and the Status of Required Permits was compliant. She reviewed the Water Conservation Activities and was asked by Mr. Riedl to tabulate the 22-40 Acre-Feet per Year (AFY) of water saved.

Mr. Wegley took questions on the Capital Improvement Program (CIP) Update for Quarter 2. Mr. Lerch asked if MCWD are on plan for CIP projects and Mr. Wegley responded that they are catching up and spending as planned for the year. He pointed out the Recycled Water project; an application with State Revolving Fund (SRF) is being reviewed and they are supplementing financial, environmental and technical information as requested. Mr. Riedl asked for a column to be added to the CIP report to show the total budget. Mr. Lerch suggested he also add a year to date column, and Mr. Wegley agreed.

Ken Nishi asked if credits to existing infrastructures are included in the developer fees, and said that, at the VA Clinic, they were charged capacity fees although the infrastructure was in place and are therefore being “double-charged.” Steve Endsley said that FORA would look into the question and report the results.

Wendy Elliott asked why fiscal activity for administrative expenses on Ord Water and Ord Sewer were higher than budgeted. Ms. Cadiente explained that the budget is set up as an even 12-month split and doesn't anticipate the actual monthly or quarterly expense differences. She was asked to adjust monthly budget projections to expected, rather than distributing equally over 12 months. Mr. Riedl asked for a summary of separate costs at the bottom. Ms. Cadiente said that a summary would be included next Quarter. Mr. Said said that he would make an action item for upcoming meeting to have clearer data on MCWD budgets and to have inertia data. He offered to provide a format to assist MCWD in meeting these requests. Mr. Lerch pointed out that the CIP is blank, and Ms. Cadiente said it is in the budget only as revenue and expenditure but she would add it by

hand. Mr. Riedl asked where the two types of assets are. Mr. Wegley said that they were looking into how to show that.

b. Five Year Capital Improvement Plan

Skipping page 1 of the insert to the Agenda Packet, Mr. Wegley reviewed page 2, highlighting that the Request For Proposals went out for Imjin Parkway (from City of Marina) for Environmental studies and Preliminary Design and will have actual construction in FY 2018/19. He then took questions from the Committee. He clarified that the legend is on the first sheet, that Total is the total life budget for a project, and that RW0156 and GW0157 are the “pipeline.” Mr. Riedl asked for a column added for potential cost share between new development and existing. Mr. Wegley said that the next year’s Master Plan updates will better refine the costs. Mr. Endsley commended MCWD for making the 5-year CIP in a useful format as requested in previous meetings. Mr. Wegley said that the 3 previous years were used for setting up future budgets. He requested the jurisdictions bring any projects that are planned that would adjust the MCWD estimates forward so they can be better synchronized.

7. BUSINESS ITEMS

a. Pipeline Financing Commitments

Mr. Said shared a PowerPoint that was given to the Administrative Committee the same morning as an initial step before presenting it to the FORA Board. Ms. Cadiente said the CIP could not include a study. Mike Lerch asked if there will be detailed sheets on the pipeline and the study, and Mr. Said they were to be worked out. Mr. Endsley said that the amounts over time may be considerably lower and may be adjusted in the Master Resolution. Mr. Lerch asked if amounts for the pipeline project would be broken down, and Mr. Wegley said they would be in MCWD’s MOU with FORA. Mr. Riedl asked for project descriptions to be correlated with costs. Mr. Said said that information is not immediately available. Mr. Wegley offered to provide that kind of schematic to the WWOC from the SRF application. Mr. Lerch said that, since the WWOC is charged with administering the funds, it seems that the WWOC would approve the plan and the budget. Mr. Endsley answered that both bodies and ultimately the FORA Board will decide.

8. ITEMS FROM MEMBERS

None.

9. ADJOURNMENT

MOTION: Nick Nichols moved and Steve Matarazzo seconded that the meeting be adjourned at 11:06 a.m. MOTION PASSED UNANIMOUSLY.