

WATER/WASTEWATER OVERSIGHT COMMITTEE MEETING

920 2nd Avenue, Suite A, Marina CA 93933 (FORA Community Information Center) Wednesday, June 15, 2016 at 9:30 a.m. (or at the end of the Administrative Committee meeting, whichever occurs later)

AGENDA

- 1. CALL TO ORDER
- 2. PLEDGE OF ALLEGIANCE
- 3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE
- 4. PUBLIC COMMENT PERIOD

Members of the public wishing to address the Committee on matters within its jurisdiction, but not on this agenda, may do so for up to 3 minutes.

- 5. APPROVAL OF MEETING MINUTES
 - a. May 2, 2016 Meeting Minutes

ACTION

b. May 18, 2016 Meeting Notes

INFORMATION

- 6. BUSINESS ITEMS
 - a. MCWD Verbal Report for the Q3 Financials

INFORMATION

b. Status Report on the Wastewater Credits from the 2005 FORA, ARMY, MCWD, MRWPCA Agreement

INFORMATION

c. MCWD Annexation

INFORMATION

- i. Seaside Sanitation
- ii. Area Representation
- 7. ITEMS FROM MCWD
- 8. ITEMS FROM MEMBERS
- 9. ADJOURNMENT

NEXT MEETING: July 13, 2016



FORT ORD REUSE AUTHORITY WATER/WASTEWATER OVERSIGHT COMMITTEE MEETING MINUTES

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

1. CALL TO ORDER

Confirming quorum, Chair Rick Riedl called the meeting to order at 9:30 a.m. The following were present:

Committee Members:

Melanie Beretti, Monterey County
Mike Lerch, California State University
Monterey Bay (CSUMB)
Steve Matarazzo, University of California
Santa Cruz (UCSC)
Rick Riedl, City of Seaside
Steve Wittry, City of Monterey

Other Attendees:

Keith Van Der Maaten, Marina Coast Water District (MCWD) Kelly Cadiente, MCWD Mike Wegley, MCWD Patrick Breen, MCWD Bob Schaffer Andy Sterbenz, Schaaf and Wheeler

FORA Staff:

Michael Houlemard Jr. Steve Endsley Jonathan Brinkmann Peter Said Mary Israel

2. PLEDGE OF ALLEGIANCE

Keith Van Der Maaten led the pledge of allegiance.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Steve Wittry introduced himself as the alternate for Elizabeth Caraker, who is on vacation.

4. PUBLIC COMMENT PERIOD

None.

5. APPROVAL OF MEETING MINUTES

a. April 13, 2016

MOTION: Steve Matarazzo moved, seconded by Mike Lerch, to approve both the April 13, 2016 Water/Wastewater Oversight Committee (WWOC) minutes with one change to the wording of item 7a.

MOTION PASSED UNANIMOUSLY.

6. BUSINESS ITEMS

a. Recommendation of Marina Coast Water District's Proposed Ord Community Budget to the Fort Ord Reuse Authority Board

Committee members asked questions of MCWD staff in relation to specific budget line items and capital improvement projects. MCWD staff responded to each question during the meeting.

Steve Matarazzo requested the budget summary include a footnote that reads "The rate increases authorized by the Proposition 218 process are scheduled over a five year period from 2014-2019. The increases over this term are required for capital improvement projects and increased operating costs. The CIP Projects yet to be completed are X (to be provided by MCWD staff) and the schedule is X (to be provided by MCWD staff)."

Peter Said asked the committee if they were ready to make a recommendation to the FORA Board.

<u>MOTION:</u> Mike Lerch moved, accepting a friendly amendment to include Steve Matarazzo's requested CIP footnote previously described with estimated costs and timetables, seconded by Melanie Beretti, to recommend the FORA Board of Directors approve the MCWD 2016-2017 Compensation Plans.

<u>MOTION PASSED UNANIMOUSLY.</u>

7. ITEMS FROM MEMBERS

None.

8. ADJOURNMENT

Chair Riedl adjourned the meeting at 10:27 a.m.

NEXT MEETING: May 18, 2016



FORT ORD REUSE AUTHORITY WATER/WASTEWATER OVERSIGHT COMMITTEE MEETING of the WHOLE NOTES

920 2nd Avenue, Suite A, Marina CA 93933 | FORA Community Information Center 9:30 a.m. *(or after the Administrative Committee meeting, whichever occurs later)*Wednesday May 18, 2016

1. CALL TO ORDER

A meeting of the whole was held due to a lack of quorum. Peter Said began the meeting at 10:00 a.m. The following were present:

Committee Members:

Steve Matarazzo, (UCSC) Nick Nichols, (County of Monterey)

Other Attendees:

Kelly Cadiente, MCWD Mike Wegley, MCWD Patrick Breen, MCWD Bob Schaffer

FORA Staff:

Steve Endsley Jonathan Brinkmann Peter Said Maria Buell

2. PLEDGE OF ALLEGIANCE

Peter Said led the pledge of allegiance.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE None.

4. PUBLIC COMMENT PERIOD

None.

5. APPROVAL OF MEETING MINUTES

a. May 2, 2016

Due to lack of quorum, this item was table to next meeting.

6. BUSINESS ITEMS

- a. FY 2016-17 Proposed Ord Community Budget Update Peter Said reported the Board unanimously approved this item at last meeting. Peter Said offered an apology for not having MCWD Q3 Report on the Agenda. He offered to add it at next meeting.
- b. Review of WWOC work plan.MCWD provided Q3 Financials for the WWOC as part of the approved Work Plan.

Peter asked members how to proceed due to lack of quorum. Committee members suggested to wait until next meeting.

Mr. Said then proceeded to ask members items to cover at next month's meeting. Members requested the following Information Items:

- a) MCWD Verbal Report for the Q3 Financials
- b) Wastewater Credits from the 2005 FORA, ARMY, MCWD, MRWPCA Agreement
- c) MCWD Annexation
 - i. Seaside Sanitation
 - ii. Area Representation

7. ITEMS FROM MCWD

None.

8. ITEMS FROM MEMBERS

None.

9. ADJOURNMENT

Peter Said adjourned the meeting of the whole at 10:18 a.m.

Marina Coast Water District

Quarterly Report to the

FORA

Water/Wastewater Oversight Committee

3rd QUARTER FY 2015/2016

January 1, 2016 – March 31, 2016



<u>Introduction</u>

The 1998 Joint Water and Wastewater Facilities Agreement between the Marina Coast Water District and the Fort Ord Reuse Authority requires the District to make Quarterly Reports to the WWOC for its operations. This report covers the first quarter, FY 2015/2016, January 1, 2016 – March 31, 2016.

Topics of Discussion

- 1. Water consumption data
- 2. Meter installation update
- 3. Significant O&M activities
- 4. Status of required permits
- 5. Water conservation activities
- 6. Capital Improvement Program update
- 7. Quarterly fiscal activity

Water Consumption Data

Acre-Feet

	1st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr
	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun
	<u>14-15 / 15-16</u>	<u>14-15 / 15-16</u>	<u>14-15 / 15-16</u>	13-14 / 14-15
Total Water Pumped ³ :	785 / 509	571 / 359	433 / 332	756 / 465
Quantity of Water Metered:	588 / 341	438/ 487	345 / 263	505 / 397
Estimated Un-Metered Water Use ¹ :	66 / 60	94 / 60	70 / 60	66 / 65
Estimated Line Loss ² :	131/ 102	39 / (188)	18 / 9	185 / 25
Sewage Flow at Flume (mgd):	0.79 /0.75	0.90 / 0.76	0.82 / 0.87	0.82 / 0.77

^[1] Meter installation will replace estimated use.

^[2] As O&M & R&R functions unfold over the years, MCWD expects line loss will be reduced to approximate industry standards (10%+/-).

^[3] Includes water pumped through Ord/Marina Inter-tie (MCWD will balance Ord/Marina inter-tie water accounts over time)

Meter Installation Update

	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr
	Jul - Aug	Oct - Dec	Jan - Mar	Apr - Jun
	<u>15/16</u>	<u>15/16</u>	<u>15/16</u>	<u>14-15</u>
Total Non-Residential Meters*:	351	351	351	351
Metered Non-Residential:	100%	100%	100%	100%
Total residential meters installed:	3063	3076	3122	3032
Residential units under a flat fee:	737	735	735	783
Residential Metered as % of all residential:	81%	81%	89%	79%

- ▶ AMR meters now mandatory for all development projects.
- ▶ Un-metered Residential Units: <u>Army</u> Stillwell 299, Fitch 161, Marshall 275 (735 total active during the quarter).

^{*} Includes commercial, schools and hydrant meters which vary over time.

Significant O&M Activities

- Annual Preventative Maintenance
 - Valve exercising
 - Main flushing
 - > Hydrant maintenance
 - > Sewer main jetting
 - ➤ Closed Circuit Television (CCTV) Van is complete and in service
 - Manhole Inspection
 - > Generator maintenance
 - > Pump efficiency testing
- Connection Control Survey of the water system, ongoing
- Fats, Oils and Grease (FOG) compliance work, ongoing
- > Inventory and planning for metering unmetered accounts where possible

Status of Required Permits

- ➤ District retains the following State and local regulatory agencies permits: State Water Resources Control Board (SWRCB), Division of Drinking Water (DDW) and Environmental Laboratory Accreditation Programs (ELAP), California Regional Water Quality Control Board, Monterey County Environmental Health, and the Monterey Bay Unified Air Pollution Control District. ELAP approved continued accredited status of District's laboratory accreditation renewal effective October 1, 2015, the application was deemed "complete and acceptable" and a list of approved fields of testing and analytes certificate was issued 8/24/15. Renewal period is two (2) years.
- ▶ District operates the water systems in Central Marina and Ord Community under one SWRCB Domestic Water Supply Permit, Marina Coast Water District, System No. 2710017. As required by the Safe Drinking Water Act, District completed preparation and distribution to its customers the 2014 Consumer Confidence Report or Annual Water Quality Report. District is in compliance of all California and USEPA drinking water standards. Its 2015 e-ARDWP (electronic Annual Drinking Water Program Report) was submitted 3/29/2016 to DWP District 05. Document is undergoing scrutiny for completeness and acceptability.
- District reports to the statewide electronic reporting of sanitary sewage overflows (SSOs) administered by the State Water Resources Control Board Statewide General WDR, Order No. 2006-0003 for public agencies that owns and operates a sanitary sewer system.
- District implements the MCWD Fats/Oil/Grease (FOG) program and coordinates with MRWPCA the public education program to promote proper disposal of grease and fats.

Water Conservation Activities

Water Conservation Assistance and Programs

- Most active quarter for Public Education events staff participated in three regional, and four local public outreach Events
- >Staff spoke with two CSUMB classroom groups and attended Earth Day activities
- >Staff met with residents at two multi-family residential housing units
- Four education classes completed at Seaside High School and Los Arboles Middle School
- ➤ Billing inserts announcing the extension of water use restrictions sent to all customers.
- > Staff conducted interior and exterior surveys on two large commercial sites and continues to offer help and support
- Record year for participation in the rebate and incentive programs
- ➤ Prepared for Summer CSUMB dormitory fixture retrofits

2016 Water Consumption

- ➤ Residential Gallons-Per-Capita-Day (R-GPCD) use for March and April equals 60 gallons
- ➤ Compared to 2013, water production reductions for March & April were at 36%
- Exceeded the State's Minimum requirement of 12% Production Savings each month

Capital Improvement Program Update

- > Fiscal Year 2015/2016 Update
 - Water System
 - Wastewater System
 - Water Augmentation Project

	Water System Third Quarter		016		
MCWD CIP	Project Name	Capital Budget	Budget Adjustment	Activity to Date	Comments
OW- 0201	Gigling Transmission from D Booster Pump Station to JM Blvd.	\$109,100		\$0	Rebudgeted for FY17-18 to coincide with Gigling Rd Widening (FORA).
OW- 0223	Well 30 Pump Replacement	\$210,000		\$0	Maggiora Well Drilling. Parts fabricated and and Equipment delivered for installation.
OW- 0240	3 rd Street Water Main	\$240,019		\$230,240	Complete
WD- 0115	SCADA System Improvements	\$311,987	\$237,449	\$18,043	Design Complete. Starting Procurement and Installation.
OW- 0193	Imjin Pkwy Pipeline - Reservation Rd. to Abrams Dr.	\$52,000		\$0	Rebudgeted design for FY17-18. Project sequenced to coincide with Imjin Pkwy Widening (Marina).
WD- 0202	IOP Building E (BLM)	\$2,542,500	\$120,000	\$989,138	Construction by Dilbeck & Sons. Obtained Occupancy. Finishing additional requested work.

	Water System I Third Quarter	FY 2015/20)16		
MCWD CIP	Project Name	Capital Budget	Budget Adjustment	Activity to Date	Comments
GW- 0123	B2 Zone Tank (Next to B1)	\$200,000		\$0	Rebudgeted design for FY 16-17. Met with CSUMB for site location. Project sequenced to follow A-zone tanks. Cost center share is 63% (\$126,000).
GW- 0212	Potable Water Tank Compliance Project	\$45,000		\$45,000	Complete. Cost center share is 63% (\$28,350).
GW- 0112	A1&A2 Zone Tanks & B/C Booster Station	\$1,301,446	-\$237,449	\$0	Amended FY15-16 Budget for SCADA Project WD-0115 & rebudgeted for FY 16-17. Considering new site. Cost center share is 63% (\$819,911).
OW- 0206	Inter-Garrison Road Pipeline Upsizing	\$60,000		\$11,942	Whitson Engineers prepared design. Project construction sequenced to coincide with Inter-Garrison Rd Widening.
OW- 0128	Lightfighter B- zone Pipeline Design	\$32,000		\$21,176	Redesigned alignment due to proposed CalAm pipeline. Construction in FY 16-17. Required to serve redevelopment demands in the area.

	Wastewater System FY 2015/2016 Third Quarter									
MCWD CIP	Project Name	Capital Budget	Budget Adjustment	Activity to Date	Comments					
OS- 0200	Clark Lift Station Improvements (Clark Ct. & Brostrom)	\$287,902		\$15,375	Awarded bid to MPE. End of useful life replacement.					
OS- 0205	Imjin Lift Sta. & Force Main Improvements - Phase 1	\$248,000		\$0	Rebudgeted for FY 16-17. For long-term development flow increases from East-Garrison, UCMBEST & Marina Airport.					
OS- 0203	Gigling Lift Station & Force Main Replacement	\$573,000		\$25,262	Shaaf & Wheeler changing design based on Seaside comments.					
OS- 0152	Hatten, LS Improvements	\$110,000		\$0	Rebudgeted for FY 16-17. End of useful life replacement.					
WD- 0202	IOP Building E (BLM)	\$2,542,500	\$120,000	\$276,942	Construction by Dilbeck & Sons. Obtained Occupancy. Finishing additional requested work.					

	Water Augmentation Project FY 2015/2016 Third Quarter							
MCWD CIP	Project Name	Capital Budget	Activity to Date	Comments				
RW- 0156	Recycled Water Delivery and Supply Project	\$750,000	\$33,711	Reached Agreement with PCA, Renewed design contract with Carollo. Preparing EIR Addendum. SRF loan pending.				

Ord Water 3rd Quarter Fiscal Activity

MARINA COAST WATER DISTRICT INCOME STATEMENT JANUARY 1, 2016 TO MARCH 31, 2016 (UNAUDITED)

ORD COMMUNITY WATER FUND

	CURRENT QUARTER				YEAR-TO-DATE			
	ACTUAL	BUDGET	\$ VARIANCE	% VARIANCE	ACTUAL	BUDGET	\$ VARIANCE	% VARIANCE
REVENUES WATER SALES SEWER SALES	1,185,136 -	1,365,732 -	(180,596)	(13.22%) -	3,758,801 -	4,097,195 -	(338,394)	(8.26%)
INTEREST INCOME OTHER REVENUE	3,704 65,848	20,466 33,775	(16,762) 32,073	(81.90%) 94.96%	16,638 221,479	61,397 101,325	(44,759) 120,154	(72.90%) 118.58%
TOTAL REVENUES	1,254,688	1,419,973	(165,285)	(11.64%)	3,996,918	4,259,917	(262,999)	(6.17%)
EXPENSES								
ADMINISTRATIVE OPERATING & MAINTENANCE	331,883 258,173	426,377 452,971	(94,494) (194,798)	(22.16%) (43.00%)	1,226,049 984,426	1,279,132 1,358,913	(53,083) (374,487)	(4.15%) (27.56%)
LABORATORY	31,955	53,211	(21,256)	(39.95%)	113,288	159,634	(46,346)	(29.03%)
CONSERVATION ENGINEERING	49,338 90,679	68,279 193,600	(18,941) (102,921)	(27.74%) (53.16%)	137,104 317,744	204,836 580,800	(67,732) (263,056)	(33.07%) (45.29%)
INTEREST EXPENSE FRANCHISE/MEMBERSHIP FEES	28 73,524	250,786 68,750	(250,758) 4,774	(99.99%) 6.94%	229,566 231,381	752,358 206,250	(522,792) 25,131	(69.49%) 12.18%
TOTAL EXPENSES	835,580	1,513,974	(678,394)	(44.81%)	3,239,558	4,541,923	(1,302,365)	(28.67%)
NET GAIN (LOSS) FROM OPERATIONS	419,108	(94,001)	513,109	(545.85%)	757,360	(282,006)	1,039,366	(368.56%)
CAPACITY FEE/CAPITAL SURCHARGE	306,396	339,875	(33,479)	(9.85%)	1,205,383	1,019,625	185,758	18.22%
NON-OPERATING REVENUE	22,430	30,587	(8,157)	(26.67%)	67,289	91,760	(24,471)	(26.67%)
CAPITAL IMPROVEMENT PROJECT	122,191	-	122,191	100.00%	1,337,844	-	1,337,844	100.00%
DEVELOPER REVENUE DEVELOPER EXPENSES	107,817 99,701	- 75,000	107,817 24,701	100.00% 32.93%	373,791 357,472	225,000	373,791 132,472	100.00% 58.88% 14

Ord Sewer 3rd Quarter Fiscal Activity

MARINA COAST WATER DISTRICT INCOME STATEMENT JANUARY 1, 2016 TO MARCH 31, 2016 (UNAUDITED)

ORD COMMUNITY SEWER FUND

	CURRENT QUARTER				YEAR-TO-DATE			
	ACTUAL	BUDGET	\$ VARIANCE	% VARIANCE	ACTUAL	BUDGET	\$ VARIANCE	% VARIANCE
REVENUES								
WATER SALES	-	-	-	-	-	-	-	-
SEWER SALES	537,805	517,988	19,817	3.83%	1,544,200	1,553,964	(9,764)	(0.63%)
INTEREST INCOME	1,428	8,030	(6,602)	(82.22%)	6,377	24,090	(17,713)	(73.53%)
OTHER REVENUE	1,568	3,700	(2,132)	(57.62%)	19,126	11,100	8,026	72.31%
TOTAL REVENUES	540,801	529,718	11,083	2.09%	1,569,703	1,589,154	(19,451)	(1.22%)
EXPENSES								
ADMINISTRATIVE	71,892	90,624	(18,732)	(20.67%)	288,283	271,871	16,412	6.04%
OPERATING & MAINTENANCE	159,058	126,046	33,012	26.19%	376,873	378,137	(1,264)	(0.33%)
LABORATORY CONSERVATION	-	-	-	-	-	-	-	-
ENGINEERING	21,072	61,469	(40,397)	(65.72%)	67,809	184,408	(116,599)	(63.23%)
INTEREST EXPENSE	6	101,288	(101,282)	(99.99%)	66,696	303,865	(237,169)	(78.05%)
FRANCHISE FEE	5,388	3,750	1,638	43.68%	15,382	11,250	4,132	36.73%
TOTAL EXPENSES	257,416	383,177	(125,761)	(32.82%)	815,043	1,149,531	(334,488)	(29.10%)
NET GAIN (LOSS) FROM OPERATIONS	283,385	146,541	136,844	93.38%	754,660	439,623	315,037	71.66%
CAPACITY FEE/CAPITAL SURCHARGE	123,748	101,511	22,238	21.91%	490,206	304,532	185,674	60.97%
NON-OPERATING REVENUE	6,280	7,721	(1,440)	(18.66%)	18,841	23,162	(4,321)	(18.66%)
CAPITAL IMPROVEMENT PROJECT	41,372	-	41,372	100.00%	378,765	-	378,765	100.00%
DEVELOPER REVENUE	27,835	-	27,835	100.00%	118,716	-	118,716	100.00%
DEVELOPER EXPENSES	23,751	25,000	(1,249)	(5.00%)	105,319	75,000	30,319	40.43%

6b. Status Report on Wastewater Credits

Background:

On October 23, 2001, the Army made an Economic Development Conveyance to FORA by a Quitclaim Deed for Water and Wastewater Systems Former Fort Ord, County of Monterey, which granted 2.22 million gallons per day (MGD) of the Army's 3.3 MGD prepaid wastewater capacity rights and the water/wastewater systems and associated rights to FORA. On October 24, 2001, FORA may have transferred said 2.22 MGD wastewater capacity rights and water/wastewater systems and associated rights to MCWD[1][1]. In 2005, four parties including the US Department of the Army, MRWPCA, FORA and MCWD, entered into an agreement authorizing, among other things, MCWD "the right to sell or otherwise transfer their capacity rights and other interests as a matter of right to each other or to FORA member political jurisdictions at any time in the future without the prior written review and approval by MRWPCA.[2][2]" This statement appears to indicate that the MCWD holds the wastewater capacity rights, and therefore the ability to transfer or otherwise affect the wastewater capacity charges potentially due to the MRWPCA for any new development within the former Fort Ord[3][3]. Since 2001, improvements in the former Fort Ord have been able to use the pre-paid MRWPCA capacity charges. In 2012, these pre-paid capacity charges were valued at \$3,100 per dwelling unit by the MRWPCA and could be applied to future developments in these areas. Additional capacity charges would be applied to new or potential redevelopment by the sewer collection agency.

Question:

How much of the 2.22 MGD pre-paid wastewater capacity charges remain?

Answer:

Regarding wastewater treatment capacity rights for the former Fort-Ord:

The Army pre-purchased 3.3 MGD from MRWPCA. The Army granted 2.22 MGD to FORA. In turn, FORA transferred the 2.22 MGD to MCWD. The Army retains rights to 1.08 MGD of capacity. All four parties will revisit capacity-based EDUs when total wastewater flow from former Fort Ord reaches 2.22 MGD or the year 2020, whichever comes first. MRWPCA determines flow capacity.

MCWD requested the status of the 2.2 MGD from MRWPCA, but does not have an answer at this time.

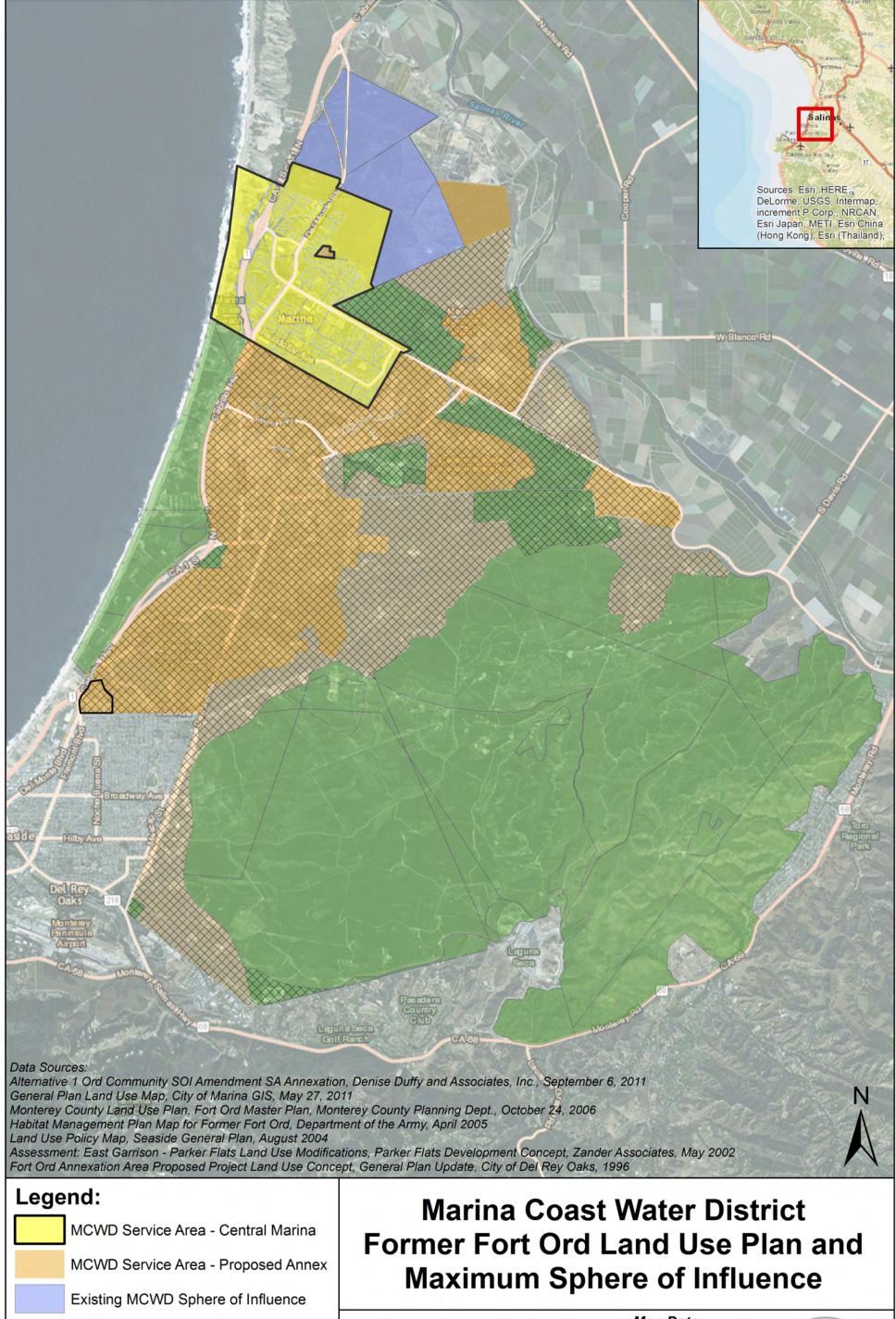
6c. MCWD Annexation Update

On November 16, 2015, staff presented options to the MCWD Board of Directors regarding the areas to be included in the service area and SOI. This would be used as the Project Description in the updated CEQA Initial Study.

- The Board made a motion to follow staff's recommendation of extending the service boundary to add only the Ord Community Parcels currently served and extend the SOI to add the designated Ord Community development parcels.
- The BOD also directed staff to engage SCSD.

On March 15, 2016, staff met with SCSD and discussed the current status and next steps. SCSD requested that MCWD provide its engineering study regarding annexation.

On March 18, 2016 MCWD provided a copy of its engineering report to SCSD with an open invitation to meet again when necessary.



Maximum MCWD Sphere of Influence

Ord Development Parcels

Habitat/Open Space/Parkland

5,000 10,000 Feet Map Date: November 2015

1:60,000

1 inch = 5,000 feet

Schaaf & Wheeler CONSULTING CIVIL ENGINEERS





Marina Coast Water District Ord Comunity Annexation Timeline (Tentative)

