



FORT ORD REUSE AUTHORITY

920 2nd Avenue, Suite A, Marina, CA 93933

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WATER AND WASTEWATER OVERSIGHT COMMITTEE MEETING

9:15 a.m. (or immediately following the Administrative Committee meeting)

Wednesday, July 15, 2015

920 2nd Avenue, Suite A, Marina CA 93933 (FORA Community Information Center)

AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

4. PUBLIC COMMENT PERIOD

Individuals wishing to address the Committee on matters within its jurisdiction, but not on this agenda, may do so during this period for up to three minutes. Comments on specific agenda items are heard under that item.

5. APPROVAL OF MEETING MINUTES

a. April 29, 2015 WWOC Meeting Minutes ACTION

6. BUSINESS ITEMS

a. Initiate FY 2015/16 WWOC Work Program ACTION

b. FY 2015/16 Ord Community Budget – Status report INFORMATION

c. Quarterly Report – Presentation by MCWD INFORMATION

d. MCWD Annual Performance Evaluation INFORMATION

7. ITEMS FROM MCWD

a. Rate Payer Advisory Committee INFORMATION

b. Ord Community Annexation INFORMATION

c. Seaside County Sanitation District Negotiations INFORMATION

8. ITEMS FROM MEMBERS

9. ADJOURNMENT

NEXT MEETING: TBD

For information regarding items on this agenda or to request disability related modifications and/or accommodations please contact the Deputy Clerk 48 hours prior to the meeting.

Agendas are available on the FORA website at www.fora.org.



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

Wednesday, April 29, 2015 | FORA Conference Room
920 2nd Avenue, Suite A, Marina CA 93933

1. CALL TO ORDER

FORA Assistant Executive Officer Steve Endsley called the meeting to order at 10:10 a.m. The following were present:

Committee Members:

Mike Lerch, CSUMB
Steve Matarazzo, UCSC
Elizabeth Caraker, City of Monterey
Tim O'Halloran, City of Seaside
Daniel Dawson, City of DRO

Others Present:

Patrick Breen, MCWD
Bill Kocher, MCWD
Kelly Cadiente, MCWD
Bob Schaffer, MCP
Peter Le
Tom Mancini
Brian Boudreau
Kathleen Lee
Andy Sterbenz

FORA Staff:

Steve Endsley
Crissy Maras

2. PLEDGE OF ALLEGIANCE

Elizabeth Caraker led the pledge of allegiance.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

None

4. PUBLIC COMMENT PERIOD

The committee received comments from a member of the public.

5. APPROVAL OF MEETING MINUTES

a. April 15, 2015 WWOC Meeting Minutes

MOTION: Steve Matarazzo moved, seconded by Daniel Dawson, to approve the meeting minutes as presented.

MOTION PASSED: Unanimous

6. BUSINESS ITEMS

a. Draft FY 2015/16 Ord Community Budget

MCWD provided a handout describing previously suggested budget edits and a map outlining the location of proposed capital improvement projects. MCWD is currently interviewing for a district engineer who will be tasked with moving the CIP forward.

MOTION: Mr. Matarazzo moved, seconded by Tim O'Halloran, approval of the budget as presented, suggesting removal of line item 25b (funding the recycled trunk main and RUWAP desal) for separate review and approval by the FORA Board.

MOTION PASSED: Ayes: Matarazzo, O'Halloran, Caraker, Dawson. No: Lerch

Additional comments for FORA Board consideration included that the 10% desal design process should answer questions regarding project cost, brine disposal, interference with ongoing Cal-

Am progress, which aquifer was proposed for use, and how MCWD could cooperate with other agencies without further lawsuits.

b. Quarterly Report – Presentation by MCWD

The quarterly report was not presented at this meeting and will be continued to a future meeting.

c. MCWD Annual Performance Evaluation

Evaluation forms were provided to the committee with the request that members submit feedback to FORA so a compilation of evaluation scores can be provided at a future meeting.

7. ITEMS FROM MCWD

a. Rate Payer Advisory Committee

This item is on the May 15th MCWD Board meeting agenda. MCWD will provide an update to the committee at a future meeting.

b. Ord Community Annexation

There is no update to this item.

c. Seaside County Sanitation District Negotiations

There is no update to this item.

8. ITEMS FROM MEMBERS

None

9. ADJOURNMENT

The meeting was adjourned at 11:05 a.m.



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WATER/WASTEWATER OVERSIGHT COMMITTEE

Fiscal Year 2015/2016 Work Program

Introduction

On February 13, 1998, Ordinance No. 98-01 was adopted by the Board of Directors of the Fort Ord Reuse Authority (FORA) approving an Agreement between Marina Coast Water District (MCWD) and FORA for the operation of the water and wastewater collection systems on the former Fort Ord military reservation. The Agreement, entitled “Water/Wastewater Facilities Agreement”, establishes the roles and responsibilities of the two parties and additionally establishes a Water/Wastewater Oversight Committee (WWOC). The WWOC, advisory to the FORA Board of Directors, has specific responsibilities enumerated in Article 4.2 of the noted Agreement. Article 4.2 of the Agreement reads as follows:

4.2 FORA RESPONSIBILITIES

4.2.1 Committee Appointment. A Water/Wastewater Oversight Committee will be appointed by the FORA Board from appropriate agency staff members who will serve at the pleasure of the Board. The Committee will include representatives from the future land use jurisdictions and the two Universities (Cities of Marina, Seaside, Monterey, Del Rey Oaks, the County of Monterey, CSUMB and UCMBEST), for a total of seven members.

4.2.2 Committee Role. The Committee shall be advisory to the FORA Board and shall have the following functions:

- 4.2.2.1** Receive recommendations regarding operation of the facilities.
- 4.2.2.2** Advise the FORA Board and staff on appropriate action regarding such recommendations.
- 4.2.2.3** Review and recommend on operating and capital improvement budgets.
- 4.2.2.4** Periodically review and recommend a master plan of public sewer and water facilities.
- 4.2.2.5** Make recommendations pursuant to Article 7 of this Agreement, including recommendations regarding allocation of costs over benefited properties.
- 4.2.2.6** Confirm adequacy of services provided.
- 4.2.2.7** Review the annual financial statement and MCWD audit to affirm that results achieved comport with expectations of FORA.
- 4.2.2.8** Evaluate annually the performance of MCWD in accordance with this Agreement.
- 4.2.2.9** Advise on short and long term financial planning and fiscal management.
- 4.2.2.10** Assure that the facilities are complimenting implementation of the reuse plan.

4.2.3 Evaluation Criteria. The Committee will use the following criteria in evaluating MCWD's performance under this Agreement:

- 4.2.3.1** Timely development annually of operation and capital budgets.
- 4.2.3.2** Timely and accurate quarterly and annual financial reports.
- 4.2.3.3** Timely and accurate quarterly and annual operational reports.
- 4.2.3.4** Customer service orientation and MCWD's responsiveness to customer concerns, as shown in quarterly and annual reports of customer communications and responses.

Fiscal Year 2015/2016 Work Program

The following work program, developed using the enumerated tasks and responsibilities above, is established for fiscal year 2015/2016 as follows:

July 2015 (Articles 4.2.2.1 and 4.2.2.2)

Convene to receive and review quarterly report from MCWD and initiate work program.

October 2015 (Articles 4.2.2.1, 4.2.2.2 and 4.2.2.7)

Convene to receive and review quarterly report from MCWD.

January 2016 (Articles 4.2.2.1, 4.2.2.2 and 4.2.2.3)

Convene to receive and review quarterly report from MCWD, including early draft of budgets/rates and MCWD financial audit/annual financial statements.

February 2016 (Articles 4.2.2.3, 4.2.2.4, 4.2.2.5, 4.2.2.9 and 4.2.2.10)

Convene to review/recommend on presented draft budgets/rates (operations and capital), review updated masterplans and Capital Improvement Projects, including placement of projects to meet development needs under the FORA Base Reuse Plan Implementation and review, as necessary, financial planning and fiscal management by MCWD.

March 2016 (Articles 4.2.2.3, 4.2.2.4, 4.2.2.5, 4.2.2.9 and 4.2.2.10)

Convene to review/recommend on presented final draft budgets/ rates (operations and capital), review updated masterplans and Capital Improvement Projects, including placement of projects to meet development needs under the FORA Base Reuse Plan Implementation and review, as necessary, financial planning and fiscal management by MCWD.

April 2016 (Articles 4.2.2.6 and 4.2.2.8)

Convene to receive and review quarterly report from MCWD and review/recommend/approve adequacy of services provided and overall performance by MCWD.

***WWOC meeting dates typically coincide with Administrative Committee meeting dates.
Additional meetings may be scheduled during the review of budgets/rates.***

WATER/WASTEWATER OVERSIGHT COMMITTEE MARINA COAST WATER DISTRICT EVALUATION FORM

Please use the following criteria to evaluate Marina Coast Water District's performance under the Water/Wastewater Facilities Agreement.

	Unsatisfactory		↔	Satisfactory	
	1	2	3	4	5
Timely development of annual operation & capital budgets					
Timely & accurate quarterly & annual financial reports (financial planning & fiscal management)					
Timely & accurate quarterly & annual operational reports					
Customer service orientation & MCWD's responsiveness to customer concerns (as shown in the quarterly & annual reports)					
Overall Performance Evaluation					

Additional Comments/Suggestions:

Name: _____ Title: _____

Signed: _____ Date: _____