



SEASIDE COUNTY SANITATION DISTRICT

440 HARCOURT AVE * SEASIDE, CA 93955

Telephone (831) 899-6825

BOARD MEMBERS

Ralph Rubio

Chair

City of Seaside

440 Harcourt Ave

Seaside, CA 93955

(831) 899-6825

David Pendergrass

First Vice Chair

City of Sand City

1 Sylvan Park

Sand City, CA 93955

(831) 394-3054

Pat Lintell

Second Vice Chair

City of Del Rey Oaks

650 Canyon Del Rey

Del Rey Oaks, CA

93940

(831) 394-8511

DISTRICT STAFF

John Dunn

District Manager

440 Harcourt Avenue

Seaside, CA 93955

(831)899-6203

Diana Ingersoll

District Engineer

440 Harcourt Avenue

Seaside, CA 93955

(831) 899-6825

Cynthia Hasson

Legal Counsel

County Counsel

168 West Alisal Street

Third Floor

Salinas, CA 93901

(831) 755-5313

Lesley Milton-Rerig

District Clerk

440 Harcourt Avenue

Seaside, CA 93955

(831) 899-6707

AGENDA

Board of Directors

Tuesday, December 8, 2015 9:30 AM,

Conference Room

440 Harcourt Ave, Seaside, CA 93955

1. CALL TO ORDER

Ralph Rubio

Chair

David Pendergrass

First Vice Chair

Pat Lintell

Second Vice Chair

2. ROLL CALL

3. ORAL COMMUNICATIONS COMMENTS

Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items unless authorized by law. To be able to properly identify those making comments in the meeting minutes, it would be helpful if speakers state their names. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time the Board considers that matter. Each person's presentation is limited to a maximum of three (3) minutes.

4. CONSENT AGENDA

A. APPROVE THE MINUTES FROM NOVEMBER 11, 2015 REGULAR MEETING

RECOMMENDATION: It is recommended that the minutes are reviewed and approved.

B. APPROVAL OF EXPENDITURES FOR MONTH OF NOVEMBER 2015

PURPOSE: Approval of expenditures for the month of November 30 for - \$79,336.00

RECOMMENDATION: Approve expenditures for the month of November 30, 2015

Total expenditures = \$ 79,336.00

C. ACCEPT AND FILE FIRST QUARTER ENDING SEPTEMBER 30, 2015 CASH AND INVESTMENT REPORT FOR SCSD

PURPOSE: Accept and file the Seaside County Sanitation District First Quarter September 30, 2015 Cash and Investment Report.

RECOMMENDATION: Accept and file report.

D. SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR THE MONTH OF NOVEMBER 2015

PURPOSE: Receive monthly report for sewer maintenance and mainline stoppages for November 2015.

RECOMMENDATION: Accept reports. This item is presented for information only.

E. PARTICIPATION IN THE PUBLIC EDUCATION PROGRAM WITH MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY

PURPOSE: The purpose of this item is to have the District Board consider an Memorandum of Understanding with the Monterey Regional Water Pollution Control Agency (MRWPCA) to administer the Public Education Program for Fats, Oils, and Grease (FOG) disposal.

RECOMMENDATION: It is recommended that the Board adopt a resolution approving a Memorandum of Understanding (MOU) with the Monterey Regional Water Pollution Control Agency for conducting a Public Education Program for Fats, Oils, and Grease (FOG) disposal and authorizing the District Manager to execute the MOU.

5. NEW BUSINESS

A. UPDATE ON THE NEGOTIATIONS WITH MARINA COAST WATER DISTRICT ON THE PROPOSED SCSD EXPANSION OF THE SPHERE OF INFLUENCE AND SERVICE AREA ANNEXATION

PURPOSE: The purpose of this item is to provide an update to the District Board on the negotiations with Marina Coast Water District (MCWD) on the proposed SCSD expansion of the sphere of influence and service area annexation.

RECOMMENDATION:

It is recommended that the District Board receive report and authorize the District Chair to submit a letter to Marina Coast Water District requesting clarification on their intent on the proposed annexation and expansion of sphere of influence.

**B. PROVIDE DIRECTION ON THE APPLICATION TO
MONTEREY COUNTY LOCAL AGENCY FORMATION
COMMISSION (LAFCO)**

PURPOSE: The purpose of this item is for the District Board to receive an update and provide direction on the proposed application to the Monterey County Local Agency Formation Commission (LAFCO) for the expansion of the sphere of influence and service area annexation.

RECOMMENDATION: It is recommended that the District Board direct staff to proceed on the necessary steps to submit an application to the Monterey County Local Agency Formation Commission (LAFCO) for the expansion of the sphere of influence and service area annexation.

6. STAFF REPORTS

Staff reports include items for which verbal reports/presentations will be provided. If a specific Seaside County Sanitation District presentation is planned, it will be listed and information included with the Agenda. Brief oral reports may be provided for items arising after the Agenda was prepared. The Board may wish to ask questions or discuss a staff report, but no action is appropriate other than referral to staff, or request that a matter be set as a future Agenda item.

District Manager

District Engineer

District Counsel

**A. MEMO FROM STAFF RE: MCWD BOARD MEETING NOTES
REGARDING LAFCO APPLICATION**

7. BOARD MEMBERS COMMENTS

8. CLOSED SESSION

**A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED
LITIGATION PURSUANT TO CALIFORNIA GOVERNMENT
CODE SECTION 54956.9(D)**

PURPOSE: Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9 - 1 Case

9. ADJOURNMENT

Next Regularly Scheduled Meeting:
January 12, 2015
Seaside City Hall
9:30 AM

In compliance with the Americans with Disabilities Act (ADA), the Seaside County Sanitation District (SCSD) does not discriminate against persons with disabilities. SCSD's meetings are held at an accessible facility. Any person with a disability who requires a modification or accommodation to be able to participate in this meeting is asked to contact the office of the District Clerk at cityclerk@ci.seaside.ca.us 831-899-6707, no fewer than two business days prior to the meeting to allow for reasonable arrangements. Agenda related writings or documents provided to the SCSD Board of Directors are available for public inspection during the meeting or may be requested from the office of the District Clerk. This agenda is posted in compliance with California Government Code Section 54954.2(a) or Section 54956.

Agenda related writings or documents provided to the Board are available for public inspection during the meeting or may be requested from the office of the District Clerk.



FINAL MINUTES
Board of Directors
Tuesday, November 10, 2015 9:30 AM,
Conference Room

1. CALL TO ORDER

Chair Rubio called the meeting to order at 9:30 AM.

2. ROLL CALL

PRESENT: Lintell, Pendergrass, Rubio

ABSENT: None

3. ORAL COMMUNICATIONS COMMENTS

No members of the public were present.

4. CONSENT AGENDA

On motion by Vice Chair Pendergrass and seconded by Second Vice Chair Lintel and passed by the following vote the District Board approved the Consent Agenda as presented.

RESULT: **Approved**

MOVER: First Vice Chair David Pendergrass

SECONDER: Second Vice Chair Pat Lintel

AYES: Ralph Rubio, David Pendergrass, Pat Lintel

NOES: None

A. APPROVE THE MINUTES OF OCTOBER 13, 2015

Action: Approved

B. SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR THE MONTH OF OCTOBER 2015

Action: Accepted & Received

C. APPROVAL OF EXPENDITURES FOR MONTH OF OCTOBER 2015

Action: Approved

5. STAFF REPORTS

A. District Manager

District Manager Dunn reported that his meeting with MCWD General Manager Van Der Maaten was positive and the District's application to LAFCO will be presented at the next MCWD board meeting for direction and approval. He indicated SCSD staff will be present

District Engineer

District Engineer- No Reports

District Counsel

Legal Counsel Hasson reported that she sent a letter to City of Monterey for the potential reimbursement of collected sewer fees. She reported that to date, she still does not have the total dollar amount that was collected therefore; there is no dollar amount in the demand letter provided. A response has not been received. Ms. Hasson explained the intent of the letter and answered questions from the Board

6. BOARD MEMBERS COMMENTS

There were no Board Member comments.

7. ADJOURNMENT

On motion, the meeting was adjourned at 9:38 AM.

Respectfully Submitted,

Lesley E. Milton-Rerig, District Clerk

Ralph Rubio, Chair



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 4.B.

TO: Seaside County Sanitation District

FROM: John Dunn, District Manager

BY: Daphne Hodgson, Deputy City Manager Administrative Services
Rajnish Narayan, Finance
Lisa Saldana, Finance Services Manager

DATE: December 8, 2015

**SUBJECT: APPROVAL OF EXPENDITURES FOR MONTH OF NOVEMBER
2015**

PURPOSE

Approval of expenditures for the month of November 30 for - \$79,336.00

RECOMMENDATION

Approve expenditures for the month of November 30, 2015
Total expenditures = \$ 79,336.00

BACKGROUND

Expenditure reports attached. Cash balance as of November 30, 2015: \$ 5,253,424.42

FISCAL IMPACT

ATTACHMENTS

1. YTD Expenditures_ 11-30-2015
 2. YTD Expenditures EFT_ 11-30-2015
-

Meeting Date: December 8, 2015

Reviewed for Submission By:

John Dunn, District Manager

YTD (15-16) Expenses as of NOVEMBER 2015

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-0-8810-0001	Admin. Salary	30,209.68	24,245.74	5,963.94
951-0-8810-0002	Overtime	-	-	-
951-0-8810-0006	Workers Compensation	854.27	683.41	170.86
951-0-8810-0009	Sick Leave Payoff	-	-	-
951-0-8810-0010	Management Leave Payoff	528.13	-	528.13
951-0-8810-0012	Vacation	1,047.35	-	1,047.35
951-0-8810-0016	Deferred Compensation	316.01	253.80	62.21
951-0-8810-0018	Auto Allowance	-	-	-
951-0-8810-0020	Part-Time Hourly Wages	2,816.89	2,185.37	631.52
951-0-8810-0030	PERS Pension Ob Bond	384.19	307.36	76.83
951-0-8810-0031	PERS Pension	5,933.79	4,697.44	1,236.35
951-0-8810-0032	PARS Pension	4,447.09	4,042.75	404.34
951-0-8810-0033	LIUNA Pension	7.16	5.34	1.82
951-0-8810-0041	Medical Insurance-Blue Cross	1,935.91	1,935.91	-
951-0-8810-0042	Medical Insurance-LIUNA	-	-	-
951-0-8810-0043	Flex One-Plan Fee	-	-	-
951-0-8810-0051	Dental Ins-Guardian	150.37	150.37	-
951-0-8810-0061	Vision Ins-CPIC	13.41	13.41	-
951-0-8810-0071	LTD-Met Life	60.76	60.76	-
951-0-8810-0081	Reliance Life Insurance	53.70	53.70	-
951-0-8810-0092	Medicare Tax	386.07	298.13	87.94
951-0-8810-1022	Legal Services	2,074.07	1,056.98	1,017.09
951-0-8810-1025	City Audit	-	-	-
951-0-8810-1026	Medical Exams	-	-	-
951-0-8810-1029	Training and Education	2,082.68	1,286.68	796.00
951-0-8810-1030	Consultant	-	-	-
951-0-8810-1033	Fitness Program	82.18	62.68	19.50
951-0-8810-1040	Property Tax Admin Fees	-	-	-
951-0-8810-1041	State Waste Discharge Fee	2,088.00	-	2,088.00
951-0-8810-2044	Copier Services	-	-	-
951-0-8810-2053	Outside Printing Services	-	-	-
951-0-8810-2063	Publishing & Legal Advertising	-	-	-
951-0-8810-3092	Stationary Supplies	-	-	-
951-0-8810-3095	Department Consumables	362.43	362.43	-
951-0-8810-4121	Meetings/Travel	-	-	-
951-0-8810-4122	Dues and Memberships	156.00	156.00	-
951-0-8810-5132	Telephone	757.86	603.54	154.32
951-0-8810-9196	Impact Fees	-	-	-
951-0-8810-9395	Vehicle Maintenance	27,041.69	21,633.36	5,408.33
951-0-8810-9397	Computer System	5,416.69	4,333.36	1,083.33
951-0-8810-9398	Central Service Charge	121,375.00	97,100.00	24,275.00
951-0-8820-0001	Salaries	47,309.17	38,128.04	9,181.13
951-0-8820-0002	Overtime	2,869.82	2,373.09	496.73
951-0-8820-0006	Workers Compensation	3,318.80	2,655.04	663.76
951-0-8820-0009	Sick Leave Payoff	-	-	-
951-0-8820-0010	Management Leave Payoff	-	-	-
951-0-8820-0012	Vacation	-	-	-
951-0-8820-0016	Deferred Compensation	279.21	225.64	53.57
951-0-8820-0020	Part - Time Hourly Wages	-	-	-
951-0-8820-0030	PERS Pension Ob Bond	610.44	488.36	122.08
951-0-8820-0031	PERS Pension	5,751.77	4,546.24	1,205.53
951-0-8820-0033	LIUNA Pension	612.05	451.89	160.16
951-0-8820-0041	Medical Insurance-Blue Cross	4,428.82	4,428.82	-
951-0-8820-0051	Dental Ins-Guardian	272.02	272.02	-
951-0-8820-0061	Vision Ins-CPIC	35.44	35.44	-
951-0-8820-0071	LTD-Met Life	54.11	54.11	-
951-0-8820-0081	Reliance Life Insurance	37.37	37.37	-
951-0-8820-0092	Medicare Tax	679.92	549.45	130.47
951-0-8820-2049	Uniform Service/ Laundry	674.27	512.98	161.29
951-0-8820-2068	Refuse Disposal	492.00	492.00	-
951-0-8820-2073	Subcontracted Work	4,522.74	2,787.42	1,735.32
951-0-8820-2074	Subcontract - Grease Prog	1,686.24	1,686.24	-
951-0-8820-2087	Equipment Rental	-	-	-
951-0-8820-3092	Stationary Supplies	-	-	-
951-0-8820-3095	Department Consumables	8,631.65	8,106.29	525.36
951-0-8820-3097	Safety Equipment	(20.54)	(20.54)	-
951-0-8820-4121	Meetings/Travel	1,400.00	1,100.00	300.00
951-0-8820-4122	Dues and Memberships	-	-	-
951-0-8820-4124	Mail Services	-	-	-

YTD (15-16) Expenses as of NOVEMBER 2015

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-0-8820-5131	Gas & Electric	3,121.87	1,809.58	1,312.29
951-0-8820-5132	Telephone	-	-	-
951-0-8820-5133	Water	-	-	-
951-0-8820-6143	Vehicle Maintenance	-	-	-
951-0-8820-8183	Video Inspection	-	-	-
951-0-8820-8184	Fog Program	-	-	-
951-0-8820-8185	GIS Maintenance & Mapping	-	-	-
952-0-8820-8186	Equipment - Vector Truck	-	-	-
952-0-8820-8187	Department Equipment	-	-	-
952-0-8820-8190	Video Inspection	-	-	-
952-0-8820-8191	Pickup Truck with CMS	-	-	-
952-0-8820-8193	Connection Fee Study	-	-	-
952-0-8820-8194	Sewer System Mgmt Plan Up	322.00	322.00	-
952-0-8820-8195	Graphic Information Systems	-	-	-
952-0-8820-8196	LAFCO Application	5,328.91	3,710.16	1,618.75
952-0-8820-9605	Interest Expense	2,942.16	2,613.77	328.39
952-0-8820-9606	Other Debt Service Fees	-	-	-
952-0-8820-9608	Lease Payments	24,446.36	20,340.55	4,105.81
953-0-8820-9201	Del Monte Lift Station Upgrade	12,182.50	-	12,182.50
953-0-8820-9202	Rosita Lift Station Upgrade	-	-	-
953-0-8820-9203	Angelus Way Sewer Main Up	-	-	-
953-0-8820-9206	Military Lift Station Repl	-	-	-
953-0-8820-9207	Fremont BL Sewr Main Upgr	-	-	-
953-0-8820-9212	LAFCO Application	-	-	-
953-0-8820-9213	New Manhole Installations	-	-	-
953-0-8820-9215	Root Intrusion Swr Main	-	-	-
953-0-8820-9314	Highway 1 Sewer Line	-	-	-
953-0-8820-9196	942 Angelus Way Pipe Line	-	-	-
954-0-8810-2088	Judgments/Damages	-	-	-
954-0-8810-2090	Insurance	97,207.00	97,207.00	-
City of Seaside Total		439,777.48	360,441.48	79,336.00
			951-1009	61,100.55
			952-1009	6,052.95
			953-1009	12,182.50
			954-1009	-
Total Expenditures for month of NOVEMBER 2015				79,336.00
OTHER EXPENSES				
			951-1009	0.00
			952-1009	0.00
PREPARED BY: RAJNESH NARAYAN			953-1009	
DATE: 12/01/15			954-1009	
Total Adjusted drawdown from County -SCSD				79,336.00

COUNTY OF MONTEREY - AUTHORIZATION of ELECTRONIC FUNDS TRANSFER

DEBIT : COUNTY OF MONTEREY

Account Number : Wells Fargo Bank

Account Name : Monterey County Treasurer

CREDIT : CITY OF SEASIDE PUBLIC INTEREST CHECKING

Pay to Bank : **RABOBANK**

1658 FREMONT BLVD., SEASIDE, CA 93955

Account No. 9782713643

Routing No. 122238420

Amount : \$ **79,336.00**

Customer Name: CITY OF SEASIDE

AUTHORIZED SIGNATURES:

1

2

3

AUDITOR : ENTER AMOUNT AUTHORIZED FOR TRANSFER AND SIGN FORM

TREASURER : PROCESS TRANSFER, ENTER DATE OF TRANSFER, SIGN FORM AND RETURN TO AUDITOR

AUDITOR

TREASURER

Patricia Vasquez

Deputy Auditor

Date

Deputy Treasurer

Date of Transfer

For Auditor-Controller Office use only

Period

JV Number

Budget Yr.

Date

INSURANCE FUND

Total \$ 79,336.00

DESCRIPTION	AT	FD	BU	ORG	ACCT	REP	CT	DEBIT	CREDIT
Special District Exp.		603			2530				
Cash		603			1001				

Daphne Hodgson, Deputy City Manager / Administrative Services (831) 899-6718; SCSD

Expenses as of November 30 , 2015.

Prepared By: Patricia Vesquez

Date:

Approved By: _____

Date: _____ Keyed By: _____ Date: _____



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 4.C.

TO: Seaside County Sanitation District

FROM: John Dunn, District Manager

BY: Daphne Hodgson, Deputy City Manager Administrative Services
Rajnesh Narayan, Finance
Lisa Saldana, Finance Services Manager

DATE: December 8, 2015

**SUBJECT: ACCEPT AND FILE FIRST QUARTER ENDING SEPTEMBER 30,
2015 CASH AND INVESTMENT REPORT FOR SCSD**

PURPOSE

Accept and file the Seaside County Sanitation District First Quarter September 30, 2015 Cash and Investment Report.

RECOMMENDATION

Accept and file report.

BACKGROUND

Section 53646 of the California State Government Code requires the fiscal officer to prepare a quarterly report detailing the District's cash and investments.

FISCAL IMPACT

ATTACHMENTS

1. Summary of Pooled cash for SCSD as of September, 2015
 2. Monterey County Treasurer-Tax Collector September, 2015 Report
-

Meeting Date: December 8, 2015

Reviewed for Submission By:

John Dunn, District Manager

Exhibit A

SEASIDE COUNTY SANITATION DISTRICT

SUMMARY OF POOLED CASH AND INVESTMENTS

September 30, 2015

<u>DESCRIPTION</u>	<u>INSTITUTION</u>	<u>VALUATION</u>	<u>AMOUNT</u>
General Checking	Rabobank	Market	\$ 619,054.42
Cash with County Treasurer	See detail attached	Market	\$ 4,869,483.83
			<u>\$ 5,488,538.25</u>

I hereby certify that sufficient investment liquidity and anticipated revenues are available to meet the District's anticipated expenditure requirements for the next six months. (California Code Section 53646)

Respectfully submitted,

John Dunn
District Manager



Monterey County

Board Order

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

Upon motion of Supervisor Parker, seconded by Supervisor Phillips and carried by those members present, the Board of Supervisors hereby:

Received and accepted the Treasurer's Report of Investments for the quarter ending September 30, 2015.

PASSED AND ADOPTED on this 27th day of October 2015, by the following vote, to wit:

AYES: Supervisors Armenta, Phillips, Salinas, Parker and Potter

NOES: None

ABSENT: None

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 78 for the meeting on October 27, 2015.

Dated: November 3, 2015
File ID: 15-1165

Gail T. Borkowski, Clerk of the Board of Supervisors
County of Monterey, State of California

By Denise Hancock
Deputy



Monterey County

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

Board Report

Legistar File Number: 15-1165

October 27, 2015

Introduced: 10/19/2015

Version: 1

Current Status: Agenda Ready

Matter Type: General Agenda Item

Receive and Accept the Treasurer's Report of Investments for the quarter ending September 30, 2015.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Receive and Accept the Treasurer's Report of Investments for the quarter ending September 30, 2015.

SUMMARY:

Government Code Section 53646 (b) (1) states the Treasurer may submit a quarterly report of investments. The attached exhibits provide a narrative portfolio review of economic and market conditions that support the investment activity during the July - September period, the investment portfolio position by investment type, a listing of historical Monterey County Treasury Pool yields versus benchmarks, and the investment portfolio by maturity range.

DISCUSSION:

During the July - September quarter, yields on corporate securities rose while yields on comparable U.S. Treasury notes remained relatively flat. Treasuries experienced strong demand after the Federal Open Market Committee (FOMC) did not raise rates at their mid-September meeting and acknowledged that global developments are putting downward pressure on the U.S. economy and inflation.

The U.S. Gross Domestic Product (GDP) grew at an estimated 3.9% during the quarter ended September 30th, revised higher from the initial estimate of 2.3%. Growth was broad-based, driven by inventories, fixed investment, exports, consumer spending and construction.

On September 30, 2015, the Monterey County investment portfolio contained an amortized book value of \$983,156,386 spread among 73 separate securities and funds. The par value of those funds was \$980,586,770, with a market value of \$983,495,594 or 100.34% of amortized book value. The portfolio's net earned income yield for the period was 0.69%. The portfolio produced an estimated income of \$1,755,644 for the quarter which will be distributed proportionally to all agencies participating in the investment pool. The investment portfolio had a weighted average maturity of 407 days.

The investment portfolio was in compliance with all applicable provisions of state law and the adopted Investment Policy, and contained sufficient liquidity to meet all projected outflows over the next six months. Market value pricings were obtained through Bloomberg LLP, Union Bank of California and included live-bid pricing of corporate securities.

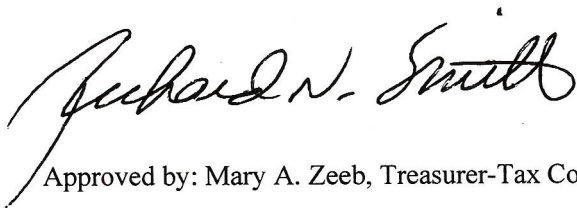
OTHER AGENCY INVOLVEMENT:

A copy of this report will be distributed to all agencies participating in the County investment pool and the Treasury Oversight Committee. In addition, the report will be published on the County Treasurer's web site. A monthly report of investment transactions is provided to the Board of Supervisors as required by Government Code 53607.

FINANCING:

The investment portfolio contains sufficient liquidity to meet all projected expenditures over the next six months. We estimate that the investment earnings in the General Fund will be consistent with budgeted revenue, but at historically low levels, as it is unknown if the Federal Reserve will raise rates by the end of 2015.

Prepared by: Richard N. Smith, Assistant Treasurer-Tax Collector, x5836



Approved by: Mary A. Zeeb, Treasurer-Tax Collector, x5015



Attachments:

- Exhibit A - Investment Portfolio Review 09-30-15
- Exhibit B - Portfolio Management Report 09-30-15
- Exhibit C - Monterey County Historical Yields vs. Benchmarks
- Exhibit D - Aging Report 10-01-15

cc:

County Administrative Office
County Counsel
Auditor-Controller - Internal Audit Section
All depositors
Treasury Oversight Committee

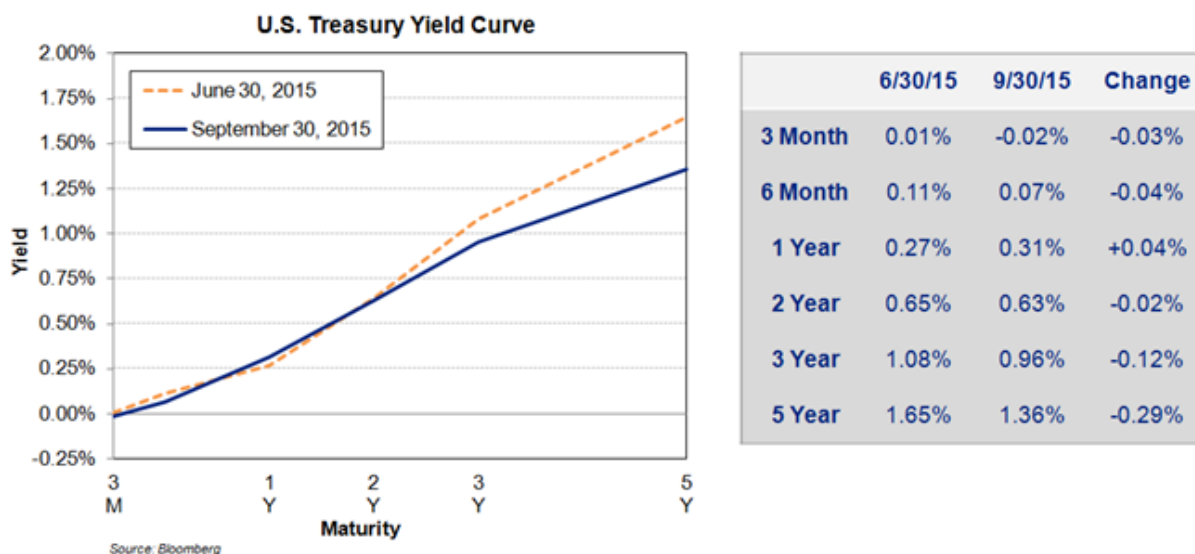
Investment Portfolio Review Quarter Ending September 30, 2015

OVERVIEW – July 1, 2015 – September 30, 2015

During the July to September quarter, despite significant volatility, the 2-year Treasury yields ended September roughly at the same level as they were at the end of June. The yield of the County Pool remains higher than the yield of the S&P Government Investment Pool Index. At the mid-September Federal Open Market Committee (FOMC) meeting, the Federal Reserve decided to wait to raise interest rates until they are “reasonably confident that inflation will move back to its 2% objective.”

INTEREST RATES DECREASED IN 2- TO 5-YEAR RANGE

- Yields on securities longer than one year decreased during the quarter as concerns over a global slowdown drove money into U.S. Treasuries
- Yields on corporate securities rose while yields on comparable U.S. Treasury notes remained relatively flat.



The County Treasury outperformed portfolio benchmarks this quarter. Our consistent investment strategy ladders short term debt to provide liquidity and takes advantage of available higher rates by buying small amounts of longer term corporate and non callable securities, while maintaining positions in currently held callable debt structures. The following indicators reflect key aspects of the County’s investment portfolio in light of the above noted conditions:

1. Market Access – Access to U.S. Treasuries and Agency debt has been plentiful, but yields have continued to remain low as investors continue to seek safe havens from an uncertain world market. These issues have continued to keep yields low on Treasury bonds.

During the quarter, the majority of County investment purchases continue to be in U.S. Treasury and Agency markets with a continued small position in shorter term, highly rated (AA or better) Corporate bonds. In addition, the Treasurer continues to keep a high level

Treasurer’s Investment Report Qtr ending 9-30-2015

of liquid assets, reflecting the need to maintain increased levels of available cash to ensure the ability to meet all cash flow needs.

2. Diversification - The Monterey County Treasurer's portfolio consists of fixed income investments, all of which are authorized by the State of California Government Code 53601.

The portfolio asset spread is detailed in the table below:

Portfolio Asset Composition				
Corporate Assets	Liquid Assets	US Treasuries	Federal Agencies	Commercial Paper
10%	35%	2%	53%	0%

3. Credit Risk – Approximately 90% of the investment portfolio is comprised of U.S. Treasuries, Federal Agency securities and other liquid funds. All assets have an investment grade rating. U.S. Treasuries are not specifically rated, but are considered the safest of all investments. The corporate debt (10%) is rated in the higher levels of investment grade. All federal agency securities have AA ratings, or are guaranteed by the U.S. Treasury.

The portfolio credit composition is detailed in the table below:

Portfolio Credit Composition							
AAA	AA+	AA	AA-	A+	Not Rated (LAIF/MMF)	AAAm	Aaf/S1+ (CalTrust)
1%	57%	2%	3%	2%	11%	10%	14%

4. Liquidity Risk – Liquidity risk, as measured by the ability of the County's Treasury to meet withdrawal demands on invested assets, was adequately managed during the July to September quarter. The portfolio's average weighted maturity was 407 days, and large percentages (35%) of assets are held in immediately available funds.

PORTFOLIO CHARACTERISTICS

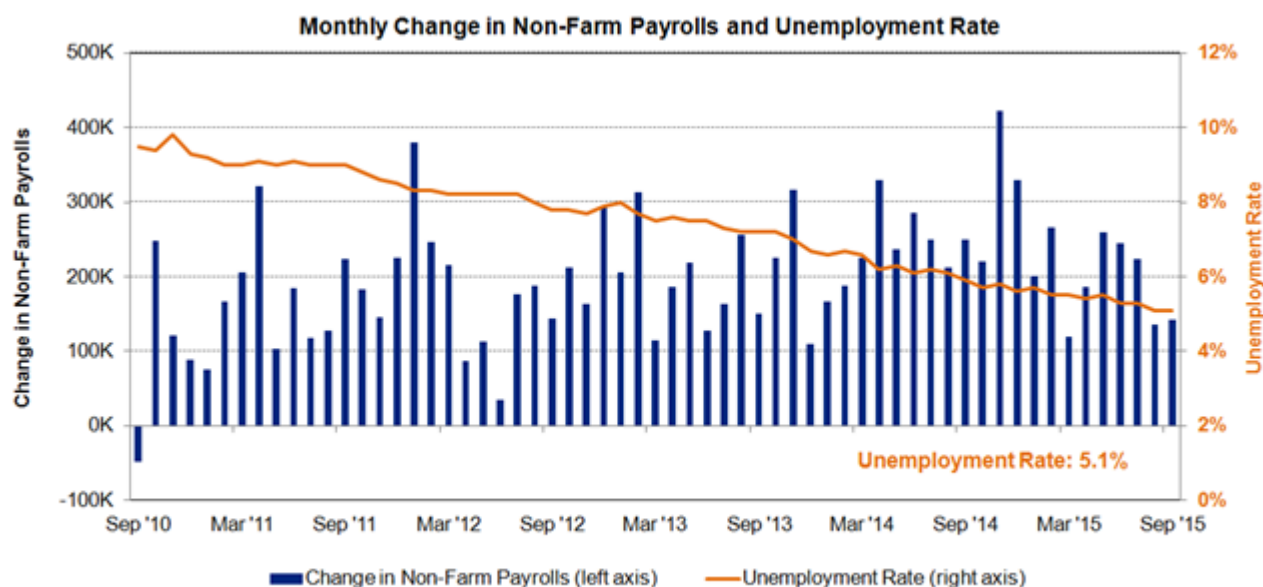
	<u>June 30, 2015</u>	<u>September 30, 2015</u>
Total Assets	\$1,120,854,255	\$983,156,386
Market Value	\$1,120,818,419	\$983,495,594
Days to Maturity	422	407
Yield	0.72%	0.69%
Estimated Earnings	\$2,061,464	\$1,755,644

FUTURE STRATEGY

Ongoing improvement in employment data and housing starts are positive economic news. However, inflation remains relatively static. These mixed economic signals and the ongoing instability in Greece, and the recent stock market slump in the Chinese market, may dampen the FOMC's stated desire to increase rates before 2016. The portfolio remains in position to take advantage of an increasing rate environment.

U.S. ECONOMY GROWTH SLOWS DOWN

- The jobs reports in August and September showed signs of slowing growth as the number of jobs added came in under expectations. Total growth for the quarter ended September 30 was 501,000 jobs.
- The unemployment rate fell from 5.3% to 5.1% during the quarter.



Source: Bureau of Labor Statistics

As long as the Federal Treasury continues to target short term rates at historically low levels, the returns on the investments in the County's pool will remain historically low. The portfolio is adequately positioned to take advantage of changing market conditions.

Exhibit B

Monterey County Portfolio Management Portfolio Details - Investments September 30, 2015

Page 1

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity	Maturity Date
Money Market Accts-GC 53601(k)(2)												
SYS11672	11672	BlackRock			57,475,829.71	57,475,829.71	57,475,829.71	0.098			1	
SYS11801	11801	CalTrust			140,000,000.00	140,000,000.00	140,000,000.00	0.507	Aaa	AAA	1	
SYS11830	11830	Federated		07/01/2015	0.00	0.00	0.00	0.101	Aaa	AAA	1	
SYS11578	11578	Fidelity Investments			46,232,312.88	46,232,312.88	46,232,312.88	0.133	Aaa	AAA	1	
Subtotal and Average			272,694,659.98		243,708,142.59	243,708,142.59	243,708,142.59				1	
State Pool-GC 53601(p)												
SYS11361	11361	LAIF			50,000,000.00	50,000,000.00	50,000,000.00	0.284			1	
Subtotal and Average			50,000,000.00		50,000,000.00	50,000,000.00	50,000,000.00				1	
CAMP-GC 56301(p)												
SYS10379	10379	Calif. Asset Mgmt			52,500,000.00	52,500,000.00	52,500,000.00	0.114		AAA	1	
SYS11961	11961	Calif. Asset Mgmt			378,627.29	378,627.29	378,627.29	0.115		AAA	1	
Subtotal and Average			24,163,409.90		52,878,627.29	52,878,627.29	52,878,627.29				1	
Medium Term Notes - GC 53601(k)												
084664BS9	12031	Berkshire Hathaway Finance		04/24/2015	10,000,000.00	10,107,400.00	10,140,758.97	1.600	Aa2	AA	592	05/15/2017
084670BD9	12036	Berkshire Hathaway Finance		09/16/2015	10,000,000.00	10,131,870.45	10,131,870.45	1.900	Aa2	AA	488	01/31/2017
36962G5W0	11855	General Electric		04/27/2012	5,000,000.00	5,097,650.00	4,997,940.39	2.300	A	AA	574	04/27/2017
36962G5W0	11856	General Electric		04/27/2012	5,000,000.00	5,097,650.00	5,002,358.33	2.300	A	AA	574	04/27/2017
369604BC6	12010	General Electric		01/23/2015	10,000,000.00	10,892,900.00	10,876,798.64	5.250	Aa	AA	797	12/06/2017
478160BF0	12000	Johnson & Johnson		12/23/2014	2,000,000.00	2,004,440.00	2,000,000.00	0.700	Aaa	AAA	424	11/28/2016
478160AY0	12004	Johnson & Johnson		01/08/2015	7,000,000.00	7,094,710.00	7,069,320.41	2.150	Aaa	AAA	227	05/15/2016
89233P5S1	11839	Toyota Motor Corporation		02/29/2012	5,000,000.00	5,079,250.00	5,028,835.51	2.050	Aa	AA	469	01/12/2017
89236TCA1	12009	Toyota Motor Corporation		01/16/2015	10,000,000.00	10,009,600.00	10,037,845.35	1.450	Aa	AA	834	01/12/2018
89233P6S0	12018	Toyota Motor Corporation		03/30/2015	10,000,000.00	10,025,500.00	10,028,320.00	1.250	Aaa	AA	735	10/05/2017
94974BFG0	12021	Wells Fargo & Company		04/07/2015	10,000,000.00	9,981,200.00	10,075,480.48	1.500	Aaa	AA	838	01/16/2018
94974BFL9	12025	Wells Fargo & Company		04/13/2015	10,000,000.00	10,042,400.00	10,043,571.33	1.250	A2	A+	293	07/20/2016
Subtotal and Average			91,501,603.27		94,000,000.00	95,564,570.45	95,433,099.86				600	
Commercial Paper Disc.- GC 53601(h)												
Subtotal and Average			869,548.31									

Portfolio INVT

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Exhibit B

Monterey County Portfolio Management Portfolio Details - Investments September 30, 2015

Page 2

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity	Maturity Date
Fed Agcy Coupon Sec - GC 53601(f)												
3133EDSU7	11985	Federal Farm Credit Bank		08/15/2014	10,000,000.00	10,038,200.00	10,000,000.00	1.000	Aaa	AA	684	08/15/2017
3133EEBU3	11996	Federal Farm Credit Bank		11/26/2014	10,000,000.00	10,007,100.00	10,003,301.41	0.600	Aaa	AA	410	11/14/2016
3133EEFE5	12008	Federal Farm Credit Bank		01/12/2015	10,000,000.00	10,039,800.00	10,032,604.55	1.125	Aaa	AA	809	12/18/2017
3133EEMA5	12011	Federal Farm Credit Bank		01/30/2015	10,000,000.00	9,985,200.00	10,008,120.11	1.500	Aaa	AA	1,551	12/30/2019
3133EELZ1	12012	Federal Farm Credit Bank		02/02/2015	10,000,000.00	9,983,800.00	10,027,011.08	1.000	Aaa	AA	910	03/29/2018
3133EESZ4	12016	Federal Farm Credit Bank		03/25/2015	10,000,000.00	10,017,900.00	10,005,415.42	0.460	Aaa	AA	285	07/12/2016
3133EDMB5	12017	Federal Farm Credit Bank		03/26/2015	10,000,000.00	10,010,800.00	10,001,327.38	0.500	Aaa	AA	327	08/23/2016
3133EETE0	12020	Federal Farm Credit Bank		04/01/2015	10,000,000.00	10,037,000.00	10,046,416.49	1.125	Aaa	AA	893	03/12/2018
3133EE7M6	12038	Federal Farm Credit Bank		09/30/2015	10,000,000.00	10,006,789.01	10,006,789.01	0.650	Aaa	AA+	627	06/19/2017
313380EC7	11878	Federal Home Loan Bank		09/17/2012	10,000,000.00	9,976,600.00	9,981,066.97	0.750	Aaa	AA	708	09/08/2017
313380XB8	11881	Federal Home Loan Bank		10/17/2012	10,000,000.00	10,000,500.00	9,999,216.67	0.625	Aaa	AA	382	10/17/2016
313370TW8	11888	Federal Home Loan Bank		12/05/2012	10,000,000.00	10,180,700.00	10,137,296.90	2.000	Aaa	AA	344	09/09/2016
313373SZ6	11913	Federal Home Loan Bank		04/02/2013	10,000,000.00	10,162,300.00	10,114,088.85	2.125	Aaa	AA	253	06/10/2016
313378A43	11925	Federal Home Loan Bank		05/02/2013	10,000,000.00	10,087,000.00	10,147,455.75	1.375	Aaa	AA	890	03/09/2018
313383A68	11928	Federal Home Loan Bank		06/13/2013	10,000,000.00	9,948,600.00	10,000,000.00	1.080	Aaa	AA	986	06/13/2018
313378QK0	11966	Federal Home Loan Bank		04/04/2014	10,000,000.00	10,188,000.00	10,018,616.71	1.875	Aaa	AA	1,254	03/08/2019
3130A3J70	11997	Federal Home Loan Bank		12/12/2014	10,000,000.00	10,006,100.00	10,001,698.54	0.625	Aaa	AA	419	11/23/2016
313371PV2	11998	Federal Home Loan Bank		12/12/2014	10,000,000.00	10,152,900.00	10,108,999.72	1.625	Aaa	AA	435	12/09/2016
313371PV2	11999	Federal Home Loan Bank		12/12/2014	10,000,000.00	10,152,900.00	10,108,999.72	1.625	Aaa	AA	435	12/09/2016
3130A3PT5	12001	Federal Home Loan Bank		12/23/2014	10,000,000.00	9,994,500.00	9,997,048.12	0.125	Aaa	AA	68	12/08/2015
3130A3UU6	12005	Federal Home Loan Bank		01/27/2015	10,000,000.00	10,026,800.00	10,000,000.00	0.875	Aaa	AA	484	01/27/2017
3130A4U42	12019	Federal Home Loan Bank		03/31/2015	10,000,000.00	10,009,100.00	10,009,473.83	0.800	Aaa	AA	638	06/30/2017
3130A2KD7	12028	Federal Home Loan Bank		04/09/2015	10,000,000.00	10,003,300.00	10,002,113.43	0.315	Aaa	AA+	98	01/07/2016
3130A3KK9	12029	Federal Home Loan Bank		04/17/2015	10,000,000.00	9,997,300.00	9,999,584.35	0.125	Aaa		55	11/25/2015
3130A0SD3	12030	Federal Home Loan Bank		04/17/2015	10,000,000.00	10,005,700.00	10,005,181.85	0.375	Aaa	AA+	141	02/19/2016
3130A4Q70	12032	Federal Home Loan Bank		04/23/2015	10,000,000.00	10,031,500.00	10,039,709.31	1.000	Aaa	AA+	778	11/17/2017
3133834R9	12034	Federal Home Loan Bank		04/23/2015	10,000,000.00	9,999,300.00	10,001,086.98	0.375	Aaa	AA+	267	06/24/2016
3130A6JW8	12037	Federal Home Loan Bank		09/30/2015	10,000,000.00	10,001,265.02	10,001,265.02	0.318			258	06/15/2016
3134G3S50	11887	Federal Home Loan Mtg Corp		11/30/2012	10,000,000.00	10,019,000.00	10,006,952.23	0.625	Aaa	AA	397	11/01/2016
3134G42M9	11916	Federal Home Loan Mtg Corp		04/25/2013	10,000,000.00	9,987,100.00	10,000,000.00	0.700	Aaa	AA	572	04/25/2017
3134G42G2	11917	Federal Home Loan Mtg Corp		04/30/2013	10,000,000.00	9,998,000.00	10,000,000.00	1.050	Aaa	AA	942	04/30/2018
3134G43F3	11920	Federal Home Loan Mtg Corp		04/30/2013	10,000,000.00	9,936,400.00	10,000,000.00	1.020	Aaa	AA	942	04/30/2018
3134G43V8	11923	Federal Home Loan Mtg Corp		05/15/2013	10,000,000.00	9,977,100.00	9,999,475.56	1.050	Aaa	AA	957	05/15/2018
3137EADJ5	11970	Federal Home Loan Mtg Corp		04/09/2014	10,000,000.00	10,046,600.00	9,994,640.12	1.000	Aaa	AA	666	07/28/2017
3137EADL0	11987	Federal Home Loan Mtg Corp		08/25/2014	10,000,000.00	10,023,600.00	9,980,238.89	1.000	Aaa	AA	729	09/29/2017

Portfolio INVT

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Exhibit B

Monterey County Portfolio Management Portfolio Details - Investments September 30, 2015

Page 3

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity	Maturity Date
Fed Agcy Coupon Sec - GC 53601(f)												
3134G5RF4	12024	Federal Home Loan Mtg Corp		04/06/2015	10,000,000.00	9,998,900.00	10,002,957.18	0.400		AA	239	05/27/2016
3136G0B26	11874	Federal National Mtg Assn		09/27/2012	10,000,000.00	9,997,600.00	10,000,000.00	1.000	Aaa	AA	727	09/27/2017
3135G0NH2	11876	Federal National Mtg Assn		09/13/2012	10,000,000.00	9,999,100.00	9,997,701.12	0.950	Aaa	AA	692	08/23/2017
3136G14N6	11890	Federal National Mtg Assn		01/02/2013	10,000,000.00	9,985,800.00	9,997,090.04	0.750	Aaa	AA	636	06/28/2017
3135G0PP2	11903	Federal National Mtg Assn		01/18/2013	10,000,000.00	10,027,000.00	10,013,910.23	1.000	Aaa	AA	720	09/20/2017
3135G0UH4	11906	Federal National Mtg Assn		02/22/2013	10,000,000.00	9,960,800.00	10,000,000.00	1.200	Aaa	AA	875	02/22/2018
3135G0XA6	11924	Federal National Mtg Assn		05/21/2013	10,000,000.00	9,931,600.00	10,000,000.00	1.030	Aaa	AA	963	05/21/2018
3135G0XK4	11927	Federal National Mtg Assn		05/30/2013	10,000,000.00	9,952,300.00	10,000,000.00	1.050	Aaa	AA	967	05/25/2018
3135G0WJ8	11929	Federal National Mtg Assn		05/28/2013	10,000,000.00	9,940,100.00	9,956,394.31	0.875	Aaa	AA	963	05/21/2018
3135G0PQ0	11948	Federal National Mtg Assn		12/04/2013	10,000,000.00	10,004,600.00	9,962,585.27	0.875	Aaa	AA	756	10/26/2017
3135G0PQ0	12007	Federal National Mtg Assn		01/12/2015	10,000,000.00	10,004,600.00	9,994,879.98	0.875	Aaa	AA	756	10/26/2017
3136FTS67	12013	Federal National Mtg Assn		02/03/2015	10,000,000.00	10,107,900.00	10,180,047.81	1.700	Aaa	AA	1,245	02/27/2019
3135G0AL7	12022	Federal National Mtg Assn		04/06/2015	10,000,000.00	10,138,300.00	10,087,708.55	2.250	Aaa	AA	166	03/15/2016
3135G0VA8	12023	Federal National Mtg Assn		04/06/2015	10,000,000.00	10,013,900.00	10,008,924.72	0.500	Aaa	AA	181	03/30/2016
3135G0YM9	12033	Federal National Mtg Assn		04/23/2015	10,000,000.00	10,215,900.00	10,236,595.27	1.875	Aaa	AA+	1,083	09/18/2018
Subtotal and Average			518,387,471.28		500,000,000.00	501,317,154.03	501,223,989.45				631	
Federal Agency Disc.-GC 53601(f)												
313384ML0	12027	Federal Home Loan Bank		04/09/2015	10,000,000.00	9,997,400.00	9,999,961.11	0.140			1	10/02/2015
Subtotal and Average			18,475,228.49		10,000,000.00	9,997,400.00	9,999,961.11				1	
US Treasury Note-GC 53601(b)												
912828VR8	11940	U.S. Treasury		08/29/2013	10,000,000.00	10,028,100.00	9,986,640.77	0.625	Aaa	AA	319	08/15/2016
912828UJ7	11988	U.S. Treasury		08/25/2014	10,000,000.00	10,001,600.00	9,925,925.36	0.875	Aaa	AA	853	01/31/2018
Subtotal and Average			19,906,709.44		20,000,000.00	20,029,700.00	19,912,566.13				585	
Federal Agency Step Up-GC 53601(f)												
3134G7EQ0	12035	Federal Home Loan Mtg Corp		07/22/2015	10,000,000.00	10,000,000.00	10,000,000.00	1.500	Aaa	AA+	1,390	07/22/2019
Subtotal and Average			14,998,297.40		10,000,000.00	10,000,000.00	10,000,000.00				1,390	

Exhibit B

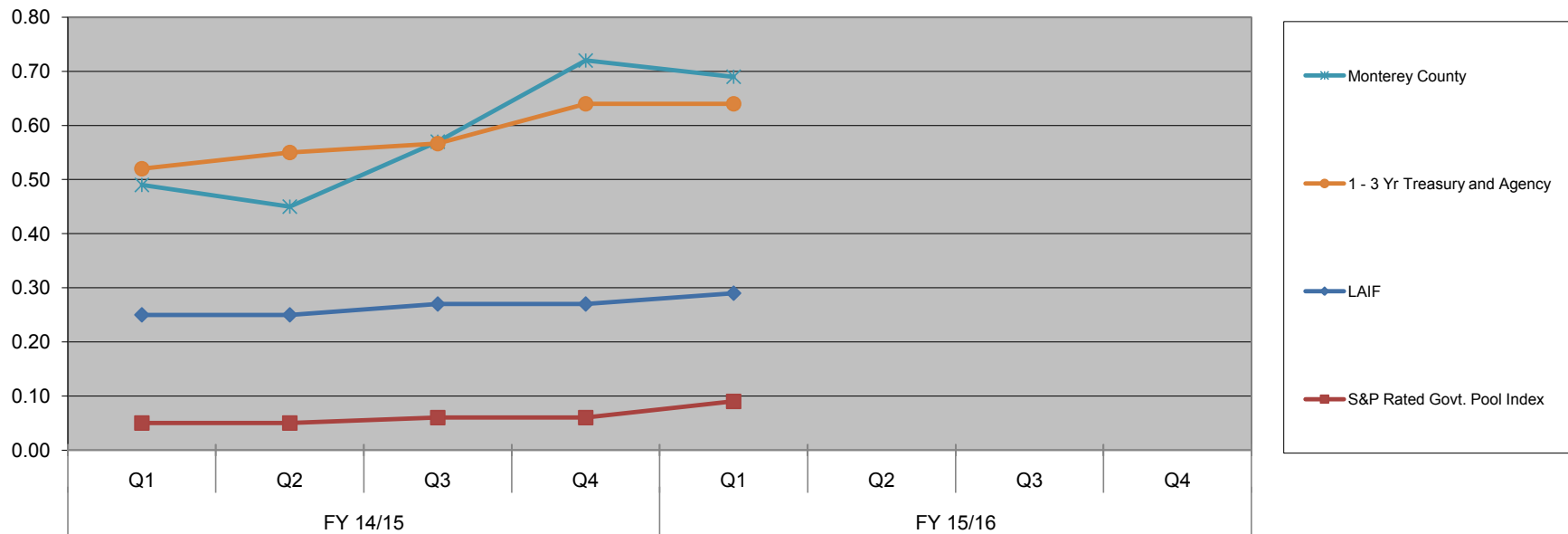
Monterey County Portfolio Management Portfolio Details - Investments September 30, 2015

Page 4

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity
Total and Average			1,010,996,928.08		980,586,769.88	983,495,594.36	983,156,386.43				407

Exhibit C

Monterey County Historical Yields vs. Benchmarks



	FY 14/15				FY 15/16			
Quarterly Yield	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Monterey County	0.49	0.45	0.57	0.72	0.69			
1 - 3 Yr Treasury and Agency	0.52	0.55	0.57	0.64	0.64			
LAIF	0.25	0.25	0.27	0.27	0.29			
S&P Rated Govt. Pool Index	0.05	0.05	0.06	0.06	0.09			

The S&P Index yields are obtained from Bloomberg

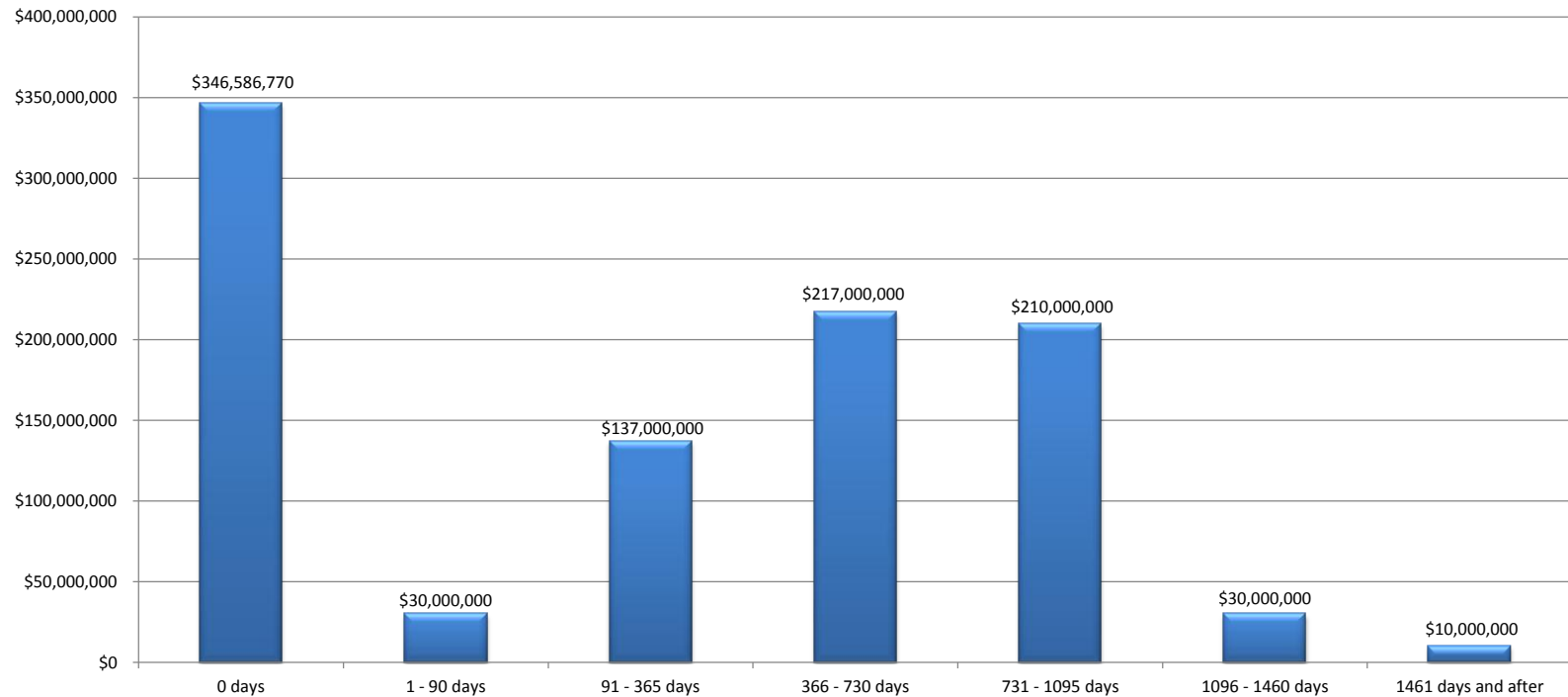
The 1-3 Yr Treas and Agy yields are obtained from the B of A Merrill Lynch Global Bond Indices/Bloomberg



**Exhibit D
Monterey County
Aging Report
By Maturity Date
As of October 1, 2015**

				Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
Aging Interval:	0 days	(10/01/2015 - 10/01/2015)	7 Maturities	346,586,769.88	35.34%	346,586,769.88	346,586,769.88
Aging Interval:	1 - 90 days	(10/02/2015 - 12/30/2015)	3 Maturities	30,000,000.00	3.06%	29,996,593.58	29,989,200.00
Aging Interval:	91 - 365 days	(12/31/2015 - 09/30/2016)	14 Maturities	137,000,000.00	13.97%	137,466,898.79	137,697,575.02
Aging Interval:	366 - 730 days	(10/01/2016 - 09/30/2017)	24 Maturities	217,000,000.00	22.13%	217,511,842.15	217,981,049.46
Aging Interval:	731 - 1095 days	(10/01/2017 - 09/30/2018)	21 Maturities	210,000,000.00	21.42%	211,387,497.40	210,959,900.00
Aging Interval:	1096 - 1460 days	(10/01/2018 - 09/30/2019)	3 Maturities	30,000,000.00	3.06%	30,198,664.52	30,295,900.00
Aging Interval:	1461 days and after	(10/01/2019 -)	1 Maturities	10,000,000.00	1.02%	10,008,120.11	9,985,200.00
Total for 73 Investments					100.00%	983,156,386.43	983,495,594.36

Investments within the Aging Period





**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 4.D.

TO: Seaside County Sanitation District

FROM: John Dunn, District Manager

BY: Diana Ingersoll, Deputy City Manager Resource Management Services

DATE: December 8, 2015

**SUBJECT: SEASIDE COUNTY SANITATION DISTRICT OPERATIONS
REPORT FOR THE MONTH OF NOVEMBER 2015**

PURPOSE

Receive monthly report for sewer maintenance and mainline stoppages for November 2015.

RECOMMENDATION

Accept reports. This item is presented for information only.

BACKGROUND

Attached is the Seaside County Sanitation District Operations Report and Flush Map for the month of November 2015.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

1. Monthly Sanitation Report - November 2015
 2. November 2015 Flush Map
-

Reviewed for Submission By:

John Dunn, District Manager

Seaside County Sanitation District Operations Report

Year 2015 Month of November

	Del Rey Oaks (42,240)		Sand City (26,400)		Seaside (316,800)		District Totals (385,440 ft.)	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD
Maintenance								
Mainline Rodded		0		0		0	0	0
Main Line Jetted		0		0	15,660	180,555	15,660	180,555
Main Line Video		0		0		0	0	0
Main Lines Treated for Grease Controll (Jet Power II)	262	1,048	190	770	4,000	11,895	4,452	13,713
Stoppages								
Main Line		0		0		1	0	1
Laterals		1		0	1	4	1	5

Sewer Repairs

None

Sewers Video

None

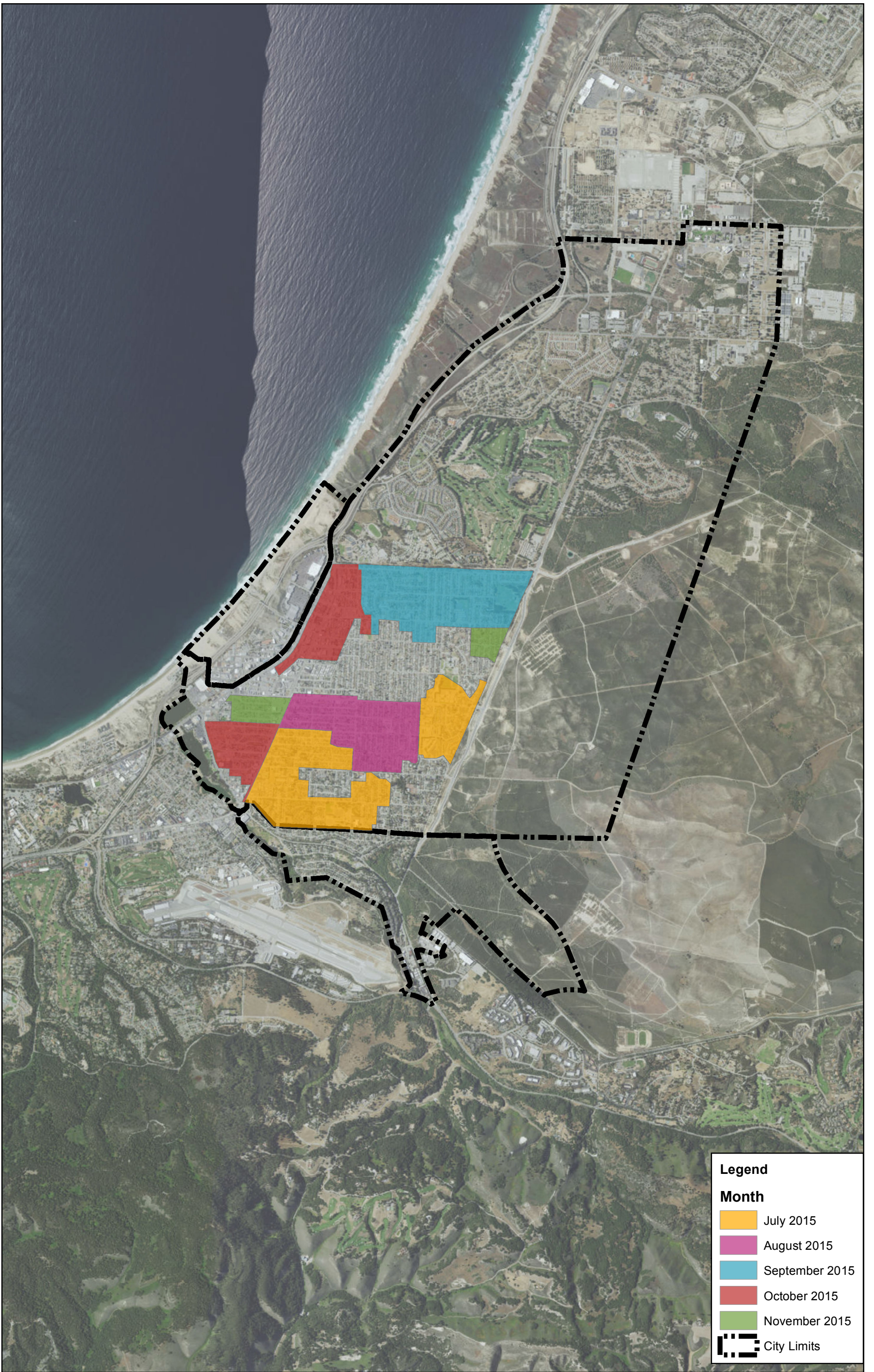
Stoppage Locations

Del Rey Oaks

Sand City

Seaside

1125 Shafer St (L)



SEASIDE COUNTY SANITATION DISTRICT

Flush Map

Exhibit
Packet Page 30



0 1,250 2,500
Feet

Source: SCSD, AMBAG



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 4.E.

TO: Seaside County Sanitation District

FROM: John Dunn, District Manager

BY: Tim O'Halloran, City Engineer/Public Works Services Manager
Diana Ingersoll, Deputy City Manager Resource Management Services

DATE: December 8, 2015

**SUBJECT: PARTICIPATION IN THE PUBLIC EDUCATION PROGRAM WITH
MONTEREY REGIONAL WATER POLLUTION CONTROL
AGENCY**

PURPOSE

The purpose of this item is to have the District Board consider an Memorandum of Understanding with the Monterey Regional Water Pollution Control Agency (MRWPCA) to administer the Public Education Program for Fats, Oils, and Grease (FOG) disposal.

RECOMMENDATION

It is recommended that the Board adopt a resolution approving a Memorandum of Understanding (MOU) with the Monterey Regional Water Pollution Control Agency for conducting a Public Education Program for Fats, Oils, and Grease (FOG) disposal and authorizing the District Manager to execute the MOU.

BACKGROUND

On May 2, 2006, the Seaside County Sanitation District (the District) was issued Water Quality Order No. 2006-0003-DWQ from the State Water Resources Control Board. This order adopted statewide general waste discharge requirements for sanitary sewer systems. In 2008, the monitoring and reporting program (MRP) portion of this Order was revised as Order No. 2008-0002-EXEC. Water Quality Orders No. 2006-0003-DWQ and 2008-0002-EXEC are referred to as the Sanitary Sewer System Waste Discharge Requirements (SSS WDRs or WDRs).

The purpose of the WDRs is to set specific sewer collection system operation and maintenance requirements, regulate the collection systems, and uphold State water quality standards. Section 13(vvi) of Order 2006-0003-DWQ, states "If (FOG) is found to be a problem, the Enrollee must prepare and implement a FOG source control program to reduce the amount of these substances

discharged to the sanitary sewer system.” In order to comply with the WDRs, the District developed a Sewer System Management Plan (SSMP), which includes a FOG Control Program (also known as the Grease Program). The two main elements of the Grease Program implemented by the District are the Public Education Outreach Program and the requirement to install grease removal devices at food serving establishments.

Public Education Program

The District is a part of the Southern Monterey Bay Dischargers Group administered under contract by the MRWPCA. The Southern Monterey Bay Dischargers Group consists of the cities of Pacific Grove, Monterey, Salinas, Carmel Area Wastewater District, Castroville Community Services District, Marina Coast Water District, County of Monterey, Pebble Beach Community Services District, California American Water and the Seaside County Sanitation District. The group’s goal is to facilitate WDR FOG compliance for all MRWPCA member entities.

As in the previous years, MRWPCA has offered their assistance with implementation of a Public Education Outreach FOG Program (the Program). The Program promotes the proper disposal of FOG by educating the public. The proposed program consists of mass media advertising in television, print media, internet website, and internet advertisements. The Fiscal Year 2015/2016 Grease Public Outreach Plan attached as Attachment A outlines the type of media outlets and the number of advertisements over the course of the year.

The SCSD supplements the Program with its own public education outreach events. The District staffs booths at various community functions to educate the public on the dangers of disposing FOG down the drain. Grease scrapers and refrigerator magnets are given to the public alerting them to the dangers and consequences of grease in the sewer system. District personnel also advise the public on how to properly dispose of unwanted grease.

To increase the cost-effectiveness of the Program, all costs are shared based upon the population served by the member agencies. For the upcoming Program, the cost would be broken down based on 2010 Census information and the total number of entities electing to continue participation. All members of the Southern Monterey Bay Dischargers Group agreed to contribute to the cost to implement the program for fiscal year 2015/2016. For fiscal year 2015/2016, the Program cost is \$13,698 and the District’s cost-share is \$1680.48, see Attachment B.

Environmental Compliance

In accordance with Title 14, California Code of Regulations, Chapter 3, Article 20, “Definitions,” Section 15378, “Project,” the proposed public outreach program does not have a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment and therefore is not a project and is exempt from CEQA.

FISCAL IMPACT

The District cost to fund its portion of the FOG Program is \$1,680.48 for fiscal year 2015/16, to be allocated from the District Grease Program Operations and Maintenance fund (951-0-8820-2073).

ATTACHMENTS

1. Resolution MOU Grease Outreach
 2. MRWPCA MOU
 3. Public Outreach Attachments A & B
-

Reviewed for Submission By:

John Dunn, District Manager

RESOLUTION NO. 15-___

RESOLUTION OF THE SEASIDE COUNTY SANITATION DISTRICT

**AUTHORIZING THE DISTRICT MANAGER TO EXECUTE A
MEMORANDUM OF UNDERSTANDING WITH THE MONTEREY REGIONAL
WATER POLLUTION CONTROL AGENCY FOR THEIR PARTICIPATION IN
THE PUBLIC EDUCATION PROGRAM FOR FOG DISPOSAL FOR FISCAL
YEAR 2015-2016.**

WHEREAS, the California Regional Water Quality Control Board issued a Waste Discharge Requirement (WDR) Order No. R3-2002-0078 on November 6, 2002; and

WHEREAS, Monterey Regional Water Pollution Control Agency (MRWPCA) has lead a steering committee, called Southern Monterey Bay Dischargers Group, for all entities tributary to the Regional Plant to facilitate compliance by each permittee; and

WHEREAS, one of the requirements of the WDR is to conduct a Public Education Program to promote the proper disposal of grease and fats; and

WHEREAS, this program will be cost-shared among the groups entering into a Memorandum of Understanding with the MRWPCA; and

WHEREAS, this cost has been broken down by each entities population based on 2010 Census data certified by the U.S. Census Bureau; and

WHEREAS, the Seaside County Sanitation District portion of this program is One Thousand Six Hundred Eighty Dollars and Forty Eight Cents (\$1,680.48).

NOW THEREFORE, BE IT RESOLVED that the Seaside County Sanitation District's Board of Directors authorize the District Manager to execute the Memorandum of Understanding with the Monterey Regional Water Pollution Control Agency to participate in the Public Education Program for fiscal year 2015-2016.

PASSED AND ADOPTED at a regular meeting of the Seaside County Sanitation District duly held this 8th day of December 2015 by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

Ralph Rubio, Chair

ATTEST:

Lesley Milton-Rerig, District Clerk

MEMORANDUM OF UNDERSTANDING
for
Conducting a Public Education Program
for the
Southern Monterey Bay Dischargers Group

THIS MEMORANDUM OF UNDERSTANDING is made and entered into on _____, 2015, between the **MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY** (the "Agency"), and the **SEASIDE COUNTY SANITATION DISTRICT** (the Discharger"), as follows:

Recitals

1. The Discharger has been issued Waste Discharge Requirements (WDR) by the California Regional Water Quality Control Board. One of the WDR requirements is for the Discharger to conduct a public education program to promote the proper disposal of grease and fats.
2. The Agency has the staff and resources to conduct a public education program as described in Attachment A to this Agreement.
3. The Discharger desires to have the Agency conduct this public education program.

Terms and Conditions

In consideration of the mutual promises contained herein, the Agency and the Discharger hereby agree to the following terms and conditions:

1. Over the remainder of fiscal year 2015-2016 on behalf of the Southern Monterey Bay Dischargers Group the Agency will conduct the public education program described in Attachment A.
2. The Discharger will compensate the Agency the amount shown in Attachment B as its share of the overall cost of conducting this public education program.
3. The Agency will invoice the Discharger for its share of these costs, and the Discharger will pay the Agency this amount within ninety (90) days of receipt of the invoice.

MONTEREY REGIONAL WATER
POLLUTION CONTROL AGENCY

SEASIDE COUNTY
SANITATION DISTRICT

By _____
Paul Sciuto, General Manager
Print Name/Title

By _____
John Dunn, District Manager
Print Name/Title

Attachment A

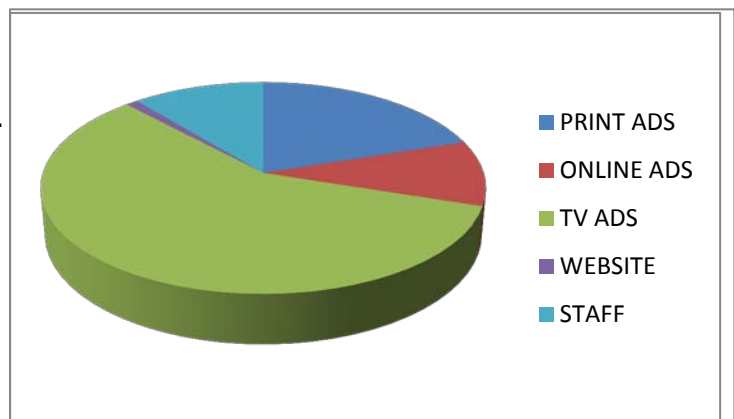
WDR Grease Public Outreach Plan

FY 15/16

Media Type	Budget Detail Summary
TV KSBW TV, Channel 8 KSMS TV, Channel 67 (Univision)	(57%) 7 weeks, 76 ads, 0:15 8 weeks, 86 ads, 0:15 (162 total ads)
Print Carmel Pine Cone, Fri Monterey County Weekly, Thu	(21%) 2 ads* (1/5 pg, b/w) 8 ads (1/6 page, color)
Internet Website – ClogBusters.org and Facebook Hosting, backups, archiving, 2 website updates, FB posts	(1%) 12 months
Online Ads & Search Marketing KSBW TV Channel 8 1 month KSMS TV Channel 67 (Univision) 2 months	(10%) 40,000 impressions/mo Unlimited impressions/mo
Staff/Misc. Program management; Facebook	(11%)
Total Budget	\$13698.00 Group

Note: expense percentage for each media type is percentage of \$13,698.0 shared group budget.

* CAWD and PBCSD contributing \$2880 to run 16 additional biweekly ads through March 18, 2015 (18 ads total).



Attachment B

Southern Monterey Bay Dischargers Grease Outreach Partnership

SHARED COSTS FOR FY 15/16 PUBLIC EDUCATION PROGRAM ON GREASE DISPOSAL PRACTICES			
PUBLIC EDUCATION PROGRAM BUDGET = \$18,000			
ENTITY	POPULATION WITHIN AREA TO BE COVERED BY REGIONAL WDR PROGRAM	PERCENTAGE OF BUDGET TO BE PAID BY THIS ENTITY	CONTRIBUTION TOWARD FY 2014/2015 BUDGET
City of Salinas	150,441	52.756%	\$7226.53
Seaside County Sanitation District ⁽¹⁾	34,983	12.268%	\$1680.48
Marina Coast Water District ⁽²⁾	33,364	11.700%	\$1602.68
City of Monterey	27,810	9.752%	\$1335.84
City of Pacific Grove	15,041	5.275%	\$ 722.58
Castroville Community Services District ⁽³⁾	7,204	2.526%	\$ 346.03
California American Water ⁽⁴⁾	6,380	2.237%	\$ 306.44
Pebble Beach Community Service District	4,509	1.581%	\$ 216.58*
Carmel Area Wastewater District	3,722	1.305%	\$ 178.77*
County of Monterey	1710	0.599%	\$ 82.07
TOTAL	285,164	100.00%	\$13,698.00

Notes:

- ⁽¹⁾ Combined 2010 Census population of Seaside, Sand City, and Del Rey Oaks.
- ⁽²⁾ Combined 2010 Census population of City of Marina and Ord Community population provided by MCWD
- ⁽³⁾ Combined 2010 Census population of Castroville and Moro Cojo area population reported by Castroville Community Service District. Revised to include Moss Landing 2010 Census population.
- ⁽⁴⁾ Combined population of Oak Hills, Indian Springs, Las Palmas, Spreckels, Pasadera, White Oaks, Village Green, Carmel Valley Ranch provide by Cal-Am September 2011.

* PBCSD and CAWD contribution would increase \$1440.00 ea for additional Carmel Pine Cone ads through March 2016.



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 5.B.

TO: Seaside County Sanitation District

FROM: John Dunn, District Manager

BY: Diana Ingersoll, Deputy City Manager Resource Management Services
Tim O'Halloran, City Engineer/Public Works Services Manager
Rick Riedl, Senior Engineer

DATE: December 8, 2015

SUBJECT: **UPDATE ON THE NEGOTIATIONS WITH MARINA COAST WATER DISTRICT ON
THE PROPOSED SCSD EXPANSION OF THE SPHERE OF INFLUENCE AND
SERVICE AREA ANNEXATION**

PURPOSE

The purpose of this item is to provide an update to the District Board on the negotiations with Marina Coast Water District (MCWD) on the proposed SCSD expansion of the sphere of influence and service area annexation.

RECOMMENDATION

It is recommended that the District Board receive report and authorize the District Chair to submit a letter to Marina Coast Water District requesting clarification on their intent on the proposed annexation and expansion of sphere of influence.

BACKGROUND

Both the Marina Coast Water District (MCWD) and the Seaside County Sanitation District (SCSD) desire to provide sanitary sewer service to portions of the cities of Del Rey Oaks and Seaside that are within the former Fort Ord area. The former Fort Ord area is administered by the Fort Ord Reuse Authority (FORA). Under an agreement with FORA, the MCWD is obligated to provide water and sanitary sewer service in the former Fort Ord area. The agreement does not provide MCWD the right to service areas outside of their current sphere of influence after the possible dissolution of FORA in 2020. Therefore, it is imperative to establish which utility district would provide sewer service to those areas within the former Fort Ord outside of the service boundaries currently recognized by LAFCO.

Staff has been working on defining the proposed scope of the application to LAFCO that would

include both the expansion of the sphere of influence and service area annexation into the former Fort Ord. An engineering study and project description in support of the LAFCO application are being prepared. The engineering study, along with Board direction, will help guide negotiations with the MCWD in defining the appropriate project scope and service area boundaries between the SCSD and MCWD. A more detailed project description, which will incorporate direction from the Board, and will identify how the SCSD can serve the proposed annexation area, will be presented at a future meeting for further consideration by the Board.

Position Statement

District staff has prepared a position statement, attached, to the LAFCO application. The position statement outlines the conditions and expectations under which the SCSD would submit an application to LAFCO to amend its sphere of influence and service area. SCSD's proposed sphere of influence and service area includes those portions of the City of Seaside within the former Fort Ord as shown in Figure 1, "Proposed Annexation Boundary," attached. At this time, the proposed expansion of the sphere of influence and service area would be coextensive with the sphere of influence of the City Del Rey Oaks and the majority of the City of Seaside excepting those lands belonging to the California State University within the former Fort Ord. The proposal to omit the lands belonging to CSUMB is based upon an engineering analysis, described below, and the perception that the university would be better served by one service provider. This perception could be substantiated or discredited during the proposed stakeholder outreach (described below).

The position statement is presented in draft form pending the resolution of the following issues;

1. District staff recommends a tentative agreement be pursued with MCWD on the proposed sphere and annexation area. The position statement would describe efforts and conclusions of these efforts.
2. District staff recommends that the environmental documents and financial analysis be completed and accepted by the SCSD Board. These documents will be required by the LAFCO to support the application.
3. District staff recommends that Community Outreach be performed through a series of meetings with stakeholders to solicit feedback. The proposed Community Outreach is described below.

In May 2013, the SCSD Board received an update and provided direction on the proposed application to the LAFCO. The Board provided the following direction;

1. The Board confirmed the boundaries of the proposed sphere and service area annexation, and
2. The District Manager and Chair should continue negotiations with the MCWD on the proposed boundaries, and
3. The District Manager and Chair should meet with representatives from CSUMB about their options, and

4. Staff should not conduct community outreach until the initial study is completed.

Staff amended the Position statement in accordance with the Board's direction (attached) and on May 14, 2014, forwarded the draft Engineering Report to the MCWD for review and comment.

Staff also reached out to the MCWD requesting meetings and documentation necessary to successfully complete the proposed applications. On January 23, 2015, the MCWD submitted review comments on the draft Engineering Report. The draft Engineering Report has been revised to incorporate MCWD's review comments.

On September 8, 2015, staff sent a letter to the MCWD requesting the following;

1. Both agencies would work together prior to submitting an application to the Local Agency Formation Commission of Monterey County (LAFCO).
2. Both agencies would prepare engineering studies to support their potential applications to LAFCO and share this information with the other agency prior to submitting an application.

To date, the SCSD has not received a response to this request.

On November 16, 2015 the MCWD Board discussed and gave direction to staff on MCWD's application to LAFCO for the Ord Community Annexation. Notes from that meeting are attached. MCWD staff presented a proposal to annex MCWD's current service area and increase MCWD's sphere of influence as shown in Attachment #5 to MCWD's staff report (attached).

The proposed MCWD annexation area would include all areas now being served by MCWD within the former Fort Ord. The proposed MCWD sphere of influence would include the hatched area shown in Attachment #5 as "Maximum MCWD Sphere of Influence." The proposed sphere of influence would include all of the areas in the cities of Seaside and Del Rey Oaks within the former Fort Ord exclusive of federal lands. The MCWD proposal does not differentiate between water and sewer service. The MCWD Board directed staff to;

1. Formulate an application to annex MCWD's current service area and increase MCWD's sphere of influence to as shown in Attachment #5 to MCWD's staff report, and
2. Staff to negotiate with SCSD

It is recommended that the District Chair forward the attached letter to Marina Coast Water District clarifying the Districts intent on the proposed annexation and expansion of sphere of influence.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

Meeting Date: December 8, 2015

1. Position Statement
 2. Figure 1 Map of Proposed Boundary
 3. Meeting Notes
 4. Attachment #5 to MCWD Report
 5. Draft letter to MCWD
-

Reviewed for Submission By:

John Dunn, District Manager

The Seaside County Sanitation District (SCSD) requests that the Monterey County Local Agency Formation Commission (LAFCO) amend its sphere of influence to include the portions of the City of Seaside within the former Fort Ord as described in our application and shown in Figure 1, “Proposed Annexation Boundary.” The proposed expansion in the sphere of influence would be coextensive with the sphere of influence of the City Del Rey Oaks and the majority of the City of Seaside excepting those lands belonging to the California State University within the former Fort Ord. In addition, SCSD desires that the portion of the former Fort Ord that is within the boundaries of the sphere of influence be annexed to SCSD effective on July 1 of that year or the following year subsequent to the LAFCO application approval to provide a reasonable time for the SCSD to make the necessary adjustments to effectively serve the annexed area. The proposed extent of the sphere of influence and annexation are based upon the most cost beneficial sewer collection services for ratepayers.

The Seaside County Sanitation District (SCSD) is a special district, formed in 1957, providing sanitary sewer collection services to the cities of Sand City, Del Rey Oaks, and Seaside. The service area is shown in the attached figure called “Water & Wastewater Service Providers in the Former Fort Ord & Surroundings” and as Regions A and B in Figure 1. Region B, which is in the City of Del Rey Oaks, is mostly undeveloped. The current Sphere of Influence encompasses all of Sand City and Del Rey Oaks, and those portions of Seaside outside the former Fort Ord (see attached figure). Two areas within the Sphere of Influence have not been annexed into the SCSD: Mission Memorial Park cemetery; and the Carlton Drive residential/Frog Pond Preserve area of Del Rey Oaks.

The Board of the SCSD is composed of the Mayor or City Council member from each of the participating cities. In accordance with the district’s bylaws, each member is afforded the weight of one vote and serves a term commensurate with his/her term of office as Mayor or as City Council member of his/her respective city. The SCSD is staffed by personnel from the City of Seaside and obtains legal counsel from the County of Monterey.

The Marina Coast Water District (MCWD) provides water and sanitary sewer collection service to the City of Marina and to developed portions of the former Fort Ord that are within the City of Seaside. MCWD provides services in the former Fort Ord pursuant to the Water/Wastewater

Facilities Agreement (the Facilities Agreement) dated March 13, 1998 between MCWD and the Fort Ord Reuse Authority (FORA).

A significant portion of the former Fort Ord was officially closed on September 30, 1994, in accordance with the Defense Base Closure and Realignment Act of 1990. In 1994, legislation was enacted to allow for the establishment of FORA to plan for, finance, and manage the transition of the Fort Ord property from military to civilian use. FORA is currently set to dissolve on June 30, 2020. Consistent with its statutory obligations, FORA adopted the Fort Ord Reuse Plan on June 13, 1997. Regarding sewer collection services within the former Fort Ord, the Public Facilities Implementation Plan anticipated that the southern portion of Fort Ord would eventually be annexed to SCSD respecting city boundaries and existing sewer service agencies.

To date, LAFCO has not made provision for what utilities will serve Fort Ord when FORA is dissolved and when MCWD's obligations under the Facilities Agreement expire. Ultimately, LAFCO will be forced to determine which agency or agencies will be responsible for serving Fort Ord after FORA dissolves. SCSD believes that the current state of affairs—with MCWD acting as a temporary provider—is unsuitable for the orderly growth and development of Fort Ord and that nothing is preventing LAFCO from presently taking action to determine the permanent utility service providers within Fort Ord. Annexation would ensure that customers within Fort Ord have electoral representation in whatever agency serves Fort Ord. Consistent with its boundaries and sphere of influence outside of Fort Ord, SCSD believes that its sphere within the former Fort Ord should include the spheres of influence of the cities of Del Rey Oaks, Sand City and the majority of Seaside excepting those areas that could be better served by the MCWD as described in the application.

SCSD's suggested approach is consistent with the recommendations of MCWD's Ord Community Ad Hoc Committee (OCAC), comprised of members from MCWD, FORA, Monterey County, California State University Monterey Bay (CSUMB), the U.S. Army, University of California Monterey Bay Education, Science, and Technology Center (UCMBEST), and the cities of Marina, Del Rey Oaks, Seaside, and Monterey. The OCAC was established by the MCWD Board and charged with reviewing and making recommendations on proposals for the annexation by MCWD of lands on the former Fort Ord. The OCAC created a

report and presented their recommendations to the MCWD Board of Directors in December 2008. The committee reviewed different organizational, service and governance alternatives and recommendations for governance and service structure to provide water and wastewater service on the former Fort Ord to replace the arrangement existing under MCWD's current contracts with the Fort Ord Reuse Authority (FORA) and the U.S. Army. The OCAC recommended:

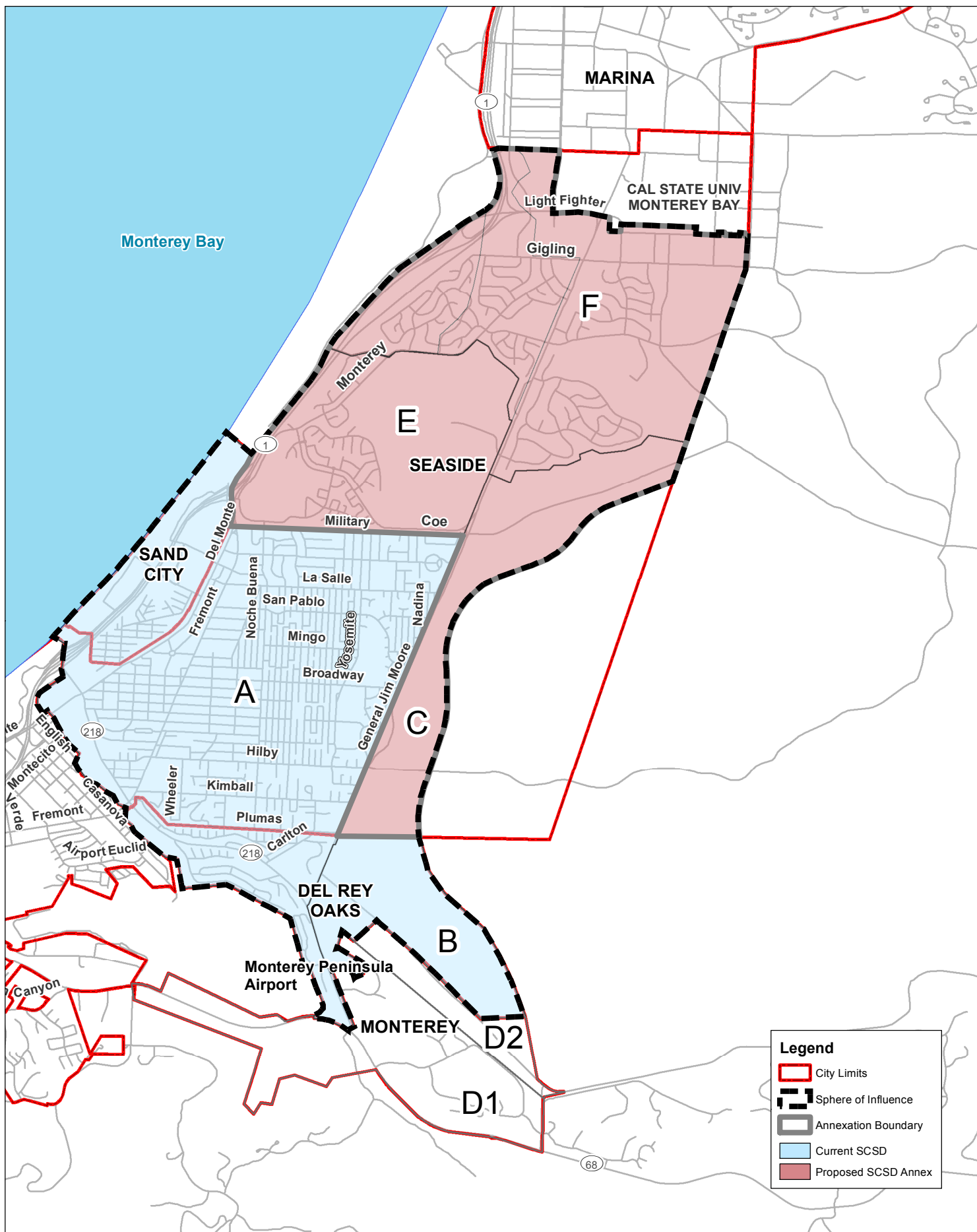
- That MCWD not annex all the former Fort Ord lands;
- That MCWD annex the former Fort Ord land within the City of Marina; and
- That the SCSD annex the former Fort Ord lands within the cities of Monterey and Seaside.

For some time, SCSD has been working with MCWD and LAFCO to facilitate the most cost effective method to serve potential future development areas in the former Fort Ord. On September 7, 2007, the SCSD sent a letter to MCWD advising that a force main should not be considered for serving undeveloped areas within the cities of Seaside and Del Rey Oaks near General Jim Moore Boulevard, because a gravity system through Seaside is feasible to serve the area. On July 27, 2009, the SCSD sent a letter to the MCWD stating that both the SCSD and MCWD desire to satisfy the public trust by providing the most cost-effective design, construction, operation and maintenance of a sewer system that serves the potential developments in the southern area of the former Fort Ord. MCWD staff and SCSD staff agree that the most feasible option for the conveyance of sewage from undeveloped areas within the former Fort Ord is by a gravity flow conveyance system rather than by a pumped flow conveyance system. It is SCSD's understanding that in the event that MCWD is selected to serve these areas, MCWD proposes to provide a gravity flow sewer service system through the SCSD collection system. On September 13, 2011, the SCSD sent a letter to the LAFCO stating its intent to proceed with an application to expand its sphere of influence to include all areas within the current and future boundaries of the City of Seaside and the City of Del Rey Oaks for sanitary sewer services.

SCSD does not take a position in regard to a water purveyor for the proposed sewer service annexation area. However, SCSD believes that additional water sources should be aggressively pursued and that a definitive program to provide water to support the build-out of the former Fort Ord must be demonstrated.

Engineering analyses were performed to support the proposed sphere of influence expansion and service area annexation application. The *Seaside County Sanitation District Sewer Master Plan and Rate Study* dated May 10, 2011 (the Sewer Master Plan) analyzed potential future flows and identifies capital projects and associated costs required to accommodate potential future development within Regions A, B, and C shown in Figure 1. The Sewer Master Plan demonstrates that SCSD can provide sewer service to developed and undeveloped areas within the cities of Del Rey Oaks and Seaside that are within the former Fort Ord. An additional engineering analysis was prepared to evaluate the proposed expansion into Regions E, and F (attached). Together, these analyses determined the following;

1. Given the topography and connections of the existing systems, it would be most efficient if SCSD were the sewer service provider within the portions of Fort Ord in or anticipated to be in Seaside and Del Rey Oaks.
2. SCSD would be able to provide sewer service to Regions B and C via gravity flow into the SCSD's current sewer system with minor upgrades.
3. The entire California State University Monterey Bay (CSUMB) campus would be best served by the Marina Coast Water District (MCWD) even though a portion of the campus resides within the City of Seaside.
4. The SCSD should enter into a service agreement with MCWD to provide sewer conveyance from the City of Seaside's northern boundary to the point of connection to MRWPCA facility located just north of 8th Street and Beach Range Road to the west of the City of Marina.
5. The service agreement between these entities should be reevaluated from time to time until future development may cause the SCSD to seek an alternative conveyance system that may include constructing a new trunk main from the city's northern boundary to the MRWPCA point of connection.



Date: November 17, 2015

To: SCSD LAFCO Application Staff via email

From: Rick Riedl, Senior Civil Engineer

Subject: SCSD LAFCO Application

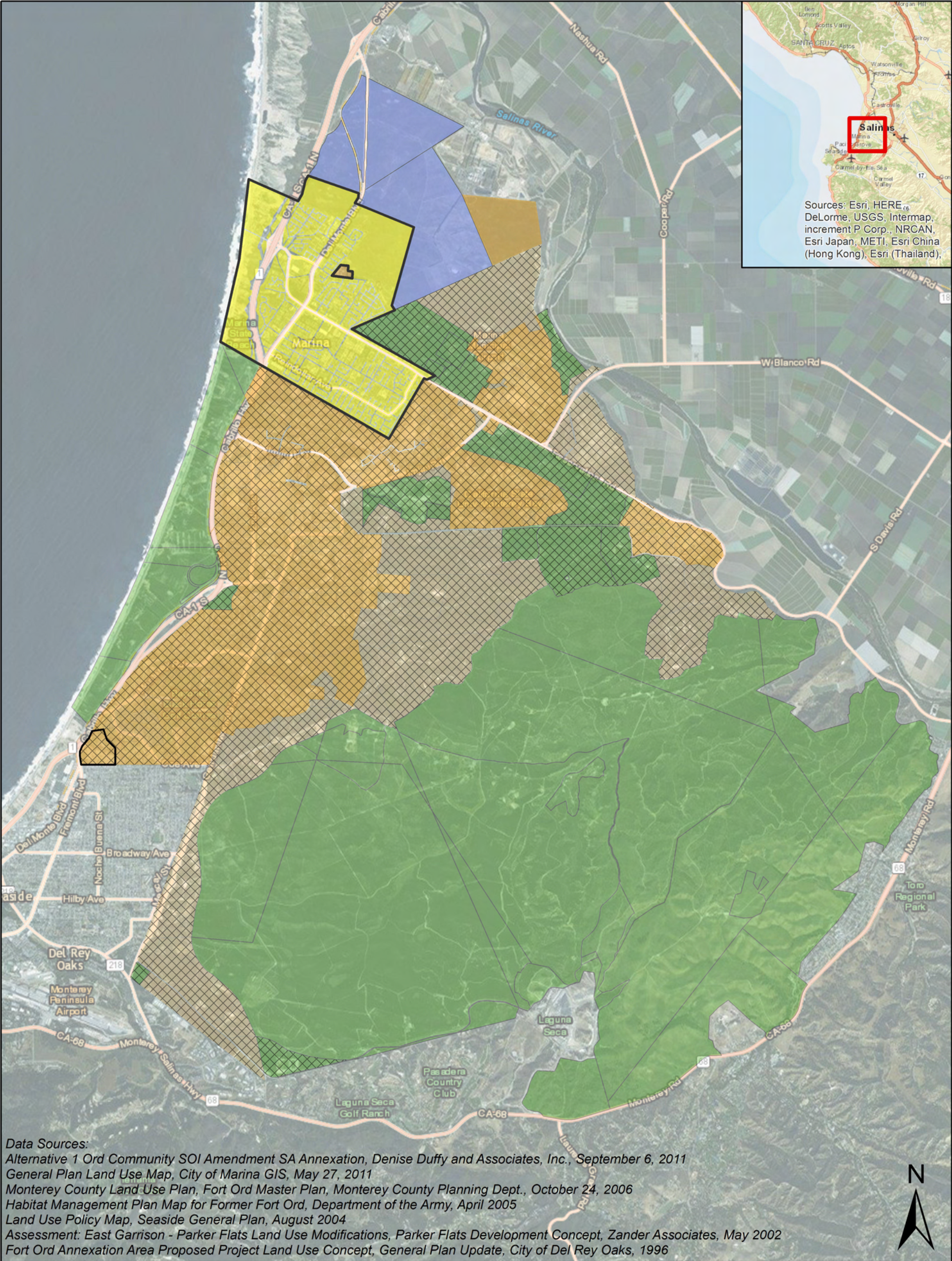
The following is a summary of Marina Coast Water District (MCWD) Board Meeting on Monday November 16, 2015, Item #9.D, **“Discussion and Possible Action to Receive an Update on the Ord Community Annexation and Provide Guidance on the Project Description.”** The following summary contains information as presented by MCWD board members and staff. Some of the information below may be factually inaccurate but is given to accurately reflect the meeting. The term [SCSD] has been inserted below in every instance where the phrase ‘Seaside’ was spoken in an effort to alleviate some confusion. Andy Sterbenz of Schaff and Wheeler presented the subject.

1. M. Sterbenz presented the following background.
 - a. In 2001, the existing infrastructure was conveyed to the District through a public benefit conveyance.
 - b. In 2012, an Initial Study and draft LAFCO application was completed for the proposed MCWD service area annexation and sphere of influence amendment.
 - c. Since 2001, the MCWD has expanded the service area to include the Marina Airport, CSUMB campus housing, and East Garrison.
2. M. Sterbenz stated that the 2012 LAFCO application failed for 3 reasons, chiefly because the application included the annexation of designated open space of BLM land.
3. Staff proposes to annex MCWD’s current service area and increase MCWD’s sphere of influence as shown as “Maximum MCWD Sphere of Influence” in Attachment #5 (attached) to MCWD’s staff report. The proposed annexation would not include the proposed Monterey Downs. However, it would be in the proposed sphere of influence amendment.
4. In the presentation, staff did not differentiate between the water service area and the sewer service area.
5. Director Moore stated the following;
 - a. MCWD needs to move quickly with the application process because more than 1,000 active military duty and veterans are disenfranchised in the Ord Community by the current lack of representation on the MCWD.
 - b. He asked if LAFCO would allow separate cost centers for Marina and Ord Community to continue? M. Sterbenz said that he would follow up.
 - c. That by 2018, FORA must develop a plan to deal with all dissolution issues and that MCWD’s LAFCO application could be a benefit to FORA.
6. Vice President Le asked if LAFCO staff can deny a MCWD application. M. Sterbenz stated that LAFCO staff can deem an application incomplete.

7. Director Shriner stated the following;
 - a. MCWD would not get a quorum [sic] if SCSD sits on both FORA and LAFCO. She questioned if SCSD Board members need to recuse themselves?
 - b. She asked if MCWD would retain treated wastewater rights if SCSD annexes an area in Ord Community?
8. President Gustafson stated that it is [SCSD's] intent to create dissention.

On a vote of 3-2 (Lee and Gustafson dissenting) the following proposed motion by Moore was approved;

1. Formulate an application to annex MCWD's current service area and increase MCWD's sphere of influence to as shown as "Maximum MCWD Sphere of Influence" in Attachment #5 to MCWD's staff report (attached).
2. Staff to negotiate with SCSD.



Data Sources:
Alternative 1 Ord Community SOI Amendment SA Annexation, Denise Duffy and Associates, Inc., September 6, 2011
General Plan Land Use Map, City of Marina GIS, May 27, 2011
Monterey County Land Use Plan, Fort Ord Master Plan, Monterey County Planning Dept., October 24, 2006
Habitat Management Plan Map for Former Fort Ord, Department of the Army, April 2005
Land Use Policy Map, Seaside General Plan, August 2004
Assessment: East Garrison - Parker Flats Land Use Modifications, Parker Flats Development Concept, Zander Associates, May 2002
Fort Ord Annexation Area Proposed Project Land Use Concept, General Plan Update, City of Del Rey Oaks, 1996

Legend:

- MCWD Service Area - Central Marina
- MCWD Service Area - Proposed Annex
- Existing MCWD Sphere of Influence
- Maximum MCWD Sphere of Influence
- Ord Development Parcels
- Habitat/Open Space/Parkland

Marina Coast Water District Former Fort Ord Land Use Plan and Maximum Sphere of Influence

05,00010,000

Feet

1:60,000

1 inch = 5,000 feet

Map Date:
November 2015

MARINA COAST
WATER DISTRICT

Schaaf & Wheeler
CONSULTING CIVIL ENGINEERS



SEASIDE COUNTY SANITATION DISTRICT

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Lesley Milton-Rerig
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Seaside, CA 93955
(831) 899-6707

December 8, 2015

Honorable Howard Gustafson, President
Marina Coast Water District
11 Reservation Road
Marina, CA 93933

Subject: Sewer Service to the Former Fort Ord

Dear President Gustafson,

Both the Marina Coast Water District (MCWD) and the Seaside County Sanitation District (SCSD) desire to provide sanitary sewer collection service to portions of the cities of Del Rey Oaks and Seaside that are within the former Fort Ord area. The former Fort Ord area is administered by the Fort Ord Reuse Authority (FORA). Under an agreement with FORA, the MCWD is currently obligated to provide water and sanitary sewer service in the former Fort Ord area. The agreement does not provide MCWD the right to service areas outside of their current sphere of influence after the possible dissolution of FORA in 2020. Therefore, it is imperative to establish which utility districts would provide sewer service to those areas within the former Fort Ord outside of the service boundaries currently recognized by the Local Agency Formation Commission of Monterey County (LAFCO).

The SCSD has been working with the MCWD to resolve the issues of sewer collection services within the Ord Community. On May 14, 2014, the SCSD submitted to MCWD a draft engineering study in support of an application by SCSD to LAFCO for sewer collection service area annexation (the draft Engineering Study). On January 23, 2015, the MCWD submitted review comments on the draft Engineering Study. On March 25, 2015, staff from both agencies met to discuss MCWD's review comments on the draft Engineering Study. In June 2015, MCWD submitted additional information requested for inclusion by MCWD in the draft Engineering Study. On September 8, 2015, SCSD submitted a letter stating our understanding of the agreed approach to proceeding with the proposed applications to LAFCO. To wit:

1. Both agencies would work together prior to submitting an application to the Local Agency Formation Commission of Monterey County (LAFCO).
2. Both agencies would prepare engineering studies to support their potential applications to LAFCO and share this information with the other agency prior to submitting an application.

The SCSD is postponing finalizing the draft Engineering Study pending receipt of MCWD's engineering study. However, the MCWD has not provided an engineering study as promised. It is understood that staff from both agencies have been working independently on defining scopes for their proposed LAFCO applications. However, the SCSD is requesting clarification on how the MCWD is proposing to proceed. Does the MCWD want to work with the SCSD to negotiate on an acceptable sewer service area boundary between our agencies? Will you be providing a copy of your completed Engineering Study to us in order for a new meeting to be set for discussions regarding this matter. Please kindly provide a written response to our inquiry.

Please feel free to contact Diana Ingersoll, District Engineer at (831) 899-6825 to discuss any questions or comments.

Sincerely,

Ralph Rubio
District Chair
Seaside County Sanitation District

Copy Kate McKenna, Executive Director, LAFCO
 Keith van der Maaten, District Manager, MCWD
 SCSD Board Members
 John Dunn, District Manager
 Diana Ingersoll, District Engineer
 John Bakker, Special Legal Counsel
 Cynthia Hasson, District Legal Counsel
 Lesley Milton, District Clerk



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 5.C.

TO: Seaside County Sanitation District

FROM: John Dunn, District Manager

BY: Diana Ingersoll, Deputy City Manager Resource Management Services
Tim O'Halloran, City Engineer/Public Works Services Manager
Rick Riedl, Senior Engineer

DATE: December 8, 2015

SUBJECT: **PROVIDE DIRECTION ON THE APPLICATION TO MONTEREY COUNTY LOCAL AGENCY FORMATION COMMISSION (LAFCO)**

PURPOSE

The purpose of this item is for the District Board to provide direction on the proposed application to the Monterey County Local Agency Formation Commission (LAFCO) for the expansion of the sphere of influence and service area annexation.

RECOMMENDATION

It is recommended that the District Board direct staff to proceed on the necessary steps to submit an application to the Monterey County Local Agency Formation Commission (LAFCO) for the expansion of the sphere of influence and service area annexation.

BACKGROUND

Staff has been working on defining the proposed scope of the application to LAFCO that would include both the expansion of the sphere of influence and service area annexation into the former Fort Ord. The Wallace Group has been retained to prepare an engineering analysis and project description in support of the LAFCO application. Additionally, special legal counsel and planning services are being provided by Meyers Nave and EMC Planning Group, respectively. The engineering analysis, along with Board direction, will help guide negotiations with the MCWD in defining the appropriate project scope and service area boundaries between the SCSD and MCWD. A more detailed project description, which will incorporate direction from the Board, and will identify how the SCSD can serve the proposed annexation area, will be presented at a future meeting for further consideration by the Board.

Position Statement

District staff has prepared a position statement, attached, to the LAFCO application. The position statement outlines the conditions and expectations under which the SCSD would submit an application to LAFCO to amend its sphere of influence and service area. SCSD's proposed sphere of influence and service area includes those portions of the City of Seaside within the former Fort Ord as shown in Figure 1, "Proposed Annexation Boundary," attached. At this time, the proposed expansion of the sphere of influence and service area would be coextensive with the sphere of influence of the City Del Rey Oaks and the majority of the City of Seaside excepting those lands belonging to the California State University within the former Fort Ord. The proposal to omit the lands belonging to CSUMB is based upon an engineering analysis, described below, and the perception that the university would be better served by one service provider. This perception could be substantiated or discredited during the proposed stakeholder outreach (described below).

The position statement is presented in draft form pending the resolution of the following issues;

1. District staff recommends a tentative agreement be pursued with MCWD on the proposed sphere and annexation area. The position statement would describe efforts and conclusions of these efforts.
2. District staff recommends that the environmental documents and financial analysis be completed and accepted by the SCSD Board. These documents will be required by the LAFCO to support the application.
3. District staff recommends that Community Outreach be performed through a series of meetings with stakeholders to solicit feedback. The proposed Community Outreach is described below.

In May 2013, the SCSD Board received an update and provided direction on the proposed application to the LAFCO. In the presentation, District Engineer Ingersoll provided a summary on the current boundary of the SCSD and how sanitation services are provided in the former Fort Ord and the analysis performed by the SCSD to evaluate the feasibility of the SCSD providing services to the additional regions. The engineering analysis concluded that the SCSD could provide service within portions of Fort Ord.

Ms. Ingersoll then reported on the annexation process of former Fort Ord lands speaking to annexation approvals required by LAFCO as well as representation requirements. She noted that the Marina Coast Water District (MCWD) has begun the application process for annexation, which indicates areas for current and future development within the cities of Seaside and Del Rey Oaks. Staff then requested the Board to provide direction on the presented position statement, specifically taking a position addressing the issue of a water purveyor within the former Fort Ord.

Vice Chair Pendergrass indicated that it seems that water is outside of the SCSD purview.

Chair Rubio responded acknowledging that there is an issue with the water supply and recognizes the need for aggressive pursuit of augmentation water and noted under this District's purview is planning for that capacity based on the current and future availability of water. The Board requested inclusion of a statement that SCSD recognizes the need for the pursuit of the additional water sources and augmentation.

The Board discussed the benefits and challenges of inclusion of CSUMB within the proposed District boundaries due to the system flows and staff recommended that they are not incorporated

into the district. The Board agreed but requested discussions take place with CSUMB before a final decision is made.

Ms. Ingersoll then spoke to the initial study and indicated that now that the engineering analysis is complete, meetings can continue and staff will prepare a letter requesting a meeting with MCWD.

Staff discussed the need for community outreach and the Board indicated that outreach should not begin before the initial study is complete and the approach is solidified indicating timing and messaging should be consistent, technically and politically.

The Board provided the following direction confirming the boundaries of the proposed sphere and service area annexation, authorized the District Manager and Chair to continue negotiations with the MCWD on the proposed boundaries, to meet with representatives from CSUMB about their options, and directed staff to not conduct community outreach until the initial study is completed.

Staff amended the Position statement in accordance with the Board's direction (attached) and on May 14, 2014, forwarded the draft Engineering Report to the MCWD for review and comment. Staff also reached out to the MCWD requesting meetings and documentation necessary to successfully complete the proposed applications. On January 23, 2015, the MCWD submitted review comments on the draft Engineering Report, attached. The draft Engineering Report has been revised to incorporate MCWD's review comments.

On September 8, 2015, staff sent a letter to the MCWD, attached, requesting the following;

1. Both agencies would work together prior to submitting an application to the Local Agency Formation Commission of Monterey County (LAFCO).
2. Both agencies would prepare engineering studies to support their potential applications to LAFCO and share this information with the other agency prior to submitting an application.

To date, the SCSD has not received a response to this request.

Engineering Analyses

Engineering analyses were performed to support the proposed sphere of influence expansion and service area annexation application. The *Seaside County Sanitation District Sewer Master Plan and Rate Study* dated May 10, 2011 (the Sewer Master Plan) analyzed potential future flows and identifies capital projects and associated costs required to accommodate potential future development within Regions A, B, and C shown in Figure 1. The Sewer Master Plan demonstrates that SCSD can provide sewer service to these developed and undeveloped areas within the cities of Del Rey Oaks and Seaside that are within the former Fort Ord. An additional engineering analysis was performed by the Wallace Group to evaluate the proposed expansion into Regions E, and F (attached). Together, these analyses determined the following;

1. Given the topography and connections of the existing systems, it would be most efficient if SCSD were the sewer service provider within the portions of Fort Ord in or anticipated to be in Seaside and Del Rey Oaks.
2. SCSD would be able to provide sewer service to Regions B and C via gravity flow into

the SCSD's current sewer system with minor upgrades.

3. The entire California State University Monterey Bay (CSUMB) campus was best served by the Marina Coast Water District (MCWD) even though a portion of the campus resides within the City of Seaside.
4. The SCSD should enter into a service agreement with MCWD to provide sewer conveyance from the City of Seaside's northern boundary to the point of connection to MRWPCA facility located just north of 8th Street and Beach Range Road to the west of the City of Marina.
5. The service agreement between these entities should be reevaluated from time to time until future development may cause the SCSD to seek an alternative conveyance system that may include constructing a new trunk main from the city's northern boundary to the MRWPCA point of connection.

Community Outreach

The LAFCO recommends that the SCSD conduct community outreach to provide information on the proposed amendment and annexation and to solicit input from stakeholders and the public. The proposed outreach program is attached. The proposed outreach efforts would include:

1. Meetings between SCSD and MCWD. Several meetings have occurred, and additional meetings will be scheduled at future dates. SCSD has been represented by Board Chair Rubio and General Manager Dunn. MCWD has created an ad hoc committee comprised of two MCWD Board members – President Moore and Member Le. The MCWD ad hoc committee is no defunct.
2. A stakeholder meeting, inviting representatives from various organizations within and adjacent to the territory proposed for annexation to discuss the merits of the proposal and to receive input from the stakeholders. A list of stakeholders identified to date is attached.
3. Presentations to the three member agencies' City Councils (City of Seaside, City of Del Rey Oaks, and City of Sand City) to present the proposal and to receive input from the City Council and public.
4. Two meetings at the Fort Ord Reuse Authority (Administrative Committee and subsequent Board) to present the proposal to all of the member agencies and the general public, and answer questions and receive input from the member agencies and the public.

It is recommended that the District Board direct staff to proceed on the necessary steps to submit an application to the Monterey County Local Agency Formation Commission (LAFCO) for the expansion of the sphere of influence and service area annexation.

FISCAL IMPACT

On December 10, 2013, the Board retained the following firms to provide professional services in support for the LAFCO application. The Wallace Group, Meyers Nave, and EMC Planning Group are providing engineering services, special legal counsel and planning services, respectively. The firms are listed with original contract amounts and budget balances.

Firm	Contract Amount	Budget Remaining
EMC Planning	\$ 99,235	\$ 61,530
Meyers Nave	\$ 50,000	\$ 22,602
Wallace Group	\$ 44,777	\$ 27,087

Therefore, adequate budget is remaining to proceed with the proposed work.

ATTACHMENTS

1. Position Statement
2. Figure 1 - Map Proposed Boundary
3. Map Existing LAFCO Boundaries
4. Letter from MCWD dated Jan 23, 2015
5. Letter from SCSD to MCWD dated Sep 9, 2015
6. Draft SCSD Engineering Report

Reviewed for Submission By:

John Dunn, District Manager

The Seaside County Sanitation District (SCSD) requests that the Monterey County Local Agency Formation Commission (LAFCO) amend its sphere of influence to include the portions of the City of Seaside within the former Fort Ord as described in our application and shown in Figure 1, “Proposed Annexation Boundary.” The proposed expansion in the sphere of influence would be coextensive with the sphere of influence of the City Del Rey Oaks and the majority of the City of Seaside excepting those lands belonging to the California State University within the former Fort Ord. In addition, SCSD desires that the portion of the former Fort Ord that is within the boundaries of the sphere of influence be annexed to SCSD effective on July 1 of that year or the following year subsequent to the LAFCO application approval to provide a reasonable time for the SCSD to make the necessary adjustments to effectively serve the annexed area. The proposed extent of the sphere of influence and annexation are based upon the most cost beneficial sewer collection services for ratepayers.

The Seaside County Sanitation District (SCSD) is a special district, formed in 1957, providing sanitary sewer collection services to the cities of Sand City, Del Rey Oaks, and Seaside. The service area is shown in the attached figure called “Water & Wastewater Service Providers in the Former Fort Ord & Surroundings” and as Regions A and B in Figure 1. Region B, which is in the City of Del Rey Oaks, is mostly undeveloped. The current Sphere of Influence encompasses all of Sand City and Del Rey Oaks, and those portions of Seaside outside the former Fort Ord (see attached figure). Two areas within the Sphere of Influence have not been annexed into the SCSD: Mission Memorial Park cemetery; and the Carlton Drive residential/Frog Pond Preserve area of Del Rey Oaks.

The Board of the SCSD is composed of the Mayor or City Council member from each of the participating cities. In accordance with the district’s bylaws, each member is afforded the weight of one vote and serves a term commensurate with his/her term of office as Mayor or as City Council member of his/her respective city. The SCSD is staffed by personnel from the City of Seaside and obtains legal counsel from the County of Monterey.

The Marina Coast Water District (MCWD) provides water and sanitary sewer collection service to the City of Marina and to developed portions of the former Fort Ord that are within the City of Seaside. MCWD provides services in the former Fort Ord pursuant to the Water/Wastewater

Facilities Agreement (the Facilities Agreement) dated March 13, 1998 between MCWD and the Fort Ord Reuse Authority (FORA).

A significant portion of the former Fort Ord was officially closed on September 30, 1994, in accordance with the Defense Base Closure and Realignment Act of 1990. In 1994, legislation was enacted to allow for the establishment of FORA to plan for, finance, and manage the transition of the Fort Ord property from military to civilian use. FORA is currently set to dissolve on June 30, 2020. Consistent with its statutory obligations, FORA adopted the Fort Ord Reuse Plan on June 13, 1997. Regarding sewer collection services within the former Fort Ord, the Public Facilities Implementation Plan anticipated that the southern portion of Fort Ord would eventually be annexed to SCSD respecting city boundaries and existing sewer service agencies.

To date, LAFCO has not made provision for what utilities will serve Fort Ord when FORA is dissolved and when MCWD's obligations under the Facilities Agreement expire. Ultimately, LAFCO will be forced to determine which agency or agencies will be responsible for serving Fort Ord after FORA dissolves. SCSD believes that the current state of affairs—with MCWD acting as a temporary provider—is unsuitable for the orderly growth and development of Fort Ord and that nothing is preventing LAFCO from presently taking action to determine the permanent utility service providers within Fort Ord. Annexation would ensure that customers within Fort Ord have electoral representation in whatever agency serves Fort Ord. Consistent with its boundaries and sphere of influence outside of Fort Ord, SCSD believes that its sphere within the former Fort Ord should include the spheres of influence of the cities of Del Rey Oaks, Sand City and the majority of Seaside excepting those areas that could be better served by the MCWD as described in the application.

SCSD's suggested approach is consistent with the recommendations of MCWD's Ord Community Ad Hoc Committee (OCAC), comprised of members from MCWD, FORA, Monterey County, California State University Monterey Bay (CSUMB), the U.S. Army, University of California Monterey Bay Education, Science, and Technology Center (UCMBEST), and the cities of Marina, Del Rey Oaks, Seaside, and Monterey. The OCAC was established by the MCWD Board and charged with reviewing and making recommendations on proposals for the annexation by MCWD of lands on the former Fort Ord. The OCAC created a

report and presented their recommendations to the MCWD Board of Directors in December 2008. The committee reviewed different organizational, service and governance alternatives and recommendations for governance and service structure to provide water and wastewater service on the former Fort Ord to replace the arrangement existing under MCWD's current contracts with the Fort Ord Reuse Authority (FORA) and the U.S. Army. The OCAC recommended:

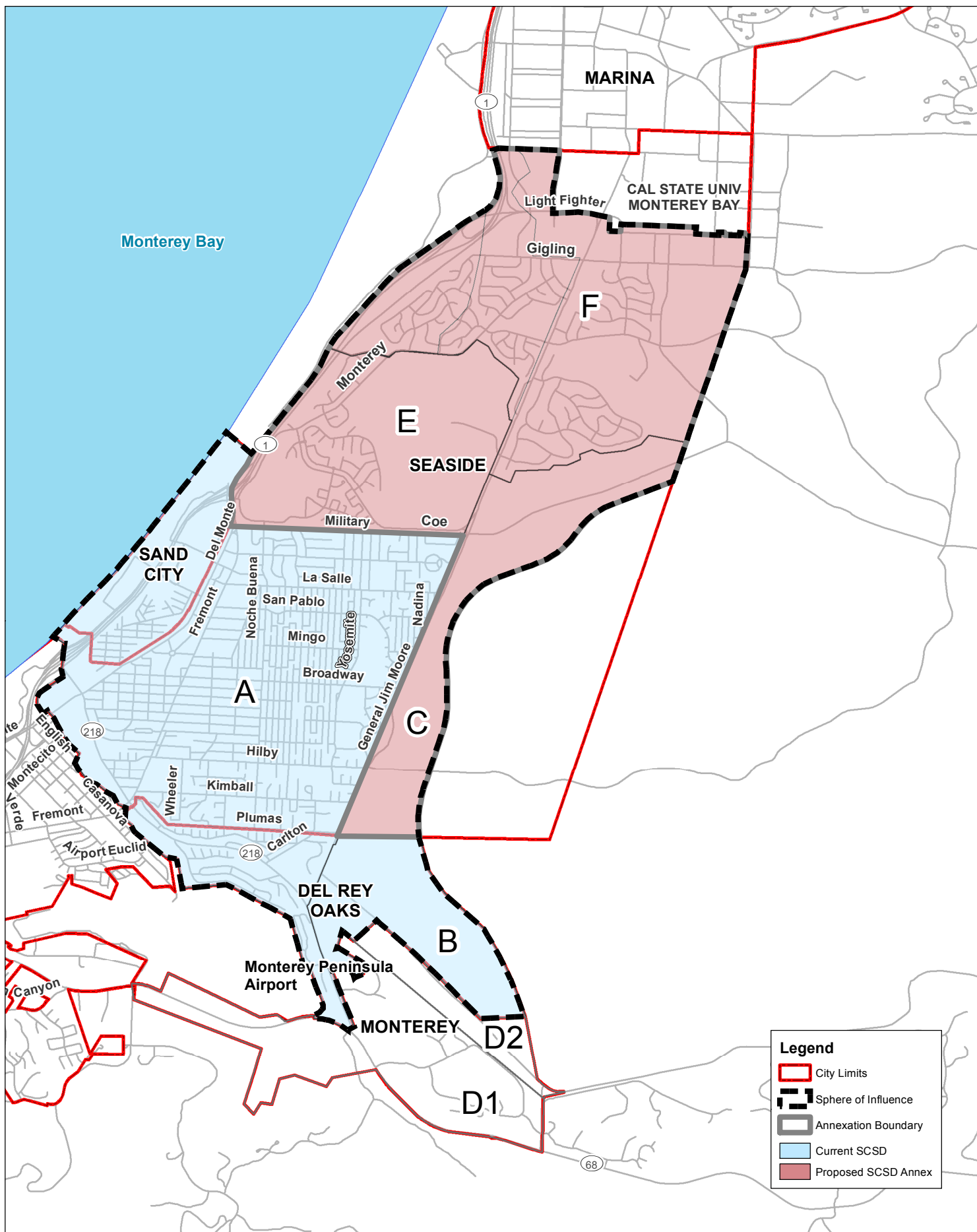
- That MCWD not annex all the former Fort Ord lands;
- That MCWD annex the former Fort Ord land within the City of Marina; and
- That the SCSD annex the former Fort Ord lands within the cities of Monterey and Seaside.

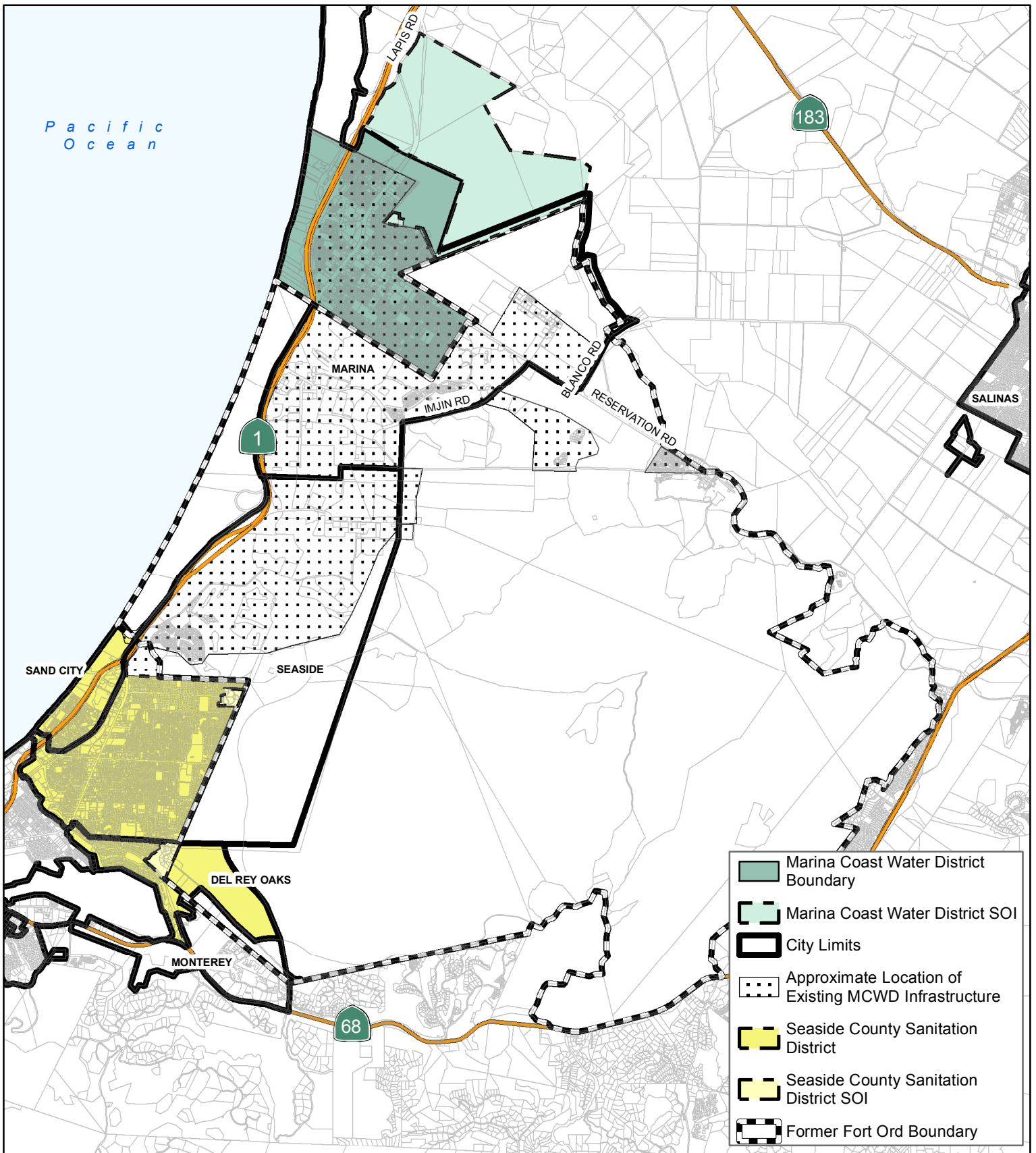
For some time, SCSD has been working with MCWD and LAFCO to facilitate the most cost effective method to serve potential future development areas in the former Fort Ord. On September 7, 2007, the SCSD sent a letter to MCWD advising that a force main should not be considered for serving undeveloped areas within the cities of Seaside and Del Rey Oaks near General Jim Moore Boulevard, because a gravity system through Seaside is feasible to serve the area. On July 27, 2009, the SCSD sent a letter to the MCWD stating that both the SCSD and MCWD desire to satisfy the public trust by providing the most cost-effective design, construction, operation and maintenance of a sewer system that serves the potential developments in the southern area of the former Fort Ord. MCWD staff and SCSD staff agree that the most feasible option for the conveyance of sewage from undeveloped areas within the former Fort Ord is by a gravity flow conveyance system rather than by a pumped flow conveyance system. It is SCSD's understanding that in the event that MCWD is selected to serve these areas, MCWD proposes to provide a gravity flow sewer service system through the SCSD collection system. On September 13, 2011, the SCSD sent a letter to the LAFCO stating its intent to proceed with an application to expand its sphere of influence to include all areas within the current and future boundaries of the City of Seaside and the City of Del Rey Oaks for sanitary sewer services.

SCSD does not take a position in regard to a water purveyor for the proposed sewer service annexation area. However, SCSD believes that additional water sources should be aggressively pursued and that a definitive program to provide water to support the build-out of the former Fort Ord must be demonstrated.

Engineering analyses were performed to support the proposed sphere of influence expansion and service area annexation application. The *Seaside County Sanitation District Sewer Master Plan and Rate Study* dated May 10, 2011 (the Sewer Master Plan) analyzed potential future flows and identifies capital projects and associated costs required to accommodate potential future development within Regions A, B, and C shown in Figure 1. The Sewer Master Plan demonstrates that SCSD can provide sewer service to developed and undeveloped areas within the cities of Del Rey Oaks and Seaside that are within the former Fort Ord. An additional engineering analysis was prepared to evaluate the proposed expansion into Regions E, and F (attached). Together, these analyses determined the following;

1. Given the topography and connections of the existing systems, it would be most efficient if SCSD were the sewer service provider within the portions of Fort Ord in or anticipated to be in Seaside and Del Rey Oaks.
2. SCSD would be able to provide sewer service to Regions B and C via gravity flow into the SCSD's current sewer system with minor upgrades.
3. The entire California State University Monterey Bay (CSUMB) campus would be best served by the Marina Coast Water District (MCWD) even though a portion of the campus resides within the City of Seaside.
4. The SCSD should enter into a service agreement with MCWD to provide sewer conveyance from the City of Seaside's northern boundary to the point of connection to MRWPCA facility located just north of 8th Street and Beach Range Road to the west of the City of Marina.
5. The service agreement between these entities should be reevaluated from time to time until future development may cause the SCSD to seek an alternative conveyance system that may include constructing a new trunk main from the city's northern boundary to the MRWPCA point of connection.

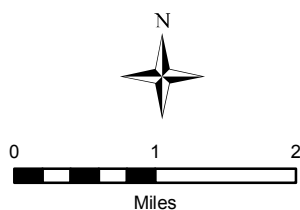




LAFCO of Monterey County
LOCAL AGENCY FORMATION COMMISSION

P.O. Box 1369
Salinas, CA 93902
Telephone (831) 754-5838

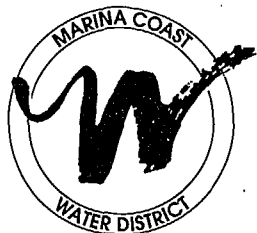
132 W. Gabilan St., Suite 102
Salinas, CA 93901
FAX (831) 754-5831



WATER & WASTEWATER SERVICE PROVIDERS IN THE FORMER FORT ORD & SURROUNDINGS

Map prepared: 11/25/2013

cc DIANA, Tim, Rick R, JD



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

Home Page: www.mcwd.org

TEL: (831) 384-6131 FAX: (831) 883-5995

DIRECTORS

HOWARD GUSTAFSON
President

PETER LE
Vice President

THOMAS P. MOORE
WILLIAM Y. LEE
JAN SHRINER

RECEIVED

JAN 30 2015

CITY MANAGER'S OFFICE

January 23, 2015

Mr. Ralph Rubio, Chair
Seaside County Sanitation District
440 Harcourt Avenue
Seaside, CA 93955

Re: Sewer Service to the Ord Community

Dear Chairman Rubio:

This is in response to your letter of May 14, 2014 concerning Sewer Service to the Ord Community. Your letter included an engineer's report which found that it would be feasible for Seaside County Sanitation District (SCSD) to serve a large portion of the Ord Community, including portions within the Cities of Monterey, Del Rey Oaks and Seaside.

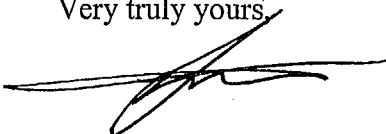
Staff has reviewed the Engineers Report and offers the following comments:

1. Staff concurs that the undeveloped areas east of the current SCSD service area may be served by gravity connections to the existing SCSD collection system. This would be preferable to using sewer pump stations to move the wastewater north into the existing Ord Community collection system.
2. The analysis for Area E in the report, which is tributary to the Ord Village Lift Station, assumed that all required capital improvements for the system have been completed. This assumption is incorrect. There are remaining capital projects to be performed for this lift station, when infill development triggers the need for larger gravity mains. These costs should be considered in your analysis.
3. The analysis for Area F in the report, which included the rest of the City of Seaside portion of the Ord Community, assumed that all required capital improvements for the Gigling Lift Station have been completed. This assumption is incorrect. The Gigling Lift Station is in need of one pump and a new force main to maintain the current service, and will need larger pumps in the future if full build-out under the Base Reuse Plan occurs. These costs should be considered in your analysis.

4. The analysis assumed that wastewater flows would generally follow the existing pipeline routes to the Ord Community connection point to the MRWPCA Interceptor System. This would require flow metering at the proposed jurisdictional boundary (near 1st Avenue and 1st Street) and a wheeling agreement between MCWD and SCSD for conveyance of flows. The report does not address the value of the existing system, or what benefit the existing wastewater customers would see if the system changed ownership.

We would like to discuss this with you and your staff. Please contact our Interim General Manager, Bill Kocher, at 831.883.5938, or at bkocher@mcwd.org to set up a meeting.

Very truly yours,



Howard Gustafson
Board President

Copy to:

Kate McKenna, Executive Officer, LAFCO of Monterey County
Peter Le, MCWD Board
Bill Lee, MCWD Board
Thomas Moore, MCWD Board
Jan Shriner, MCWD Board



SEASIDE COUNTY SANITATION DISTRICT

440 HARCOURT AVENUE * SEASIDE, CALIFORNIA 93955

Telephone (831) 899-6825 Fax (831) 899-6211

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Lesley Milton-Rerig

*District Clerk
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Seaside, CA 93955
(831) 899-6707*

September 8, 2015

Honorable Howard Gustafson, President
Marina Coast Water District
11 Reservation Road
Marina, CA 93933

Subject: Sewer Service to the Ord Community

Dear President Gustafson,

Both the Marina Coast Water District (MCWD) and the Seaside County Sanitation District (SCSD) desire to provide sanitary sewer collection service to portions of the cities of Del Rey Oaks and Seaside that are within the former Fort Ord area. The former Fort Ord area is administered by the Fort Ord Reuse Authority (FORA). Under an agreement with FORA, the MCWD is obligated to provide water and sanitary sewer service in the former Fort Ord area. The agreement does not provide MCWD the right to service areas outside of their current sphere of influence after the possible dissolution of FORA in 2020. Therefore, it is imperative to establish which utility districts would provide sewer service to those areas within the former Fort Ord outside of the service boundaries currently recognized by LAFCO.

The SCSD has been working with the MCWD to resolve the issues of sewer collection services within the Ord Community. Staff from both agencies have met and concur on the following:

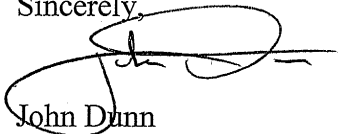
1. Both agencies would work together prior to submitting an application to the Local Agency Formation Commission of Monterey County (LAFCO).
2. Both agencies would prepare engineering studies to support their potential applications to LAFCO and share this information with the other agency prior to submitting an application.

However, it has come to our attention that MCWD representatives made some comments during the August 3, 2015 MCWD Board meeting that need to be addressed. First of all, the City of Seaside is not the primary party to the expansion plans. It is the sewer district, the SCSD, which currently provides service to the cities of Seaside, Del Rey Oaks, and Sand City that would like to expand its service area into a portion of Seaside within the Ord Community. The following statements clarify SCSD's position and are made in response to some of the other comments made during this meeting:

1. Staff from both agencies have been working on defining a scope for the proposed LAFCO application that could include both expansion of the sphere of influence and service area annexation in the former Fort Ord. To date, the SCSD has not made an application to the LAFCO for either of these outcomes.
2. The SCSD has made no indication that it would seek legal relief in the event that it was not allowed to expand its service area within the Ord Community.
3. The SCSD has no designs on disrupting or interfering with the service agreements between the Army and MCWD.

Please feel free to contact me at (831) 899-6702 or Diana Ingersoll, District Engineer, at (831) 899-6825 to discuss any questions or comments.

Sincerely,



John Dunn
District Manager, Seaside County Sanitation District

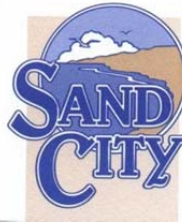
Copy Kate McKenna, Executive Director, LAFCO
 Keith van der Maaten, District Manager, MCWD
 SCSD Board Members
 Diana Ingersoll, District Engineer
 John Bakker, Special Legal Counsel
 Cynthia Hasson, District Legal Counsel
 Lesley Milton, District Clerk



FINAL DRAFT

ENGINEERING ANALYSIS

Seaside County Sanitation District LAFCO Application for Sphere of Influence Amendment and Service Area Annexation JUNE 2015



District Board

Chair: Ralph Rubio representing the City of Seaside

Vice Chair: David Pendergrass representing Sand City

2nd Vice Chair: Pat Lintell representing the City of Del Rey Oaks

District Staff

District Manager: John Dunn

District Engineer: Diana Ingersoll, PE

District Administrative Services Director: Daphne Hodgson

District Legal Counsel: Cynthia Hasson

District Secretary: Lesley Milton

Approved By:

Diana Ingersoll, P.E. 59018
District Engineer

Prepared By:

Kari Wagner, P.E. 66026
Senior Civil Engineer



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Attachment: Excerpt from Appendix F of the 2005 MCWD Wastewater System Master Plan, prepared by RBF	13

Executive Summary

This report was prepared as a technical supporting document for the Local Agency Formation Commission (LAFCO) of Monterey County application, which is being submitted by Seaside County Sanitation District (SCSD). SCSD currently provides wastewater service to Region A as shown on Figure 1. Region B, which currently is 100% vacant, is part of the City of Del Rey Oaks and is already included in SCSD's wastewater service area. SCSD is preparing this LAFCO application to expand the sphere of influence and annex Regions C, E, and F into the SCSD wastewater service area. Following an evaluation of the collection system facilities, it is proposed that the entire California State University Monterey Bay (CSUMB) campus remain part of the Marina Coast Water District (MCWD) service area even though a portion of the campus resides within the City of Seaside.

Land Use

The purpose of identifying the existing conditions and researching the anticipated land uses is to better understand the existing wastewater infrastructure and master plan for the future undeveloped or under-utilized land. Region C, part of the Former Ford Ord Area, is located in the City of Seaside and is comprised of primarily low density residential with open space and some recreational uses. Region C is mostly undeveloped at this time. There are approximately 325 acres of low density residential, which equates to approximately 2,600 residential units. Region E includes residential developments, schools, a golf course, resort and open space. A large portion of the region is occupied by the golf course which requires minimal sanitary sewer infrastructure. Region F has a mix of residential developments, retail areas, schools, and parks. A portion of CSUMB is located within this region although most of the sanitary sewer facilities run north toward the City of Marina.

Existing Wastewater Collection System

This section presents an overview of the existing wastewater collection system. Since Region C is vacant at this time with no existing collection system, this section will only focus on Regions E and F.

Figure 4 illustrates the collection system within Region E. Region E is comprised of the area known as Seaside Highlands, Hayes Park, and Bayonet and Black Horse Golf Courses located at the Seaside Resort. The wastewater collection system has approximately 38,700 feet (7.3 miles) of sewer main that range in size from 6- to 15-inch per MCWD's GIS database provided to SCSD in December 2013. Region E has a total of 183 manholes and one lift station known as Ord Village Lift Station. All wastewater within Region E flows west to the Ord Village Lift Station, which then is pumped north to Region F and then ultimately flows to the Monterey Regional Water Pollution Control Agency (MRWPCA) Regional Lift Station located in the City of Marina.

Figure 5 illustrates the collection system within Region F. Region F is significantly larger than Region E and encompasses Ford Ord and CSUMB. There are four wastewater drainage basins within Region F.

Figure 5 illustrates the four drainage basins. Region F1 has approximate 22,090 LF of sewer mains that range in size from 6- to 15-inch, with 60% of the system 6-inch. Region F1 has a total of 65 manholes and one lift station known as Giggling Lift Station. In addition, Region F1 receives all flow from Region E.

Region F2 has approximately 31,860 LF of sewer mains that range in size from 6- to 16-inch and has a total of 112 manholes. All wastewater flow from Region F2 flows by gravity to the north through a 12-inch sewer main.

Region F3 has approximately 71,225 LF of sewer mains that range in size from 6- to 21-inch and has a total of 273 manholes. Region F3 also has one pocket lift station known as Hatten Lift Station, which only receives a small amount of wastewater flow. The wastewater from Region F3 flows by gravity to the north, ultimately collecting all flow from Regions E and F1 via the Giggling Lift Station Force Main. Regions F2 and F3 sewer mains join together in the City of Marina, just north of the City of Marina/City of Seaside border. All of the wastewater then flows to the north to the MRWPCA Regional Lift Station.

Region F4 is comprised entirely of CSUMB. Since CSUMB is not proposed to be annexed into SCSD, its collection system will not be reviewed.

Existing Wastewater Flows

Region A's wastewater flows were obtained from SCSD's 2011 Sewer Master Plan. Region E and F's wastewater flows were obtained for MCWD's 2005 Sewer Master Plan. Table E-1 provides a summary of the existing wastewater flows for each region within the SCSD's Sphere of Influence.

Table E-1 – Existing Wastewater Flows by Wastewater Service Area Region

Wastewater Service Area Region	Average Daily Flow	Maximum Day Dry Weather Flow		Peak Hour Dry Weather Flow	
	mgd	mgd	Peaking Factor ²	mgd	Peaking Factor
Region A	1.80	2.72	1.5	3.78	2.1
Region E ¹	0.39	0.59	1.5	1.18	3.0
Region F1 ¹	0.11	0.17	1.5	0.34	3.1
Region F2 ¹	0.13	0.19	1.5	0.38	2.9
Region F3 ¹	0.37	0.56	1.5	1.12	3.0
Total	2.8	4.23		6.8	

¹ Flows obtained from Table 7-2 of the Marina Coast Water District 2005 Sewer Master Plan.

² Peaking factor is the ratio of the MDDWF or PHDWF to the ADF.

Future Wastewater Flows

The future wastewater flows for each region within the SCSD's Sphere of Influence is based on the future development potential. Information for Regions A, B, and C was obtained from SCSD Sewer Master Plan. Information for Regions E and F was obtained from the MCWD Master Plan with additional data provided by the Monterey Downs Specific Plan. Although a portion of the proposed Monterey

Downs development is not included within the proposed sphere of influence, this report will identify the proposed demands since this project is anticipated for future development and will be a significant addition to the existing infrastructure. Table E-2 provides a summary of the future anticipated wastewater flows for each region within the SCSD's Sphere of Influence.

Table E-2 – Summary of Future Wastewater Flows by Region

Wastewater Service Area Region	Average Daily Flow	Maximum Day Dry Weather Flow		Peak Hour Dry Weather Flow	
	mgd	mgd	Peaking Factor ²	mgd	Peaking Factor ²
Region A	2.36	3.54	1.5	4.96	2.1
Region B	0.91	1.37	1.5	1.91	2.1
Region C	0.56	0.84	1.5	1.18	2.1
Region E ¹	0.39	0.59	1.5	1.17	3.0
Region F1 ¹	0.11	0.17	1.5	0.33	3.0
Region F2 ¹	0.13	0.20	1.5	0.39	3.0
Region F3 ¹	0.46	0.69	1.5	1.38	3.0
Monterey Downs A	0.33	0.50	1.5	0.69	2.1
Monterey Downs B	0.09	0.14	1.5	0.19	2.1
Total	5.34	8.01		12.20	

¹ Flows obtained from Table 7-2 of the Marina Coast Water District 2005 Sewer Master Plan.

² Peaking factor is the ratio of the MDDWF or PHDWF to the ADF.

Proposed Improvements

This section presents the physical constraints and the recommended projects required for SCSD to expand their service area to include Regions C, E, and F.

Region C

Region C is an undeveloped area that currently does not have sanitary sewer service. The 2011 SCSD Sewer Master Plan evaluated the impacts of Region C on SCSD's existing infrastructure along with Region B, which also consists of all vacant land, but is already within the SCSD's wastewater service area boundary. These two Regions are capable of being served through a gravity collection system without the need for any new lift stations. Table 9-7 in the 2011 Sewer Master Plan provides a summary of the recommended projects to meet the demands within Regions B and C and their proportional share for the upgrades.

Regions E and F

Regions E and F contain existing sewer facilities that are currently under the jurisdiction of MCWD. Figures 7 and 8 identify the proposed capital improvements to facilitate the proposed service area annexation. The following is a discussion of the areas that are impacted by the annexation and the alternatives for altering the collection system to meet the needs of the community and the annexation.

6th Street and Colonel Durham Street

It is recommended that the sewer main serving a small section of the community on 6th Street, south of Colonel Durham Street, be re-directed to flow west with the installation of a new sewer main along Colonel Durham Street. This would require the construction of approximately 1,200 LF of new 8" pipe. It is estimated that this project will cost \$390,000.

Giggling Road Improvements

Based on the Monterey Downs Specific Plan, two locations were proposed for connection into Region F3. As shown on Figure 5, Connection A is at Giggling Road. This project will require installing a new 10-inch sewer main along Giggling Road from 7th Avenue to Parker Flats Cut Off Road (See Figure 7). *Note: Sewer main size is estimated and should be verified once flows are finalized.* In addition, the existing 6- and 8-inch sewer main on Giggling from Parker Flats Cut Off Road to just west of Malmedy Road will need to be upsized to 10-inch to meet the proposed demands of the development. Both of these projects should be developer funded as there are not currently any deficiencies in these sewer mains. Therefore, there is no cost impact for these projects to SCSD.

1st Avenue and Divarty Street

All wastewater from Regions E and F flows to the northwest of the service area either by gravity flow, force main, or a combination of the two, excluding CSUMB. Two parallel sewer mains carry the wastewater flow from the City of Seaside north into the City of Marina and towards the Monterey Regional Water Pollution Control Agency (MRWPCA) regional lift station (see Figure 8), which is located approximately 4,800 feet northwest of the city limit line between the City of Seaside and the City of Marina. This sewer main is not a dedicated sewer main from Regions E and F to MRWPCA's Regional Lift Station as it also receives wastewater from MCWD customers.

Prior to annexing regions E and F to SCSD, an agreement between the agencies is required to determine future operational and maintenance responsibilities. The following options are recommended:

Option 1: SCSD Operate and Maintain Sewer Trunk Mains with Access Easement

SCSD would operate and maintain the trunk line all the way to the MRWPCA Regional Lift Station.

Cost: There are no physical construction costs to implement Option 1. There will be administrative/legal costs to complete the easement documents and costs to conduct the flow metering. *Cost Estimate - \$50,000. There will be on-going monthly fees paid by MCWD to SCSD for O&M and potential future upgrades.*

Option 2: MCWD Operate and Maintain Sewer Trunk Mains

Option 2 is similar to Option 1 except that MCWD would operate and maintain the sewer trunk main from the City border to the MRWPCA Regional Lift Station. Again, costs to operate and maintain the trunk main would be based on a percentage of flow.

Cost: There are no physical construction costs to implement Option 2. There will be administrative/legal costs to complete the easement documents and costs to conduct the flow metering. *Cost Estimate -*

\$50,000. There will be on-going monthly fees paid by SCSD to MCWD for O&M and potential future upgrades.

Option 3: Construct New Trunk Main

At this time, the sewer trunk main on 1st Avenue is flowing approximately one-third full under peak dry weather conditions. There is significant development that is proposed in Region F, including the Monterey Downs Project. In addition, CSUMB and the City of Marina are also proposing development. It is estimated that the future development on CSUMB will add a peak demand of 1.3 mgd per Schaaf & Wheelers 2004 report for the CEQA document prepared for CSUMB. The proposed development will impact the trunk line on 1st Avenue. However, it is estimated that this sewer trunk main is capable of handling up to 15 mgd under peak conditions, which is greater than the anticipated flow from CSUMB and development that will occur within the City of Marina and future development within Regions E and F.

A third option is for SCSD to construct a dedicated sewer main from the border of the two Cities to the MRWPCA Regional Lift Station (approximately 4,800 LF). The sewer main must convey all the flow from Region E, F and the proposed Monterey Downs Project for a total future flow of 4.15 mgd under PHDFW. The sewer main is proposed to be 30-inch, but should be re-evaluated during design. There are two proposed routes for the dedicated sewer trunk main. The first would be parallel to the existing sewer trunk main along 1st Avenue. This route has numerous conflicts with existing utilities and sewer and water laterals, but is not unfeasible to construct. The second route would be to go under Highway 1 and construct a new sewer trunk main paralleling Highway 1 along the west side frontage road (Beach Range Road – See Figure 8). This route would have less existing conflicting utilities, but would require an engineering analysis to confirm that the sewer trunk main can flow by gravity to the Regional Lift Station.

This option would still require an easement with the City of Marina for SCSD to operate and maintain. However, SCSD would pay for 100% of any operation and maintenance cost since no flow would be contributed to the sewer main from MCWD customers.

Cost: Preliminary Cost Estimate for the construction of the dedicated sewer trunk main is \$4,400,000.

Recommendation

It is recommended that SCSD and MCWD pursue Option 2 in the interim, until significant future development occurs either within Region F, such as Monterey Downs project, or on the CSUMB campus or within the City of Marina along the existing trunk main. Prior to any significant development project coming on line, it is recommended for SCSD re-evaluate Option 3 to construct a dedicated trunk main that serves only Regions E and F.

Wastewater System Master Plan Proposed Improvements

MCWD's 2005 Wastewater System Master Plan, prepared by RBF in July 2005, proposed numerous sewer upgrades for both the Seaside jurisdiction and the Marina jurisdiction. Table E-3, below, identifies the capital improvements projects proposed in the Seaside jurisdiction only that have not been

constructed to date. The table also provides their current status as provided by MCWD staff, Andy Sterbenz, Interim District Engineer. Details on the limits of each project can be found in Appendix F of the MCWD 2005 Master Plan and are provided as an attachment to this report.

All projects identified in the MCWD Master Plan for the Seaside jurisdiction are required for future development and therefore, sewer impact fees may be able to be collected from these developments to offset the costs identified.

Table E-3 – Summary of MCWD Master Plan CIPs for Seaside Jurisdiction Only

CIP #	CIP Name	Master Plan 2005 Cost	2015 Escalated Costs ¹	Status
1	Aleutian and Monterey Road Pipeline Replacement Project	\$83,900	\$113,300	Project Not Completed. Project required to accommodate future flows from Seaside Resort Development.
2	Okinawa Road Pipeline Replacement Project	\$144,800	\$195,500	Project Not Completed. Project required to accommodate future flows from Seaside Resort Development.
3	California Street Pipeline Replacement Project	\$3,800	--	Project Completed.
10	Ord Village Pipeline Replacement Project	\$45,000	\$60,800	Project Not Completed. Project required to accommodate future flows from Seaside Resort Development.
13	Mulheim Road Pipeline Replacement Project	\$27,800	\$37,500	Project Not Completed. Per MCWD Staff, project may not be required and should be re-evaluated.
16	Ardennes Circle Pipeline Replacement Project	\$22,200	\$30,000	Project Not Completed. Per MCWD Staff, project may not be required and should be re-evaluated. If required, it will be part of the Fitch Park Phase 2 housing replacement.
17	Metz Road Pipeline Replacement Project	\$38,400	\$51,800	Project Not Completed. Per MCWD Staff, project may not be required and should be re-evaluated.
23	Giggling Lift Station and Force Main Improvements	\$162,000	\$218,700	Project Not Completed. MCWD budgeted for 2015-2017 fiscal years
26	Hatten Lift Station	\$30,000	\$40,500	Project Not Completed. MCWD budgeted for 2015-2016 fiscal year
27, 29, 30, & 31	General Jim Moore Blvd Projects	These projects were proposed to serve Region C via force mains in General Jim Moore Blvd. However, an agreement between MCWD and SCSD made these projects unnecessary as Region C would now be served by gravity flows into the current SCSD service area.		
Total		\$554,100	\$748,100	

1. Escalation factor based on an ENR Index of 35% from 2005 to 2015, rounded to the nearest \$100.

Seaside County Sanitation District LAFCO Application

Seaside County Sanitation District (SCSD) is located in Monterey County to the north of the Monterey Peninsula adjacent to Monterey Bay. SCSD is a special district formed on March 1, 1950 and is currently responsible for the maintenance and operation of the sewer collection system serving the Cities of Del Rey Oaks, Sand City, and Seaside (excluding the Former Fort Ord Military Installation). SCSD is governed by a Board of Directors made up of the Mayors of the three cities.

This report was prepared as a technical supporting document for the Local Agency Formation Commission (LAFCO) of Monterey County application, which is being submitted by SCSD. The application is for the annexation of the area shown in Figure 1, into the SCSD Wastewater Service Area.

This technical report will provide the following information:

- Proposed annexation boundary;
- Land use and population information;
- A description of the existing wastewater collection system;
- A description of the existing and future wastewater flows;
- A description of the proposed capital improvement projects required for SCSD to expand the service area; and

Proposed Annexation Boundary

SCSD currently provides wastewater service to Region A as shown on Figure 1. Region B, which currently is 100% vacant, is part of the City of Del Rey Oaks and is already included in SCSD's wastewater service area. SCSD is preparing this LAFCO application to expand the sphere of influence and annex Regions C, E, and F into the SCSD wastewater service area. Following an evaluation of the collection system facilities, it is proposed that the entire California State University Monterey Bay (CSUMB) campus remain part of the Marina Coast Water District (MCWD) service area even though a portion of the campus resides within the City of Seaside.

Land Use and Population

This section presents the land use and future population forecasts for the regions proposed to be annexed into the SCSD wastewater service area. The purpose of identifying the existing conditions and researching the anticipated land uses is to better understand the existing wastewater infrastructure and master plan for the future undeveloped or under-utilized land.

Land Use

Region C

Figure 2 illustrates the land uses for the study area described herein as Region C. Region C, part of the Former Ford Ord Area, is located in the City of Seaside and is comprised of primarily low density residential with open space and some recreational uses. Region C is mostly undeveloped at this time. There are approximately 325 acres of low density residential, which equates to approximately 2,600 residential units.

Regions E and F

Regions E and F are currently serviced by Marina Coast Water District although both are located within the limits of the City of Seaside. Information regarding land use and the future development is taken from the Final Wastewater System Master Plan – Ord Community Service Area prepared by RBF Consulting for Marina Coast Water District on July 19, 2005.

Region E

Region E includes residential developments, schools, a golf course, resort and open space. A large portion of the region is occupied by the golf course which requires minimal sanitary sewer infrastructure. Figure 3 illustrates the locations of the various developments within this region.

Region F

Region F has a mix of residential developments, retail areas, schools, and parks. A portion of CSUMB is located within this region although most of the sanitary sewer facilities run north toward the City of Marina. Since the majority of CSUMB is serviced by MCWD, it is proposed that the entire CSUMB campus remain part of the MCWD service area. Figure 3 illustrates the locations of the various developments within this region.

Existing Wastewater Collection System

This section presents an overview of the existing wastewater collection system. Since Region C is vacant at this time with no existing collection system, this section will only focus on Regions E and F.

Region E

Figure 4 illustrates the collection system within Region E. Region E is comprised of the area known as Seaside Highlands, Hayes Park, and Bayonet and Black Horse Golf Courses located at the Seaside Resort. The wastewater collection system has approximately 38,700 feet (7.3 miles) of sewer main that range in size from 6- to 15-inch per MCWD's GIS database provided to SCSD in December 2013. Region E has a total of 183 manholes and one lift station known as Ord Village Lift Station. All wastewater within Region E flows west to the Ord Village Lift Station, which then is pumped north to Region F and then ultimately flows to the Monterey Regional Water Pollution Control Agency (MRWPCA) Regional Lift Station located in the City of Marina.

Based on MCWD's 2005 Sewer Master Plan, approximately 1,940 LF within Region E was flowing 70 to 100% full and is therefore undersized for meeting existing needs (See MCWD Capital Improvement Seaside County Sanitation District LAFCO Application

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Project (CIP) #1 and #10). *However, based on the current GIS database that was provided by MCWD, these projects have been completed and therefore are able to meet existing and future demands anticipated by MCWD. The completion of these upgrades is recommended to be confirmed by MCWD.*

Region F

Figure 5 illustrates the collection system within Region F. Region F is significantly larger than Region E and encompasses Ford Ord and CSUMB. There are four wastewater drainage basins within Region F. Figure 5 illustrates the four drainage basins. Region F1 has approximate 22,090 LF of sewer mains that range in size from 6- to 15-inch, with 60% of the system 6-inch. Region F1 has a total of 65 manholes and one lift station known as Giggling Lift Station. In addition, Region F1 receives all flow from Region E.

Region F2 has approximately 31,860 LF of sewer mains that range in size from 6- to 16-inch and has a total of 112 manholes. All wastewater flow from Region F2 flows by gravity to the north through a 12-inch sewer main.

Region F3 has approximately 71,225 LF of sewer mains that range in size from 6- to 21-inch and has a total of 273 manholes. Region F3 also has one pocket lift station known as Hatten Lift Station, which only receives a small amount of wastewater flow. The wastewater from Region F3 flows by gravity to the north, ultimately collecting all flow from Regions E and F1 via the Giggling Lift Station Force Main. Regions F2 and F3 sewer mains join together in the City of Marina, just north of the City of Marina/City of Seaside border. All of the wastewater then flows to the north to the MRWPCA Regional Lift Station.

Region F4 is comprised entirely of CSUMB. Since CSUMB is not proposed to be annexed into SCSD, its collection system will not be reviewed.

Based on MCWD's 2005 Sewer Master Plan, several CIPs were identified for Region F. They are as follows:

F1

- 1,700 LF of sewer main is flowing 75 to 100% full and is therefore undersized for meeting existing needs (See MCWD CIP #2). *Based on the current GIS database, this project has been completed. The completion of these upgrades is recommended to be confirmed by MCWD.*
- Giggling Lift Station and force main are undersized for meeting existing needs (see CIP #23). *Based on the current GIS database, this project has been completed. The completion of these upgrades is recommended to be confirmed by MCWD.*

F2

- 65 LF of sewer main is flowing 71% full and is therefore undersized for meeting existing needs (See MCWD CIP #3). *Based on the current GIS database, this project has been completed. The completion of these upgrades is recommended to be confirmed by MCWD.*

F3

- 1,675 LF of sewer main is flowing more than 67% full and is therefore undersized for meeting existing needs (See MCWD CIP #13, #16, and #17). *Based on the current GIS database, CIP #16 and #17 have been completed, but CIP #13 has not been completed.*
- Long Term projects were also recommended on General Jim Moore Boulevard to meet future needs. Since it is proposed to have Region C flow through Region A instead of Region F, these upgrades were modified as 8-inch sewer mains traversing General Jim Moore Boulevard at the new intersections.

Existing and Future Wastewater Flows

This section presents the existing and future wastewater flows for the current SCSD wastewater service area boundary as well as the proposed future annexed wastewater service area. When discussing wastewater flows, it is important to define some of the terminology commonly used to describe and analyze wastewater flows.

Average Daily Flow (ADF) is the average daily wastewater flow over the course of a year and is generally obtained by averaging the mean monthly flows conveyed to a WWTP through the course of a year.

Maximum Day Dry Weather Flow (MDDWF) reflects the maximum day flow rate during the peak summer months. This condition reflects the seasonal variation in dry weather flow.

Peak Hour Dry Weather Flow (PHDWF) is the maximum flow rate that occurs in a single hour during dry weather. In order to appropriately design wastewater collection system facilities, peak flow conditions must be quantified.

Peak Hour Wet Weather Flow (PHWWF) is the maximum flow rate that occurs in a single hour during wet weather (a significant rain storm event). This factor is derived from standard engineering methodology and judgment combined with actual flow monitoring data. This flow condition may govern the design of the sewage collection system as it may represent the maximum flow rate that the system must convey. PHWWF is derived by multiplying ADF times the diurnal peaking factor, then adding the wet weather flow component.

Existing Wastewater Flows

Region A's wastewater flows were obtained from SCSD's 2011 Sewer Master Plan. Region E and F's wastewater flows were obtained for MCWD's 2005 Sewer Master Plan. Tables 1 and 2 provide a breakdown of the estimated existing wastewater flow by area within Regions E and F, respectively. Table 3 provides a summary of the existing wastewater flows for each region within the SCSD's Sphere of Influence.

Table 1. Region E Existing Wastewater Flows

	Existing Flows		
Region E	ADWF (gpd)	MDDWF (gpd)	PHDWF (gpd)
Seaside Resort	125,000	187,500	375,000
Seaside Highlands	123,000	184,500	369,000
Brostrom Park	23,000	34,500	69,000
Fitch Middle School	2,000	3,000	6,000
Sunbay Apartments	60,000	90,000	180,000
Hayes Elementary School	2,000	3,000	6,000
Army - Hayes Park	58,000	87,000	174,000
Totals	393,000	589,500	1,179,000

*Taken from Table 7-2 Marina Coast Water District Final System Master Plan (year 2020 projection)

Table 2. Region F Wastewater Flows

	Existing Flows		
Region F	ADWF (gpd)	MDDWF (gpd)	PHDWF (gpd)
Affordable Housing–SII	87,000	130,500	261,000
Chartwell School	2,000	3,000	6,000
Monterey College of Law	1,000	1,500	3,000
Navy Housing	65,000	97,500	195,000
Marshal Elementary School	2,000	3,000	6,000
Stillwell Elementary School	1,000	1,500	3,000
Army – Fitch Park	189,000	283,500	567,000
Army – Marshal Park	115,000	172,500	345,000
Army – Upper Stillwell Park	38,000	57,000	114,000
Army - Stillwell Park	112,000	168,000	336,000
Totals	612,000	918,000	1,836,000

*Taken from Table 7-2 Marina Coast Water District Final System Master Plan (year 2020 projection)

Table 3 – Existing Wastewater Flows by Wastewater Service Area Region

Wastewater Service Area Region	Average Daily Flow	Maximum Day Dry Weather Flow		Peak Hour Dry Weather Flow	
	mgd	mgd	Peaking Factor ²	mgd	Peaking Factor
Region A	1.80	2.72	1.5	3.78	2.1
Region E ¹	0.39	0.59	1.5	1.18	3.0
Region F1 ¹	0.11	0.17	1.5	0.34	3.1
Region F2 ¹	0.13	0.19	1.5	0.38	2.9
Region F3 ¹	0.37	0.56	1.5	1.12	3.0
Total	2.8	4.23		6.8	

¹ Flows obtained from Table 7-2 of the Marina Coast Water District 2005 Sewer Master Plan.

² Peaking factor is the ratio of the MDDWF or PHDWF to the ADF.

Future Wastewater Flows

The future wastewater flows for each region within the SCSD's Sphere of Influence is based on the future development potential. Information for Regions A, B, and C was obtained from SCSD Sewer Master Plan. Information for Regions E and F was obtained from the MCWD Master Plan with additional data provided by the Monterey Downs Specific Plan. The following flow conditions were used to evaluate the future sewer infrastructure based on peaking factors identified in Table 3:

- **ADWF** Average Daily Dry Weather Flow
- **MDDWF** Maximum Day Dry Weather Flow
 - 1.5 peaking factor
- **PHDWF** Peak Hour Dry Weather Flow
 - 2.1 peaking factor for Regions A, B, and C and Monterey Downs Development. 3.0 peaking factor for Regions E and F

Tables 4 and 5 provide a summary of the anticipated future wastewater flows from Regions E and F, respectively. Table 6 provides a summary of the future anticipated wastewater flows for each region within the SCSD's Sphere of Influence.

Although a portion of the proposed Monterey Downs development is not included within the proposed sphere of influence, this report will identify the proposed demands since this project is anticipated for future development and will be a significant addition to the existing infrastructure. Preliminary sewer demand estimates have been generated based on the land use information provided in the Monterey Downs Specific Plan. The proposed development is proposed to be connected into the existing wastewater system in two locations; one at the intersection of Gigling Road and Eight Street and the other at the junction of Normandy Road and Parker Flats. Figure 5 shows the two connection locations.

Table 4. Region E Future Wastewater Flows

	Projected Flows		
Region E	ADWF (gpd)	MDDWF (gpd)	PHDWF (gpd)
Seaside Resort	125,000	187,500	375,000
Seaside Highlands	123,000	184,500	369,000
Brostrom Park	23,000	34,500	69,000
Fitch Middle School	2,000	3,000	6,000
Sunbay Apartments	60,000	90,000	180,000
Hayes Elementary School	2,000	3,000	6,000
Army - Hayes Park	58,000	87,000	174,000
Totals	393,000	589,500	1,179,000

*Taken from Table 7-2 Marina Coast Water District Final System Master Plan (year 2020 projection)

Table 5. Region F Wastewater Flows

	Projected Flows		
Region F	ADWF (gpd)	MDDWF (gpd)	PHDWF (gpd)
Affordable Housing–SII	87,000	130,500	261,000
Chartwell School	2,000	3,000	6,000
Monterey College of Law	1,000	1,500	3,000
Navy Housing	65,000	97,500	195,000
The 26 Acre Site	62,000	93,000	186,000
Regional Shopping Center	10,000	15,000	30,000
Surplus II Area	13,000	19,500	39,000
Marshal Elementary School	2,000	3,000	6,000
Stillwell Elementary School	1,000	1,500	3,000
Army – Fitch Park	189,000	283,500	567,000
Army – Marshal Park	115,000	172,500	345,000
Army – Upper Stillwell Park	38,000	57,000	114,000
Army - Stillwell Park	112,000	168,000	336,000
Totals	697,000	1,045,500	2,091,000

*Taken from Table 7-2 Marina Coast Water District Final System Master Plan (year 2020 projection)

Table 6 – Summary of Future Wastewater Flows by Region

Wastewater Service Area Region	Average Daily Flow	Maximum Day Dry Weather Flow		Peak Hour Dry Weather Flow	
	mgd	mgd	Peaking Factor ²	mgd	Peaking Factor ²
Region A	2.36	3.54	1.5	4.96	2.1
Region B	0.91	1.37	1.5	1.91	2.1
Region C	0.56	0.84	1.5	1.18	2.1
Region E ¹	0.39	0.59	1.5	1.17	3.0
Region F1 ¹	0.11	0.17	1.5	0.33	3.0
Region F2 ¹	0.13	0.20	1.5	0.39	3.0
Region F3 ¹	0.46	0.69	1.5	1.38	3.0
Monterey Downs A	0.33	0.50	1.5	0.69	2.1
Monterey Downs B	0.09	0.14	1.5	0.19	2.1
Total	5.34	8.01		12.20	

¹ Flows obtained from Table 7-2 of the Marina Coast Water District 2005 Sewer Master Plan.

² Peaking factor is the ratio of the MDDWF or PHDWF to the ADF.

Proposed Improvements

This section presents the physical constraints and the recommended projects required for SCSD to expand their service area to include Regions C, E, and F. The recommended SCSD service boundary includes all of Regions C, E and most of Region F. As mentioned previously, a portion on the north side of Region F includes California State University Monterey Bay (CSUMB). The majority of the sewer service for CSUMB is located within the City of Marina and the portion that is located in the City of Seaside flows north into the City of Marina. *To maintain one service provider for the campus and to simplify the service boundaries, it is recommended that all of CSUMB remain under MCWD jurisdiction.* The proposed SCSD boundary will follow along the south side of the CSUMB campus on Colonel Durham Street and Lightfighter Drive as shown in Figure 1 and Figure 6.

In addition, this section identifies the projects that are listed in Appendix F of the MCWD Ord Community Wastewater System Master Plan, prepared by RBF in July 2005 that have not been completed at this time.

Region C

Region C is an undeveloped area that currently does not have sanitary sewer service. The 2011 SCSD Sewer Master Plan evaluated the impacts of Region C on SCSD's existing infrastructure along with Region B, which also consists of all vacant land, but is already within the SCSD's wastewater service area boundary. Based on land topography and existing facility locations, the Master Plan provides details on specific projects required to provide wastewater service to Regions B and C. These two Regions are capable of being served through a gravity collection system without the need for any new lift stations. Table 9-7 in the 2011 SCSD Sewer Master Plan provides a summary of the recommended projects to meet the demands within Regions B and C and their proportional share for the upgrades. *In addition,*

prior to development, *additional modeling/master planning should be completed to verify points of connection and Region A's ability to receive the updated flow estimates to determine if any additional infrastructure improvements are required.*

Regions E and F

Regions E and F contain existing sewer facilities that are currently under the jurisdiction of MCWD. Defining the limits of the annexation and managing the interface between the two service areas will require planning, study, and decision making based on engineering and economic factors.

Figures 7 and 8 identify the proposed capital improvements to facilitate the proposed service area annexation. The following is a discussion of the areas that are impacted by the annexation and the alternatives for altering the collection system to meet the needs of the community and the annexation.

6th Street and Colonel Durham Street

As previously discussed, it is proposed that MCWD maintain the CSUMB collection system. However, there is a small section of the collection system on 6th Street, south of Colonel Durham Street that is currently within the City of Seaside, but flows through the CSUMB campus. It is recommended that this sewer main be re-directed to flow west with the installation of a new sewer main along Colonel Durham Street. This would require the construction of approximately 1,200 LF of new 8" pipe. Based on MCWD's GIS database, it appears that this proposed project is feasible; however, it is recommended that additional engineering analysis, including survey of the invert elevations for the impacted sewer manholes be verified. Figure 7 shows the location of these proposed improvements. It is estimated that this project will cost \$390,000.

Giggling Road Improvements

A new development is proposed in Region F3 known as Monterey Downs. Based on the Monterey Downs Specific Plan, two locations were proposed for connection into Region F3. As shown on Figure 5, Connection A is at Giggling Road. This project will require installing a new 10-inch sewer main along Giggling Road from 7th Avenue to Parker Flats Cut Off Road (See Figure 7). *Note: Sewer main size is estimated and should be verified once flows are finalized.* In addition, the existing 6- and 8-inch sewer main on Giggling from Parker Flats Cut Off Road to just west of Malmedy Road will need to be upsized to 10-inch to meet the proposed demands of the development. Both of these projects should be developer funded as there are not currently any deficiencies in these sewer mains. Therefore, there is no cost impact for these projects to SCSD.

1st Avenue and Divarty Street

All wastewater from Regions E and F flows to the northwest of the service area either by gravity flow, force main, or a combination of the two, excluding CSUMB. Two parallel sewer mains carry the wastewater flow from the City of Seaside north into the City of Marina and towards the Monterey Regional Water Pollution Control Agency (MRWPCA) regional lift station (see Figure 8), which is located approximately 4,800 feet northwest of the city limit line between the City of Seaside and the City of Marina. Regions E and F flow via two sewer mains from the City of Seaside into the City of Marina prior to reaching the MRWPCA Regional Lift Station. There are currently three locations where the City of

Marina has sewer mains connecting to the main trunk line that carries Regions E and F wastewater flow to the MRWPCA Regional Lift Station within the City of Marina. In addition, there are sewer laterals that are tied directly to the sewer trunk main from MCWD customers. Therefore, this sewer main is not a dedicated sewer main from Regions E and F to MRWPCA's Regional Lift Station.

Prior to annexing regions E and F to SCSD, an agreement between the agencies is required to determine future operational and maintenance responsibilities. The following options are recommended:

Option 1: SCSD Operate and Maintain Sewer Trunk Mains with Access Easement

SCSD would operate and maintain the trunk line all the way to the MRWPCA Regional Lift Station. This would require SCSD to obtain an easement from the City of Marina to be able to operate and maintain this sewer main. The easement would require a cost share between the two agencies for cost to operate and maintain the trunk line based on percentage of flow. Flow percentage can be established based on temporary flow meters installed at the City border and just prior to the Regional Lift Station. Adjustments to the percentage of share would change over time as development occurs in both Regions E and F as well as the City of Marina and on CSUMB.

Cost: There are no physical construction costs to implement Option 1. There will be administrative/legal costs to complete the easement documents and costs to conduct the flow metering. *Cost Estimate - \$50,000. There will be on-going monthly fees paid by MCWD to SCSD for O&M and potential future upgrades.*

Option 2: MCWD Operate and Maintain Sewer Trunk Mains

Option 2 is similar to Option 1 except that MCWD would operate and maintain the sewer trunk main from the City border to the MRWPCA Regional Lift Station. Again, costs to operate and maintain the trunk main would be based on a percentage of flow as described in Option 1 above.

Cost: There are no physical construction costs to implement Option 2. There will be administrative/legal costs to complete the easement documents and costs to conduct the flow metering. *Cost Estimate - \$50,000. There will be on-going monthly fees paid by SCSD to MCWD for O&M and potential future upgrades.*

Option 3: Construct New Trunk Main

At this time, the sewer trunk main on 1st Avenue is flowing approximately one-third full under peak dry weather conditions. There is significant development that is proposed in Region F, including the Monterey Downs Project. In addition, CSUMB and the City of Marina are also proposing development. It is estimated that the future development on CSUMB will add a peak demand of 1.3 mgd per Schaaf & Wheelers 2004 report for the CEQA document prepared for CSUMB. The proposed development will impact the trunk line on 1st Avenue. However, it is estimated that this sewer trunk main is capable of handling up to 15 mgd under peak conditions, which is greater than the anticipated flow from CSUMB and development that will occur within the City of Marina and future development within Regions E and F.

A third option is for SCSD to construct a dedicated sewer main from the border of the two Cities to the MRWPCA Regional Lift Station (approximately 4,800 LF). The sewer main must convey all the flow from Region E, F and the proposed Monterey Downs Project for a total future flow of 4.15 mgd under PHDWF. The sewer main is proposed to be 30-inch, but should be re-evaluated during design. There are two proposed routes for the dedicated sewer trunk main. The first would be parallel to the existing sewer trunk main along 1st Avenue. This route has numerous conflicts with existing utilities and sewer and water laterals, but is not unfeasible to construct. The second route would be to go under Highway 1 and construct a new sewer trunk main paralleling Highway 1 along the west side frontage road (Beach Range Road – See Figure 8). This route would have less existing conflicting utilities, but would require an engineering analysis to confirm that the sewer trunk main can flow by gravity to the Regional Lift Station.

This option would still require an easement with the City of Marina for SCSD to operate and maintain. However, SCSD would pay for 100% of any operation and maintenance cost since no flow would be contributed to the sewer main from MCWD customers.

Cost: Preliminary Cost Estimate for the construction of the dedicated sewer trunk main is \$4,400,000.

Recommendation

It is recommended that SCSD and MCWD pursue Option 2 in the interim, until significant future development occurs either within Region F, such as Monterey Downs project, or on the CSUMB campus or within the City of Marina along the existing trunk main. Prior to any significant development project coming on line, it is recommended for SCSD re-evaluate Option 3 to construct a dedicated trunk main that serves only Regions E and F.

Wastewater System Master Plan Proposed Improvements

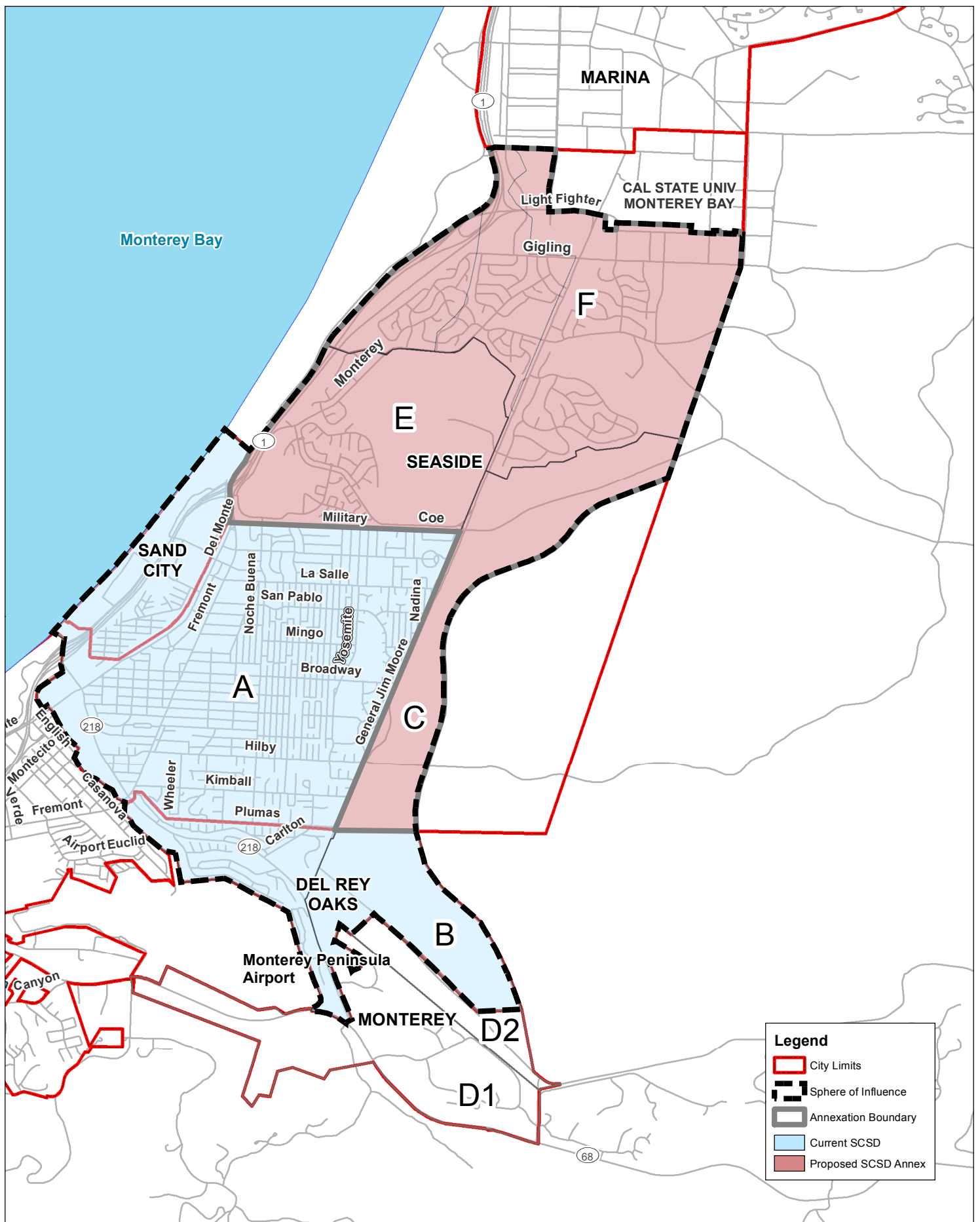
MCWD's 2005 Wastewater System Master Plan, prepared by RBF in July 2005, proposed numerous sewer upgrades for both the Seaside jurisdiction and the Marina jurisdiction. Table 7, below, identifies the capital improvements projects proposed in the Seaside jurisdiction only that have not been constructed to date. The table also provides their current status as provided by MCWD staff, Andy Sterbenz, Interim District Engineer. Details on the limits of each project can be found in Appendix F of the MCWD 2005 Master Plan and are provided as an attachment to this report.

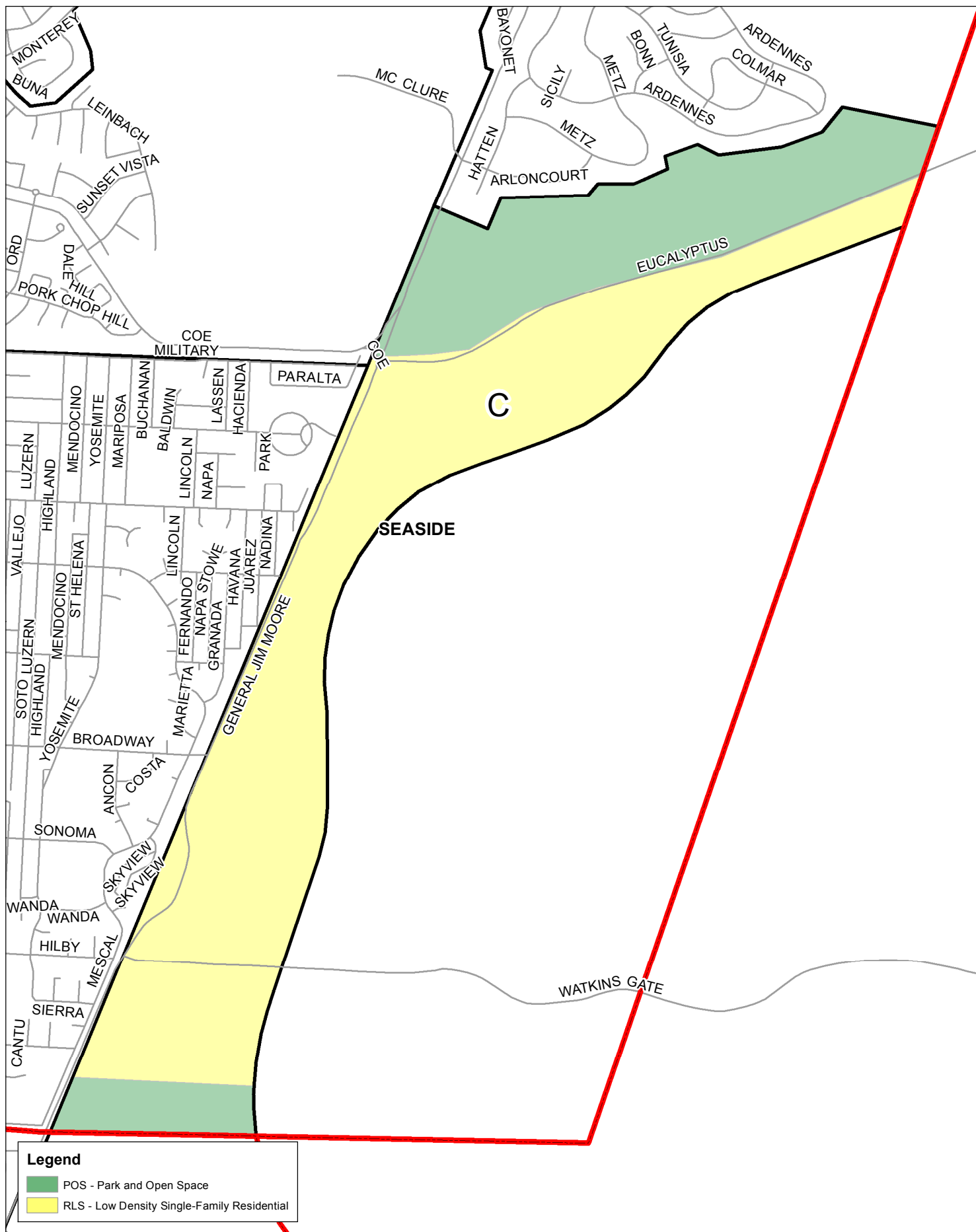
All projects identified in the MCWD Master Plan for the Seaside jurisdiction are required for future development. A funding mechanism would need to be devised to complete these projects in the future. All projects are required for future development and therefore, sewer impact fees may be able to be collected from these developments to offset the costs identified.

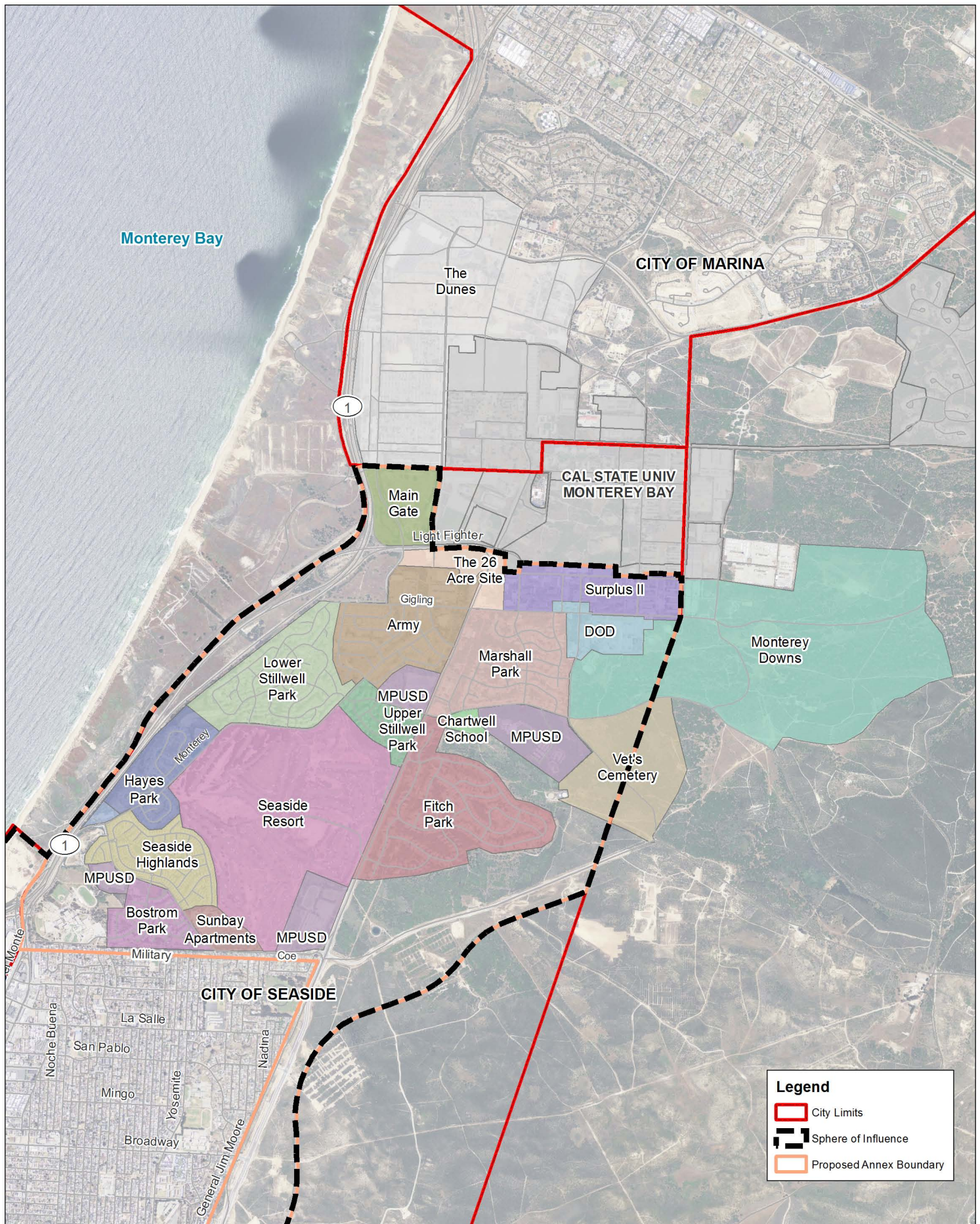
Table 7 – Summary of MCWD Master Plan CIPs for Seaside Jurisdiction Only

CIP #	CIP Name	Master Plan 2005 Cost	2015 Escalated Costs ¹	Status
1	Aleutian and Monterey Road Pipeline Replacement Project	\$83,900	\$113,300	Project Not Completed. Project required to accommodate future flows from Seaside Resort Development.
2	Okinawa Road Pipeline Replacement Project	\$144,800	\$195,500	Project Not Completed. Project required to accommodate future flows from Seaside Resort Development.
3	California Street Pipeline Replacement Project	\$3,800	--	Project Completed.
10	Ord Village Pipeline Replacement Project	\$45,000	\$60,800	Project Not Completed. Project required to accommodate future flows from Seaside Resort Development.
13	Mulheim Road Pipeline Replacement Project	\$27,800	\$37,500	Project Not Completed. Per MCWD Staff, project may not be required and should be re-evaluated.
16	Ardennes Circle Pipeline Replacement Project	\$22,200	\$30,000	Project Not Completed. Per MCWD Staff, project may not be required and should be re-evaluated. If required, it will be part of the Fitch Park Phase 2 housing replacement.
17	Metz Road Pipeline Replacement Project	\$38,400	\$51,800	Project Not Completed. Per MCWD Staff, project may not be required and should be re-evaluated.
23	Giggling Lift Station and Force Main Improvements	\$162,000	\$218,700	Project Not Completed. MCWD budgeted for 2015-2017 fiscal years
26	Hatten Lift Station	\$30,000	\$40,500	Project Not Completed. MCWD budgeted for 2015-2016 fiscal year
27, 29, 30, & 31	General Jim Moore Blvd Projects	These projects were proposed to serve Region C via force mains in General Jim Moore Blvd. However, an agreement between MCWD and SCSD made these projects unnecessary as Region C would now be served by gravity flows into the current SCSD service area.		
Total		\$554,100	\$748,100	

1. Escalation factor based on an ENR Index of 35% from 2005 to 2015, rounded to the nearest \$100.







Legend

- City Limits
- Sphere of Influence
- Proposed Annex Boundary

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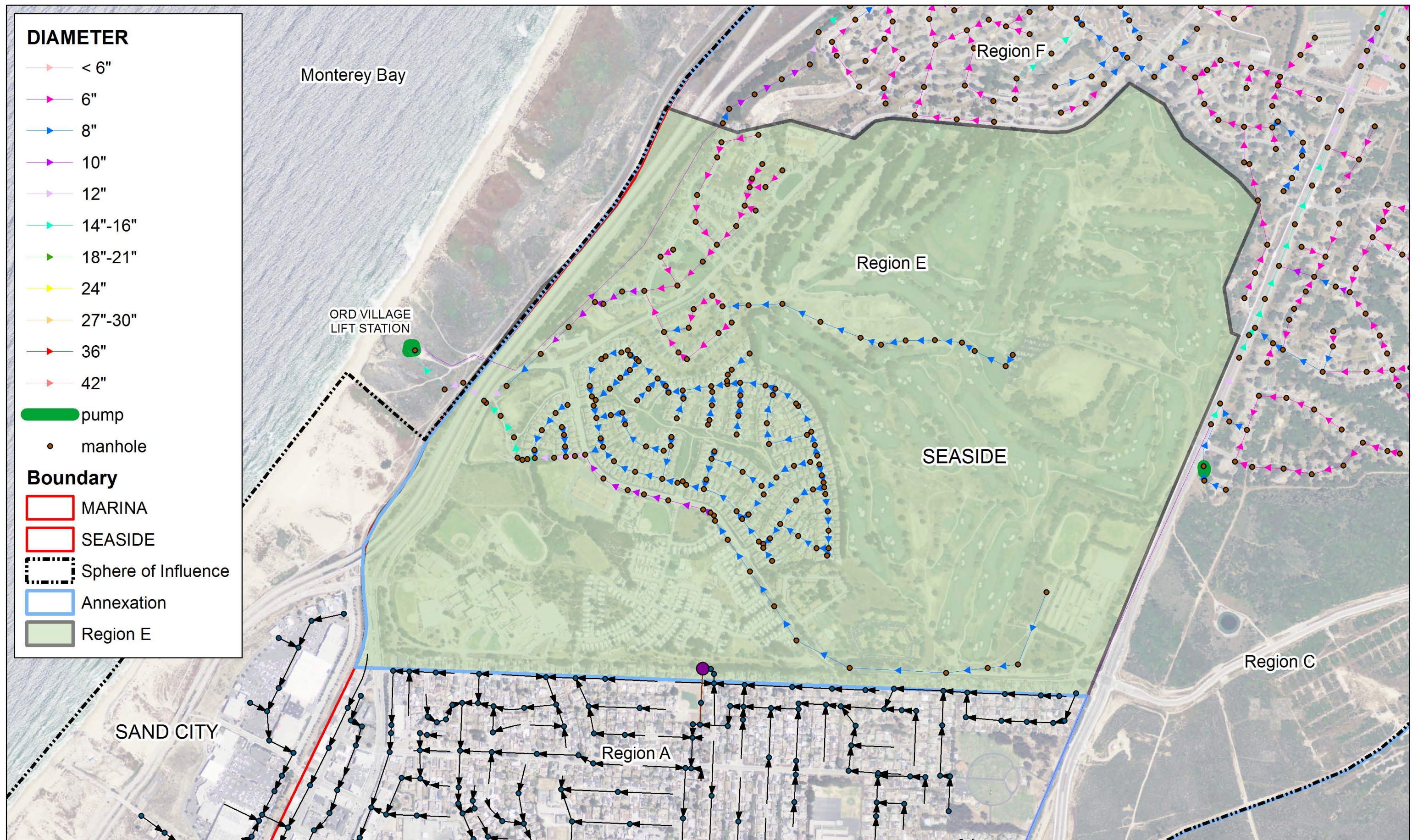


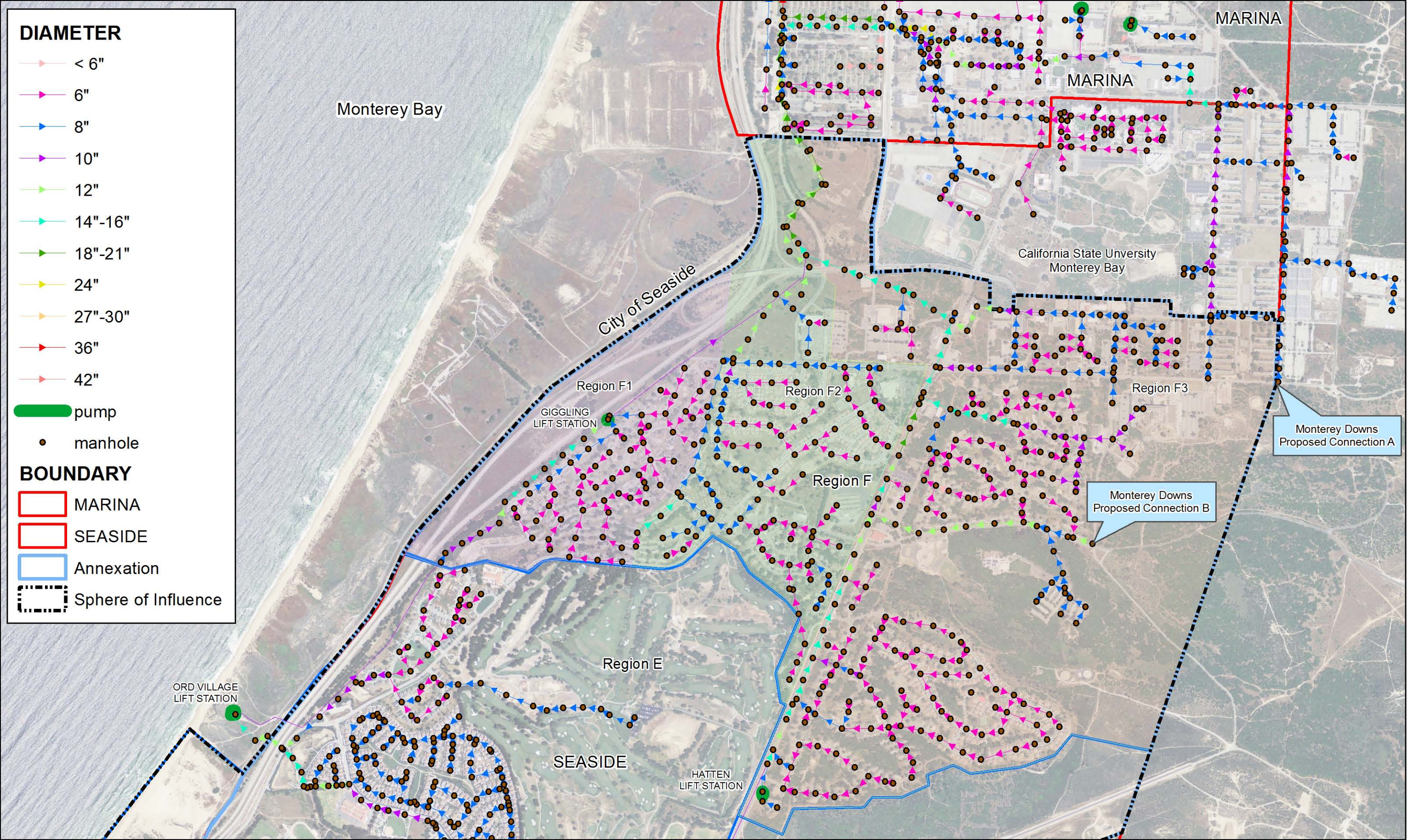
SEASIDE COUNTY SANITATION DISTRICT LAFCO APPLICATION

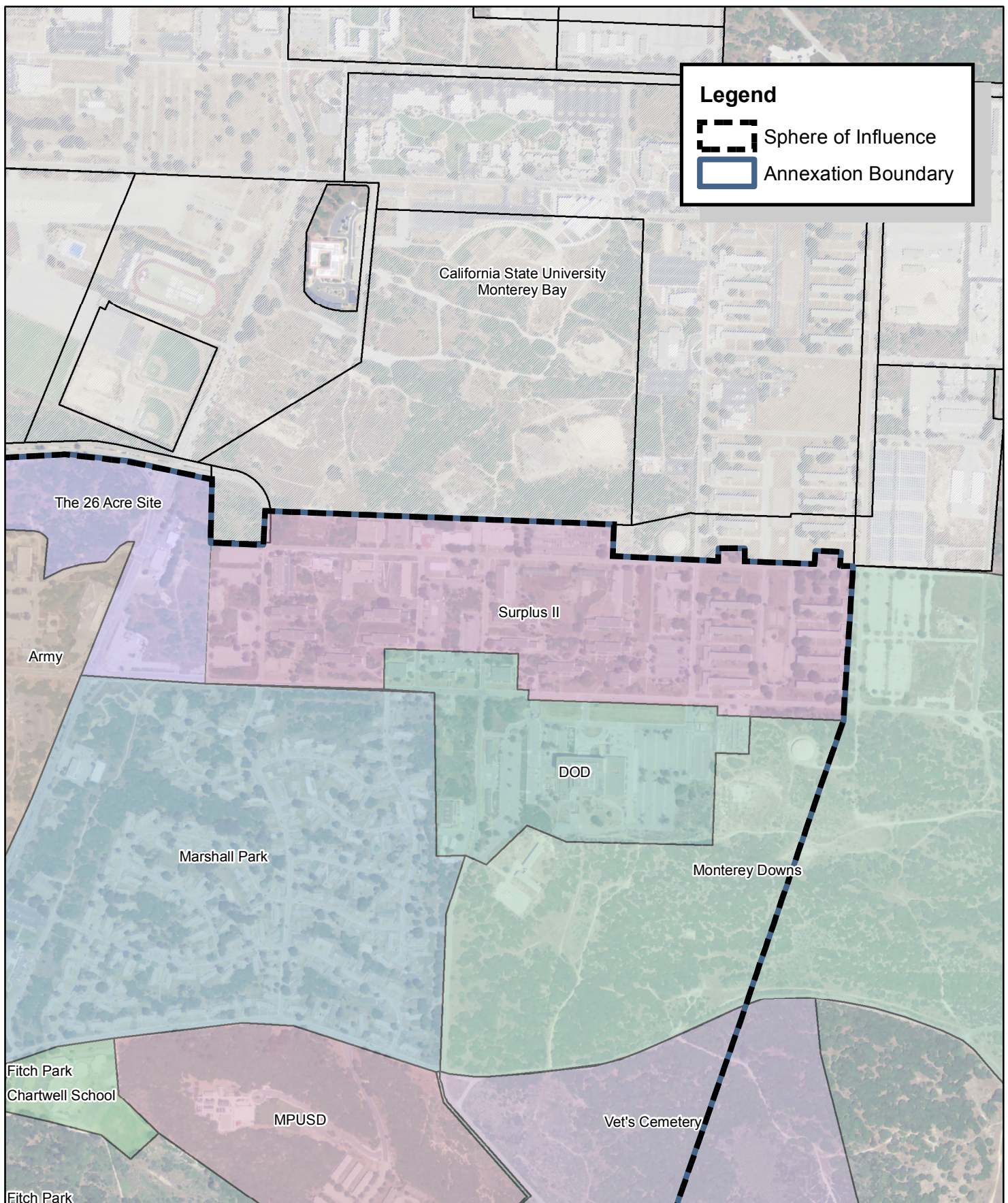
FIGURE 3: MCWD DEVELOPMENT AREAS

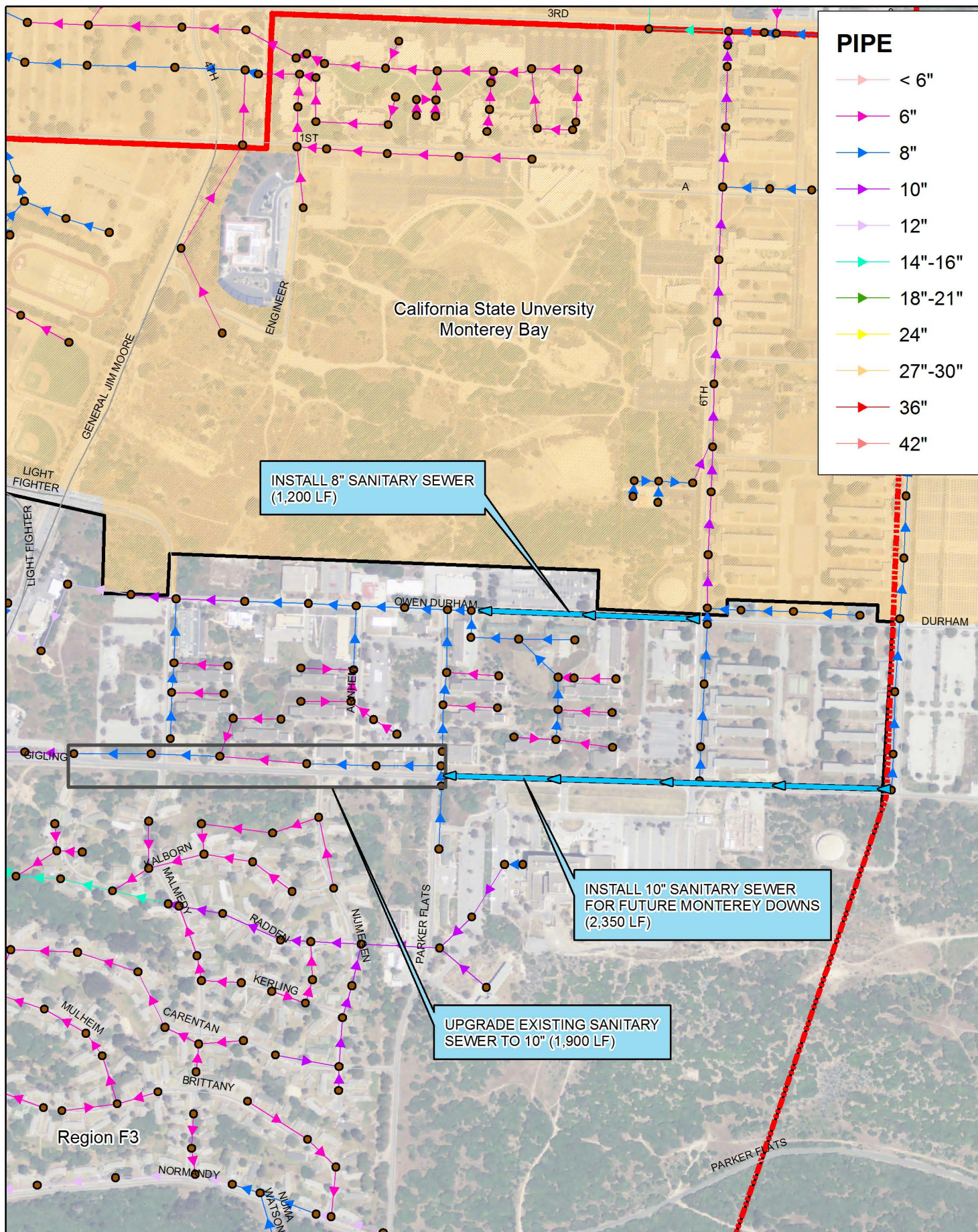
NOTES:
BASEMAP PROVIDED BY SCSD.
WALLACE GROUP DID NOT
PERFORM BOUNDARY SURVEY
SERVICES FOR THIS MAP. NOT
A LEGAL DOCUMENT. MAP
PRODUCED FEBRUARY 2014.

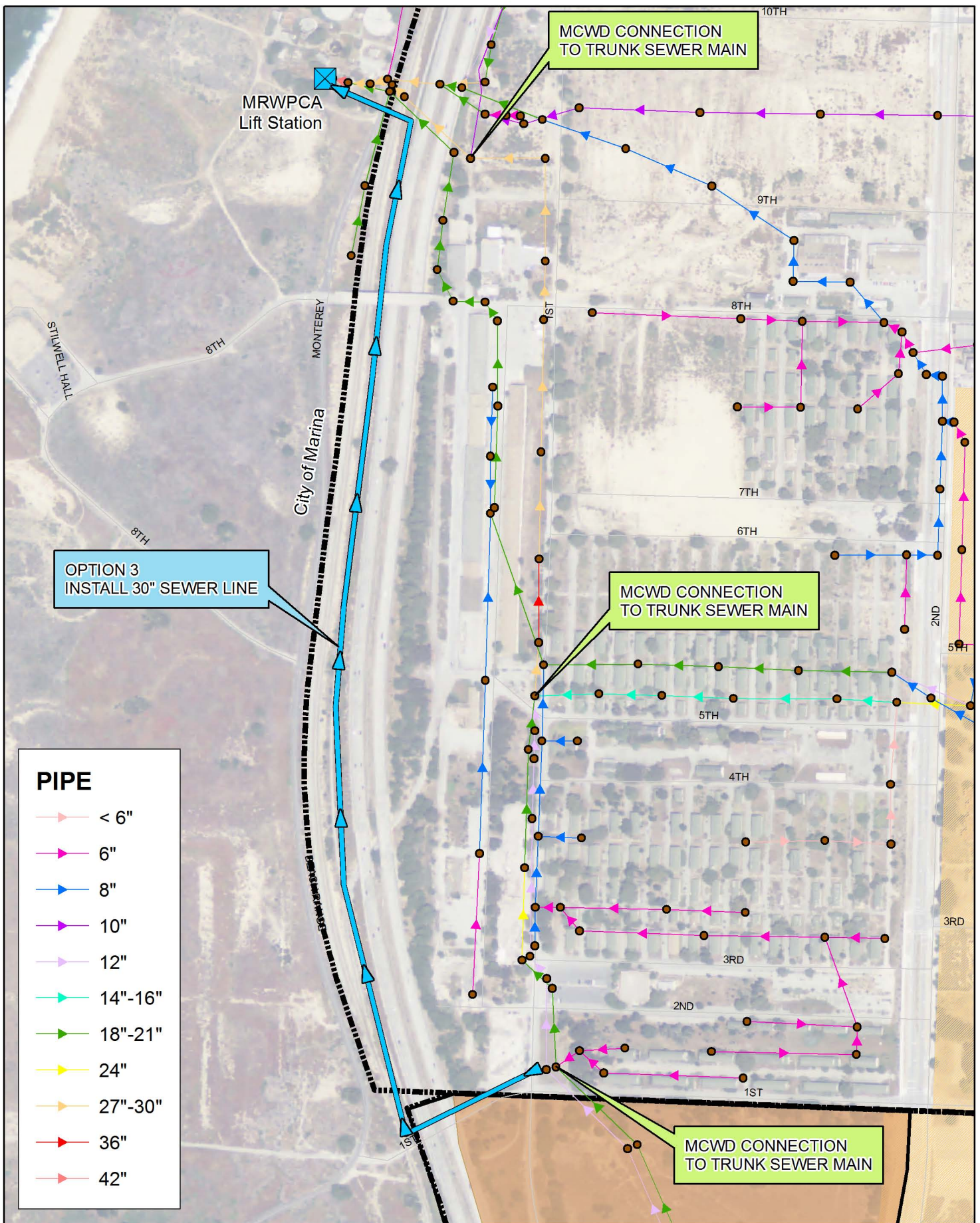












FINAL DRAFT

Attachment: Excerpt from Appendix F of the 2005 MCWD Wastewater System Master Plan, prepared by RBF

CIP #: 1 -- Aleutian and Monterey Road Pipeline Replacement

Year Planned for Construction: 2005
 Capacity Scenario: 2005 PWWF

Reason for Project: Existing gravity sewer pipelines have insufficient capacity to accommodate new wastewater flows from Hayes Park and Seaside Resort developments. Wastewater flow from Hayes Park and Seaside Resort require the gravity sewer pipelines to flow at 70-100% of full capacity, beyond the allowable flow capacities outlined for this Master Plan.

Project Priority: 2 (Maximum Facility Capacity Exceeded)

Project Type: Pipeline Replacement Project

Engineering Opinion of Probable Cost:

Pipe ID	Location	Upstream Manhole	Downstream Manhole	Length Existing (ft)	Existing d/D	Pipeline Diameter		Unit Cost (\$/LF)	Facility Cost (\$)
						Existing (in)	Replacement (in)		
AA-16	Aleutian Road	AA-16	AA-8	240	1.00	6	8	\$ 36	\$ 8,600
AA-7	Parallel Monterey Road	AA-7	AA-6	200	0.69	8	10	\$ 41	\$ 8,200
AA-6	Parallel Monterey Road	AA-6	AA-5	210	0.81	8	10	\$ 41	\$ 8,600
AA-5	Parallel Monterey Road	AA-5	AA-4	80	0.70	8	10	\$ 41	\$ 3,300
AA-4	Parallel Monterey Road	AA-4	AA-3	340	1.00	8	10	\$ 41	\$ 13,900
AA-3	Parallel Monterey Road	AA-3	AA-2	370	1.00	8	10	\$ 41	\$ 15,200
TOTAL LENGTH				1440					
CONSTRUCTION COST									\$ 57,800
20% CONTINGENCY									\$ 11,600
25% MCWD Soft Costs ^[1]									\$ 14,500
TOTAL PROJECT									\$ 83,900

CIP #: 1 -- Aleutian and Monterey Road Pipeline Replacement

Year Planned for Construction: 2005
Capacity Scenario: 2005 PWWF

[1] Soft Costs = 10% of construction cost for Engineering Design, 10% of construction cost for construction management and inspection, 5% of construction cost for legal and administrative fees.

Project Solution: Replace approximately 1,440 LF of existing 6 and 8-inch diameter gravity sewer pipeline with appropriate 8 and 10-inch diameter gravity sewer pipeline to provide required capacities for wastewater flow. Pipeline segments AA-7 through AA-3 are continuous pipeline segments that should be constructed as one project. Pipeline segment AA-16 is within the general vicinity and therefore is included in this project. Pipeline segment AA-8 has sufficient hydraulic capacity, however, the pipeline is 6-inches in diameter and does not conform to existing District Standards.

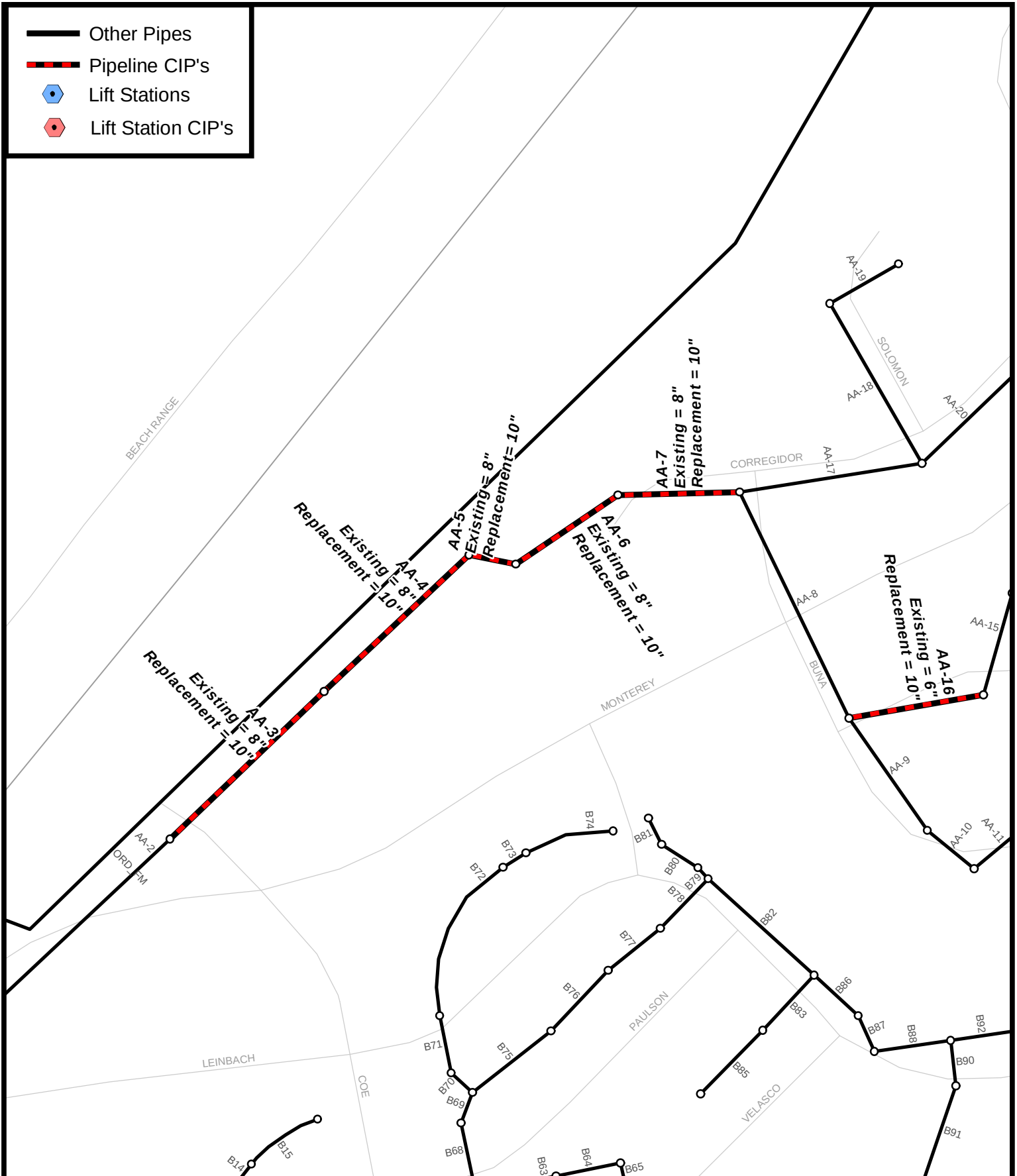
This CIP could be revised if the replacement of pipeline segment AA-8 with an 8-inch diameter pipeline was considered to be included in the project for pipeline diameter consistency within a continuous pipeline run. Pipeline AA-8 has not been included in this opinion of probable cost.

Upstream Flow Sources at Build-out: Hayes Park, Seaside Resort

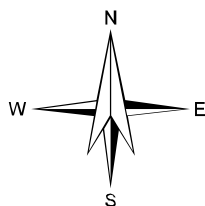
Upstream Lift Stations: None

Project Location Map: Attached on next page. Proposed CIP facilities are colored in red.

- Other Pipes
- Pipeline CIP's
- Lift Stations
- Lift Station CIP's



0 87.5 175 350 525 Feet



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MARINA COAST WATER DISTRICT ORD COMMUNITY WASTEWATER MASTER PLAN

CIP 1: Aleutian & Monterey Road Pipeline Replacement Project

Packet Page 100

CIP #: 2 Okinawa Road Pipeline Replacement ProjectYear Planned for Construction: 2005
Capacity Scenario: 2005 PWWF

Reason for Project: Existing gravity sewer pipelines have insufficient capacity to accommodate new wastewater flows from Hayes Park and Seaside Resort. Wastewater flow from those developments require the gravity sewer pipelines to flow at 75-100% of full capacity, beyond the allowable flow capacities outlined for this Master Plan. Existing areas also contributing wastewater flow to these pipelines include Bostrom Park, Fitch Middle School, Sunbay apartment, and Seaside Highlands.

Project Priority: 2 (Maximum Facility Capacity Exceeded)

Project Type: Pipeline Replacement Project

Engineering Opinion of Probable Cost:

Pipe ID	Location	Upstream Manhole	Downstream Manhole	Length Existing (ft)	Existing d/D	Pipeline Diameter		Unit Cost (\$/LF)	Facility Cost (\$)
						Existing (in)	Replacement (in)		
C2	Parallel Hwy One and Okinawa Road	C2	C3	274	.75	8	10	\$ 41	\$ 11,300
C6	Parallel Hwy One and Okinawa Road	C6	C7	386	1.00	12	15	\$ 62	\$ 23,900
C7	Parallel Hwy One and Okinawa Road	C7	C8	342	1.00	12	15	\$ 62	\$ 21,200
C8	Parallel Hwy One and Okinawa Road	C8	C9	323	1.00	12	15	\$ 62	\$ 20,000
C9	Parallel Hwy One and Okinawa Road	C9	C10	377	1.00	12	15	\$ 62	\$ 23,400
TOTAL LENGTH				1703					
CONSTRUCTION COST									\$ 99,800
20% CONTINGENCY									\$ 20,000
25% MCWD Soft Costs ^[1]									\$ 25,000
TOTAL PROJECT									\$ 144,800
[1] Soft Costs = 10% of construction cost for Engineering Design, 10% of construction cost for construction management and inspection, 5% of construction cost for legal and administrative fees.									

CIP #: 2 Okinawa Road Pipeline Replacement Project

Year Planned for Construction: 2005
Capacity Scenario: 2005 PWWF

Project Description:

Replace existing 8 and 12 -inch diameter gravity sewer pipelines with appropriate 10 and 15-inch diameter gravity sewer pipeline to provide required capacities for wastewater flow. Pipeline segments C6 through C9 are connecting pipeline segments that should be constructed as one project. Pipeline segment C2 is within the geographic vicinity and should be included in the project.

Pipeline segments C3 through C5, and pipeline segment C10 have sufficient hydraulic capacity to accommodate build-out flows, however, those pipeline segments may be considered for replacement for continuity of pipeline diameter within the pipeline run. Pipeline segments C3 through C5 and pipeline segment C10 are not included in this opinion of probable cost.

Upstream Flow Sources at Build-out: Hayes Park, Bostrom Park, Seaside Resort, Fitch Middle School, Sunbay Apartments, Seaside Highlands

Upstream Lift Stations: Ord Village

Project Location Map: Attached on next page. Proposed CIP facilities are colored in red.

- Other Pipes
- Pipeline CIP's
- Lift Stations
- Lift Station CIP's

BEACH RANGE

J845-GIGGLING

GIGGLING
Existing = 623
Improvements = 10

C10

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CIP # 3: California Street Pipeline Replacement Project

Year Planned for Construction: 2005
 Capacity Scenario: 2005 PWWF

Reason for Project: Existing gravity sewer pipeline has insufficient capacity to accommodate new wastewater flows from Seaside Affordable Surplus Housing II and Navy Housing developments. Wastewater flow from those developments require the gravity sewer pipelines to flow at 71% of full capacity, beyond the allowable flow capacities outlined for this Master Plan.

Project Priority: 3 (District guidelines regarding maximum allowable design parameters exceeded)

Project Type: Pipeline Replacement Project

Engineering Opinion of Probable Cost:

Pipe ID	Location	Upstream Manhole	Downstream Manhole	Length Existing (ft)	Existing d/D	Pipeline Diameter		Unit Cost (\$/LF)	Facility Cost (\$)
						Existing (in)	Replacement (in)		
D701	California St. and Giggling Road	D701	D700	63	.71	8	10	\$ 41	\$ 2,600
TOTAL LENGTH				63					
CONSTRUCTION COST									\$ 2,600
20% CONTINGENCY									\$ 500
25% MCWD Soft Costs ^[1]									\$ 700
TOTAL PROJECT									\$ 3,800
[1] Soft Costs = 10% of construction cost for Engineering Design, 10% of construction cost for construction management and inspection, 5% of construction cost for legal and administrative fees.									

Project Description:

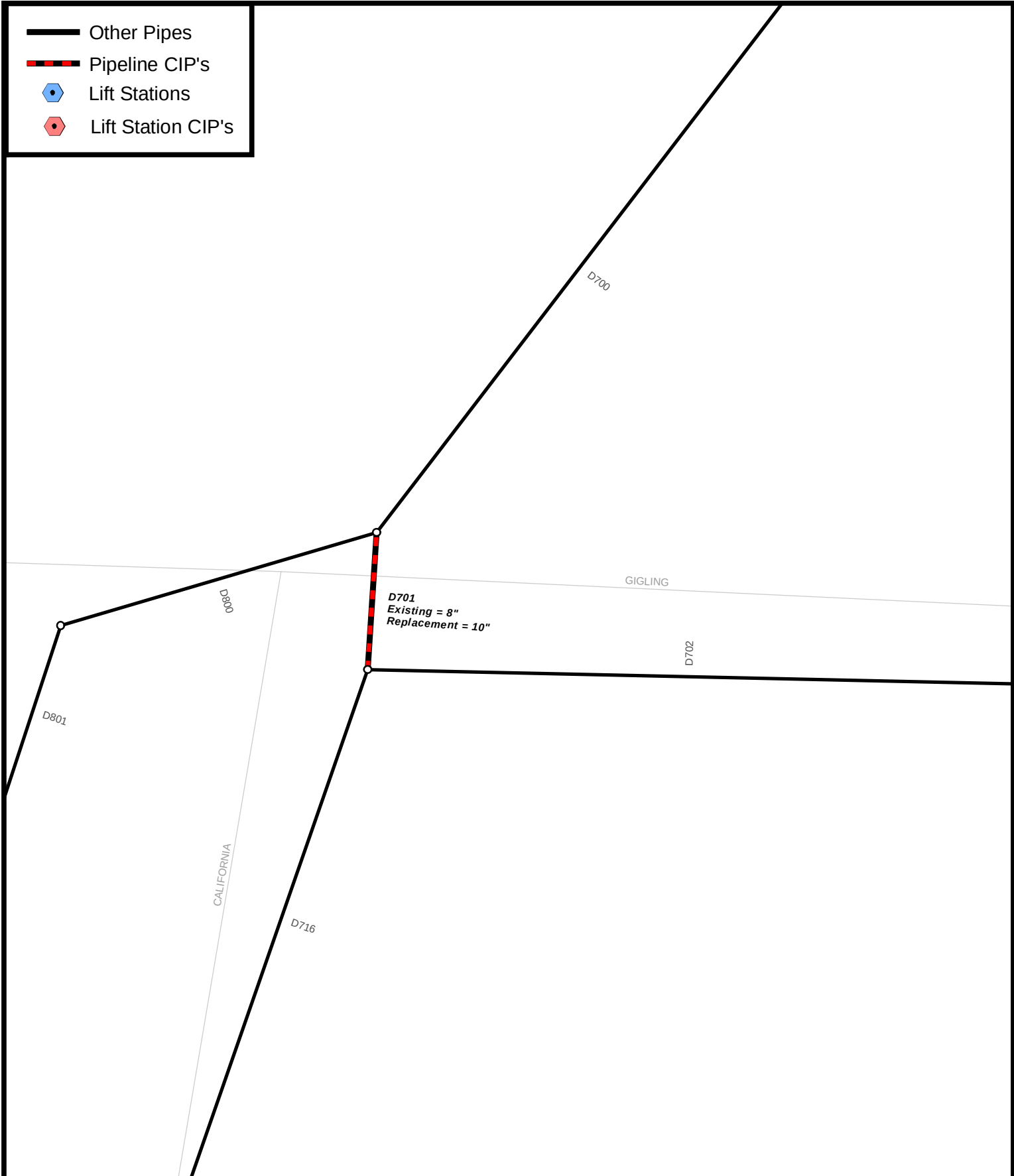
Replace existing 8 -inch diameter gravity sewer pipeline with appropriate 10-inch diameter gravity sewer pipeline to provide required capacities for wastewater flow.

Upstream Flow Sources at Build-out: Seaside Affordable Surplus Housing II, Navy Housing

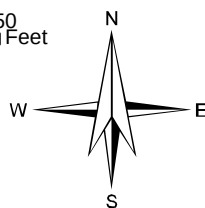
Upstream Lift Stations: None

Project Location Map: Attached on next page. Proposed CIP facilities are colored in red.

- Other Pipes
- Pipeline CIP's
- Lift Stations
- Lift Station CIP's



0 25 50 100 150 Feet



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**MARINA COAST WATER DISTRICT
ORD COMMUNITY
WASTEWATER MASTER PLAN**

**CIP 3: California Street
Pipeline Replacement Project**

CIP #: 10 – Ord Village Pipeline Replacement ProjectYear Planned for Construction: 2005Capacity Scenario: 2005 PWWF

Reason for Project: Existing gravity sewer pipelines have insufficient capacity to accommodate new wastewater flows Hayes Park, Seaside Resort and Hayes Elementary School developments. Wastewater flow from those developments require the gravity sewer pipelines to flow at 67 - 100% of full capacity, beyond the allowable flow capacities outlined for this Master Plan. Existing areas also contributing wastewater flow to these pipelines include Bostrom Park, Fitch Middle School, Sunbay apartment, and Seaside Highlands.

Project Priority: 2 (Maximum facility capacity exceeded)

Project Type: Pipeline Replacement Project

Engineering Opinion of Probable Cost:

Pipe ID	Location	Upstream Manhole	Downstream Manhole	Length Existing (ft)	Existing d/D	Pipeline Diameter		Unit Cost (\$/LF)	Facility Cost (\$)
						Existing (in)	Replacement (in)		
B901	Parallel Highway One	B901	ORD_WW	501	.80	12	15	\$ 62	\$ 31,000
TOTAL LENGTH				501					
CONSTRUCTION COST									\$ 31,000
20% CONTINGENCY									\$ 6,200
25% MCWD Soft Costs ^[1]									\$ 7,800
TOTAL PROJECT									\$ 45,000
[1] Soft Costs = 10% of construction cost for Engineering Design, 10% of construction cost for construction management and inspection, 5% of construction cost for legal and administrative fees.									

Project Description:

Replace existing 12 -inch diameter gravity sewer pipeline with appropriate 15 -inch diameter gravity sewer pipeline to provide required capacities for wastewater flow.

CIP #: 10 – Ord Village Pipeline Replacement Project

Year Planned for Construction: 2005

Capacity Scenario: 2005 PWWF

The District should also consider the following additional mitigation options to achieve sufficient capacity to the Ord Village Lift Station:

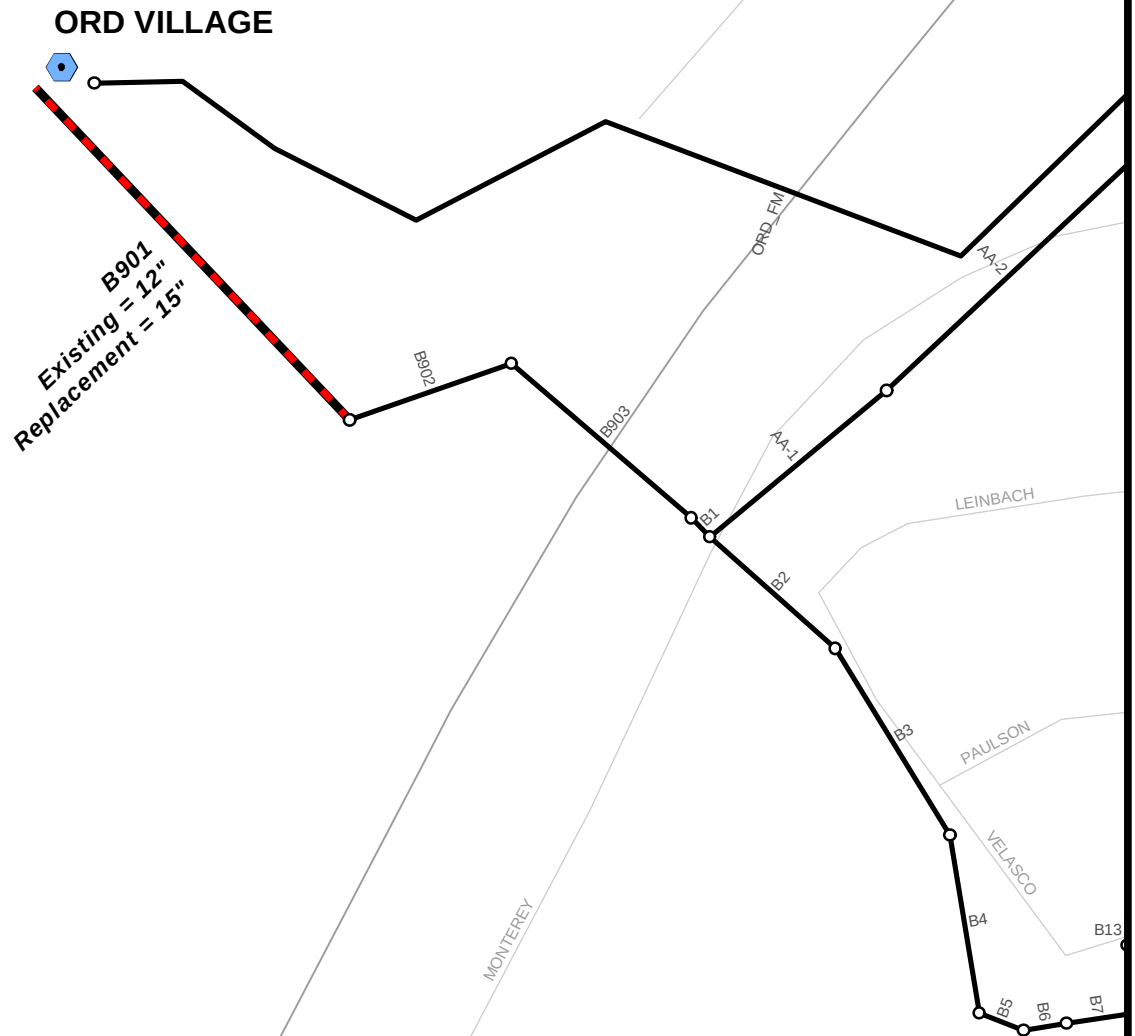
- Connect the Ord Village Lift Station directly to the MRWPCA interceptor and convert the existing force main that crosses the highway into a second gravity feed line, enabling increased flows from the east side of the highway to the west side.
- Build a second lift station on the east side of the highway that would take the flows that are above the capacity to the Ord Village Lift Station and pump those excess flows to a new force main toward the Giggling Lift Station.
- Build a second lift station on the east side of the Highway that would entirely replace the Ord Village Lift Station and pump the flow to Giggling Lift Station.
- Bore a second gravity pipeline to the Ord Village Lift Station to parallel the existing gravity pipeline.

Upstream Flow Sources at Build-out: Seaside Highlands, Hayes Park, Seaside Resort, Fitch Middle School, Hayes Elementary School, Bostrom Park, Sunbay Apartments

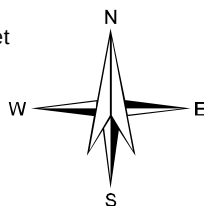
Upstream Lift Stations: None

Project Location Map: Attached on next page. Proposed CIP facilities are colored in red.

- Other Pipes
- Pipeline CIP's
- Lift Stations
- Lift Station CIP's



0 85 170 340 510 Feet



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**MARINA COAST WATER DISTRICT
ORD COMMUNITY
WASTEWATER MASTER PLAN**

**CIP 10: Ord Village
Pipeline Replacement Project**

Packet Page 108

CIP #: 13 – Mulheim Road Pipeline Replacement Project

Year Planned for Construction: 2005
 Capacity Scenario: 2005,ADWF;2005 PWWF

Reason for Project: Existing gravity sewer pipelines have insufficient capacity to accommodate new wastewater flows from Marshall Park developments. Wastewater flow from those developments require the gravity sewer pipelines to flow at 67 - 100% of full capacity, beyond the allowable flow capacities outlined for this Master Plan.

Project Priority: 2 (Maximum facility capacity exceeded)

Project Type: Pipeline Replacement Project

Engineering Opinion of Probable Cost:

Pipe ID	Location	Upstream Manhole	Downstream Manhole	Length Existing (ft)	Existing d/D	Pipeline Diameter		Unit Cost (\$/LF)	Facility Cost (\$)
						Existing (in)	Replacement (in)		
F548	Mulheim Road	F548	F547	250	1.00	6	8	\$ 36	\$9,000
F547	Mulheim Road	F547	F545	283	0.25	6	8	\$ 36	\$ 10,200
TOTAL LENGTH				533					
CONSTRUCTION COST									\$ 19,200
20% CONTINGENCY									\$3,800
25% MCWD Soft Costs ^[1]									\$4,800
TOTAL PROJECT									\$ 27,800
[1] Soft Costs = 10% of construction cost for Engineering Design, 10% of construction cost for construction management and inspection, 5% of construction cost for legal and administrative fees.									

Project Description:

Replace existing 6-inch diameter gravity sewer pipeline with 8-inch diameter pipeline to achieve the required flow capacity at minimum District slope criteria. As described in Section 8.5, existing pipeline slopes should be field verified before beginning detailed design and construction.

Upstream Flow Sources at Build-out: Marshall Park

CIP #: 13 – Mulheim Road Pipeline Replacement Project

Year Planned for Construction: 2005
Capacity Scenario: 2005,ADWF;2005 PWWF

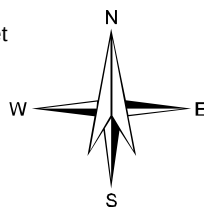
Upstream Lift Stations: None

Project Location Map: Attached on next page. Proposed CIP facilities are colored in red.

- Other Pipes
- Pipeline CIP's
- Lift Stations
- Lift Station CIP's



0 105 210 420 630 Feet



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MARINA COAST WATER DISTRICT ORD COMMUNITY WASTEWATER MASTER PLAN

**CIP 13: Mulheim Road Pipeline
Replacement Project**
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CIP #: 16– Ardennes Circle Pipeline Replacement Project

Year Planned for Construction: 2005
 Capacity Scenario: 2005 ADWF; 2005 PWWF

Reason for Project: Existing gravity sewer pipelines have insufficient capacity to accommodate new wastewater flows from Fitch Park developments. Wastewater flow from Fitch Park require the gravity sewer pipelines to flow at 70-100% of full capacity, beyond the allowable flow capacities outlined for this Master Plan.

Project Priority: 3 (District guidelines regarding maximum allowable design parameter exceeded)

Project Type: Pipeline Replacement Project

Engineering Opinion of Probable Cost:

Pipe ID	Location	Upstream Manhole	Downstream Manhole	Length Existing (ft)	d/D	Pipeline Diameter		Unit Cost (\$/LF)	Facility Cost (\$)
						Existing (in)	Replacement (in)		
E613	Ardennes Circle	E613	E612	426	0.67	6	8	\$ 36	\$ 15,300
TOTAL LENGTH				426					
CONSTRUCTION COST									\$ 15,300
20% CONTINGENCY									\$ 3,100
25% MCWD Soft Costs ^[1]									\$ 3,800
TOTAL PROJECT									\$ 22,200
[1] Soft Costs = 10% of construction cost for Engineering Design, 10% of construction cost for construction management and inspection, 5% of construction cost for legal and administrative fees.									

Project Description:

Replace existing 6 -inch diameter gravity sewer pipeline with appropriate 8-inch diameter gravity sewer pipeline to provide required capacities for wastewater flow.

Upstream Flow Sources at Build-out: Fitch Park

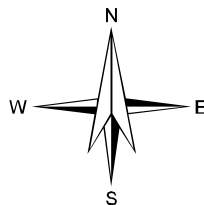
Upstream Lift Stations: None

Project Location Map: Attached on next page. Proposed CIP facilities are colored in red.

- Other Pipes
- Pipeline CIP's
- Lift Stations
- Lift Station CIP's

E613
Existing = 6"
Replacement = 8"

0 50 100 200 300 Feet



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MARINA COAST WATER DISTRICT ORD COMMUNITY WASTEWATER MASTER PLAN

CIP 16: Ardennes Ci. Pipeline Replacement Project

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CIP #: 17 –Metz Road Pipeline Replacement Project

Year Planned for Construction: 2005
Capacity Scenario: 2005 ADWF; 2005 PWWF

Reason for Project: Existing gravity sewer pipelines have insufficient capacity to accommodate new wastewater flows from Fitch Park developments. Wastewater flow from Fitch Park require the gravity sewer pipelines to flow at 100% of full capacity, beyond the allowable flow capacities outlined for this Master Plan.

Project Priority: 2 (Maximum facility capacity exceeded)

Project Type: Pipeline Replacement Project

Engineering Opinion of Probable Cost:

Pipe ID	Location	Upstream Manhole	Downstream Manhole	Length Existing (ft)	d/D	Pipeline Diameter		Unit Cost (\$/LF)	Facility Cost (\$)
						Existing (in)	Replacement (in)		
E633	Ardennes Circle and General Moore Road	E633	E607	348	1.00	6	8	\$ 36	\$ 12,500
E641	Metz Road	E641	E640	143	1.00	6	10	\$ 41	\$ 5,900
E640	Metz Road	E640	E633	224	1.00	6	8	\$ 36	\$ 8,100
TOTAL LENGTH				715					
CONSTRUCTION COST								\$	26,500
20% CONTINGENCY								\$	5,300
25% MCWD Soft Costs ^[1]								\$	6,600
TOTAL PROJECT								\$	38,400
[1] Soft Costs = 10% of construction cost for Engineering Design, 10% of construction cost for construction management and inspection, 5% of construction cost for legal and administrative fees.									

Project Description:

Replace approximately 715 LF of existing 6-inch diameter gravity sewer pipeline with appropriate 8 and 10-inch diameter gravity sewer pipeline to provide required capacities for wastewater flow. Pipeline segments are connecting pipeline segments that should be constructed as one project.

Upstream Flow Sources at Build-out: Fitch Park

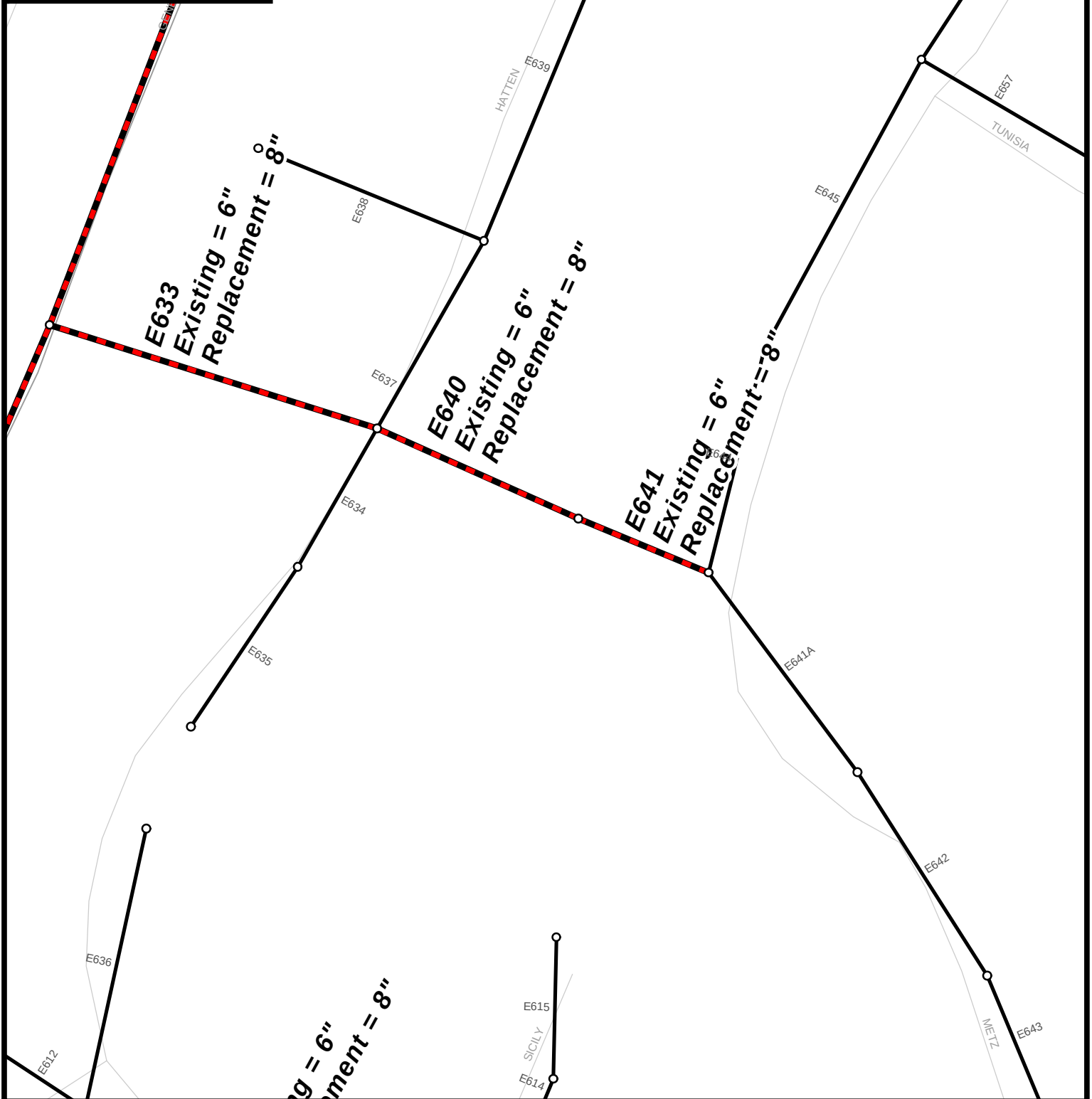
Upstream Lift Stations: None

CIP #: 17 –Metz Road Pipeline Replacement Project

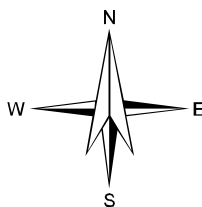
Year Planned for Construction: 2005
Capacity Scenario: 2005 ADWF; 2005 PWWF

Project Location Map: Attached on next page. Proposed CIP facilities are colored in red.

- Other Pipes
- Pipeline CIP's
- Lift Stations
- Lift Station CIP's



0 55 110 220 330 Feet



MARINA COAST WATER DISTRICT ORD COMMUNITY WASTEWATER MASTER PLAN

CIP 17: Metz Rd. Pipeline
Replacement Project
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CIP #23 – Giggling Lift Station and Force Main ImprovementsYear Planned for Construction: 2005Capacity Scenario: 2005 PWWF

Reason for Project: Existing lift station and force main have insufficient capacity to accommodate new wastewater flows from Hayes Housing, Seaside Resort, Hayes Elementary, and Lower Stillwell Park. Wastewater flow from those developments require the lift station to pump 1040 gpm, beyond the allowable flow capacity of the existing lift station. Force main flows at velocities exceeding allowable limits. Existing areas also contributing wastewater flow to this lift station include Seaside Highlands, Fitch Middle School, Sunbay Apartment, and Bostrom Park.

Project Priority: Lift Station -- 2 (Maximum facility capacity exceeded); Force Main – 3 (District guidelines regarding maximum allowable design parameter exceeded)

Project Type: Lift Station and Force Main Upgrade Project

Engineering Opinion of Probable Cost:

Lift Station ID	Capacity		Facility Cost
	Existing (gpm)	Year 2020 (gpm)	
GIGGLING_LS	623.0	1042.5	\$ 902,000
CONSTRUCTION COST			\$ 902,000
20 % CONTINGENCY			\$ 180,400
25% MCWD Soft Costs ^[1]			\$ 226,000
TOTAL LIFT STATION PROJECT COST			\$ 1,308,400
[1] Soft Costs = 10% of construction cost for Engineering Design, 10% of construction cost for construction management and inspection, 5% of construction cost for legal and administrative fees.			

CIP #23 – Giggling Lift Station and Force Main ImprovementsYear Planned for Construction: 2005Capacity Scenario: 2005 PWWF

Force Main ID	Length (ft)	Capacity Scenario	Pipe Diameter		Unit Cost (\$/LF)	Facility Cost (\$)
			Existing (in)	Replacement (in)		
GIGGLING_FM	3,728	2005 PWWF	8	10	\$ 30.00	\$ 112,000
CONSTRUCTION COST						\$ 112,000
20 % CONTINGENCY						\$ 22,000
25% MCWD Soft Costs ^[1]						\$ 28,000
TOTAL FORCE MAIN PROJECT COST						\$ 162,000
[1] Soft Costs = 10% of construction cost for Engineering Design, 10% of construction cost for construction management and inspection, 5% of construction cost for legal and administrative fees.						

Project Description:

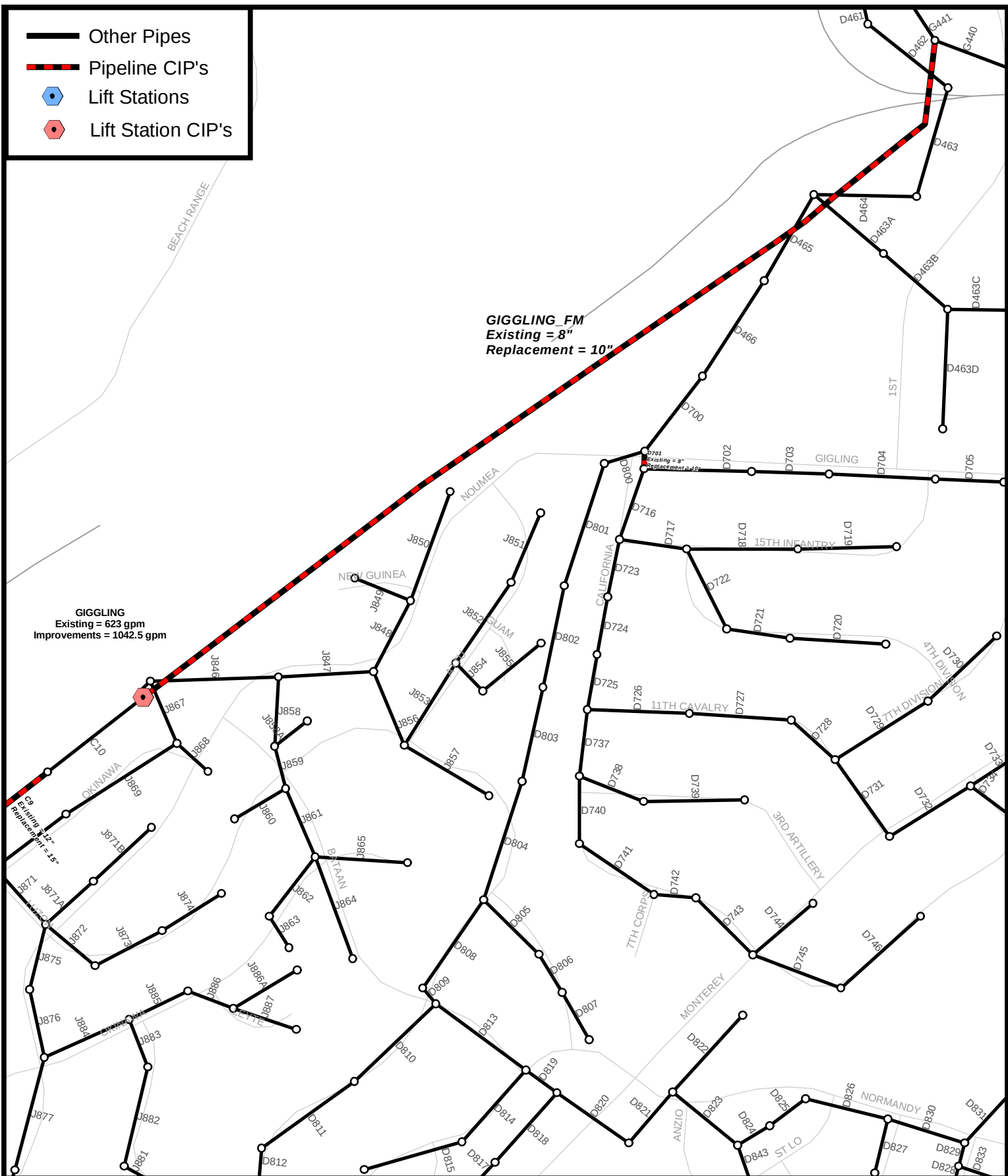
Lift station requires additional pumping capacity. Project includes 2 pumps, appurtenances, and wet well. The force main required additional flow capacity. Replace the existing 8-inch diameter force main with approximately 3,728 LF of new 10-inch force main.

Upstream Flow Sources at Build-out: Seaside Highlands, Hayes Housing, Seaside Resort, Fitch Middle School, Sunbay Apartments; Bostrom Park, Hayes Elementary, Lower Stillwell Park

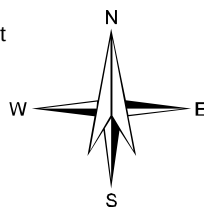
Upstream Lift Stations: Ord Village Lift Station

Project Location Map: Attached on next page. Proposed CIP facilities are colored in red.

- Other Pipes
- Pipeline CIP's
- Lift Stations
- Lift Station CIP's



0 180 360 720 1,080 Feet



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MARINA COAST WATER DISTRICT ORD COMMUNITY WASTEWATER MASTER PLAN

CIP 23: Gigging Lift Station &
Force Main Improvements
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CIP #:26 – Miscellaneous Lift Station ImprovementsYear Planned for Construction: 2005

25% MCWD Soft Costs ^[1]	\$ 250,750
TOTAL LIFT STATION IMPROVEMENT COST	\$ 1,454,350
[1] Soft Costs = 10% of construction cost for Engineering Design, 10% of construction cost for construction management and inspection, 5% of construction cost for legal and administrative fees.	

Project Description:

Improvements to each lift station are further described in Section 9 of this report.

The following lift stations are also considered for capital improvements due to capacity issues:

- Hodges
- Imijin
- Jefferson
- Neeson
- Giggling
- East Garrison
- Schoonover

Projects described in CIP #20-25, should be completed in concert with those improvements described within Section 9.

Project Location Map: Attached on next page. Proposed CIP facilities are colored in red.

OUTREACH PROGRAM

SEASIDE COUNTY SANITATION DISTRICT LAFCO APPLICATION FOR SPHERE OF INFLUENCE AND SERVICE AREA ANNEXATION

As part of the Seaside County Sanitation District's proposed Sphere of Influence amendment and service area annexation, the District is conducting a series of outreach efforts to provide information on the proposed amendment and annexation, and to solicit input from stakeholders and the public.

Outreach Events

The schedule for outreach events is attached. Additional detail on the outreach events follows this summary. The outreach efforts will include:

1. Meetings between SCSD and MCWD. Several meetings have occurred, and additional meetings will be scheduled at future dates. SCSD has been represented by Board Chair Rubio and General Manager Dunn. MCWD has created an ad hoc committee comprised of two MCWD Board members – President Moore and Member Le.
2. Meetings between SCSD and LAFCO. Several meetings have occurred, and additional meetings will be scheduled as the application process proceeds.
3. A stakeholder meeting, inviting representatives from various organizations within and adjacent to the territory proposed for annexation to discuss the merits of the proposal and to receive input from the stakeholders. A list of stakeholders identified to date is attached.
4. Presentations to the three member agencies' City Councils (City of Seaside, City of Del Rey Oaks, and City of Sand City) to present the proposal and to receive input from the City Council and public.
5. Two meetings at the Fort Ord Reuse Authority (Administrative Committee and subsequent Board) to present the proposal to all of the member agencies and the general public, and answer questions and receive input from the member agencies and the public.

Outreach Presentation Outline

Brief History of SCSD and Territory Proposed for Inclusion

Proposal Overview

Proposal Objectives

Detailed Proposal Description

Next Steps

Questions and Answers

Outreach Presentation Materials

Power Point presentation

Information handout including selected maps

SCSD Meetings with MCWD

Actual dates and venues to be determined. SCSD District Manager and Board Chair to continue meetings with MCWD ad hoc committee.

SCSD Meetings with LAFCO

Actual dates and venues to be determined. SCSD Board members, staff, and/or consultants to continue meetings with LAFCO.

Stakeholder Meeting

Tentative Dates: Week of June 16 or week of June 23, 2014. A poll will be sent to invited attendees to ascertain the best date.

Venue: Oldemeyer Center Meeting Room

Presenting: Rick Riedl, Richard James, Kari Wagner

Invited Attendees: See attached Stakeholder list. Up to one SCSD Board Member may attend.

Focus: Present proposal to stakeholders and solicit input. Identify stakeholder concerns.

Notice: Direct invitation (advance phone call, email availability survey, email notice)

Seaside City Council Presentation

Tentative Dates: (Thursdays at 7 pm) June 19, 2014; July 17, 2014

Approximate Agenda Deadlines: June 4, 2014; July 2, 2014

Venue: Seaside City Hall

Presenting: Diana Ingersoll, Rick Riedl, Richard James

Attendees: City Council and general public

Focus: Informational presentation to member jurisdiction and public. Solicit input from City Council and public.

Notice: City standard agenda notice

Del Rey Oaks City Council Presentation

Tentative Dates: (Tuesdays at 6 pm) June 24, 2014; July 22, 2014

Approximate Agenda Deadlines: June 9, 2014; July 7, 2014

Venue: Del Rey Oaks City Hall

Presenting: Diana Ingersoll, Rick Riedl, Richard James

Attendees: City Council and general public

Focus: Informational presentation to member jurisdiction and public. Solicit input from City Council and public.

Notice: City standard agenda notice

Sand City Council Presentation

Tentative Dates: (Tuesdays at 7 pm) June 17, 2014; July 15, 2014

Approximate Agenda Deadlines: June 2, 2014; June 30, 2014

Venue: Sand City Hall

Presenting: Diana Ingersoll, Rick Riedl, Richard James

Attendees: City Council and general public

Focus: Informational presentation to member jurisdiction and public. Solicit input from City Council and public.

Notice: City standard agenda notice

FORA Administrative Committee

(possible joint with Water/Wastewater Oversight Committee)

Tentative Dates: (Wednesdays at 8:15 am) July 30, 2014; September 3, 2014

Venue: FORA Conference Room

Presenting: Diana Ingersoll, Rick Riedl, Richard James

Attendees: FORA Administrative Committee Members, general public

Focus: Present project as preview to Board meeting, informational to administrative committee members that are not in attendance at the Board meeting, and (if joint with Water/Wastewater Oversight Committee), present project and solicit input from that committee.

Notice: standard FORA meeting notice

FORA Board Meeting

Tentative Dates: (Fridays at 2 pm) August 8, 2014; September 12, 2014

Venue: Carpenter's Hall

Presenting: Richard James, Rick Riedl/Diana Ingersoll and Kari Wagner

Attendees: FORA Board Members, general public

Focus: Informational presentation reaching the broader community.

Notice: standard FORA meeting notice

Attachments

1. Draft Schedule for Outreach Events
2. Draft SCSD LAFCO Stakeholders List

DRAFT



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 6.B.

TO: Seaside County Sanitation District

FROM: John Dunn, District Manager

BY:

DATE: December 8, 2015

**SUBJECT: MEMO FROM STAFF RE: MCWD BOARD MEETING NOTES
REGARDING LAFCO APPLICATION**

PURPOSE

RECOMMENDATION

BACKGROUND

FISCAL IMPACT

ATTACHMENTS

Reviewed for Submission By:

John Dunn, District Manager