



# Monterey Regional Water Pollution Control Agency

*"Dedicated to meeting the wastewater and reclamation needs of our member agencies, while protecting the environment."*

## Strategic Planning Workshop

May 5, 2011 – 8:00 am – 1:00 p.m.  
Casa Munras – Andalucia 2

Administration Office:

5 Harris Court, Bldg. D, Monterey, CA 93940-5756  
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Website: [www.mrwPCA.org](http://www.mrwPCA.org)

8:00 am	Continental Breakfast
8:30 am	<p><b>Welcome, Purpose of the Workshop, Public Comment and Introduction of the Facilitator and the Recorder</b></p> <p>Role of the Facilitator, Recorder, Group and the Public; Strategic Planning Elements; Agenda -- Marilyn Snider, Facilitator -- Snider and Associates</p> <p>Introductions of the Group</p> <p><b>MRWPCA:</b></p> <ul style="list-style-type: none"> <li>• Mission/Purpose Statement; Vision Statement; Core Values; Three-Year Goals (2008-2011)</li> <li>• What Are the Accomplishments of MRWPCA in the Past Three Years?</li> <li>• What Are MRWPCA's Current Internal Weaknesses/Challenges?</li> <li>• What Are the External Factors/Trends (e.g., economic, political, demo-graphic, technological, environmental) that Will/Might Have an Impact on the MRWPCA in the Next Three Years:             <ul style="list-style-type: none"> <li>• Positively (opportunities)?</li> <li>• Negatively (threats)?</li> </ul> </li> <li>• Identify Three-Year Goals (<u>what</u> MRWPCA needs to accomplish)             <ul style="list-style-type: none"> <li>• Brainstorm Goals</li> <li>• By Consensus, Select 4 or 5 Goals</li> </ul> </li> <li>• Identify One-Year Strategic Objectives (<u>how</u> the goals will be addressed – by when, who will be accountable, for what specific, measurable results) for Each of the Three-Year Goals</li> <li>• Next Steps/Follow-Up Process to Monitor Progress on the Goals and Objectives</li> </ul> <p>Summary of the Retreat</p> <p><b>Closing Remarks</b></p>
1:00 pm	Adjourn

There will be a mid-morning break. Please limit the use of cell phone and PDAs to the break.

Joint Powers Authority Member Entities:

Boronda County Sanitation District, Castroville Community Services Water District, County of Monterey, Del Rey Oaks, Fort Ord, Marina Coast Water District, Monterey, Moss Landing County Sanitation District, Pacific Grove, Salinas, Sand City, and Seaside.



# Monterey Regional Water Pollution Control Agency

**THREE-YEAR GOALS**

**(2008 – 2011)**

**AND**

**ONE-YEAR OBJECTIVES**

**(May 2009 – April 2010)**

## **MISSION STATEMENT**

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

## **VISION STATEMENT**

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

## **CORE VALUES**

*(not in priority order)*

The Monterey Regional Water Pollution Control Agency values:

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

## **THREE-YEAR GOALS**

*(2008-2011 · not in priority order)*

- *Be a leader in solving the water shortage problem in the area*
  - *Develop the use of recycled and replenishment water*
- *Develop and implement a biosolids and biogas management plan*
  - *Develop and begin implementation of a long-term CIP, including a funding program*
- *Achieve sufficient pump station and conveyance capacity to meet the needs of the Salinas area*

MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY

**ONE-YEAR STRATEGIC OBJECTIVES**

April 23, 2010 – April 15, 2011

**THREE-YEAR GOAL: *BE A LEADER IN SOLVING THE WATER SHORTAGE PROBLEM IN THE AREA***

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Monthly	General Manager, working with the Recycled Water Committee and the Board	Participate in the CPUC evaluation process of the Regional Water Program to support a regional water solution and report the results to the Board.	<b>X</b>			<ul style="list-style-type: none"> <li>CPUC issues approval of the project in December 2010</li> </ul>
2. Sept. 1, 2010 and monthly thereafter	Board Chair	Organize and schedule meetings of the Board Chairs/ Presidents (and/or designated delegate) and the General Managers of MRWPCA, MCWD, MCWRA and MPWMD to work on coordinating regional water issues.			MAY 2011	<ul style="list-style-type: none"> <li>Some preliminary discussions over the last several month</li> <li>Further discussions possible subsequently to CPUC affirmative project decision in December 2010 and finance plan development</li> </ul>
3. Oct. 1, 2010	Asst. General Manager	Prepare reports and materials to obtain a permit from RWQCB for outfall brine discharge for the Regional Desalinization Project.			MAY 30, 2011	<ul style="list-style-type: none"> <li>Started preliminary work after CPUC decision in December 2010 and preliminary project funding</li> <li>Coordinating application with MCWD staff/consultants</li> </ul>
4. Mar. 31, 2011	Asst. General Manager	Evaluate the disposal of dry-weather stormwater runoff into the wastewater system and present the results to the Board for direction.			MAY 31, 2011	<ul style="list-style-type: none"> <li>Scheduled to submit initial application by May 31, 2011</li> </ul>

**THREE-YEAR GOAL: *DEVELOP THE USE OF RECYCLED AND REPLENISHMENT WATER***

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Sept. 30, 2010	General Manager	Prepare and present to the Board for action an updated Public Outreach and Acceptance Plan for Recycled Water and Uses.			APRIL 2011	<ul style="list-style-type: none"> <li>TRG outlined preliminary scope to Recycled Water Committee in April</li> </ul>
2. Sept. 30, 2010	General Manager, working with engineering staff and with input from the Recycled Water Committee	Hold a RUWAP Value Engineering Workshop in collaboration with the Marina Coast Water District and report the results to the Board.			MAY 2011	<ul style="list-style-type: none"> <li>To be held after joint SCADA hydraulics meeting and general meeting on RUWAP</li> </ul>
3. Nov. 30, 2010	General Manager, in collaboration with CalAm, MCWD and FORA jurisdictions	Develop a plan to supply recycled water for the Monterey Peninsula.			JULY 2011	<ul style="list-style-type: none"> <li>Outline steps for plan as part of FY 2011/12 Budget</li> </ul>
4. Apr. 15, 2011	General Manager, working with a consultant	Contingent upon funding from WMD and the Seaside Water Master, develop and present to the Board for action a GWR Pilot Plan.			MAY 2011	<ul style="list-style-type: none"> <li>Possibility of some funding from the MPWMD</li> <li>Outline plan as part of FY 2011/12 Budget</li> </ul>
5. Apr. 15, 2011	General Manager, working with the Recycled Water Committee and the MCWD	Pursue federal and state funding for local recycled water projects and report results to the Board.		<b>X</b>		<ul style="list-style-type: none"> <li>On going</li> <li>Preliminary funding discussions in WDC during September 2010</li> </ul>

THREE-YEAR GOAL: **DEVELOP AND IMPLEMENT A BIOSOLIDS AND BIOGAS MANAGEMENT PLAN**

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Aug. 1, 2010	Asst. General Manager, working with Waste Management staff	Develop an RFQ for management and disposal of biosolids.			APRIL 2011	<ul style="list-style-type: none"> <li>• <b>DEFERRED</b> – recommend to focus instead on long-term biosolids disposal plan</li> </ul>
2. Feb. 1, 2011	Asst. General Manager	Develop an MOU between MRWPCA and MRWMD for working jointly on the long-term use of biogas.	SEPT 2010			<ul style="list-style-type: none"> <li>• Preliminary Draft MOU presented to BPC in August</li> <li>• Final MOU in September</li> </ul>
3. Mar. 1, 2011	Asst. General Manager	Present to the Board for action a long-term agreement with the Waste Management District on biosolids disposal.			April 2011	<ul style="list-style-type: none"> <li>• Coordinate with Objective 1</li> </ul>

**THREE-YEAR GOAL: *DEVELOP AND BEGIN IMPLEMENTATION OF A LONG-TERM CIP, INCLUDING A FUNDING PROGRAM***

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. May 31, 2010	Dep. General Manager, with input from the Budget/Personnel Committee	Present to the Board for action options for fees and/or debts to fund CIP and O&M, including the cost to the rate payer.	JUNE 2010			<ul style="list-style-type: none"> <li>• Interim 1-year CIP in Adopted Budget</li> <li>• Long-term CIP in FY 2011/12 Budget</li> </ul>
2. June 1, 2010	Asst. General Manager	Complete a 10-Year CIP Status Report, including the timeline for projects, and report to the Board.	FEB 2010			<ul style="list-style-type: none"> <li>• Board update – September 2010</li> <li>• Long-term CIP to Board in February 2011</li> <li>• Coordinate with Salinas Conveyance Project</li> <li>• Will integrate in FY 2011/12 Budget</li> </ul>
3. Sept. 1, 2010	Dep. General Manager, working with a consultant	Update the Capacity Fee Model that will determine the appropriate capacity fee charges, including the segregation of CIP money from General Fund money.			APR 2011	<ul style="list-style-type: none"> <li>• Consultant completed in December</li> <li>• Presented to Committee/Board in Feb 2011</li> <li>• Coordinate with CIP presentations and FY 2011/12 Budget</li> </ul>

**THREE-YEAR GOAL: *ACHIEVE SUFFICIENT PUMP STATION AND CONVEYANCE CAPACITY TO MEET THE NEEDS OF THE SALINAS AREA***

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Sept. 1, 2010	Lead Engineer	Provide recently collected flow monitoring data to the City of Salinas for inclusion in their Sanitary Sewer Collection System Master Plan.	SEPT 2010			<ul style="list-style-type: none"> <li>Initial information provided in August 2010 to City and consultants</li> </ul>
2. April 1, 2011	Asst. General Manager	Complete the conveyance alternatives analysis planning process and present results to the TAC (Technical Advisory Committee) and Board for action.			APR 2011	<ul style="list-style-type: none"> <li>Received comments from City of Salinas Re: Study Scope</li> <li>Coordination meeting with City staff on September 23</li> <li>Updated to TAC and BPC in January 2011</li> <li>Draft report completed January 2011</li> <li>Will update City of Salinas in late April 2011</li> <li>Integrate into FY 2011/12 Budget</li> </ul>
3. May 1, 2011	Asst. General Manager	Update the CIP to include conveyance alternatives.			APR 2011	<ul style="list-style-type: none"> <li>Received comments from City of Salinas on Draft</li> <li>See above</li> <li>Integrated into proposed budget</li> </ul>