

**MINUTES OF THE ENGINEERING AND OPERATIONS COMMITTEE MEETING
OF THE RAINBOW MUNICIPAL WATER DISTRICT
MAY 1, 2024**

1. **CALL TO ORDER** – The Engineering and Operations Committee Meeting of the Rainbow Municipal Water District on May 1, 2024, was called to order by Chairperson Nelson at 3:30 p.m. in the Board Room of the District, 3707 Old Highway 395, Fallbrook, CA 92028. Chairperson Nelson, presiding.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:**

Present: Member Marnett, Member McKesson, Member Nelson, Member Dale

Also Present: General Manager Wiley, Operations Manager Gutierrez, District Secretary Quintanar, Construction and Meters Supervisor Lagunas, Information Technology Manager Khattab, Engineering and CIP Program Manager Williams, and Cross Connection Control and Backflow Technician Galloway

Absent: Member Gasca

Also Present Via Teleconference or Video Conference:

Finance Manager/CFO Aragon, Senior Project Manager Tamimi,
Administrative Analyst Barrow, Administrative Assistant Montano,
Administrative Services Manager Harp

No members of the public were present in person, via teleconference or video conference.

4. **SEATING OF ALTERNATES**

There was no need to seat and Alternate.

5. **ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA**

Member Marnett requested the addition of an item of discussion regarding the Engineering and Operations Committee's Regular Meeting times.

This matter was discussed as Item 11.A.

Motion:

To approve add an item to the Agenda to discuss amendment to the regular Engineering and Operations Committee meeting start time.

Action: Approve, Moved by Member Marnett, Seconded by Member McKesson.

Vote: Motion carried by unanimous vote (summary: Ayes = 3)

Ayes: Member McKesson, Member Nelson, Member Marnett

6. APPROVAL OF THE AGENDA

Motion:

To approve the Agenda as amended to add an item to discuss an amendment to the regular Engineering and Operations Committee meeting start time.

Action: Approve, Moved by Member Dale, Seconded by Member McKesson

Vote: Motion carried by unanimous vote (summary: Ayes = 4)

Ayes: Member McKesson, Member Nelson, Member Marnett, Member Dale

7. PUBLIC COMMENT

There were no members of the public in attendance via teleconference or video conference; therefore, the instructions were not read aloud, and there were no requests to speak.

8. APPROVAL OF MINUTES

A. February 7, 2024

Corrections to the minutes were requested.

Motion:

To approve the minutes as corrected.

Action: Approve, Moved by Member Dale, Seconded by Member McKesson

Vote: Motion carried by unanimous vote (summary: Ayes = 4)

Ayes: Member McKesson, Member Nelson, Member Marnett, Member Dale

9. FIVE-YEAR CIP UPDATE

Mr. Williams provided information regarding the Water and Wastewater Master Plan. Planned expenditures have been reduced to \$350,000 in year one and \$500,000 in year two, for a total of \$850,000. This is reduced from the previously budgeted amount of \$1M. Mr. Wiley mentioned the reduction is a result of an amendment to the scope, as there is no expectation for a large increase in water demands through build-out projections, and the analysis can be simplified. He also clarified for Member Dale that a portion of the work will be funded from the wastewater fund. Staff will be presenting this for Board approval during the budget adoption process and will have more details about that split once the Request for Proposals is issued. It is anticipated that the process from start to finish may take eighteen months, and the result may identify the priority of projects or better projects to consider.

Pictures of the construction progress for the West Lilac, Rancho Amigos, and Dentro De Lomas pump stations were shared. Mr. Williams explained some of the logistics and timing of the deliveries of equipment and building structures.

10. PRIVATE ROAD IMPROVEMENTS INVOLVING DISTRICT FACILITIES OR EASEMENTS

Mr. Wiley reported that Rainbow Municipal Water District has pipelines adjacent to or under private roads. District staff has been reviewing RMWD's responsibility to participate in the costs of maintaining certain private roads that are utilized for ingress and egress to our facilities. These specific costs would not be associated with work being performed by the District wherein repairs disturb a road. Nossaman LLP has also been asked to review California Civil Code 845 and the District's legal responsibility for participation in costs to maintain these shared roads. The intent is to meet all of our obligations in an equitable manner that considers equity for all of our customers. Development of a policy is prudent, and Member Dale suggested coordination with the County regarding their pavement overlay program. Staff will provide additional information for review at a future meeting.

11. INSOURCING REPAIRS OF CUSTOMER BACKFLOW DEVICES

Mr. Gutierrez briefed the Committee about the history and importance of the backflow program and provided a detailed report, including data collected over the past eighteen months. He explained that, due to a lack of resources in years past, RMWD struggled to test all devices and send required notifications to comply with this regulation. To date, significant improvements have been made to the backflow testing program, which is being managed in-house by the District's Meters Department staff and Cross-Connection Control and Backflow Technician Galloway. The outside private testing contractor is no longer needed, resulting in \$100,000 of savings. Mr. Galloway explained his testing procedure and methods of communication, and that a list of licensed backflow repair providers is provided to customers when repairs are needed. In addition, when repairs are made by these providers, the District is automatically notified.

Per request, staff researched and analyzed the feasibility of insourcing backflow repairs by forecasting the anticipated backflow failure rate, estimating costs for parts to rebuild failed devices, and evaluating the impact on staff. The results and forecasted annual inventory needs were shared with the Committee. Mr. Lagunas stated that costs for performing in-house repair services have not been determined, and staffing needs have not yet been analyzed. Maintaining the current level of service and efficiency that has been established is important, and staff is limited. Therefore, providing in-house backflow device repair service is not feasible at this time. The Committee concurred with the staff. In addition, questions of fairness and equity for all customers and the risk of District liability also caused concern.

11.A. DISCUSS AMENDMENT TO ENGINEERING AND OPERATIONS COMMITTEE REGULAR MEETING START TIME

Member Marnett made the request for discussion of an earlier start time in an effort to save staff overtime.

Mr. Wiley reported that staff had intended to make this request as well. He explained that the other Standing Committees and the Board Meetings are all regularly held on Tuesdays at 1:00 p.m. He pointed out that the current schedule frequently results in back-to-back Committee meetings within the same week. In an effort to create consistency, adjust workloads, and reduce the potential for staff overtime, he requested consideration to move the Engineering and Operations Committee meetings to the first Tuesday of each month at 1:00 p.m. Those present were in favor of the schedule change and staff will relay the request to Member Gasca for his feedback.

12. COMMENTS & REQUESTS

A. General Manager's Comments

Mr. Wiley provided an update on the progress and communication with the SDCWA regarding detachment efforts and answered questions regarding facilities, flows, and operations. The draft operations plan is almost complete. Coordination with MWD needs to be done also. An interim agreement will be put in place and formalized later. He also updated the Committee regarding MWD's rate increases. A brief discussion regarding MWD's revenue challenges and projected water sales followed. He also reported on the CropSWAP program.

B. Engineering & CIP Program Manager's Comments

Mr. Williams reported on recruiting efforts underway to recruit a civil engineer. Expenses for construction management and inspection services will be reflected in next month's report.

C. Operations Manager's Comments

Mr. Gutierrez reported that staff is working on a 16" water main at Camino Del Rey, across from the horse training facility.

He also reported on meter exchanges. In January of 2023, just over 500 meters were identified for replacement. To date, 660 meters have been replaced, and staff will continue to monitor particular meters to try to prevent rollover situations or decoupling.

D. Committee Member's Comments

Referencing the Capital Improvement Projects Plan, Member Dale spoke of the need to prioritize the detachment from the SDCWA, the master plan, projects related to safety, and the importance of replenishing reserves. She voiced concern about the financial ramifications of not doing so.

13. BOARD ACTION UPDATES

Notice of completions are forthcoming, and the results of the in-house backflow repair service review will be presented to the Board as well.

14. AS-NEEDED SERVICES EXPENDITURES SUMMARY

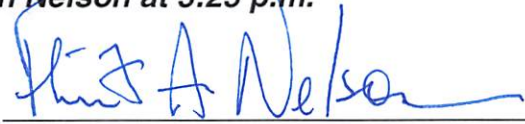
Member Nelson commented on contracting capacity for civil engineering construction management, and asked about Epic Land Solutions' work to appraise various properties. Mr. Wiley shared the results with the Committee, and explained there will be continued discussions about the future use of the properties.

15. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT MEETING

Staff will present additional information to the Committee at a subsequent meeting regarding private road improvements involving district facilities or easements.

16. ADJOURNMENT

The meeting was adjourned by Chairman Nelson at 5:25 p.m.



Flint Nelson, Committee Chairperson



Terese Quintanar, District Secretary