

**MINUTES OF THE ENGINEERING AND OPERATIONS COMMITTEE MEETING
OF THE RAINBOW MUNICIPAL WATER DISTRICT
DECEMBER 5, 2018**

1. **CALL TO ORDER** – The Engineering and Operations Committee Meeting of the Rainbow Municipal Water District on December 5, 2018 was called to order by Chairperson Prince at 3:00 p.m. in the Board Room of the District, 3707 Old Highway 395, Fallbrook, CA 92028. Chairperson Prince, presiding.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:**

Present: Member Prince, Member Stitle, Member Taufer, Member Marnett, Alternate Nelson.

Also Present: General Manager Kennedy, District Engineer Strapac, Associate Engineer Powers, Operations Manager Gutierrez, Project Manager Johnson, Right of Way/Facilities Coordinator Brown, Engineering Technician Rubio, Mechanic Del Rio.

Excused: Member Brazier, Member Ratican, Member Robertson, Alternate Kirby.

Members of the public present: Mr. and Mrs. Walz, Mr. Molnar, Mr. Lo.

4. **SEATING OF ALTERNATES**

Mr. Nelson was invited to take a voting seat.

5. **ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code §54954.2)**

Mr. Strapac requested Item 16 be omitted. He also requested modifying Items 12 and 13 to project updates and not proposal discussions.

6. **PUBLIC COMMENT RELATING TO ITEMS ON THE AGENDA**

There were no comments.

Mr. Strapac introduced Mrs. Johnson the new Project Manager in the Engineering Department. He said she has a great deal of construction experience dealing with the delivery of public schools as well as other public facilities on the contractor side.

COMMITTEE ACTION ITEMS

7. **APPROVAL OF MINUTES**

A. October 3, 2018

B. November 7, 2018

Motion: Approve October minutes as written and November minutes with corrections.

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

Vote: Motion carried by unanimous vote (summary: Ayes = 5).

Ayes: Member Prince, Member Stitle, Member Taufer, Member Marnett, Alternate Nelson.

Abstain: Member Stitle on the October 3, 2018 minutes only.

8. DISCUSSION AND POSSIBLE EASEMENT VACATION OF A DISTRICT EASEMENT

Ms. Brown said as part of the pressure reducing station upgrade at the Saratoga Estates a survey was conducted to confirm the easement location. She said the survey discovered two easements side by side on the property, in addition to encroachment issues in the easement where the pressure reducing station was located. She mentioned the property owners Mr. and Mrs. Walz were present. She pointed out the location of the easements were going right in the middle of the Walz's property, although one easement appeared unoccupied. She said staff was working with the Walz's to remove the encroachments, this would enable staff to maintain the pressure reducing station and then bring it above grade with a new station. Ms. Brown stated the Walz's were requesting vacation of the unoccupied easement.

Ms. Brown solicited discussion on recommendation to either grant or not grant vacation of the unoccupied easement. She mentioned possible costs with vacating the easement and requesting payment from the property owner.

Mr. Kennedy said the value of an easement not having any public use is essentially nothing. He said should the committee approve to go forward, his recommendation to the Board would be to pay county filing costs associated with vacating/quitclaiming the easement and administrative cost in preparing the documents.

Mr. Prince asked why the facilities were being moved above ground. Mr. Stapac stated due to ease of maintenance and safety. Discussion ensued.

Mr. Walz was invited to present information. He directed attention to his handout in particular, "Exhibit B" – to discuss the proposed location of the dumpster on the northside of the existing easement. He also pointed out "Exhibit D" – the existing Pressure Relief Station encroaching on his property. He suggested to have a document identifying the District's encroachment on their property. Mr. Kennedy stated as part of this process the District's intention was to remove the entire structure and place it on the District's easement. Mr. Walz said he was ready to proceed as soon as the District provided written notice to proceed. Mr. Kennedy explained that the Committee could only make recommendations to the Board and only the Board had the legal authority to accept or quitclaim an easement. He stated the next Board Meeting was scheduled on January 8, 2019.

Motion: Recommend to the Board approval of the abandonment of the easement.

Action: Approve, Moved by Member Prince, Seconded by Member Stitle.

Vote: Motion carried by unanimous vote (summary: Ayes = 5).

Ayes: Member Prince, Member Stitle, Member Taufer, Member Marnett, Alternate Nelson.

9. DISCUSSION OF POSSIBLE SEWER PROJECT TO CONNECT VIA MONTELLANO

Mr. Strapac said Mr. Molnar and Mr. Lo (property owners) are requesting installation of a proposed private sewer lift station on a property in the southern portion of the District not currently served by sewer.

Mr. Powers provided a map showing the approximate location of the property owners' private lift station. He explained there were five commercial properties that the owners would like to connect to the District's sewer system. He pointed out between the commercial property and the District's sewer system there was the crossing of the San Luis River or a long distance going either north or south on Highway 76. He said the owners proposed starting from the area of the proposed lift station going south through agricultural parcels and pumping the wastewater into the District's gravity main.

Mr. Powers said typically in these situations this would be considered a developer project. He explained where the owners would pay for the design and go through the District's and other agencies approval process.

Mr. Molnar stated there were six general commercial parcels that were unable to connect to the District's sewer system. He pointed out he had a recorded easement to place the private lift station and sewer line to connect to the District's line. He mentioned the commercial businesses would be a benefit to the community. He said he was seeking the District's support regarding the private lift station, prior to going any further. Discussion ensued.

Mr. Kennedy stated the District would have to conduct state law research regarding whether multiple parcels could be served from a private lift station. He listed the following items to be researched:

- Responsible party for operations and maintenance.
- Compliance with state law.
- Pumping through other properties through easements - verify recording of easements and permitted uses.
- Capacity available in the District's system.
- Development fees paid to the District.
- Responsible party for billing of the wastewater.

Mr. Kennedy stated the District was neutral on development and as far as support for this project. He explained the District does not support or oppose projects, although the District reviews plans and ensures standards are met. Discussion ensued.

Discussion went to Item 11.

10. ~~SURPLUS LAND EVALUATION~~ Title Change to: UNDERUTILIZED LAND

Mr. Strapac stated this item was informational only. Ms. Brown said the Board requested that staff review the District's underutilized land. She stated Clark Land Resources was contracted to conduct preliminary analysis for the following three District parcels:

1. The old Bonsall Reservoir - 6.19 acres, Dabbs lease, suited for estate residential.
2. Land next to Beck Reservoir - 4.68 acres, vacant, suited for estate residential.
3. Morro Tank site - 5.17 acres, water reservoir tank near eastern boundary, tennis court encroachment on southern portion of site.

Ms. Brown pointed out there were several appraisal methods when considering the sale of the properties, such as, Full Narrative, Market Value, Standard Bank and Comparative Analysis. Mr. Kennedy recommended not spending considerable amount of funds appraising properties with low value. He said this data was provided solely for information and no Board recommendation was required at this time. Discussion ensued.

Discussion went to Item 17.

11. OPERATIONS DEPARTMENT OVERVIEW

Mr. Gutierrez said this was the first of a series of presentations regarding the District's Operations. He stated the Fleet Services Department would be the first in the series. He mentioned a short writeup would also be included in the monthly newsletter for each Department. He said Operations has five different departments (Fleet Services, Maintenance & Construction, Operations, Meter Services, and Waste Water). He discussed all the services conducted by the Fleet Mechanic as follows:

Fleet Services:

Conduct annual smog testing.

12 vehicle diesel vehicle inspections (California Heavy-Duty Diesel Inspection Program HDVIP).

Periodic Smoke Inspection Program (PSIP).

Purchasing and specifying new vehicles.

Assist with offsite generators.

Disposes of waste oil, tires, batteries per State of California Department of recycling & recovery.

Fleet Services-Vehicles:

36 Light to medium duty.

4 Heavy duty includes the dump & vector.

4 Equipment trailers.

5 Off road vehicles 1 skid steer, 2 backhoes, 1 excavator.

15 Trailers utility & enclosed.

220 KW towable generator.

Fleet Services-Trailers:

1 District stationary generator.

2 light towers, 1 towable compressor, 1 towable welder, 1 towable 6" trash pump.

2 trailer mounted portable restroom.

2 arrowboards.

1 6,000 lb. forklift.

2 trailer mounted pump stations.

Fleet Services – Small Equipment:

8 1"-3" trash pumps.

4 gas powered compactors.

12 weed trimmers. (State CalFire Contract – fire prevention workers)

4 chain saws.

12 saw cutters.

8 portable generators 1,000-5,000 watt.

Fleet Services:

\$633,455.00 annual budget.

Fleet mechanic is A.S.E certified in brakes, suspension, steering.

G1 maintenance & light repair.

Certificate of training on comprehensive air brake systems operation, maintenance & components.

Certificate of training California Council on Diesel Education and Technology (CCDET) heavy duty diesel engine emissions control for testing procedures per section 2180 ET title 13 California Code of Regulations.

Mr. Gutierrez stated all the above work was completed by one mechanic that has been with the District for over 15 years. He introduced Mr. Del Rio the District's mechanic and commended his efforts.

Mr. Prince inquired how long the District held an average vehicle. Mr. Gutierrez responded per District policy the factors considered were mileage, age, money invested. He continued once those items were evaluated, including the cost to replace the vehicle and anticipated return when auctioned the information was provided to Mr. Kennedy. Mr. Kennedy said the wear and tear was different depending on the types of vehicles. He stated in general vehicles were evaluated at 7 years or 70 thousand miles. Discussion ensued.

12. DISCUSSION REGARDING RECORD OF SURVEY PROPOSALS

Mr. Strapac said the Board approved the award of the Land Surveying Services – Record of Survey contract to KDM Meridian at the December 4th, 2018 meeting. He pointed out the Professional Service Agreement was already sent to the consultant and anticipates work to start next week. He explained the record of survey was for the District's headquarters of 33 acres with approximately 7 acres unusable. Discussion ensued.

13. DISCUSSION REGARDING PIPE RELOCATION PROPOSALS

Mrs. Johnson said notices were sent out to 64 residents notifying them that Omnis' subconsultant KDM Meridian would be conducting property surveys for a period of approximately two weeks. She explained the consultant would be identifying rights-of-way, easements, and property lines. She pointed out that within the pipeline relocation there were four main projects.

14. DISCUSSION REGARDING CORROSION PROTECTION PROPOSALS

Mr. Strapac presented the Corrosion Prevention Program consultant selection synopsis. He summarized following information:

- Four proposals were received – Coffman, Corpro, HDR, and National Corrosion.
- RFP sent out on September 10, 2018 and proposals were due by October 9, 2018.
- District staff members evaluated proposals independently.
- Final scoring identified HDR as the highest ranked consultant.

Discussion went to the evaluation and negotiation process.

Mr. Nelson stated there was great value in having the firm assist the District in devising a corrosion protection program that already reviewed the condition of the pipes and identified the pipes that were conducive to corrosion. He said the firm has the advantage of having been selected for a previous contract in open competition. He stated the District needed continuity and selecting HDR would be the right choice, therefore he supported staff's recommendation.

Mr. Prince inquired as to staff's recommendation. Mr. Strapac said staff's recommendation was to recommend to the Board to approve the contract award to HDR. Discussion ensued.

Motion: Recommend staff's recommendation to the Board.

Action: Approve, Moved by Alternate Nelson, Member Prince seconded.

Vote: Motion carried by unanimous vote (summary: Ayes = 5).

Ayes: Member Prince, Member Stitle, Member Taufer, Member Marnett, Alternate Nelson.

15. DISCUSSION REGARDING DESIGN OF PUMP STATION 1

Mr. Strapac presented the Rainbow Heights Pump Station Change Order No. 6, for a pre-manufactured pump station. He pointed out premanufactured pump stations were manufactured in closed facilities, pre-fit parts no field fitting, coated and protected from corrosion internally.

Mr. Strapac said staff evaluated the options for a "pre-manufactured" verses "build on-site" pump station. He discussed the following findings:

1. Pre-manufactured were less expensive to build and install.
2. Constructed under "factory" conditions, not field conditions:
 - Higher quality welds, etc.
 - Much less contamination.
 - Theoretically less required maintenance.
3. "Tighter" working conditions for maintenance as compared to "build on site" option.
4. The upsides to the pre-manufactured facilities outweighed the downsides.
5. Staff requested costs from designer to change to pre-manufactured.
6. Increased design costs due to "late change".

Mr. Strapac discussed the projects five change orders history with a current contractual total of \$252,966. He pointed out there was an unused amount of \$68K left on Change Order No. 5, which could be applied to Change Order No. 6. He noted the contractual total would be revised to \$288,918 with this credit. He said the difference in construction costs would be approximately \$250K. Discussion ensued.

Mr. Kennedy would like to know if the committee would agree with staff's recommendation for the design change order and forward the recommendation for Board approval. Discussion ensued.

Motion: Recommend staff's recommendation to move forward with the change order to the Board.

Action: Approve, Moved by Alternate Nelson, Seconded by Member Stitle.

Vote: Motion carried by unanimous vote (summary: Ayes = 5).

Ayes: Member Prince, Member Stitle, Member Taufer, Member Marnett, Alternate Nelson.

Discussion went to Item 10.

16. DISCUSSION REGARDING DESIGN OF WEESE WTP PERMANENT EMERGENCY INTERCONNECT AND PUMP STATION

This agenda item was omitted.

17. DISCUSSION AND POSSIBLE ACTION TO APPOINT 2019 COMMITTEE OFFICERS

Ms. Washburn entered the meeting at 5:10 p.m.

Mr. Kennedy stated the committee was to appoint 2019 Committee Officers. He asked Ms. Washburn whether the committee was to vote or discuss appointment of officers. Ms. Washburn stated the committee had to appoint new Committee Officers now to take place in January 2019.

Mr. Kennedy recommended making Mr. Robertson an alternate and Mr. Nelson a member.

Ms. Washburn stated that Ms. Brazier informed her prior to the meeting that she would not be attending.

Ms. Washburn said that Mr. Kirby mentioned on several occasions, since he was unable to attend the meetings; he was willing to remove himself if someone wanted to take his place. Discussion ensued.

Motion: Recommend adding Mr. Nelson as a full member.

Action: Approve, Moved by Member Prince, Seconded by Member Stitle.

Vote: Motion carried by unanimous vote (summary: Ayes = 5).

Ayes: Member Prince, Member Stitle, Member Taufer, Member Marnett, Alternate Nelson.

Mr. Kennedy suggested alternating the current committee officers. Discussion ensued.

Motion: Recommend Mr. Nelson become the Chair and Mr. Prince become the Vice Chair effective the first meeting in January 2019.

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

Vote: Motion carried by unanimous vote (summary: Ayes = 5).

Ayes: Member Prince, Member Stitle, Member Taufer, Member Marnett, Alternate Nelson.

18. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT SCHEDULED ENGINEERING AND OPERATIONS COMMITTEE MEETING

- Weese Treatment Plant
- Operations Department Review
- Record of Survey Status
- Pipe Relocation Status

- ABM Update

19. ADJOURNMENT to

The meeting adjourned at 5:18 p.m. to January 2, 2019.

Timothy Prince, Committee Chairperson

Dawn M. Washburn, Board Secretary