

**MINUTES OF THE ENGINEERING COMMITTEE MEETING
OF THE RAINBOW MUNICIPAL WATER DISTRICT
FEBRUARY 3, 2016**

1. **CALL TO ORDER** – The Engineering Committee Meeting of the Rainbow Municipal Water District on February 3, 2016 was called to order by Chairperson Prince at 3:01 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 Ratican
Member Taufer
Member Murray
Alternate Robertson
Alternate Kirkpatrick

Absent: Member Brazier
Member Kirby

Also Present: General Manager Kennedy
Director Walker
Assistant Rubio

Public members present were Mr. Alexander and Mr. Marmett.

4. **PUBLIC COMMENT RELATING TO ITEMS NOT ON THE AGENDA**

There were no public comments.

COMMITTEE ACTION ITEMS

5. **DISCUSSION AND POSSIBLE ACTION TO APPOINT 2016 COMMITTEE OFFICERS**

Ms. Kirkpatrick stated Mrs. Brazier informed her that if someone else was interested in the Vice Chairperson position, she would not oppose it.

Mr. Prince and Mr. Robertson recommended postponing this agenda item to next month's committee meeting when Ms. Brazier could be present.

Mr. Kennedy said during the strategic planning the committees as well as the Board wanted to increase communications between them. He mentioned the communications committee suggested having quarterly joint meetings with the Board and the committees to go over specific roles and expectations of each committee. Discussion ensued.

***6. APPROVAL OF MINUTES**

A. January 6, 2016

Action:

Moved by Member Stitle to approve the minutes as written. Seconded by Member Murray.

After consideration, the motion CARRIED by the following vote:

AYES: Member Prince, Member Stitle, Member Ratican, Member Murray, Alternate Member Robertson and Alternate Member Kirkpatrick.

NOES: None

ABSTAINED: Member Taufer

ABSENT: Member Kirby

7. REQUEST TO SHARE SINGLE SEWER LATERAL FOR TWO LOTS

Mrs. Kirkpatrick introduced Mr. Alexander a District customer to discuss his request to share a single sewer lateral with two abutting parcels on Gird Road. She provided copies of the correspondence between Mr. Alexander and the District. She also provided a copy of the District's Administrative Policy citing two parcels cannot share a lateral.

Mrs. Kirkpatrick reminded the committee members that they serve as an advisory committee to the Board all concerns and recommendations would be submitted to the Board for a decision.

Mr. Alexander provided an explanation of his request by referencing a letter he received from the District dated December 30, 2002, allowing him to use the same sewer lateral for two parcels. He continued the District responded to his recent inquiry regarding honoring this letter by stating that current policy would not allow connecting two parcels on one lateral. Mr. Kennedy pointed out District staff do not have legal authority to supersede the Administrative Code. He explained Mr. Alexander's request to go from a compliance situation to a non-compliance could not be approved by staff. He said there was a process for Mr. Alexander's request, which was to go through the Engineering Committee first and then to the Board for consideration. Discussion ensued.

Mr. Alexander said he believed there was a lateral stub extending out to the other parcel, which was about 8 feet deep. Mr. Kennedy asked Mr. Alexander to provide a drawing identifying the property lines with the existing sewer laterals.

Mr. Robertson addressed a point of order to the Chairperson stating the issue/question was whether the sewer lateral was or was not on the property. He told the committee members he did not think they could go forward with a vote without knowing the facts and substantiated by District staff. Discussion ensued.

Mr. Prince asked Mr. Alexander when the lot was split was an easement established for the sewer lateral going into the second lot. Mr. Alexander responded he did not know. Discussion ensued.

Action:

Moved by Member Murray that the Engineering Committee support Mr. Alexander's request to have the letter (dated 12/30/02) validated by the Board and the privileges thereby granted.

Motion amended by Mr. Stitle.

Action:

Moved by Member Stitle to amend the motion to recommend approval of Mr. Alexander's request with the condition that the existence or non-existence of the lateral wye on the corner property exists and there has to be a two year period, if it does not exist approval would not be recommended. Seconded by Robertson.

Mr. Kennedy recommended to amend the motion that the Board require a provision for an easement fee to be provided for the second lot. Discussion ensued.

Mr. Robertson called the question on the motion as amended.

Mr. Alexander disagreed with the requirement to provide proof of the stub stating it was not a requirement in the original letter. Discussion ensued.

Mr. Robertson called the question on the vote as amended.

After consideration, the motion CARRIED to approve the amended motion by the following vote:

AYES: Member Prince, Member Stitle, Member Murray, and Alternate Member Robertson.

NOES: Member Ratican and Member Taufer

ABSTAINED: Alternate Member Kirkpatrick

ABSENT: Member Kirby

Mr. Alexander said he was concerned of the time he would have to spend digging to locate the stub and not receiving the Board's approval. Mr. Kennedy replied if Mr. Alexander could prove the stub or the cleanout was already installed there would be no issue. Discussion ensued.

Mr. Robertson called the question on the vote as amended.

Discussion returned to the original motion.

Seconded by Member Robertson.

After consideration, the motion CARRIED to approve the original motion as amended by the following vote:

AYES: Member Stitle, Member Murray, and Alternate Member Robertson.

NOES: Member Ratican and Member Taufer

ABSTAINED: Member Prince and Alternate Member Kirkpatrick

ABSENT: Member Kirby

8. MASTER PLAN UPDATE

Mr. Kennedy said the draft Master Plan was received incomplete the appendices were missing. He went over a few of the comments provided on his four page comments letter submitted to the consultant. Mrs. Kirkpatrick said most of her comments included CIP projects that were not referenced. Mr. Kennedy said a copy of the Draft Master Plan was being provided for the committee members to review and provide comments as soon as possible. Discussion ensued.

9. STANDARDS UPDATE

Mr. Stitle questioned the single family dwelling units' average daily demand of 500 gal/unit as being too low, if it included irrigation. Mrs. Kirkpatrick would verify the average daily demand.

Mrs. Kirkpatrick asked for any additional comments. Mr. Ratican went over a list of his recommendations and comments.

Mr. Kennedy explained the Standards Manual provides standard specifications for construction and design to be used by developers and consulting design engineers for projects within the District.

Alternate Member Robertson left at 5:08 p.m.

Mrs. Kirkpatrick addressed additional comments and informed the committee members that the comments would be incorporated in the Draft Standards Manual. She said it would be available for final review at next month's committee meeting. She noted there would be some items in the Master Plan that would affect the Draft Standards Manual.

10. ASSET MANAGEMENT UPDATE

Mr. Kennedy said the Board approved the asset management project. He pointed out the licenses have been setup and staff was currently working through the configuration. He mentioned the GIS was the main asset depository of data records. He said when all the data has been uploaded then staff training/reporting would begin. Discussion ensued.

11. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT SCHEDULED ENGINEERING COMMITTEE MEETING

The following agenda items were suggested for the next scheduled Engineering Committee Meeting:

- Appoint 2016 Committee Officers
- Joint Meeting - Communications with the Board
- Master Plan Update
- SLR Ground Water Report
- Final Draft Standards and Specification Manual

12. ADJOURNMENT

The meeting adjourned at 5:27 p.m.

Timothy Prince, Committee Chairperson

Dawn M. Washburn, Board Secretary