

**MINUTES OF THE ENGINEERING AND OPERATIONS COMMITTEE MEETING
OF THE RAINBOW MUNICIPAL WATER DISTRICT
OCTOBER 2, 2019**

1. **CALL TO ORDER** – The Engineering and Operations Committee Meeting of the Rainbow Municipal Water District on October 2, 2019 was called to order by Chairperson Nelson at 3:00 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 Prince, Member Stitle, Member Taufer, Member Brazier, Member Ratican, Member Marnett, Member Nelson.

Also Present: General Manager Kennedy, District Engineer Strapac, Associate Engineer Powers, Project Manager Tamimi, Engineering Technician Rubio, Operations Manager Gutierrez, Supervisor.

Two members of the public were present.

4. **SEATING OF ALTERNATES**

There were no alternates seated.

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

Mr. Nelson referenced a worksheet that was handed out regarding the Board review of committees and noted it would be added as Item #12A – Committee Review.

6. **PUBLIC COMMENT RELATING TO ITEMS NOT ON THE AGENDA (Limit 3 Minutes)**

There were no comments.

7. **COMMITTEE MEMBER COMMENTS**

Mr. Ratican asked for information on how the SDCWA Shutdown worked out. Mr. Kennedy provided a brief summary explaining how the District's system performed very well. He mentioned there may be four additional shutdowns. Mr. Gutierrez said there was an issue with low pressure at Sullivan Middle School during the shutdown, which was corrected by staff.

Ms. Brazier asked if the backflow devices on District property were subject to the same inspection regime as the District customers. Mr. Kennedy responded yes, regarding the ones that were for meter testing. He pointed out the one that failed at the District was a secondary device, which was not on the program. Ms. Brazier ask what went wrong with that particular device. Mr. Kennedy responded it was a combination of failures. He said one of the check valves failed and dumped thru the relief port as it's designed to do, in addition to the irrigation failure on the back slope. Mr. Hoelscher provided additional information regarding the backflow device failure.

***8. APPROVAL OF MINUTES**

A. September 4, 2019

Motion:

To approve the minutes as written.

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

Vote: Motion carried by unanimous vote (Summary: Ayes = 7).

Ayes: Member Prince, Member Stitle, Member Taufer, Member Brazier, Member Ratican, Member Marnett, Member Nelson.

9. BACKFLOW REMOVAL

Mr. Kennedy said a number of years ago District policy was to install a backflow on every single service irrespective of the nature whether agriculture or any particular hazard. He discussed removing the requirement for properties that do not have agriculture or any hazard. He pointed out the Lake Rancho Viejo development as having single family residences with backflow devices and no known hazard. He said the District was preparing to send out letters to these residents notifying them to contact the District's Certified Cross Connection Control Specialist (Mr. Hoelscher), in response to the choices listed in the letter. He said residents would have the choice to remove the device down to the ground or leave it in place with the understanding that it could dump and cause a leak. He stated at that point the District would remove it from the system and stop testing it. He said the District Newsletter would include information regarding the requirements for removal of backflow devices. He mentioned this item would not be going to the Board and was interested from a ratepayer stand point how would the committee recommend the best way to communicate this information. Discussion ensued.

Ms. Brazier asked if the Admin Code Policy needed to be amended. Mr. Kennedy responded no, the Admin Code Policy states to follow state standards.

10. UPDATED CIP PROGRAM TO INCLUDE SCHEDULES, BUDGETS, AND FISCAL YEARS 19/20 AND 20/21 WATER MAIN PROJECTS

Mr. Kennedy said he asked Mr. Strapac to prepare two options on how to present the CIP list of schedules that provides essential information without being difficult for the general public to understand. He mentioned the Gantt charts can be hard to follow and would like to distill this information with salient points as provided by the committee.

Mr. Strapac handed out the two CIP Status Updates Summary charts created based on the Gantt Chart. He pointed out each project typically had a design and a construction phase. He proceeded to discuss each option.

Mr. Kennedy asked the committee what information would be useful and what could be left out.

Mr. Marnett described a simplified version with all the data by shrinking some of the columns and leaving the pertinent ones displayed.

Mr. Nelson said in his experience it was helpful knowing the description of the project and the budget with one bar across containing the following information: design, bid-award, construction, close out, claims, etc. He mentioned this bar chart format provided an easy review for each project. He also suggested only displaying active projects. Discussion ensued.

Mr. Ratican recommended only showing the items that were important such as funding and scheduling. He suggested limiting the other line items or collapsing them and adding comments for the columns that were collapsed.

Mr. Nelson asked when the Board approves the budget for CIP projects does it approve the funds for the 5-year program. Mr. Kennedy responded only for the current fiscal year. Discussion ensued.

Mr. Nelson suggested adding a bar chart to the right of the budget column of the report with 18 months of data and not in color. He also, recommended sorting the list by active projects. Mr. Kennedy suggested two fiscal years to coincide with the District's financial reporting. Mr. Strapac stated the suggested descriptions were very similar to a Gantt Chart.

Mr. Ratican stated the committee should receive a subset of something staff was already doing. He continued he did not want to create a whole new work load for staff. He suggested modifying the current reports instead. Discussion ensued.

11. AS-NEEDED SERVICES EXPENDITURES SUMMARY

Mr. Strapac said the as-needed services agreements have been very handy especially the surveyors. He mentioned how helpful it was to send email requests for cost and schedule on current projects to the three firms on the list, and if there was a scheduling conflict with one firm there were at least two other firms available. He mentioned the three upcoming pressure reducing station would require surveying. Discussion ensued.

12. MEMORANDUM OF UNDERSTANDING WITH EASTERN MUNICIPAL WATER DISTRICT UPDATE

Mr. Kennedy said there was not a lot to report. He mentioned San Diego County LAFCO would be considering the MOU on October 7, 2019 and Riverside County LAFCO would be considering the MOU on October 24, 2019. He pointed out that Riverside County agreed to give all the authority to San Diego County. He said once the MOU was approved by both LAFCOs, Riverside County would not have any oversight. He explained the LAFCOs did not want the applicants to have uncertainty that if they followed San Diego County procedures Riverside County would not request that their procedures be followed. Discussion ensued.

12A. COMMITTEE REVIEW

Mr. Nelson said the Board initiated a review of the committee process a few meetings ago and he requested feedback from the committee members. He reported not receiving any comments from the committee members.

Mr. Nelson said there was discussion in a previous meeting regarding the lapse of committee members' 4-year terms and the reappointment process. He encouraged the members to submit their requests in writing through Ms. Washburn by October 8, 2019.

Ms. Brazier provided a worksheet on suggested changes and questions regarding the committees. She asked the committee for any suggestions regarding changes, omissions or additions. Discussion ensued.

Mr. Nelson said the accumulated experience from committee members was used to protect the rate payer and for their best interest. Discussion ensued.

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

- Committee Review
- Updated CIP Program
- As-Needed Services
- Update MOU with Eastern Municipal
- Update Corrosion Control Program
- Water Service Upgrade Program

14. ADJOURNMENT

The meeting was adjourned at 4:48 p.m. by Chairperson Nelson.

Flint Nelson, Committee Chairperson

Dawn M. Washburn, Board Secretary