

**TRABUCO CANYON WATER DISTRICT  
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP  
MAY 13, 2014**

---

**DIRECTORS PRESENT**

Edward Mandich, Committee Chair  
Michael Safranski, Committee Member

**STAFF PRESENT**

Hector Ruiz, General Manager  
Michael Perea, District Secretary  
Lorrie Lausten, Engineer  
Kris Hanberg, Wastewater Department Superintendent  
Neil McKenna, Water Department Superintendent  
Bob Beck, Maintenance Department Superintendent

**PUBLIC PRESENT**

No members of the public were present.

**CALL MEETING TO ORDER**

Mr. Mandich called the May 13, 2014, Engineering/Operational Committee Meeting to order at 7:02 AM.

**VISITOR PARTICIPATION**

No comments were received.

**ORAL COMMUNICATION**

No comments were received.

**COMMITTEE MEMBER COMMENTS**

Mr. Safranski commented on his attendance at the Association of California Water Agencies (ACWA) 2014 Spring Conference, and mentioned that he will submit a recap of the matters highlighted at the event for the Regular Board Meeting. Discussion occurred concerning Conference highlights and information presented at the the ACWA Joint Powers Insurance Authority (JPIA) portion of the Conference.

Mr. Mandich had no comments.

**REPORT FROM THE GENERAL MANAGER**

Mr. Ruiz commented on the following matters:

**ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP  
MAY 13, 2014**

- A Wind and High Heat Weather Advisory has been declared through the next 48 hours, and that District staff will adhere to CalOSHA's Heat Illness Rules and Guidelines.

**ITEM 1: ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP**

---

Mr. Ruiz presented the April 8, 2014, Engineering/Operational Committee Meeting Recap for Committee review.

**RECOMMENDED ACTION**

The Committee recommended that the Board receive and file the April 8, 2014, Engineering/Operational Committee Meeting Recap (Consent Calendar).

**ITEM 2: SHADOW ROCK DETENTION BASIN FACILITY PROJECT**

---

Mr. Ruiz provided a status update on this project, and presented updated project site photos for Committee review. Discussion occurred concerning coordination with Trabuco Highlands Community Association (THCA) and Orange County Vector Control. Mr. Ruiz discussed the partnerships developed on this project, which included the County of Orange, the City of Rancho Santa Margarita, and THCA, and that District staff will highlight the partnerships at the Water Awareness Event. Mr. Ruiz presented URS (Consultant) Proposal for Additional Tasks for the project. Discussion occurred concerning the Proposed Additional Tasks and the Habitat Maintenance and Monitoring Plan which is a new requirement of the Army Corps of Engineers. Mr. Ruiz added that District staff met with the adjacent property owner to discuss concerns with the property and the District's job site, and presented a draft Easement Agreement for Committee review. Discussion occurred concerning Easement Agreement language and the necessity of THCA's inclusion in the Agreement. Mr. Mandich recommended that District staff modify the Easement Agreement, and to bring back to the Regular Board Meeting for Board review and discussion. Mr. Ruiz presented Project Proposition 84 Budget Summary which reviewed the project budget to date, and mentioned that the budget has been revised to reflect increased planning, design, and permitting requirements. Discussion occurred concerning project timeline for public bid and construction.

**RECOMMENDED ACTION**

Received status update, and the Committee recommended the ratification of the additional tasks performed by URS related to preparation of a Habitat Maintenance and Monitoring Plan, Nesting Bird Clearance Surveys, and expenses related to extra plan sheet and report reproduction costs for an amount not to exceed \$4,820, and that District staff work with General Legal Counsel to revise the Easement Agreement per the proposed comments and as discussed.

***Mr. McKenna left the Committee Meeting at approximately 7:20 AM.***

**ITEM 3: ALTERNATE RAW WATER TRANSMISSION LINE - PW79**

---

Mr. Ruiz provided a status update on this project, and reviewed the major tasks completed and remaining to date. Mr. Ruiz presented the exhibit letter to Southern California Edison (SCE) dated April 23, 2014. Mr. Ruiz added that District staff has not received a response from SCE, neither formal nor informal. Discussion occurred concerning encroachment, future planned growth for the surrounding communities, and SCE

**ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP  
MAY 13, 2014**

challenges with easement acquisition. Mr. Ruiz reviewed the County of Orange comments concerning the project, and mentioned that the County has deemed the proposed alternative unacceptable. Discussion occurred concerning the manner in which to address the County's comments, and coordination with local elected officials, at the County and Municipal levels, for project support. Mr. Mandich offered to assist District staff with contacting and coordinating a meeting with the County of Orange.

**RECOMMENDED ACTION**

Received status update, no action taken.

**ITEM 4: BAKER WATER TREATMENT FACILITY**

---

Mr. Ruiz provided a status update on this project, and presented Irvine Ranch Water District's (IRWD) Project Monthly Report for Committee Review. Discussion occurred concerning project timeline and progress. Mr. Ruiz mentioned that District staff are coordinating with IRWD staff for the shut down and reroute of a section of the District's 16-inch transmission line as part of related project construction. Ms. Lausten mentioned that the work has been delayed due to weather impacts and system demands, but that the twenty-four hour shut down is currently scheduled for the following week. Discussion occurred concerning staffing plans for monitoring the shut down and pipeline section replacement.

**RECOMMENDED ACTION**

Received status update, no action taken.

**ITEM 5: OTHER ENGINEERING AND OPERATIONS PROJECTS**

---

1. Golf Club Sewer Lift Station Upgrades and Rehabilitation

Ms. Lausten presented photographs of the completed project upgrades at the facility. Discussion occurred concerning surge tank operations and alarm notification system, and the process for facility shut down. Mr. Ruiz mentioned that the project is complete and that the work performed by the District with Hunter Electric resulted in a successful project at a lower than budgeted cost.

2. Robinson Ranch wastewater Treatment Plant Sodium Hypochlorite Solution Tank Replacement

Mr. Ruiz presented this project to the Committee for review, and commented that the Sodium Hypochlorite Solution Tank at the Robinson Ranch Wastewater Treatment Plant (WWTP) requires replacement due to a crack in the inner wall of the double-walled 3000 gallon tank. Discussion occurred concerning replacement tank costs and the timeline for replacement. Mr. Ruiz mentioned that District staff will perform the work in-house including the preparation of technical specifications.

3. Other Projects

Mr. Ruiz commented there were no other engineering and operations projects.

**RECOMMENDED ACTION**

Received status update, no action taken.

**ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP  
MAY 13, 2014**

**ITEM 6: SKYRIDGE DEVELOPMENT (84 DUs)**

---

Mr. Ruiz provided a status update on this development, and commented that District staff is currently working with the developer, Santa Margarita Water District (SMWD), and Psomas (Consultant) on a Recycled Water Study Review and subsequent Agreement for the provision of recycled water to the development. Discussion occurred concerning the topography at the site and the design and corresponding construction challenges. Mr. Ruiz added that District staff is working with Psomas to calculate the costs for the connection to the El Toro Road Sewer Trunk System, and will prepare a table summary of flows for the project to be presented at the next Committee Meeting for review. Discussion occurred concerning water and sewer demands for the development.

**RECOMMENDED ACTION**

Received status update, no action taken.

**ITEM 7: ACTIVE DEVELOPMENTS**

---

1. Saddle Crest Homes (65 DUs)

Mr. Ruiz commented that there were no updates concerning the development, and that District staff is considering the removal of this development from the list until there is more activity by the developer.

2. Summerfield Homes (5 DUs)

Mr. Ruiz commented that staff is awaiting receipt of revised plans from the developer.

3. Other Active Developments

Mr. Ruiz commented that there were no other active developments for discussion.

**RECOMMENDED ACTION**

Received status update, no action taken.

**ITEM 8: WATER SYSTEM STATUS**

---

Mr. Ruiz presented the Water System Status Update through April, 2014, on behalf of Mr. McKenna and reported on the following matters:

- Water Department staff repaired an air vacuum and release valve at the entrance to Dove Canyon. The valve was damaged when hit by a car. Mr. Ruiz presented photographs of the damaged equipment and the repairs.
- Water Department staff converted two older-style dry barrel hydrants with a new operator-friendly wet barrel type, and added a commercial hydrant to the Montessori school. Mr. Ruiz presented photographs of the hydrant replacements. Discussion occurred concerning the differences of two styles of fire hydrants.

**ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP  
MAY 13, 2014**

Mr. Ruiz reviewed the Monthly Water System Operations Summary (Summary) with the Committee, and mentioned that the SAC Influent Meter has been removed for repair and that this is reflected in the Summary with an asterisk. Discussion occurred concerning the accuracy of the meter reads for billing purposes.

**RECOMMENDED ACTION**

Received status update, no action taken.

**ITEM 9: WASTEWATER SYSTEM STATUS**

---

Mr. Hanberg, presented the Wastewater System Status Update through April, 2014, and reported on the following matters:

- Wastewater Department staff cleared the large bushes and weeds on the Dove Dam.
- Wastewater Department staff trimmed the bushes and trees on the access roads to the WWTP and Dove Lake.
- Wastewater Department staff worked with Bemus Landscape to clear the large bushes and weeds on the Robinson Ranch Recycled Water Reservoir Dam Face.
- Wastewater Department staff coordinated with the State Division of Dam Safety Representative to complete the annual inspection of the Robinson Ranch Dam and Dove Dam.

Mr. Hanberg commented on the Sewer System Management Plan Report and the Monthly Recycled Water System Operation Summary. Discussion occurred concerning Dove Lake access road and the use of asphalt grindings to prevent erosion and reduce the frequency of grading.

**RECOMMENDED ACTION**

Received status update, no action taken.

**ITEM 10: DISCUSSION AND POSSIBLE ACTION CONCERNING MET/MWDOC DRAFT FISCAL YEAR  
2014/2015 BUDGETS AND RATES**

---

Mr. Ruiz presented this matter for Committee review, and commented that a Special Board Meeting Budget Workshop has been scheduled for Thursday, May 29<sup>th</sup> at 6:00 pm for the review of proposed Fiscal Year 2014/2015 Budgets. Mr. Ruiz reviewed the MWDOC DRAFT Choice Services Program, which included the proposed budgets for the Water Use Efficiency, School, and Value of Water Communication Programs. Discussion occurred concerning the Value of Water Communications Program and the program's goals; Mr. Ruiz mentioned that it is a newly developed program and is largely undefined, but that District staff recommends budgeting for participation in the program as the District does not have a dedicated Public Affairs staff member, and that staff can determine the District's future involvement at a later date once the program is clearly defined. Mr. Ruiz reviewed the Water Use Efficiency (WUE) allocation, and mentioned that District staff has met with MWDOC staff to review the current rebate program participation levels. Mr. Ruiz added that District staff will deliver a Powerpoint presentation at the Regular Board Meeting which will review the current WUE rebates

**ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP  
MAY 13, 2014**

offered to customers and make recommendations on possible financial enhancements. Discussion occurred concerning the Additional MWDOC CHOICE Services Programs, and the District's participation in the Poseidon Ocean Desalination Program; Mr. Ruiz commented that District staff recommends participation for another year in order to support and receive more technical and water supply reliability data from the project.

**RECOMMENDED ACTION**

Received status update, no action taken.

**ITEM 11: DISCUSSION AND POSSIBLE ACTION CONCERNING TCWD's FISCAL YEAR 2014/2015  
GENERAL AND CAPITAL IMPROVEMENT PROJECT (CIP) BUDGETS**

---

Mr. Ruiz presented this matter for Committee review and highlighted the budget assumptions for Fiscal Year 2014/2015. Mr. Ruiz reviewed the projected untreated and treated water sales for the District, and commented that the District's demand for the next year will be approximately 3,000 acre-feet. Discussion occurred concerning the impacts of the statewide drought on overall demand in the District's service area. Mr. Ruiz provided a proposed budget handout and reviewed the additional budget assumptions and costs, which included election costs, employee health benefits, energy and fuel costs, chemicals for water treatment, and property/liability/ workers compensation insurance. Mr. Ruiz reviewed the budget summary which included the projected revenues, expenses, interest from Community Facility Districts (CFDs) and State Revolving Fund, District Reserves, and proposed major repairs and expenses. Mr. Ruiz mentioned that Fiscal Year 2014/2015 is the last year that the District will levy taxes for CFD No. 2 in Portola Hills.

Mr. Ruiz reviewed the proposed Fiscal Year 2014/2015 Capital Improvement Projects (CIP) Budget, which included highlights of major repairs and expenses, the 2015 Urban Water Management Plan, a SCADA Master Plan and Study, Dimension Water Treatment Plant Clearwell, and a study to evaluate upgrades to the Recycled Water Pump Station. Mr. Ruiz presented the proposed Fiscal Year 2014/2015 Operating Budget (Schedule B) for Committee review and highlighted Operating Revenues, Residential and Irrigation Water Sales, Operating Expenses, Employee Salaries and Benefits, and Supplies and Services. Discussion occurred concerning the installation of an onsite power generator at the Dimension Water Treatment Plant, and the benefits of either a natural gas or fuel cell application for the facility. Mr. Ruiz mentioned that at this time, District staff is reviewing the types of applications best suited for the facility. Discussion occurred concerning project funding, fund reimbursement process for certain projects, and non-substantive revisions to the CIP Budget handout for the Special Board Meeting Budget Workshop.

**RECOMMENDED ACTION:**

Received status update, no action taken.

**ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP  
MAY 13, 2014**

**ITEM 12: OTHER MATTERS/REPORTS**

---

Mr. Ruiz commented that Mr. Mandich was scheduled to attend the City of Rancho Santa Margarita City Council Meeting to accept a Proclamation on behalf of the District concerning Water Awareness Month for May, 2014..

**ADJOURNMENT**

Mr. Mandich adjourned the May 13, 2014, Engineering/Operational Committee Meeting at 8:26 AM.