

**TRABUCO CANYON WATER DISTRICT
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP
SEPTEMBER 10, 2013**

DIRECTORS PRESENT

Mike Safranski, Committee Chair
Stephen Dopudja, Alternate Committee Member

DIRECTORS ABSENT

Ed Mandich, Committee Member

STAFF PRESENT

Hector Ruiz, General Manager
Michael Perea, District Secretary
Neil McKenna, Water Department Superintendent
Bob Beck, Maintenance Department Superintendent

STAFF ABSENT

Lorrie Lausten, Engineer
Kris Hanberg, Wastewater Department Superintendent

PUBLIC PRESENT

No members of the public were present.

CALL MEETING TO ORDER

Committee Chair Safranski called the September 10, 2013, Engineering/Operational Committee Meeting to order at 7:00 A.M.

VISITOR PARTICIPATION

No comments were received.

ORAL COMMUNICATION

No comments were received.

COMMITTEE MEMBER COMMENTS

Committee Member Dopudja had no comments.

Committee Chair Safranski commented on an Orange County Register article titled "Would earthquake drain O.C. of water?", dated September 8, 2013, that highlighted the Bay Delta Conservation Plan. Chair Safranski asked the General Manager concerning the accuracy of the information presented about the District's amount of imported and locally produced water. Mr. Ruiz commented that the information was provided by the Municipal Water District of Orange County (MWDOC) and appeared

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to be accurate, but it should be noted that locally produced water includes recycled water used for landscape irrigation. Mr. Ruiz added that information in the article may have been obtained from the District's 2010 Urban Water Management Plan, which is available on the District's website. Chair Safranski commented on his experiences at Association of California Water Agencies (ACWA) Conferences concerning water demands and allotments.

REPORT FROM THE GENERAL MANAGER

The General Manager, Mr. Hector Ruiz commented on the following matters:

1. Mr. Ruiz referenced the Orange County Register article titled "Would earthquake drain O.C. of water?", dated September 8, 2013, as discussed by Chair Safranski. Mr. Ruiz mentioned that projects like the Baker Water Treatment Plant Project are intended to provide the District with a reliable and emergency source of supply in the event of a disaster, such as an earthquake, which could impact water supplies in California as presented in the article.
2. Mr. Ruiz commented that Ms. Doreen D'Adamo, State Water Resources Control Board (SWRCB) Board Member, is scheduled to tour local water agencies on November 1, 2013.

ITEM 1: ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP

The General Manager, Mr. Hector Ruiz presented the August 13, 2013, Engineering/Operational Committee Meeting Recap. Committee Chair Safranski inquired about Item 11: Other Matters, concerning the Dove Canyon Master Association Fuel Modification Zone Projects and the reasons for the District's provision of fire hydrant meters for the use of fire suppression purposes. Mr. Ruiz commented that the fire hydrant meters were not designated as the primary source for fire suppression, but instead, were provided as a secondary protectionary measure for DCMA and the contracted landscape companies performing the work. Chair Safranski commended staff for their work with DCMA concerning this matter.

RECOMMENDED ACTION

The Engineering/Operational Committee recommended that the Board receive and file the August 13, 2013, Engineering/Operational Committee Meeting Recap (Consent Calendar).

ITEM 2: SHADOW ROCK DETENTION BASIN FACILITY PROJECT

The General Manager, Mr. Hector Ruiz provided a status update on the project and presented a handout which showed an aerial map of the project site to the Committee. Mr. Ruiz added that staff is currently waiting for permits from the Department of Fish and Wildlife and the Army Corps of Engineers, and that based on communication with the agencies, this matter is proceeding well. Discussion occurred concerning project site demolition and rip rap size and distribution. Mr. Ruiz reviewed a handout of the basin design with the Committee, and highlighted the flow of runoff through the ponds, and the strategic deep pond design. Chair Safranski commented on the history of the site, and asked if the design will mitigate vectors, such as mosquitos, and prevent the possible

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spread of west Nile virus in the local communities. Mr. Ruiz commented that the facility is designed with pools deep enough to accommodate mosquito fish, with shallow areas for plant growth to provide filtration of the water between ponds. Mr. Ruiz added that staff will coordinate the review of the final design with the County of Orange Vector Control. Discussion occurred concerning Southern California Edison (SCE) planned involvement and scheduled activity at the project site. Mr. Ruiz commented that staff anticipate the project bidding process may begin as soon as the following month, and will continue to work with the landowner to procure easements for the project. Mr. Ruiz reviewed the revised project schedule with the Committee. Discussion occurred concerning current drought-like conditions and the project's potential impact on water conservation practices.

RECOMMENDED ACTION

Received status update, no action taken.

ITEM 3: ALTERNATE RAW WATER TRANSMISSION LINE - PW79

The General Manager, Mr. Hector Ruiz provided a status update on the project and commented that the environmental documentation for the project has been submitted to the Federal Emergency Management Agency (FEMA) for review and approval, but that there has not been a response to date concerning these matters. Mr. Ruiz reviewed the revised project schedule with the Committee, and commented that the 50% project design and easement procurement Kick-Off Meeting had occurred earlier in the month, as requested by the Consultant. Discussion occurred concerning the common pipeline alignment routes, and the potential impact on property owners in the adjacent industrial park. Mr. Ruiz commented that during the easement procurement process there may be a need to compensate specific property owners in the form of settlement costs. Discussion occurred concerning the 50% design, the timeline for 100% design completion, and the FEMA approval process.

RECOMMENDED ACTION

Received status update, no action taken.

ITEM 4: BAKER REGIONAL WATER TREATMENT FACILITY

The General Manager, Mr. Hector Ruiz provided a status update on the project, and reviewed the project schedule with the Committee. Mr. Ruiz added that Irvine Ranch Water District (IRWD) representatives are scheduled to deliver a presentation to the Board on the Baker Regional Water Treatment Facility (BRWTF) project at the September 18, 2013, Regular Board Meeting. Discussion occurred concerning project timeline and budget. Mr. Ruiz mentioned that IRWD will bid the project beginning August 6th through September 26th. Discussion occurred concerning project funding options for the District. Mr. Ruiz commented that there have been discussions with IRWD concerning funding options, however, the District may borrow money from its reserves to fund project participation with repayment from the monthly Water Reliability and Emergency Storage Fund (WRESF) fees. Discussion occurred concerning the scheduled IRWD project presentation and planned representatives.

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RECOMMENDED ACTION

Received status update, no action taken.

ITEM 5: GOLF CLUB SEWER LIFT STATION UPGRADES AND REHABILITATION

The General Manager, Mr. Hector Ruiz provided a status update on the project, and commented that the goal of the upgrade project is to convert the facility from a manual operation to an automated operation. Mr. Ruiz reviewed the compressor options, the valve configuration and setup, and the planned modifications to the process instrumentation. Discussion occurred concerning project budget and costs; Mr. Ruiz mentioned that the project budget is \$65,000. Mr. Ruiz added that staff intends to bid the project to electrical contractors mid-September through the beginning of October, and will present the selected prospective contractors to the Committee for review in October.

RECOMMENDED ACTION

Received status update, no action taken.

ITEM 6: ON-GOING ENGINEERING PROJECTS

1. Major Electrical Switch Gear Infra-Red Analysis

The Maintenance Superintendent, Mr. Bob Beck commented that this work has been coordinated with the District's insurance provider Association of California Water Agencies | Joint Powers Insurance Authority (JPIA), but that it has been delayed due to the overwhelming response as it is provided free of charge to JPIA member agencies. Mr. Beck added that the District is scheduled to complete this work sometime in the next four to six months with JPIA. Mr. Beck commented that staff has obtained a quote from Emerson Electronics, Inc., in the amount of \$2,250 for the infra-red analysis of the District's equipment in the interim. Mr. Beck commented that Emerson has performed other electrical services for the District in 2011, and recommended that JPIA can serve as a secondary confirmation of the completed work. Mr. Beck added that Maintenance Department staff has been trained in Arc Flash Prevention and can provide assistance to Emerson to complete this work safely. Discussion occurred concerning the condition of District facilities electrical equipment.

2. Computerized Maintenance Management System (CMMS)

The General Manager, Mr. Hector Ruiz commented that staff has reviewed three CMMS solutions, and has visited Santa Margarita Water District (SMWD) to review their CMMS solution. Mr. Beck commented that SMWD's CMMS is impressive, but an expensive application, and may be more than what the District requires. Mr. Beck added that the District's current CMMS solution is antiquated and no longer supported by the developer. Mr. Ruiz commented that staff will continue to coordinate with local agencies to review available and applicable CMMS solutions for the District.

3. Other Projects

The General Manager, Mr. Ruiz commented that there were no other on-going engineering projects for discussion.

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RECOMMENDED ACTION

Received status update, and recommended that the General Manager coordinate the Major Electrical Switch Gear Infra-Red Analysis work with Emerson with staff assistance for Arc Flash prevention, and coordinate the follow-up annual inspection with JPIA.

ITEM 7: ACTIVE DEVELOPMENTS

1. Saddle Crest Homes (65 DUs)

Mr. Ruiz commented that there are no updates at this time.

2. Skyridge Development (84 DUs)

Mr. Ruiz commented that staff is scheduled to meet with the developer and Psomas (Consultant) concerning the delivery of recycled water from Oso Reservoir to the development through an agreement with Santa Margarita Water District's (SMWD). Mr. Ruiz added that staff is working with SMWD to evaluate providing potable water to the development from the Allen-McCulloch Pipeline, and that the sanitary sewer system would deliver sewage to the District's El Toro Sewer Trunk Pipeline.

3. Oaks at Trabuco (9 DUs)

Mr. Ruiz commented that Wastewater Operations staff has installed and are actively monitoring a carbon-based odor control system at a manhole where a private sewer force main discharges. Mr. Ruiz added that the developer has completed the street repaving and hydrant repainting in the community. Discussion occurred concerning the operation status of the onsite wastewater treatment facility. Mr. Ruiz mentioned that the wastewater treatment facility is non-operable at this time due to the insufficient number of homes and occupants to support the wastewater treatment process at the facility, and that currently, staff routinely pump out the underground storage tanks multiple times per month at the developer's cost.

4. Summerfield Homes (5 DUs)

Mr. Ruiz commented that this development currently has water meters in the ground used for landscape maintenance only, per County of Orange regulations, but that no homes have been constructed to date. Mr. Ruiz added that staff has been notified by the developer's representative of their intent to begin home construction, and plans to coordinate with the District for water and sewer service.

5. Canyon Crest | Topanga Booster Pump Station

Mr. Ruiz commented that the land deed for the Topanga Booster Pump Station property has not been transferred to the District to date, but that staff is coordinating with County of Orange to acquire the land deed.

RECOMMENDED ACTION

Received status update. No actions taken.

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ITEM 8: WATER SYSTEM STATUS

The Water Department Superintendent Mr. Neil McKenna presented the Water System Status Update through August, 2013. Mr. McKenna reported on the following matters:

1. Water Operations Department staff coordinated the installation of an underground cable internet line with Cox Communications. Mr. McKenna presented aerial photos and job site photos of the installation.
2. Water Operations Department staff coordinated with a contracted diver for the inspection and leak repairs of the Rose and Cooks Reservoirs. Discussion occurred concerning reservoir lining recoating.
3. Water Operations Department staff has completed painting the fire hydrants on High Country Drive in the Robinson Ranch community.

Mr. McKenna commented that Water Operations Department has stopped delivering potable water to supplement the Recycled Water Reservoir at the Robinson Ranch Wastewater Treatment Plant on September 1st, for a total of 32 acre-feet. Mr. McKenna added that the Dove meter value on the Monthly Water System Operations Summary Report for August, 2013, is an estimate due to the need to bypass the meter for greater operational efficiency and capacity.

RECOMMENDED ACTION

Received status update. No actions taken.

ITEM 9: WASTEWATER SYSTEM STATUS

In the absence of Mr. Kris Hanberg, Wastewater Department Superintendent, the General Manager, Mr. Hector Ruiz presented the Wastewater System Status Update through August, 2013. Mr. Ruiz reported on the following matters:

1. Wastewater Operations Department staff painted the Robinson Ranch Wastewater Treatment Plant (WWTP) Sequencing Batch Reactor (SBR) infrastructure pipes.
2. Wastewater Operations Department staff installed a static mixer in the Chlorine Contact Chamber at the WWTP. Mr. Ruiz added that the implemented design is low cost, low energy intensive, and highly effective for the mixing process.
3. Wastewater Operations Department staff replaced the pump and motor at the Tick Canyon Dry Season Recovery Pump Station due to pump failure resulting from the corrosive quality of the runoff water on the pump and motor parts.

Mr. Ruiz reviewed the Sewer System Management Plan (SSMP) Report and the Monthly Recycled Water System Operations Summary Report with the Committee. Discussion occurred concerning the WWTP Recycled Reservoir and Dove Lake freeboard levels and recycled water demand.

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RECOMMENDED ACTION

Received status update. No actions taken.

ITEM 10: OTHER MATTERS/REPORTS

The General Manager, Mr. Hector Ruiz commented on the following other matters:

- Mr. Ruiz commented that staff will present the revised Dove Canyon Master Association (DCMA) Limited Use License Agreement to the Board at the September 18, 2013, Regular Board Meeting for review and approval. Mr. Ruiz added that previous version of the Agreement was approved by the Board at the May 15, 2013, Regular Board Meeting, but that DCMA has revised the insurance requirements language. Mr. Ruiz mentioned that District General Legal Counsel and the District Property Insurance provider, ACWA/JPIA has reviewed the revised Agreement.

ADJOURNMENT

Committee Chair Safranski adjourned the September 10, 2013, Engineering/Operational Committee Meeting at 8:03 A.M.