

**TRABUCO CANYON WATER DISTRICT
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP
NOVEMBER 13, 2012**

DIRECTORS PRESENT

Mike Safranski, Committee Chair
Ed Mandich, Committee Member

STAFF PRESENT

Hector Ruiz, Acting General Manager/District Engineer
Michael Perea, District Secretary
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

Committee Chair Safranski called the November 13, 2012 Engineering/Operational Committee Meeting to order at 7:01 A.M.

VISITOR PARTICIPATION

No comments were received.

ORAL COMMUNICATION

No comments were received.

COMMITTEE MEMBER COMMENTS

There were no Committee Member comments.

REPORT FROM THE GENERAL MANAGER

The Acting General Manager, Mr. Hector Ruiz commented that the Advisory General Manager, Mr. Don Chadd was not in attendance due to a scheduling conflict. Mr. Ruiz commented on the following matters:

1. District staff oversaw the delivery and installation of a storage shed at the rear of the Main Office for storage purposes.
2. The Department of Public Health completed its annual water system survey. The survey included an inspection of the District's potable water facilities. The Department of Public Health's findings consisted of the addition of sample taps for raw water sample collection at Rose Canyon and Lang Wells. Currently, a combined raw water sample is collected at the wells facility.

**ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP
NOVEMBER 13, 2012**

ITEM1: BAKER REGIONAL WATER TREATMENT FACILITY

The Acting General Manager, Mr. Hector Ruiz provided a status update on the project and commented that Irvine Ranch Water District (IRWD) and the contract design engineer is currently working on the project's final design with an expected completion date in December 2012. Mr. Ruiz expects that comments on the final design will be made during the first quarter of 2013, and the bid/award phase will likely occur in the second quarter. Discussion occurred concerning estimated engineering costs for the project.

RECOMMENDED ACTION

Received status update, no action taken.

ITEM 2: ALTERNATE RAW WATER TRANSMISSION LINE - PW79

The Acting General Manager, Mr. Hector Ruiz provided a status update on the project and commented that a revised project schedule has been received. Mr. Ruiz commented that the revised schedule includes updates on funding analysis and environmental documentation and timelines. Mr. Ruiz commented on the Federal Emergency Management Agency's (FEMA) project review process, which includes an environmental queue and a one-million-dollar queue for projects exceeding one million dollars in reimbursement costs. Discussion occurred concerning project timeline and possible construction strategies, including the emergency supply of potable water.

RECOMMENDED ACTION

Received status update, no action taken.

ITEM 3: SHADOW ROCK DETENTION BASIN FACILITY PROJECT

The Acting General Manager, Mr. Hector Ruiz provided a status update on the project and commented on the Request for Proposal status. Mr. Ruiz commented that five firms were invited to submit proposals, but the District received only one response from URS. Mr. Ruiz commented that his expectation is to negotiate with URS the final scope of work and fee estimate, and submit a scope on fees at the time of the November 2012 Regular Board of Directors Meeting. Discussion occurred concerning the project's scope of work and timeline.

RECOMMENDED ACTION

Received status update, and direct staff to submit a final scope and fee at the November 2012 Regular Board of Director's Meeting.

ITEM 4: GOLF CLUB SEWER LIFT STATION UPGRADES AND REHABILITATION

The Acting General Manager, Mr. Hector Ruiz provided a status update on this project and commented on the surge tank and hydro-pneumatic tank inspections conducted on November 7th by the independent third-party inspector. Mr. Ruiz commented that staff intends to re-rate the Golf Club surge tank through the State of California. Mr. Ruiz commented that if the surge tank is not re-rated at

**ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP
NOVEMBER 13, 2012**

the State level, staff will bring the project back with costs for the installation of new state-compliant tank.

RECOMMENDED ACTION

Received status update, no action taken.

ITEM 5: EL TORO ROAD SEWER LIFT STATION AGREEMENT AMENDMENTS

The Acting General Manager, Mr. Hector Ruiz commented that Santa Margarita Water District (SMWD) was currently reviewing the agreement amendments. Mr. Ruiz commented that SMWD had comments concerning the question of liability in the agreement language. Discussion occurred concerning the amendment effective date of July 1, 2012.

RECOMMENDED ACTION

Received status update, no action taken.

ITEM 6: DOVE CANYON MASTER ASSOCIATION (DCMA) LANDSCAPE STORAGE AREA

The Acting General Manager, Mr. Hector Ruiz commented on the Dove Canyon Master Association (DCMA) interest in obtaining a limited use license agreement for District-owned property adjacent to the District's Dove Canyon Reservoir. An aerial map of the land parcels was distributed. Mr. Ruiz commented that the District and DCMA would like to enter into a limited use license agreement for the shared use of the property, as well as electrical power and storage capacity. Mr. Ruiz commented that DCMA has prepared a DRAFT Agreement. Discussion occurred concerning the language and terms of the Agreement.

RECOMMENDED ACTION

The Committee received the information, and directed staff to work with DCMA and submit a DRAFT Agreement for review by the Committee.

ITEM 7: ON-GOING ENGINEERING PROJECTS

1. Dimension Water Treatment Plant Rehabilitation Project

Mr. Ruiz commented that the District has started preliminary discussions with the contractor on this project, and will have more information for the Committee in December or January.

2. Trabuco Dam Overlay

Mr. Ruiz commented that the District budgeted for this Capital Improvement Project (CIP) for the Trabuco Dam at the Robinson Ranch Wastewater Treatment Plant. Mr. Ruiz commented that the District will need to complete the relocation of one benchmark at the Dam prior to the overlay. Discussion occurred concerning the annual inspection of the Dam and reporting procedures. To assist with the scoping and coordination of work with the Division of Dams, the District is soliciting a proposal

**ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP
NOVEMBER 13, 2012**

from Genterra Consultants. Genterra has engineers who worked on the original design and construction of the District's dam.

3. Other Projects

Mr. Ruiz advised there are no other projects to discuss at this time.

RECOMMENDED ACTION

Received status update, no action taken

ITEM 8: ACTIVE DEVELOPMENTS

1. Saddle Crest Homes (65 DUs)

Mr. Ruiz commented that there was no activity on this development.

2. Skyridge Development (84 DUs)

Mr. Ruiz commented that Santa Margarita Water District (SMWD) expects to complete their analysis on this development in December or January. Discussion occurred concerning the specifics of a possible inter-agency agreement between TCWD and SMWD on this development.

3. Oaks at Trabuco (9 DUs)

Mr. Ruiz commented that the developer is close to completing the construction of a home in Lot 2 of this development, and will possibly be finished in January 2013.

4. Fieldstone (8 DUs)

Mr. Ruiz commented that the developer is close to completing the construction of the homes on this development project.

5. Other Active Developments

None at this time.

RECOMMENDED ACTION

Received status update. No actions taken.

ITEM 9: WATER SYSTEM STATUS

The Water Department Superintendent Mr. Neil McKenna provided the October 2012 Water System Status Update. Discussion occurred concerning District water sales.

RECOMMENDED ACTION

Received status update. No actions taken.

**ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP
NOVEMBER 13, 2012**

ITEM 10: WASTEWATER SYSTEM STATUS

The Wastewater Department Superintendent Mr. Kris Hanberg provided the October 2012 Wastewater System Status Update.

RECOMMENDED ACTION

Received status update. No actions taken.

ITEM 11: DISCUSSION AND POSSIBLE ACTION REGARDING REPLACEMENT OF DISTRICT VEHICLES

The Acting General Manager, Mr. Hector Ruiz commented that this matter is a result of the disposal of District Surplus Equipment authorized by the Board at the September 2012 Regular Board Meeting. The Administrative Services Manager, Mr. Michael Perea commented that staff has secured quotes from local vendors for replacement vehicles as described in the District Replacement Vehicle Fleet Quote handout, which was presented to the Committee for review. Discussion occurred concerning the types of vehicles which best suited staff needs, in particular the need for utility service trucks with 4x4 capacity, and possible additional vendors for consideration.

RECOMMENDED ACTION

The Committee received the information and recommended that staff submit the lowest vehicle quotes for the purchase of one Slide Rail Truck and two Utility 4x4 Trucks to the Board (Action Calendar).

ITEM 12: ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP

No changes were made to the October 9, 2012 Engineering/Operational Committee Meeting Recap.

RECOMMENDED ACTION

The Engineering/Operational Committee recommended that the Board receive and file the October 9, 2012 Engineering/Operational Committee Meeting Recap (Consent Calendar).

ITEM 13: OTHER MATTERS/REPORTS

The Acting General Manager, Mr. Hector Ruiz commented that there were no other matters or reports.

ADJOURNMENT

Committee Chair Safranski adjourned the November 13, 2012 Engineering/Operational Committee Meeting at 7:48 A.M.