

**TRABUCO CANYON WATER DISTRICT
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP
FEBRUARY 3, 2016**

DIRECTORS PRESENT

Edward Mandich, Committee Chair
Stephen Dopudja, Committee Member

STAFF PRESENT

Hector Ruiz, General Manager
Michael Perea, District Secretary
Lorrie Lausten, Engineer
Kris Hanberg, Wastewater Department Chief Plant Operator
Gary Kessler, Water Department Chief Plant Operator
Lisa Carmouche, Administrative Assistant

PUBLIC PRESENT

There were members of the public present.

CALL MEETING TO ORDER

Director Mandich called the February 3, 2016, 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

Director Dopudja had no comments

Director Mandich had no comments.

REPORT FROM THE GENERAL MANAGER

Mr. Ruiz reported the following matters:

- The District has recently completed a phone system upgrade with Cox Communications due to partial failing of the existing system and nearing the end of its service life. Mr. Ruiz added that the upgrade will result in a cost savings, much simpler billing, and an increase in resources for the District.
- The Santiago Lateral Pipeline will be shut down for planned maintenance and repairs beginning February 21st through February 28th. Mr. Ruiz mentioned that the District will rely on its intertie connections with Irvine Ranch Water District (IRWD) and Santa Margarita Water District (SMWD) during the shut down.

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ITEM 1: ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP

The January 6, 2016, Engineering/Operational Committee Meeting Recap was presented to the Committee.

RECOMMENDED ACTION

The Committee approved the meeting recap and recommended that the Board receive and file the January 6, 2016, Engineering/Operational Committee Meeting Recap (Consent Calendar).

ITEM 2: ALTERNATE RAW WATER TRANSMISSION LINE - PW79

Mr. Ruiz provided a status update on this project, and presented the 100% Project Plan Design for Committee review. Mr. Ruiz added that a Special Board Meeting has been scheduled to review the appraiser's reports for the taking of right of way for four of the five impacted property owners. Mr. Ruiz mentioned that District staff is coordinating with the County of Orange for a permit for the proposed pipeline and encroachment of the County trail. Mr. Ruiz reported that he has met with Senator Pat Bates to review the project and provide information concerning the impact to the local area, and that he has scheduled a meeting with Assemblyman Bill Brough, as well. Discussion occurred concerning the status of the preparation of the easement legal description; Mr. Ruiz mentioned that the legal description has been completed for three of the four properties and the fourth property, which is owned by IRWD, is currently being worked on with IRWD staff.

RECOMMENDED ACTION

The Committee received the status update, no action taken.

ITEM 3: BAKER WATER TREATMENT FACILITY

Mr. Ruiz provided a status update on this project, and presented the Baker Water Treatment Plant Construction Report (Report) for January 2016 for Committee review. Mr. Ruiz mentioned that the Project Committee (PC) Meeting was scheduled to meet on February 11th. Mr. Ruiz mentioned that the PC discussed the proposed structural and aesthetic changes to the building soffit(s) to avoid potential nesting issues, and reviewed the financial impacts of the project change order.

RECOMMENDED ACTION

The Committee received the status update, no action taken.

ITEM 4: DISCUSSION AND POSSIBLE ACTION(S) RELATING TO TCWD'S DOMESTIC WATER STORAGE AND RESERVOIR SITING STUDY

Mr. Ruiz presented this new item for Committee review, and provide a status update on the Draft Reservoir Study Report (Report) completed by PSOMAS (Consultant). Mr. Ruiz mentioned that Mr. Jay Rutter (Developer) was in attendance to answer questions from the Committee concerning the possibility of the District adding reservoir storage at the Saddle Crest Development. Mr. Ruiz presented proposed reservoir designs which included options for 0.8 Million Gallons per Day (MGD) and 2.0 MGD reservoirs, both steel and concrete designs. Mr. Rutter addressed the Committee, and expressed his willingness for a partnership with the District and the collaboration with Mr. Ruiz and Ms. Lausten. Mr. Rutter added that the partially buried concrete reservoir design is the more desirable option for the development, and believes it would be a benefit for the District, as well. Mr. Ruiz presented a cost analysis of the reservoir design options and cost benefits, which included future services and costs. Discussion occurred concerning the District's Water Reliability and Emergency Storage Fund (WRESF) and the District's requirement to provide additional emergency water storage for District-wide use. Mr. Ruiz commented that District staff will return the following month with updated reservoir construction costs which reflect Committee feedback.

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RECOMMENDED ACTION

The Committee received the status update, no action taken.

ITEM 5: OTHER ENGINEERING AND OPERATIONS PROJECTS

1. Recycled Water Conversion Project Opportunities

Mr. Ruiz provided a status update for this project, and mentioned that the project construction costs were approved by the Board of Directors at the January 20, 2016 Regular Board Meeting. Mr. Ruiz added that District staff is currently coordinating with GCI (Contractor) for the construction of the project.

2. Urban Water Management Plan

Ms. Lausten provided a status update for this project, and mentioned that the first Draft Urban Water Management Plan (UWMP) is delayed due to factors outside of the District's control, primarily because of the delay in receipt of data and information from other agencies, including MET. Mr. Ruiz added that District staff will add a separate staff report and adoption schedule for the following Engineering/Operational Committee Meeting.

3. Orange County Water System Gap Analysis

Mr. Ruiz provided a status update on this project, and mentioned that he met with MWDOC staff concerning the matter. Discussion occurred concerning the possibility of MWDOC staff presenting an update to the Committee concerning the Water System Gap Analysis.

4. Other Projects

Mr. Ruiz mentioned that District staff has determined that the Tick Creek Pump Station wooden overflow structure requires replacement due to structural damage and leaks. Mr. Ruiz added that the replacement costs will be shared with SMWD and the Audobon Society. Mr. Hanberg mentioned that Wastewater Operations staff replaced the flowmeter at the facility the prior day due to the failure of the existing flowmeter.

RECOMMENDED ACTION

The Committee received the status update, no action taken.

ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE PLANO TRABUCO DEVELOPMENT, WILLIAM LYON HOMES, INC., CITY OF RANCHO SANTA MARGARITA (36 UNIT TRIPLEX BUILDING DESIGN)

Mr. Ruiz provided a status update on this matter to the Committee, and presented Final Tract Map No. 17805 (Exhibit) for Committee review and comment. Mr. Ruiz commented that District staff is working with Special Legal Counsel on the procurement of offsite water and sewer easements for utilities within the adjacent shopping center at developer cost. Discussion occurred concerning the status of the development; Ms. Lausten commented that the developer is currently grading the project site and using recycled water for construction purpose and dust control. Discussion occurred concerning the District's dedicated recycled water hydrant for construction water purposes; Mr. Ruiz presented images of the recycled water hydrant location for Committee review. Mr. Ruiz mentioned that District staff is planning the design for the required wet well upgrades at Via Allegre Sewer Lift Station.

RECOMMENDED ACTION

The Committee received the status update, and recommended that the Board of Directors approve Tract Map No. 17805 (Action Calendar).

ITEM 7: SKYRIDGE DEVELOPMENT (84 DUs)

Mr. Ruiz provided a status update on this development, and reported that installation of the water and sewer utilities has begun. Ms. Lausten added that District staff has had good coordination with the developer to date, and that the sewer crossing of El Toro Road will be done using a microtunneling process and HDPE pipe. Ms. Lausten reported that DMc Engineering has been doing quality inspection while remaining conscious of project time management during their Construction Inspection Services, and mentioned that District Water Department Operators have been onsite during the process to observe the work. Mr. Ruiz mentioned that he has received the Draft Agreement with comments from SMWD for District Legal Counsel review, and will bring the final Draft Agreement to the Board for approval.

RECOMMENDED ACTION

The Committee received the status update, no action taken.

ITEM 8: SADDLE CREST DEVELOPMENT

Mr. Ruiz provided a status update on this development, and mentioned that the language specific to the development's Sub Area Master Plan (SAMP) will be used for the preparation of the Will Serve Letter, including the updated language related to the water reservoir requirements. Discussion occurred concerning sewer reimbursement costs due to the Zadeh Development and planned upgrades to the Ridgeline Booster Pump Station. Discussion occurred concerning the implementation status of required upgrades to the Ridgeline Booster Pump Station, including potential backup power supply.

RECOMMENDED ACTION

The Committee received the status update, no action taken.

ITEM 9: ACTIVE DEVELOPMENTS

1. Summerfield Homes, County of Orange – Tract 15800 (5 DUs | WSL)

Ms. Lausten provided a status update on this development, and mentioned that the developer is currently removing the sidewalk at the end of the cul de sac for the replacement of two new water meter boxes. Ms. Lausten added that the developer will be lining the sewer manhole and installing an odor knocker to control possible odors originating from the future homes with private sewage pump stations.

2. Oaks at Trabuco, County of Orange (9 DUs | WSL)

Ms. Lausten commented that the developer is currently planning the construction of a new home next to the future onsite wastewater treatment facility.

3. Other Active Developments

Ms. Lausten commented that there were no other active developments for discussion.

RECOMMENDED ACTION

The Committee received the status update, no action taken.

ITEM 10: WATER SYSTEM STATUS

Mr. Kessler presented the Water System Status Update through January, 2016, and reported on the following matters:

1. Water Department staff cleaned out all valves in the Canyon areas, and identified major isolation valves.

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2. Water Department staff rehabilitated pressure control Cla-Vals at Robinson Ranch Pump Station and Lindsay Pressure Reducing Stations.
3. Water Department staff ordered and obtained repair parts for canyon area main transmission lines in preparation for El Nino.
4. Water Department staff submitted, with the assistance from the County of Orange Environmental Health Division, the required Hazardous Materials Disclosure Report.

Mr. Kessler provided an updated Monthly Water System Operations Summary report for January, 2016, for Committee review, and provided additional information for calendar year 2013 for comparison purposes. Discussion occurred concerning the current conservation efforts of District customers; Mr. Kessler commented that the District's customers conserved approximately 17% for the month of January, 2016, in comparison to January, 2013.

RECOMMENDED ACTION

The Committee received the status update, no action taken.

ITEM 11: WASTEWATER SYSTEM STATUS

Mr. Hanberg presented the Wastewater System Status Update through January, 2016, and reported on the following matters:

1. Wastewater Department staff drained the West Sequencing Batch Reactor (SBR) at the Robinson Ranch Wastewater Treatment Plant (WWTP) to replace a broken compression coupler and replace 200 air diffusers.
2. Wastewater Department staff worked with Environmental Laboratory Accreditation Program (ELAP) for the certification inspection of the Robinson Ranch WWTP Laboratory.

Mr. Hanberg provided an updated Monthly Recycled Water System Operations Summary for January, 2016, for Committee review, and mentioned that the Shadow Rock Detention Basin Facility produced 9.3 acre feet of recycled water for the month. Mr. Hanberg presented the 2016 Sewer System Management Plan (SSMP) Program Audit [Exhibit] for Committee review and comment, and highlighted Table 1 – Annual SSO Statistics report of two sewer spills for Calendar Year 2015.

RECOMMENDED ACTION

The Committee received the status update, no action taken.

ITEM 12: OTHER MATTERS/REPORTS

Mr. Ruiz reported the following other matters:

1. The District is currently looking to hire a new Wastewater Treatment Operator in Training to backfill an existing employee vacancy due to interdepartmental transitions, and has received more than 90 applications.
2. MWDOC scheduled a Rate Analysis Workshop for member agencies later in the day. Mr. Ruiz said that he would be attending the meeting to learn more about the potential impacts to the District.
3. The 2016 South Orange County Economic Report Luncheon is scheduled for Friday, February 5th at Saddleback Community College. Mr. Ruiz mentioned that any Directors that are interested in attending this event are welcome to coordinate with Mr. Perea.

ADJOURNMENT

Director Mandich adjourned the February 3, 2016, Engineering/Operational Committee Meeting at 8:21 AM.