



**MINUTES  
JOINT REGULAR MEETING OF THE  
ENGINEERING AND OPERATIONS COMMITTEE AND  
SPECIAL MEETING OF THE BOARD OF DIRECTORS  
THURSDAY, MARCH 29, 2018  
8:30 AM**

**DIRECTORS PRESENT:**

William Plummer	Committee Chairman
Carol Lee Brady	Committee Member
Bill Wilson	Committee Member
Lisa Herman	Committee Alternate
Danny Martin	Board Member
Angel Garcia	Board Member
Bennett Drake	President

**STAFF PRESENT:**

General Manager Jeff Armstrong; Assistant General Manager-Engineering & Operations Eva Plajzer; Assistant General Manager-CFO/Treasurer Rick Aragon; Director of Administration Jason Martin; Chief Engineer Andrew Webster; Water Operations Manager Rich Ottolini; Public Affairs Manager Meggan Valencia; Field Services Manager Randy Crowell; Engineering Manager-CIP & Development Jake Wiley; Construction Contracts Manager Heath McMahon; Water Reclamation Manager Mark Kaveney; Human Resources Manager Eileen Dienzo; Public Information Specialist I Grace Cardenas; Safety/Risk Officer Tom Marcoux; Field Services Supervisor-Facilities Justin Weeks; Field Services Supervisor-Construction Keith Friddle; Water Systems Supervisor Kevin Marcoux; Water Quality Supervisor Jordan Farrell; Lead Field Services Worker-Construction Steve Drew; Field Services Foreman-Wells and Pumps Noel Walsh; Field Services Foreman-Construction Scott Fike; Field Services Workers II-Construction Cash Nicolson, Daniel Birdsall, Tim Shamblin, and Chris Carlisle; Field Services Worker I-Meter/AMR Maurcel Goodman; Field Services Worker I-Operations Richard Contrady; and Senior Administrative Assistant/Recording Secretary Milin Ream.

## **ADDITIONS TO AGENDA**

General Manager Jeff Armstrong announced that staff requests the following item be added to the agenda, and discussed as the first order of business:

### **Overland Drive Emergency Response**

**MOTION:** Director Brady moved that the item, Overland Drive Emergency Response, be added to the agenda, to be placed as the first item of business. Director Wilson seconded the motion, and it carried as follows:

**RESULT:** **APPROVED [UNANIMOUS]**

**MOVER:** Carol Lee Brady, Committee Member

**SECONDER:** Bill Wilson, Committee Member

**AYES:** William Plummer, Carol Lee Brady, Bill Wilson

### **APPROVAL OF AGENDA**

Chairman Plummer called for approval of the Agenda of the Regular Meeting of the Engineering and Operations Committee of the Rancho California Water District of March 29, 2018, as modified.

**MOTION:** Director Wilson moved to approve the meeting agenda, as modified. Director Brady seconded the motion, and it carried as follows:

**RESULT:** **APPROVED [UNANIMOUS]**

**MOVER:** Bill Wilson, Committee Member

**SECONDER:** Carol Lee Brady, Committee Member

**AYES:** William Plummer, Carol Lee Brady, Bill Wilson

### **PUBLIC COMMENT**

There was no public comment.

### **ADD ON - OVERLAND DRIVE EMERGENCY RESPONSE**

Assistant General Manager-Engineering and Operations Eva Plajzer addressed the Engineering and Operations Committee (Committee) to introduce this add-on item regarding the recent emergency response to a significant 16-inch polyvinyl chloride (PVC) waterline break on Overland Drive that occurred late evening on Friday, March 23, 2018. She commended staff, who were all present for this meeting, for their efforts and hard work in restoring water service in a timely manner.

At this time Field Services Manager Randy Crowell addressed the Committee, thanked all staff involved in the repair of the waterline, and began a PowerPoint presentation for review of the item. Beginning with a slide regarding the timeline of events from Friday, March 23 through Saturday, March 24, 2018, Mr. Crowell reviewed the following:

#### **Friday, March 23, 2018**

- 11:45 PM - received the report of a leak on Overland Drive;

## **Saturday, March 24, 2018**

- 12:15 AM - started to isolate the 16-inch PVC waterline;
- 12:45 AM - pipeline isolated;
- 2:30 AM - excavation begins;
- 5:00 AM - leak exposed;
- 10:00 AM - pipeline repair completed and chlorination begins;
- 1:30 PM - pipeline recharged and water service returned; and
- 10:00 PM - initial paving completed by Nelson Paving, and the road was returned to service.

Continuing, Mr. Crowell displayed several slides containing photographs of the area of the waterline break, the damaged PVC pipeline, and trench operations. He also provided information relative to the repair event, advising that: a total of 16 Rancho California Water District (District) employees were involved in the emergency response and repair of the waterline; the sidewalk in the area of the pipeline break was lifted 6-8 inches; the City of Temecula provided traffic control and clean-up assistance; and water loss is estimated at 1.2 million gallons.

Concluding his presentation, Mr. Crowell advised that ongoing restoration to asphalt and concrete sections is occurring. Ms. Plajzer added that this waterline break caused much damage not only in the right-of-way area, but also to the surrounding businesses; District staff will work with the Joint Powers Insurance Authority for any/all claims submitted as a result of this event. Both Ms. Plajzer and Mr. Crowell emphasized their appreciation for the responding staff, stating that the overall dedication and efficiency of the well-trained and able staff resulted in mitigated/minimized damage overall.

To a question posed by Director Herman, Water Systems Supervisor Kevin Marcoux advised that this Overland Drive waterline break and the Ynez Avenue waterline break that occurred within the last few years are unrelated in cause.

At this time, Mr. Crowell thanked Public Affairs Manager Meggan Valencia for her onsite assistance in keeping local businesses informed during the repair of the waterline.

Chairman Plummer expressed his appreciation to staff for a job well done and Director Drake opined that it is difficult to know how a section of pipe was handled before installation, making the determination of an actual cause of a pipeline fracture/break difficult.

### **Item 1. Status Update on the Vail Dam Replacement Project and Consider Approval of a Request to Negotiate a Sole Source Professional Services Agreement for Final Design with AECOM**

Engineering Manager-CIP & Development Jake Wiley addressed the Engineering and Operations Committee (Committee) to provide updated information concerning Rancho California Water District's (District) Vail Dam Replacement project and to ask the Committee to consider recommending that the Board of Directors (Board) authorize staff to negotiate with AECOM Technical Services, Inc. (AECOM) on a sole source

professional services agreement for preparation of 30 percent design documents for the replacement dam project.

Utilizing a PowerPoint presentation, Mr. Wiley began by providing lengthy history, for the benefit of all Board members, on the process staff have endeavored since 2012 when the Division of Safety of Dams (DSOD) requested Rancho California Water District perform an independent analysis of what the DSOD considered existing hydraulic and seismic deficiencies at Vail Dam. After reviewing much information that was previously presented at several Committee and Board meetings over the years, and reminding the Committee that the Board approved Remediation Option 3 - Replacement Dam at its October 13, 2016 regular meeting, which the DSOD agrees with as the District's remediation plan, Mr. Wiley highlighted the geotechnical investigation work that took place in 2017, resulting in a geotechnical 'basis of design' report and a geotechnical data report.

Continuing, Mr. Wiley reported that District staff and AECOM met with the DSOD on February 26, 2018 to review the geotechnical reports and spillway investigation, resulting in written comments received from DSOD concerning topics covering the dam design, foundation exploration, and spillway erosion. Subsequent to receiving DSOD's comments, AECOM responded to all comments, which comprise an AECOM memo dated March 15, 2018, included as an attachment in the Committee meeting packet for review.

Next, Mr. Wiley reviewed staff's next steps that involve a phased timeline for the final design of the replacement dam, as follows:

- Phase 1 (2018/2019): Final Design (30 percent)
- Phase 2 (2019/2020): Permitting and Environmental
- Phase 3 (2020/2021): Final Design (100 percent)

General discussion ensued regarding several topics including: the use of Vail Property mitigation credits/planned onsite mitigation for the replacement dam project to lessen the effect on those mitigation credits; the acquired land surrounding the project being of tremendous value to the District in terms of using a borrow area near the project site for aggregate supply and habitat/environmental impacts; and seismic standards for the dam ("Maximum Credible Earthquake").

Concentrating on Phase 1 work for the 30 percent design documentation, Mr. Wiley indicated that staff is requesting consideration by the Committee to negotiate a sole source agreement with AECOM for the preparation of such documentation, with an anticipated contract value of \$1.2 million. He then explained that staff desires to maintain AECOM's services on the replacement dam project for the following reasons:

1. AECOM has in-depth knowledge of the project and is established as the geotechnical Engineer of Record.
2. AECOM's team experience and expertise.
3. Ongoing collaboration with regulators.
4. Exemplary performance to date.

At this time Chief Engineer Andrew Webster expanded on staff's desire to maintain AECOM for the next phases of work, noting that, even if the District began a Request for Proposals process now, staff believes there is a limited set of firms that can provide this level of work for the District; further, if another firm were brought in at this time for the project, it will ultimately be more expensive due to the new firm taking over and adjusting to the design of work that has been done already.

Additional discussion continued regarding the level of potential funding for required environmental documentation, concern over the potential for AECOM to replace staff members over time for the project, and the sole source approach versus issuing a Request for Proposals for the design work.

**MOTION:** Director Wilson moved that the Committee recommend the Board of Directors authorize staff's request to negotiate with AECOM Technical Services, Inc. on a sole source professional services agreement for preparation of 30 percent design documents for the replacement dam project. Director Brady seconded the motion, and it carried as follows:

**RESULT:**        **APPROVED [UNANIMOUS]**  
**MOVER:**         Bill Wilson, Committee Member  
**SECONDER:**    Carol Lee Brady, Committee Member  
**AYES:**         William Plummer, Carol Lee Brady, Bill Wilson

**Item 2.         Determination of Public Interest in Disclosing of Certain Customer Data**

Assistant General Manager-Engineering and Operations Eva Plajzer addressed the Engineering and Operations Committee (Committee) to provide information relative to a public records request received from the Upper Santa Margarita Irrigated Lands Group (USMILG) for customer data of net irrigated acreage for agricultural accounts, with staff seeking a recommendation by Rancho California Water District's (District) Board of Directors (Board), via a recommendation from the Committee, on the issue of public interest in disclosing certain customer data, in accordance with the Public Records Act.

Ms. Plajzer reviewed the information included in the Committee meeting packet concerning section 6254.16 of the Public Records Act; in particular, section 6254.16 (f), noting that any information released under this exemption would, at that time, become public and available to other persons:

"(f) Upon determination by the local agency that the public interest is disclosure of the information clearly outweighs the public interest in nondisclosure."

Reviewing two public records requests received in 2017, included in the Committee meeting packet, Ms. Plajzer reminded that the Board approved the request received from the San Diego Regional Water Quality Control Board (San Diego Water Board), under section 6254.16 (b) exemption, and the request received from the De Luz Ag Group was denied by the District's Board, as the Board found that there was no public interest in releasing the requested data since it was already available through the San Diego Water Board.

Noting that the current request from USMILG is for different data than the District previously responded to and provided to the San Diego Water Board, Ms. Plajzer indicated that the District's Board must evaluate each request on its individual merits; thus, staff requires direction accordingly.

To a question posed by Chairman Plummer, Ms. Plajzer advised that the USMILG sought this information from the San Diego Water Board previously, but has not previously asked the District for this data until now.

At this time Director Drake explained that the San Diego Water Board is interested in knowing all agricultural customers due to the agriculture discharge requirements, which is why the original request for information came from them; the District, upon receiving the request from the San Diego Water Board, approved the sharing of information from one government agency to another. He further explained that he doesn't believe the District should release any information directly to private groups/non-profits; rather, it would be up to the San Diego Water Board to request permission from the District for those groups requesting public records from them. Director Drake opined that it is the District's responsibility to protect customer information. Ms. Plajzer added that four entities (non-profit and for profit) are currently approved by the San Diego Water Board for stormwater permit compliance: De Luz Ag Group, USMILG, San Diego Irrigated Lands Group, and Frog Environmental.

Lengthy general discussion ensued regarding the effort by the District to maintain and protect customer information and the overall philosophy of the District's actions upon receiving similar requests for information from non-governmental agencies/entities.

**MOTION:** Director Wilson moved to deny the request from the USMILG for customer data of net irrigated acreage for agricultural accounts, and to direct staff to refer all such future requests to the San Diego Regional Water Quality Control Board. Director Brady seconded the motion, and discussion continued.

Brief discussion continued once again reviewing the need for public information requests such as this to be evaluated by the Board on its individual merit.

Hearing no additional comments or questions, Chairman Plummer called for the question on the motion on the floor, and it carried as follows:

**RESULT:**       **APPROVED [UNANIMOUS]**  
**MOVER:**       Bill Wilson, Committee Member  
**SECONDER:**   Carol Lee Brady, Committee Member  
**AYES:**        William Plummer, Carol Lee Brady, Bill Wilson

**Item 3.        Project Status Reports - February/March 2018**

Presented for Engineering and Operations Committee (Committee) review and acceptance were the Rancho California Water District (District) Construction Project

Status Report, Outside Contracts Summary Report, and Capital Job Status Report for the months of February/March 2018.

Construction Contracts Manager Heath McMahon briefly reported that the Berenda Road Pipeline Relocation project (Project No. D1805) is anticipated to be complete April 6, 2018; the Camino Sierra Road Pressure Zone Conversion project (Project No. D1807) is beginning this week--customers should start to experience modified water service pressure; and, as additional information to the construction project status report included in the Committee meeting packet, a new project has been issued for public bid: Drilling New Well No. 177, Well No. 125 Replacement (Project No. D1897).

Utilizing a PowerPoint presentation containing statistics and photographs, Mr. McMahon reviewed various capital improvement plan (CIP) projects completed in calendar year 2017, as follows:

- *Miscellaneous Water Valve and Appurtenance Replacements/Installations* [Project Nos. D1840 and D1841]; completed February 2017; construction contract amount of \$515,398; and change orders totaling \$42,147 (8.2 percent);
- *Well Nos. 210, 215, and 216 Replacement* [Project Nos. D1779 and D1781]; completed February 2017; construction contract amount of \$5,807,932; and change orders totaling -\$173,383 (-3 percent);
- *Landscape Improvements for Washington Avenue and Douglass Avenue Solar Power Project* [Project No. D1695]; completed March 2017; construction contract amount of \$342,000; change orders totaling -\$2,200 (-0.1 percent);
- *Miscellaneous Water Valve and 18-Inch Waterline Abandonment* [Project No. D1869]; completed March 2017; construction contract amount of \$227,770; no change orders;
- *Flow EQ Basin Liner Replacement* [Project No. PG194]; completed June 2017; construction contract amount of \$337,950; no change orders;
- *Well No. 240, Well No. 215 Replacement* [Project No. D1853]; completed July 2017; construction contract amount of \$1,426,675; change orders totaling -\$35,755 (-2.5 percent);
- *Miscellaneous Water Valve and Appurtenance Replacements/Installations* [Project Nos. D1869 and D1870]; completed July 2017; construction contract amount of \$391,411; and change orders totaling \$5,792 (1.5 percent);
- *Well No. 239, Well No. 231 Replacement* [Project No. D1806]; completed August 2017; borehole abandoned due to poor water quality; construction contract amount of \$1,840,808; change orders totaling -\$1,321,942 (-72 percent);
- *Distribution System Water Quality Sample Stations* [Project Nos. D1907 and D1910]; completed August 2017; construction contract amount of \$197,500; change orders totaling \$5,016 (2.5 percent);
- *Equipping Well No. 236* [Project No. D1780]; completed August 2017; construction contract amount of \$428,000; change orders totaling \$22,916 (5.4 percent);
- *Fiscal Year 2016-2017 Reservoir Recoats* [Project Nos. D1889, D1892 through D1895]; completed September 2017; construction contract amount of \$1,559,690; change orders totaling -\$17,174 (-1.1 percent); and

- *Equipping Well No. 237* [Project No. D1779]; completed December 2017; construction contract amount of \$470,222; anticipated final change orders totaling -\$3,372 (-0.7 percent).

Summarizing the District's CIP projects completed in calendar year 2017, Mr. McMahon displayed a slide containing the following information:

- Construction contracts via engineering division construction contracts department total \$13,545,446;
- Total change orders: -\$1,477,955 (-11 percent);
- Total change orders excluding well projects: \$53,125 (1.2 percent);
- \$13,545,446/2.5 construction inspectors = \$5,418,178 per inspector (excluding developer inspection, support for other departments, and field surveys, etc.).

At this time Chief Engineer Andrew Webster advised that the public bidding process has begun for the Joint Powers Authority project--Santa Rosa Water Reclamation Facility Rehabilitation.

The Committee accepted the Project Status Reports for the months of February/March 2018, as presented.

#### **Item 4. Operations Reports - February 2018**

Presented for Engineering and Operations Committee (Committee) review and acceptance were the Rancho California Water District (District) Operations Reports, Regulatory Compliance Report, production charts, Vail Lake storage and elevation charts, status reports, and water sales and production statistics for the month of February 2018.

Reminding the Committee that staff previously received the Board of Directors' approval for an asset management program covering the District's aging wells, Water Operations Manager Rich Ottolini announced that work has been completed on those wells deemed most critically in need of revitalization, and he provided a PowerPoint presentation covering the well rehabilitation work for Well Nos. 133, 143, and 158. Information reviewed for each well included: well drill date; original capacity; rehabilitation date, pre-rehabilitation flow; post-rehabilitation flow; increased capacity percentage; additional amount of acre-feet (AF) achieved per year; rehabilitation cost; and payback timeframe. Further, Mr. Ottolini advised that through the well asset management plan, staff are collecting data to determine the longevity of the rehabilitation work performed; if it is determined that the rehabilitation work for a particular well provides only a short-term solution, then staff will consider well replacement.

Summarizing the rehabilitation work for these three wells, Mr. Ottolini advised that this work produced 1,358 AF of recovered capacity; total cost for all rehabilitation work was \$289,633; and cost per AF for all rehabilitation work is \$213 per AF. Continuing, Mr. Ottolini reviewed rehabilitation work in progress for Well Nos. 144 and 157 and noted that Well 203 is scheduled for rehabilitation in May 2018.

To a question posed by Chairman Herman, Mr. Ottolini advised that the difference between the original well production capacity and the post rehabilitation percentage of increased capacity figures is mainly due to existing groundwater levels.

Next, Mr. Ottolini instructed that, for Fiscal Year (FY) 2018-2019, Well Nos. 120, 138, 139, 141, and 153 are scheduled for rehabilitation.

Concluding his presentation, Mr. Ottolini displayed graphs depicting the Pauba/P groundwater elevation data showing long-term declining water levels between January 1983 and January 2018, along with short-term elevation data of water levels between August 2011 and February 2018, which indicates over the last several months an increase in elevation due to staff's reduced pumping strategy. Similarly, Mr. Ottolini reviewed graphs for the Temecula/T groundwater elevation data, noting that this aquifer represents the District's deep water storage and is more difficult to recharge. In summary, Mr. Ottolini noted that the Temecula/T long- and short-term graphs indicate an overall recovery and this is considered a good trend. Finally, Mr. Ottolini displayed a few more slides pertaining to Manganese treatment at Well No. 102, and he indicated that this well, with a completion date in May 2018, is expected to provide a capacity of 1,000 gallons per minute, with the FY 2018-2019 budget amount at 950 AF.

The Committee accepted the Operations Reports for the month of February 2018, as presented.

#### **Item 5. Assistant General Manager's Report**

Addressing the Engineering and Operations Committee (Committee), Assistant General Manager-Engineering and Operations Eva Plajzer briefly reviewed information provided in the staff report, noting that staff will review specific information at next month's Committee meeting pertaining to what appears to be shooting/target practice activity occurring at the Vail Property. Ms. Plajzer expanded on one of the items included in the staff report; specifically, the agreement between Rancho California Water District and Western Municipal Water District (WMWD), wherein, through an expected termination of the maintenance portion of agreement within the next six months, WMWD will assume full maintenance responsibility for the Improvement District A (ID A) and the Rock Mountain area. She then entertained any questions from the Committee.

Hearing no questions, Chairman Plummer moved on to the next agenda item.

#### **Item 6. Vail Lake Property Update**

General Manager Jeff Armstrong began by advising that, at the request of Director Garcia for more periodic updates on the Vail Lake Property, this will be a recurring item added to all Committee meeting agendas into the future to allow staff to provide timely updates on the property.

Mr. Armstrong advised that a contract was entered into with Best Best & Krieger for the appraisal of the RV Park; the results of the appraisal are anticipated within the next

month or so. Additionally, a *draft* Request for Proposals document is being developed and finalized by staff and will be presented at the April 5, 2018 regular Finance & Audit Committee meeting so that it may be considered for approval in final form by the Board of Directors (Board) at its April 12, 2018 regular meeting.

Continuing, Mr. Armstrong indicated that, for the Mitigation Bank and exclusive negotiating agreement with RLC, the process has been slow and a meeting is scheduled for April 9, 2018 to review the draft terms of the agreement, with the goal being to bring the negotiating agreement to the Board for review and consideration at its May 17, 2018 adjourned regular meeting.

To a question submitted by Director Martin regarding the list of items he requested be given to the RV Park appraiser, Mr. Armstrong advised that staff provided all information requested by the appraiser and is in the process of gathering the information requested by Director Martin.

**Item 7.       Adjournment**

There being no further business to come before the Committee, the meeting adjourned at 10:25 a.m.