

OPERATIONS COMMITTEE MINUTES

DATE: Wednesday, January 16, 2019

1. CALL MEETING TO ORDER AND ROLL CALL

The meeting was called to order at 10:02 a.m. Present were Director Josie Calderon-Scott and Director Hector Martinez, with Director Alejandra Sotelo-Solis absent. Staff members present: General Manager Tish Berge, Assistant General Manager Jennifer Sabine, Interim Director of Water Quality Justin Brazil, Distribution Manager Nathan Golder, Program Manager Sue Mosburg, Director of Engineering Ron Mosher, Public Affairs Manager Leslie Payne, Director of Distribution Greg Snyder, and Director of Administrative Services Dina Yorba.

2. ITEMS TO BE ADDED, WITHDRAWN, OR REORDERED IN THE AGENDA

(Government Code Section 54956.5)

There were none.

3. OPPORTUNITY FOR PUBLIC COMMENT

(Government Code Section 54954.3)

There were no comments from the public.

4. ACTION AGENDA

A. Construction Update (Information Item) (No Enclosure):

Director of Distribution Snyder provided a summary of the activities conducted by the Authority's Distribution Department, including reactive maintenance, coordination with other utilities, capital investment projects, water system maintenance, and fleet equipment maintenance and repair.

No action is required by the Governing Board.

B. Consideration to Award a Contract for No-discharge System to Flush All Distribution Piping 12-inch and Smaller:

Director of Distribution Snyder described two types of unidirectional flushing (UDF); (1) traditional and (2) no-discharge flushing, and provided an overview of the proposed outreach on future flushing programs to maintain water quality. Traditional flushing has been used by the Authority in the past and consists of a methodical progression of selectively closing valves in the water distribution system and flowing water through strategic fire hydrants. General Manager Berge added that there was substantial concern raised during the more than 20 public outreach events last summer regarding the perceived wastefulness of flowing water into the street, only to have it drain into the storm drainage systems. By contrast, the no-discharge flushing method consists of isolating a portion of the water distribution system by closing valves and pumping the water from one fire hydrant to another through a truck-mounted pump and filtration system using 1-micron disposable filters. This type of flushing virtually eliminates any water loss during the flushing process.

A request for proposals was issued for companies to propose on implementing the no-discharge flushing process on a selected portion of the Authority's water distribution system. It is anticipated that approximately one-third of the pipelines 12-inch and smaller can be cleaned in this initial program. Two proposals were received, with Reliable Water Solutions being the lowest at \$233,087.80. Director Calderon-Scott asked how much had been budgeted for this program. General Manager Berge indicated that at the time the budget was prepared in the spring of 2018, the no-discharge flushing option had not been evaluated and that any flushing activities to be conducted this fiscal year were planned to be accomplished using existing staff with support by temporary staff. As such, there is not a dedicated budget allocation for this work. Staff's recommendation is to utilize funding from the Expense Contingency Fund along with reallocated funds from the Distribution Department's Operating Budget.

Director Martinez asked if purchasing the equipment used to pump, filter, monitor, and chlorinate the water was considered. Mr. Snyder indicated that the cost of this equipment is in the \$400,000 - \$500,000 range or more. Director Martinez requested that the potential for purchasing the equipment be investigated and asked about the water quality control requirements for this process. Mr. Snyder replied that an operations plan has been submitted to the Department of Drinking Water (DDW) for approval and that all required monitoring, testing, and oversight required by DDW will be implemented. Director Martinez asked that detailed budget information showing how the project is to be funded be provided in the Board Packet.

Director Calderon-Scott recommended that the Public Affairs Department prepare a Frequently Asked Questions sheet to help with public outreach on this project. Public Affairs Manager Payne indicated that they are drafting materials now and will create videos that can be used on social media and the Authority's website (in English and Spanish). Ms. Payne also indicated that staff has plans for direct mailings (bilingual) to focused areas in the work zone. In addition, work crews will be provided with hand-out materials to provide to the interested public during the cleaning activities.

The Operations Committee recommends that the Governing Board award a contract in the amount of \$233,087.80 to Reliable Water Solutions, Grand Terrace, CA, for no-discharge system flushing of distribution piping 12-inch and smaller and recommends that the Governing Board direct staff to initiate the evaluation of purchasing the equipment in the future.

C. Request to Approve Easement Quitclaim – 416 Broadway, Chula Vista:

Director Martinez recused himself on this agenda item due to his business relationship with the applicant. Since there were only two Operations Committee members present, there was not a quorum to continue with this item.

The Operations Committee defers to the Governing Board for a decision.

D. Strategic Plan Reporting - Bi-annual Detailed Work Plan Status Report (Information Item):

Assistant General Manager Sabine provided background on:

- How the Authority's Strategic Plan is updated every five years,
- That the Strategic Plan was last updated in 2017, and
- How a Strategic Plan Work Plan is developed annually to guide and direct staff's efforts.

The Work Plan is divided into seven goal areas, with the Operations Committee reviewing objectives and performance measures related to Water Quality, System and Water Supply Reliability, Administrative Effectiveness, and Environmental Stewardship. For reference, the Finance and Personnel Committee reviews objectives related to Financial Viability, Customer Service, and Staff Development. Ms. Sabine provided highlights of the four goal areas under the purview of the Operations Committee and indicated that approximately 90 percent of the tasks identified in the Work Plan are on target at this midpoint of the current fiscal year.

No action is required by the Governing Board.

5. CLOSED SESSION

There was none.

6. NEXT MEETING

The next regularly scheduled Operations Committee meeting will be held on Wednesday, February 20, 2019 at 10:00 a.m.

7. ADJOURNMENT

The meeting adjourned at 11:20 a.m.