

**MINUTES OF THE SPECIAL MEETING
OF THE
BOARD OF DIRECTORS**

Thursday, June 28, 2023

The meeting was called to order at 7:12 p.m.

1. ROLL CALL:

Directors Present: Julie Richards
Tom Chambers
Don Amuzie
Perry Bautista
Janet Medina

Staff Present: Michael Conneran, Attorney
Johnny Kennedy, Field Supervisor
Wendy Bellinger, Office Supervisor
Patricia Mairena, General Manager

Visitors Present: Joubin Pakpour, Engineer (*Remotely*)

There was no Public present, hence no public comment.

2. STUDY SESSION TO DISCUSS MULTI-YEAR CAPITAL PROJECTS.

General Manager Mairena stated that the purpose of this meeting was to review and discuss the multi-year CIP that had been prepared by Pakpour and Associates, the District's engineers. General Manager Mairena asked Engineer Pakpour if he wanted his presentation to be displayed. Engineer Pakpour proceeded to review it with the Board. Engineer Pakpour pointed out that in the last year or so, his firm was able to finish mapping the sewer projects and that in the previous version of the list of sewer projects, they had positioned a place holder for the streets that had not been mapped yet, and now that they have done so, and the total costs of the projects were close to their estimated cost. Engineer Pakpour reminded the Board the water projects had previously been estimated and they had only updated the cost to the current bid climate. Engineer Pakpour pointed out the FAQ list that he had prepared which may answer some of the Board's questions.

Engineer Pakpour asked General Manager Mairena to display the write up on pipes written by the USEPA (U.S. Environmental Protection Agency). Engineer Pakpour mentioned that the District's pipes are about 94% or so composed of AC (Asbestos Cement) material and told the Board that the life expectancy had been determined to be about 65-105 years depending on the service life. Engineer Pakpour pointed out that the failure of AC pipes, unlike

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the one from cast iron pipes which showed corrosion, pinholes, and gave prior warning, was catastrophic and without prior warning. Engineer Pakpour pointed out that unlike other districts who laid their pipe in sections throughout several years, the District's biggest challenge was that its pipes would be aging out around the same time due to most of its pipes being laid around the mid-60s, and the failures could result in explosive water leaks.

Director Chambers inquired about the type of pipe being laid on the new developments. Engineer Pakpour replied that it was ductile iron pipe and that at the Oakmont Meadows project, had earthquake-resistant ductile iron pipe due to its close proximity with the fault.

Director Bautista asked for clarification on the average life expectancy of the District's pipes. Engineer Pakpour replied that it was dependent on several factors, but since the District received clean water and there was not too much earth shifting, he would expect it to be in the high end or around 100 years, which left about 30 to 40 years from now.

Engineer Pakpour referred to the District's Seismic Vulnerability Assessment that was conducted by John Eidinger in 2012, which mentioned that when a large earthquake hits the Bay Area, the results to the District would be catastrophic. Engineer Pakpour pointed out that the District needs to plan on having its pipes be resilient so there would be less leaks and not the twenty five leaks that are mentioned in that report. Engineer Pakpour suggested taking the number of pipelines and dividing it by 40 years to see how much pipe the District would need to replace each year.

Director Chambers talked about the District purchasing more flexible pipe like what North Coast County Water District has to bypass the leaks from hydrant to hydrant. Engineer Pakpour stated that unfortunately, you would need water in the system to locate the leaks.

Engineer Pakpour reviewed a chart with the pipeline renewal rate of the District and other surrounding districts, and that the District was trailing behind on replacing its pipe.

Engineer Pakpour proceeded to review the 6-year list of water and sewer CIP projects that his firm had prepared. There were some comments from the Board on the projects and their order. Engineer Pakpour replied that the order could be shifted as priorities changed.

Attorney Conneran suggested that while the list was important, the main thing that was needed for the RFP for the rate study was a budget which could be 5-10-15 million, or 3-7-10 million, or whatever the Board decided. Director Chambers stated there should be one for water and one for sewer.

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Engineer Pakpour mentioned that the rate study would determine how much the District could afford to do in projects. He mentioned that the approach other agencies used was to come up with a dynamic model which would determine what projects could be done with an x amount of dollars.

Attorney Conneran mentioned that the replacement of the pipes was a combination of seismic location and age, and he suggested that the focus of the District should be to replace the pipes that were in the most seismic areas at whatever schedule the Board decided.

Director Chambers mentioned a couple of pipe replacement projects he thought should be considered first: the pipe from Christen Hill to Skyline, since it crossed the fault, and the 12" pipe on Carter which fed water back to the tanks to replenish Christen Hill and which also crossed the fault. Director Chambers stated that these streets were good candidates because they had not recently been resurfaced by the City of SSF. Engineer Pakpour stated that the order of projects could be shifted anyway the Board decided, and that as Attorney Conneran had mentioned, the District did not need a list to send out the RFP.

Director Chambers mentioned that the water meters were not on the list, and Engineer Pakpour confirmed that they should not be. Director Chambers also stated that the Rate Study should not be part of the list since it could not be depreciated.

Supervisor Kennedy stated that the District should not worry about the resurfacing of the streets when considering the timing of the projects. Engineer Pakpour replied that he had checked with the City of SSF, and they had a 5-year moratorium, but by the time the District got around to doing those streets, the moratorium would end. Engineer Pakpour mentioned that once it got closer to doing those streets, the District should approach the City of SSF to determine what their resurfacing plans for the next 3 years were, and then coordinate our plans with them.

3. REVIEW/ APPROVE THE DRAFT REQUEST FOR PROPOSALS FOR WATER AND SEWER RATE STUDY.

Engineer Pakpour discussed the process for releasing the RFP: the rate consultants would put a proposal to perform a rate study, then the District would select the consultant and discuss with them the scope of the rate study and provide them the dollar amount of projects being spent each year, and then negotiate a rate with them. Attorney Conneran clarified that the selection for engineering consultants was qualifications first and pricing next, and then if the District could not agree with them, then they could move on to the next qualified consultant.

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Director Chambers suggested a few changes to be made to the RFP. President Medina asked the other board members if anyone had any comments or if they agreed with Director Chambers' comments. There were some remarks but no modifications to Director Chambers' requests.

Engineer Pakpour was asked how long should be given to the consultants to reply. He stated that 60 days should be sufficient, and that a mandatory pre-proposal meeting should be scheduled to answer any questions. Attorney Conneran stated that it may be best if the meeting was not mandatory so as to attract more consultants.


Attorney Conneran told General Manager Mairena he would make the changes and send the redline document to her.

Director Chambers moved to approve the Draft Request for Proposals for the Water and Sewer Rate Study once it had the approval of Attorney Conneran and the general manager, seconded by Director Bautista.

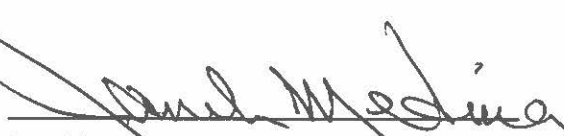
The motion was carried unanimously.

4. ADJOURNMENT:

The meeting was adjourned at 8:40 p.m.



Secretary



President

07/13/23

Date