

AGENDA FOR A COMMITTEE MEETING OF THE WHOLE  
SPECIAL BOARD MEETING OF THE BOARD OF DIRECTORS  
OF THE VALLECITOS WATER DISTRICT  
MONDAY, FEBRUARY 6, 2012, AT 1:00 P.M.  
AT THE DISTRICT OFFICE  
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

CALL TO ORDER – PRESIDENT GENTRY

ORAL COMMUNICATIONS

Persons wishing to address a matter not on the Agenda may be heard at this time; however, no action will be taken until the matter is placed on a future agenda in accordance with Board policy.

ITEMS FOR DISCUSSION

1. WEBSITE UPDATE
2. CAPITAL FACILITIES FEES WORKSHOP UPDATE
3. EASEMENT ACQUISITION UPDATE FOR SAN MARCOS INTERCEPTOR PROJECT (pp. 1–3)
4. ENGINEERING SERVICES CONTRACT – ODOR CONTROL STUDY (pp. 4-20)
5. DRAFT MITIGATED NEGATIVE DECLARATION FOR THE LINDA VISTA EAST SEWER PROJECT (pp. 21-24)

\*\*\*\*\*END OF DISCUSSION ITEMS\*\*\*\*\*

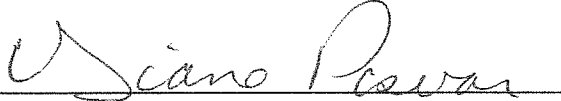
OTHER BUSINESS

\*\*\*\*\*END OF OTHER BUSINESS\*\*\*\*\*

If you have any disability which would require accommodation in order to enable you to participate in this meeting, please call the Executive Secretary at 760.744.0460 ext. 264 at least 48 hours prior to the meeting.

AFFIDAVIT OF POSTING

I, Diane Posvar, Executive Secretary of the Vallecitos Water District, hereby certify that I caused the posting of this Agenda in the outside display case at the District office, 201 Vallecitos de Oro, San Marcos, California by 1:00 p.m., Thursday, February 2, 2012.

  
Diane Posvar

MINUTES OF A COMMITTEE MEETING OF THE WHOLE  
SPECIAL BOARD MEETING OF THE BOARD OF DIRECTORS  
OF THE VALLECITOS WATER DISTRICT  
MONDAY, FEBRUARY 6, 2012, AT 1:00 PM AT THE DISTRICT OFFICE,  
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

President Gentry called the Committee meeting to order at the hour of 1:00 p.m.

Present: Director Ferguson  
Director Gentry  
Director Hernandez  
Director Poltl  
Director Shell

Staff Present: General Manager Lamb  
Legal Counsel Scott  
Finance Manager Scaglione  
Administrative Services Manager Caudle  
District Engineer Gerdes  
Operations & Maintenance Manager Arrant  
Principal Engineer Gumpel  
Capital Facilities Engineer Scholl  
Public Information/Conservation Supervisor Urabe  
Executive Secretary Posvar

ORAL COMMUNICATIONS

None.

COMMITTEE ITEMS

WEBSITE UPDATE

Public Information and Conservation Supervisor Urabe provided an update on the District's website redesign. Eight Proposals were received in response to the District Request for Proposals, ranging from \$19,750 – \$59,195. Most of the bidders primarily had private sector website experience. She described the differences between private sector and government websites and the why the need for a company with government website experience.

Vision Internet is the preferred vendor; they have extensive experience with government websites and have won many awards for government websites. Six random customers of Vision Internet were contacted for references. Five of the six companies gave glowing reviews while one gave a negative review (poorly worded contract, hard to update website). Vision Internet's proposal was \$59,195. Staff will be meeting with Vision Internet to address negative comments and negotiate the price.

This update was provided for information only.

### CAPITAL FACILITY FEES WORKSHOP UPDATE

District Engineer Gerdes provided an update on the capital facilities fees workshops. The first workshop was held on January 25, 2012 at which water capital and wastewater capital facility fees were discussed as well as the density impact fee.

The second workshop was held on February 1, 2012, at which staff provided a review of the first workshop's questions and answers as well as a review of water, wastewater and impact fee calculations. Staff provided specific project examples and addressed additional questions.

District Engineer Gerdes provided a summary of meetings from February 8, 2010 to present. All workshops were well attended by BIA and development representatives. Staff plans to present the final capital facility and impact fee study to the Board Committee and the full Board for consideration and public hearing in March 2012. Fees will become effective 60 days after adoption of the ordinance.

General discussion took place.

This update was provided for information only.

### EASEMENT ACQUISITION UPDATE FOR SAN MARCOS INTERCEPTOR PROJECT

Principal Engineer Gumpel stated that a portion of the project was completed in 2002 between Highway 78 and Grand Avenue, in advance of the City's Creekside Market Development Project at the southeast corner of San Marcos Boulevard and Grand Avenue. Staff has been primarily working on Phase 1A which extends from Grand Avenue to Bent Avenue and is currently out to bid. Kennedy Jenks has completed the easement documents for both permanent and temporary easements through each parcel affected by the pipeline alignment from east of Johnson Lane to Via Vera Cruz. The documents were forwarded to Keagy Real Estate to appraise the value of each affected parcel and appraisal reports were completed in December. The total appraisal value for all easements is \$332,600. The budget for 2011/2012 includes funding for right of way acquisition. Offer letters will be prepared and mailed to each property owner within the next few weeks.

General discussion took place.

This update was provided for information only.

### ENGINEERING SERVICES CONTRACT – ODOR CONTROL STUDY

Capital Facilities Engineer Scholl stated that the District's wastewater collection system includes 240 miles of gravity sewer pipelines, four lift stations, a 7.7 mile land outfall and one water reclamation facility. Specific areas within the District's collection system are

susceptible to odor issues, including all four lift stations, all pressure or inverted siphon pipeline inlets and outlets, the Meadowlark Water Reclamation Facility and immediate downwind area, and the land outfall to the Encina Water Pollution Control Facility. The District's Odor Control Study is intended to investigate the most cost-effective methods for eliminating or reducing these odor concerns both now and in the future.

Staff prepared a scope of work and Request for Proposal which were sent to select engineering firms that have expertise in odor control for wastewater systems. The scope of work calls for the identification and field investigation of facilities known to be susceptible to odor issues. They were asked to provide their experience with wastewater odor control technologies and how they apply to the District's specific areas of concerns.

Dudek was selected as the most qualified consultant. On January 24, 2012, staff met with Dudek to discuss their proposed Scope of Work. Scope was added to broaden the air contaminant sampling program and to include additional workshops with District operations staff. The Scope of Work and fee were finalized and the not-to-exceed fee is \$114,493.00.

Adequate funds are included in the 2011/2012 operations budget.

General discussion took place.

The Board Committee recommended this item be presented to the full Board for consideration and approval.

#### DRAFT MITIGATED NEGATIVE DECLARATION FOR THE LINDA VISTA EAST SEWER PROJECT

Capital Facilities Engineer Scholl stated that the Linda Vista East Sewer Project is intended to remedy a potential surcharging condition within the District's sewer collection system in Linda Vista Drive between Las Posas Road and Via Vera Cruz, and within an industrial area between Via Vera Cruz and Grand Avenue. The project involves the construction of approximately 2,980 feet of new 15-inch pipe and the abandonment of approximately 1,470 feet of existing 8-inch pipe.

The existing 8-inch pipeline exhibits significant inflow and infiltration problems and is severely undersized in meeting future wastewater demands. The new pipeline will be sized to handle ultimate build-out wastewater flows within its upstream collection area.

Staff has established an alignment for the new pipeline that avoids conflicts with a drainage channel that passes through the area.

On July 21, 2010, Harris & Associates was authorized to commence engineering and environmental services on the Linda Vista East Sewer project. Harris & Associates has compiled the environmental studies and has completed an Initial Study to evaluate the

effects of the proposed changes on the environment. Staff has determined that the proposed project may impact the environment. The proposed project scope has been revised to add specific measures to fully avoid or mitigate the potential impacts. A Mitigated Negative Declaration is the appropriate document for this project.

Staff has created a map and contact list for all properties within 500 feet of the project alignment and will submit a copy of the Notice of Preparation for a Mitigated Negative Declaration to each of the property owners. These parties have 30 calendar days to respond with comments. Following the public review period, the draft Mitigated Negative Declaration, together with any comments received during the public review process, will be submitted to the Board for consideration and approval.

General discussion took place.

The Board committee recommended this item be presented to the full Board for authorization to circulate the Linda Vista East Sewer project Notice of Preparation, Initial Study, and Draft Mitigated Negative declaration for 30-day public review.

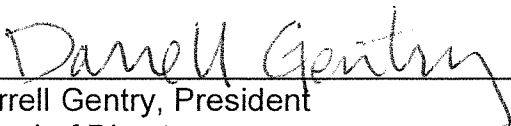
#### OTHER BUSINESS

Finance Manager Scaglione provided an update on the status of procuring I-pads. Staff is currently gathering policies from other districts to see how they administer going paperless.

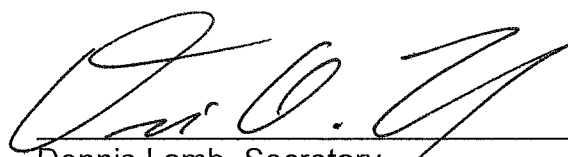
#### ADJOURNMENT

There being no further business to discuss, President Gentry adjourned the Board Committee meeting at the hour of 2:02 p.m.

A Regular Meeting of the Vallecitos Water District Board of Directors has been scheduled for Wednesday, February 15, 2012, at 4:00 p.m. at the District office, 201 Vallecitos de Oro, San Marcos, California.

  
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Darrell Gentry, President  
Board of Directors  
Vallecitos Water District

ATTEST:

  
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Dennis Lamb, Secretary  
Board of Directors  
Vallecitos Water District