

**REGIONAL WASTEWATER RECLAMATION ADVISORY COMMITTEE (RWRAC)
CAPITAL IMPROVEMENT PROGRAM (CIP) SUB-COMMITTEE MEETING**

Conveyance Division

3355 N. Dodge Blvd., Conference Room

Thursday, October 20, 2016, 1:30 p.m.

Members Present: Bob Iannarino, Amber Smith, Sheila Bowen (Phone)

Others Present: Jennifer C. Coyle (RWRD), Greg Hitt (RWRD), Veronica Lopez (RWRD), Jaime Rivera (RWRD), John Warner (RWRD)

A. Call to Order / Roll Call

Bob Iannarino, Chair, called the meeting to order at 1:46 p.m. Veronica Lopez, Program Coordinator, took the roll call and a quorum was present.

B. Pledge of Allegiance

C. Call to the Audience – There were no comments from the audience.

D. Safety Share

Mr. Iannarino stated to stay safe when driving at sun down when driving towards the sun as it can be difficult to see.

E. Approval of Minutes – Meeting Minutes of January 6, 2016

ACTION: Amber Smith made a motion to approve the meeting minutes of January 6, 2016. Sheila Bowen seconded the motion. Motion passed unanimously.

F. Discussion/Action

Mr. Iannarino decided to discuss the agenda items out of order.

1. Nomination and Election of Chair and Vice Chair

Mr. Iannarino stated since he and Ms. Smith are currently serving as the Chair and Vice-Chair on the RWRAC, he would like to solicit other members to serve as the Chair and Vice-Chair on the CIP Sub-Committee. Mr. Iannarino would like to defer this item to a future agenda for further discussion and action.

2. 2016 Wastewater Facility Plan

Mr. Iannarino stated since the Facility Plan was presented to the public a couple of weeks ago, he felt it was prudent to have a brief overview presented to this Sub-Committee, as well as possibly to the full Committee. Greg Hitt, Program Manager Senior, RWRD, stated this was a 4-year effort and all the work was all done in-house. Mr. Hitt added that hard copies of the Facility Plan can be provided upon request and noted it can also be found online on RWRD's website. Mr. Hitt stated the 2006 Facility Plan was very technical and dry and focused more on the metropolitan area. The 2016 Facility Plan is easier to read and also addresses the sub-regional facilities, and does not focus a lot on projections. Mr. Hitt discussed some of the new chapters that were added to the Plan, such as the Sustainability section, and other revisions/updates that were made. Mr. Iannarino commended staff on the Facility Plan. Discussion ensued regarding flow projections. Mr. Iannarino requested that this be an agenda item at the next monthly RWRAC meeting. Jennifer C. Coyle, Special Assistant to the Director, RWRD, asked that hard copies be provided to Ms. Smith and John Lynch. The last Facility Plan was done in 2006, so this new Facility Plan provides an in-depth look at what has been occurring within the department since then. The new treatment plants and various programs are highlighted and discussed in detail. Ms. Smith asked if this is intended to be a living document. Mr. Hitt replied it is set up to be a living document.

3. Review of FY 2016/2017 CIP Projects

Mr. Iannarino stated the review of the CIP projects may be premature as he feels a directive from the RWRAC Financial Sub-Committee should be received prior to reviewing elements of the CIP in order to determine if there is a difference with the future rate increases and how that may impact CIP projects. Mr. Iannarino requested that the review of the CIP projects be postponed. Ms. Smith stated it may be beneficial to have an overview with the full Committee to show the full scorecard, which will provide creditability to the projects and justification. Ms. Coyle stated this will be an agenda item for the November RWRAC meeting. Jaime Rivera, Program Manager, RWRD, distributed and briefly discussed a draft CIP project spreadsheet. Mr. Rivera stated staff is in the process of identifying and adjusting priority projects. John Warner, Deputy Director, RWRD, added it is important to maintain a balance with rehabilitation projects and new projects. Ms. Bowen stated it is important to keep in mind that if the funding is not available, rehabilitation of projects, maintenance of the system projects, that are the bigger capital level type projects, may be impacted. Discussion ensued.

4. Meeting Schedule

The CIP Sub-Committee will align their meetings with that of the target dates of the RWRAC.

G. Future Agenda Items

- Nomination and Election of Chair and Vice-Chair
- Continue Review of CIP Projects – Current and Future Years

H. Call to the Audience – There were no comments from the audience.

I. Adjournment

ACTION: Amber Smith made a motion to adjourn the meeting, Sheila Bowen seconded the motion. The meeting was adjourned at 2:36 p.m.