



**COSTA MESA SANITARY DISTRICT  
MINUTES OF BOARD OF DIRECTORS STUDY SESSION  
JULY 12, 2016**

---

**CALL TO ORDER**

The Board of Directors of the Costa Mesa Sanitary District met in study session on July 12, 2016 at 9:30 A.M. at 628 W. 19<sup>th</sup> Street, Costa Mesa, CA 92627.

**ROLL CALL**

**DIRECTORS PRESENT:** Michael Scheafer, Arthur Perry, Arlene Schafer, James Ferryman

**DIRECTORS ABSENT:** Robert Ooten

**STAFF PRESENT:** Scott Carroll, General Manager; Robin Hamers, District Engineer; Noelani Middenway, District Clerk; Wendy Davis, Finance Manager; Ed Roberts, Code Enforcement Officer; Gina Terraneo, Management Analyst I.

**OTHERS PRESENT:** Lawrence Jones, CR&R.

**PUBLIC COMMENTS**

President Scheafer opened public comments. Seeing no one from the public wishing to speak, President Scheafer closed public comments.

**ITEMS OF STUDY**

1. Organics Recycling Tonnages – FY2015-16

Recommendation: That the Board of Directors receive and file the report.

Scott Carroll, General Manager, reported that a total of 743.35 tons of organic waste was collected in the month of June 2016.

There were no questions or comments and the Board of Directors received and filed the report.

**2. Code Enforcement Officer Report – June 2016**

Recommendation: That the Board of Directors receive and file the report.

Ed Roberts, Code Enforcement Officer, provided report details and noted that there were 6 scavenging investigations concentrated on the West side of Costa Mesa and 80 cases of trash carts in public view.

There were no additional questions or comments and the Board of Directors received and filed the report.

**3. Art Wrap Contest – Update**

Recommendation: That the Board of Directors receive and file the report.

Gina Terraneo, Management Analyst I, provided an update regarding the upcoming Art Wrap Contest. She noted that 6 local high schools and colleges will be contacted to publicize the contest at the start of the 2016-2017 school year.

Discussion followed regarding reaching out to Early College High School in addition to the listed schools.

There were no additional questions or comments and the Board of Directors received and filed the report.

**4. Quarterly Legislative Analysis**

Recommendation: That the Board of Directors receive and file the report.

Ms. Terraneo presented the Quarterly Legislative Analysis and provided an overview of the California Special Districts Association (CSDA) Legislative Days Conference on May 16-17. Additionally, she noted that staff recommends supporting AB 2022, SB 1292, and HR 3353, and opposing SB 1170.

There were no additional questions or comments and the Board of Directors received and filed the report.

**5. Closed Circuit Television (CCTV) Sewer Lateral Program**

Recommendation: That the Board of Directors direct staff to bring the CCTV Sewer Lateral Program to the July 28, 2016 Board meeting for consideration.

Ms. Terraneo provided an overview of the proposed CCTV Sewer Lateral Program and presented the proposed program application.

Discussion followed regarding the intent of the program, problems that may arise from the program's design, and the possibility of going out to bid for a limited number of plumbers to participate in the Pilot Program.

The Board of Directors directed staff to proceed with developing a Request For Proposal (RFP) for participating plumbers and to bring the item to the July 28, 2016 Board Meeting for consideration.

There were no additional questions or comments.

**6. Proposed West Side Pump Station and Force Main Improvements**

Recommendation: That the Board of Directors direct staff to bring this item back to the July 28, 2016 Board of Directors meeting to approve the District Engineer's budget to refurbish five sewer pump stations.

Robin Hamers, District Engineer, provided report details and presented long and short term planned improvements to rehabilitate pump stations and force mains.

Discussion followed regarding the time frame for the proposed improvements and the effects of withdrawing from the 6-19 South West Costa Mesa Trunk Sewer project.

The Board of Directors directed staff to proceed with sending a letter to Jim Herberg, General Manager of the Orange County Sanitation District (OCSD), and requesting a meeting to negotiate a settlement.

There were no additional questions or comments.

**7. Tour of CR&R's Anaerobic Digestion Facility in the City of Perris, California – Oral Report**

Recommendation: That the Board of Directors set a date to tour CR&R's anaerobic digestion facility in the City of Perris, California and direct staff on the planning phase.

Mr. Carroll shared staff's recommendation to select a date and develop a plan to tour the anaerobic digestion facility.

Discussion followed regarding attending the tour while remaining compliant with the Brown Act, the coordination of transportation, and the need for an RSVP process.

The Board of Directors directed staff to coordinate a tour date in September, to post the tour as public meeting, and to invite the public. Additionally, the Board of Directors directed staff to rent a van to transport Board Members to the facility.

There were no additional questions or comments.

**8. Reschedule August 9, 2016 Study Session and Consider Hosting the Meeting at 290 Paularino Avenue, California – Oral Report**

Recommendation: That the Board of Directors provide staff with direction.

President Scheafer shared that he would be out of town during the August 9, 2016 Study Session and asked that the Board consider rescheduling the meeting.

Discussion followed regarding Board Member availabilities and proposed dates.

The Board of Directors directed staff to reschedule the Study Session for August 16, 2016 at 9:30 A.M. at 290 Paularino Ave, Costa Mesa.

There were no further questions or discussion.

9. Solid Waste Association of North America (SWANA) WASTECON and Awards Breakfast in Indianapolis, Indiana

Recommendation: That the Board of Directors considers sending representatives from CMSD to SWANA WASTECON in Indianapolis, Indiana to receive the Silver Excellence Award in the Integrated Solid Waste Management System category.

Mr. Carroll presented the costs associated with sending representatives from CMSD to accept the Silver Excellence Award at SWANA WASTECON.

Discussion followed regarding Board Member schedules and the benefits of attending the awards breakfast.

The Board of Directors directed President Scheafer and Ms. Terraneo to attend SWANA WASTECON for the awards breakfast on August 23, 2016.

There were no further questions or discussion.

10. Future Study Session Items

Recommendation: That the Board of Directors provide staff with direction on items to be placed on future study session agendas.

President Scheafer requested that staff provide an update regarding the Alkaline Battery Recycling Program at the August 16, 2016 Study Session.

There were no further questions or discussion.

**ORAL COMMUNICATIONS AND DIRECTORS COMMENTS**

President Scheafer commented that he and Mr. Carroll met with Carolyn Emery, Executive Officer of the Orange County Local Agency Formation Commission (LAFCO), to discuss Mesa Water District's proposed study.

Vice President Perry exited the meeting at 11:10 A.M.

**ADJOURNMENT**

There being no further business to come before the Board, President Scheafer adjourned the meeting at 11:12 A.M.

---

Robert Ooten  
Secretary

---

Michael Scheafer  
President