



EQUIPMENT & FACILITIES COMMITTEE SUMMARY NOTES For February 17, 2017 Meeting

I. Call to Order

Chair Parent called meeting to order at 9:35 A M

II. Pledge of Allegiance

Chair Parent lead the Pledge of Allegiance.

III. Roll Call

Directors Parent and Reuck were present. All Committee members were in attendance.

Others present: District Fire Chief Roberson, Kelly Dodds, Scott Young, a public member, were in attendance at meeting.

IV. Oral and Written Communications:

There were no persons present requesting to speak to Committee members.

V. AGENDA

1. Review and Discuss Purchase of Thermal Imaging Cameras for Fire Department and make a recommendation to Board.

General Manager Gentry introduced this item for purposes of review and discussion. The Fire Chief has made a request for authorization to purchase 2 thermal imaging cameras at this time instead of waiting for the customary and usual budgeting process for this purchase request.

Committee members asked questions of Fire Chief about the need for equipment and whether or not this request could be delayed for the budgeting process.

Chief Roberson stated about the Fire Department bringing in more dollars than it spends and also stated that there may be confusion about line item budgeting process versus capital expenditures.

He also spoke about the NFPA standards which are expected by are not legal requirements. Kelly Dodds also spoke about the NFPA standards.

Public Comments

Scott Young, a resident and Department Fire Captain, spoke about the need and wants the Committee to know that the District is falling short of standards. He

believes that the District needs to define what is a capital expense. He thinks it is a million dollars or more.

Chair asked if there were other comments by Committee. Director Reuck supports use of the fire impact fees for the purchase and believes such use is consistent with why the impact fees are collected in the first place.

Chair Parent spoke about the need for budget process to include such line item in the future. He supports using the Fire Impact Fees to make this purchase.

Committee reviewed and discussed the requested purchase and made a determination about option of how to pay for the cameras.

The Committee, by unanimous voice vote, recommended that the Board approve the purchase of 2 thermal imaging cameras for a not-to-exceed cost of \$18,477 using Fire Impact fees.

2. Review and Discussion of a request to acquire SCADA software and consider alternatives for purchasing

General Manager Gentry introduced this request and asked Utility Supervisor to provide added details to submitted written report.

There was Committee discussion and questions. Utility Supervisor Dodds stated that this software was not included in original specifications for acquiring the TESCO system. This software would allow the District to convert its reporting of water and wastewater volumes in a more efficient manner that does not require as many staff hours, his or others, to compile and publish.

Chair Parent expressed concern about the remaining “bugs” in the SCADA system. He sees these “bugs” as separate from this request but understands why it may be useful to get all those worked out. He questioned Utility Supervisor on the “bugs”; where they communication problems or something else. Supervisor Dodds replied that the “bugs” are a separate issue and TESCO has reported that all problems are fixed. He stated the new District Engineer has some ideas about the software that should be reviewed before making any purchase.

Chair Parent asked additional questions about licensing and maintenance annual costs related to SCADA. Supervisor Dodds answered with detailed response of annual costs, which are \$1,500 annually but the new software may require added annual maintenance and upgrade costs.

GM Gentry responded that these costs, if any, should be determined prior to a purchase so proper budgeting can be done. He also stated that the new Engineer should have an opportunity to provide his ideas for Committee and Board consideration. He also supports including this purchase in the upcoming budget process.

Supervisor Dodds stated that he also supports this purchase being included in the upcoming budget process, unless the Committee wants to make a recommendation to the Board now.

Public Comments

There was no public comment or requests to speak on this item.

Committee members stated their support for including this purchase as a part of upcoming budget process and recommended to staff that it be specifically included. There was no Committee recommendation to the Board at this time.

3. Receive and Review a status report on 10th Street and Mission Street water lines conditions.

General Manager Gentry introduced this update report so that new Director Parent is up to speed on status of current activities for completing this replacement work using CDBG grant funding. GM reviewed status of CDBG application and processing. Utility Supervisor provided added details to submitted written report.

VI. COMMITTEE COMMENTS:

There were no further Committee comments.

ADJOURNMENT

Chair adjourned the Committee meeting at 10:39AM.

Next Committee meeting is scheduled for March 10, 2017. Tentative agenda includes:

- 1) Revisit of Master Plans preparation and what is required for such plans
- 2) Review and revisit of Regional Wastewater Treatment Plant study.
- 3) Review of Vehicle and Equipment Assessment per Vehicle & Equipment Replacement Policy.
- 4) Review of Annual Work Program for 2016-17 and Discuss Work Program items for 2017-18 period.

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