



**CITY OF ENCINITAS**  
**INFRASTRUCTURE TASK FORCE**  
**MEETING NOTICE**  
**MONDAY, JULY 24, 2023**  
**5:00 PM – 7:00 PM**  
**Encinitas City Hall, Poinsettia Room**

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT/SECTION 504 REHABILITATION ACT OF 1973 AND TITLE VI, THIS AGENCY IS AN EQUAL OPPORTUNITY PUBLIC ENTITY AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, ETHNIC ORIGIN, NATIONAL ORIGIN, SEX, RELIGION, VETERAN STATUS OR PHYSICAL OR MENTAL DISABILITY IN EMPLOYMENT OR THE PROVISION OF SERVICE. IF YOU REQUIRE SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT BRANDI LEWIS AT 760-633-2774 AT LEAST 72 HOURS PRIOR TO THE MEETING.

**CALL TO ORDER / ROLL CALL**

Committee Members: Linda Culp (Chair), Scott Maloni (Vice Chair), Nicole A. Moreland, Dianna Mansi Nunez, Kendra Rowley, Richard (Dick) Stern, Nivardo Valenzuela

**CHANGES TO THE AGENDA**

**AGENDA ITEMS**

**1. PUBLIC COMMENT ON AGENDA RELATED ITEMS (3 MINUTES/SPEAKER)**

*To speak on items, please submit a speaker slip to the Committee Secretary. Comments may be sent via email to [blewis@encinitasca.gov](mailto:blewis@encinitasca.gov). Email comments will be forwarded to the Committee and included in the meeting record.*

**2. APPROVAL OF MEETING MINUTES OF THE JULY 10, 2023 MEETING**

a. **ATTACHMENT: Meeting Minutes from July 10, 2023 Meeting**

b. **RECOMMENDED ACTION: Approve Minutes**

**3. PRESENTATION: SUMMARY OF CITY-WIDE INFRASTRUCTURE NEEDS AND INTRODUCTION TO TYPES OF PROJECT RANKING CRITERIA – TASK FORCE CONSULTANT, KIMLEY HORN**

a. **RECOMMENDED ACTION: Receive Presentation**

b. **RECOMMENDED ACTION: Committee discussion, feedback, and direction regarding quantification of infrastructure needs and introduction to ranking criteria.**

**4. ADDITIONAL PUBLIC COMMENT ON AGENDA RELATED ITEMS (3 MINUTES/SPEAKER)**

*To speak on items, please submit a speaker slip to the Committee Secretary.*

**5. NEXT MEETING: Monday, August 7, 2023. Primary Topic: Review of Master Project List and Q&A Matrix**

**6. ADJOURNMENT**

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I, Brandi L. Lewis, certify that I caused the above Notice/Agenda to be posted on the City Hall bulletin board on July 20, 2023.

  
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**Infrastructure Task Force Committee Secretary**

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**CITY OF ENCINITAS**  
**INFRASTRUCTURE TASK FORCE**  
**MEETING MINUTES**  
**MONDAY, JULY 10, 2023**  
**Encinitas City Hall, Poinsettia Room**

Archived Committee Recordings may be viewed on the City's webpage at:  
<https://encinitasca.gov/Government/Agendas-Webcasts>

**CALL TO ORDER / ROLL CALL**

Chair Culp called the meeting to order at **5:00 pm**

**Present:** Task Force Members: Linda Culp (Chair), Scott Maloni (Vice Chair), Nicole A. Moreland, Dianna Mansi Nunez, Richard (Dick) Stern, and Nivardo Valenzuela

**Absent:** Kendra Rowley

**Staff Representatives:** Jill Bankston, Engineering Department Director/City Engineer and Task Force Manager; Brandi Lewis, Task Force Coordinator

Utilities Department: Isam Hireish, Christina Olson, Mary Kazunga, Colleen Block, Ashlee Stratakis

Public Works Department: Sylvester Mabry, Erik Steenblock, John Ugrob, Matt MacKinnon

Information & Technology Department: Jessica Contreras, David VanPelt, Jason York

**Other Attendees:** Teresa McBroom, Finance Director; Neil O'Connor

**CHANGES TO THE AGENDA**

(Announce Administrative Changes to the Agenda in compliance with the Brown Act.)

- a. No changes to the current meeting agenda.

**1. ORAL COMMUNICATIONS/PUBLIC COMMENT ON AGENDA RELATED ITEMS**

- a. None

**2. APPROVAL OF MEETING MINUTES OF THE JUNE 26, 2023, MEETING**

- a. RECOMMENDED ACTION: Approve Minutes
- b. ACTION: Motion to approve minutes. **Approved 6-0** (Valenzuela/Nunez; Rowley, Absent)

**3. PRESENTATION: OTHER INFRASTRUCTURE NEEDS – UTILITIES (SDWD/WATER /SEWER)**

- a. RECOMMENDED ACTION: Receive Presentation

- b. ACTION: Receive Presentation from Utilities Department: Isam Hireish, Department Director; Christina Olson, Senior Engineer; Mary Kazunga, Finance Manager II; Colleen Block, Senior Engineer; Ashlee Stratakis, Senior Management Analyst
- c. General Committee discussion on the following items:
  - OMWD vs SDWD/Utilities service areas/revenue base.
  - State and Federal Grant efforts to identify projects and pursue funding.
  - Values used to measure and prioritize projects: condition assessment; priority locations such as hospital, senior facilities; infrastructure condition, breaks, capacity.
  - Past studies, priorities, master plan. Funding reserves to address future needs, rate studies and assessment of rate impacts to customers.
  - Historical funding sources, various enterprise funds and agency billing between SDWD/City for services and cost recovery.
  - Future funding needs: approx. \$18 Million needed for pipeline replacement and approx. \$9 million potable water. Pipeline replacement spread out over years/life span.

#### **4. PRESENTATION: OTHER INFRASTRUCTURE NEEDS - PUBLIC WORKS DEPARTMENT**

- a. RECOMMENDED ACTION: Receive Presentation
- b. ACTION: Receive Presentation from Public Works Department: Sylvester Mabry, Department Director; Ashlee Stratakis, Senior Management Analyst; John Ugrob, Superintendent; Erik Steenblock, Environmental Project Manager; Matt Mackinen Facilities Supervisor
- c. General Committee Discussion on the following items:
  - Upgrades to drainage and underground storage facilities west of I-5.
  - Request for sustained 1% of CIP budget for maintenance costs on new infrastructure.
  - Need for a condition assessment and line replacement (proactive) vs (reactive/sink hole) and related cost impacts.
  - Drainage studies and infrastructure assessment for existing pipes, capacity.
  - Streetscape drainage project; future doubletracking drainage channel, curb and gutter on Vulcan Ave.
  - Funding sources, funding reserves, and Federal disaster funding/reimbursements.
  - Electric vehicle charging infrastructure and fleet transition.

#### **5. PRESENTATION: OTHER INFRASTRUCTURE NEEDS - INFORMATION & TECHNOLOGY (IT/GIS) DEPARTMENT**

- a. RECOMMENDED ACTION: Receive Presentation
- b. ACTION: Receive Presentation from Information and Technology Department: Jessica Contreras, Department Director; David VanPelt, IT Supervisor; and Jason York, IT Project Manager

- c. General Committee discussion on the following items:
  - Cooperative agreements and cost sharing with outside agencies.
  - Paperless technology, information systems and efficiencies.
  - Fiberoptics/physical cable, easements, and future needs.
  - Funding sources: developer mitigation fees (?); Federal Infrastructure Bill funding.

**6. PRESENTATION: OTHER INFRASTRUCTURE NEEDS – ENGINEERING – DRAINAGE PROJECTS**

- a. RECOMMENDED ACTION: Receive Presentation
- b. ACTION: Receive Presentation from Engineering Department, Capital Improvements Division: Matt Widelski, Principal Engineer; and Leia Cabrera, Senior Engineer
- c. General Committee discussion on the following items:
  - Corrugated Metal Pipes (CMP) failure, replacement options and technology.

**7. ADDITIONAL ORAL COMMUNICATIONS/PUBLIC COMMENT ON AGENDA RELATED ITEMS**

- a. None

8. NEXT MEETING: Monday, July 24, 2023. Primary Topic: Quantification of Infrastructure Needs

9. ADJOURNMENT (6:54 pm)