

Discussion:

- (1) This discussion needs to include an update on the overall Asset Management project and a discussion on the initial information submitted on the *LCWC Investments 2021 Report*.

Conclusions: Jacobs is behind schedule on the Asset Management project. The schedule for the project has been adjusted and will roll into CY 2021.

Action items	Person responsible	Deadline
✓ Jacobs to delivery final Asset Management Report by end of March	Kim Visser/Bryan Romero	11-26-2020
✓ Review session with Jacobs needed to discuss new date for deliverable and expected content of final Asset Management Report	Kim Visser/Bryan Romero (w/ Steve Miller and Shawn McCoy in attendance)	11-18-2020
✓ Develop and implement a periodic project review schedule to make certain that Jacobs remains on schedule to deliver Asset Management Report (provide update to Committee)	Kim Visser	11-20-2020

Discussion: This discussion should include the need for a risk-based, prioritized list of recommended upgrades and costs by Jacobs.

Conclusions: A re-review with Jacobs of SCADA project details (schedule, scope and deliverable) is required.

Action items	Person responsible	Deadline
✓ Re-review SCADA project schedule and deliverables with Jacobs	Kim Visser/Bryan Romero	11-18-2020
✓ Develop and implement a periodic project review schedule to make certain that Jacobs remains on schedule to incorporate the results of the SCADA assessment as part of the Asset Management Report (provide update to Committee)	Kim Visser	11-20-2020

**Agenda item: #4 Review of Sewer Cleaning & Scoping (2020 - Presenter: B. Romero
Year #1) and Project Impact of Historical
Work**

Discussion: This discussion needs to include: (1) an overview of the 2020 Year #1 results; (2) a review of the historical cleaning & scoping project (pre-2016); and, (3) the potential impact of the historical cleaning & scoping project on the 2021+ go-forward project.

Conclusions: The 10-year, 10% a year sewer cleaning and scoping project will be modified. A review of the sub-surface piping will be conducted through a manhole inspection project. The manhole inspection project to be conducted by Jacobs, will require the removal of 106 manholes in the first half of 2021. The manholes inspected will be on interceptor sewer lines. This inspection will provide some insight on whether the lines are free flowing through the manholes. If water is holding in the manholes this indicates reduced capacity of lines due to sediments or other type obstructions. The results of this inspection will assist determine the next steps in the sewer line maintenance activities in the future.

Action items	Person responsible	Deadline
✓ Place manhole inspection program into the 2021 Operations G&Os which will require coordination with Jacobs.	Kim Visser/Bryan Romero	11-30-2020
✓ Management manhole inspection project to determine need to continue with sewer line cleaning and scoping project	Bryan Romero	5-28-2021
✓ Determine need to continue with sewer line cleaning and scoping project based on results of manhole inspection project	Kim Visser/Operations Committee	6-11-2021

Agenda item: #5 End of Year Update on 2020 Operations G&Os Presenter: B. Romero

Discussion: The end of year discussion on 2020 Operations G&Os should divide the G&Os into three distinct categories: (1) G&Os that have been deemed complete and do not require a carry-over to 2021; (2) G&Os that were not completed and either need to be closed out or added to the 2021 Ops G&Os; and, (3) G&Os that are partially complete or are ongoing and need to be carried over to 2021.

Conclusions: Review of 2020 G&Os was completed prior to Committee meeting. The desired review (as outlined in discussion) was conducted by Kim and staff. Necessary G&Os will be closed out or rolled over to 2021 G&Os.

Action items	Person responsible	Deadline
✓ Status of Operations 2020 G&Os was shared with Committee. Any G&Os which will be rolled over to 2021 were identified.	Kim Visser	Completed

Agenda item: #6 Discussion on 2021 G&Os

Presenter: B. Romero

Discussion: This will be an open discussion on key items (essentially “A” priorities) that need to be included in the Ops 2021 G&Os. We will not discuss the details of the G&Os (that is a staff responsibility).

Conclusions: The 2021 G&Os will be a combined set of G&Os which will include what is referred to as the standard G&Os (usual annual set of G&Os) that will be combined with the Long-Term planning project proposed G&Os. Because this combined set of G&Os is a significant amount of work, likely to exceed the Co-op resources, prioritizing the list is necessary.

Action items	Person responsible	Deadline
✓ Provide final list of 2021 Long-Term planning proposed G&Os to Kim	Steve Miller	11-20-2020
✓ Prepare combined G&Os for 2021 which will require staff review, prioritization and completion of new 2021 G&O template	Kim Visser/Co-op staff	12=18-2020

Agenda item: #7 Modification to the Limits of Co-op's Ownership of Sewer Service Line

Presenter: B. Romero

Discussion: This is a carry-over from the August Ops Committee meeting (see S. Raab email of 11/11-2020) on carry-over item. Ideally, we would like a decision and close-out of this item if possible.

Conclusions: Mike Walsh discussed what is considered typical coverage of lateral lines as related to his experience. Kim also discussed that only a small number of lateral line blockages have occurred over the years and they are often addressed by the home owners at the time of the line back-up.

Action items	Person responsible	Deadline
✓ The Committee and GM are not in favor of changing current policy. Co-op will have staff/Jacobs present for any reported back-ups and each event will be treated as a standalone decision.	Kim Visser supported by Bryan Romero and Jacobs	Ongoing involvement in participation in back-up required.

Agenda item: #8 Additional Items for Discussion

Presenter: Floor Open

Discussion: No additional items for discussion where advanced by the Committee, GM or staff.

Conclusions:

Action items	Person responsible	Deadline
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