



UTILITIES ADVISORY COMMITTEE MEETING

Wednesday, November 15, 2017 at 5:30 p.m.
Los Osos Community Services District Office
2122 9th Street, Suite 106, Los Osos, CA

COMMITTEE MEMBERS

Chuck Cesena, Chairperson
Vicki Milledge, Alternate Chairperson
Jan Harper, Member
Lee Harry, Member
Gene Heyer, Member
Leonard Moothart, Member
Ron Munds, Member

STAFF

Jose Acosta, Utility Systems Manager
Ann Kudart, Administrative Services Manager

AGENDA

1. **Opening – 5:30 p.m.**
 - A. Call to Order
 - B. Flag Salute
 - C. Roll Call
2. **Approve UAC Minutes of October 18, 2017**
(Recommend Approval)
Presented By: Administrative Services Manager Kudart
3. **Recap of October 15, 2017 Basin Management Committee Meeting**
(Discussion Only, No Action Associated)
Presented By: Chairperson Cesena
4. **Utilities Department Updates**
(Review and Discussion)
Presented By: Utility Systems Manager Acosta
 - a. 8th Street Drainage Pump and Panel
 - b. 8th Street Well Phase II
 - c. Capital Improvement Projects List
5. **Discussion Regarding District Water Conservation Program**
(Discussion and Recommendation to the Board)
Presented By: General Manager Osborne
6. **Public Comments on Items NOT on this Agenda:** At this time, the public may comment on items not on this agenda. Each commenter is limited to 3 minutes and shall address the Chairperson.
7. **Schedule UAC Meeting** – Wednesday, December 20, 2017 at 5:30 p.m. unless otherwise noted.
8. **Closing Comments by UAC Committee Members**
9. **Adjournment**

ITEM 2

**APPROVAL OF UAC MEETING MINUTES
OF OCTOBER 18, 2017**

**Los Osos Community Services District
DRAFT Minutes of the Utilities Advisory Committee Meeting
October 18, 2017 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>1. Call to Order, Flag Salute and Roll Call</p>	<p>Chairperson Cesena called the meeting to order at 5:32 p.m. and led the flag salute.</p> <p><u>Roll Call:</u> Jan Harper, Committee Member – Present Lee Harry, Committee Member – Absent Gene Heyer, Committee Member – Present Leonard Moothart, Committee Member – Present Ron Munds, Committee Member – Present Chuck Cesena, Chairperson – Present</p> <p><u>Staff:</u> Jose Acosta, Utility Systems Manager Ann Kudart, Administrative Services Manager</p>	
<p>2. Approval of UAC Minutes of September 20, 2017</p>	<p>Public Comment – None.</p> <p>Committee Member Harper made a motion to approve the minutes. The motion was seconded by Committee Member Munds and carried by unanimous consent.</p>	<p>Action – File approved minutes.</p>
<p>3. Updates Regarding Utilities Department Projects</p> <p>a. Drainage-8th Street pump and panel</p> <p>b. Update – Phase II of 8th Street Well</p> <p>c. Meter Replacement Program</p> <p>e. Computer Maintenance Management System</p>	<p>Utility Systems Manager Acosta reported that the lowest bidder was approved by the Board; that they had been given direction to order the pump; that it will take approximately six weeks to receive and District personnel will install. Alpha Electrical Services will provide the panel for the pumps at a cost of \$19,600 which is within the General Manager's purchasing authority. Committee discussed and agreed that staff should move forward with the purchase of the panel.</p> <p>Mr. Acosta reported that we are waiting on the initial design plans; that staff updated the map with correct pipes. Staff recommended that the plumbing from the new well intertie to the old well prior to the filtration system, and to modifying the existing housing.</p> <p>Approximately 30 meters were replaced last week with replacements continuing early next week.</p> <p>The system has been ordered; staff anticipates the program installed and ready for staff training in November. Staff will then be responsible to input inventory.</p> <p>Utility Systems Manager Acosta responded to a previously asked question from Linde Owen regarding the Partners in Water Conservation group and he reported that the District is participating in this County organization. He requested from the Partners group additional information on water audits.</p> <p>Public Comment – Richard Margetson asked if the Computer Maintenance Management System included vehicles and inquired as to which well has slurry.</p>	

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>4. Discussion Regarding the Distribution of Water Funds in the Amount of \$343,000 to Water Reserves</p>	<p>Chairperson Cesena reported that there were funds left over from Fiscal Year 2016/2017 water operations and is requesting committee recommendations as to where to allocate these funds. He discussed different possibilities as to where the funds could go, including Capital Improvement Projects, the 8th Street water ops building, and the various reserve funds including the Contingency Reserve, the Rate Stabilization Reserve and the Vehicle Reserve.</p> <p>Richard Margetson reported that the Rate Study took into account funding the Rate Stabilization and the Contingency Reserves until reaching the thresholds established by the Board. He reported that \$50,000 was to be put into the Basin Management Reserve. He did not believe the \$343,000 amount was accurate.</p> <p>Committee Member Munds commented that the Rate Study Group had a strategy to get the District whole and would like to keep on with that strategy while being fair to the community. There was agreement among the Committee members.</p> <p>Utility Systems Manager Acosta discussed staff recommendations, including addition of electricity, work benches, etc. at the 8th Street water ops building; replacement of 2000 Ford F250 at a cost of \$40,000; replace deteriorating bed and hydraulics on 2000 Ford 450 dump truck for \$12,300; minor repairs to the backhoe for \$5,000; and the remaining put back into the Capital Improvement Projects.</p> <p>Richard Margetson commented on the need to know the balances of the reserves.</p> <p>The Committee discussed the need to know the reserve balances before distributing the funds and to prioritize and justify the needs of the 8th Street ops building.</p> <p>The Committee unanimously recommended that staff move forward with the replacement of the bed of the dump truck and the repairs to the backhoe.</p> <p>Public Comment – Richard Margetson commented on the need for accurate financials.</p>	
<p>5. Public Comments on Items NOT on this Agenda</p>	<p>Richard Margetson commented on his concern and disappointment that there have been no ESAC meetings.</p>	
<p>6. Schedule Next UAC Meeting</p>	<p>The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, November 15, 2017 at 5:30 p.m. unless otherwise noticed.</p>	
<p>7. Closing Comments by UAC Committee Members</p>	<p>None</p>	
<p>8. Adjournment</p>	<p>The meeting adjourned at 6:24 p.m.</p>	

ITEM 4

UTILITIES DEPARTMENT UPDATES c. Capital Improvement Projects List

LOCSD Water Capital Improvement Projects Listing



TITLE	DESCRIPTION	AMOUNT FROM 2014 \$ (unless specified)	STATUS	PRIORITY
Supplemental Water Wells	Program C Eastern Wells	\$30,000 (17/18)	In progress	current
8 th St Upper Aquifer Well	Supplemental Well Blend with existing lower aquifer well water – possible nitrate removal	\$275,000 – Phase 2 for FY (17/18). Updated Amount	In progress	current
Water Operation Facility Improvements	Water Operations Facility (Improve work shop by destroying sea trains, put in modular building)	\$75,000 (17/18) Estimated amount	2017/2018 Budget	1
SCADA System Upgrade	Design/Construction of SCADA System	\$210,00	Incomplete	2
18 th St/Paso Robles Loop	Distribution system loop in boosted zone – pipe project	\$39,270	Not started	4
Santa Maria Loop Upgrade	Distribution system loop in boosted zone – pipe project	\$150,150	Not Started	5
18 th St/Ramona Loop Upgrade	Distribution system loop in boosted zone – pipe project	\$86,800	Not Started	6
Ferrell Avenue Loop Upgrade	Distribution system loop in main gravity zone – pipe project	\$167,475	Not Started	7
Ferrell Well Loop Upgrade	Distribution system loop in main gravity zone – pipe project	\$11,550	Not Started	8
12 th St/El Moro Upgrade	Distribution loop in main zone/Fire Flow upgrade – new pipe	\$214,830	Not Started	9
South Bay Wells Distribution Project	New project – Connect existing wells at South Bay to gravity Zone	\$Unknown	Not Started	10

10 th St & Santa Maria Valve replacement	Replace gate valve	\$50,000	Not Started	11
South of Santa Ysabel	Replace gate valve	\$2,100	Not Started	12
14 th St Dead-end upgrade	Upgrade pipe – improve Fire Flow to Residential zone	\$98,000	Not Started	13
7 th St Dead-end upgrade	Dead-end upgrade from Santa Ysabel going north	\$34,720	Not Started	14
El Moro Upgrade	New pipe – Distribution loop in main zone	\$307,230	Not Started	15

COMPLETED PROJECTS

10 th St Tank Repair	Prolong life of 10 th St tank for another 10 years	\$140,000	Completed FY11/12 \$120,878	
16 th St North & South Tank Spot Repair Project	Coating project and spot repair to prolong life another 10 years	\$50,000	Completed FY15/16 \$32,463	
South Bay Upper Aquifer Well Project	Supplemental well on Eastern side	\$10,000	Completed FY13/14 (\$620,000 funding through Prop 84 grant)	
8 th St Upper Aquifer Well	Phase 1 Dig upper aquifer well.	\$141,915	Completed December 2016	
LOCSD/GSWC Intertie	Emergency connection	\$55,000 (\$103,550) split with GSWC	Completed March 2017	