



UTILITIES ADVISORY COMMITTEE MEETING

Wednesday, January 15, 2020 at 5:30 p.m.
Los Osos Community Services District Office
2122 9th Street, Suite 106, Los Osos, CA

COMMITTEE MEMBERS

Chuck Cesena, Chairperson
Matthew Fourcroy, Vice Chairperson
James Bishop, Member
Jan Harper, Member
Leonard Moothart, Member
Eric Silva, Member

STAFF

Ron Munds, General Manager
Jose Acosta, Utility Systems Manager
Laura Durban, Administrative Services Manager

AGENDA

1. **Opening at 5:30 p.m.**
Call to Order, Flag Salute, Roll Call
2. **Approve UAC Meeting Minutes of November 20, 2019**
(Recommend Committee Approval)
Presented By: Administrative Services Manager Durban
3. **Basin Management Committee Update**
(Updates Only)
Presented By: General Manager Munds
4. **Utility Department Report**
Presented By: Utility Systems Manager Acosta
5. **Utilities Department Updates**
(Updates Only)
Presented By: Utility Systems Manager Acosta
6. **Leak Credit Adjustment**
(Discussion Only)
Presented By: General Manager Munds
7. **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.
8. **Schedule Next UAC Meeting** – The next UAC Meeting will be held Wednesday, February 19, 2020 at 5:30 p.m. unless otherwise noted.
9. **Closing Comments by UAC Committee Members**
10. **Adjournment**

**DRAFT - Minutes of the Utilities Advisory Committee Meeting
November 20, 2019 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>Vice Chairperson Fourcroy called the meeting to order at 5:32 p.m. and led the flag salute.</p> <p><u>Roll Call:</u> James Bishop, Committee Member – Present Jan Harper, Committee Member – Present Leonard Moothart, Committee Member – Present Eric Silva, Committee Member – Present Matthew Fourcroy, Vice Chairperson – Present Chuck Cesena, Chairperson – Arrived at 5:40 p.m.</p> <p><u>Staff:</u> Ron Munds, General Manager Jose Acosta, Utility Systems Manager Laura Durban, Administrative Services Manager</p>	
<p>2. Approve UAC Minutes of October 16, 2019</p>	<p>Vice Chairperson Fourcroy presented the minutes for approval.</p> <p>Administrative Services Manager Durban commented that the date in the Header of the minutes was incorrect and would be fixed before posted to October 16, 2019.</p> <p>Public Comment – Julie Tacker inquired if her letter to the BMC regarding hemp and cannabis had been forwarded.</p> <p>Committee Member Harper moved to approve and accept the minutes as presented. The motion was seconded by Committee Member Silva and the motion carried by unanimous consent.</p>	<p>Action – File approved minutes.</p>
<p>3. Basin Management Committee Meeting Update</p>	<p>Meeting was canceled, next meeting is December 18, 2019</p>	<p>Action – No action.</p>
<p>4. Utilities Department Update</p>	<p>Utility Systems Manager (USM) Acosta reported on updates regarding SCADA project.</p> <p>Committee Member Moothart inquired about the scope of the project; what is currently in place; how long would the system last; would the system pay for itself over time of use.</p> <p>Vice Chairperson Fourcroy commented on the layout of a SCADA system.</p> <p>USM Acosta responded that the SCADA project would be for all systems to control the system remotely and view from offsite locations; that it will help with reporting; the SCADA system will last 10-15 years before upgrades would be needed.</p> <p>USM Acosta continued his report on updates on 10th Street Reservoir, South Bay Well Transmission Line Extension project, 8th Street Water Yard, Sample Station Replacements and new hire for Water Resource Operator position.</p> <p>Chairperson Cesena inquired if there would be more sample station replacements in the next year.</p> <p>USM Acosta responded that they are hoping to replace the remainder in the next budget.</p> <p>Committee Member Harper inquired what, if any, is the next step for the septic tanks the District just cleaned out.</p> <p>USM Acosta responded that we are finished.</p>	<p>Action – Committee directed staff to include the Board Staff Report for Utilities in future Utilities Advisory Committee packets.</p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>4. Utilities Department Update (continued)</p>	<p>Public Comment – Jeff Edwards commented the USM Acosta provides the Board with the pumping per wells and inquired if that information could be provided at the Utility Advisory Committee; commented that the SCADA system should not include Palisades and 3rd Street.</p> <p>Lindee Owen thanked Utility Systems Manager Acosta for saving the District money.</p> <p>Richard Margetson inquired about the budget for the sample stations being \$14,400, and that it's going to be under \$11,000.</p> <p>USM Acosta responded that if the committee directs him he will provide the reports for the UAC; for SCADA that the 3rd Street has a strong possibility of coming back online, it was taken offline due to Chromium-6.</p> <p>The committee requested that he has the Board Utility Reports be made available for the UAC meetings.</p> <p>Committee Member Bishop commented on Chromium-6 impacts in the 3rd Street Well.</p> <p>USM Acosta commented that we can bring 3rd Street Well back to the UAC as we get closer to potentially bringing the well back online.</p> <p>Committee Member Silva commented on periodic testing.</p>	
<p>5. Recycled Water Fill Station Partnership</p>	<p>General Manager (GM) Munds presented the report as submitted in the Agenda Packet commenting that he is not looking for a recommendation to the Board at this time, just a discussion amongst the Committee and attending public.</p> <p>Committee Member Silva commented on community members that kept septic tank and getting the water delivered to fill a septic tank for a fee would be helpful for residents to water and garden; may encourage others to save more water.</p> <p>Committee Member Moothart inquired on what is needed to accomplish the training.</p> <p>GM Munds responded it would be a simple process, like a check list, that informs the community about the water and then to sign an agreement.</p> <p>Committee Member Bishop inquired how much water would go to the fill station; how much work would this be relative to the benefit.</p> <p>Vice Chairperson Fourcroy inquired where the water would come from.</p> <p>GM Munds responded that he is unsure of the amount of water at this time and that the water would be pulled from Broderson Leach Field, Sea Pines, Los Osos Middle School when connected; the District would mainly promote the program and help find volunteers.</p> <p>Vice Chairperson Fourcroy supported the idea of delivery; commented that a fee seems problematic.</p> <p>Public Comment – Lindee Owen commented on having an on-site tank where water could be in a closed system; supported a commercial delivery; a slow delivery from hoses could be problematic; community members that saved their septic tanks will like this option; \$100 per acer foot is what the Sea Pines pays; volunteers to water trees in need of this water; supported money coming out of the water conservation budget; inquired looking at other areas that are dry that uses recycled water.</p>	<p>Action – None</p>
<p>5. Recycled Water Fill Station Partnership (continued)</p>		

AGENDA ITEM	DISCUSSION	FOLLOW-UP
	<p>Lou Tornosky commented that he is traveling to New Zealand and if the Committee has questions he would offer to inquire with towns that use recycled water.</p> <p>Julie Tacker commented that it sounds like a lot of work for little return; on construction water; inquired how many residents saved their septic tanks; commented on it being too much work for many residents; Cambria had a fill station during the drought; the savings would have to be drastic for the physical effort to get the water.</p> <p>Jeff Edwards commented that there is a reason the County has not done this yet and that the General Manager should not spend any more time on this effort; need to strategically deal with water; promote xeriscape and drought tolerant landscape; the District should focus on core mission and this is not it.</p> <p>Lynette Tornotzky inquired if the District has contacted companies that already do this for a living; commented that this should only be a subscription service via some trucking company that already has the tanks and already does this, then find out which residents saved their septic tanks to see if they would be interested, then the District would have minimal staff time; just finding out who would be interested so that the community does not have to go through the certification and it would only be available for the truckers that know how to do this.</p> <p>GM Munds commented that construction water is coming and they are working out a fee; having commercial truckers for hauling sounds like a great idea to recommend back to the County; will bring Recycled Water Fill Station back to the next UAC meeting to let the committee know the conversation that happened with the County.</p> <p>Committee Member Moothart supports the concept; commented on considering small and specialized at first, and he would come down and fill up a large tank when his tank got low.</p>	
6. Public Comments on Items NOT on this Agenda	None	
7. Schedule Next UAC Meeting	The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, December 18 th , 2019 at 5:30 p.m., unless otherwise noticed.	
8. Closing Comments by UAC Committee Members	None	
9. Adjournment	The meeting adjourned at 6:30 p.m.	



January 15, 2020

TO: LOCSO Utility Advisory Committee

FROM: Jose Acosta, Utility Systems Manager
Frank Asuncion, Water Resource Crew Leader
Alicia Zuniga, Utility Billing Specialist

SUBJECT: **Agenda Item 4- 1/15/2020 Utility Advisory Committee Meeting**
Utilities Department Report for **November 2019**

President
Marshall E. Ochylski

Vice President
Charles L. Cesena

Directors
Matthew D. Fourcroy
Vicki L. Milledge
Christine M. Womack

General Manager
Ron Munds

District Accountant
Robert Stilts, CPA

Unit Chief
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www.losososcsd.org

WATER PRODUCTION INFORMATION

The total production for the month of **November 2019** was approximately **13.6 million gallons (MG)** this equates to an average daily demand of **454,600** gallons. This represents a **decrease** in production from last year by approximately **1.90%**.

Using the state's formula to calculate residential usage per capita per day, for the month of **November 2019** our residential customers used 60.3 gallons per person per day, a decrease from 61.4 gallons per person per day in November 2018.

PRODUCTION AND RUNTIME HOURS BY WELL SITE

The following tables break down the production by well site and runtime on the pump motors for the month of **November 2019**. Totals for last year are included for comparison:

Production (MG) November	2019	2018	% Change
Palisades	2.94	2.78	5.8
3 rd Street/Bayside	0	0	0
8 th Street/EI Moro	3.88	4.88	-20.5
10 th Street	4.17	3.96	5.3
South Bay (lower)	2.08	1.77	17.5
South Bay (upper)	0.57	0.52	9.6
TOTAL:	13.56	13.91	

Runtime (Hours) November	2019	2018
Palisades	143.3	134.8
3 rd Street/Bayside	0.5	0.2
8 th Street/EI Moro	216.9	244.9
10 th Street	267.7	224.4
South Bay (lower)	697.3	619.7
South Bay (upper)	335.3	306.5
TOTAL:	1661.0	1530.5

WATER BILLING INFORMATION

Forty-three percent of the service area received bills for approximately **12.12 MG** consumption for the period of September 10, 2019 through November 12, 2019. This generated approximately **\$217,9727.51** in revenue.

UTILITIES DEPARTMENT OPERATIONS AND MAINTENANCE

During the month of November 2019, the Utilities crew performed all required operations and maintenance tasks. The various tasks and facilities maintained are:

WATER DISTRIBUTION AND TREATMENT

- Daily, weekly, and monthly water quality sampling, analysis and reporting, for all well sites and throughout the distribution system.
- Monthly meter reading.
- Service line upgrade at 1405 17th Street.
- Meter change out program, 80 meters changed.
- Service line and meter upgrade at 1964 7th Street.
- Performed follow up work from Leak Detection program, completed in September.
- Assisted contractor with repair work on 10th Street water tank.
- Completed a survey of water facilities for SCADA recommendations.

DRAINAGE WDID # 3 40M2000133

The District continue to operate and comply with the General National Pollutant Discharge Elimination System (NPDES) Permit for storm water discharges for small Municipal Separate Storm Sewer Systems (MS4). Storm water pollution prevention measures are available on the District's Drainage web page: <http://www.losososcsd.org/drainage-e293b4b>

RAINFALL TOTALS

The County has a link to rain and reservoir information: <http://wr.slocountywater.org/home.php> below is a table of historical rainfall totals from the Los Osos Landfill rain monitor. This has been arranged to coincide with our Water Shortage Contingency Plan Climate Trigger which is based on rainfall measured from April 1st through March 31st.

Station Name and Number													Los Osos Landfill # 727
	*** All units are in inches ***												
Water Year	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	Total
2019-2020	0.08	1.53	0.00	0.00	0.08	0.00	0.00	2.13					3.82
2018-2019	0.79	0.00	0.00	0.00	0.00	0.00	0.43	3.75	1.14	6.14	6.90	3.94	23.09
2017 - 2018	0.55	0.27	0.00	0.00	0.00	0.16	0.16	0.47	0.12	3.78	0.16	7.95	13.62
2016 - 2017	0.20	0.00	0.00	0.00	0.00	0.00	1.65	2.76	3.39	9.02	7.65	1.34	26.01
2015 - 2016	0.67	0.12	0.00	1.93	0.00	0.08	0.08	1.26	1.85	5.04	0.86	4.85	16.74
2014 - 2015	0.71	0.00	0.00	0.00	0.00	0.00	0.00	0.28	5.20	0.08	0.91	0.43	7.61
2013 - 2014	0.31	0.12	0.04	0.00	0.00	0.00	0.24	0.28	0.12	0.00	4.06	1.42	6.59
2012 - 2013	2.24	0.00	0.00	0.00	0.00	0.00	1.18	1.69	2.64	1.02	0.67	0.43	9.87

RECOMMENDATION

Staff encourages the UAC to ask any questions they may have with regard to the aforementioned report or any other related item that may be listed separately as an agenda item.

Attachments

Nov-19	8th St./ El Moro Well	3rd St./ Bayside Well	10th St. Well	South Bay Well	South Bay Upper Well	Palisades Well	All Wells TOTAL	Last Years TOTAL	Percent% Differential
Total Gallons Produced, Mgal	3.8817	0.0000	4.1660	2.0828	0.5662	2.9411	13.6378	13.9025	-1.90%
Average Daily Flow, Mgal							0.4546		
Total Gallons to Waste (Filter Backwash), Mgal	0.0000			0.1050			0.1050	0.1438	
Total Gallons to Waste (System Flushing), Mgal							0.0000	0	
Distribution System Losses (Water Line Breaks), Mgal							0.0000	0	
Total Gallons Adjusted, Mgal	3.8817			1.9778			13.5328	13.7587	-1.64%
Pump Runtime, total hours	216.9	0.5	267.7	697.3	335.3	143.3	1661.0	1530.5	8.53%
Daily Avg. Runtime, hours/day	7.2	0.0	8.9	23.2	11.2	4.8			
Energy Used, kWatts	8564	46	9587	10220		5209	33626	34002	-1.11%
Eff. Ratio, kWatts/hr	39.48	92.00	35.81	14.66		36.35			
Chlorine Used, total gallons	60.1	0.0	30.3	30.5		17.0	137.8	137.8	0.02%
Aqua Mag, pounds	38.2		55.4	0.0		29.8	123.4	121.2	1.82%
Static water level, ft.	34.75	4.25	156.40	117.70	92.70	95.50			
Pump water level, ft.	144.50	0.00	253.00	181.30	117.55	187.00			
Draw-down level, ft.	109.75	0.00	96.60	63.60	24.85	91.50			
Gallons per minute	294	0	252	39	27	252			
Pressure, psi	98	0	57	70	65	60			

Well Log Summaries

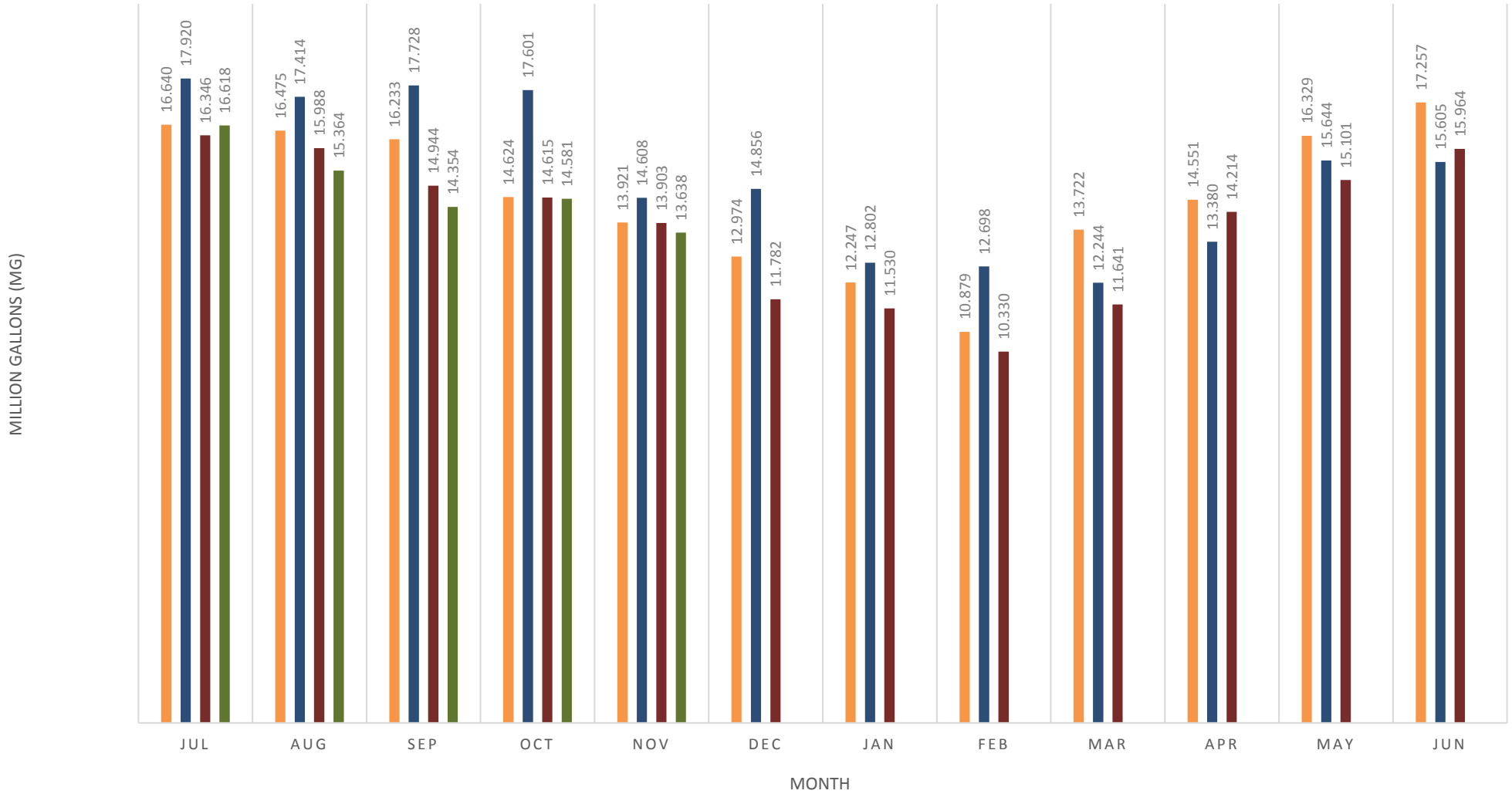
LOCSD Water Data

Water Production Data in Million Gallons				
	FY 16-17	FY 17-18	FY 18-19	FY 19-20
Jul	16.640	17.920	16.346	16.618
Aug	16.475	17.414	15.988	15.364
Sep	16.233	17.728	14.944	14.354
Oct	14.624	17.601	14.615	14.581
Nov	13.921	14.608	13.903	13.638
Dec	12.974	14.856	11.782	
Jan	12.247	12.802	11.530	
Feb	10.879	12.698	10.330	
Mar	13.722	12.244	11.641	
Apr	14.551	13.380	14.214	
May	16.329	15.644	15.101	
Jun	17.257	15.605	15.964	
TOTAL	175.852	182.500	166.357	74.555

Consumption is billed for a two month period every month.
 Revenue is based on gallons billed - not cash received.
 Production is recorded daily.

HISTORICAL TO PRESENT LOCS D WELL PRODUCTION DATA

■ FY2016-2017
 ■ FY2017-2018
 ■ FY2018-2019
 ■ FY2019-2020



LOCSD Water Data

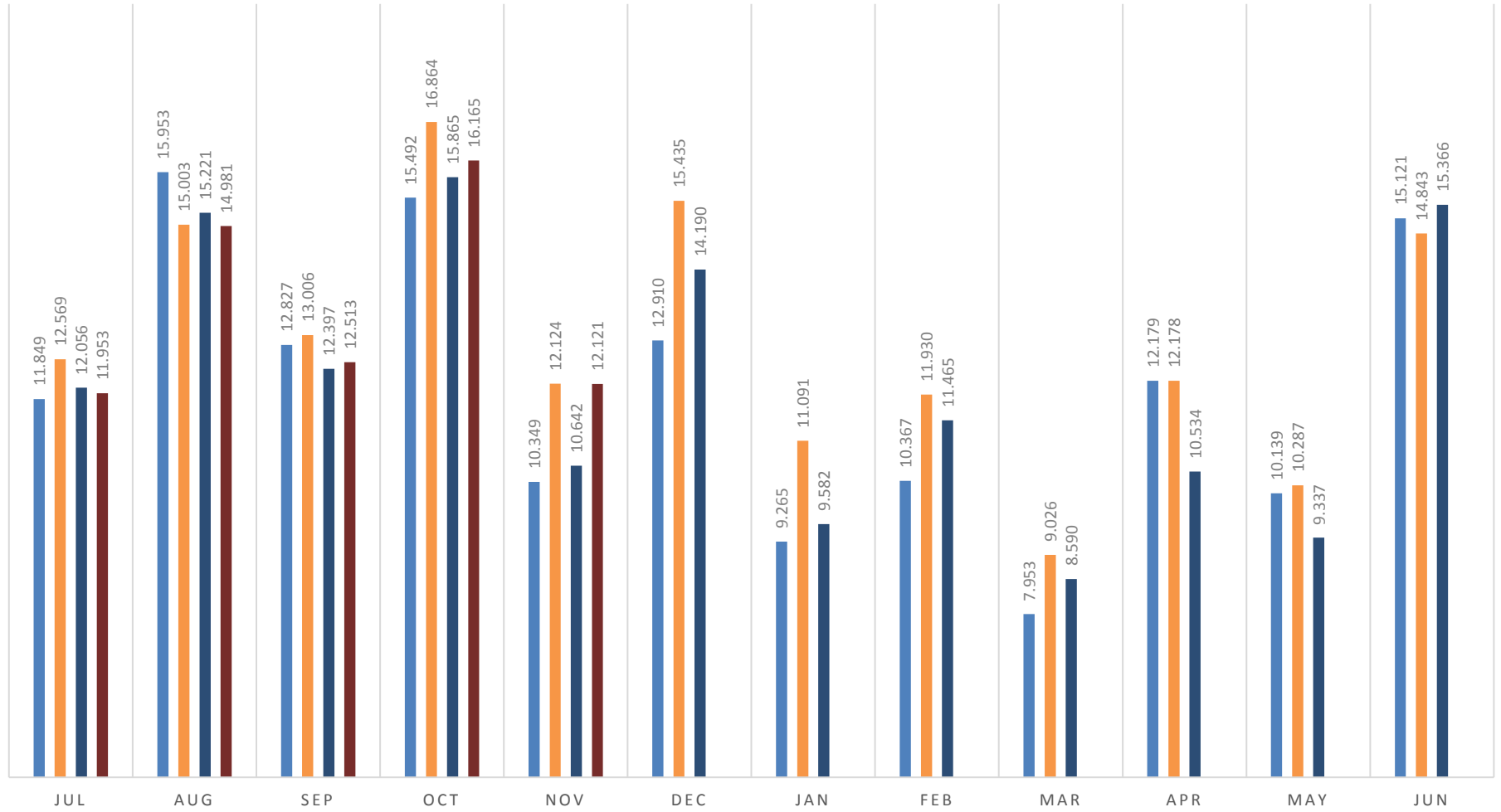
Water Consumption Data in Million Gallons						
% of Service Area	Billing Period		FY 16-17	FY 17-18	FY 18-19	FY 19-20
43	5/11 to 7/10	Jul	11.849	12.569	12.056	11.953
57	6/11 to 8/10	Aug	15.953	15.003	15.221	14.981
43	7/11 to 9/10	Sep	12.827	13.006	12.397	12.513
57	8/11 to 10/10	Oct	15.492	16.864	15.865	16.165
43	9/11 to 11/10	Nov	10.349	12.124	10.642	12.121
57	10/11 to 12/10	Dec	12.910	15.435	14.190	
43	11/11 to 1/10	Jan	9.265	11.091	9.582	
57	12/11 to 2/10	Feb	10.367	11.930	11.465	
43	1/11 to 3/10	Mar	7.953	9.026	8.590	
57	2/11 to 4/10	Apr	12.179	12.178	10.534	
43	3/11 to 5/10	May	10.139	10.287	9.337	
57	4/11 to 6/10	Jun	15.121	14.843	15.366	
TOTAL			144.405	154.356	145.245	67.733

Consumption is billed for a two month period every month.
 Revenue is based on gallons billed - not cash received.
 Production is recorded daily.

HISTORICAL TO PRESENT LOCS D WATER CONSUMPTION BASED ON BILLING

FY 16-17 FY 17-18 FY 18-19 FY 19-20

MILLION GALLONS (MG)



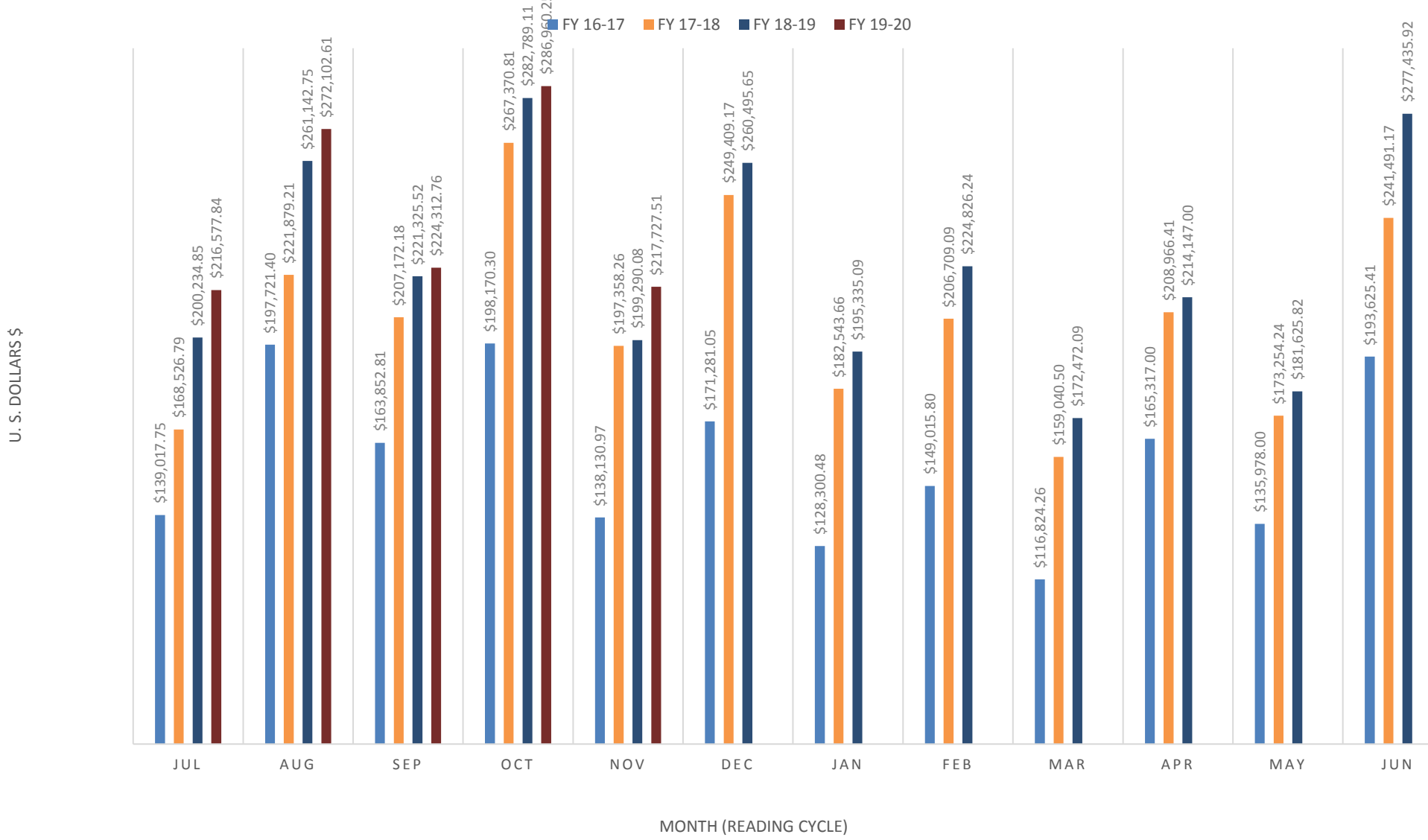
MONTH (READING CYCLE)

LOCS D Water Data

Water Revenue Data						
% of Service Area	Billing Period		FY 16-17	FY 17-18	FY 18-19	FY 19-20
43	5/11 to 7/10	Jul	\$139,017.75	\$168,526.79	\$200,234.85	\$216,577.84
57	6/11 to 8/10	Aug	\$197,721.40	\$221,879.21	\$261,142.75	\$272,102.61
43	7/11 to 9/10	Sep	\$163,852.81	\$207,172.18	\$221,325.52	\$224,312.76
57	8/11 to 10/10	Oct	\$198,170.30	\$267,370.81	\$282,789.11	\$286,960.25
43	9/11 to 11/10	Nov	\$138,130.97	\$197,358.26	\$199,290.08	\$217,727.51
57	10/11 to 12/10	Dec	\$171,281.05	\$249,409.17	\$260,495.65	
43	11/11 to 1/10	Jan	\$128,300.48	\$182,543.66	\$195,335.09	
57	12/11 to 2/10	Feb	\$149,015.80	\$206,709.09	\$224,826.24	
43	1/11 to 3/10	Mar	\$116,824.26	\$159,040.50	\$172,472.09	
57	2/11 to 4/10	Apr	\$165,317.00	\$208,966.41	\$214,147.00	
43	3/11 to 5/10	May	\$135,978.00	\$173,254.24	\$181,625.82	
57	4/11 to 6/10	Jun	\$193,625.41	\$241,491.17	\$277,435.92	
		TOTAL	\$1,897,235.23	\$2,483,721.49	\$2,691,120.12	\$1,217,680.97

Consumption is billed for a two month period every month.
 Revenue is based on gallons billed - not cash received.
 Production is recorded daily.

HISTORICAL TO PRESENT LOCS D WATER REVENUE BASED ON BILLING





January 15, 2020

TO: LOCSD Utility Advisory Committee
FROM: Ron Munds, General Manager
Jose Acosta, Utility Systems Manager

SUBJECT: Agenda Item 5 – 1/15/2020 Utility Advisory Committee Meeting
Review and Discussion on High Water Usage Billing Adjustments

President
Marshall E. Ochylski

Vice President
Charles L. Cesena

Directors
Matthew D. Fourcroy
Vicki L. Milledge
Christine M. Womack

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DESCRIPTION

District Staff has been concerned with the amount of customers who are seeking to go in front of the Board of Directors seeking to receive billing adjustment not consistent with District policy.

DISCUSSION

Currently District code only allows for an adjustment on the customer's water bill if the leak is on the customer service line and repaired in a timely manner. The adjustment is reviewed and approved at staff level, based on District policy. All customers have the option to present their concerns to the Board of Directors for a bill adjustment if they do not agree with the policy.

Recently Staff has been presented with numerous requests from customers to present their concerns to the Board. Staff has received direction from the Board President and Vice-President to review and discuss options of allowing an alternative credit adjustment policy for customers who experience high usage, which equates to a higher than normal water bill.

One example is allowing a customer to receive a credit adjustment, once every three years no matter the cause of the high bill. The adjustment would be reviewed and applied in the same manner as the current policy, for service line leak adjustments.

Staff would like to begin the dialogue and discuss other alternative policy options with the UAC for review and consideration by the Board at some future date.

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