



Utility Advisory Committee Meeting

January 20, 2021 at 5:30

TO PARTICIPATE: On your computer
via Microphone or type your public comment into the
Q & A Tab.

On your phone
call (929) 205-6099 or (301) 715-8592
Meeting ID: 114-611-628 and
Press *9 to raise your hand via phone.

Please note if you are on your computer but do not have a microphone, you will have to call in to speak, or write your public comment in the Q&A Tab.

Agenda Item 2:

Approve UAC Meeting
Minutes of
December 16, 2020



Agenda Item 3:

Consider a Request to Amend a
Conditional Intent to Serve Letter to
Establish Water Service



Agenda Item 3 – Amendment to a Conditional Intent to Serve Letter 1748 Mountain View Drive

Background

- Property is 0.80 acres
- Has a County certified onsite well
- Is outside the Prohibition Zone



Agenda Item 3 – Amendment to a Conditional Intent to Serve Letter 1748 Mountain View Drive

Background

- October 16, 2019, UAC recommends to the BOD approval of a Conditional Intent to Serve Letter which included a condition that the project could temporarily use the onsite well to develop but would connect to the District's water system when the District exits the Stage III drought restrictions
- November 7, 2019, BOD approved the Conditional Intent to Serve Letter as recommended by the UAC



Agenda Item 3 – Amendment to a Conditional Intent to Serve Letter 1748 Mountain View Drive

Summary of the Property Owner's Request

- Have been working with the County for over 3 years
- Recently notified they would have to go through a variance process to permit the septic on a property that is less than an acre and will temporarily use the well for potable water
- The property was 1.08 acres before the County condemned a portion for the South Bay Boulevard right-of-way
- Variance process will be costly and time consuming to a project already three years in the making



Agenda Item 3 – Amendment to a Conditional Intent to Serve Letter 1748 Mountain View Drive

Property Owner's Request – points made in their letter

- The uniqueness of their parcel and situation in that they are outside the Prohibition Zone (sewer service area) and have an approved onsite well, built and tested to domestic use standards.
- The current project, once approved through the variance process by the County, would use the same amount of groundwater as would be provided by a District connection wherein the water use would be metered and billed for.
- The project will take up to two years to complete but in the meanwhile they would be paying the bi-monthly base fee and any incidental volume charges adding to District revenues.
- The project will be subject to the Title 19 retrofit requirement providing a 2:1 offset meaning a net savings in water use lessening any impacts to the groundwater basin.



Agenda Item 3 – Amendment to a Conditional Intent to Serve Letter 1748 Mountain View Drive

Recommendation:

Review, discuss and provide a recommendation to the Board on whether to amend the Conditional Intent to Service Letter to allow for a metered connection to the District's water system prior to exiting Stage III or deny the request.



Agenda Item 4:

Basin Management Committee Updates



Agenda Item 5:

Utility Department Report



Agenda Item 5:

Water Production:

- 13.8 million gallons - average daily demand 460,300 gallons
- Increase of approximately 22.9% over last year
- Per capita water use increased from 48.5 gpcd in December 2019 to 59.6 gpcd in December 2020.



Production & Runtime Hours by Well Site

Production:

Production (MG) December	2020	2019
Palisades	2.4569	3.4303
3 rd Street/Bayside	3.0336	0
8 th Street/El Moro	3.9628	2.6373
10 th Street	0	2.4926
South Bay (lower)	3.9406	2.1073
South Bay (upper)	0.4136	0.5610
TOTAL	13.8007	11.2285



Production & Runtime Hours by Well Site

Runtime:

Runtime (hrs.) December	2020	2019
Palisades	118.6	167.1
3 rd Street/Bayside	725.3	0.4
8 th Street/El Moro	219.9	135.3
10 th Street	0.0	157.2
South Bay (lower)	720.5	708.2
South Bay (upper)	247.1	332.7
TOTAL	2031.4	1500.9



Water Billing Information

Fifty-seven percent of the service area received bills for approximately **15.01 MG** consumption for the period of October 10, 2020 through December 10, 2020. This generated approximately **\$270,072.58** in revenue.



Rainfall – Water Year April through March

Water Year	Total
2020-2021 (through December)	4.08
2019-2020	13.23
2018-2019	23.09
2017 - 2018	13.62
2016 - 2017	26.01
2015 - 2016	16.74
2014 - 2015	7.61
2013 - 2014	6.59
2012 - 2013	9.87



Utilities Department Report

Questions

Agenda Item 6:

Utility Department Updates



Agenda Item 6: Utility Department Updates

10th Street Well Issues

The 10th Street well has been out of service since June 15th. After months of setbacks, the lining project is now complete. The good news is we were able to recover most of the bottom of the well and the pump test ran 200 gallons per minute. The final electrical work needed was completed on December 30th; full operation of the well is anticipated the week of January 18th. Final costs for this phase of work came to \$42,123.49. We have coded to our Capital Improvements Projects general ledger code. Once this well is running into the system, demand on Palisades will be greatly reduced.



Agenda Item 6: Utility Department Updates

16th Street Tanks Inspection

The inspection was performed on December 1, 2020. The reports were delivered on December 14, 2020. Staff has reviewed the reports and there is significant corrosion on both tanks. Staff has asked for a cost estimate for needed repairs. Next steps are to develop the scope of work, and prepare bid documents.

Program C Site Selection

At the November 5, 2020 Board of Directors meeting the Board unanimously approved Site E which is the Bayridge site for a new well. Next steps are to continue environmental work with SWCA, begin the bid documents, permitting, and communications with Golden State Water Company.



Utility Department Updates

Questions

Agenda Item 7:

Review 2020/2021 Mid-Year Budget Adjustments Fund 500 & Fund 800



Agenda Item 7: Mid-Year Budget Review

Fund 500 – Water

Major Adjustment Requests: Minor decreases in Personnel costs and Capital Outlay expenditures of \$10,721.65 and \$2,267.60 respectively; a net increase in costs for Services and Supplies of \$3,070.00.

Impact to Budget: The overall result of the budget adjustments is a \$9,998.85 decrease in the Fund 500 budget.



Agenda Item 7: Mid-Year Budget Review

500 - Water			
Fund 500	2020-2021 Budget	2020-2021 Budget	Increase/
Budget Category		Mid Year	(Decrease)
Revenue	\$2,906,251.30	\$2,906,251.30	\$0.00
Expenditures			
Total Personnel	\$773,902.78	\$763,181.13	-\$10,721.65
Services & Supplies	\$684,240.90	\$687,310.90	\$3,070.00
Capital Outlay	\$1,304,032.98	\$1,301,762.28	-\$2,270.70
Debt Service	\$275,633.00	\$275,556.50	-\$76.50
Reserves	\$57,000.00	\$57,000.00	\$0.00
Transfers	\$568,548.00	\$568,548.00	\$0.00
TOTAL Expenditures	\$3,663,357.66	\$3,653,358.81	-\$9,998.85
TOTAL Revenue	\$2,906,251.30	\$2,906,251.30	\$0.00
Net Revenue/Expenses		-\$747,107.51	



Agenda Item 7: Mid-Year Budget Review

Mid-Year FY 20/21 Capital Improvement Projects Update				
Budget Code	FY 19-20 Project	Budget Estimate	Revised	Comments
500/9006	Program "C" Well	\$126,976.33	\$126,976.33	no change
500/9006	8th Street Yard Building	\$200,000.00	\$263,178.09	Added permitting cost/fire sprinklers
500/9006	SCADA	\$300,000.00	\$130,000.00	Scaled back until next FY
500/9006	South Bay Well Transmission Main Project	\$480,000.00	\$497,051.50	Budget increase for enviro monitoring
500/9006	8th Street Well Construction	\$315,824.00	\$64,200.00	Assumes \$250K grant funding
		Sub-total	\$1,081,405.92	
	FY 20/21 Projects		Revised	
500/9006	10th Street Tank Exterior Coating	\$50,000.00	\$50,000.00	Completed
500/9006	10th Street Well Rehab and Liner Project	\$65,000.00	\$65,147.59	Completed/Project Change
500/9059	Replacement Utility Truck Unit B	\$50,000.00	\$42,187.68	Completed
500/9059	Replacement Vacuum Trailer	\$50,000.00	\$63,021.20	Completed/Board Approved Increase
		Sub-total	\$220,356.47	
		TOTALS	\$1,301,762.39	



Agenda Item 7: Mid-Year Budget Review

Description of Major CIP Changes

8th Street Yard Storage Building - \$263,178.00

Added permitting costs: The cost of CRSA and the added time Wallace Group had to allocate to this phase added about \$16,220 to the project cost.

Fire Sprinklers: The project's original budget did not include a full fire sprinkler and monitoring system. It was originally thought because of the type of construction and use, a full system would not be required, just an outside alarm. A determination was made towards the end of the project by Cal Fire that a full system would be required. The full system with technical support for contracting and installation cost approximately \$58,540.



Agenda Item 7: Mid-Year Budget Review

Description of Major CIP Changes

SCADA Project – in progress

The SCADA project which will provide communication from the District's well, tank and drainage facilities to central location and mobile devices was originally estimated to cost \$400,000. The cost is to be split between Fund 500, 75%, and Fund 800, 25%. Upon the completion of the Phase I site evaluation study, the consultant estimate the cost of the system to be \$1 million dollars.

The recommended reduced project amount of \$130,000 will provide more than adequate funding to continue the project for the remainder of this fiscal year. Any unused funding will be carried over to next fiscal year.



Agenda Item 7: Mid-Year Budget Review

Description of Major CIP Changes

South Bay Well Transmission Project - \$497,051.00

The estimate cost of this project at the time of the budget preparation was \$480,000 which included construction, project engineering and project management. After submitting the plans and application for the encroachment permit to the County, the County added a condition for an Archeological study prior to construction and Archeological and Biological monitoring during construction. This unanticipated expenditure added approximately \$15,560 to the project costs.



Agenda Item 7: Mid-Year Budget Review

Description of Major CIP Changes

10th Street Well Rehabilitation and Liner Project - \$65,147.00

The original CIP list included a rehabilitation and liner project for the South Bay lower aquifer well. This well underwent a partial rehabilitation in early 2020. It was recommended that a full rehabilitation occur within five years of the partial well rehabilitation date. With the unanticipated problems that occurred with the 10th Street well, staff is recommending that the South Bay well project be deferred to a future date within the recommended time frame and that the 10th Street well work be substituted into the project list in order to balance the CIP budget.



Agenda Item 7: Mid-Year Budget Review Reserves

Reserve	Amount
Water Quality Trust	\$91,517.27
Replacement Reserve- vehicles, etc.	\$144,644.25
Contingency Reserve	\$528,183.00
Capital Outlay Reserve	\$1,999,562.85
Water Rate Stabilization Reserve	\$158,456.00
Basin Management Reserve	\$50,031.00
Water Conservation Reserve	\$59,288.00
TOTAL	\$3,031,682.37



Agenda Item 7: Mid-Year Budget Review

Fund 800 – Drainage

Major Adjustment Requests: Minor decreases to Personnel and Services and Supplies categories and a decrease in the Capital Outlay Reserve expenses of \$57,000 to reflect the revised strategy for implementing the SCADA project.

Impact to Budget: A decrease in Personnel expenditures of \$7,000, a decrease in expenditures for Services and Supplies of \$1,289.28 and a decrease in the Capital Outlay budget of \$57,000 from \$100,000 to \$43,000.



Agenda Item 7: Mid-Year Budget Review

800 - Drainage			
Fund 800	2020-2021	2020-2021	Increase/
Budget Category	Budget	Mid-Year	(Decrease)
Revenue	\$126,738.00	\$126,738.00	\$0.00
Expenditures			
Total Personnel	\$16,200.00	\$9,200.00	-\$7,000.00
Services & Supplies	\$27,541.24	\$26,251.96	-\$1,289.28
Capital Outlay	\$100,000.00	\$43,000.00	-\$57,000.00
Reserves	\$0.00	\$0.00	\$0.00
Transfers	\$13,299.37	\$13,299.37	\$0.00
TOTAL Expenditures	\$157,040.61	\$91,751.33	-\$65,289.28
TOTAL Revenue	\$126,738.00	\$126,738.00	\$0.00
Net Revenue/Expenses	-\$30,302.61	\$34,986.67	



Agenda Item 7: Mid-Year Budget Review Reserves

Reserve	Amount
Contingency Reserve	\$32,238.22
Capital Outlay Reserve	\$202,296.60
TOTAL	\$234,534.82



Agenda Item 7: Mid-Year Budget Review

Recommendation:


Motion: I recommend that the UAC recommend to the Board of Directors the adoption of the Mid-Year budget adjustments as presented.



Agenda Item 8:

Public Comment For Items Not On The Agenda

To Speak:

Raise your Hand by clicking  on your computer
Or Press *9 to raise your hand via phone.



Agenda Item 8:

Schedule Next UAC Meeting

February 17, 2021

at 5:30pm



Agenda Item 9:

Closing Comments by UAC Committee Members



Agenda Item 10:

Adjournment

