



UTILITIES ADVISORY COMMITTEE MEETING

Wednesday, August 19, 2020 at 5:30 p.m.

Pursuant to Governor Newsom's Executive Order N-29-20, and State and County Shelter at Home orders, Committee Members, staff and public may participate in this meeting via teleconference and/or electronically. The LOCSD Boardroom will NOT be open for accessing the meeting.

For quick access, go to <https://us04web.zoom.us/j/114611628>
(This link will help connect both your browser and telephone to the call)
OR dial 1 (929) 205-6099 or 1 (301) 715-8592 and enter **114 611 628**

All persons desiring to speak during any Public Comment can submit a comment by:

- Through email at ldurban@losososcscsd.org by 12:00pm on 8/19/2020
- Through the district website www.losososcscsd.org/contact-us by 12:00pm on 8/19/2020
- Through teleconference by phone at (929) 205-6099 or (301) 715-8592 and enter **114 611 628**
- Through mail by 5:00 PM on the day prior to the Committee meeting sent to LOCSD
- Through teleconference meeting at <https://us04web.zoom.us/j/114611628>

AGENDA

1. **Opening at 5:30 p.m.**
Call to Order, Roll Call
2. **Approve UAC Meeting Minutes of July 15, 2020**
(Recommend Committee Approval)
Presented By: Administrative Services Manager Durban
3. **Basin Management Committee Update**
(Updates Only)
Presented By: Chairperson Cesena
4. **Utility Department Report**
Presented By: General Manager Munds
5. **Utilities Department Updates**
Presented By: General Manager Munds
6. **Los Osos Community Plan Update – Water Issues**
(Update on Planning Commission Meeting)
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, September 16, 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
July 15, 2020 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 5:30 p.m.</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 – Absent Matthew Fourcroy, Vice Chairperson – Present Chuck Cesena, Chairperson – Present</p> <p><u>Staff:</u> Ron Munds, General Manager Laura Durban, Administrative Services Manager</p>	
<p>2. Approve UAC Minutes of April 15, 2020</p>	<p>Administrative Services Manager Durban presented the minutes for approval.</p> <p>Public Comment – None</p> <p>Committee Member Moothart moved to approve the meeting minutes of May 20, 2020. The motion was seconded by Committee Member Harper and carried with the following vote:</p> <p>Ayes: Committee Member Bishop, Harper, Moothart Nays: None Abstain: None Absent: Silva</p>	<p>Action – File approved minutes.</p>
<p>3. Basin Management Committee Update</p>	<p>General Manager Munds provided a summary of the Basin Management Committee Meeting from June 2020 and Staff Meeting as July's BMC meeting was canceled; commenting that further discussion will be on Item 6, and discussing the Implementation Plan.</p> <p>Chairperson Cesena inquired if the plan will come before the CSD.</p> <p>General Manager Munds responded that he will bring it to UAC and give updates to the Board in the General Manager Report.</p> <p>Public Comment – None</p> <p>Committee Member Moothart inquired about the projects included in the Implementation plan.</p> <p>General Manager Munds responded that creek discharge and importing water are two of the projects.</p>	<p>Action – None</p>
<p>4. Utilities Department Report</p>	<p>General Manager Munds provided a summary of the May 2020 activities of the Utilities Department as submitted in the agenda packet reporting total water production; the District produced 15.9 million gallons, 68.5 gallons per day per person, an increase from last year; he reported on production and runtime at the well sites; water billing information, Utilities Department operations and maintenance including water sampling, service line update, monthly meter reading, service line upgrades, large meter replacements, groundskeeping, and rainfall totals.</p> <p>Committee Member Harper inquired about 8th Street Well.</p> <p>GM Munds responded that the motor went out and the District replaced the motor, pump and casing at the 8th Street Well; South Bay Well had a partial rehab and a full rehab is planned this fiscal year; 10th Street well has air getting into the well and is in the process of repairs.</p> <p>Committee discussed the report and well repairs</p>	<p>Action – None</p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
4. Utilities Department Report (continued)	Public Comment – None	
5. Utilities Department Update	<p>General Manager Munds reported on the Districts COVID-19 response, FY 2020-21 Budget, 8th Street Water Yard Building, Lead and Copper Sampling, Consumer Confidence Report, Invitations to Bid, Program C Well, SCADA Project, South Bay Well Rehabilitation and Liner Installation Project, Equipment Purchases, Flume Rebate Program, and 10th Street Well Issues.</p> <p>Committee Member Moothart inquired about an update for the replacement of the Utility Systems Manager.</p> <p>Chairperson Cesena commented that he is happy with projects and things getting done as issues arise.</p> <p>Public Comment – Linde Owen thanked Utility Systems Manager Acosta for a great job and commented on the Flume Device.</p>	Action – None
6. Los Osos Community Plan Update	<p>General Manager Munds presented the Los Osos Community Plan Update discussing the background, assumptions, the six programs that need to be completed, program yield estimates, LOBP Metric Summary from the 2019 Annual Report, and the letters sent to the Planning Commission from the three water purveyors in Los Osos.</p> <p>Committee Member Bishop inquired about marginal sustainable yield; the recommended actions in the metric summary</p> <p>Committee Member Moothart inquired if the numbers for the water level and chloride metric was an average or from specific areas; if the County is anxious to start development.</p> <p>The committee discussed the Los Osos Community Plan Updates voicing support for the letter written to the Planning Commission.</p> <p>Public Comment – Linde Owen commented on discussion at Planning Commission; cost of new infrastructure paid by new development; offsetting 2:1; eliminating low-income and granny units; not about quantity, but quality; Los Osos is not ready yet and should not jeopardize the future.</p> <p>General Manager Munds commented that if there are any further questions to call him.</p>	Action – None
7. Public Comments on Items NOT on this Agenda	None	
8. Schedule Next UAC Meeting	The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, August 19, 2020 at 5:30 p.m., unless otherwise noticed.	
9. Closing Comments by UAC Committee Members	<p>Committee Member Harper inquired if there are any volunteers looking to join the community.</p> <p>Committee Member Bishop and Moothart thanked General Manager Munds for moving projects forward and getting a lot of items done commenting that they are happy for USM Acosta and wanted to thank him for his time at the District.</p>	
11. Adjournment	The meeting adjourned at 6:42 p.m.	



August 19, 2020

TO: UAC Members
FROM: Ron Munds, General Manager
 Alicia Zuniga, Utility Billing Specialist
SUBJECT: **Agenda Item 4- 8/19/2020 UAC Meeting**
 Utilities Department Report for June 2020

President
 Charles L. Cesena

Vice President
 Christine M. Womack

Directors
 Matthew D. Fourcroy
 Vicki L. Milledge
 Marshall E. Ochylski

General Manager
 Ron Munds

District Accountant
 Robert Stilts, CPA

Unit Chief
 Scott M. Jalbert

Battalion Chief
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WATER PRODUCTION INFORMATION

The total production for the month of **June 2020** was approximately **15.8 million gallons (MG)** this equates to an average daily demand of **528,190** gallons. This represents a approximately a **1% decrease** in production from last year.

Using the state's formula to calculate residential usage per capita per day, for the month of **June 2020** our residential customers used 71.8 gallons per person per day, an increase from 69.6 gallons per person per day in June 2019.

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 **June 2020**. Totals for last year are included for comparison:

Production (MG) June	2020	2019	% Change
Palisades	4.70	4.63	1.49
3 rd Street/Bayside	0	0	0
8 th Street/EI Moro	6.00	5.67	5.50
10 th Street	2.33	5.65	-142.49
South Bay (lower)	2.10	0.02	99.05
South Bay (upper)	0.70	0.00	100
TOTAL:	15.86	15.10	

Runtime (Hours) June	2020	2019
Palisades	232.6	226.8
3 rd Street/Bayside	0.3	0
8 th Street/EI Moro	334.4	280.2
10 th Street	154.2	333.9
South Bay (lower)	707.4	43.6
South Bay (upper)	417.2	4.4
TOTAL:	1846.1	888.9

WATER BILLING INFORMATION

Forty-three percent of the service area received bills for approximately **16.10 MG** consumption for the period of April 11, 2020 through June 10, 2020. This generated approximately **\$286,586.98** in revenue.

UTILITIES DEPARTMENT OPERATIONS AND MAINTENANCE

During the month of May 2020, 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.
- Grounds keeping at well and drainage sites.

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.lososocsd.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		
2020-2021	1.89	0.12	0.04										2.05		
2019-2020	0.08	1.53	0.00	0.00	0.08	0.00	0.00	2.13	4.37	0.20	0.04	4.80	13.23		
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 Board 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

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	11.229
Jan	12.247	12.802	11.530	11.494
Feb	10.879	12.698	10.330	12.224
Mar	13.722	12.244	11.641	12.620
Apr	14.551	13.380	14.214	12.964
May	16.329	15.644	15.101	15.861
Jun	17.257	15.605	15.964	15.846
TOTAL	175.852	182.500	166.357	166.793

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

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	14.617
43	11/11 to 1/10	Jan	9.265	11.091	9.582	8.618
57	12/11 to 2/10	Feb	10.367	11.930	11.465	12.670
43	1/11 to 3/10	Mar	7.953	9.026	8.590	9.781
57	2/11 to 4/10	Apr	12.179	12.178	10.534	12.868
43	3/11 to 5/10	May	10.139	10.287	9.337	10.993
57	4/11 to 6/10	Jun	15.121	14.843	15.366	16.105
TOTAL			144.405	154.356	145.245	153.384

Consumption is billed for a two month period every month.
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 Production is recorded daily.

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	\$265,928.52
43	11/11 to 1/10	Jan	\$128,300.48	\$182,543.66	\$195,335.09	\$172,429.51
57	12/11 to 2/10	Feb	\$149,015.80	\$206,709.09	\$224,826.24	\$241,461.74
43	1/11 to 3/10	Mar	\$116,824.26	\$159,040.50	\$172,472.09	\$187,483.31
57	2/11 to 4/10	Apr	\$165,317.00	\$208,966.41	\$214,147.00	\$244,449.45
43	3/11 to 5/10	May	\$135,978.00	\$173,254.24	\$181,625.82	\$202,963.74
57	4/11 to 6/10	Jun	\$193,625.41	\$241,491.17	\$277,435.92	\$286,586.98
		TOTAL	\$1,897,235.23	\$2,483,721.49	\$2,691,120.12	\$2,818,984.22

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



August 19, 2020

TO: UAC Members

FROM: Ron Munds, General Manager

SUBJECT: Agenda Item 5 – 08/19/2020 UAC Meeting
Utilities Department Update.

DESCRIPTION

This report provides an update on the projects and activities the Utilities Department have been pursuing.

President
Charles L. Cesena

Vice President
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Directors
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STAFF RECOMMENDATION

Review and Discuss

Utility Department Updates

1. 8th Street Water Yard Building

Building construction is in progress with the fire sprinkler system the last part of construction that needs to be completed. The new fire line and sprinklers have been installed; the electrical installation and connection is the last remaining task that needs to be completed before the final inspection

2. Lead and Copper Sampling

- The District completed the Lead and Copper sampling of the residences, 20, in the month of July.
- Staff is awaiting the final lab results to complete the reporting to the customers that participated and the State.

3. The Invitation to Bid for 10th Street Exterior Coating Project (estimated project cost \$81,400 including engineering/consultant support)

The Board approved the Invitation to Bid package at their July 2nd meeting. The Bid package was posted on July 3rd with a submittal deadline of July 29th. The project has been awarded to Olympus & Associates. The estimated cost for the recoating portion of the project was \$60,000; Olympus bid was for \$34,500.

4. The Invitation to Bid for South Bay Well Transmission Main Project (estimated cost \$447,350 including engineering support)

The Board approved the Invitation to Bid package at their July 2nd meeting. The Bid package was posted on July 3rd with a submittal deadline of July 29th. The construction portion of the project was estimated to cost \$395,000. The low bidder for the project is Brough Construction with bid price of \$298,350. Staff is working with Brough Construction to secure all the required documents before executing the final agreement.

5. Program C Well Update

- The District entered into an agreement with SWCA to perform an environmental constraints analysis of the five potential Program C well sites.

- The field work has been completed and staff is anticipating a final report will be received by the end of August. A recommendation for site selection tentatively will go to the Board at their October 1, 2020 meeting.

6. SCADA Project Update

Phase 1 on the project is underway. The District has contracted AECOM to complete the radio signal study to determine the requirements for data transmission and communication. The site study took place on August 18th and 19th. This information will be used to complete the design and bid package for the project. Phase 2 will be for the actual design and construction of the system. The contract amount for this phase of the project is \$30,360. The estimated cost for the entire project is \$400,000.

7. South Bay Well Rehabilitation & Liner Installation Project (estimated project cost \$65,000 plus engineering support)

This project was identified in the approved FY 2020-21 budget. The purpose of the project is to rehabilitate the well to extend the life for ten years or more. Staff is working on the scope of work and the bid documents. This project may be put on hold pending the outcome of the cost for the 10th Street Well rehabilitation costs.

8. Equipment Purchases Approved in FY 2020-21 Budget

- Replacement of Utility Truck Unit B. Staff purchased a new utility truck in July. Estimated cost was approximately \$50,000; actual cost came in just under \$43,000.
- Replacement of the Vacuum Trailer. The Board approved the purchase of a new vacuum trailer at the August 6th Board meeting. Estimated cost is approximately \$50,000; actual cost of the approved trailer is approximately \$63,000.

9. 10th Street Well Issues

The 10th Street well has been out of service since June 15th. The water crew was observing excessive air being pumped from the well into the distribution system before shutting it down. A video inspection of the well and evaluation of the pump and motor were performed by Filipponi and Thompson Drilling. The results indicated that the motor needed to be replaced and the louvers which allow water to flow into the well for pumping were clogged. At the August 6th Board meeting, the Board approved contracting with Filipponi and Thompson and WellJet to complete the rehabilitation work for a cost not to exceed \$43,600.