

ENGINEERING COMMITTEE MEETING AGENDA

February 15, 2023 – 4:00 P.M.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Via Conference Call (see below)

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF AB361, WHICH EFFECTIVE OCTOBER 1, 2021, MODIFIED CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT WITH RESPECT TO REMOTE TELECONFERENCE BOARD MEETINGS DURING PERIODS OF STATE-DECLARED EMERGENCIES.

Pursuant to AB361, and as a precaution to our Board of Directors, District staff, and general public as a result of the ongoing COVID-19 pandemic, the Phelan Piñon Hills Community Services District will hold this meeting of its Board of Directors both in-person at the above location and via teleconference or video conference. Members of the public may watch and participate in the meeting by physical attendance or by Zoom or telephone conference via the remote instructions below.

REMOTE PARTICIPATION INFORMATION:

Dial-in

(669) 444-9171
Meeting ID: 813 9473 1738
Passcode: 300939

Zoom

<https://us06web.zoom.us/j/81394731738?pwd=V0hBVzFtMXVkbG96YWlKVzBRdmViUT09>
Meeting ID: 813 9473 1738
Passcode: 300939

One-Tap Mobile

+16694449171,,81394731738#

Remote Comment Procedure:

- You will be muted until you are called on during the public comment period.
- You will be recognized by the last 4 digits of your phone number or Zoom ID and asked if you have a comment.
 - If you do not have a comment, state “no comment.”
 - If you do have a comment, please state your name, where you live, and limit your comment to 5 minutes. After 5 minutes you may be muted so that others can comment.
- You may also email your public comment to the Board Secretary at ksevy@pphcsd.org by the meeting start time listed at the top of this agenda. Your comment will be read into the record by the Board Secretary.

Please check the District website for updates on this meeting. We encourage you to sign up for our email notifications by emailing ksevy@pphcsd.org or by visiting our website and completing the signup form at www.pphcsd.org under the “Agendas and Minutes” tab.



Mission Statement:

The Mission of the Phelan Piñon Hills Community Services District is to efficiently provide authorized services and maximize resources for the benefit of the community.

Authorized Services:

- Water
- Parks & Recreation
- Street Lighting
- Solid Waste & Recycling

ENGINEERING COMMITTEE MEETING – 4:00 P.M.

Call to Order – Pledge of Allegiance

Roll Call1) **Approval of Agenda**

2) **Public Comment** – Under this item, any member of the public wishing to directly address the Board on any item of interest that may or may not be within the subject matter jurisdiction of the Board, but not listed on the agenda, may do so at this time. However, the Board is prohibited by law from taking any action on any item not appearing on the agenda unless the action is otherwise authorized by the Brown Act. Any member of the public wishing to directly address the Board on any item listed on the agenda may do so when the item is being considered by the Board. *If you wish to address the Board, please do so by the method listed on the first page of this agenda.* Speakers are requested to be brief in their remarks. The Chair may limit each speaker to a comment period of five (5) minutes.

3) **Approval of Minutes**4) **Capacity Fee Study**5) **Oeste Recharge Study Project**6) **Discussion Regarding Water System**

- Pumps and Wells Services Agreement
- 10-Year Tank Rehabilitation & Maintenance Service
- Water Quality
- Service Line Replacement Program Update
- Other Repairs/Replacements/Updates/Maintenance

7) **Smithson Springs Update**8) **State Regulations Update**9) **Review of Committee Roles & Responsibilities**10) **Review of Current Projects**

- Pressure Zone 6
- New Well No. 15
- Well No. 17

11) **Staff Reports**12) **Review of Action Items**

- a) **Prior Meeting**
- b) **Current Meeting**

13) **Set Agenda for Next Meeting** – March 15, 202314) **Adjournment**

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, that is sought in order to participate in the above-agendized public meeting should be directed to the District's General Manager at (760) 868-1212 at least 24 hours prior to said meeting.

Agenda materials can be viewed online at www.pphcsd.org

ENGINEERING COMMITTEE MEETING MINUTES

November 9, 2022 – 4:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Mark Roberts, Director (Chair)
Kathy Hoffman, Director

Staff Present: Don Bartz, General Manager
Kim Sevy, HR & Solid Waste Manager/District Clerk
Sean Wright, Water Operations Manager
Chris Cummings, Water Operations Assistant Manager
George Cardenas, Engineering Manager
Tony De La Rosa, Engineering Technician

Guests/Public: None

Call to Order

Director Roberts called the meeting to order at 4:00 p.m.

Roll Call

All Committee Members were present at Roll Call.

1) **Approval of Agenda**

Director Hoffman moved to approve the Agenda. Director Roberts seconded the motion. Motion passed unanimously.

2) **Public Comment** – None

3) **Approval of Minutes**

Director Hoffman moved to approve the Minutes. Director Roberts seconded the motion. Motion passed unanimously.

4) **Capacity Fee Study**

Mr. Cardenas stated that the Capacity Fee Study will be brought to the committee in December.

5) **Oeste Recharge Study Project**

Nothing new to report.

6) Discussion Regarding Water System**• Pumps and Wells Services Agreement**

Mr. Wright noted that the Board agreed to grant a one-year extension on the agreement that will expire in April 2024.

• 10-Year Tank Rehabilitation & Maintenance Service

Will begin wash out season next week. Interior coating at 2C will take place in February/March.

• Water Quality

Budgeting for UCMR5 will be substantially less than originally planned because it focuses on post-treatment samples instead of raw water samples.

• Service Line Replacement Program

156 replaced calendar year to date, 28 replaced in the fiscal year to date.

• Other Repairs/Replacements/Updates/Maintenance

The water meter replacement program is approximately 45% complete; waiting on miscellaneous meter parts to be delivered. Electrical is 95% complete at the fill station. Well 11 rehab project is completed.

Staff reviewed the Draft CIP table with the committee.

A written report is in the agenda packet for this meeting.

7) Smithson Springs Update

Nothing new to report.

8) State Regulations Update

Nothing new to report.

9) Review of Current Projects**• Pressure Zone 6**

Tank testing will be done next week.

• New Well No. 15

Rented water delivery pipes have been installed and property corners have been staked.

• Mountain Well

The well connection point will be discussed over the next month.

10) Staff Reports

Nothing new to report.

11) Review of Action Items**a) Prior Meeting**

- Bring back Title 22 Sampling Set for Mountain Well - Complete
- Add General Pump Contract Item to the next Board Meeting- Complete

b) Current Meeting

- Well 14 Construction Diagrams

- 12) **Set Agenda for Next Meeting** – December 14, 2022
- Add CIP to Agenda after Item 8

- 13) **Adjournment**
With no further business before the Committee, the meeting adjourned at 4:39 p.m.

Agenda materials can be viewed online at www.pphcsd.org

Phelan Piñon Hills Community Services District

Proposed Water Capacity Fee

System Buy-In Component

Water Infrastructure	\$4,932.16	
(+) Capital Work-in-Progress	\$24.37	
(+) Capital Related Reserves	\$1,297.78	
(-) Outstanding Debt Principal	(\$808.11)	
<u>Total System Buy-In</u>	\$5,446.20	<i>per ME</i>

Incremental Component

Assessment Districts - EDU Credit:	\$0.00	
Civic Center	\$0.00	
Chromium 6	\$0.00	
New Reservoirs	\$0.00	
<u>Total Incremental Component</u>	\$0.00	<i>per ME</i>

Water Rights Component

Mojave Basin Area Watermaster	\$5,504.37	
<u>Water Rights</u>	\$5,504.37	<i>per ME</i>

Total Proposed Water Capacity Fee **\$10,951** *per ME*

Meter Size	Capacity Ratio	Proposed Capacity Fee	Existing	Difference (\$)
1"	1.00	\$10,951	\$7,970	\$2,981
1 1/2"	2.00	\$21,901	\$15,941	\$5,960
2"	3.20	\$35,042	\$25,505	\$9,537
3"	7.00	\$76,654	\$47,822	\$28,832
4"	12.60	\$137,977	\$79,703	\$58,274
6"	26.00	\$284,715	\$159,405	\$125,310
8"	56.00	\$613,232 -		N/A
10"	84.00	\$919,848 -		N/A

Engineering Committee Roles and Responsibilities

The Board of Directors established the Engineering Committee as a standing committee with the following roles and responsibilities:

Role

The role of the Engineering Committee is to assist the District staff in review of operations and maintenance of the water system infrastructure, and engineering/construction of the District's buildings, parks, or other facilities.

Responsibility

The responsibility of the Engineering Committee is to review and oversee the progress by staff of repairs, routine maintenance programs, District projects (Construction in Progress - CIP); work with staff in development of a sound engineering and construction program; and develop annual and long-term capital and maintenance budgets.

Specific Tasks/Goals

- Represent the Board in an advisory capacity and report to the Board monthly.
- To review the monthly System Repair/Replacement/Update List.
- To review the status of all ongoing CIP activities.
- To update the Capital & Maintenance Ten Year Matrix, as needed.
- To recommend the annual budget assumptions related to engineering/construction projects to the Board of Directors.
- To assist the District staff in preparation and review of engineering related Requests for Proposals, and the evaluation of vendor proposals.
- To work with staff on engineering policies for recommendation to the Board of Directors.
- Attend training sessions or networking opportunities as they may come available and are pertinent to committee-related concerns.
- Make budget recommendations annually for committee-related activities.



Water Operations Manager's Report January 2023

Introduction

The Phelan Piñon Hills Community Services District (District) maintains a large water distribution system that includes over three hundred & forty miles of water lines. The following are District statistics and information related to the operations of this distribution system and the quality of the water supplied to District customers.

Summary

The District's water distribution system is in compliance with the State Water Resources Control Board- Division of Drinking Water, The Environmental Protection Agency, Safe Drinking Water Act, Cal OSHA, and all other governing agencies.

Current chlorine demand has remained low and steady due to routine maintenance and flushing. Chlorine demand is found by subtracting the chlorine residual from the total chlorine added to the water system. A low chlorine demand indicates water-free or nearly free of pathogenic microorganisms.

Water Quality Samples

The following is a summary of all water quality samples collected this month and any pertinent information related to said samples.

TEST TYPE	NO. OF COLLECTIONS THIS MONTH	TESTING SCHEDULE	NOTES
Raw water and Bac-t samples	48 samples	Monthly	All in compliance, Sampled Weekly
General physical samples	6 samples	Monthly	All in compliance, Sampled Weekly
TTHM/HAA5	4 samples sets	Quarterly	All in compliance.
Title 22	1 sample sets	TBD	All in Compliance.
Inorganics	0 samples	Yearly	All in compliance.
Radiological (Gross Alpha)	0 samples	Every 3 Years	All in compliance.
Trichloropropane 1,2,3-TCP	0 samples	Quarterly	All in compliance.
Regulated VOC	0 samples	As needed	All in compliance.
Nitrate as N	0 samples	As needed	All in Compliance.
Chromium 6	10 samples	Quarterly	All in Compliance.
Secondary GP'S	0 samples	As needed	All in Compliance.
Uranium	0 samples	As needed	All in Compliance

Production and Service Order Report

The following is a summary of the District's water production and service orders for the current month.

Total Monthly Production	143.23 A. F. 5 % more than 2021
2022 Monthly Production	169.58 A. F.
USA's Marked	624
Service Orders Completed	474 service orders completed
Main/Service Line Leaks	17 service line leaks repaired. 0 Main line leak/ breaks repaired
Hydrant Repairs/Replacements	3 hydrant repaired/0 replaced
Residential Meters Sold	3
Commercial Meters Sold	0
YTD Total Meters Sold (Calendar)	3 (86 in 2022) (95 in 2021)
Construction Meters Out	5
Service Lines Replaced	4

Job Code Summary

Job Code	Total Completed
C-Lock - Lock	66
C-Read & Unlock-Open - Read & Unlock - Opening	4
C-Read & Unlock-OC-DM - Read & Unlock - Opening-OC-DM	47
D-Closing Read & Lck - Closing Read & Lock DO NOT USE	5
D-Closing Read-OC-DM - Closing Read & Lock-OC-DM DO NOT USE	1
M- Investigate Lock - Verify Meter Still Locked	13
M- Verify Acct Class - Verify Account Class	0
M- Water Audit - Audit Water Usage	3
M-Backflow - Backflow Information	0
M-Cost Estimate Req - Cost Estimate Request	1
M-Data - Data Log	4
M-Bees- Bees	0
M-Investigate Leak - Investigate Leak	1
M-Investigate No Wtr - Investigate No Water	1
M-Lock No N/O Info - Meter Locked No New Owner Info	20
M-Low/No Consumption - Investigate Low/No Consumption	23
M-Meter Leaking - Meter Leaking	0
M-Meter UTL - Buried - Meter UTL - Buried	0
M-Pressure Ck Hi-Low - Pressure Check Hi-Low	2
M-R/R Angle Stop - Repair/ Replace Angle Stop	5
M-R/R Gate Valve - Repair/ Replace Gate Valve	3
M-Read - Read (do not update Read)	2
M-Repair Svc Line - Repair Service Line	17
M-Repair/Install Box - Meter Box	1
M-Replace Serv Line - Replace Service Line	4

M-Stake Meter Loc - Stake Meter Location	6
M-Status - Status	7
M-Turn off-Cust Req - Turn off - Customer Request	2
M-UNLOCK – UNLOCK	28
M-Verify Leak Repair - Verify Leak Repaired	2
M-Water Loss Leak - Door Hanger Water Loss Leak	4
M-Water Quality Taste - Water Quality - Taste	0
S- Replace Register - Register Not Sending Signal	2
S- Meter Downsize - Meter Downsizing	0
Service Change - Service Status Change	2
S-Replace Mtr & Reg - Replace Entire Meter Max Life Usage	4
S-Replace Reg Hotrod - Replace Register Hotrod Died	199
S-Replace Register - Replace Register Mueller	0
S-Replace Mtr- Replace Entire Meter Bottom Seal Leaking	12
Grand Totals	474

Summary of Current Projects

The following is a brief summary of all current and completed projects for the reported period

- Well Soundings at all wells are being done monthly
- Well 14 Production for January 0.27 AF, YTD .27 AF @ \$1055 per AF replacement C/Y 2023
- Valves and Hydrants Maintenance: 11 hydrants flushed and painted YTD Total-11
- Service line replacement program on target to meet current established goals. 4 Replaced Calendar Year to Date, 50 Replaced Fiscal Year to Date
- Air-Vac maintenance & flushing program-0 Flushed & Maintenance YTD-0 of 336 Total Project 0% Complete
- Cla-Val automatic controls valves being systematically rebuilt as a water conservation measure- 17 Complete YTD Water savings from this project is 17 GPM and counting in conjunction with operational efficiency @ 7MG
- Water Meter Replacement Project- 3703 of 7201 Replaced – 51.4 % Complete
- Equipping Community Fill Station with 200 Amp Electric service- 100% Complete
- Outfitting & Equipping of Mountain well (Well 17)- 75% Complete
- Drilling, Outfitting, and Equipping of Well # 15- 20% Complete (Started 12/5/22)
- Pipeline Protection Project phase 3- Sonora Rd between Phelan Rd & Hollister- 60% Complete
- Pinon Hills Pipeline Project- 1,270' on Pinon Hills Rd- 5% Complete

Projects Completed

- Well 11 rehabilitation is complete, pump to waste line installed -100% Complete.
- Tank 1A-3 Interior coating sand, blast, re-coat- 100% Complete
- Replacement of Booster motor B at site Well 10- 100% Complete
- Re-wiring of site 5A Boosters A, B, C and control wiring-100% Complete
- Well Meter and inter-tie Meter annual accuracy program FY 22/23- 70 % Complete
- Electrical Efficiency test performed @ every booster and well within the District- 50% Complete with summaries of notable replacements attached
- Oil Changes and greasing at all district wells 100% Complete Boosters 100 % Complete
- 0 Valves Turned this month as part of the district Valve Exercising Program, 0 Year to Date Turned of 4291
- 0 Dead ends flushed of 317 = every year no matter what < No goal, this is mandatory
- 1936 hydrants = 11 flushed this Year to Date 162 Painted Goal is 968 annually, this is done Bi-Annual
- Tank washouts of 10&11, 3B,2A-1 Complete
- Smithson Springs clean-up performed with Cal-Fire crews @ 1/10 projected cost- 100% Complete