

ENGINEERING COMMITTEE MEETING AGENDA

January 17, 2024 – 4:30 P.M.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Via Conference Call (see below)

ENGINEERING COMMITTEE MEETING – 4:30 P.M.

Call to Order – Pledge of Allegiance

Roll Call

1) **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) **Review of 10-Year Capital Plan for the 2024/2025 Budget**

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 Current Projects**

- Well No. 15
- Well No. 17
- Future Well No. 18
- Tank 6A

10) **Staff Reports**



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

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

- Oeste production numbers and return flows (February 2024)

b) Current Meeting**12) Set Agenda for Next Meeting – January 17, 2024****13) 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

Remote Viewing:

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[PPHCSD YouTube Channel Link](#)

Remote Participation:

To provide public comment, or otherwise participate remotely, select the meeting you wish to attend on the District's website and then click the "Join Remote Meeting" option.

<https://www.pphcsd.org/meetings>

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Written Comments:

You may also email your public comment to the Board Secretary at ksevy@pphcsd.org by the meeting start time listed on this agenda. Your comment will be added to 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.



SPECIAL ENGINEERING COMMITTEE MEETING MINUTES

December 6, 2023, 2023 – 4:30 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Mark Roberts, Director (Chair)
Rebecca Kujawa, President

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

Call to Order

Director Roberts called the meeting to order at 4:32 p.m.

Roll Call

All Committee Members were present at Roll Call.

1) **Approval of Agenda**

Mr. Cardenas requested to move Item 8 before Item 4. President Kujawa moved to approve the agenda, as amended. Vice President Roberts seconded the motion. Motion passed unanimously.

2) **Public Comment** – None

3) **Approval of Minutes**

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

4) **Oeste Recharge Study Project**

Mr. Wright provided an update on this item. MWA is currently in the RFP process for the project. Information was included in the Agenda materials.

5) **Discussion Regarding Water System**

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

Mr. Wright reported on this item. Booster repair is underway at two sites. Dead end flushing is in progress. Sheep Creek Wash bridge repair is underway by the county. Tank washouts are occurring.

6) **Smithson Springs Update**

Mr. Wright reported that the vegetation is thick. No flow data was available.

7) **State Regulations Update**

Mr. Wright reported on the information provided in the agenda packet. Ms. Oakes noted the water audit was submitted and data from it will be used to calculate the District's water use objective.

8) **Discussion Regarding Sedaru Software Replacement**

Mr. Cardenas and Mr. De La Rosa provided an update on this item. This will go to the Board in January.

9) **Review of Current Projects**

- **Well No. 15**
- **Well No. 17**
- **Future Well No. 18**
- **Tank 6A**

Mr. Wright and Mr. Cardenas provided updates on the current projects.

10) **Staff Reports**

Nothing new to report; a written report is in the agenda packet.

11) **Review of Action Items**

a) **Prior Meeting**

- Presentation on Chromium-6 to Board in October - Complete
- Oeste production numbers and return flows – not available until February 2024

b) **Current Meeting** – None

12) **Set Agenda for Next Meeting** – January 17, 2023

- Remove Item 8

13) **Adjournment**

With no further business before the Committee, the meeting adjourned at 5:11 p.m.

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



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MEMORANDUM

DATE: January 17, 2024
TO: Engineering Committee Members
FROM: Don Bartz, General Manager
By: Kim Sevy, HR & Solid Waste Manager/District Clerk
SUBJECT: Review of 10-Year Capital Plan for the 2024/2025 Budget

STAFF RECOMMENDATION

For the Committee to review the 10-Year CIP.

BACKGROUND

The Enterprise Capital Plan was recently updated as part of the water rate study process and is enclosed for Committee review. Should any changes be necessary, the Plan will be updated and brought back the Committee for review.

FISCAL IMPACT

None

ATTACHMENT(S)

Enterprise Capital Plan

Phelan Pinon Hills Community Services District

Enterprise Capital Improvement Projects

	Item No.	Location	Description											Notes			
				2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032		2032-2042		
Chromium Mitigation Projects	1	Well 14 SP 1.1	Well Profiling <i>(Contingent on state ruling)</i>				\$450,000.00										
		Well 12 SP 1.1	Equip with Cr6 packer		\$150,000.00												
		Well 16 SP 1.1 / 1.4	Additional Water Supply				\$2,000,000.00										
		Well No. 15 - Azalea Road SP 1.1	Well, Equip, 12" pipeline 6K LF (\$2.4mil)	\$1,555,000.00													
		Storage Tank - Reservoir 6A (Prop. 1.5 MG) SP 1.1	Existing 6A (0.4 MG) <i>(Contingent on Fed. Funding \$2 mil/Fed./\$700,000 District)</i>			\$2,700,000.00											Approps req. for \$2 m - Budgeted in 2025/2026 depending on approval
		Reservoir 6A Other Cost SP 1.1	Design / Studies		\$100,000.00												Design for 6A Tank
		Future Reservoir Site	Land Aquisition	\$50,000.00													
Sub-Total Cr6:				\$1,605,000.00	\$250,000.00	\$2,700,000.00	\$2,450,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Civic Center	2	Civic Center Project (APN 3066-261-10) (See Government Funds, Civic Center Project for add. Costs)	TRLS / David Evans Services														
			Off Site Development (estimate)														
			Professional Services	\$100,000.00													
			Lilburn CEQA / RLB Cost Estimate														
			Construction SP 1.7		\$8,000,000.00	\$500,000.00											Updated to reflect Steeno's 9-20-22 quote and additional contingency requirement
Sub-Total Civic Center:				\$100,000.00	\$8,000,000.00	\$500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Master Plan (Reservoirs)	3	Reservoir 7A (1.1 MG) SP 1.4	7A-1 (.079 MG) 7A-2 (.079 MG)					\$2,035,000.00									
		Other Cost SP 1.4	Design / Equipping / Studies					\$100,000.00									
		Reservoir L1 (0.35 MG) SP 1.4	L1 (.483 MG)					\$647,500.00									
		Other Cost SP 1.4	Design / Equipping / Studies					\$100,000.00									
Master Plan (Pipelines) 2022-2027	4	Sundown Road (Wilson Ranch/Roosevelt)	P1-1,900 LF (8") replace 6"			\$252,700.00											
		Phelan Road (Sheep Creek / Centola)	P3 -9,500 LF (12")						\$1,989,200.00								
		Pinon Hills Road (Nielson / Maria)	P13-1,300 LF (8")	\$157,300.00													
		Atsina Road (Mono / Solano)	P14-1,400 (8")				\$186,200.00										
		Fremontia Road (Glenview / Oasis)	P15-2,600 LF (8") replace 6"					\$314,600.00									
Master Plan (Pipelines) 2032-2042	5	Smoke Tree (Soledad / Highway)	P2-6,500 LF (12") replace 6"												\$1,358,500.00		
		Buckwheat / Phelan / Cholla / Minero	P4-14,750 LF (12") replace 6"-8"												\$3,082,750.00		
		Brawley Road (Eaby / Schlitz)	P5-1,400 LF (8") replace 6"												\$224,000.00		
		Phelan Road (Baldy Mesa / Shasta)	P6-9,300 LF (12") replace 6"												\$1,636,800.00		
		Highway 138 / Ponderosa / Pine Tree	P7-8,300 LF (12") replace 6"														
		Buckthorne Road (Highway 138)	P8-1,300 LF (12") replace 6"-8"														
		White Fox Trail (Minero / Pionero)	P9-1,300 LF (12") replace 6"														
		Acanthus Street (Bonaza / Palmdale)	P10-1,300 LF (12")														
		Pinero Road (Phelan Rd.)	P11-350 LF (12") replace 8"														
Mirage Road (Mango / Progress)	P12-2,500 LF (12")																
Sub-Total Master Plan CIP:				\$157,300.00	\$0.00	\$252,700.00	\$186,200.00	\$3,197,100.00	\$1,989,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,302,050.00		
Smithson Springs	6	Smithson Springs Canyon Tank and Pipeline	Construction (capture tank)				\$25,000.00										
Land	7	Future Expansion Sites (general)	Purchase			\$100,000.00											
Meters	8	Meter Replacement Program SP 1.5	Infrastructure														
			O & M	\$1,000,000.00	\$700,000.00												
Boosters	9	Booster Replacements	Infrastructure			\$135,000.00	\$135,000.00	\$135,000.00	\$135,000.00	\$135,000.00	\$135,000.00	\$135,000.00	\$135,000.00	\$135,000.00			
Reservoirs	10	Storage Tank - Tank at Well 2 Tank 3 (Prop. .5 MG) SP 1.1	Infrastructure					\$1,000,000.00									
Planning	11	Urban Water Management Plan	Report			\$25,000.00	\$15,000.00			\$25,000.00							
	12	Water Master Plan (update hydraulic model)	Report							\$88,000.00							
Sub-Total CIP (items 6-12):				\$1,000,000.00	\$700,000.00	\$260,000.00	\$175,000.00	\$1,135,000.00	\$135,000.00	\$248,000.00	\$135,000.00	\$135,000.00	\$135,000.00	\$135,000.00			
Sub-Total CIP (items 1-12):				\$2,862,300.00	\$8,950,000.00	\$3,712,700.00	\$2,811,200.00	\$4,332,100.00	\$2,124,200.00	\$248,000.00	\$135,000.00	\$135,000.00	\$135,000.00	\$6,437,050.00			

Phelan Pinon Hills Community Services District

Enterprise Capital Purchases

	No.	Item	Description											Notes		
				2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032		2032-2042	
Vehicles	13	Operations Vehicles / Equipment	Equipment													
			GM Vehicle (80% Enterprise)													
			Field Trucks	\$100,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00		
Software & Hardware	14	Servers	Server						\$40,000.00					\$40,000.00	Updated from \$3,500 based on server and workstation upgrade recommendations	
Sub-Total (Capital Purchases):				\$100,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$105,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00	\$40,000.00		
Total CIP and Capital Purchases:				\$2,962,300.00	\$9,015,000.00	\$3,777,700.00	\$2,876,200.00	\$4,397,100.00	\$2,229,200.00	\$313,000.00	\$200,000.00	\$200,000.00	\$200,000.00	\$6,477,050.00		



Water Operations Manager's Report December 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, the 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	51 samples	Monthly	All in compliance, Sampled Weekly
General physical samples	6 samples	Monthly	All in compliance, Sampled Weekly
TTHM/HAA5	0 samples sets	Quarterly	All in compliance.
Title 22	0 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	0 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	162.64 A. F. 9 % less than 2022
2022 Monthly Production	177.90 A. F.
USA's Marked	203
Service Orders Completed	614 service orders completed
Main/Service Line Leaks	21 service line leaks were repaired. 0 Main line leak/ breaks repaired
Hydrant Repairs/Replacements	0 hydrants repaired/0 replaced
Residential Meters Sold	8
Commercial Meters Sold	0
YTD Total Meters Sold (Calendar)	56 (86 in 2022) (95 in 2021)
Construction Meters Out	3
Service Lines Replaced	3

Job Code Summary

Job Code	Total Completed
C-Lock - Lock	79
C-Read & Unlock-Open - Read & Unlock - Opening	5
C-Read & Unlock-OC-DM - Read & Unlock - Opening-OC-DM	30
D-Closing Read & Lck - Closing Read & Lock DO NOT USE	1
D-Closing Read-OC-DM - Closing Read & Lock-OC-DM DO NOT USE	1
M- Investigate Lock - Verify Meter Still Locked	18
M- Verify Acct Class - Verify Account Class	0
M- Water Audit - Audit Water Usage	4
M-Backflow - Backflow Information	0
M-Cost Estimate Req - Cost Estimate Request	2
M-Data - Data Log	0
M-Bees- Bees	0
M-Investigate Leak - Investigate Leak	0
M-Investigate No Wtr - Investigate No Water	2
M-Lock No N/O Info - Meter Locked No New Owner Info	0
M-Low/No Consumption - Investigate Low/No Consumption	1
M-Meter Leaking - Meter Leaking	0
M-Meter UTL - Buried - Meter UTL - Buried	1
M-Pressure Ck Hi-Low - Pressure Check Hi-Low	3
M-R/R Angle Stop - Repair/ Replace Angle Stop	3
M-R/R Gate Valve - Repair/ Replace Gate Valve	1
M-Read - Read (do not update Read)	0
M-Repair Svc Line - Repair Service Line	21
M-Repair/Install Box - Meter Box	3
M-Replace Serv Line - Replace Service Line	3

M-Stake Meter Loc - Stake Meter Location	1
M-Status - Status	12
M-Turn off-Cust Req - Turn off - Customer Request	1
M-UNLOCK – UNLOCK	25
M-Verify Leak Repair - Verify Leak Repaired	0
M-Water Loss Leak - Door Hanger Water Loss Leak	2
M-Water Quality Taste - Water Quality - Taste	1
S- Replace Register - Register Not Sending Signal	347
S- Meter Downsize - Meter Downsizing	0
Service Change - Service Status Change	1
S-Replace Mtr & Reg - Replace Entire Meter Max Life Usage	0
S-Replace Reg Hotrod - Replace Register Hotrod Died	0
S-Replace Register - Replace Register Mueller	0
S-Replace Mtr- Replace Entire Meter Bottom Seal Leaking	0
Grand Totals	614

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 December 0.40 AF, YTD 8.27 AF @ \$1119 per AF replacement C/Y 2023
- Valves and Hydrants Maintenance: 107 hydrants flushed and painted YTD Total-178
- Service line replacement program. 3 Replaced Calendar Year to Date, 15 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- 25 Complete YTD Water savings from this project is 17 GPM and counting in conjunction with operational efficiency @ 7MG
- Water Meter Replacement Project- 6675 of 7204 Replaced – 93 % Complete
- Outfitting & Equipping of Mountain well (Well 17)- 99% Complete
- Well 15 Outfitting, and Equipping - 99% Complete
- Site 2 Booster C rehab- pump and motor failed- 10% Complete
- Site 1B Booster A Motor failure & rehab- 10 % Complete
- Site 1B Booster D Motor failure- 10 % Complete

Projects Completed

- Well Meter and inter-tie Meter annual accuracy program FY 23/24- 0 % Complete
- Electrical Efficiency test performed @ every booster and well within the District- 0%
- 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, 41 Year to Date Turned of 4291
- 275 Dead ends flushed of 317 = every year no matter what < No goal, this is mandatory
- 1936 hydrants = 158 flushed this Year to Date 245 Painted Goal is 968 annually, this is done Bi-Annual
- Tank washouts of 10&11,1B-2
- Smithson Springs SCADA hub building replaced
- Wing wall additions to Phelan Road Bridge protecting in-place water main- 100% Complete

- Well 15 Progression

