



## **RESOURCES & INFRASTRUCTURE COMMITTEE**

### **REGULAR MEETING**

Tuesday, January 8, 2019 - 1:00 p.m.  
2850 Burton Drive, Cambria, CA 93428

1/8/19: Added Regular Business Item 3.B. Attachment

### **AGENDA**

- A. CALL TO ORDER
- B. ESTABLISH QUORUM
- C. ELECTION OF OFFICERS
- D. CHAIRMAN'S REPORT

#### **1. PUBLIC COMMENT**

Members of the public may now address the Committee on any item of interest within the jurisdiction of the Committee but not on its agenda today. In compliance with the Brown Act, the Committee cannot discuss or act on items not on the agenda. Each speaker has up to three minutes. Speaker slips (available at the entry) should be submitted to the District Clerk.

#### **2. CONSENT AGENDA**

- A. Consideration to Approve the November 28, 2018 Regular Meeting Minutes

#### **3. REGULAR BUSINESS**

- A. Discussion and Consideration Regarding 2019 Infrastructure Standing Committee Meeting Dates
- B. Discussion and Consideration Regarding CIP Work Plan and Projected Revenue
- C. Discussion and Consideration Regarding \$20K Allocation to the Water Transmission Line in FY 2018/19 and \$100K to FY 2019/20
- D. Discussion and Consideration Regarding Summarizing Public Comment and Possibility of Recording Meetings

- E. Receive an Update Regarding Installation of Influent Screen at the Wastewater Treatment Plant
- F. Receive Update on PG&E Sustainable Solutions Turnkey Program Project
- G. Discussion Regarding Draft Proposal for Infrastructure Committee Structure

**4. FUTURE AGENDA ITEMS**

**5. ADJOURN**



## INFRASTRUCTURE COMMITTEE

### REGULAR MEETING

Wednesday, November 28, 2018 - 10:00 a.m. to 12:00 p.m.  
1000 Main Street Cambria, CA 93428

### MINUTES

#### A. CALL TO ORDER

Chairman Bahringer called the meeting to order at 10:00 a.m.

#### B. ESTABLISH QUORUM

A quorum was established.

Committee members present: Jim Bahringer, Karen Dean, Mike Lyons, Harry Farmer and Donn Howell.

Staff present: District Engineer Bob Gresens and Clerical Assistant Annette Young.

Public present:  
Paul Reichardt  
Cheryl McDowell  
Aaron Wharton

#### C. CHAIRMAN'S REPORT

There was no Chairman's report.

#### 1. PUBLIC COMMENT

Public Comment: None.

#### 2. CONSENT AGENDA

##### A. Consideration to Approve the October 30, 2018 Regular Meeting Minutes

Committee member Lyons has an addition to Item 3B – Discussion and Consideration to Identify CIP Priorities. He suggested adding the attached summary sheet to the minutes.

Committee Member Farmer wants feedback from Mr. Gresens and Paul Reichardt on how we should pursue installing the pipe at the bridge.

Mr. Gresens and Mr. Reichardt both think it's an important project.

Committee member Farmer asked if we need to spend \$20,000 or just do repairs.

Mr. Gresens said it should be a high priority because of fire flows. The Pipe fitting vendor suggested making brackets to hang on the outside of bridge. There were discussions with vendors about developing a small contract to check the load of bridge and to look at two options before going further. We may need to trim branches but need a stream bed alteration permit and it could take six months to get the permit.

Committee member Farmer asked where we get the permit?

Mr. Gresens responded Fish & Game.

Chairman Bahringer agrees with Committee member Farmer. He feels it is higher priority and important to do.

Mr. Gresens said it's an important segment of pipe. It's currently undersized for fire flows.

Committee member Farmer asked Paul Reichardt about the project.

Public Comment:

Paul Reichardt: It's an engineering call. The aluminum pipe can only be used for a limited time. When you need the pipe in a fire situation, you will sustain hammer. The Fire department closing and opening hydrants can cause a hammer effect. The pipe is not meant to be a transmission pipe. It's concerning because the pipe is between two pressure zones. If the pipe fails, it would drain reservoirs in pressure zones. He understands Mr. Gresens' concerns about the amount of time it takes to get a Fish & Game permit. He likes the idea of hanging the pipe on the side of the bridge because it protects the pipe. You shouldn't not do it because you don't want to spend the money.

Committee member Lyons wants clarification on the committee postponing the pipe installation. He asked they go back and look at it again.

Mr. Gresens said if there's a concern about spending money now, the \$20,000 for the finance/billing software upgrade on the CIP list could be taken off since it's an administrative cost. We could push other items, so we could do the pipeline.

Committee member Farmer said he has a small correction on page 4. Please change river to creek.

Mr. Gresens responded that the work on the pedestrian bridge needs to be done during the late summer when there's minimal flow in the creek.

Chairman Bahringer moved to approve the minutes with the updated CIP Recommendations and the change from river to creek. He said they can continue the pipe discussion later.

Vice Chair Dean seconded the motion.

The motion was approved 5-Ayes (Bahringer, Dean, Lyons, Farmer, Howell), 0-Nays, 0-Absent

Public Comment:

Paul Reichardt: None of my comments from the last meeting are in the minutes. Everything I said about the pipeline today was said at the last meeting.

### **3. REGULAR BUSINESS**

#### **A. Discussion Regarding Committee Member Nominations.**

Chairman Bahringer introduced the item.

Committee member Lyons asked if they were adding to the number of members or replacing members that are leaving?

Chairman Bahringer said we are going to let the new Board revise the committees and how nominations are done. In my opinion, there should be one committee (Finance) with more members and a subcommittee for CIP.

Vice Chair Dean disagrees. She said Finance has more than enough to deal with. She thinks there should be a separate Infrastructure Committee. She thinks the Infrastructure Committee should present the suggestions to the Board and let them look to the Finance Committee for the money. She feels the public is more comfortable with two committees.

Committee member Lyons said the benefit to one committee is less staff time. I think the Board should decide. The committee's work is done for the next six months' budget. Is money being spent as we recommended? Their next item of business will be what they are going to recommend for the second half of 2019 and first half of 2020. There is no need to expand the committee right now.

Chairman Bahringer said that each Board member should recommend one or two people for the committees. The Board probably won't address this at the December meeting, but will in January.

Committee member Lyons has a question about his seat on this committee. He was appointed by Aaron Wharton, who is no longer on Board. Should he resign?

Chairman Bahringer said no.

Committee member Howell said no. He sees separation between committees as a good thing. It's appropriate for this committee to make recommendations to the Board on the subjects of composition of the committees, new membership and meeting schedules. This committee still needs to meet. Currently the Infrastructure committee meets and then passes information to the Finance committee and it's not the best approach. It would be better if Infrastructure recommends to the Board, which could then pass to the Finance Committee. It's not our job to say how a project will be financed. We should provide the Board with a CIP list and let the Board and Finance Committee figure out how to pay for it.

Chairman Bahringer agreed.

Committee member Farmer said with Mr. Gresens retiring, we should be consulting with supervisors of water and wastewater.

Mr. Gresens responded that he's retiring at the end of December but plans to keep working as a consultant for a few months.

Committee member Farmer said we don't know issues from week to week.

Committee member Lyons said that we should codify what our committee should be and present it to the Board in January.

Chairman Bahringer suggests Vice Chair Dean and Committee member Lyons give a committee report at the January Board meeting and come up with a recommendation.

## **B. Discussion and Consideration Regarding Future Infrastructure Standing Committee Meeting Dates**

Chairman Bahringer introduced the item.

Vice Chair Dean suggested the Infrastructure Committee meet one week before the Board meeting and the Finance Committee meet one week after the Board meeting.

Committee member Lyons said if the committee meeting is only two to three days before the Board meeting, we won't have minutes for the Board meeting.

Committee member Farmer agrees with Vice Chair Dean's suggestion about the meeting schedule.

Public Comment:

Cheryl McDowell: Are the meeting schedules in Board packets?

Chairman Bahringer and Vice Chair Dean both answered yes.

The committee agreed to hold a meeting on Tuesday, January 8, 2019, at 10:00 am.

## **4. FUTURE AGENDA ITEMS**

Chairman Bahringer recommends revisiting the allocation of \$100,000 from the transmission main pipe at Santa Rosa Creek pedestrian bridge project on the CIP list. We need to accelerate work on the replacement pipe.

Committee member Lyons would like to add removing \$20,000 for the Finance billing software from the CIP budget, upon Mr. Gresens' recommendation.

Mr. Gresens' has two items to add:

1. Pedestrian bridge pipe and whether it should be moved up in priority.
2. In the past he has heard about summary minutes with a recording as backup. I would like to discuss a possibility of doing minutes this way.

Chairman Bahringer said it was a good idea for future discussion.

Vice Chair Dean said public comment is recorded in the minutes. When these committees were formed, the public said they wanted their comments in the minutes. They discussed that it didn't need to be word for word. She recorded meetings and gave the public comment to Haley Dodson and she added the summary in the minutes. She said she'll record meetings again, if needed. She said she checked with counsel when she recorded the

meetings in the past, and they said it was okay as long as the recordings were made available to the public and were a public record.

Committee member Lyons wants feedback on what his and Karen's presentation to the Board in January should contain.

Public Comment:

Cheryl McDowell: Is there a screen update on influent screen? Can it be on agenda for update?

Vice Chair Dean said she wants an influent screen update and a PG&E analysis.

Public Comment:

Cheryl McDowell: Add inventories to next agenda.

Committee member Lyons asked if Mr. Gresens can attend the January 8, 2019 meeting?

Mr. Gresens responded yes.

Committee member Farmers asked Mr. Gresens about PG&E process meetings, which are moving forward. The committee isn't informed about these meetings. The committee is in the dark about the project and partnership with PG&E. How do we find out where and when the meetings are so committee members can attend?

Mr. Gresens responded that the meetings have been seminar-type meetings with speakers. There has been no discussion regarding the CCSD project.

Committee member Farmer asked how do we find out how things are moving forward with PG&E? We have to come up with money – approximately \$700,000. We need more information.

Mr. Gresens said he'll be discussing this during the Proposition 1 grant presentation at tomorrow's Finance Committee meeting. He said he's also in the dark with PG&E – there have been no meetings lately. He said PG&E is still compiling things for a working discussion in the summer. We don't have details to report.

Chairman Bahringer asked when Mr. Gresens gets a date, to let the committee know.

Mr. Gresens' responded that the meeting will be a staff level meeting, but the committee is welcome to come. He said it's not going to be a board meeting level discussion. He said he just wants them to be aware of the kind of meeting it will be.

## **5. ADJOURN**

Chairman Bahringer adjourned the meeting at 11:02 p.m.

# INFRASTRUCTURE STANDING COMMITTEE MEETING SIGN-IN SHEET

Meeting Date: November 28, 2018

Name	Name
HARRY FARMER	
Jim Bahringer	
Dean Howell	
Mike Lyon	
Karen Dean	
PAUL REICHARDT	
ALLAN DEAN	
Haley Dodson	
Cheryl McLowell	
Annette Young	

**INFRASTRUCTURE COMMITTEE, Oct. 30, 2018 CIP Recommendations****Wastewater**

<b>Project/Equipment Item</b>	<b>2<sup>nd</sup> Half FY 18/19 Cost</b>
Lift Station 9 power supply	\$5,000
Replacement ¾ ton pickup with crane	\$6,000
Sewer Cleaning (aka Vactor, or equal) Truck Replacement	\$50,000
Sewer Inspection TV camera	\$50,000
Painting of digester hand railings	\$15,000
Lift Station A1 control panel upgrade	\$65,000
Manhole lid replacements	\$20,000
<b>Total</b>	<b>\$211,000</b>

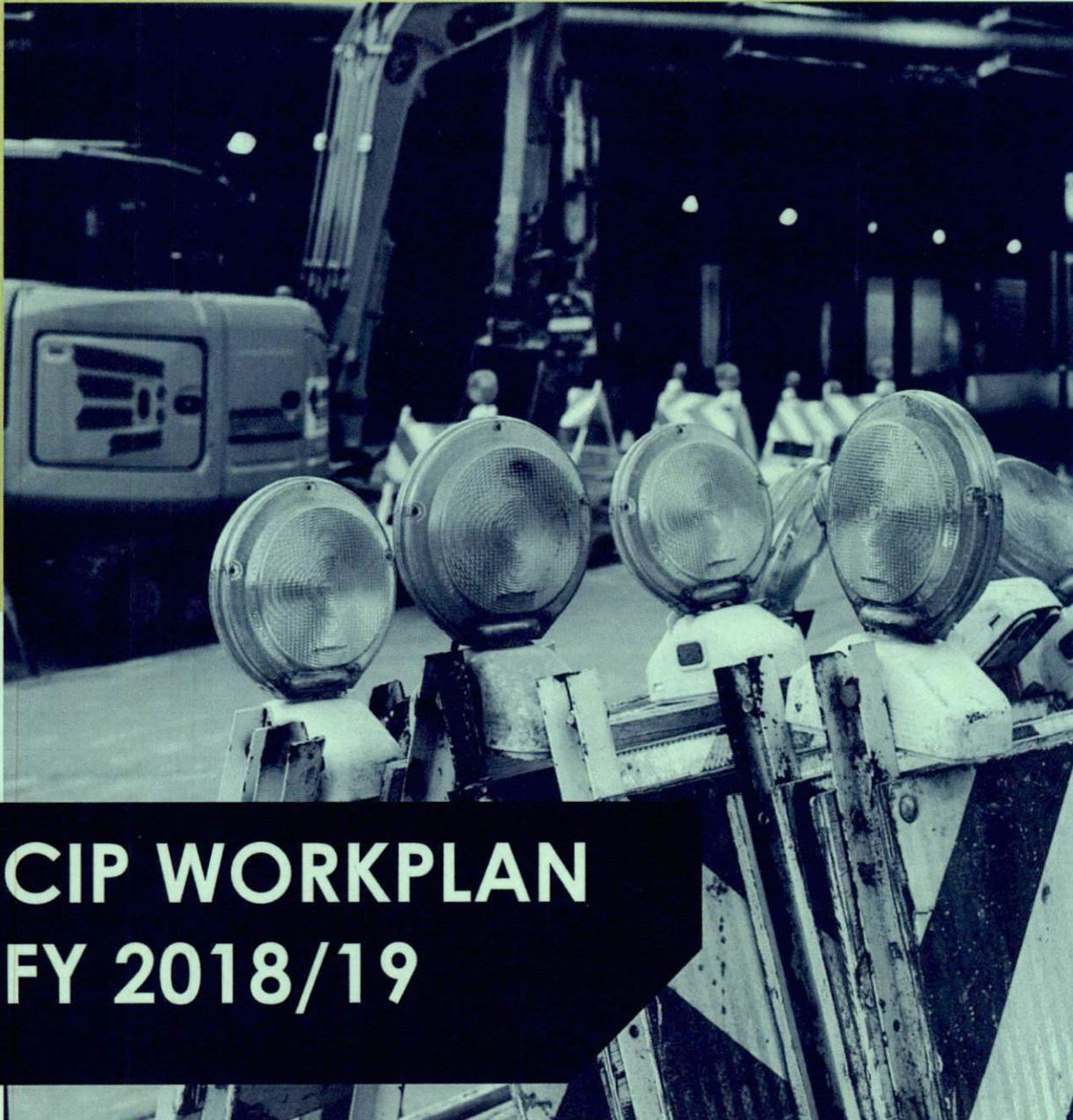
**SWF**

<b>Project/Equipment Item</b>	<b>2<sup>nd</sup> Half FY 18/19 Cost</b>
Consulting services to assist on regular CDP	\$10,000
Miscellaneous instrumentation/monitoring upgrades	\$10,000
<b>Total</b>	<b>\$20,000</b>

**Water**

<b>Project/Equipment Item</b>	<b>2<sup>nd</sup> ½ FY 18/19 Cost</b>	<b>Note: from CIP list revised 10/25/18</b>
Water meter replacement and upgrades	\$50,000	
Rodeo Grounds Pump Station replacement (preliminary engineering)	\$25,000	
Replace problematic Leimert Service Lines	\$10,000	

Pressure Zone 2 to Zone 7 Transmission Main @ SR Creek pedestrian bridge	\$20,000 *	• Reduced from \$120,000
Stuart St. tank replacement, new foundation	\$25,000	line 5
Water pipes/pumps/PRV repairs/replacements	\$10,000	line 6
Electronic self-monitoring/reporting program	\$10,000	line 16
SCADA Sys, long term water portion	\$10,000	line 20
Vehicle replacement program	\$25,000	line 25
Finance/billing software upgrade (water est @ 50%)	\$20,000**	Line 26, **reduced from \$50,000
<b>TOTAL</b>	<b>\$205,000</b>	



# CIP WORKPLAN FY 2018/19

## Cambria Community Services District



Melissa Bland, Management Analyst

[mbland@cambriacsd.org](mailto:mbland@cambriacsd.org)

PO Box 65, Cambria, CA 93428

P: (805) 927-6223

F: (805) 927-5584

[www.cambriacsd.org](http://www.cambriacsd.org)

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# INTRODUCTION

## Proposition 218

On October 4, 2018, the CCSD held a Public Hearing on Proposed Increases to Water, Sustainable Water Facility, and Sewer Rates. With the absence of a majority protest, the proposed rate increases were adopted effective November 1, 2018. The rate increases were deemed necessary to fund investment in the District's aging infrastructure. A preliminary estimate of increased revenue was provided by former Finance Manager and current retired annuitant, Alleyne LaBossiere in his October 11, 2018 summary from item 3.C of the October Finance Committee meeting (Attachment A). Using these figures, this Capital Improvement Project (CIP) Workplan has been created to identify projects for implementation in the remaining months of Fiscal Year 2018/19.

## Identified Capital Improvement Projects

Bob Gresens established a preliminary CIP sheet for each utility department based off his nearly 20 years' experience as District Engineer. These sheets are draft documents originally intended for discussion purposes only and are subject to revision in scope, projected cost, and priority level. The CIP items presented in this workplan have been pulled from these more detailed sheets, which can be viewed in Attachment B.

## Projected Revenue Summary through June 30, 2019

Department	Projected Prop 218 Revenue
Wastewater	\$240,000
Water	\$320,000
SWF	\$76,000

Beyond CIP, the Infrastructure Committee has also recommended adding two new wastewater operators to operate and maintain the collection system, as well as the need for a reserve set aside each year. It should be noted that such costs are not included in this plan.

January 2019

# WASTEWATER FUND

Projected Prop 218 Revenue	\$240,000
Existing Fund Deficit	(\$27,722)
Interfund Loan Debt Service*	(\$102,742)
F-350 Service Truck Purchase**	(\$57,040)
Lift Station A-1 Control Panel Upgrade***	(\$52,496)
<b>BALANCE</b>	<b>\$0</b>

\*Per the approved Prop 218 Rate Increase, the repayment of the \$466,000 interfund loan was scheduled to begin in FY 2020/21. However, the approved Interfund Loan Agreement executed August 23, 2018 established a repayment schedule starting on June 30, 2019. This amount was not included in the approved FY 2018/19 operating budget. As a result, the available funding for CIP has been reduced.

\*\*Per Board action at the December 13, 2018 regular meeting, the purchase of the F-350 service truck was approved as a cash purchase. As a result, the available funding for CIP has been reduced.

\*\*\*The Lift Station A-1 Control Panel Upgrade was included as a Wastewater priority item for the 2<sup>nd</sup> Half FY 2018/19 and recommended by the Standing Infrastructure Committee at their October 30, 2018 meeting. Recent failures at this lift station have elevated the need to complete this critical project as soon as possible.

## Proposed CIP Items for 2<sup>nd</sup> Half FY 2018/19 - Unfunded

DESCRIPTION	COST
1. Digester Handrails Rust Converter and Paint	\$15,000
<b>TOTAL</b>	<b>\$15,000</b>

## Other Major Maintenance/Operations Expenses Removed from CIP 2<sup>nd</sup> Half FY 2018/19 - Unfunded

DESCRIPTION	COST
1. Manhole Raising	\$10,000
2. Manhole Cover Replacements	\$20,000
3. Manhole Inspections and Corrections Report	\$30,000
4. Lift Station 9 Corroded Incoming Power Breaker Replacement	\$5,000
5. PC Replacement Program	\$10,000
<b>TOTAL</b>	<b>\$75,000</b>

# WATER FUND

The following CIP/major maintenance items were identified as priority needs by Water that can be implemented during the remainder of FY 2018/19.

DESCRIPTION	COST
1. SCADA System - Long-term Water Portion*	\$50,000
2. Vehicle Replacement Program Reserves	\$25,000
	<b>TOTAL \$75,000</b>

\*Due to recent recurring instrumentation, programming, and data logging failures at SR-4 and, to a lesser extent, SR-3 well sites, the SCADA system upgrade and replacement has become a more critical need for the Water Department.

## SUSTAINABLE WATER FACILITY FUND

The following CIP/major maintenance items were identified as priority needs for the SWF that can be implemented during the remainder of FY 2018/19.

DESCRIPTION	COST
1. Consulting Services to Assist on Regular CDP	\$10,000
2. Miscellaneous Instrumentation/Monitoring Upgrades	\$10,000
<b>TOTAL</b>	<b>\$20,000</b>

Due to an unusually wet March in 2018, the Sustainable Water Facility was not required to supplement the District's water supply during FY 2018/19. A trial operation (resulting in no product water reinjection) is planned during the remainder of this fiscal year to ensure the facility is standby-ready and to provide needed training for operational staff. Line 2 will fund any necessary repairs or upgrades identified during this test run.

**FINANCE COMMITTEE**

**REGULAR MEETING**

**Thursday, October 11, 2018**

**REGULAR BUSINESS ITEM 3. C. DISCUSSION AND CONSIDERATION REGARDING NEW BUDGET BASED ON RATES PASSING OR NOT PASSING**

If none of the rate increases called for in the current Proposition 218 process are passed, there will be no effect on the Water/Wastewater/SWF revenue as no revenue related to the proposed rate increases were included in the Fiscal Year 2018/2019 (FY 18/19) Final Budget. However, due to their being projected deficits in Wastewater (\$27,722) and the SWF Operating Department (\$414,751), which the CCSD Board of Directors requested that staff address in their August 23, 2018 meeting, there is still a need for the Uses of Funds to be reviewed and adjusted in a Mid-Year Budget even if none of the proposed rate increases take effect. In addition, there are areas of the Final Budget that have been identified as needing to be addressed, such as line item deficits as well as an error in the Allocated Overhead that necessitate budget revisions. At this time, while the revenue generated by the July-August, 2018 billing cycle slightly exceeded expectation, it is too early to project a revenue increase for the entire fiscal year. However, depending on the timing of the preparation of a Mid-Year Budget, there may be enough information to warrant a review of the Revenue section of the budget.

If the rates are passed, the budget effects would be as follows:

**WATER-**The proposed rate increase should generate additional revenue of \$320,000 for the 8 months that it would be in effect for in FY 18/19. While the Water Department is not projected to have a deficit in the current fiscal year, it has no reserves at this time, but it does have approximately \$6,000,000 in identified priority Water projects per the Capital Improvement Program. In addition, it has need for additional staffing and reserves should be built up for other purposes besides the projects on the Capital Improvement Program list.

**WASTEWATER-** The proposed rate increase should generate additional revenue of \$240,000 for the 8 months that it would be in effect for in FY 18/19. Although Wastewater's potential deficit of \$27,722 is well under the amount of additional revenue that would be generated, it should be noted that approximately \$1,000,000 was deleted from Wastewater's requested budgeted expenditures to reduce the projected deficit to that amount. In addition, Wastewater is understaffed, has no reserves, has approximately \$9,000,000 in identified priority Wastewater projects per the Capital Improvement Program and owes the General Fund \$466,000 plus interest. There are \$970,000 in Wastewater Capital Improvement Program projects for FY 18/19 identified as being dependent on the rate increase. Obviously, Wastewater has significant and varied needs to address if the proposed rate increase takes effect.

**SWF-** The proposed rate increase should generate additional revenue of \$76,000 for the 8 months that it would be in effect for in FY 18/19. With a projected deficit of \$414,751, any additional revenue would be applied to the deficit.

**Wastewater CIP - Capital Improvement Program** (Revised 1/7/2019 - For Discussion Only)

Option shown for keeping 2nd half FY 18/19 expenditures below an estimated maximum limit of \$109,536  
 The \$109,536 limit is based on there being a \$212,278 increase in FY18/19 WW revenue from the recent rate increase (about 8 months of increase), which is reduced by an initial deficit of \$27,722, plus a debt repayment loan payment of \$102,742 (payment due in June 2019)

Expansion [X], Replacement [R], Operations [O]	%	%	%	Priority Ranking	Budget Year	Projected										
						1st Half FY18/19	2nd Half FY18/19	FY19/20	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27	Total
<b>Wastewater Projects</b>																
<b>Wastewater Treatment Plant Projects</b>																
1	R/O	20	80	1	\$ 164,509											\$ 164,509
2	R	20	80	1	\$ 75,000											\$ 75,000
3	R	20	80	1	\$ 20,000											\$ 20,000
4	R	20	80	1				\$ 30,000								\$ 30,000
5	R	20	80	1				\$ 300,000								\$ 300,000
6	X/R/O	20	20	80	1	\$ 40,000										\$ 40,000
7	R/O	20	80	1	\$ 40,000	\$ 80,000										\$ 120,000
8	R	20	80	1	\$ 45,000											\$ 45,000
9	R	20	80	1			\$ 15,000									\$ 15,000
10	X/R/O	20	20	80	1											\$ -
11	R	20	80	1	\$ 25,000											\$ 25,000
12	R	20	80	1			\$ 20,000									\$ 20,000
13	R	20	80	1	\$ 10,000	\$ 10,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 41,000
14	R	20	80	2	\$ 61,105											\$ 61,105
15	X/R/O	20	20	80	2	\$ 50,000	\$ 100,000									\$ 150,000
16	X/R/O	20	20	80	2	\$ 30,000	\$ 150,000									\$ 180,000
17	R	20	80	2		\$ 10,000										\$ 10,000
18	R	20	80	2			\$ 200,000									\$ 200,000
19	R	20	80	2		\$ 25,000										\$ 25,000
20	X/R/O	20	20	80	2	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 360,000
21	X/R/O	20	20	80	2	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 225,000
22	R	20	80	3		\$ 10,000										\$ 10,000
23	R	20	80	3		\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,500,000
24	R	20	80	3		\$ 40,000										\$ 40,000
25	R	20	80	3	\$ 15,000											\$ 15,000
<b>Collection System Projects</b>																
26	R	20	80	1	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 90,000
27	X/R/O	20	20	80	1	\$ 10,000	\$ 80,000									\$ 90,000
28	X/R/O	20	20	80	1	\$ 65,000										\$ 65,000
29	X/R/O	20	20	80	1											\$ -
30	X/R/O	20	20	80	1					\$ 300,000						\$ 300,000
31	X/R/O	20	20	80	1		\$ 300,000									\$ 300,000
32	X/R/O	20	20	80	1		\$ 75,000					\$ 35,000	\$ 315,000			\$ 425,000
33	R	20	80	1	\$ 3,000											\$ 3,000
34	X/R/O	20	20	80	2	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 225,000
35	R	20	80	2	\$ 50,000											\$ 50,000
36	R	20	80	2	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
37	R	20	80	2	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 450,000
38	R	20	80	2	\$ 10,000											\$ 10,000
39	R	20	80	2	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 270,000
40	R	20	80	2	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 450,000
41	X/R/O	20	20	80	2				\$ 50,000	\$ 350,000						\$ 400,000
42	X/R/O	20	20	80	2				\$ 40,000	\$ 225,000						\$ 265,000
43	X/R/O	20	20	80	2		\$ 60,000									\$ 60,000
44	X/R/O	20	20	80	2		\$ 90,000			\$ 160,000						\$ 250,000
45	X/R/O	20	20	80	2				\$ 20,000	\$ 240,000						\$ 260,000
46	R	20	80	2	\$ 10,000						\$ 10,000					\$ 20,000
47	R/O	20	80	3		\$ 25,000	\$ 60,000									\$ 85,000
48	R/O	20	80	3		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 80,000
49	R	20	80	3	\$ 20,000											\$ 20,000
<b>Vehicles and Trailer Mounted Equipment</b>																
50	R	20	80	2		\$ 74,000	\$ 74,000	\$ 74,000	\$ 74,000	\$ 74,000	\$ 74,000	\$ 74,000	\$ 74,000	\$ 74,000	\$ 74,000	\$ 518,000
51	R	100	3		\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 200,000
52	R	20	80	4	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 135,000
53	R	20	80	4	\$ 57,040											\$ 57,040
54	R	20	80	4	\$ 50,000											\$ 50,000
<b>Overhead CIP Projects</b>																
55	X/R/O	20	20	80	4											\$ -
56	X/R/O	20	20	80	4											\$ -

Notes:  
 Department priority projects/revenues for remaining of FY  
 Shaded to show costs that would be deferred in order to balance remaining FY expenditures with revenue increase  
 Funded as Capital Outlay in 2018-2019 Budget

Total Per Year (all priorities)	\$ 209,509	\$ 946,145	\$ 1,824,000	\$ 937,000	\$ 777,000	\$ 1,942,000	\$ 672,000	\$ 882,000	\$ 567,000	\$ 243,000	\$ 8,857,614
Revised to meet projected increase		\$ 105,040									\$ 105,040
Priority Level 1 projects	\$ 209,509	\$ 298,000	\$ 920,000	\$ 13,000	\$ 13,000	\$ 313,000	\$ 48,000	\$ 328,000	\$ 13,000	\$ 13,000	\$ 2,168,509
Priority Level 2 projects	\$ -	\$ 491,105	\$ 789,000	\$ 554,000	\$ 464,000	\$ 1,329,000	\$ 324,000	\$ 254,000	\$ 254,000	\$ 180,000	\$ 4,639,105
Priority Level 3 projects	\$ -	\$ -	\$ 100,000	\$ 355,000	\$ 285,000	\$ 285,000	\$ 285,000	\$ 285,000	\$ 285,000	\$ 35,000	\$ 1,915,000
Priority Level 4 projects	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 135,000
Cumulative Total	\$ 209,509	\$ 1,155,654	\$ 2,033,509	\$ 2,970,509	\$ 3,747,509	\$ 5,689,509	\$ 6,361,509	\$ 7,243,509	\$ 7,810,509	\$ 8,053,509	\$ 8,857,614

Regular Business Item 3.B. Attachment

**Water Projects (Revised 1/7/2019 - For Discussion Only)**

Line/Project No.	Description	Outside Grant Funding	Ops Budget Account #	Extension (X), Replacement (R), Operations (O)	% X	% R	% O	Priority Ranking	Budget Year																
									FY 18/19 - 1st half	FY 18/19 - 2nd half	FY19/20	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28						
<b>Water Distribution System Projects</b>																									
1	Pressure zone 2 to zone 7 transmission main @ SR Creek pedestrian bridge				20	80		1	\$ 50,000		\$ 70,000												\$ 120,000		
2	Subzone metering of distribution system						100	1			\$ 50,000	\$ 50,000	\$ 50,000										\$ 150,000		
3	Water Meter Replacements & Upgrades			R/O	75	25		1	\$ 50,000		\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000								\$ 1,050,000		
4	Water Master Plan Amendment (revised fire flow modeling/tank sizing check)		6080M	R/O/X	20	80		2			\$ 35,000												\$ 35,000		
5	Stuart Street Tank Replacement (125K gallon welded steel tank with new foundation)							2							\$ 458,000								\$ 458,000		
6	Water pipelines, pumps, and PRV repairs and replacements			R/O		100		2			\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 450,000		
7	Valve Replacements							2	\$ 10,000		\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 200,000		
8	Inspection & spot repair to water transmission main under S. Parks wetlands area; or do 7E				20	80		3			\$ 80,000												\$ 80,000		
9	Lining of transmission main under S. Parks wetlands area (alt to relocate ~ \$612K to \$1.16 million), or do 7F				20	80		3			\$ 50,000	\$ 150,000	\$ 816,000										\$ 1,016,000		
10	Pine Knolls - Iva Court zone 1 pipeline expansion			R/O	20	80		3			\$ 40,000	\$ 125,000											\$ 165,000		
11	Piney Way erosion control protection for existing pipeline		6035	O				3			\$ 10,000												\$ 10,000		
12	Study & pre-design for pipeline in State Parks wetlands							3			\$ 30,000												\$ 30,000		
13	Replacement of problematic service lines within Leimert							3	\$ 40,000		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 130,000		
14	Annual GIS updating & upgrades			R/O			100	3	\$ 10,000		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 100,000		
<b>Tank &amp; Booster Pump Station Projects</b>																									
15	Rodeo Grounds Pump Station Replacement (aka Zone 2 Booster pump station)			R/X	20	80		2	\$ 15,000		\$ 101,000	\$ 500,000	\$ 400,000										\$ 1,016,000		
16	Electrical transfer switch and conduit to well SS-3			O			100	2			\$ 25,000												\$ 25,000		
17	San Simeon well field generator replacement			R/O	20	80		2			\$ 100,000												\$ 100,000		
18	SCADA System - Long-term Water Portion			R/O	50	50		3	\$ 50,000		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000									\$ 250,000		
<b>Water conservation</b>																									
19	Database for water conservation program/tracking with parcel links & APN file converter			X/R/O	80		20	3															\$ -		
<b>Vehicles &amp; Trailer Mounted-Equipment</b>																									
20	Replacement Dump Truck (alternative, a 76 K purchase with 6 yr loan @ 5% would be 13,000 per yr.)							1	\$ 76,000														\$ 76,000		
21	Trailer Mounted Air Compressor		6170	O		100		2	\$ 22,700														\$ 22,700		
22	Trailer mounted, Vacuum Excavator		6170	O		100		2	\$ 48,000														\$ 48,000		
23	Vehicle Replacement Program							2		\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 250,000		
<b>Overhead Projects</b>																									
24	(deleted financing software costs from this line on 11/20/2018 due to it being accounted for in admin budget)																						\$ -		
25	User Fee study (water rates portion)		6080M	O		100		1															\$ -		
26	Contingency/reserves (amount remains TBD)			R/O			100	4															\$ -		

Notes:	Department priority projects/penditures for remaining of FY Funded as Capital Outlay in 2018-2019 Budget																							
	Subtotal water projects - noninflated \$/yr								\$ 321,700	\$ 75,000	\$ 686,000	\$ 1,185,000	\$ 1,090,000	\$ 1,639,000	\$ 315,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 5,771,700	
	Total requested from P218 increase									\$ 75,000													\$ 75,000	
	Priority Level 1 projects:								\$ 176,000	\$ -	\$ 320,000	\$ 250,000	\$ 250,000	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,396,000	
	Priority Level 2 projects:								\$ 95,700	\$ 25,000	\$ 256,000	\$ 695,000	\$ 495,000	\$ 553,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 2,594,700	
	Priority Level 3 projects:								\$ 50,000	\$ 50,000	\$ 110,000	\$ 240,000	\$ 345,000	\$ 886,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 1,781,000	
	Priority Level 4 projects:								\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Cummulative water projects \$ (all priority levels):								\$ 321,700	\$ 396,700	\$ 1,082,700	\$ 2,267,700	\$ 3,357,700	\$ 4,996,700	\$ 5,311,700	\$ 5,426,700	\$ 5,541,700	\$ 5,656,700	\$ 5,771,700	\$ 5,771,700	\$ 5,771,700	\$ 5,771,700	\$ 5,771,700	

**SWF Projects** (Last Revised 1/7/2019 - For Discussion Only)

Preliminary costs need to be updated & tied to an ENR/year basis.

Line/ Project	Expansion [X], Replacement [R]  Operations [O]	%	%	%	Priority Ranking	Check of total												
						First Half FY18/19	2nd Half FY18/19	FY19/20	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY26/27	FY27/28			
No.	Description	X	R	O														
<b>SWF Projects</b>																		
<b>Regular Coastal Development Permitting Support</b>																		
1	EIR consulting (follow up agency discussions to support the SWF's Regular CDP)		20	80		1	\$ 10,000										\$ 10,000	
2	Section 7 ESA consulting, annual AMP report, & AMP update		20	80		1	\$ 125,000										\$ 125,000	
3	Legal assistance for CEQA support and any subsequent appeals (amounts each year remain to be determined and are not shown)																	
<b>Interim, short-term SWF Modifications</b>																		
4	Modifications to facilitate off-hauling RO concentrate, & addition of a flow meter at the AWTP.					1	\$ 50,000										\$ 50,000	
<b>Advanced Water Treatment Plant Improvements</b>																		
5	Miscellaneous instrumentation / monitoring upgrades		20	80		1	\$ 10,000										\$ 10,000	
<b>Long-Term Improvement Modifications</b>																		
6	Consulting assistance for coordination with Army Corps on WRDA grant (meetings, redefine work plan, & update scope of work)					2	\$ 20,000	\$ 20,000									\$ 40,000	
7	Sems, Hach WIMS, or custom programmer for logging/reporting software and tablets (yr 1 is software/programming assistance)		20	80		2	\$ 6,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 22,000	
8	Future permanent mods at SWF for trailer fill station (transfer tanks, piping, & spill containment/loading pad) (1,2)		20	80		2		\$ 200,000									\$ 200,000	
9	AWTP pull-barn style covers for outdoor equipment & control panels (1,2)		20	80		2		\$ 50,000									\$ 50,000	
10	Installation of remote sensing instrumentation at SS creek (needs access agreement with State Parks)		20	80		3		\$ 10,000									\$ 10,000	
11	Surface Water Treatment Plant (SWTP) for Holding Basin and Well SS-1 treatment		20		80	3					\$ 150,000	\$ 600,000	\$ 600,000				\$ 1,350,000	
12	Pipeline from Well SS-1 to surface water treatment plant (SWTP)		20		80	3					\$ 75,000	\$ 350,000					\$ 425,000	
13	Impoundment basin conversion to groundwater storage, pump station at storage basin, and connecting pipelines		20		80	3					\$ 75,000	\$ 350,000					\$ 425,000	
14	Solar Array System (1,2)					3		\$ 375,000									\$ 375,000	
<b>2017 Cease &amp; Desist Order Compliance - Non-capitalized Expenses</b>																		
15	Short term flood damage/CDO response - consultants for surveying, project mngt assistance & inspection, surface water hydrology & geohydrological		20	80		1											\$ -	
16	Short term flood damage mitigation - drainage swale construction		20	80		1											\$ -	
17	Short term flood damage mitigation - temporary closure plan equipment, installation, rentals, and temp power & controls				100	1	\$ 10,000										\$ 10,000	
18	Hauling off the last 18-inches of impoundment water & emptied impoundment cleaning				100	1	\$ 35,000										\$ 35,000	
<b>Subtotal:</b>							\$ 175,000	\$ 46,000	\$ 222,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 457,000	
<b>Revised to meet projected increase</b>								\$ 20,000									\$ 20,000	
<b>Priority Level 1 projects:</b>							\$ 175,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 195,000
<b>Priority Level 2 projects:</b>							\$ -	\$ 26,000	\$ 222,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 262,000
<b>Priority Level 3 projects:</b>							\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Priority Level 4 projects:</b>							\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Cumulative:</b>							\$ 175,000	\$ 221,000	\$ 397,000	\$ 399,000	\$ 401,000	\$ 403,000	\$ 405,000	\$ 407,000	\$ 409,000	\$ 411,000	\$ 457,000	

Notes:  
 Department priority projects/ expenditures for remaining of FY  
 Shaded to show costs that would be deferred  
 Estimated operational cost (not included in total for capital cost)

## **DRAFT PROPOSAL BY THE INFRASTRUCTURE COMMITTEE ON GUIDELINES FOR CCSD SUBCOMMITTEE MEMBERS**

- 1. MEMBERSHIP:** recommendation to increase committee levels to 7 members, which provides more flexibility in forming AD HOC committees without violating Brown Act rules. All members should have one vote.
- 2. CCSD Directors on committees?** Recommendation of at least one CCSD Director on each committee to maintain liaison with the CCSD board. Having only 1 director on the committee decreases the chance of violation of Brown Act quorum rules, but 2 Directors would assure that at every meeting at least one Director would be in attendance.
- 3. LIAISON MEMBERS of each committee:** consideration should be given to the appointment of 1 member of each committee to be the liaison with the other committee to keep each committee up to date on progress which may be pertinent to each committee.
- 4. TERMS OF SERVICE:** Members of the public shall be encouraged to apply for committee positions. One committee member may be appointed by CCSD Directors who are not on the committee, or be elected by members of each committee, as determined by Board procedure. Once appointed or elected, members may serve unlimited terms at their own discretion.
- 5. COMBINING COMMITTEES:** strong recommendation to maintain the current separation of the Finance and Infrastructure Committees.
- 6. MEETING MINUTES AND RECORDINGS:** recommendation that the minutes be a summary of discussion (including public input) and voting, and that an audio recording of each meeting be saved as back-up.

- 7. TIMING OF MEETINGS:** recommendation that the Infrastructure Committee meeting be held early in each month, then the CCSD Board meetings, then the Finance Committee meetings, with roughly a week in between each in order to have the minutes/audio of the preceding meeting available.
- 8. COMMITTEE OFFICERS:** each committee should elect a chair and vice chair internally, at the first public meeting of the year. We recommend no preference for CCSD Directors as committee chair/vice chair.
- 9. CONCERNS OF THE INFRASTRUCTURE COMMITTEE:** the Infrastructure Committee should keep focused on the priorities of the CIP list, updating the order of project implementation as needed based on current conditions and available funds, and further familiarizing themselves with the projects listed, including field inspections and departmental staff input. The Infrastructure Committee should also concern itself in the coming months to building an asset list of CCSD infrastructure related properties, noting depreciation and replacement costs, and timelines.