



## RESOURCES & INFRASTRUCTURE COMMITTEE

REGULAR MEETING  
 Monday, March 9, 2020 - 2:00 PM  
 1000 Main Street Cambria, CA 93428

### AGENDA

- A. CALL TO ORDER
- B. ESTABLISH QUORUM
- C. 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. Future agenda items can be suggested at this time. 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.

#### 2. CONSENT AGENDA

- A. Consideration to Approve the February 10, 2020 Special Meeting Minutes

#### 3. REGULAR BUSINESS

- A. Discussion and Consideration to Form an Ad Hoc Committee to Research Offsite Water Storage Possibilities
- B. Receive a Report from the Video Ad Hoc Committee
- C. Review of Updated CIP List with Color Codes
- D. Report on Consultant for Urban Water Management Plan
- E. Review of Updated Ad Hoc Committee List
- F. Discuss and Review Capital Improvement Project Budget of Vector Truck and Approve Staff Recommendations
- G. Discussion Regarding Reimbursement of Standing Committee Travel Expenses

**4. FUTURE AGENDA ITEMS**

**5. ADJOURN**



## RESOURCES & INFRASTRUCTURE COMMITTEE

### REGULAR MEETING

Monday, February 10, 2020 - 2:00 p.m.  
1000 Main Street Cambria, CA 93428

### DRAFT MINUTES

#### A. CALL TO ORDER [0:00]\*

Chairman Pierson called the meeting to order at 2:00 p.m.

#### B. ESTABLISH QUORUM [0:00]

Committee members present: David Pierson, Karen Dean, Paul Nugent, Brad Fowles, Tom Gray and James Webb.

Staff present: District Engineer & Utilities Manager Ray Dienzo and General Manager John Weigold.

Public present (includes visiting CCSD Board members):

David Pierson  
Jim Major  
Crosby Swartz  
Laura Swartz  
Cindy Steidel  
Harry Farmer  
Mary Maher  
Tina Dickason  
Barbara Gray  
Kerry Cox  
Allan Dean  
Roberta Major  
Jeannine Jacobs  
Al Abney

#### C. CHAIRMAN'S REPORT [0:00]

1. PUBLIC COMMENT ON NON-AGENDA ITEMS **[0:01]**

Crosby Swartz  
Tina Dickason

2. CONSENT AGENDA **[0:06]**

A. Consideration to Approve the January 14, 2020 Regular Meeting Minutes.

Motion to approve the minutes.

Motion by: Vice Chair Dean

Seconded by: Member Nugent

The motion was approved 5-Ayes (Dean, Gray, Fowles, Nugent, Webb), 0-Nays, 0-Absent.

B. REGULAR BUSINESS **[0:07]**

A. Discussion and presentation regarding informational video on reading water meters **[0:07]**

Public Comment: Tina Dickason

Action continued to Item 3E

B. Discussion and consideration to schedule public tours of Wastewater Treatment Plant and Advanced Water Treatment Plant Facilities **[0:13]**

Public Comment: Tina Dickason

No action taken

C. Discussion regarding District Asset List and future work on adding to District inventory lists **[0:17]**

Public Comment: Tina Dickason

No action taken.

D Discussion regarding color-coding of CIP list **[0:25]**

Public Comment: Crosby Swartz

No action taken.

E. Discussion and review of ad hoc committee assignments and amend as needed **[0:31]**

Public Comment: Tina Dickason, Crosby Swartz

Actions:

a) Committee reviewed current ad hoc committee list to determine which committees have completed their work and will disband. The following committees will be disbanded:

- Bylaws
- Mission Statement
- Water Demand Management and Offset Measures (to be disbanded after final report, to be presented at next R&I Committee meeting)

The following committees will continue their work:

- Urban Water Management Plan Review
- Water Conservation and Gray Water Use

The status of the following committees will be determined at a later date:

- Upgrading of the Water Distribution System
- Researching Grant Opportunities to Fund Work Being Recommended by PG&E, and Other CIP Projects

b) Motion to form new ad hoc committee to produce informational videos on water-meter reading and other topics, with Brad Fowles and Paul Nugent as members (continued from Item 3A)

Motion by: Member Fowles

Seconded by: Vice Chair Dean

The motion was approved 5-Ayes (Dean, Gray, Fowles, Nugent, Webb), 0-Nays, 0-Absent.

4. **FUTURE AGENDA ITEMS [1:17]**

Public Comment: Crosby Swartz, Tina Dickason

5. **ADJOURN [1:27]**

Chairman Pierson adjourned the meeting at 3:27 p.m.

**\* Starting time on recording [hrs:mins]**

DRAFT

## RESOURCES & INFRASTRUCTURE COMMITTEE MEETING SIGN-IN SHEET

Meeting Date: February 10, 2020

Name	Name
Karen Dea	Roberta Major
DAVID PIERSON	JENNIFER JONES
JIM WEBB	
AL FLETCHER	
GM MAJOR	
Crosby Swartz	
Saura J Swartz	
CINDY STEIDEL	
Ray Dienzo	
Tom Gray	
HARRY FARMER	
Mary Maken	
Tina Dickson	
Barbara Gray	
Linda Steidel	
Jane Weigold	
<del>Roberta Major</del>	
KERRY COX	
ALLAN DEAN	

A	B	C	D	E	F	G
1	<b>Wastewater CIP - Capital Improvement Program (Revised 2/26/2020 - For Discussion Only)</b>					
2	<b>Wastewater Projects</b>	<b>Ranking</b>	<b>Project Cost</b>	<b>10-Yr Cost</b>	<b>Actual Cost</b>	<b>Notes</b>
3	<b>FY '20 Wastewater Treatment Plant Projects in SST</b>					
4	Investment Grade Audit (30% Design for all ECMs)	SST	\$ 160,000	\$ 688,404		Added 2/26
5	Electrical Upgrades (ECM 7) - Conduits between PG&E transformer and service witchboard, switchboard, connections to existing switchboard, connections to generator)	SST	\$ 232,500	\$ 232,500		
6	Secondary Water System (3W) Improvements (ECM 10) - Submersible pumps, hydrpneumatic tank, demo, electrical/I&C	SST	\$ 185,000	\$ 185,000		
7	Sewer Lift Stations (ECM 12) - Lift Station B1, Lift Station B4, Electrical/I&C	SST	\$ 3,945,000	\$ 3,945,000		
8	Influent Lift Station Modifications (ECM 2) - Bypassing; VFDs; Equipment & Material Demo; Pumps, guiderails, valves, and piping installation; upper concrete wet well deck & hatches (installation); electrical/I&C; new concrete and repair coatings	SST	\$ 846,250	\$ 846,250		
9	Modified Ludzak-Ettinger Process Upgrade (ECM 3) - MLE conversion based on Carollo 2015 Study minus VFD costs; header repair	SST	\$ 853,750	\$ 853,750		
10	Influent Flow Equalization (ECM 1) - New or refurbished EQ tanks based on Carollo 10% design	SST	\$ 1,060,000	\$ 1,060,000		
11	Effluent Pump Station Improvements (ECM 11) - Demo; surge tank replacement; pump replacement; install new VFDs; flowmeter; discharge manifold piping; instrumentation; replace air release valves; pipeline cleaning and flushing; electrical/I&C	SST	\$ 733,750	\$ 733,750		
12	RAS and WAS Pumping Improvements (ECM 5) - RAS pumping system; WAS pumping system; scum pumps replacement; skimming troughs replacement; electrical/I&C	SST	\$ 496,250	\$ 496,250		
13	SCADA System (ECM 9) - New SCADA system based on Carolla 10% Design	SST	\$ 721,250	\$ 721,250		
14	Backup Power (ECM 8) - 365 kW NG Generator; Demo; Propane backup	SST	\$ 497,500	\$ 497,500		
15	Blower System Improvements (ECM 4) - Replace 2 blowers; duct replacement	SST	\$ 1,345,000	\$ 1,345,000		
16	Sludge Thickening (ECM 6) - Rehabilitate rotary drum thickener and screw press; new transfer pumps; stabilization tanks; aeration system and control valve; demo of clarifiers; rolloff area with roof; electrical/I&C	SST	\$ 961,250	\$ 961,250		
17		<b>Subtotal</b>	<b>\$ 12,037,500</b>	<b>\$ 12,565,904</b>		
18	<b>Treatment Plant Projects Not in SST</b>					
19	Clarifier Repairs (replace eastern drive unit's metallic hubs with non-corrosive hubs)	1	\$ 35,000	\$ 35,000		
20	<b>Collection System Projects</b>					
21	Lift Station B-2 (Wood Dr./E. Lodge Hill) new control panel at grade el.	1	\$ 425,000	\$ 425,000		
22	Lift Station B-3 (Green St./W. Lodge Hill) new control panel	1	\$ 250,000	\$ 250,000		
23	Lift Station 4 (DeVault Pl/Seaclift Estates) VFDs/new elect panel & 3 phase pump motors	1	\$ 85,000	\$ 85,000		
24	Lift Station A (Nottingham & Leighton/Park Hill) new submersible pumps, MCC, bypass piping	1	\$ 400,000	\$ 400,000		
25	Lift Station A (Nottingham & Leighton/Park Hill) control panel at grade el	1	\$ 90,000	\$ 90,000		
26	Lift Station A-1 (Sherwood & Harvey/Marine Terrace) submersible pumps, bypass piping	1	\$ 265,000	\$ 265,000		
27	<b>A</b> Lift Station A-1 (Sherwood & Harvey/Marine Terrace) MCC, SCADA improvements	1	\$ 45,000	\$ 45,000	\$ 50,835	Added 2/26
28		<b>Subtotal</b>	<b>\$ 1,805,000</b>	<b>\$ 1,595,000</b>		
29	Lift Station B improvements (SR Creek/behind Park Hill) new control panel	2	\$ 75,000	\$ 75,000		
30	Lift Station B - new wet well, submersible pumps, and valve vault (placeholder)	3	\$ 300,000	\$ 300,000		
31	Collection System Assessment software (E.g, t4 Spatial or other)	3	\$ 10,000	\$ 10,000		
32	Annual Collection System Assessment/engineering for repairs (extended number of years - SSMP has this occurring over 10 yrs)	3	\$ 30,000	\$ 300,000		
33	Lift Station B-3 (Green St./W. Lodge Hill) submersible pumps, MCC, bypass piping	3	\$ 250,000	\$ 250,000		
34	Lift Station B - replace existing generator	3	\$ 60,000	\$ 60,000		
35		<b>Subtotal</b>	<b>\$ 650,000</b>	<b>\$ 920,000</b>		
36	Annual SCADA System Maintenance or Upgrades - Collections System	4	\$ 25,000	\$ 25,000		
37	Collection System smoke testing	4	\$ 50,000	\$ 50,000		
38		<b>Subtotal</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>		
39	<b>Vehicles and Trailer- Mounted Equipment</b>					
40	Pearpoint or equal TV inspection camera (removed cost from mid year total to meet reduced funding balance, 11/20/2018.)	1	\$ 50,000	\$ 50,000		
41	Vector truck - replace with new \$430K truck that meets emssion requirements (7 yr loan @ 4.5%)	1	\$ 518,000	\$ 518,000	\$ 402,435	
42		<b>Subtotal</b>	<b>\$ 568,000</b>	<b>\$ 568,000</b>		



A	B	C	D	E	F	G
1	<b>Wastewater CIP - Capital Improvement Program (Revised 2/26/2020 - For Discussion Only)</b>					
2	<b>Wastewater Projects</b>	<b>Ranking</b>	<b>Project Cost</b>	<b>10-Yr Cost</b>	<b>Actual Cost</b>	<b>Notes</b>
43	<b>Non-CIP Wastewater Projects</b>	<b>Ranking</b>	<b>Project Cost</b>	<b>10-Yr Cost</b>	<b>Actual Cost</b>	
44	<b>Major Maintenance</b>					
45	Cleaning of aeration basins (after screen installation)	1	\$ 20,000	\$ 20,000		
46	Cleaning of pipelines from headworks to aeration tanks (after screen installation), including cleanout additions	1	\$ 10,000	\$ 10,000		
47	Annual Collection System Repairs to reduce I/I & damaged pipe sections	1	\$ 50,000	\$ 500,000		
48	Annual manhole raising due to street overlays & roadway work/Manhole cover replacements	1	\$ 10,000	\$ 100,000		
49		<b>Subtotal</b>	<b>\$ 90,000</b>	<b>\$ 630,000</b>		
50	Western clarifier - Replace clarifier chain, wear shoes, skid plates, & sprockets	2	\$ 40,000	\$ 40,000		
51	Eastern clarifier - Replace clarifier chain, wear shoes, skid plates, & sprockets	2	\$ 40,000	\$ 40,000		
52	Repainting of WWTP	2	\$ 30,000	\$ 30,000		
53	Repainting of lift station facilities	2	\$ 10,000	\$ 10,000		
54		<b>Subtotal</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>		
55	Seal coat AC pavement at WWTP	4	\$ 65,000	\$ 65,000		
56	<b>Annual Inspections and Reserves</b>					
57	Annual manhole inspections and report on needed corrections (approx. 20% of system/yr)	1	\$ 40,000	\$ 400,000		
58	Annual Collection System Phased televising & cleaning (revised 11/20/18 reduced cost by 50% & extended number of years - SSMP has this over 10 yrs)	1	\$ 50,000	\$ 500,000		
59	Five-Year Replacement and New PCs for operators (Initial purchase and then build reserves)	1	\$ 10,000	\$ 20,000		
60	Vehicle Replacement Program (Annual reserves)	1	\$ 25,000	\$ 250,000		
61	Portable equipment replacement program - backhoes, generators and pumps (Annual reserves)	1	\$ 15,000	\$ 150,000		
62		<b>Subtotal</b>	<b>\$ 140,000</b>	<b>\$ 1,320,000</b>		
63		<b>Grand Total</b>	<b>\$ 17,968,904</b>			
64	<b>Budgeted for FY 2020; A = added to budget as adjustment</b>		Priority 1 Total	\$ 4,148,000		
65	Completed		Priority 2 Total	\$ 195,000		
66	In Progress		Priority 3 Total	\$ 920,000		
67	Not Started		Priority 4 Total	\$ 140,000		
68			SST Total	\$ 12,565,904		

A	B	D	E	F	G	H
1	<b>Water CIP - Capital Improvement Program</b> (Revised 2/26/2020 - For Discussion Only)					
2		Ranking	Project Cost	10 yr Cost	Actual Cost	Notes
3	<b>FY '20 Water Distribution System Projects</b>					
4	Pressure Zone 2 to Zone 7 transmission main replacement @ SR Creek pedestrian bridge	1	\$ 120,000	\$ 120,000		In Permitting
5	Water Meter Replacements & Upgrades (phased)	1	\$ 186,000	\$ 1,050,000		Developing RFP
6	Piney Way erosion control inspection report and follow-up protection efforts for existing pipeline	1	\$ 10,000	\$ 10,000		
7		<b>Priority 1 Subtotal</b>	<b>\$ 316,000</b>	<b>\$ 1,180,000</b>		
8	Subzone metering of distribution system	2	\$ 150,000	\$ 150,000		
9	Replacement of problematic service lines within Leimert	3	\$ 130,000	\$ 130,000		
10	Water Master Plan Amendment (revised fire flow modeling/tank sizing check)	3	\$ 35,000	\$ 35,000		
11		<b>Priority 3 Subtotal</b>	<b>\$ 165,000</b>	<b>\$ 165,000</b>		
12	Inspection & spot repair to water transmission main under S. Parks wetlands area; or lining of transmission main plus study & predesign	4	\$ 80,000	\$ 80,000		
13	Pine Knolls - Iva Court zone 1 pipeline expansion	4	\$ 165,000	\$ 165,000		
14		<b>Priority 4 Subtotal</b>	<b>\$ 245,000</b>	<b>\$ 245,000</b>		
15	<b>Tank &amp; Booster Pump Station Projects</b>					
16	SCADA System - Long-term Water Portion	1	\$ 250,000	\$ 250,000		Phase 1 Done
17	Stuart Street Tank Replacement (125K gallon welded steel tank with new foundation)	2	\$ 458,000	\$ 458,000		Recategorized 2/26
18	Electrical transfer switch and conduit to well SS-3	2	\$ 25,000	\$ 25,000		
19	<b>A</b> San Simeon well field generator replacement	2	\$ 100,000	\$ 100,000	\$ 50,449	
20		<b>Priority 2 Subtotal</b>	<b>\$ 583,000</b>	<b>\$ 583,000</b>		
21	Rodeo Grounds Pump Station Replacement (aka Zone 2 Booster pump station)	3	\$ 1,016,000	\$ 1,016,000		
22	<b>Non-CIP Projects</b>					New Section 2/26
23	<b>Major Maintenance</b>					
24	Annual Water pipelines, pumps, and PRV repairs and replacements	3	\$ 50,000	\$ 500,000		Recategorized 2/26
25	Valve Replacements	3	\$ 20,000	\$ 20,000		Recategorized 2/26
26		<b>Priority 3 Subtotal</b>	<b>\$ 70,000</b>	<b>\$ 520,000</b>		
27	<b>Water conservation</b>					
28	Database for water conservation program/tracking with parcel links & APN file conversion	1	\$ 10,000	\$ 10,000		
29	<b>Annual Inspections &amp; Reserves</b>					
30	Annual GIS updating & upgrades	1	\$ 10,000	\$ 100,000		Recategorized 2/26
31	Vehicle Replacement Program Reserves (Accumulate Funds)	1	\$ 25,000	\$ 250,000		
32	Contingency/reserves (Accumulate Funds)	1	\$ 15,000	\$ 150,000		
33		<b>Priority 1 Subtotal</b>	<b>\$ 60,000</b>	<b>\$ 510,000</b>		
34		<b>Grand Total</b>	<b>\$ 4,619,000</b>			
35			Priority 1 Total	\$ 1,940,000		
36			Priority 2 Total	\$ 733,000		
37			Priority 3 Total	\$ 1,701,000		
38			Priority 4 Total	\$ 245,000		
39	<b>SWF CIP - Capital Improvement Program</b> (Revised 4/30/2019 - For Discussion Only)					
40		Ranking	Project Cost	10 yr Cost		
41	<b>Permitting</b>					
42	EIR consulting (follow up agency discussions to support the SWF's Regular CDP)	1	\$ 28,609	\$ 28,609		Increased cost 2/26
43	Section 7 ESA consulting, annual AMP report, & AMP update	1	\$ 100,000	\$ 100,000		
44		<b>Priority 1 Subtotal</b>	<b>\$ 128,609</b>	<b>\$ 128,609</b>		
45	<b>Interim, short-term SWF Modifications</b>					
46	Modifications to facilitate off-hauling RO waste (secondary containment, grading, rock, purchase tanks)					
47	a) Secondary Containment, Grading, Rock	1	\$ 20,000	\$ 20,000		
48	b) Tank purchase	1	\$ 80,000	\$ 80,000	\$ 27,563	
49		<b>Priority 1 Subtotal</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>		
50	<b>Advanced Water Treatment Plant</b>					
51	Miscellaneous instrumentation / monitoring upgrades	2	\$ 10,000	\$ 10,000		
52	Filters / membrane replacements and build reserves for future	2	\$ 60,000	\$ 120,000		Revised 2/26
53		<b>Priority 2 Subtotal</b>	<b>\$ 70,000</b>	<b>\$ 130,000</b>		
54	<b>Long-Term Improvement Modifications</b>					
55	Consulting assistance for coordination with Army Corps on WRDA grant (meetings, redefine work plan, & update scope of work)	1	\$ 40,000	\$ 40,000		
56	Future permanent mods at SWF for trailer fill station [transfer tanks, piping, & spill containment/loading pad] (1,2)	2	\$ 200,000	\$ 200,000		
57	AWTP pull-barn style covers for outdoor equipment & control panels (1,2)	2	\$ 50,000	\$ 50,000		
58		<b>Priority 2 Subtotal</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>		
59	Sems, Hach WIMS, or custom programmer for logging/reporting software and tablets (yr 1 is software/programming assistance)	3	\$ 25,000	\$ 25,000		
60	Installation of remote sensing instrumentation at SS creek (needs access agreement with State Parks)	3	\$ 10,000	\$ 10,000		
61	Solar Array System (1,2)	3	\$ 375,000	\$ 375,000		
62		<b>Priority 3 Subtotal</b>	<b>\$ 410,000</b>	<b>\$ 410,000</b>		
63		<b>Grand Total</b>	<b>\$ 1,058,609</b>			
64	Budgeted for FY 2020; A = added to budget as adjustment		Priority 1 Total	\$ 268,609		
65	Completed		Priority 2 Total	\$ 380,000		
66	In Progress		Priority 3 Total	\$ 410,000		
67	Not Started		Priority 4 Total	-		
68						

**RESOURCES & INFRASTRUCTURE STANDING COMMITTEE  
AD HOC COMMITTEES**

**WATER DEMAND MANAGEMENT AND OFFSET MEASURES**

Committee Members: Brad Fowles, Karen Dean, Tom Gray

Assignment: Evaluate the effectiveness of CCSD's water demand management and offset measures. Continue work using updated retrofit and conservation data provided by staff. Present final report when done.

Date Formation Approved: March 19, 2019 – R & I Committee Meeting

**REVIEW THE CURRENT UWMP**

Committee Members: Karen Dean, Tom Gray and David Pierson

Assignment: Assist the staff and Board CDP Ad Hoc committee in choosing a consultant for UWMP revision. Work with the consultant as needed until completion.

Date Formation Approved: October 22, 2019 – R & I Committee Meeting

**WATER CONSERVATION AND GRAY WATER USE**

Committee Members: James Webb and Brad Fowler

Assignment: Investigate potential water efficiency, conservation, and retrofit measures, as well as gray water use.

Date Formation Approved: November 19, 2019 – R & I Committee Meeting

**INFORMATIONAL VIDEOS**

Committee Members: Brad Fowles, Paul Nugent

Assignment: Create short information videos on topics that will provide needed information to community members and rate payers. Videos to be presented at committee meetings followed by Board meetings and posting on CCSD website and possibly on social media.

Date Formation Approved: February 10, 2020 – R & I Committee Meeting

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Resource &amp; Infrastructure Committee

AGENDA NO. **3.F.**FROM: John F Weigold IV, General Manager  
Pamela Duffield, Finance Manager-----  
Meeting Date: March 9, 2020Subject: DISCUSS AND REVIEW CAPITAL  
IMPROVEMENT PROJECT BUDGET  
OF VACTOR TRUCK AND APPROVE  
STAFF RECOMMENDATIONS

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**RECOMMENDATIONS:** Staff recommends the Resource & Infrastructure Committee discuss and review capital improvement project budget for the Vactor Truck and approve staff's recommendation to the Finance Committee.

**DISCUSSION:** At the December 19, 2019 Board meeting, approval was given to purchase and finance a new 2019 vactor truck in the Wastewater Fund. The finance installment agreement requires the first payment on January 6, 2021, which is in FY 2020/21. The Board requested staff to work with the Resources & Infrastructure Committee to determine how the existing budget in FY 2019/20 of \$95,000 should be reallocated. Staff is recommending that the \$95,000 capital improvement budget not be reallocated. Staff recommends this unused budget be placed in reserves at fiscal year end and be used for capital improvement budget in FY 2020/21. Staff anticipates the need for additional funding of the SST – PGE Turnkey project.

Staff recommends the Resources & Infrastructure Committee make a recommendation to the Finance Committee to approve the unused \$95,000 capital improvement project budget be placed in Wastewater Fund reserves at fiscal year-end.