

## **SPECIAL ENGINEERING COMMITTEE MEETING AGENDA**

January 27, 2022  
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.**

The Phelan Piñon Hills Community Services District is continuing to hold Board meetings to conduct essential District business. Pursuant to AB361, members of the Board may attend the meeting via teleconference or video conference and will participate in the meeting to the same extent as if they were present. Members of the public may watch and participate electronically in the meetings via Zoom or telephone conference. Guidelines from the County of San Bernardino allow for in-person attendance.

#### **REMOTE PARTICIPATION INFORMATION:**

##### **Dial-in**

(720) 707-2699  
Meeting ID: 891 1763 3351  
Passcode: 908619

##### **Zoom**

<https://us06web.zoom.us/j/89117633351?pwd=UWJCYlRzMjZTYUIlVEViYUJUNVNRdz09>  
Meeting ID: 891 1763 3351  
Passcode: 908619

##### **One-Tap Mobile**

+17207072699,,89117633351#

##### **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 [kward@pphcsd.org](mailto:kward@pphcsd.org) by 4:00 p.m. on January 27, 2022. 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 [kward@pphcsd.org](mailto:kward@pphcsd.org) or by visiting our website and completing the signup form at [www.pphcsd.org](http://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 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 2022/2023 Budget**5) **Review of Committee Roles & Responsibilities**6) **Oeste Recharge Study Project**7) **Discussion Regarding Water System**

- Presentation: Well 14, Mescalero, Well 2, and Well 10 Water Line Break and Smithson Springs Cleanup
- Pumps and Wells Services Agreement
- 10-Year Tank Rehabilitation & Maintenance Service
- Water Quality
- Service Line Replacement Program Update
- Other Repairs/Replacements/Updates/Maintenance

8) **Smithson Springs Update**9) **State Regulations Update**10) **Review of Current Projects**

- Pressure Zone 6
- New Well No. 15

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

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

13) **Set Agenda for Next Meeting** – February 9, 202114) **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 <http://www.pphcsd.org>

## **ENGINEERING COMMITTEE MEETING MINUTES**

December 8, 2021 – 4:00 p.m.  
Phelan Community Center  
4128 Warbler Road, Phelan, CA 92371  
& Remotely Via Zoom or Conference Call

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

**Board Members Absent:** None

**Staff Present:** George Cardenas, Engineering Manager  
Sean Wright, Water Operations Manager  
Tony De La Rosa, Engineering Technician  
Aimee Williams, Administrative Technician II

**Guests/Public:** None

### **Call to Order**

Director Roberts called the meeting to order at 4:02 p.m.

### **Roll Call**

All Committee Members were present at Roll Call.

1) **Approval of Agenda**

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

2) **Public Comment** – None

3) **Approval of Minutes**

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

4) **2020 Water Masterplan**

Mr. Cardenas stated that the Water Masterplan is completed and this item will be removed from the agenda.

5) **Oeste Recharge Study Project**

Mr. Wright reported that MWA is moving forward with their Oeste Recharge off of Cayucos Rd. and Oasis Rd. The submitted an application to get a construction meter to start drilling some monitoring wells before the percolation project begins.

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**

Mr. Wright provided an update. Station 12 pump has been ordered for replacement. Booster maintenance and tank maintenance/rehabilitations are taking place as scheduled. Service line replacements are in full effect. Phase 2 meter replacements are taking place now. Wilson Ranch Rd. water lines will be lowered this year. Conservation has obtained grant money for insertion meters that will be added to the distribution system to help identify leaks. Fill station usage has been decreasing each month since August.

7) **Smithson Springs Update**

Mr. Wright stated that cleanup of the area was completed last Friday. Drone footage was taken afterwards and will be brought to the next committee meeting.

8) **State Regulations Update**

No updates on Chromium-6 yet. Ms. Oakes will be bringing some updates on SB1606 to the next meeting.

9) **Review of Current Projects**

- **Pressure Zone 6**

Mr. Cardenas noted that pressure testing will take place on the east side of Zone 6 to validate information for the proposed storage tank.

- **New Well No. 15**

Mr. Cardenas reported that the surveyors are working on the topographic breakdown. The design will be done in-house and work will begin soon. CEQA for Well No. 15 and No. 16 are near complete and should be done by the end of the year.

Mr. Wright noted that Edison has accepted the plans and they will be moving on to the design department.

10) **Staff Reports**

A report was provided in the packet. Mr. Wright noted that there have been 88 meters sold this year.

11) **Review of Action Items**

- a) **Prior Meeting** – Completed
- b) **Current Meeting** – None

12) **Set Agenda for Next Meeting** – January 12, 2021

- Remove Item 4

13) **Adjournment**

With no further business before the Committee, the meeting adjourned at 4:25 p.m.

Agenda materials can be viewed online at <https://www.pphcsd.org>

**Budget Schedule - Committees and Management  
2022/2023 Budget**

January 5, 2022	Wed	6:00 PM	Regular Board Meeting - Board review schedule and approve.
January and February			Management and Supervision staff begin work on operational budgets, reviewing historical expenses, estimating future expenses, gathering quotes and estimates, evaluating goals and programs, etc.
January 11, 2022	Tues	4:00 PM	Parks and Recreation Committee Meeting - Review and discuss draft budget schedule, long range plans, programs and operational goals.
January 13, 2022	Thurs	4:00 PM	Special Waste and Recycling Committee Meeting - Review and discuss draft budget schedule, long range plans, programs and operational goals.
January 18, 2022	Tues	2:00 PM	Special Legislative Committee Meeting - Review and discuss draft budget schedule, long range plans and operational goals.
January 25, 2022	Tues	4:00 PM	Finance Committee Meeting - Review and discuss draft budget schedule, long range plans and operational goals.
January 27, 2022	Thurs	4:00 PM	Engineering Committee Meeting - Review and discuss draft budget schedule, long range plans and operational goals.
February 2022	TBD	TBD	As committees meet quarterly now, they may need to schedule special meeting(s) in February in order to complete the long range plans and operational goals by February 9, 2022.
February 9, 2022	Wed	5:00 PM	Long range capital, maintenance plans, programs and capital budgets due to Lori for inclusion in the February 23, 2022 Special Workshop.
February 16, 2022	Wed	Noon	Long range capital, maintenance plans, programs and capital budgets due to Kim for Special Board Meeting.
February 23, 2022	Wed	4:00 PM	Board Workshop Meeting - Workshop to review and approve long range capital, maintenance plans, programs, capital budgets, and goals.
March			Staff develops draft budget.
March 17, 2022	Thurs	Noon	Draft Budget due to Kim for inclusion in Finance Committee Meeting.
March 22, 2022	Tues	4:00 PM	Special Finance Committee Meeting - Review and discuss draft budget.
March 24, 2022	Thurs	Noon	Draft budget due to Kim for inclusion in March 30, 2022 Special Board Workshop package.
March 30, 2022	Wed	4:00 PM	Board Workshop Meeting - Review draft budget.
April 14, 2022	Thurs	Noon	Final Draft Budget due to Kim for inclusion in Finance Committee Meeting.
April 19, 2022	Tues	4:00 PM	Finance Committee Meeting - Review and discuss final draft budget.
April 28, 2022	Thurs	Noon	Final Draft Budget due to Kim for inclusion in May 4 Special Board Workshop package.
May 4, 2022	Wed	5:00 PM	Board Workshop Meeting - Review final draft budget (NOTE: This meeting is tentative. The meeting of March 30, 2022 will determine whether or not this meeting will be necessary).
June 1, 2022	Wed	6:00 PM	Regular Board Meeting - Budget presentation, Hearing, and possible adoption.

The above dates are subject to change. Meeting dates and times are posted on the District calendar and noticed.

# **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.

The background of the slide is a light gray gradient with several realistic water droplets of various sizes scattered across it. The droplets have highlights and shadows, giving them a three-dimensional appearance.

# **ENGINEERING COMMITTEE**

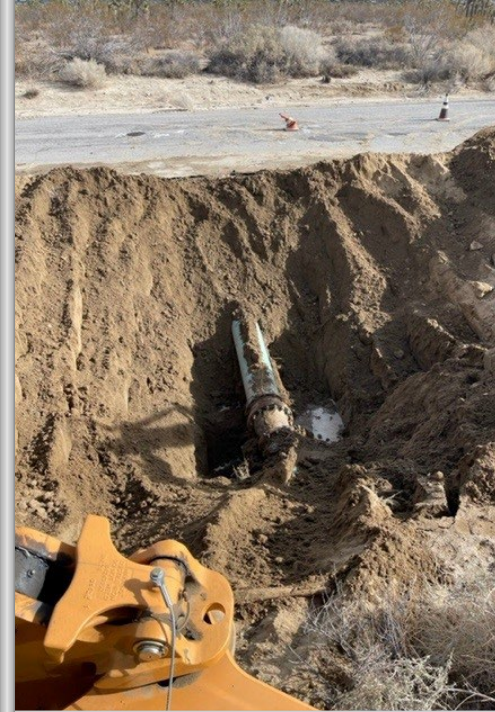
WELL 14, MESCALERO, WELL 2, AND WELL 10 WATER LINE BREAKS

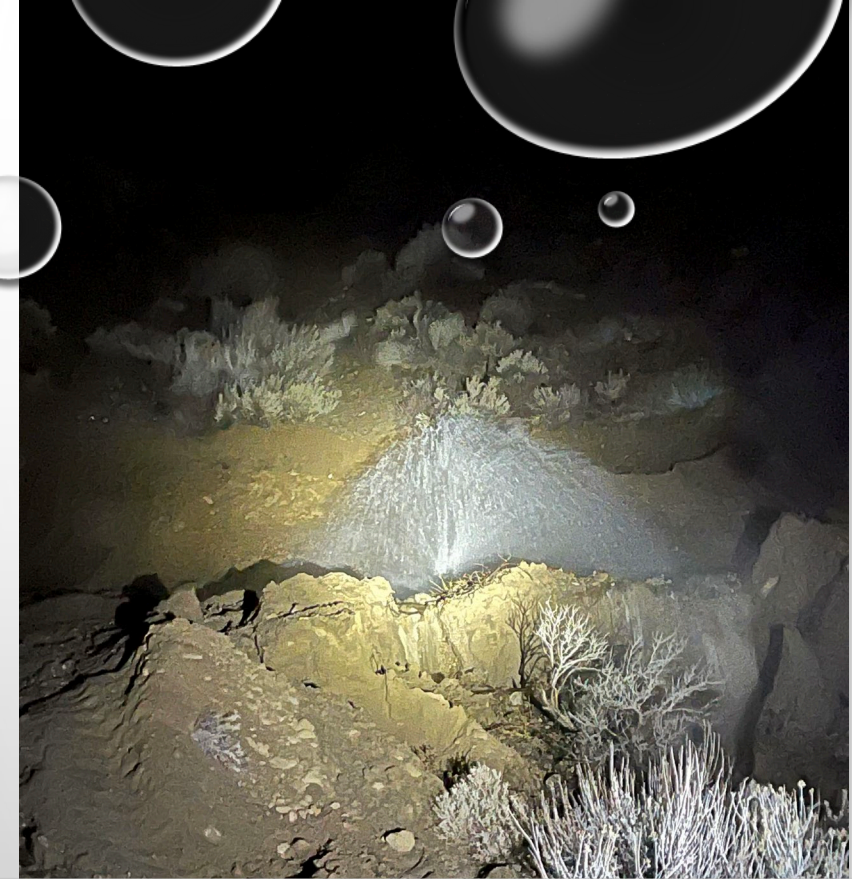
SMITHSON SPRINGS CLEANUP



# WELL 14 LEAK

- ON DECEMBER 29, 2021 A RUBBER ON THE GRIP RING WAS LEAKING ON A 12 X 16 INCH REDUCER COMING OUT OF WELL 14.
- THIS REDUCER TIES INTO A 16" MAIN RUNNING DOWN 263<sup>RD</sup>.
- CREWS REPAIRED THE LINE AS QUICKLY AS POSSIBLE.





# MESCALERO BREAK

- ON DECEMBER 31, 2021, WORK WAS BEING CONDUCTED FOR A PRIVATE PROPERTY OWNER AND A 6" MAIN LINE WAS HIT ON MESCALERO. CREWS RESPONDED IMMEDIATELY UPON BEING NOTIFIED.



- AFTER OVERCOMING SOME DIFFICULTIES, CREWS WERE ABLE TO SHUT OFF THE MAIN IN APPROXIMATELY 1 HOUR.
- APPROXIMATELY 125,000 GALLONS OF WATER WERE LOST.



# WELL 2 BOOSTER MAIN BREAK

- ON DECEMBER 9, 2021, THE STEEL MAIN FROM THE BOOSTER STATION AT WELL 2 FAILED.
- CREWS REPLACED THE LINE WITH PVC TO PREVENT ANY ISSUES WITH STRAY ELECTROLYSIS.

# WELL 10 BOOSTER MAIN BREAK

- ON JANUARY 6, 2022 THE STEEL MAIN FROM THE BOOSTER STATION AT WELL 10 FAILED.
- CREWS ALSO REPLACED THE LINE WITH PVC TO PREVENT ANY ISSUES WITH STRAY ELECTROLYSIS.



# SMITHSON SPRINGS CLEANUP

- IN THE MONTH OF DECEMBER 2021, CREWS CLEANED THE SMITHSON SPRINGS CANYON TO ALLOW UNIMPEDED FLOW.





## Water Operations Manager's Report December 2021

### 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	46 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.
UCMR 4	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 SOC	0 samples	As needed	All in compliance.
Nitrate as N	1 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.

<b>Total Monthly Production</b>	168.45 A. F. 8 % more than 2013
<b>2013 Monthly Production</b>	164.15 A. F.
<b>USA's Marked</b>	150
<b>Service Orders Completed</b>	583 service orders completed
<b>Main/Service Line Leaks</b>	8 service line leaks repaired. 2 Main line leak/ breaks repaired
<b>Hydrant Repairs/Replacements</b>	0 hydrant repaired/0 replaced
<b>Residential Meters Sold</b>	7
<b>Commerical Meters Sold</b>	0
<b>YTD Total Meters Sold (Calendar)</b>	95
<b>Construction Meters Out</b>	5
<b>Service Lines Replaced</b>	7

### Job Code Summary

<b>Job Code</b>	<b>Total Completed</b>
C-Lock - Lock	0
C-Read & Unlock-Open - Read & Unlock - Opening	9
C-Read & Unloc-OC-DM - Read & Unlock - Opening-OC-DM	31
D-Closing Read & Lck - Closing Read & Lock DO NOT USE	4
D-Closing Read-OC-DM - Closing Read & Lock-OC-DM DO NOT USE	1
M- Investigate Lock - Verfiy Meter Still Locked	4
M- Verify Acct Class - Verify Account Class	0
M- Water Audit - Audit Water Usage	1
M-Backflow - Backflow Information	0
M-Cost Estimate Req - Cost Estimate Request	0
M-Data - Data Log	4
M-Bees- Bees	0
M-Investigate Leak - Investigate Leak	0
M-Investigate No Wtr - Investigate No Water	1
M-Lock No N/O Info - Meter Locked No New Owner Info	29
M-Low/No Consumption - Investigate Low/No Consumption	3
M-Meter Leaking - Meter Leaking	0
M-Meter UTL - Buried - Meter UTL - Buried	0
M-Pressure Ck Hi-Low - Pressure Check Hi-Low	3
M-R/R Angle Stop - Repair/ Replace Angle Stop	0
M-R/R Gate Valve - Repair/ Replace Gate Valve	2
M-Read - Read (do not update Read)	3
M-Repair Svc Line - Repair Service Line	8
M-Repair/Install Box - Meter Box	3
M-Replace Serv Line - Replace Service Line	7



M-Stake Meter Loc - Stake Meter Location	2
M-Status - Status	18
M-Turn off-Cust Req - Turn off - Customer Request	7
M-UNLOCK – UNLOCK	3
M-Verify Leak Repair - Verify Leak Repaired	0
M-Water Loss Leak - Door Hanger Water Loss Leak	1
M-Water Quality Tast - Water Quality - Taste	1
S- Replace Register - Register Not Sending Signal	349
S- Meter Downsize - Meter Downsizing	0
Service Change - Service Status Change	0
S-Replace Mtr & Reg - Replace Entire Meter Max Life Usage	0
S-Replace Reg Hotrod - Replace Register Hotrod Died	23
S-Replace Register - Replace Register Mueller	0
S-Replace Mtr- Replace Entire Meter Bottom Seal Leaking	5
Grand Totals	583

### Summary of Current Projects

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

- Customer Portal for Smart Meters successfully deployed August 9th
- Well Soundings at all wells are being done monthly
- Smithson Springs last cleaned December 2021- Current flows 3 GPM Upper Weir, 3 GPM Lower Weir-play video
- Well 14 Production for December 0.109 AF, YTD 119.50 AF
- Valves and Hydrants Maintenance: 0 hydrants flushed and painted YTD Total-0
- Service line replacement program on target to meet current established goals. 7 Replaced 82 Calendar Year To Date, 33 Replaced Fiscal Year To Date
- Air-Vac maintenance & flushing program-3 Flushed & Maintanenced YTD-68 of 336 Total Project 20% Complete
- Cla-Val automatic controls valves being systematically rebuilt as a water conservation measure- 7 CompleteYTD Water savings from this project is 9.5 GPM and counting @ 5MG
- Water Meter Replacement Project- 2411 of 7050 Replaced – 34.2 % Complete
- Connection of PZ 5E to PZ 4E 6” intertie at Site 3C- 100% Complete

### Projects Completed

- Installation and Operation of Community Water Fill Station- 100 % Complete
- Connection of PZ 4E to PZ 3E 6” intertie at Site 2C- 100% Complete
- Well 9A Equipping and Outfitting for permanent production utilization- 100 % Complete
- Annual Reservoir interior cleaning and inspection- 100 % Complete
- Sanitary survey with CASWRCB DDW Engineer of District Facilities, All defeciencies corrected- 100 % Complete
- Well Meter and inter-tie Meter annual accuracy program FY 20/21- 100 % Complete
- Electrical Effeciency test performed @ every booster and well within the District- 100% Complete
- Oil Changes and greasing at all district wells 100% Complete Boosters 100 % Complete
- 84 Valves Turned this month as part of district Valve Exercising Program, 922 Year To Date Turned of 4291
- 5 Dead ends flushed of 317 = every year no matter what < No goal, this is mandatory
- 1936 hydrants = 0 flushed this Year To Date 0 Painted Goal is 968 annually, this is done Bi Annual
- Tank washouts of 1B-2,1B-1,3B,3C,1C-1 Complete

## Full Scale Sensus Implementation

The following are reasons I believe full scale implementation of the Sensus metering solution this coming fiscal year would benefit the District,

- Reduce Water Loss rate
- Potentially increase revenue with greater metered accuracy
- Reduce staff time replacing meters
- Eliminate staff time reading meters
- Reduce office staff time processing meter change-outs
- Eliminate field data logs
- Full scale customer portal access to all customers
- SB 1668 full scale implementation of 55 gallons per capita in 2023, District would be ahead of the curve
- Utilizing reading towers to capacity
- Eliminating field staff time spent on low/no flows, meter accuracy issues, and certain investigations would be able to be done from the office
- Potential increase in material and labor installation costs as inflation continues to increase at record rates, things are typically cheaper now rather than later
- No manufacturing defects or potential problems have surfaced with the 2300+ meters already deployed

## Mainline Repairs

8370 Mescalero mainline hit



Well 14 16" Mainline repair

