



REGULAR MEETING

OPERATIONS & CUSTOMER RELATIONS COMMITTEE

MONTECITO WATER DISTRICT

583 SAN YSIDRO ROAD

Monday, May 17, 2021

9:30 A.M.

Join by Teleconference:

<https://zoom.us/j/93452875385?pwd=N0UySER6c1J1eUZHZC9iaGg2RFIhUT09>

Tel: (669) 900-6833 Meeting ID: 934 5287 5385 Passcode: 668-526

AGENDA

1) CALL TO ORDER, DETERMINATION OF COMMITTEE QUORUM

2) PUBLIC FORUM

NOTE: This portion of the agenda may be utilized by any person to address the Operations & Administration Committee on any matter within the jurisdiction of the Committee. No consideration or discussion shall be undertaken by Committee members at this time on any item not appearing on this agenda except as permitted by the Ralph M. Brown Act. Discussion items receiving recommendations by the Committee, and/or items requiring action will be placed on the agenda of a future meeting of the Montecito Water District Board of Directors.

3) ITEMS FOR COMMITTEE CONSIDERATION

- * A. Review of FY2021 Capital Improvement Program;
- * B. Review of Proposed FY2022 Capital Improvement Program;
- C. Customer Communications & Public Relations;

4) ITEMS FOR A FUTURE AGENDA

5) ADJOURNMENT

Note: In accordance with Executive Orders N-25-20, N-29-20, and N-33-20, issued by the Governor of the State of California in response to COVID-19, in-person public participation at Montecito Water District meetings is suspended. The District has established alternative methods of participation which permit members of the public to observe and address public meetings telephonically and/or electronically. These methods of participation can be accessed through the internet link provided at the top of this agenda.

This agenda was posted on the District website, and at the Montecito Water District outside display case at 9:30 a.m. on May 14, 2021. The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, the District's programs, services or activities because of any disability. If you need special assistance to participate in this meeting, please contact the District Office at 805-969-2271. Notification at least twenty-four (24) hours prior to the meeting will enable the District to make appropriate arrangements.

Agendas, agenda packets, and additional materials related to an item on this agenda submitted to the Committee after distribution of the agenda packet are available on the District website.

** indicates attachment included for this item.*

**MONTECITO WATER DISTRICT
MEMORANDUM**

SECTION: 3-A

DATE: MAY 17, 2021

TO: OPERATIONS AND CUSTOMER RELATIONS COMMITTEE

FROM: ASSISTANT GENERAL MANAGER / ENGINEERING MANAGER

SUBJECT: REVIEW OF FY2021 CAPITAL IMPROVEMENT PROGRAM

RECOMMENDATION:

- Information only.

DISCUSSION:

The Board-adopted Fiscal Year (FY) 2021 budget included approximately \$3.3 million (\$M) in capital improvement program (CIP) projects to replace or retrofit critical District infrastructure. The \$3.3M includes \$1.4M in carryover from budgeted FY 2020 projects not completed due to disaster recovery and COVID-19 pandemic limitations. The remaining approximately \$1.9M includes new budgeted CIP projects.

The purpose of this staff report is to provide a year-end review the CIP program including completed projects, outstanding projects, and estimated carryover into FY 2022. The table in Attachment 1 provides a summary of the CIP projects, approved budgets, and total projected expenses at the end of FY 2021 and variances. It is estimated that \$2,765,000 of the total \$3.3M budget will be spent by year end, with approximately \$560,000 of carryover into FY 2022.

Key takeaways from the FY 2021 CIP program are as follows:

- The District replaced almost 2 miles of 1920s era cast iron water mains with new ductile iron water mains including replacement of all customer service lines with new copper service lines, new hydrants, and new resilient wedge gate valves along the alignment. This included 4,300 feet of new water mains on Santa Rosa, 3,900 feet of new water mains on Hot Springs, and 750 feet of new water mains on Fernald Point Lane. The Santa Rosa Water Main Replacement project was completed well under budget, allowing unused funds to be reallocated to other CIP needs.
- Production meters that measure water from treatment plants and groundwater wells were upgraded as part of a multi-year effort to upgrade all production meters to magnetic flow meters and this project is now complete. FY 2021 CIP included a project at Bella Vista Treatment Plant to add a large meter vault downstream of the treatment plant to measure treated plant effluent which had never been done before but is required to accurately quantify the volume of treated water entering the distribution system.

- Jameson Lake Solar and SCADA Upgrades – this project reconnected Jameson Lake flow and water quality data to SCADA and bolstered the power supply to the lake. The solar panels are now adequate to meet the power needs of the dam and structures on site and the batterie are inside an insulated garage which will extend their useful life.
- Through multiple projects, District staff and contractors made critical repairs and upgrades to piping, electronics, and equipment at reservoirs, groundwater wells, treatment plants, and pump stations for approximately \$250,000.
- Several projects were delayed due to the COVID-19 pandemic and will be included in FY 2022 carryover:
 - Juncal Dam Emergency Release Valve Modifications (design) – the consultant and their experts from around the United States were not able to travel to the site in FY 2021 due to COVID-19 travel restrictions, but will resume their work in July 2022. The majority of this contracted amount of \$119,500 will be carried over into FY 2022. Additionally, the Jameson Lake Safety Improvements project cannot be completed until the valve reconstruction is complete, therefore this project was not completed and will not be budgeted in the future until the valve project is complete which is likely to occur in FY 2023.
 - Fernald Point Lane Bridge Replacement Project – this project was delayed many years due to right of way conflicts but the County has awarded a contract for reconstruction of the bridge to begin in July 2022. This project has already been bid and awarded by the Board of Directors to Tierra Contracting for \$118,000 and work will begin in July 2022.
 - Well Backwash Recycling Systems – this project will recycle backwash water at Paden Well and Ennisbrook 2 well and avoid costly sewer charges. A conceptual design was prepared by staff but construction of this project did not occur in FY 2021 and therefore will be carried over to FY 2022.
- “Unbudgeted CIP” are additional projects outside of the FY 2021 CIP and include:
 - The Jameson Water Project was approved by the Board in December 2020 and was completed on budget.
 - The East Valley Water Main Replacement Project was postponed to FY 2022 due to permitting delays. The Hot Springs Water Main Replacement Project was reprioritized to FY 2021 and construction is underway. It is estimated that a portion of this project will be carryover to FY 2022.

ATTACHMENTS

1. Capital Improvement Program Financial Tracking Table

Item Description	FY21 Budget	Total Projected Expenses	Variance +/-	FY22 Carryover
PIPELINE REPLACEMENT				
Santa Rosa (San Ysidro to North Jameson Lane)	\$ 1,098,169	\$ 988,550	\$ (109,619)	\$ -
Highline Transmission Main (Romero Cnyn and Bella Vista)	\$ 100,000	\$ 97,106	\$ (2,894)	\$ -
Fernald Point Lane Water Main Replacement	\$ 160,000	\$ 162,793	\$ 2,793	\$ -
County Paving Valve Can Adjustments	\$ 140,000	\$ 134,500	\$ (5,500)	\$ -
Well Pump and Motor Replacement	\$ 25,000	\$ 19,534	\$ (5,466)	\$ -
Well Improvements (EB5 elec panel, Amap SCADA, EB2 PLC)	\$ 16,000	\$ 7,888	\$ (8,112)	\$ -
Romero PS AC unit	\$ 12,000	\$ 10,601	\$ (1,399)	\$ -
Production Meters - Repair and Replace	\$ 15,000	\$ 9,977	\$ (5,023)	\$ -
Highway 192 Paving Rehabilitation (from MWD Main Breaks)	\$ 40,000	\$ 39,625	\$ (375)	\$ -
Jameson Lake Solar Power & SCADA Improvements	\$ 70,000	\$ 86,365	\$ 16,365	\$ -
BVTP Improvements (pump, electronics,coatings)	\$ 31,000	\$ 34,880	\$ 3,880	\$ -
US 101 Crossing @ Sheffield (Planning and Design Only)	\$ 70,583	\$ 82,788	\$ 12,206	\$ -
Bella Vista Finish Water Meter Vault	\$ 25,000	\$ 82,125	\$ 57,125	\$ -
Ortega PS Hydro Tank Replacement	\$ 114,090	\$ 145,590	\$ 31,500	\$ -
Juncal Dam Emergency Release Valve Modifications (Design)	\$ 127,968	\$ 9,471	\$ (110,029)	\$ 100,000
Well Backwash Water Recycling Systems (to avoid discharge to sewer)	\$ 60,000	\$ -	\$ (60,000)	\$ 60,000
Jameson Lake Safety Improvements (Ladders, Safety Climb etc)	\$ 100,000	\$ -	\$ (100,000)	\$ -
Fernald Point Bridge Pipeline Replacement	\$ 100,000	\$ -	\$ (100,000)	\$ 100,000
Asphalt Paving Repairs ADDITIONAL CIP APPROVED BY BOARD	\$ -	\$ 100,000	\$ 100,000	\$ -
East Valley Road (Orchard to Freehaven) REPRIORITIZED TO FY22	\$ 1,000,000	\$ 19,161	\$ (980,839)	\$ -
TOTAL CAPITAL IMPROVEMENTS	\$ 3,304,810	\$ 2,030,953	\$ (1,265,388)	\$ 260,000

Item Description	FY21 Budget	Total Projected Expenses	Variance +/-	FY22 Carryover
UNBUDGETED CIP				
HOT SPRINGS ROAD WATER MAIN REPLACEMENT PROJECT REALLOCATED TO FY21	\$ -	\$ 679,226	\$ 679,226	\$ 300,000
JAMESON WATER PROJECT (BOARD APPROVED)	\$ -	\$ 55,674	\$ 55,674	\$ -
TOTAL UNBUDGETED CIP	\$ -	\$ 734,900	\$ 734,900	\$ 300,000

TOTAL CAPITAL IMPROVEMENTS	\$ 3,304,810	\$ 2,765,853	\$ (530,488)	\$ 560,000
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**MONTECITO WATER DISTRICT
MEMORANDUM**

SECTION: 3-B

DATE: MAY 17, 2021

TO: OPERATIONS AND CUSTOMER RELATIONS COMMITTEE

FROM: ASSISTANT GENERAL MANAGER / ENGINEERING MANAGER

SUBJECT: REVIEW OF PROPOSED FY2022 CAPITAL IMPROVEMENT PROGRAM

RECOMMENDATION:

- Information only.

DISCUSSION:

District staff have developed a proposed fiscal year (FY) 2022 Capital Improvement Program (CIP) budget as outlined in Attachment 1 for Committee consideration. The proposed CIP budget was developed using the projects included in the 5-year financial plan as a basis and modifying the project list based on current CIP needs. There are several FY 2021 projects that will not be completed by the end of FY 2021 and have been included in Attachment 1 as carryover projects.

The FY 2022 CIP program includes 5 categories of projects, as described below.

- **Pipeline Replacements** – the proposed budget includes six water main replacement projects. Two carryover projects from FY 2021 are the Fernald Point Lane Water Main Replacement Project and the Hot Springs Road Water Main Replacement Project in the amount of \$390,000. The largest pipeline project is the East Valley Road Water Main Replacement Project which will replace over 1 mile of 1920s era pipeline on Highway 192 from Romero Canyon to Freehaven. Two projects involving US-101 are required by Caltrans to relocate District water mains under US-101. The last project is the replacement of a 700-foot section of water main on East Valley Road near Mount Carmel Church that has experienced six main breaks in the last five years, causing traffic delays, and incurring significant repair costs.
- **Reservoir Rehabilitation and Replacements** – the majority of the projects under this category have been eliminated due to the District’s pursuit of \$15.5M in grant and low interest funding for the replacement or retrofit of eight out of nine District reservoirs. This project includes cleaning of three reservoirs as required by the state and the installation of two mixers inside reservoirs to improve water quality.

- **Pumping, Wells, Valving and Treatment** – this category includes two carryover projects, one at Juncal Dam and one at the groundwater wells in the amount of \$150,000. The remaining \$340,000 of proposed work includes improvements at Bella Vista Treatment Plant, the groundwater wells, pump stations, and pressure regulators. It should be noted that the chlorine pump replacement at Ortega Pump Station will be a 50% cost share with Carpinteria Valley Water District.
- **Other** – this category includes design and permitting of a new emergency operations center and shop area in the back lot of the District property at 583 San Ysidro Road. The existing structures are dilapidated and have reached the end of their useful life. The budget includes funding for a consulting engineer/architect to design and permit the new structure(s). The proposed budget also includes the 25% cost share for a new generator at Barker Pass Pump Station and additional storage building at Bella Vista Treatment Plant.
- **Equipment** – this category includes three vehicles from FY 2021 that were not able to be manufactured due to a worldwide shortage of computer chips due to the COVID-19 pandemic. There are two additional distribution vehicles that have reached the end of their useful life that are included in the FY 2022 CIP budget.

In summary, the proposed FY 2022 CIP budget included approximately \$700,000 in FY 2021 carryover and \$2.60M in new infrastructure projects. The 5-year financial plan budgeted amount for FY 2022 was \$2.24M.

ATTACHMENTS

1. Proposed FY 2022 Capital Improvement Program Budget

FY 2022 CAPITAL IMPROVEMENTS

Item Description	FY 2021 Carryover	FY 2022 Requests	Total Proposed Budget
PIPELINE REPLACEMENT			
ENGINEERING - East Valley Road Water Main Replacement Project (Orchard to Freeh)	\$ -	\$ 1,500,000	\$ 1,500,000
ENGINEERING - Hot Springs Road Water Main Replacement Project	\$ 300,000	\$ -	\$ 300,000
ENGINEERING - Fernald Point Bridge Pipeline Replacement	\$ 100,000	\$ 20,000	\$ 120,000
ENGINEERING - US101 Segment 4C Crossing Design Phase (55% SBCAG cost share)	\$ -	\$ 45,000	\$ 45,000
ENGINEERING - US101 Butterfly Lane Pipe Relocation	\$ -	\$ 70,000	\$ 70,000
ENGINEERING - HWY 192 Water Main Replacement at Cota Lane	\$ -	\$ 200,000	\$ 200,000
TOTAL PIPELINE REPLACEMENT	\$ 400,000	\$ 1,835,000	\$ 2,235,000
RESERVOIR REHABILITATION / REPLACEMENT			
TREATMENT - Reservoir Cleaning at Terminal, Buena Vista and Hot Springs	\$ -	\$ 10,000	\$ 10,000
TREATMENT - Reservoir Mixers at Buena Vista and Hot Springs	\$ -	\$ 36,000	\$ 36,000
TOTAL RESERVOIR REHABILITATION / REPLACEMENT	\$ -	\$ 46,000	\$ 46,000
PUMPING/WELLS/VALVING/TREATMENT			
TREATMENT - Pump Station Pump and Motor Replacement	\$ -	\$ 10,000	\$ 10,000
TREATMENT - Replace Office Generator	\$ -	\$ 75,000	\$ 75,000
TREATMENT - Bella Vista Treatment Plant Improvements (hypogen, cl pump, loader)	\$ -	\$ 75,000	\$ 75,000
TREATMENT - Doulton Treatment Plant Improvements	\$ -	\$ 40,000	\$ 40,000
TREATMENT - Ennisbrook 5 Updates (VFD, storage, cl analyzer)	\$ -	\$ 10,000	\$ 10,000
TREATMENT - Ortega Chlorine Pump Replacement (50% share w/ CVWD)	\$ -	\$ 10,000	\$ 10,000
TREATMENT - Bella Vista Treatment Plant PLC Upgrade	\$ -	\$ 100,000	\$ 100,000
TRANSMISSION & DISTRIBUTION - Pressure Regulator Repairs	\$ -	\$ 20,000	\$ 20,000
ENGINEERING - Juncal Dam Emergency Release Valve Modifications (Design)	\$ 100,000		\$ 100,000
ENGINEERING - Well Backwash Water Recycling Systems	\$ 60,000		\$ 60,000
TOTAL PUMPING/WELLS/VALVING/TREATMENT	\$ 160,000	\$ 340,000	\$ 500,000
OTHER			
TRANSMISSION & DISTRIBUTION - Emergency Operations Center/Shop Area Design	\$ -	\$ 150,000	\$ 150,000
ENGINEERING - Barker Pass Generator Grant Match (25%)	\$ -	\$ 30,000	\$ 30,000
ENGINEERING - Right of Way Asphalt Repairs (from MWD Main Breaks)	\$ -	\$ 50,000	\$ 50,000
TREATMENT - Bella Vista Storage Building	\$ -	\$ 50,000	\$ 50,000
TOTAL OTHER	\$ -	\$ 280,000	\$ 280,000
EQUIPMENT			
TRANSMISSION & DISTRIBUTION - Vehicle #177 Replacement	\$ -	\$ 44,000	\$ 44,000
TRANSMISSION & DISTRIBUTION - Vehicle #158 Replacement	\$ -	\$ 55,000	\$ 55,000
TRANSMISSION & DISTRIBUTION - Service Truck #152 3/4 ton	\$ 55,000	\$ -	\$ 55,000
TRANSMISSION & DISTRIBUTION - Work Truck #151 1/2 ton	\$ 40,000	\$ -	\$ 40,000
TREATMENT - Service Truck #143 3/4 ton	\$ 55,000	\$ -	\$ 55,000
TOTAL EQUIPMENT	\$ 150,000	\$ 99,000	\$ 249,000
TOTAL CAPITAL IMPROVMENTS	\$ 710,000	\$ 2,600,000	\$ 3,310,000