

**UTILITY COMMISSION
MINUTES
Monday, March 11, 2019**

A regular meeting of the Lompoc Utility Commission was held in the Council Chambers and was called to order at 6:00 p.m., Monday, March 11, 2019.

ROLL CALL:

Utility Commissioners Present: Chairperson Bob Holloway
Commissioner Robert Dunlap
Commissioner John Linn
Commissioner Jerry Nyman
Commissioner Leah Braitman

Staff Present: Brad Wilkie, Utility Director
Tikan Singh, Electrical Utility Manager
Shaun Ryan, Water Superintendent
Theresa Luna, Office Staff Assistant IV

Audience: Councilmember Mosby
Residents: Nick Gonzales
Marie Aguinaga

APPROVAL OF MINUTES:

On motion by **Commissioner Braitman** and seconded by **Commissioner Nyman**, the meeting minutes of February 11, 2019 was approved on a voice vote of 5 ayes.

AUDIENCE COMMUNICATIONS: None

STAFF REPORTS:

1. Brad Wilkie, Utility Director reported the Utility Division's Updates will be part of the Utility Commission Agenda package and will be mailed to Utility Commissioners ahead of the Utility Commission meeting.
1. Rich Gracyk, Broadband Administrator provided a summary on the Broadband Division. Leak Detection mailings were sent. Water ERT replacements were completed. Staff replaced 30 – 60 ERTS with 100W ERTS, which reduced the number of misreads by 25-30%. Staff are working on upgrades to the Broadband services at the River Park campground, providing higher level of service for the campers. Staff are continuing Tyler training on the City's billing system for work on the Meter Reading System.

UNFINISHED BUSINESS:

1. Electric Utility – Update

Tikan Singh, the Electric Utility Manager reported, this month, staff energized Receiving Station's Transformer #1, (T-1). T-1 was shut down because of high

concentrations of combustible gases in one of its components, the Load Tap Changer (LTC). Upon further investigation, it was determined that this particular type of LTC does operate and produces high levels of combustible gases and was determined to be operable. On a regular basis, staff will monitor the levels of combustion gases on the LTC.

In addition, Mr. Singh reported that the Electric Crews are replacing deteriorated power poles on the south side of Lompoc. In the last month, city had two new solar PV installations 1) Alan Hancock College and 2) A residential install. The residential install was not authorized and permitted by the city. Electric and city staff is working with the customer to resolve the issue.

Mr. Singh provided the following link to the Utility Wildfire Mitigation Plan Workshop, <http://www.cpuc.ca.gov/General.aspx?id=6442460388>.

The Utility Wildfire Mitigation Plan Workshop discussed the investor owned utilities, PG&E, Southern California Edison, and San Diego Gas and Electric, wildfire mitigation plans. With the link Mr. Singh provided an audio of these meetings can be reviewed.

With the Wildfire Mitigation Plan, if a wildfire occurred, there is a possibility that PG&E could de-energize electric lines servicing Lompoc. Staff has raised this concern with PG&E and other responsible parties. Mr. Wilkie reported the Utility Billing Department keeps a list of customers who are on medical equipment and would notify these customers of this event.

2. Water System Activities – Update

The Acting Water Superintendent, Shaun Ryan, reported since the last Utility Commission meeting on February 11, 2019, the Water Treatment Plant (WTP) has treated 77.1 million gallons of fresh clean drinking water, which is 2.7 million gallons per day. For January 2019, the WTP's daily residential usage has been consistently below 50 GPCPD (gallons/per capita per day). The WTP's target, set by the State of California for 2022 is 55 GPCPD. The WTP's laboratory collected and processed 88 routine bacteriological samples from the Plant's distribution system with zero positive bacteria samples reported. The Water Treatment Plant recorded 4.48" of rain from 2/11/19-3/11/19.

Staff from the Water Meter Shop have replaced and upgraded 50, 100W ERT's water meters, 2 meters were replaced, and 11 meter boxes were assessed. Each meter box was maintenance for mortar on the bottom of the meter box and wire replacement.

The Water Division will be finishing its annual maintenance of the WTP this week for Basin #1 and is slated to begin Basin #2 maintenance the first week of April 2019. Basin #2 will be drained, assessed and will repair any issues in the flocculation, sedimentation, and re-carbonation portions of the treatment

process. During this time, staff will be utilizing the other half of the plant to stay in service and continue to process the Plant's daily demand of water. The Water Division completed its Tri-Annual Sanitary Survey from the State Water Resources Control Board on February 27, 2019.

Mr. Ryan reported on the hit and run auto accident at Well #1. The City paid the deductible to the City's insurance fund and also received a check for a claim of \$48,000. Staff is now working with contractors to get the well up and running within the next couple of months. The City Attorney is pursuing getting back monies from the offender for damage to Well #1.

Mr. Ryan provided a handout on 2018 groundwater wells and reviewed its contents.

Commissioner Linn asked Chairperson Holloway if he could offer information to Utility Commission members. In his efforts to learn about water and wastewater, he found a report from 1999 that was provided by Navigant Consulting. This report explains how the impact of Lake Cachuma has had on the Total Dissolved Solids (TDS) in the City of Lompoc's wells and estimates what that cost has been. From 1963, when it was first commissioned until 1994 when this report ends, it cost the City of Lompoc an additional \$3.5 million dollars of additional treatment costs. Mr. Linn offered to send a copy of this report to Utility Commissioners and staff.

Mr. Linn also has a copy of the Wastewater Treatment Plant Study which was done in 1997 and updated in 2012. Mr. Linn stated that this Study reviews the sedimentary in the City's Wastewater System and where it comes from. The outflow of the Wastewater Treatment Plant now has a TDS flow of 810 and in another report the TDS went up to 160 from 1963-1964. As a result from Cachuma operations, there is a 20% increase in sedimentary outfall from the Water Treatment Plant. The City now has extra requirements from the result of TDS being higher at the Wastewater Treatment Plant. It was further stated there was a change to the water after these studies were done.

According to Water Division staff, there is no lead in the City's well water nor in any of the service water lines in the City's distribution system.

Commissioner Nyman presented a question to the Utility Commission. "How useful is it for this commission to review the water and wastewater division's treatment of water and wastewater in these meetings? There is so much information that is being reviewed by the Utility Commissioners.

Commissioner Linn reported the total dissolved solids (TDS) was the most important information to learn about water and wastewater.

Brad Wilkie, Utility Director reported the City of Lompoc's Water Quality Report is done on an annual basis and is posted on the City's website.

3. Wastewater System – Update

Brad Wilkie, Utilities Director reported last week a contract firm was invited to visit the Wastewater Treatment Plant for consideration of a Contract Wastewater Superintendent. Human Resources is actively working on a recruitment for a Wastewater Superintendent and the position closed on March 8, 2019. Once Human Resources has reviewed the list of applications of eligible candidates, an interview panel will be arranged. This process may take up to 1-4 months to complete. For this interim period, it is recommended a contract Wastewater Superintendent be hired to assist Wastewater Supervisors with direction on Wastewater Plant operations.

The County of Santa Barbara (CSB) are initiating a replacement of the Floradale Bridge in the 2019/2020 Budget. The City of Lompoc's Engineering and Wastewater staff have been assisting Floradale Bridge Contractors because there are two pipes on Floradale Bridge occupied by the City of Lompoc's Wastewater Treatment Plant's partners. One of the pipes comes from Vandenberg Air Force Base (VAFB) and the other pipe comes from Vandenberg Village CSD. These pipes will need to be replaced at the same time CSB is replacing the bridge. They will replace the bridge, but anything related to the pipes, they will not pay for. VAFB is taking responsibility and will pay for their pipe. The pipe coming from Vandenberg Village, CSD, and the City of Lompoc takes ownership of the pipe north of the Floradale Bridge, but is still for Vandenberg Village, CSD. Vandenberg Village, CSD will be paying for costs related to the pipe, but the City of Lompoc's Engineering Department staff plan, bid, and supervise the work.

The City of Lompoc is taking advantage of this opportunity of Floradale Bridge being replaced, because on the Lompoc's Prison side, it's been deemed it needs replacement. There will be 1,000 feet of pipes that will be replaced above the Floradale Bridge, the pipes along the Floradale Bridge, and after the Floradale Bridge where a Monitoring Station is located. This Monitoring Station records and tracks how much sewer usage is coming from each entity into the Wastewater Treatment Plant for processing and the billable charges for this usage are based on TSS, ELD, and volume charges recorded at the Monitoring Station. Last week there was a meeting with VAFB, Vandenberg Village CSD, the City of Lompoc, and the contractor who designed the Wastewater Treatment Plant, Brown and Caldwell, Inc. to coordinate this work.

Commissioner Linn reported there were two business that contacted him and asked what the City of Lompoc's process is for filing an appeal with regard to the grease interceptor and salt issues. One business customer came to City Hall today and was told he couldn't file an appeal. Mr. Wilkie reported he briefly had this conversation with the City Clerk regarding this item and he will get back to Commissioner Linn. He believes at the City Council level they asked for a staff report explaining all of the appeal processes.

Mr. Linn stated Wastewater Staff were pressuring these businesses into working on grease interceptors and salt issues right away. Particularly in a case of a small mini-market, where it would be an \$8,000 fix just to sell some hot dogs.

The other business, which is a national franchise (who had 400 other locations), were asked how many other locations had to install a grease interceptor, they replied none, only the Lompoc location.

As stated by Mr. Linn, the notification of violations these businesses received did not meet the requirements of the City Code, which would have allowed them to make an appeal to the Utility Director for consideration. The only recourse these businesses have is to appeal it to the City Council. P.J.'s Deli is currently in the middle of an appeal process and there are other businesses interested in the City's appeal process.

4. Solid Waste – Update

Mr. Wilkie reported in addition to what Mr. Quinlan provided in his update, staff has submitted a Notice of Completion to the State of California Department of Resources Recycling and Recovery (CalRecycle) to finish up the \$1,000,000 CalRecycle Loan that was obtained to finance the \$1,500,000 construction project of the Landfill Gas Collection System. This loan allows the City of Lompoc to payoff it off in the next 10 years with 5 and 2/3% interest. The balance of the Landfill Gas Collection System loan disbursement balance is approximately \$40,000.

Keith Quinlan, Solid Waste Superintendent provided an update from the Solid Waste Division on diversion and disposal activities at the Landfill for the month of January 2019 and for 2018 curbside collection totals of recycling, greenwaste, and cardboard.

The Landfill received 4,020 tons of trash, recycling, and greenwaste for the month of January 2019. The total tons recycled were 703 tons and the total tons disposed were 3,317 tons. The Landfill saw a 7.1% increase in trash tonnages for January 2019 over January 2018 tonnages.

Solid Waste Collections diverted or recycled 2,524 tons of recycle (blue lid container), 2,602 tons of greenwaste, and 809 tons of Cardboard from Lompoc residents and businesses, for calendar year 2018.

ORAL COMMUNICATIONS (2 MINUTES MAXIMUM):

Nicholas Gonzales, resident of Lompoc reported he has not received notification of water leaks for his rentals. Staff stated that if the water leak occurred for 24 hours for 7 days that he would receive a postcard notifying him of a water leak. Water leaks affects sewer and electric charges.

Mr. Gonzales states, in the last 24 months, he has paid \$1,000 in water bills due to water leaks over and above his normal usage. If he does a statistical analysis based on the City of Lompoc's water system on a whole, he would say the system is broken, not functioning, and a great financial impact on households in the City of Lompoc. He will work with the Water Conservation Division staff, one more time and if that doesn't work, he will go to the media and social media to his express concern. Mr. Gonzales reported over the last two years, staff has changed the conservation rebates. He asked for the written policy of the Leak Detection Rebate.

ACTION: Commissioner Linn motioned to add the Procedures for Water Leak Postcard Notifications to the April 8, 2019 Utility Commission meeting. Commissioner Dunlap seconded the motion.

Brad Wilkie, Utility Director will review Mr. Gonzales' request to find out why he didn't receive a postcard for a water leak. Mr. Gonzales provided addresses for the water leaks. The addresses are as follows: 708 East Ocean Avenue, a single family unit, 521 North L Street, a four-plex, and 716 North F Street, a five-plex.

Shaun Ryan, Acting Water Superintendent reviewed different types of reporting and data points to the Automated Meter Reading System. He reported the City received grant money for water conservation programs and 100ERT meters were replaced. Staff have been reviewing projects for the grant money and upgrading ERT meters is something to consider. Mr. Wilkie reported staff began replacing water meters 20 years ago and it may be necessary to begin this process all over again. This would be an economic benefit for the City of Lompoc as meters age and become slower. The cost is approximately less than \$50 to change out 100W ERT water meters. Mr. Wilkie stated the cost to go through the process for replacement of water meters would be approximately \$200-\$300 a meter.

1. Mr. Gonzales reported on the problem of illegal dumping into trash cans. He finds hazardous waste, such as old televisions, oil containers, tires, paint that the Landfill won't accept in trash cans. He has installed security cameras to get the license plate's numbers of people who are illegal dumping into trash cans.

Code Enforcement Officers send letters to property owners to report this illegal activity and it shouldn't be the responsibility of property owners. The Code Enforcement Officers should check with tenants when they move out because they leave trash in alleys and overfill trash containers. Mr. Gonzales reports the illegal dumping could be property management companies.

2. Marie Aguinaga resident and Real Estate Broker, asked if high density areas such as the 500 blocks of L, M, Streets and the 700 blocks of D, E, and F Streets could have more trash containers and have staff service this area more often. She drives by these areas and the trash containers are overfilled and trash is all over the alleys. This area is across from the Lompoc High School and children have to come across this trash filled areas. She invited the Utility Commission to drive by the areas she reported before the next meeting, and she will come to the next meeting with pictures of the trash. The alleys also have potholes and she was afraid she was going to get a flat tire. Mrs. Aquinaga requests the potholes get repaired.

Commissioner Linn reported the issue here is that some property owners chose not to have frequent trash pickups or not enough trash containers. Mr. Linn questioned staff if the City has the ability to require rental property owners to add more trash pickups or trash containers if they are creating a public nuisance? Mr. Wilkie stated the City Ordinance does state that property owners should have the level of capacity necessary to service a residence.

NEW BUSINESS:

1. Approval from City Council to change the starting time for Utility Commission meetings to begin at 5:00 p.m. – **Action**

Mr. Wilkie reported after research with the City Manager, there are no other City commissions that provide food for a commission. Therefore, food will no longer be available at the Utility Commission meetings.

Commissioner Braitman asked staff if they would like the starting time for the Utility Commission meetings to begin at 5:00 p.m. If the Utility Commission were to begin at 5:00 p.m. there will only be four managers attending the Utility Commission meetings and the office staff assistant's overtime would be reduced because she leaves at 5:00 p.m. Mr. Wilkie stated it is up to the Utility Commission if they want to ask City Council to change the Utility Commission's meeting time to 5:00 p.m. Commissioner Linn stated that some members of the public would not be getting off of work until 5:00 p.m. so it would be hard for them to attend the 5:00 p.m. Utility Commission meeting. Commissioner Linn asked for a compromise by setting up the Utility Commission meeting at 5:30 p.m. because oral communications is at the end of the meeting and would give the public enough time to come to these meetings.

Mr. Wilkie reported procedurally, it is required that staff ask City Council for their approval and City Council's handbook would indicate the Utility Commission's meeting time change. It would be a three week process if the City Clerk can get this item on the City Council's Agenda for April 5, 2019. The May 13, 2019 Utility Commission meeting could begin at 5:00 p.m.

The Utility Commission recommended changing the Utility Commission's meeting time to 5:00 p.m. with the understanding that if the Utility Commission will stay a little over in case any public shows up.

ACTION: Vice-Chair Nyman moved to ask City Council to change the starting time for Utility Commission meetings to begin at 5:00 p.m. for the May 13, 2019 Utility Commission meeting. The motion was seconded by Commissioner Braitman and it carried unanimously on a voice vote of 5 ayes.

COMMISSIONER REQUESTS:

1. Commissioner Linn motioned to add the Procedures for Water Leak Postcard notifications to the April 8, 2019 Utility Commission meeting Agenda for review. Commissioner Dunlap seconded the motion.
2. Commissioner Linn reported thinking back around two years ago, when the Capital Improvement Plan all of sudden showed up at the City Council meeting with a bunch of things the Utility Department's hadn't ask for and he would like to get ahead of it this time. When Mr. Wilkie completes the Capital Improvement Plan and Vehicle and Fleet Acquisition Plan for Utilities. Mr. Wilkie reports the division that is driving this information is Finance and he will figure out how far along they are with the process.

Action: Commissioner Linn motioned to have staff bring the Capital Improvement Plan and Vehicle and Fleet Acquisition Plan for Utilities to the next Utility Commission meeting for review to the April 8, 2019 Utility Commission meeting. Commissioner Dunlap seconded the motion.

Chairperson Holloway inquired about the Utility's budget. Mr. Wilkie reported at the staff level, the budget input to the operational detail into the system was due by March 27, 2019. The Finance Division is working on how much time there is to get the finished product done and out for review. The City Manager will be the one to drive the Budget when it's available for review. Legally the City of Lompoc's Budget will need to be adopted by January 1, 2020. The Draft Budget should be available in one of the City Council meetings in May 2019. As far as the Vehicle and Fleet Acquisition Plan for Utilities will be reported different than the last budget cycles because the Utility Division's still pay for their share of vehicles maintenance costs, but for the purposes of vehicle replacements, none of the large utilities will share with any other utilities or with any other part of the City to have the replacements. Each division is on their own in making sure they have enough funds to pay for the replacement of vehicles that are deemed necessary going forward. Solid Waste will need to keep their fleet in tack for collection vehicles, they usually get 2-3 a year and will also make sure they have the right equipment. Looking forward, Divisions are making sure there are adequate funds before replacement of vehicles.

Mr. Linn reported in the case of Solid Waste, within the last 10 year period they paid why more than they got back. He states there will need to be some backup accounting for some period of time to meet the standards of the law. Mr. Wilkie will report Mr. Linn's statement to the Finance Department. Mr. Wilkie reported that he thought Solid Waste had one vehicle that was being acquired from the 2017-2019 budget and was unsure if it was delivered yet. Mr. Linn asked if the revenue from used vehicle sales would be going back to the Utility that the vehicle belonged to. Mr. Wilkie reported if the vehicle was not part of the trade in for the vehicle, then the City Code has a methodology on how it is allocated for the surplus and \$2,500 or \$5,000 goes to the surplus process that is done through the Purchasing Division where the funds came from. Mr. Linn asked \$2,500 to sell a vehicle? He reported there is service a company provides that sells surplus vehicles for the State of California and for cities that charge less. Mr. Wilkie reported it's not based on cost it's based on what the City Code states. Mr. Linn asked Mr. Wilkie to email him this section of the City Code. Staff goes through an RP to sell a vehicle just like when a vehicle is purchased. Any surplus funds are distributed to as many funds as possible.

WRITTEN COMMUNICATION:

- a. City of Lompoc Above and Below Narrows Cachuma Water Storage Accounts with Monthly Rainfall Count and Static Level Totals – **UB-2**

A motion was made by **Vice-Chair Nyman** and seconded by **Commissioner Dunlap** for adjournment. The Commission adjourned the meeting at 7:44 p.m. on a voice vote of 5 ayes.

ATTEST:

Robert Holloway, Chair
Utility Commission

Brad Wilkie
Utility Director