

**UTILITY COMMISSION  
MINUTES  
Monday, August 13, 2018**

A regular meeting of the Lompoc Utility Commission was held in the Council Chambers and was called to order at 6:02 p.m., Monday, August 13, 2018.

**ROLL CALL:**

Utility Commissioners Present: Chairperson Bob Holloway - Absent  
Vice-Chair Robert Dunlap  
Commissioner John Linn  
Commissioner Janet Blevins  
Commissioner Jerry Nyman

Staff Present: Tikan Singh, Utilities Director (Acting)/  
Electrical Utility Manager  
Robert Archer, Acting Wastewater Superintendent  
Shaun Ryan, Acting Water Superintendent  
Keith Quinlan, Solid Waste Superintendent  
Rich Gracyk, Broadband Services Administrator  
Melinda Wall, Financial Services Manager  
Jennifer Main, Utility Conservation Coordinator  
Susan Zavolta, Senior Utility Admin. Analyst  
Theresa Luna, Office Staff Assistant IV

Audience: Stacey Haddon, City Clerk, City of Lompoc

**APPROVAL OF MINUTES:**

On motion by **Commissioner Blevins** and seconded by **Commissioner Linn**, the meeting minutes of July 9, 2018 was approved on a voice vote of 4 ayes and 1 absent.

**AUDIENCE COMMUNICATIONS:** None

**STAFF REPORTS:**

**UNFINISHED BUSINESS:**

**1. Electric Utility – Update**

The Electrical Utility Manger, Tikan Singh, provided a handout on the City of Lompoc's 2017 Power Content Label and reviewed its contents.

Commissioner Linn asked staff to report on how many hours the Lodi Energy Center ran at the next Utility Commission meeting.

## **2. Water System Activities – Update**

The Acting Water Superintendent, Shaun Ryan, reported since the last Utility Commission meeting on July 9, 2018, the Water Treatment Plant (WTP) has treated 150.9 million gallons of fresh clean drinking water, which is 4.6 million gallons per day. The WTP recorded 0.0” of rain for the month of July 2018.

The Water Main Replacement Program (WMRP) budget cycle for this year is in the design stage with Filipino Engineering doing the work for the next section of replacement of 4” substandard lines.

The Water Treatment Plant’s Laboratory completed their annual testing for disinfectant by-products, both Tri-Halomethane’s (THM’s) and Halo Acetic acids (HAA’s) were non-detect for the water system. They also began their third quarter of UCMR4 testing for Tri-chloropropane (1, 2, 3 TCP).

The 5 year replacement of the Water Treatment Plant’s battery back-ups have been completed for the entire WTP and all its satellite sites.

Staff has started organizing sanitary survey recommendations from the State Water Resources Control Board at two of the WTP’s steel tank reservoirs, “O” Street and Miguelto Reservoir. These recommendations were to install air gaps on the WTP’s overflow pipes and for minor spot corrosion treatment to the roofs. These projects have all been completed and staff are waiting for the WTP’s next Sanitary Survey in the spring of 2019.

Distribution staff performed their routine flushing of the distribution system for water quality as well as the designated 5 dead ends, which are scheduled for bacteriological samples this week.

## **3. Wastewater System – Update**

The Acting Wastewater Superintendent, Robert Archer, reported the Wastewater Plant processed 3 million gallons of water per day, which is about a 99% removal rate. Staff has been working on projects such as draining and cleaning the Oxidation ditch, which is a two million gallon tank, with an irrigation system at the bottom. The Oxidation ditch will be back in operation sometime in September 2018. The Wastewater Treatment Plant is running smoothly.

## **4. Broadband Project – Update**

The Broadband Administrator, Rich Gracyk, reported staff has repurposed the abandoned cell site at JM Park; and staff is slowly migrating city radio equipment to the new site. This site provides backhaul service to customers on the east side of the City.

Staff has provided a substantial upgrade to the wireless connection serving the Landfill. There have been questions regarding the internet connection for the flare at the Landfill. Staff is working with the engineering consultant on this issue.

There were some minor problems with the Itron software regarding some of the reports. When Itron fixed the quirks something broke, Itron is now fixing these issues. Staff has been working with Itron to solve the glitches.

Leak Report postcards were mailed out last week. Information on leak detection and repair are listed on the Leak Report postcards. Staff has been able to solve a few leak detection problems. There were 129 water leaks on the current report.

The percentage reading of installed AMR meters to date are as follows: Electric 99.42% and Water 97.36%. Two additional cell meters have been installed.

Vice-Chair Dunlap, asked staff if 129 water leaks was a high figure. Mr. Gracyk reported there are 10,000 water connections; therefore, 129 water leaks are not that high.

## **5. Conservation – Update**

The Conservation Coordinator reported that to encourage more participation in energy and water conservation programs, a colored quarter page ad ran in the Lompoc Record on Sunday, August 5, 2018, in the Special Edition of “Living in the Lompoc Valley”.

She also stated that an additional advertisement about the new leak detection and repair rebate program will be placed on utility bills during the month of August. She has received a good response to the press release about the leak detection and repair rebate program issued on July 2, 2018.

Commissioner Blevins asked staff if there was a rebate to help customers replace grass with drought tolerant plants. The Coordinator reported that there was a rebate program offering up to \$1,000.00 to replace grass with a drought tolerant landscape. The rebate application is available on the Conservation webpage.

## **6. Solid Waste – Update**

The Solid Waste Superintendent, Keith Quinlan, reported the Landfill received 4,097 tons for the month of June 2018, which was for trash, recycled materials, and green waste. The total tons at the landfill were 3,239 tons. The total tons recycled were 856. The Landfill saw a 4.8% decrease in trash for June 2018, compared to June 2017 tonnages.

Mr. Quinlan reported for Fiscal Year 2017-2018 the Landfill received 47,403 tons of trash, recycled materials, and green waste. The total tons recycled were 10,989 and the total tons disposed was 37,514. This was a 1% decrease compared to 2016/2017 tonnages.

For the month of July 2018, the Landfill recycled 452 mattresses. For the month of June 2018, 631 mattresses were recycled. During the first half of 2018, the total mattress diverted from the Landfill for recycling was 3,329. Since the recycling mattress program's inception, the Landfill has recycled more than 10,000 mattresses from disposal into the Landfill.

In regards to Commissioner Blevins inquiry, Mr. Quinlan reported the City of Lompoc does not offer a residential composting collection program. The State of California passed a bill for a Mandatory Organics Recycling Program for commercial businesses. This bill requires a 50% organics reduction by 2020 and by 2025 a 75% organics reduction. At that time, customers could potentially see a residential composting collection program available.

## **7. Finance – Update**

The Financial Services Manager reported discussion occurred between City staff to move forward with the plan of the Solid Waste Rate Study. Staff has reached out to the previous contractor, but have not heard back from them.

Next week, training of the Tyler payroll/timekeeping will occur for all City of Lompoc staff.

## **NEW BUSINESS:**

### **1. City Attorney's recommendation of recording and retaining three years' worth of Utility Commission minutes.**

The City Attorney reports there are no city requirements to have audio recordings of the Utility Commission meetings.

Commissioner Linn asked if staff knew the process for recording the Economic Development meetings. Stacey Haddon, City Clerk, reported there is no formal process for recording minutes in the Economic Development meetings.

Vice-Chair Dunlap asked to continue this item to the next Utility Commission meeting.

## **COMMISSIONER REQUESTS:**

**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 **Commissioner Linn** and seconded by **Commissioner Nyman** for adjournment. The Commission adjourned the meeting at 6:41 p.m. on a voice vote of 4 ayes 1 absent.

**ATTEST:**

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Robert Dunlap, Vice-Chair  
Utility Commission

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Tikan Singh  
Utilities Director (Acting)