

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT
MINUTES OF THE MEETING OF THE
TECHNICAL ADVISORY COMMITTEE**

March 19, 2008

The meeting of the Selma-Kingsburg-Fowler County Sanitation District Technical Advisory Committee was called to order at 10:10 a.m. by Chairman Alan Weaver.

MEMBERS ROLL CALL

Darren Hays, Kingsburg (present)
Alan Weaver, County of Fresno (present)
Bruce Webber, City of Selma (present)
David Weisser, City of Fowler (present)

STAFF AND CONSULTANTS PRESENT

David Michel, General Manager
Ben Muñoz, Assistant General Manager
Robert Whitley, Consulting District Engineer
Veronica Cazares, Supervising Engineer
Walt Schmidt, Plant Operations Supervisor
Gabriel Jimenez, Asst. Plant Operations Supervisor
Tom Gaffney, Bartle Wells Associates
Catherine Tseng, Bartle Wells Associates

OTHERS PRESENT

Ed Blanton, Kingsburg Resident
Norman Krebbs, Kingsburg Resident

APPROVAL OF MINUTES

The minutes of the meeting of January 16, 2008, were approved on a motion duly made, seconded and approved by unanimous vote of all members present. General Manager Michel distributed a report of the cancelled meeting of February 20, 2008.

PUBLIC COMMENTS

None.

CONSENT CALENDAR

Kingsburg resident Norman Krebbs requested that all three items be removed from the consent calendar for separate discussion.

6.3 MGD Improvement Plan Update (Informational)

General Manager Michel reported that, in May, 2007, the Board approved the plan to increase the capacity of the treatment plant to 6.3 million gallons per day (MGD). The current target completion date is February, 2009. There are five projects in the plan, an update of which dated 3-12-08 was distributed with the agenda packets.

There was discussion regarding the progress of the plan and the need for the plan among Committee Members, staff, Kingsburg resident Ed Blanton and Kingsburg resident Norman Krebs. Mr. Blanton and Mr. Krebs commented to the effect that the 6.3 MGD plan improvements are not needed at this time. Mr. Krebs distributed a memo dated January 4, 2008 that calculated that funding for the 6.3 MGD Improvement Plan would be \$511,000 short.

District Strategic Plan

In a written memo, General Manager Michel reported that, as the Committee directed, staff has prepared the strategic plan designating Consultant District Engineer Whitley to prepare the Capacity Maximization Plan (expansion from 6.3 mgd to \approx 8.0 mgd) and also the Treatment Plant Facilities Plan (expansion from \approx 8.0 mgd to 17.0 mgd). A Fresno area sanitary engineering firm would serve as peer reviewer for both plans. The peer reviewer then would be in a position of familiarity if the firm decided to submit a competitive proposal to perform the design engineering for the expansion from \approx 8.0 mgd to 17.0 mgd.

In September, 2007, the Board approved an engineering services fee increase with Whitley, Burchett & Associates. The Board directed, as part of the approval motion, that proposals for engineering services were to be sent out within six months. Throughout the strategic plan development process, which included several meetings with staff and one facilitated meeting with staff and Consultant District Engineer Whitley, the General Manager's approach has been to have Engineer Whitley perform the Capacity Maximization Plan (expansion from 6.3 mgd to \approx 8.0 mgd) and to solicit proposals for the Treatment Plant Facilities Plan (expansion from \approx 8.0 mgd to 17.0 mgd).

At the January, 2008 DTAC meeting, the Committee took a different approach, as reflected in the revised attached Strategic Plan (version 3-12-08), Flow Chart and RFP's. The Committee felt that Engineer Whitley's extensive personal knowledge of the facilities and the wastewater characteristics were so valuable that he should be designated to prepare both Plans. The Committee also recognized that by having a Fresno area sanitary engineering firm act as peer reviewer for the development of the Plans, the District could transition into having the peer review firm submit a competitive proposal to do the actual design of the expansion from \approx 8.0 mgd to 17.0 mgd.

Staff's previous recommendations to the Committee conformed to the Board's directive and were contained in the previous strategic plan descriptions and flow charts. Since the current revised plan is the Committee's advice to the Board, staff respectfully declines to make a recommendation.

There was discussion regarding the details of the strategic plan and the need for strategic planning among Committee Members, staff, consultants, Kingsburg resident Ed Blanton and Kingsburg resident

Norman Krebs. Mr. Krebs commented to the effect that the planning is costly and is not needed at this time. Mr. Krebs distributed a handwritten table dated 3-11-08 calculating that the treatment plant would not reach 6.31 MGD for 33 years.

Committee Members suggested that the Strategic Plan, flow chart schedule and RFP's be revised as follows:

1. Combine the two RFP's for peer reviews into one RFP to ensure that the same firm acts as peer reviewer for both plans.
2. Review item No. 4 (Design and Construct New Facilities per Treatment Plant Facilities Plan) at a later date because the need for it is dependent on the rate of growth.
3. Add to the scopes of services that Consultant District Engineer Whitley and the peer reviewer shall conduct workshops for DTAC at the 50% and 90% stages of each plan.
4. For the peer review RFP's, rather than require firms to be in the "Fresno, California local area," state that "preference will be given to local firms."
5. Add to the scopes of services that Consultant District Engineer Whitley and the peer reviewer shall make final presentations of each plan to the Board of Directors.

There being no further comments from the public, a motion to recommend that the Board approve the Strategic Plan with the five revisions stated and authorize staff to solicit the RFP's for Whitley Burchett & Associates to prepare both the Capacity Maximization Plan (CMP) and the Treatment Plant Facilities Plan (TPFP), and authorize staff to solicit RFP's for peer review, was made by Bruce Webber, seconded by Darren Hays and approved by unanimous vote of all members present.

Sewer Improvements Scheduling (Informational)

In a written memo, General Manager Michel reported that DTAC directed staff to solicit concurrence and comments from each City regarding the CIP schedule for refurbishment & replacement of their sewers. The Cities of Kingsburg and Fowler responded, concurring with the schedule. The City Manager responded as follows: "In order to draw a logical conclusion, to see whether this is valid or not, we have to have a study done by a third party consultant. This was a costly proposition for the City."

General Manager Michel distributed with the agenda packet a revised Summary of the Cities' Collection System Refurbishment & Replacement Projects Version 03-07-08 (B). The revisions are in more detailed descriptions of the projects and in the addition of a column showing the degree of financial participation required by each City for those projects which are joint Refurbishment & Replacement (R&R) plus Expansion (E). The Expansion money comes from the connection fee collected by each City and kept in each City treasury.

In response to a question from Alan Weaver, Bruce Webber said that the City of Selma is updating its General Plan and there is no time estimate as to when it will be completed. Chairman Weaver said that DTAC should move forward with the CIP information as presented until better information is available. Committee Member Webber agreed.

There was discussion regarding the scheduling and financing of the sewer improvement projects among Committee Members, staff, consultants, Kingsburg resident Ed Blanton and Kingsburg resident Norman Krebs. Mr. Blanton commented to the effect that the CIP schedule is based on an erroneous standard of 270 gallons per day per ESR. Mr. Krebs commented to the effect that the City of Selma did not have the necessary funds for their share of joint projects.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Secondary Clarifier Performance Evaluation Report (Bottleneck No. 1)

General Manager Michel distributed with the agenda packet the Secondary Clarifier Performance Evaluation Report prepared by Consultant District Engineer Whitley dated February 2008. In a written memo, General Manager Michel reported that it concludes that, with certain structural modifications, flow monitoring improvements, changes in operational criteria and concurrent operation of aeration basins, the clarifiers will be able to handle solids loading at a hydraulic rate of 6.4 MGD on an annual average basis. Staff, with minimal outside engineering support, will perform the modifications using small contract help as needed for a construction/equipment cost estimated at \$220,000. Staff recommended that the Committee recommend that the Board accept the clarifier report and amend the budget to authorize a total of \$250,000 for budget item 8051-203-01-Relieve Solids Settling Restriction at Clarifiers (BN #1).

Consultant District Engineer Whitley reviewed the report, tables, graphs and conclusions. He answered technical questions from Chairman Weaver and Committee Member Webber. There was discussion regarding the report among Committee Members, staff, consultants, Kingsburg resident Ed Blanton and Kingsburg resident Norman Krebs.

There being no further comments from the public, a motion to recommend that the Board accept the clarifier report and amend the budget to authorize a total of \$250,000 for budget item 8051-203-01-Relieve Solids Settling Restriction at Clarifiers (BN #1), with Consultant District Engineer Whitley to emphasize to the Board that the report is based on a typical year and that substantial changes in loading factors could affect the report's conclusions, was made by David Weisser, seconded by Darren Hays and approved by unanimous vote of all members present.

Plant Capacity Usage Update

In a written memo, General Manager Michel reported that the updated capacity usage chart and development report show that the District needs to continue to plan, design and construct facilities to accommodate growth.

General Manager Michel distributed in the agenda packet the 3-4-08 updated SKF Plant Capacity Usage colored chart along with an updated 16-page development projects status report. Both show that, given the anticipated growth, the District is planning and designing in a timely manner. Construction needs to begin within months to stay on track for completion of the 6.3 MGD Improvement Plan which will upgrade the treatment plant from 4.8 MGD to 6.3 MGD.

A letter dated 9-25-07 from Norman Krebs regarding projected flows was distributed in the agenda packet. General Manager Michel stated that Mr. Krebs' projections do not take into consideration the 0.7 MGD industrial reserve nor do they account for any of the significant development planned such as Amberwood at 2,089 ESFR's and Selma Crossing at 4,200 ESFR's.

Also distributed with the agenda packet was a letter from Ed Blanton dated 1-10-08 regarding industrial users capacity allocations. The letter is a protest of an action already taken by the Board in January, 2008, which was approval of Resolution No. 2008-01 (Industrial Capacity Guidelines). The Resolution had been unanimously recommended by DTAC in December, 2007.

There was discussion about growth projections and planning philosophy among Committee Members, staff, consultants, Kingsburg resident Ed Blanton and Kingsburg resident Norman Krebs. Mr. Krebs distributed a handwritten memo dated 1-17-08 comparing industrial baseline discharges to annual projections in the FY 2007-08 budget and commented to the effect that the industries are not using anywhere near their baseline discharges. Mr. Blanton and Mr. Krebs commented to the effect that the 0.7 MGD identified as "Industrial Reserve" should be used for residential and commercial development. Committee members questioned staff and consultants regarding industrial usage and fixed charges paid by industries for baseline discharge entitlements. No action was taken.

Refurbishment & Replacement CIP Update - Bartle Wells Associates

In a written memo, General Manager Michel reported that Tom Gaffney and Catherine Tseng, of Bartle Wells Associates independent public finance advisors, have prepared the previously-distributed 20-page draft memo dated March 5, 2008 and the supplemental 11-page draft memo dated March 13, 2008. The memos utilized the 10-year Capital Improvement Program (CIP) list, which has been reviewed and revised by DTAC, to prepare financing plans for refurbishment & replacement (R&R) of facilities.

There are four plans in the March 5th memo: District facilities R&R; Selma collection system R&R; Kingsburg collection system R&R; and Fowler collection system R&R..

There are four alternatives described in the March 13th supplemental memo: Selma collection system R&R without excessive inflow/infiltration; Selma collection system R&R without excessive inflow/infiltration and with alternative west side sewerage; Kingsburg collection system R&R with slower growth than predicted; and Fowler collection system R&R with slower growth than predicted.

Also distributed with the agenda packet was a letter from Ed Blanton dated January 10, 2008 regarding the 2006 Sewer System Master Plan, upon which parts of the CIP list are based.

Staff recommended that the Committee advise staff as to what District R&R component to place into the first draft of the budget and what rate for each City collection system R&R to place into first draft of the budget. The report by Bartle Wells, with alternatives, provides information for DTAC to give such direction to staff.

Mr. Blanton distributed copies of a letter from him dated February 4, 2008 protesting the District's use of 270 gallons per day (gpd) per ESFR for sewer system planning. Mr. Blanton and Mr. Krebbs commented to the effect that the use of 270 gpd/ESFR was incorrect. General Manager Michel said that the hydraulic standard of 270 gpd/ESFR was developed as a result of a flow study conducted in the Cities of Selma, Kingsburg and Fowler as part of the preparation of the 2001 Sewer System Master plan by Whitley, Burchett & Associates. The 270 gpd/ESFR standard was used in the 2001 Design and Construction Standards as prepared by Whitley, Burchett & Associates. Consultant District Engineer Whitley confirmed General Manager Michel's statements and he reviewed the development of the 270 gpd/ESFR standard.

The 270 gpd/ESFR standard is used for sewer planning and for sewer design. The long-used 228gpd/ESFR standard is for treatment plant planning, Operations & Maintenance user fees and connection fees. Chairman Weaver and Committee Member Webber commented to the effect that that using the two hydraulic standards for different applications was reasonable and that using a standard less than 270 gpd/ESFR for sewer planning would have very little effect on the collection systems CIP.

Tom Gaffney reviewed the two draft memos which he prepared and answered questions regarding the methods and criteria used in preparing the draft CIP financial plan update. He reviewed financing alternatives and commented on capital programs at other public agencies. He pointed out that the draft CIP financial plan update calls for borrowing for the District R&R CIP and for the Selma Collection System R&R CIP.

There was discussion among Committee Members, staff, consultants, Kingsburg resident Ed Blanton and Kingsburg resident Norman Krebbs, regarding Mr. Gaffney's two draft memos, including discussions of public works borrowing philosophies and public works planning philosophies. Mr. Krebbs commented to the effect that the District should not borrow money and should operate on a cash-only basis. Mr. Blanton commented to the effect that the projects are not necessary. At the request of committee members, Ms. Tseng and Mr. Gaffney showed how the draft reports would look with different growth projections, rates or capital funding levels.

It was the consensus of the Committee to review the CIP list again now that a financing plan has been drafted. It is possible that changes could be made in the CIP scheduling that could change the extent

or timing of borrowing. However, the Committee did provide General Manager Michel with direction as to what R&R values to put into the draft budget.

There being no further comments from the public, a motion to advise General Manager Michel to put in the draft FY 2008-09 budget the amount of \$800,000 for District R&R, was made by Alan Weaver, seconded by Darren Hays and approved by unanimous vote of all members present.

There being no further comments from the public, a motion to advise General Manager Michel to put in the draft FY 2008-09 budget the rate of \$22 per ESRF for Selma Collection System R&R, was made by Bruce Webber, seconded by Alan Weaver and approved by unanimous vote of all members present.

There being no further comments from the public, a motion to advise General Manager Michel to put in the draft FY 2008-09 budget the rate of \$22 per ESRF for Kingsburg Collection System R&R, was made by Darren Hays, seconded by David Weisser and approved by unanimous vote of all members present.

There being no further comments from the public, a motion to advise General Manager Michel to put in the draft FY 2008-09 budget the rate of \$22 per ESRF for Fowler Collection System R&R, was made by David Weisser, seconded by Darren Hays and approved by unanimous vote of all members present.

Proposal for Solids Thickening Restriction Evaluation – 6.3 MGD Plan Bottleneck No. 3

General Manager Michel reported that this item was placed on the agenda as a contingency in the event that the Board had referred it to the Committee. At the March 13, 2008 Board Meeting, the Board took action regarding the item and therefore the item is not necessary to be considered by the Committee. Chairman Weaver so declared.

COMMUNICATIONS

General Manager Michel reminded Committee Members that the April Meeting is a special meeting to be held on April 10th at 10:00 a.m. He also said that that Committee Members' attendance at the Board Meeting of 4:00 p.m. on April 10th would be helpful. There were no comments from the public.

ADJOURNMENT

There being no further business to come before the Committee, Chairman Weaver declared the meeting adjourned on a motion duly made, seconded and approved by unanimous voice vote at 1:32 p.m.

Respectfully submitted,

David Michel, General Manager/
Secretary of the Committee

Approved,

Alan Weaver, Chairman
SKF Technical Advisory Committee