



**LINCOLN-SMD 1 WASTEWATER AUTHORITY
MEETING AGENDA**

Regular Meeting of the Board of Directors

Lincoln City Hall, Third Floor Council Chambers
600 Sixth Street, Lincoln, CA 95648

August 9, 2024, at 10:00 a.m.

The public may also observe and participate in the meeting via Zoom at the following
videoconferencing link:

https://us06web.zoom.us/webinar/register/WN_L2bYfOdARYiQxL2vDwckAQ

Board of Directors

COUNTY OF PLACER

Jim Holmes, Chair
Shanti Landon

CITY OF LINCOLN

Holly Andreatta, Vice Chair
Dan Karleskint

General Manager and Secretary

Jim Mulligan

Legal Counsel

Wes Miliband

PRELIMINARY MATTERS

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL
- D. PUBLIC COMMENT ON NON-AGENDA ITEMS

Any member of the public wishing to address the Board of Directors regarding items not on the Agenda within the Authority's subject matter jurisdiction should do so at this time. With respect to items on the Agenda, the Board will receive public comments at the time the item is opened for discussions, prior to any vote or other Board action. A three-minute time limit is requested. Please complete a speaker card and submit it to the General Manager at the meeting.



ACTION CALENDAR

1. CONSENT ITEMS

It is recommended by the General Manager that these items, which are expected to be routine in nature and without controversy, be received and acted upon by the Board without discussion. If any Board member or interested party requests that an item be removed from the Consent Calendar for discussion, it will be considered separately. The consent calendar may be approved by a single motion to approve, followed by a second and then a call for vote.

1.1 Approval of Minutes – 06/28/24 Special Meeting

2. GENERAL MANAGER'S REPORT AND UPDATE – A PowerPoint and verbal report will be provided covering topics not limited to:

- Wastewater Treatment and Reclamation Facility (WWTRF) Improvement Project
- WWTRU Evaluation Report
- Capital Assets Valuation and Pending Audit
- Reformatted LiSWA Budget, Reporting and Operations Contingency
- Power Purchase and Storage Services Agreement

3. OPERATIONS REPORT AND UPDATE – A PowerPoint and verbal report will be provided.

4. LEGAL REPORT – Counsel will provide a verbal report if relevant legislative, case, or related developments have occurred.

5. DIRECTOR'S COMMENTS

6. CLOSED SESSION MATTERS: NONE

ADJOURNMENT

THE FOLLOWING INFORMATION IS PROVIDED TO ASSIST WITH PUBLIC PARTICIPATION:

Americans with Disabilities Act (ADA): In compliance with the ADA, if you need special assistance to participate in this meeting or other services in conjunction with this meeting, please contact the Lincoln City Clerk's Office at (916) 434-2490. The meeting room is wheelchair accessible and disabled parking is available. Notification at least 24 hours prior to the meeting or time when services are needed will assist staff in assuring reasonable arrangements can be made to provide accessibility to the meeting or service.

Agenda Availability: The main posting location of the LiSWA Agenda is on the public kiosk outside the entrance of Lincoln City Hall, 600 6th Street, Lincoln, California. Agenda Packets are available for review at the Lincoln City Clerk's Office, 600 6th Street, Lincoln, California.



**LINCOLN-SMD 1 WASTEWATER AUTHORITY
MEETING MINUTES**

Special Meeting of the Board of Directors

June 28, 2024, at 10:00 a.m.

Board of Directors

COUNTY OF PLACER

Jim Holmes, Chair
Shanti Landon

CITY OF LINCOLN

Holly Andreatta, Vice Chair
Dan Karleskint

General Manager and Secretary

Jim Mulligan

Legal Counsel

Wes Miliband

PRELIMINARY MATTERS

- A. CALL TO ORDER -The meeting was called to order at 10:16 am.
- B. PLEDGE OF ALLEGIANCE -The pledge was led by Chair Holmes.
- C. ROLL CALL

Jim Holmes, Chair
Holly Andreatta, Vice Chair
Dan Karleskint, Director
Shanti Landon, Director

Staff present:

Jim Mulligan, General Manager and Board Secretary
Wes Miliband, Legal Counsel

- D. PUBLIC COMMENT ON NON-AGENDA ITEMS

There were no public comments on non-agenda items.



ACTION CALENDAR

1. CONSENT ITEMS

It is recommended by the General Manager that these items, which are expected to be routine in nature and without controversy, be received and acted upon by the Board without discussion. If any Board member or interested party requests that an item be removed from the Consent Calendar for discussion, it will be considered separately. The consent calendar may be approved by a single motion to approve, followed by a second and then a call for vote.

1.1 Approval of Minutes – 06/19/24 Special Meeting -Motion to approve by Director Andreatta, Second by Director Landon, Approved 4-0.

1.2 GENERAL MANAGER'S REPORT AND UPDATE – A PowerPoint and verbal report will be provided covering topics not limited to:

A PowerPoint and verbal report were provided discussing:

- California Sanitation Risk Management Authority (CSRMA)
- WWTRF CIP Design Update
- WWTRF Operations Transition Update
- WWTRU Evaluation Report Update
- Capital Assets Valuation Audit
- WWTRF Break in Update
- General Manager Work in Progress
- FY 25 LiSWA Budget Format
- Board Meeting Calendar

2. OPERATIONS REPORT AND UPDATE - A written, PowerPoint and verbal report were provided by Gary Hengst, Chief Operator, Board questions were answered as he discussed projects and operations.

3. TOTALENERGIES (THE POWER PURCHASE AGREEMENT HOLDER FOR LISWA) TO PARTICIPATE IN THE CALIFORNIA DEMAND SIDE GRID SUPPORT PROGRAM. -- A written report and a presentation from TotalEnergies following questions posed by the LiSWA Board of Directors during the Board Meeting on April 12, 2024 will be provided. – A written report was provided and Kevin Johnston from TotalEnergies provided a presentation and answered Board Member questions. Board had previously conditionally approved participation in the California Demand Side Grid Support Program and no action was necessary.

4. LEGAL REPORT – Counsel had no report.

5. DIRECTOR'S COMMENTS - No comments.

6. CLOSED SESSION MATTERS: CONVENE TO CLOSED SESSION FOR MATTER(S) LISTED ON THE AGENDA



- 6.1 Public Employee Evaluation
(Government Code § 54957(b)(1))
Titles: General Manager and Board Secretary

The Board entered closed session at 11:16 am and came out of closed session at 11:30 am. Legal Counsel reported there was no reportable action.

ADJOURNMENT -The meeting was adjourned at 11:31 am.



GENERAL MANAGER'S REPORT

**LiSWA Regular Board Meeting
August 9, 2024**





Agenda

Wastewater Treatment and Reclamation Facility (WWTRF) Improvement Project

WWTRU Evaluation Report

Capital Assets Valuation and Pending Audit

Reformatted LiSWA Budget, Reporting and Operations Contingency

Power Purchase and Storage Services Agreement



General Manager's Report (Cont.)

WWTRF Improvement Project

- **DRAFT** Schedule (July 2024 – July 2027)
- Staff strategizing on all elements potentially affecting the project scope and schedule:
 - Funding – discussions with municipal finance consultant and Placer County Treasurer
 - Design and Engineer's Opinion of Probable Construction Cost
 - Equipment procurement timelines
 - Project management
 - Construction management
 - Jacobs optimization studies (Maturation Pond, Greenhouse Drying Facility, Solids Handling)





General Manager's Report (Cont.)

WWTRU Evaluation Report

- The evaluation purpose is to refine the Wastewater Treatment Unit (WWTRU) calculation methodology to better align with water consumption for commercial customers.
- Draft report completed in July.
- West Yost walked through draft findings and recommendations with City and County staff on August 7.
- Once both agencies have agreed to refined methodology, a recommendation for any needed changes will be brought to the Board for approval.
- After WWTRU policy is updated, hire third-party rates consultant to assist with updating charges to each partner.



General Manager's Report (Cont.)

Capital Assets Valuation and Pending Audit

- Assets report delivered to County early July.
- Staff addressed Auditor-Controller's office comments.
- Working with the County and third-part auditor on LiSWA audit.
- Goal is audited financial statement by December 31.

Integra Realty Resources
Sacramento

Appraisal of Real Property

Lincoln Wastewater Treatment and Reclamation Facility
1245 Fiddymment Rd.
Lincoln, Placer County, California 95648

Prepared For:
Lincoln-SMD1 Wastewater Authority c/o West York

Date of the Report:
July 9, 2024

Report Format:
Appraisal Report

IRR - Sacramento
File Number: 193-2024-0070





General Manager's Report (Cont.)

Reformatted LISWA Budget, Reporting and Operations Contingency

- Reformatted LiSWA Budget
 - Director comments incorporated (thank you!)
 - New column "Payment Responsibility" added to distinguish between Management Responsibility.
 - Coordinating new format integration with the County Auditor-Controller
- Reporting
 - Developing an additional spreadsheet to track monthly expenses against budget for quarterly reporting to the Board.
 - Preview of work in progress below





General Manager's Report (Cont.)

- Expense Tracking/
Quarterly Reporting

LiSWA FY 24-25 Operations Budget Monthly Expenses							
ItemNo.	Management Responsibility	Action or Cost Category	Total Annual Budget	July	August	September	October
EXPENDITURES							
109	Authority	Total Energies Electricity	\$480,000				
110	Authority	PG&E Electricity	\$1,320,000				
111	Authority	City of Lincoln Water	\$38,000				
112	Authority	City of Lincoln Sewer	\$1,200				
113	Authority	City of Lincoln Solid Waste	\$12,000				
114	Authority	Plant Security (Sonitrol)	\$20,000				
115	Authority	Cyber Security/VPN	\$10,500				
116	Authority	Regulatory Fees	\$90,000				
117	--	<i>Subtotal Operation & Maintenance</i>	<i>\$6,781,086</i>				
200	--	Operation & Maintenance Oversight					
201	WY	Operations Contract Support	\$27,040				
202	--	<i>Subtotal Operation & Maintenance Oversight</i>	<i>\$27,040</i>				
300	--	Capital Projects					
301	Contractor TBD	Replace AC Unit (MCC's 200, 480, 500)	\$75,000				
302	Contractor TBD	Replace Caustic Feed Pump	\$8,000				
303	Contractor TBD	Replace Clarifier Splitter Gates (3)	\$70,000				
304	Contractor TBD	Replace Hach Turbidimeters and Controllers at Filters	\$40,000				
305	Contractor TBD	Gravity Sewer Condition Assessment	\$300,000				
306	Contractor TBD	Biofilter Media Removal and Replacement	\$30,000				
307	Contractor TBD	Centrifuge #1 Major Service	\$150,000				
308	Contractor TBD	Replace Filter Feed Pump #2	\$200,000				
309	Contractor TBD	Rebuild Influent Pump 2B	\$35,000				
310	Contractor TBD	Replace Influent Pump 1B Impeller	\$18,000				
311	Contractor TBD	Misc. Capital Project Costs	\$0				
312	Jacobs	Engineering Support	\$100,000				
313	WY	WWTRF Improvements Project Support	\$59,040				
314	WY	Grant Funding Search	\$10,000				
315	Stantec	WWTRF Improvements Project Engineering & Bidding	\$2,100,000				
316	Contractor TBD	WWTRF Improvements Project Construction	\$0				
317	Contractor TBD	WWTRF Improvements Project Construction Management	\$0				
318	Contractor TBD	WWTRF Improvements Project Engineering Services During Construction	\$0				
319	WY	Industrial Pretreatment Program	\$59,500				
320	WY	WWTRU Update	\$15,000				
321	--	<i>Subtotal Capital Projects</i>	<i>\$3,269,540</i>				
400	--	Authority Administration					
401	WY	General Manager Services	\$253,500				



General Manager’s Report (Cont.)

- Operations Contingency
 - Developing a recommendation for Operations Contingency line item in the annual budget
 - Contingency level is typically a percentage of the total budget.
 - Percentage will be based on experience, current conditions, industry standards and a look-ahead.
 - The more you know the less contingency you need.
 - LiSWA is fortunate to have a strong preventative maintenance (PM) history and a new contract operator with a sharp focus on PM.

Operations Contingency											
Operations Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal Operations Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0



General Manager's Report (Cont.)

Power Purchase and Storage Services Agreement

- Partnered with TotalEnergies
- PG&E rates team is processing the agreement
- LiSWA is enrolled for an August start in the Demand Side Grid Support program.





OPERATIONS REPORT

**LiSWA Regular Board Meeting
August 9, 2024**





WWTRF Operations Report (July 2024)

Highlights

- -143.046 Million Gallons (MG) of influent, 208.985 MG was sent to reclamation and no effluent flow was sent to Auburn Ravine from June 23rd to July 23rd.
- - July 15th the original Main Switch Gear battery and charging system used to operate the Main Breaker was replaced. Photos 1 through 4.
- -AC-3 failed on July 10th. The unit cools the cabinet containing VFD-1&2 for ox ditch #1 blowers. The unit is only a couple years old. Repairing the unit will save about \$6740.
- -Trouble shooting Centrifuge #1 has revealed faulty differential speed sensors. Operation of Centrifuge #1 is intermittently successful. Repair parts are on order.
- -July 12th There was a major grass fire near treatment plant. Reclaim water from TSB#2 helped extinguish the fire. Photos 5 and 6.
- -Working diligently with Jacobs to ensure a smooth transition. Photo 7.



WWTRF Operations Report (Cont.)

Compliance

-No Compliance Issues

Major Equipment Out of Service						
Equipment	Failure Date	Redundancy	Problem	Solution	Estimated Repair Cost	Estimated Return to Service Date
Centrifuge #1 Blended Polymer Flow Meter	2/5/24	1 of 2	Erratic readings >20% error	Meters arrived June 24 th .	Reduced from \$65,000 to \$25,000	8-15-24
Centrifuge #1 Solids Feed Flow meter	2-27-24	1 of 2	Meter has failed	Meters arrived June 24 th .		8-15-24
Influent Pump 2B	4-5-24	1 of 6	Motor windings failed.	Motor will be rewound and the pump rebuilt	\$25,000	8-15-24
Filter Feed Pump #2	3-25-24	1 of 4	Motor windings are broken down. Fails in wet weather.	Pump to be replaced with plant upgrade.	TBD	TBD
Ox ditch AC-3	7-10-24	1 of 1	Unit has a leak that requires either the coil to be replaced or the whole unit.	Repair the AC.	\$3552.85	8-15-24
Recapture Pump 1A	6-30-24	1 of 2	10 Hp pump motor failed. Previous rebuilt in 2017	Replace with new pump.	\$18,308	7-31-24



WWTRF Operations Report (July 2024)

Photos 1 & 2. Old and new Main Switch Gear breaker batteries



Photos 3 & 4 Old and new Main Switch Gear breaker battery charging system.





WWTRF Operations Report (Cont.)





WWTRF Operations Report (Cont.)

Jacobs Day 1
8-1-24



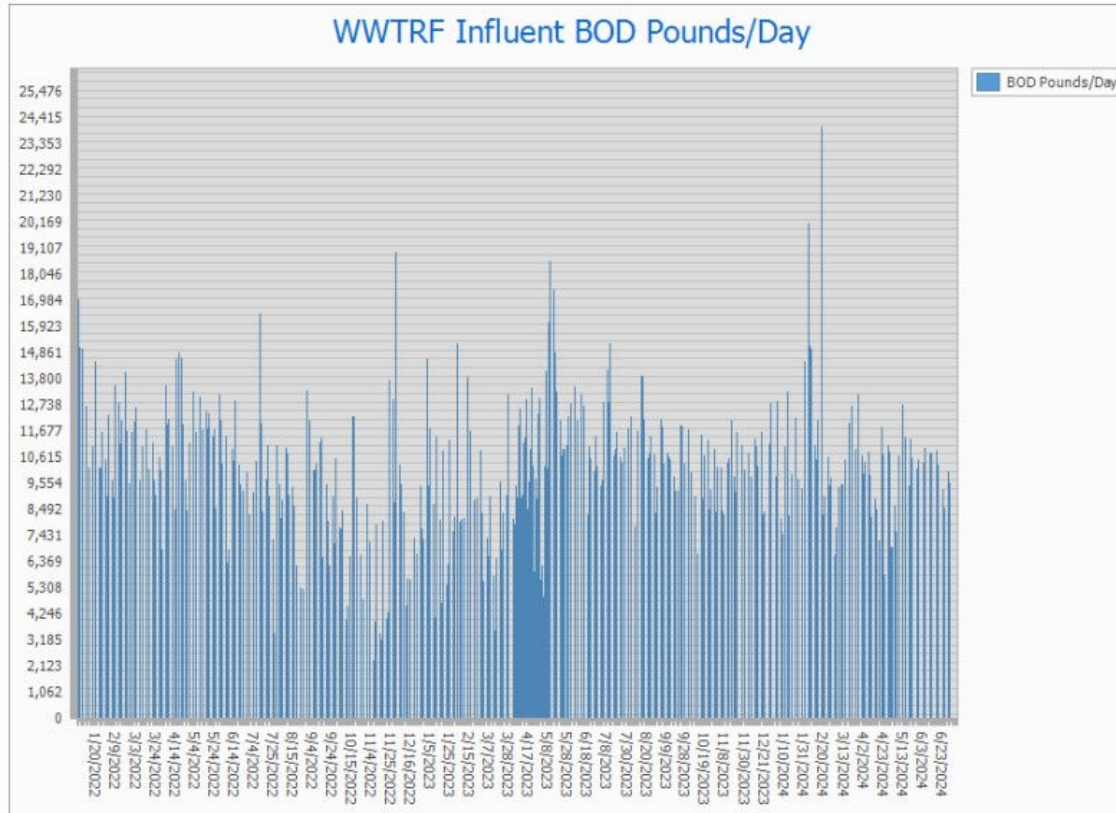


WWTRF Operations Report (July 2024)

LiSWA WWTRF Operation and Maintenance Budget FY 2023-2024 Report Month: June	Current Period			Project to Date				Project to Date Total Annual Budget				
	Month: # 12	Actual	Budgeted	Variance	Actual	Budgeted	Variance	% Budget	Actual	Budgeted	Budget Remaining	% Budget
DIRECT PERSONNEL (Stanlec O&M Labor)												
Reg Labor Direct (223.000)	220907.00	249255.25	-28348.25	2952169.50	2991063.00	-38893.50	99%	2952169.50	2991063.00	38893.50	99%	
Over Time (223.001)	585.00	4166.67	-3578.67	25752.25	50000.00	-24247.75	52%	25752.25	50000.00	24247.75	52%	
Standby Pay (223.006)	1960.00	1975.00	-15.00	24500.00	23700.00	800.00	103%	24500.00	23700.00	-800.00	103%	
R&P Labor(223.007)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
DIRECT PERSONNEL (Stanlec Labor)		0.00		0.00								
Groundwater Testing Labor (223.004)		916.67	-916.67	9938.90	11000.00	-1061.10	90%	9938.90	11000.00	1061.10	90%	
Permit, Planning & Reporting Eng Services (223.003 & 223.003.1 & 223.003.2 & 223.003.3 & 223.003.4)	578.50	8333.33	-7754.83	98263.50	100000.00	-1736.50	98%	98263.50	100000.00	1736.50	98%	
Sub Total	224,033.50	264,646.92	-40,613.42	3,110,624.15	3,175,763.00	65,138.85	98%	3,110,624.15	3,175,763.00	65,138.85	98%	
WWTRF DIRECT EXPENSES												
Operating Supplies	765.77	1916.67	-1150.90	12400.66	23000.00	-10599.34	54%	12400.66	23000.00	10599.34	54%	
Maintenance Supplies	2240.48	2083.33	157.15	23283.48	25000.00	-1716.52	93%	23283.48	25000.00	1716.52	93%	
Chemicals	111906.83	41666.67	70240.16	635545.53	500000.00	135545.53	127%	635545.53	500000.00	-135545.53	127%	
Laboratory Supplies	358.42	666.67	-308.25	6703.84	8000.00	-1296.16	84%	6703.84	8000.00	1296.16	84%	
Outside Lab Services	0.00	6666.67	-6666.67	47616.76	80000.00	-32383.24	60%	47616.76	80000.00	32383.24	60%	
Safety Supplies	48.10	416.67	-368.57	10932.87	5000.00	5932.87	219%	10932.87	5000.00	-5932.87	219%	
Repair Parts	19429.32	20833.33	-1404.01	283015.01	250000.00	33015.01	113%	283015.01	250000.00	-33015.01	113%	
Outside Services	10456.50	29166.67	-18710.17	368743.26	350000.00	18743.26	105%	368743.26	350000.00	-18743.26	105%	
Equipment Rental-Outside	0.00	125.00	-125.00	5932.35	1500.00	4432.35	395%	5932.35	1500.00	-4432.35	395%	
Telephone	450.00	416.67	33.33	4550.00	5000.00	-450.00	91%	4550.00	5000.00	450.00	91%	
Postage & Freight	0.00	83.33	-83.33	433.34	1000.00	-566.66	43%	433.34	1000.00	566.66	43%	
Vehicle Expense/Mileage	951.94	125.00	826.94	10650.69	1500.00	9150.69	710%	10650.69	1500.00	-9150.69	710%	
Utilities/Plant Diesel Fuel	0.00	666.67	-666.67	31853.05	8000.00	23853.05	298%	31853.05	8000.00	-23853.05	298%	
Uniform Expense	1324.65	1500.00	-175.35	19324.51	18000.00	1324.51	107%	19324.51	18000.00	-1324.51	107%	
Tools	0.00	250.00	-250.00	667.15	3000.00	-2332.85	22%	667.15	3000.00	2332.85	22%	
Taxes & Licenses	0.00	750.00	-750.00	1155.50	9000.00	-7844.50	13%	1155.50	9000.00	7844.50	13%	
Training	0.00	500.00	-500.00	0.00	6000.00	-6000.00	0%	0.00	6000.00	6000.00	0%	
Computer Expense	0.00	291.67	-291.67	-0.05	3500.00	-3500.05	0%	-0.05	3500.00	3500.05	0%	
Ground Water Monitoring	3190.00	1500.00	1690.00	14091.00	18000.00	-3909.00	78%	14091.00	18000.00	3909.00	78%	
Biosolids Disposal	44502.31	66666.67	-22164.36	807809.61	800000.00	7809.61	101%	807809.61	800000.00	-7809.61	101%	
Membership & Certificates	0.00	416.67	-416.67	1066.26	5000.00	-3933.74	21%	1066.26	5000.00	3933.74	21%	
UV Maintenance	13016.30	8333.33	4682.97	83031.25	100000.00	-16968.75	83%	83031.25	100000.00	16968.75	83%	
R&P Outside Labor and Expenses (223.007)	0.00	57083.33	-57083.33	420709.89	685000.00	-264290.11	61%	420709.89	685000.00	264290.11	61%	
Contingency	0.00	8333.33	-8333.33	1247.61	10000.00	-8752.39	1%	1247.61	10000.00	9852.39	1%	
Sub Total	208,640.62	250,458.33	-41,817.71	2,790,763.57	3,005,500.00	-214,736.43	93%	2,790,763.57	3,005,500.00	214,736.43	93%	
WWTRF Total	\$ 432,674.12	\$ 515,105.25	-82,431.13	\$ 5,901,387.72	\$ 6,181,263.00	-279,875.28	96%	\$ 5,901,387.72	\$ 6,181,263.00	\$ 279,875.28	96%	



WWTRF Operations Report (July 2024)





WWTRF Operations Report (Cont.)

