

**CSA7 Customer Advisory Committee**  
**Sept. 28, 2019 – 40<sup>th</sup> meeting**  
**La Honda Firehouse**

**Meeting began at 11:07 am**

Attendees: Ann Stillman, Cyrus Yocum, David Bevin, Heather McAvoy, Joanne Lehner, Kathleen Bevin, Krzysztof Lisaj, Mark Chow, Patricia O'Neal

**Announcements: Cyrus' recent election to Secretary left the Document Custodian position vacant. Kathleen Bevin accepted her nomination for the position. David was opposed, all others approved.**

**1) March quarterly meeting minutes**

Approved unanimously with corrected typo.

**2) May, June, July budgets**  
**4<sup>th</sup> quarter capital improvement expense report**  
**County funded capital expense report**

Budget figures were distributed by Mark and discussed.

Bracewell services are chronically over budget due to required maintenance and compliance issues. Mark has adjusted the budget to account for this.

The extra expense of the fire standpipe installed during the Pope Road main replacement, which was requested by the fire department, was charged to CSA 7. Attempts to reach the fire chief were unsuccessful. Patricia will attempt to call him regarding reimbursement for this expense.

The Pope road main replacement cost \$288,990 and is credited to the budget for the Northern Area Water distribution replacement. The spray system for disinfectant byproduct mitigation cost was \$399,876 and was also deducted from the budget for the distribution system.

Patricia requires complete meter read data to complete the water audit of the system (a goal the Committee and County have been working towards in partnership; beginning in 2012 with the Committee's approval of funding the replacement of all damaged and sub-standard meters in CSA7, followed by the County funded replacement of all such meters on County lands, and most recently the County and CSA7 funded installation or replacement of absent or damaged meters at the shared treatment plant and storage tanks). The water audit could help us qualify for a grant based on resource conservation for fish. Patricia will follow-up with the San Mateo County Resource Conservation District to identify additional grant requirements once the water audit is achieved.

There is a question about whether Bracewell is notifying the county and/or customers when they flush the system resulting in water pressure loss. The committee is requesting that this be done. In one instance there was an error resulting in a water drop resulting in a committee member having their pump motor burn out.

**3) Capital improvements, improvement schedule, compliance**

Mark presented a revised table of priorities and budget figures, based on requirements of the State Water Resources Control Board's Division of Drinking Water (DDW). Priority 1, including chemical containment, spray system, and seismic retrofit are completed, although the spray system cannot be used until DDW inspects and commissions it.

The additional source of raw water involves easement acquisition and design of the test well which is scheduled to be completed this year 2019 to 2020. Drilling the test well should be completed next year, 2020 to 2021. The design of the water main relocation along Pescadero Road is scheduled to be completed this year, 2019 to 2020. Water main replacement has been moved up in the priority schedule. See revised spreadsheet for details.

The major cost of replacing all of the piping, which is estimated at \$2,214,000, has no means of funding at this time. In addition, some costs such as finishing the well project, a new raw water tank, and recoating the flocculation chamber is an additional unfunded \$500,000.

Discussion of the increased attention of DDW on our system and the pressure they are putting on us to meet their requirements.

#### **4) Meter mapping project**

Postponed due to unavailability of Mr. Bevin. Will take place at a future date.

#### **5) Website**

"In process".

#### **6) Public comment**

Question from Eva Knodt about how to access the master plan, which is on the county website.

(Heather McAvoy left at 1 pm)

#### **7) Rate increase** (agenda item added at request of Ann Stillman)

Further discussion of the increased attention of DDW on our system and the pressure they are putting on us to meet their requirements. DDW has been informed of the issues facing an aged small rural system with only 69 customers. Discussion of the difficulty of setting higher rates on such a small customer base. Proposition 218 requires a public hearing to give payers the opportunity to respond, which is generally done at a meeting of the county supervisors. Public outreach meetings are possible, but requires considerable staff time which is charged back to us. We need another round of rate increases and a study needs to be done to determine what these increases should be. The staff study noted under agenda item 3 of the 06-22-19 meeting minutes was a preliminary estimate only.

Meeting was adjourned at 1:34 pm.

Minutes by Cyrus Yocum, Secretary