

SAN LUIS & DELTA MENDOTA WATER AUTHORITY
MINUTES - OPERATIONS & MAINTENANCE
TECHNICAL COMMITTEE
October 21, 2019

The meeting was called to order at 9:30 a.m. by Committee Chairman Chris White at the Authority's Board Room, 842 6th Street in Los Banos.

Committee Members Present;

Exchange Contractors

Chris White, Chair/Member - Jarrett Martin, Alternate

Friant Water Authority

Chris Hickernell, Member

Lower DMC Area

Absent

Mendota Pool Area

Ken Carvalho, Alternate for Danny Wade

San Felipe Area

Robert Haskins, Alternate for Gary Nagaoka

San Luis Canal Area

Juan Cadena, Member

SLDMWA Technical Staff

Bob Martin, Member

Paul Stearns, Alternate

Upper DMC

Adam Scheuber, Alternate for Bobby Pierce

USBR

Allen Lindauer, Member

SLDMWA Staff Members Present:

Federico Barajas, Executive Director

Frances Mizuno, Assistant Executive Director

Cathy Bento, Accountant II

Jim Lenhardt, Safety Engineer

Rebecca Akroyd, Interim General Counsel

Joyce Machado, Finance Director

Steve Larsen, Plant Engineer

Lois Neishi, Work & Asset Management Manager

Scott Petersen, Water Policy Director (via telephone)

Jacob Oxenrider, Operations Supervisor

Others Present

Michael Peters, Kaweah Pump, Inc.

Corrections or Additions to the Agenda

None

Opportunity for Public Comment

None

Chairman Chris White noted that Report Items noted as Agenda Items Nos. 5 & 6 are important topics associated with the Action Item in Agenda Item No. 2, and it is appropriate that these Report Items be presented prior to the presentation of Action Item No. 2.

Chris White turned the meeting over to Frances Mizuno to provide the report for Agenda Item No. 5. Frances provided background information on the recently adopted SLDMWA Strategic Plan. She reviewed the Goals Areas, Objectives and Summary of the Implementation Plan (Plan) that was included in the meeting packet. She highlighted the specific items in the Plan that are addressed in this proposed budget. These items are as follows: 3.2.1 Evaluate-organizational structure and implement appropriate changes; 3.2.4 Hire new key positions following staffing and consulting evaluation; 4.1.1 Complete staff resource evaluation to determine appropriate staffing needs; 4.1.2 Develop and implement master annual work schedule; 4.1.3 Replace Oracle with new Computerized Maintenance Management System (CMMS) with integrated enterprise asset management (EAM); 4.1.4 Select and implement a document management system; 4.1.5 Select and implement a drawing management system to comply with Reclamation' requirements; 4.3.2 Improve cost estimates of each project identified in the 10-Year Plan to facilitate long-term financing needs; 4.4.1 Continue annual O&M plans/budget and implementation for expected completion of PM, USBR RO&M recommendations and EO&M work, and ensure timely completion and within budget of all planned work; 4.5.1 Implement new water accounting program to provide more efficient water ordering and accounting; 4.5.2 Develop a plan to convert flow meters for digital readouts on the DMC to reduce labor for meter readings; 4.6.1 Develop a comprehensive training plan for all staff identifying technical skills training; 4.6.2 Provide proper resources (time, budget, etc.) to ensure training is implemented.

Frances and Chris White walked the new OMTC members through the SLDMWA budgeting process. Explaining the first step of the process is to review the proposed RO&M budget along with the proposed EO&M projects for the upcoming FY and the preliminary EO&M and RO&M budgets for the following FY. This committee reviews both budget from a technical perspective and determine is the proposed budget and projects are necessary to keep the facilities reliable. After the OMTC completes their review, then the information is presented to the Finance & Administration Committee to determine how best to fund the proposed budgets. After the FAC has completed their process, the FAC recommends the budget to the Board of Director's for approval.

Chris White then asked Steve Larsen to present the results of the SLDMWA Labor Analysis. Steve reviewed the Labor Analysis data in the meeting packet. Steve explained the process that was used to prepare this information. FY17-19 labor information was used to generate the results of this analysis. He noted that based on the data that we had available, these three years were the most normal. He noted that 1660 hours was used as the average production hours per year. Based on this analyses, using the average number PM/Routine hours and the projected number of EO&M labor hours, he was able to determine where our labor resources were deficient. The summary of the analysis results was identified on the Labor Summary by Crew. Frances stated that the SLDWMA Departments that are under resourced are the Engineering Department, the Electric Shop and the Machine Shop. Frances noted that we have prioritized the needs for each of these departments and the highest priority positions are requested in this proposed budget.

Adam Scheuber asked if the need for the additional electrical resources would be freed up when the work at the OPP was completed. Both Frances and Bob Martin noted that due to the number of electrical projects and the complexity of the electrical projects on the 10-year plan at each of the facilities, they do not foresee the demand for electrical resources to reduce. No additional questions were asked.

Chris White returned the meeting to the Action Items on the Agenda.

Agenda Item 3: Committee to Consider Approval of October 22, 2018 O & M Technical Committee Meeting Minutes

Since the minutes were not provided in advance of the meeting, the Committee members were allowed to take a few minutes to read the minutes.

Adam Scheuber made a motion to approve the minutes as presented, and Chris Hickernell seconded the motion. The vote on the motion was follows:

AYE:	White, Hickernell, Carvalho, Haskins, Cadena, B. Martin, Scheuber, Lindauer
NOES:	None
ABSTENTIONS:	None

Agenda Item 4: Committee to Consider Recommendation for Approval to the Finance and Administration Committee the Proposed O&M Budget Including the Extra-Ordinary, CIP, and Routine O&M Budgets for FY21 and Preliminary O&M Budget for FY22.

Chris White turned the meeting over to Paul Stearns to review Agenda Item No. 4.

Paul began the review of the Proposed FY21 and Preliminary FY22 Operations & Maintenance Budgets.

Paul reviewed the percent difference between the approved FY20 and proposed FY21 budgets as provided in the Memo in the meeting packet. He reviewed the proposed new/conversion positions identified in the proposed FY21 budget packet. He explained the factors that impacted the increase in the Labor cost in this year's budget. He also reviewed the non-salary related increases between the FY20 and FY21 budgets.

Frances reviewed the Budget Summary table on page 6 of the budget packet. She also reviewed the proposed SLDMWA Organization Chart with the OMTC identifying the new positions and their role in each work group.

Frances then reviewed the justification for the following positions; Facilities O&M Director, Electrician, SDADA Technician, and provided the explanation/justification for the conversion of the two positions in the Finance/Accounting Department.

Bob Martin then reviewed the justification for the Contract Specialist and the Electrical Project Specialist in the Engineering Department.

Bob Martin reviewed the proposed EO&M Projects for FY21. He started with a review of the 10-Year plan on pages 30 & 31 in the meeting packet. He noted that one major project was deferred to FY22 based on recommendations from staff. The project was the OPP Pump Assemblies Rehabilitation Program. Bob stated that staff recommended scheduling this project for every other year so the crews can catch up on the deferred PM's that has occurred since this project started.

Bob provided a general description of the DMC Subsidence Mitigation Project and information on the \$125M-130M cost estimate prepared by Reclamation.

Bob then began discussion of the proposed FY21 EO&M Projects shown on the Funding Summary on page 28 of the meeting packet. He presented the scope of work, justification and cost estimate for each project proposed for FY21.

Bob deferred the explanation of the DMC Turnout Flowmeter Upgrade Project to Jake Oxenrider (Operations Supervisor). Jake provided a description of the project and noted that the project will be separated into three phases. Frances noted that we will be pursuing grant funding for this project which will hopefully reduce the overall cost to the SLDMWA.

Lois Neishi presented the project background, description and need for the replacement of the EAM & Finance software. She noted that the end of life for the existing EAM program will be in July 2021 and Oracle will no longer support our current EAM package. Also, the finance software, Dynamics Great Plains (GP), currently being used by the Finance Department, is 18 years old and is an older generation software that needs to be upgraded. Lois stated that the most valuable benefit of this purchase is it will combine the EAM & Financial programs into one comprehensive package. Lois entertained questions and provided answers to each of the questions.

Jim Lenhardt reviewed the proposed list of heavy equipment proposed to be replaced in FY21. He reviewed the purpose of each piece of equipment and the justification for its replacement. He entertained questions and provided responses to each question.

Jim Lenhardt continued and reviewed the proposed list of vehicle proposed to be replaced in FY21. He explained and reviewed the use and replacement justification for each vehicle. No questions were asked after this presentation.

Bob Martin then reviewed the two FY21 projects that were being proposed on the Facility

Infrastructure Rehabilitation/Replacement 10-Year Plan. No questions were asked after this presentation.

Bob Martin reviewed the proposed budget and items noted for replacement in FY21 on the Computer/Network Communication Equipment Replacement 10-Year Plan. No questions were asked after the presentation.

Bob Martin reviewed the Project Description and Justification information for the JPP Unit Rewind Capital Improvement Project. He provided detailed information on the contractor’s work completed to date and the overall project schedule and funding plan.

This completed the review of the proposed FY21 RO&M and EO&M budgets.

After a break for lunch, Bob reviewed the preliminary list of projects that are proposed for FY22. He reviewed each of the projects identified on the FY22 Funding Summary sheet on page 29 of the meeting packet. He provided the general scope and estimated cost for each of the projects.

Chris White noted that the Funding Summary for FY22 was approximately \$4M greater than FY21. Bob noted that this was due to the deferment of the OPP Pump Assembly Rehabilitation, and the addition of the OPP Main Transformer Rehabilitation Project. Frances noted that we do our best to try and “levelize” the FY cost from year to year, but it is becoming more difficult with the number of projects on the list and the complexity of these projects.

Chris White asked if there were any further questions. Chris Hickernell asked about funding for the DMC Subsidence Mitigation Project. Federico provided information on the variety of funding sources that are being pursued for this project. (including WIFIA funding and possibly bond financing)

Chris Hickernell made a motion for Approval to the Finance and Administration Committee the Proposed O&M Budget including the Extra-Ordinary, CIP, and Routine O&M Budes for FY21 and Preliminary O&M Budget for FY22, Adam Scheuber seconded the motion.

AYE:	White, Hickernell, Carvalho, Haskins, Cadena, B. Martin, Scheuber, Lindauer
NOES:	None
ABSTENTIONS:	None

Agenda Item 5: Review of the San Luis & Delta-Mendota Water Authority (Water Authority) Strategic Plan Adopted by the Board of Directors.

This item was moved and presented prior to the Action Items.

Agenda Item 6: Review of Staffing Analysis Prepared by Water Authority Staff.

This item was moved and presented prior to the Action Items.

Agenda Item 7: Review Status of JPP Unit Rewind Project

The status of the JPP Unit Rewind was discussed during the presentation of the JPP Unit

Rewind Project – Phase 4 during the FY21 EO&M Project presentation.

Agenda Item 8: Review Actions Items from Meeting

No action items were issued during this meeting.

Agenda Item 9: Confirm Date, Time, and Location for Next Meeting

No additional meetings are required this year. Next year's meeting will be scheduled at a later date.

Agenda Item 10: Reports Pursuant to Government Code Sec 54954.2

No Reports Given

Agenda Item 11: Adjournment

The meeting was adjourned at 12:33 p.m.



O & M Technical Committee

October 21, 2019

9:30 a.m.

ATTENDANCE:

Name:

Organization:

CHRIS WHITE	EXCHANGE CONTRACTORS
Bob Martin	SLDMWA
Jim Lenhardt	SLDMWA
Paul Stearns	SLDMWA
Jacob Overider	SLDMWA
STEVE LARSEN	SLDMWA
Lois Neishi	SLDMWA
JARRET MARTIN	CCID
Chris Hickmanzell	FRIANT WATER Authority
Allen Lindauer	BOR
Frances Mizuno	SLDMWA
MICHAEL PETERS	KAWAII Pump, INC. (REFER TO: MYERS BROS. DRILLING)
Jayce Machado	SLDMWA
Cathy Bento	SLDMWA
KEN CARVALHO	TID
Robert Haskins	Valley Water
FEDERICO BARAJAS	SLDMWA

NOTE: Signature is voluntary and a person may attend the meeting whether or not he or she signs the sheet.



O & M Technical Committee

October 21, 2019

9:30 a.m.

ATTENDANCE:

Name:

Organization:

Rebecca Arkroyd
Juan Cadena
Adam Schenber
Scott Peterson (telephone)

SLDMWA
Panoche WD
DPWD
SLDMWA

NOTE: Signature is voluntary and a person may attend the meeting whether or not he or she signs the sheet.