

WESTHAVEN COMMUNITY SERVICES DISTRICT
Special Meeting Minutes
August 29, 2023

1. CALL TO ORDER

Board President Verick called the meeting to order at 6:45 PM. In attendance were:

Board Members: Hankin, Verick, Cline, Swisher & Llanos

Absent: Levang

Staff: Rosenblatt, Chandler, Whitlow-Hewett, Martin

Guests: None

2. PUBLIC COMMENT

None at this time

3. AMEND / APPROVE ORDER OF AGENDA ITEMS

Rosenblatt motioned to move Item 4 (Presentation by PACE Engineering About the New Surface Water Treatment Plant) to before Item 3 (Discussion/Adoption of Contract with PACE Engineering)

Verick moved to approve the new order of agenda items. Seconded by Llanos, all approved.

4. PRESENTATION BY PACE ENGINEERING ABOUT THE NEW SURFACE WATER TREATMENT PLANT

4.1 Questions about the Zoom Presentation by Tom Warnock district engineer (Pace Engineering) for an overview of the new Surface Water Treatment Plant component **Discussion**

Questions asked by the Board and staff:

(Martin) What are the beads composed of in the micro flock media?

(Warnock) High density polyethylene (HDPE), the same material that comprises water pipes. It has no attrition so will not need to be replaced over time and is NSF approved for public health protection.

(Hankin) Why is the additional 200,000 gallon tank needed?

(Warnock) Half of the 100,000 gallon tank is dedicated to meet the disinfection contact time. More water will be available in case of a large leak, and more water available for firefighting capacity. Rosenblatt added we will have additional capacity to handle winter storm flushes or equipment failure.

(Verick) Will having a much larger tank have any affect on premiums our customers pay for fire insurance?

(Rosenblatt) The ISO fire rating is based on 60% of a water supply to support firefighting capacity. Any offset we get in our ISO rating from putting in larger water mains, more hydrants, and increased storage should at least keep us where we are with regard to the community's ISO rating for property owners to maintain homeowner's insurance.

(Llanos) In regard to needed specialized equipment and supply chains, is the contractor or the district responsible for purchasing any equipment?

(Warnock) The contractor is responsible for that equipment. Once the submittals are approved, there is half a year to get in line to get the materials, so the main thing is to get the equipment ordered up front.

(Llanos) If construction is not finished by March 2026, what is the situation regarding payment? Will that money be allocated from a different funding source “if available”?

(Warnock) Those words are in every SRF agreement and in this expedited agreement. It is most likely we will get extensions from the State as needed. We will find a way to make it work.

Rosenblatt noted that his takeaways from his meeting with the funders at DFA are that the \$11 million will likely be amended to \$15 million once we get the bid proposals from the contractor for the design and environmental work, and the funders are already scoping out additional funding sources such as Prop 68 or bond or safe drinking water monies. The next funding source is good through 2027.

(Martin) Is there any state money coming from federal infrastructure funds?

(Rosenblatt) No, but sometimes there is pass-through money.

4.2 Questions regarding the Expedited Drinking Water Grant Program funding component of the Surface Water Treatment Plant Project. **Discussion**

Questions asked by the Board and staff:

(Hankin) Why are the costs of construction management and observation as high as they are and are these upper bound figures? Would the amount going toward consulting services be reduced and remaining funds potentially be available?

Verick said the costs are time and materials, and no guarantee of all of that being spent. We can move that allocation of funds into something else. Llanos noted the costs cover the 2-year long project for 1 or 2 staff people from Redding, plus a per diem.

(Warnock) If the amount of money in the budget allocated for design is not fully spent, that money will be able to be spent somewhere else. \$704,000 in the budget is for the two-year construction window. Construction management covers coordination with the contractor to get submittals, process pay requests, process contract change orders, and to be the middle person between the owner, funding agency, contractor, PG&E, and DDW. The construction observer is the key person overseeing activities of multiple projects and logistics of materials, monitoring the prevailing wage activities of the laborers, documentation, start-up, and training.

5. ITEMS RELEVANT TO ADOPTION OF THE PACE ENGINEERING CONTRACT FOR THE SURFACE WATER TREATMENT PLANT PROJECT.

5.1 Adoption of contract with Pace Engineering **Discussion/Approval.**

Verick moved to adopt the contract with Pace Engineering. Seconded by Cline, all approved.

6. ADJOURN

Verick adjourned the meeting at 8:37 PM.

Respectfully Submitted,
Christy Chandler
WCSD Secretary