



February 19, 2025

TO: Utilities Advisory Committee
FROM: Laura Durban, Administrative Services Manager
SUBJECT: **Agenda Item 2 – 02/19/2025 UAC Meeting**
Approve Prior Meeting Minutes

President
Christine M. Womack

Vice President
Matthew D. Fourcroy

Directors
Charles L. Cesena
Tom Cross
Richard Hubbard

General Manager
Ron Munds

District Accountant
Robert Stilts, CPA

Unit Chief
John Owens

Battalion Chief
Paul Provence

DESCRIPTION

Attached are the minutes of the Utilities Advisory Committee (UAC) meeting held January 15, 2025, for your review and approval.

STAFF RECOMMENDATION

Staff recommend that the Utilities Advisory Committee adopt the following Motion:

Motion: I move that the Utilities Advisory Committee approve the minutes of the UAC meeting held January 15, 2025.

Attachment
01/15/2025 Utilities Advisory Committee Minutes

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**DRAFT - Los Osos Community Services District
Minutes of the Utilities Advisory Committee Meeting
January 15, 2025, at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order Flag Salute Roll Call	<p>Chairperson Cesena called the meeting to order at 5:30 p.m.</p> <p><u>Roll Call:</u> James Bishop, Committee Member – Present Jan Harper, Committee Member – Present Leonard Moothart, Committee Member – Present Pam Ouellette, Committee Member – Present Matthew Tallone, Committee Member – Present Matthew Fourcroy, Vice-Chairperson – Absent Chuck Cesena, Chairperson – Present</p> <p><u>Staff:</u> Ron Munds, General Manager Margaret Falkner, Utility Systems Manager Laura Durban, Administrative Services Manager</p>	
2. Approve UAC Minutes of December 18, 2024	<p>Chairperson Cesena presented the minutes for approval.</p> <p>Public Comment – None</p> <p>Committee Member Ouelette moved to approve the meeting minutes of December 18, 2024. The motion was seconded by Committee Member Moothart and carried with unanimous Consent.</p>	Action – File approved minutes.
3. Revised Intent/Will Serve Letter Policy and Procedures	<p>General Manager Munds presented the revised policy for applying for District water service.</p> <p>The Committee discussed the policy and process, guidelines for Intent to Serve and mechanism to limit applications based on water constraints.</p> <p>Public Comment – None</p> <p>Committee Member Harper moved that the Utilities Advisory Committee recommend to the Board that the Board approves the revised policy, procedures and guidelines for Intent/Will Serve letter process as edited by the UAC. The motion was seconded by Committee Member Moothart and carried with unanimous Consent.</p>	Action – Recommend revised policy, procedures and guidelines for Intent/Will Serve letter process to the Board
4. Basin Management Committee Update	<p>General Manager Munds presented updates from the BMC meeting.</p> <p>Public Comment - None</p>	Action - None
5. Utilities Department Report	<p>Utility Systems Manager Falkner reported on December 2024's water production, well site production and runtime hours, water billing information, rainfall totals, and the call-out record.</p> <p>Public Comment - None</p>	Action – None
6. Utilities Department Updates	<p>General Manager Munds provided updates on the Program C Well project, Groundwater Monitoring Well Project, SCADA, and the FEMA/Cal OES Cabrillo Basin funding update.</p> <p>Public Comment – None</p>	Action – None
7. Public Comments on items NOT on this Agenda	Public Comment – None	Action – None
8. Schedule the Next UAC Meeting	The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, February 19, 2025, at 5:30 p.m. unless otherwise noticed.	
9. Closing Comments by UAC Committee Members	<p>Committee Member Moothart thanked General Manager Munds for Policy Revisions.</p> <p>General Manager Munds thanked the Committee for input.</p>	
10. Adjournment	The meeting was adjourned at 6:27 p.m.	