



UTILITIES ADVISORY COMMITTEE MEETING

Wednesday, September 20, 2017 at 5:30 p.m.
Los Osos Community Services District Office
2122 9th Street, Suite 106, Los Osos, CA

COMMITTEE MEMBERS

Chuck Cesena, Chairperson
Vicki Milledge, Alternate Chairperson
Jan Harper, Member
Lee Harry, Member
Gene Heyer, Member
Leonard Moothart, Member
Ron Munds, Member

STAFF

Jose Acosta, Utility Systems Manager
Ann Kudart, Administrative Services Manager

AGENDA

1. **Opening – 5:30 p.m.**
 - A. Call to Order
 - B. Flag Salute
 - C. Roll Call
2. **Approval of UAC Minutes of June 21, 2017**
(Recommend Approval)
Presented By: Administrative Services Manager Kudart
3. **Recap of September 20, 2017 Basin Management Committee Meeting**
(Discussion Only, No Action Associated)
Presented By: Chairperson Cesena
4. **Review of Proposed Fiscal Year 2017/2018 Utilities Department Projects**
(Committee Review and Discussion)
Presented By: Utility Systems Manager Acosta
 - a. Drainage – 8th Street pump and panel
 - b. Update – Phase II of 8th Street well
 - c. Meter Replacement Program
 - d. Water Yard Building Project
 - e. Computer Maintenance Management System
5. **Public Comments on Items NOT on this Agenda:** At this time, the public may comment on items not on this agenda. Each commenter is limited to 3 minutes and shall address the Chairperson.
6. **Schedule UAC Meeting** – Unless otherwise noted, the next UAC meeting will be Wednesday, October 18, 2017 at 5:30 p.m.
7. **Closing Comments by UAC Committee Members**
8. **Adjournment**

ITEM 2

**APPROVAL OF UAC MINUTES OF
JUNE 21, 2017**

**Los Osos Community Services District
DRAFT Minutes of the Utilities Advisory Committee Meeting
June 21, 2017 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>1. Call to Order, Flag Salute and Roll Call</p>	<p>Chairperson Cesena called the meeting to order at 5:34 p.m. and led the flag salute.</p> <p><u>Roll Call:</u> Jan Harper, Committee Member – Present Lee Harry, Committee Member – Present Gene Heyer, Committee Member – Present Leonard Moothart, Committee Member – Present Ron Munds, Committee Member – Absent Chuck Cesena, Chairperson – Present</p> <p><u>Staff:</u> Renee Osborne, General Manager Ann Kudart, Administrative Services Manager</p>	
<p>2. Approval of UAC Minutes of May 17, 2017</p>	<p>Public Comment – None.</p> <p>Committee Member Harry made a motion to approve the minutes. The motion was seconded by Committee Member Moothart and carried with the following vote:</p> <p>Ayes: Harry, Moothart, Heyer. Nays: None Abstain: Harper Absent: Munds</p>	<p>Action – File approved minutes.</p>
<p>3. Recap of June 15, 2017 Proposition 218 Protest Hearing Regarding Proposed Water Rates</p>	<p>Chairperson Cesena reported that the 218 Protest Hearing regarding the proposed water rate increase held on June 15, 2017 was unsuccessful as only 226 protests were received well below the number needed for a successful protest.</p>	
<p>4. Recap of May 17, 2017 Basin Management Committee Meeting</p>	<p>Chairperson Cesena reported that the Committee reviewed the annual monitoring report with trend indicating continue saltwater intrusion and that monitoring will continue every six months; the Committee discussed possible funding of an additional 600' monitoring well at Cuesta Inlet; and discussed the County expanding its water conservation rebate program.</p> <p>Chairperson Cesena reminded everyone that although California is out of a drought, Los Osos is not.</p>	
<p>5. Review of Proposed Fiscal Year 2017/2018 Utilities Department Budget</p>	<p>General Manager Osborne reported that following UAC's review and recommendations, the budget will be refined, reviewed at the June 29th Finance Committee meeting, and then go before the Board for adoption at their July 6th meeting. She reviewed the Budget Summary as submitted with the agenda packet which shows that Fund 200 Bayridge, Fund 400 Vista de Oro, Fund 600 Wastewater, and Fund 900 Drainage show projected negative fund balances due to roll overs from 16/17; discussed Admin allocations, the \$25,000 loan repayment from Bayridge; new utilities maintenance software and training expenses; expenses for Wastewater as there was no 16/17 budget for Fund 600; that engineering services connected to specific capital improvements will be capitalized; and reviewed the reserves and the anticipated additional revenue from the rate study.</p>	

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>5. Review of Proposed Fiscal Year 2017/2018 Utilities Department Budget (continued)</p>	<p>Public Comment – Lynette Tornatzky commented that Wallace Group provided services for the tax assessments however following the bankruptcy additional reports were required and NBS was hired to provide those for Wastewater.</p> <p>Jeff Edwards commented on District responsibility regarding Phase II of the Bayridge collection system; questioned if a payback analysis by Wallace regarding gravity flow at 8th Street had been done; seatrains at the Water Yard; and brine disposal.</p> <p>Richard Margetson commented that the budget is for an individual year and the results of that year are not carried over as a negative or a positive from the previous year when starting the next year's budget; if ending in a negative there should be a transfer in from reserves and if ending with a positive a transfer out to a reserve, as determined by the Board.</p>	
<p>6. Public Comments on Items NOT on this Agenda</p>	<p>Richard Margetson commented on discrepancies with the some of the supplemental wastewater bills.</p>	
<p>7. Schedule Next UAC Meeting</p>	<p>The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, July 19, 2017 at 5:30 p.m. unless otherwise noticed.</p>	
<p>8. Closing Comments by UAC Committee Members</p>	<p>None.</p>	
<p>9. Adjournment</p>	<p>The meeting adjourned at 7:07 p.m.</p>	

ITEM 3

**RECAP OF SEPTEMBER 20, 2017
BASIN MANAGEMENT COMMITTEE
MEETING**

LOS OSOS GROUNDWATER BASIN, BASIN MANAGEMENT COMMITTEE

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that the Los Osos Groundwater Basin, Basin Management Committee Board of Directors will hold a **Board Meeting** at **1:30 P.M. on Wednesday, September 20, 2017** at the South Bay Community Center, 2180 Palisades Ave, Los Osos, CA, 93402.

Directors: Agenda items are numbered for identification purposes only and may not necessarily be considered in numerical order.

NOTE: The Basin Management Committee reserves the right to limit each speaker to three (3) minutes per subject or topic. In compliance with the Americans with Disabilities Act, all possible accommodations will be made for individuals with disabilities so they may attend and participate in meetings.

BASIN MANAGEMENT COMMITTEE BOARD OF DIRECTORS AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **BOARD MEMBER COMMENTS.** Board members may make brief comments, provide project status updates, or communicate with other directors, staff, or the public regarding non-agenda topics.
5. **CONSENT AGENDA**

The following routine items listed below are scheduled for consideration as a group. Each item is recommended for approval unless noted and may be approved in their entirety by one motion. Any member of the public who wishes to comment on any Consent Agenda item may do so at this time. Consent items generally require no discussion. However, any Director may request that any item be withdrawn from the Consent Agenda and moved to the "Action Items" portion of the Agenda to permit discussion or to change the recommended course of action. The Board may approve the remainder of the Consent Agenda on one motion.

- a. **Approval of Minutes from July 19, 2017 Meeting**
- b. **Approval of Warrants, Budget Update and Invoice Register through August 2017**

6. **EXECUTIVE DIRECTOR'S REPORT**

7. **ACTION ITEMS**

- a. **Update on Status of Basin Plan Infrastructure Projects**

Recommendation: Receive report and provide input to staff for future action.

- b. **Water Conservation Program Update**

Recommendation: Receive update and provide input to staff for future action.

- c. **Award of Contract to Cleath Harris Geologists for the Design of Cuesta by the Sea Lower Aquifer Monitoring Well**

Recommendation: Award contract for the design of the proposed lower aquifer monitoring well.

d. Creek Discharge Plan Technical Memo

Recommendation: Receive report and provide input to staff for future action.

8. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

The Basin Management Committee will consider public comments on items not appearing on the agenda and within the subject matter jurisdiction of the Basin Management Committee. The Basin Management Committee cannot enter into a detailed discussion or take any action on any items presented during public comments at this time. Such items may only be referred to the Executive Director or other staff for administrative action or scheduled on a subsequent agenda for discussion. Persons wishing to speak on specific agenda items should do so at the time specified for those items. The presiding Chair shall limit public comments to three minutes.

9. ADJOURNMENT