

**Los Osos Community Services District
Minutes of the Utilities Advisory Committee Meeting
April 17, 2019 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order, Flag Salute and Roll Call	<p>Chairperson Cesena called the meeting to order at 5:30 p.m. and led the flag salute.</p> <p><u>Roll Call:</u> James Bishop – Present Jan Harper, Committee Member – Present Leonard Moothart, Committee Member – Present Ron Munds, Committee Member – Absent Eric Silva, Committee Member – Absent Matthew Fourcroy, Vice Chairperson – Present Chuck Cesena, Chairperson – Present</p> <p><u>Staff:</u> Renee Osborne, General Manager Jose Acosta, Utility Systems Manager Ann Kudart, Administrative Services Manager</p> <p>Chairperson Cesena welcomed new Committee Member James Bishop and thanked him for his service.</p>	
2. Approve UAC Minutes of March 20, 2019	<p>Chairperson Cesena presented the minutes for approval.</p> <p>Public Comment - None</p> <p>Committee Member Moothart made a motion to approve the UAC minutes of March 20, 2019. The motion was seconded by Committee Member Harper and carried unanimously.</p>	Action – File approved minutes.
3. Utilities Department Update	<p>Utility Systems Manager Acosta reported that staff would be meeting with the hauler on Friday to begin planning and logistics for the Bayridge Estates Septic Tanks project and working on a plan for decommissioning the tanks once they are emptied. Chairperson Cesena asked that staff be prepared to address alternative/repurposed uses of the tanks.</p> <p>He reported that the District completed and submitted to the State the Electronic Annual Report which compiled water production figures, water sales, water quality, community demographics, water rates and other pertinent information pertaining to the District’s water system.</p> <p>Following the dive inspection of the 10th Street Reservoir, Mr. Acosta reported that repairs are needed; that a contractor provided estimates at \$20,000 for repairs including replacement of the top hatch, replace five to six cathodic protection caps, provide a south-closing ladder gate at the top of the roof ladder entry, replacement of one of the sacrificial anods, replacement of top three rungs inside the tank, and erect scaffolding for spot painting inside of tank. and, provided an estimate of \$124,000 to take the exterior down to bare steel, full enclosure due to lead, priming and painting and an estimate of \$41,000 for spot touching including pressure washing and prime and paint exterior.</p> <p>He reported that following discussions with District Engineer Miller, it was determined that running South Bay well is beneficial to continually run to help with saltwater intrusion; and, that a total of 70% of residential meters have been replaced and the final 30% will be replaced this next fiscal year.</p> <p>Public Comment – Jeff Edwards inquired as to the cost to pump the Bayridge septic tanks and the number of tanks; the capacity of the 10th Street Tank; if cost and calculations as required of the water shortage contingency plan are being done; asked for an update regarding water loss and if the District is compiling a database from the information collected from the Occupancy Certification forms.</p>	Action – No action.

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>3. Utilities Department Update</p>	<p>Julie Tacker commented on the rehab of the 10th Street Tank and the Highland property has a higher elevation; what is the cost to pump at the various sites; supported the District stop pumping at Palisades.</p> <p>Mr. Acosta responded that the cost to pump the 11 tanks in Bayridge will be approximately \$25,000 which includes the cost of hauling, disposal fees, and any permitting fees; the 10th Street yard has approximately 3,800 gallons of storage capacity; regarding the Water Yard Project, the District is waiting on the underground plans to be finalized; that he is waiting on the Water Rate Group's report before finalizing the Water Shortage Contingency Plan which will then be brought back to UAC before being presented to the Board; that we do maintain a database within our billing system; that water loss is currently at 8.5% and that we were experiencing 15% water loss before the meter replacement program; and, that building a new reservoir was removed from the updated CIP List due to the high cost.</p>	
<p>4. Discussion Regarding Water Conservation Rebate Program</p>	<p>General Manager Osborne provided a brief summary of the first draft of the District's Conservation Rebate Program and reviewed the rebates provided by the County and Golden State Water Company (GSWC) and reviewed the District's proposed rebate program; that a Conservation Fair is being planned for June 23rd at the Community Center featuring local businesses and contractors that sell and install conservation items.</p> <p>The Committee recommended beginning the program June 1, 2019 and following discussion requested Ms. Osborne to return with a range of low-flow toilets available that use less than 1.6 gallons; the perimeters of water-saving washing machines; to check with GSWC on their verification process for rebate applications; and, what is the cost and the range of water savings from the devices.</p> <p>Public Comment – Jeff Edwards commented that this is not the way to approach water conservation and opposed the program; that he supported focusing energy on the County's Title 19 Retrofit to Build program.</p> <p>Linde Owen supported Mr. Edwards' comments and the use of greywater systems.</p> <p>Julie Tacker commented that the GM's time already spent needed to be tracked and billed towards the \$10,000; asked the Committee not to duplicate the County's efforts; requested a breakdown of how much will be spent on Admin and the devices; and, believes that it is too soon for a conservation fair.</p>	<p>Action – The Committee recommended that the item come back at their next meeting.</p>
<p>5. Review of Capital Improvement Projects (CIP) List</p>	<p>Utility Systems Manager Acosta reported that he and District Engineer Miller reviewed and compiled the CIP figures for 2019 with ranking, status and priority. He reviewed that list with the Committee and reported that the first four projects are in process; and, that the SCAD Systems Upgrade which maintains water operation facilities and the South Bay Wells Distribution Project are scheduled for FY2019/20.</p> <p>Public Comment – Julie Tacker asked if the Water Department Heavy Equipment Storage project could be combined with the Water Operation Facility Improvements.</p> <p>Linde Owen commented on the Street Planning Group's discussion in getting the water from dead-end back flushing into trucks to be used for community projects.</p> <p>Jeff Edwards recommended that the District begin a CEQA analysis and perform a coequal analysis of all four alternative sites for the Program C Eastern Wells and that the District attach the highest level of urgency to this project.</p>	<p>Action – The Committee had no further comments or recommendations and this item will be brought to the Board.</p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
5. Review of Capital Improvement Projects (CIP) List (continue)	Mr. Acosta responded to Ms. Tacker's question reporting that these two projects are at two different locations and that the Heavy Equipment Storage will be at the South Bay facilities where there is more room.	
6. Review of Fiscal Year 2019/20 Draft Water and Drainage Budgets	<p>Utility Systems Manager Acosta provided a brief summary of the report as submitted with the agenda packet reporting that the property tax revenue disbursement and the Cost Allocation Plan were included; and, that a BMC report summarizing each party's cost for 2019 was included and that the District's portion was \$131,556 as shown on page 4 of the Water Budget, Line Item 7318; that the costs for CIP Infrastructure projects were included as well; that Salaries and Wages increased 5%; Minor Tools, Accessories and Field Machines including purchases of asphalt repair equipment and a 2,00 gallon water tank; increase in Repair and Maintenance Buildings to replace rotting siding at well sites; and, an increase in Repair and Maintenance Water Distribution Systems for replacement of 12 sample stations, reservoir repairs and leak detection program completion. He reported that the only project in Drainage is the SCADA Project at \$62,500.</p> <p>Public Comment – Linde Owen commented on salary increases and the GM's salary.</p> <p>Committee Member Moothart moved that staff bring back the Fiscal Year 2019/20 Draft Budgets to include any recommendations from the Joint FAC/UAC meeting. The motion was seconded by Committee Member Harper and approved unanimously.</p>	Action: The Committee recommended that staff bring back the Fiscal Year 2019/20 Draft Budgets to include any recommendations from the Joint FAC/UAC meeting.
7. Public Comments on Items NOT on this Agenda	Linde Owen commented that the student's water conservation posters are adorable but looked like clutter on the streets and put money into better signage.	
8. Schedule Next UAC Meeting	Chairperson Cesena announced the April 23 rd Joint FAC/UAC meeting will begin at 5:00 p.m. and that the next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, May 15, 2018 at 5:30 p.m., unless otherwise noticed.	
9. Closing Comments by UAC Committee Members	Committee Member Moothart announced the Morro Bay Science Explorations Native Shellfish and Aquaculture free event on Thursday, May 16 th at the SLO Botanical Garden at 6:00 p.m.	
12. Adjournment	The meeting adjourned at 7:21 p.m.	