

**Los Osos Community Services District
Minutes of the Utilities Advisory Committee Meeting
February 20, 2019 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 5:30 p.m. and led the flag salute.</p> <p><u>Roll Call:</u> Jan Harper, Committee Member – Present Leonard Moothart, Committee Member – Absent Ron Munds, Committee Member – Present Eric Silva, Committee Member – Present Matthew Fourcroy, Vice Chairperson – Arrived at 5:41 p.m. Chuck Cesena, Chairperson – Present</p> <p><u>Staff:</u> Renee Osborne, General Manager Jose Acosta, Utility Systems Manager Marti Brand, Administrative Clerk</p>	
<p>2. Approve UAC Minutes of January 16, 2019</p>	<p>Administrative Clerk Brand presented the minutes for Committee approval.</p> <p>Public Comment - None</p> <p>Committee Member Harper made a motion to approve the UAC minutes of January 16, 2019. The motion was seconded by Committee Member Silva and carried unanimously.</p>	<p>Action – File approved minutes.</p>
<p>3. Review District Water Shortage Contingency Plan and District Code Title 2</p>	<p>Utility Systems Manager Acosta provided a summary of the report as submitted with the agenda packet and presented a handout at the meeting. He reported that District Code only credits for water leaks that result from a service line break, that a service line is from the water meter to the entry point of the house, and that agriculture, landscaping, toilets, faucets, and fixtures were excluded. Mr. Acosta reported that the District is in Stage 3 of the Water Shortage Contingency Plan reviewing the triggers to end the current stage. He reported that these triggers were based on climate triggers only and recommended caution when considering an exit of the current stage and not to exit too soon.</p> <p>General Manager Osborne reported that this topic had been given to UAC by the Board as a customer requested his bill be waived due to a sizeable leak. She reported that since the District is in Stage 3 no leak credits will be given and that any leak credits would need to be available to all customers in the District.</p> <p>Public Comments – Charlie Cote, S & T Mutual, commented that this type of leak is difficult to detect because of the branching off of the lines before reaching the homes; that irrigation can branch but does not necessarily have a shut-off valve; and, that S & T Mutual does not forgive any water leaks.</p> <p>Richard Margetson supported the proposed lowered tiered rate; that some members of the public may not know when a break had occurred; that the District has enforced one section but not the section that states penalties up to two times the established rate for usage above allocation; and that some adjustment or compromise would be appropriate.</p> <p>Elaine Watson supported the penalty of two times the amount the established rate for customers who willfully use over their allotment and supported the discussion of the proposed lower tiered rate for accidental leaks. She commented that a customer doesn't know you have a water leak until your next bill.</p> <p>Chairperson Cesena asked if we are currently applying penalties for high allotment use.</p>	<p>Action – The Committee recommended to the Board that staff will come back with clarification of the language on the Water Shortage Contingency Plan and the Rate Group will work on leak credits, and the Title 2 issues.</p>

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3. Review District Water Shortage Contingency Plan and District Code Title 2 (continued)	<p>General Manager Osborne reported that the Utilities Billing Specialist collected the occupancy information but was unsure whether penalties are currently implemented; she will report back to the Committee at the next meeting.</p> <p>Committee Member Munds moved that the Committee recommend to the Board that staff will come back with clarification of the language on the Water Shortage Contingency Plan and that the Rate Group will work on leak credits and the Title 2 issues. The motion was seconded by Committee Member Silva and carried unanimously.</p>	
4. Discuss and Compile 2019 Work Plan for the Utilities Advisory Committee	<p>Chairperson Cesena provided a summary of the report as submitted with the agenda packet.</p> <p>The Committee discussed the current Work Plans and possible changes.</p> <p>Public Comments – Richard Margetson commented that Item 7 on the Work Plan was confusing; requested clarification regarding the process of adding new items to the work plan; and asked which Work Plan Item requires the subcommittee.</p> <p>Committee Member Harper made a motion that the Committee recommend that the Board accept changes to Item 2 of the Work Plan; review Utilities Budgets for 2019/2020 fiscal year, and, changes to Item 7. The motion was seconded by Committee Member Munds and carried unanimously.</p>	<p>Action – The Committee recommended that the Board accept changes to Item 2 of the Work Plan; review Utilities Budgets for 2019/2020 fiscal year, and, changes to Item 7.</p>
5. Utilities Department Update	<p>Utility Systems Manager Acosta provided a summary of the report as submitted with the agenda packet. He reported that the 8th Street Water Yard Building Project's additional costs associated for fire sprinklers and ADA compliance had been approved by the Board of Directors; that the staff is working on quotes for the underground fire service installation, fire sprinklers, and ADA requirements; that the Board had directed staff to contact RP Environmental to complete the permit requirements, insurance requirements and disposal of septic material at Bayridge Estates collection facility with total cost estimates of \$24,000; and, that the County had approved the use of recycled water for this project. He reported that Lead and Copper Sampling at Los Osos Middle School (LOMS) was below the action levels; and, that they are waiting on conversion modules to complete installing of the well meters.</p> <p>Public Comment – None</p>	<p>Action – No action.</p>
6. Update of February 6, 2019 Water Resource Advisory Committee Meeting	<p>Chairperson Cesena provided a summary of the meeting report as submitted to the agenda packet. He reported that the Water Resource Advisory Committee (WRAC) is a subset of the County Flood Control District that meets monthly. He reported that over the past year there had been a great focus on the North County groundwater basin. Chairperson Cesena reported that the participants of the WRAC are encouraged to provide an agency update on relevant water resource issues once per year; that he would like to present an update for the District on seawater infiltration; the proposed well on the Eastside of town, and, that the topic for the update could foster ideas on handling relevant issues for the District; and, that much of the discussion today was in regards to a letter for Water Conservation to present to the Board of Supervisors on a consent calendar.</p> <p>Public Comments – None</p>	<p>Action – No action.</p>
7. Public Comments on Items NOT on this Agenda	<p>Richard Margetson asked what budget the recent personnel settlement would be paid from hoped that only a partial amount would come from Water Department budget because Water only covers half of the District.</p>	

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	<p>Chairperson Cesena responded that this was a fair question and may consider that possibly this is where some of the property taxes received from the County could be allocated as we have done with Fire and Drainage.</p> <p>General Manager Osborne commented this was part of the Mid-Year Adjustment and the Auditor advised them to put this under Legal and suggested further discussion with Chairperson Cesena after this meeting.</p> <p>General Manager Osborne reported from the Integrated Regional Water Management (IRWM) Grant Program the District's 8th Street Well Project ranks among the top ten projects proposed; that they believe this project meets the guidelines and staff is waiting for the reimbursement information that was due in December. She reported that the State will not reimburse invoices until 2020 which may cause many cities to drop out of the grant process because of the time frame; and, that several cities throughout the State are writing letters opposing the time frame of reimbursement. She reported that District staff may bring to the Committee the recommending of a postponement of the project to the Board; the District is in good standing with this project as they have slowed down to stay in step with the IRWM Grant Program process. She reported that Drainage project will not happen for another year because San Luis Obispo County missed the grant cycle; and, that currently they are taking the necessary actions to be part of the next grant cycle.</p> <p>Richard Margetson asked how much is the pool of money.</p> <p>General Manager Osborne responded there is a total of \$6,000,000 with \$3,000,000 in the first round and \$3,000,000 in the second round.</p> <p>General Manager Osborne provided a handout of the winners from the Water Conservation Program Contest reporting that there are six winners and one honorable mention and that the winners will be presented at the 2019 Business Expo March 14th.</p>	
8. Schedule Next UAC Meeting	The next meeting for the Utilities Advisory Committee is scheduled to be held on Wednesday, March 20, 2019 at 5:30 p.m. unless otherwise noted.	
9. Closing Comments by UAC Committee Members	Committee Member Harper stated she would be unable to attend the next meeting.	
10. Adjournment	Chairperson Cesena adjourned the meeting at 6:34 p.m.	