



April 26, 2023

**TO:** Utilities Advisory Committee  
**FROM:** Laura Durban, Administrative Services Manager  
**SUBJECT:** **Agenda Item 2 – 04/26/2023 UAC Meeting**  
Approve Prior Meeting Minutes

**President**  
Charles L. Cesena

**Vice President**  
Marshall E. Ochylski

**Directors**  
Matthew D. Fourcroy  
Troy C. Gatchell  
Christine M. Womack

**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 March 15, 2023 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 March 15, 2023.***

Attachment  
03/15/2023 Utilities Advisory Committee Minutes

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**DRAFT - Minutes of the Utilities Advisory Committee Meeting  
March 15, 2023 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p><b>1. Call to Order Flag Salute Roll Call</b></p>	<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 Gene Scovell, Committee Member – Absent 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>	
<p><b>2. Approve UAC Minutes of February 15, 2023</b></p>	<p>Chairperson Cesena presented the minutes for approval.</p> <p>Public Comment – None</p> <p><b>Committee Member Harper moved to approve the meeting minutes of February 15, 2023. The motion was seconded by Committee Member Bishop and carried with unanimous consent.</b></p>	<p><b>Action – File approved minutes.</b></p>
<p><b>3. Basin Management Committee Update</b></p>	<p>General Manager Munds commented on the newly appointed BMC Representative Chairperson Cesena with Vice Chairperson Fourcroy as an alternate; thanked Committee Member Bishop for his presentation to the BMC.</p> <p>Chairperson Cesena reported updates on the Water Board Study concerning nitrate contamination sources, and the on-going projects.</p> <p>General Manager Munds discussed the grant from the State Water Board for the transient model.</p> <p>Public Comment – None</p> <p>Committee Member Moothart inquired about BMC funding and structure.</p> <p>Chairperson Cesena responded that due to the assessment requirements and high cost of forming a JPA, other ideas are being explored.</p>	<p><b>Action – None</b></p>
<p><b>4. Funds 500 &amp; 800 Preliminary Budget Review for FY 2023-24</b></p>	<p>General Manager Munds presented the preliminary budgets for Funds 500 and 800 for Fiscal Year 2023/24 and reported that a FEMA assistance application had been submitted.</p> <p>The committee discussed the FEMA process, the Cabrillo Basin insurance process, and the 16th Street Tank Project.</p> <p>Public Comment – None</p>	<p><b>Action – None</b></p>
<p><b>5. Utility Department Report</b></p>	<p>Utility Systems Manager Falkner presented an overview of the Utility Department Report, which is available on the district website.</p> <p>Public Comment – Richard Margetson inquired about increased cost of electricity.</p> <p>General Manager Munds commented on inflation being a factor.</p>	<p><b>Action – None</b></p>
<p><b>6. Utilities Department Updates/Vista de Oro Incident Update</b></p>	<p>General Manager Munds reported on the Bay Oaks Well, 10th Street Transfer Pump Project, 16th Street North tank, 8th Street lower well and the Cabrillo Basin repairs.</p> <p>Chairperson Cesena thanked the water crew.</p> <p>Public Comment - None</p>	<p><b>Action – None</b></p>

<b>7. Public Comments on items NOT on this Agenda</b>	Public Comment - None	
<b>8. Schedule the Next UAC Meeting</b>	The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, April 26, 2023, at 5:30 p.m., unless otherwise noticed. Please note this is the fourth Wednesday of the month, and the change is due to a scheduling conflict.	
<b>9. Closing Comments by UAC Committee Members</b>	Committee Member Moothart thanked all that helped with the People Helping People fundraising event.	
<b>10. Adjournment</b>	The meeting adjourned at 6:13 p.m.	

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