



March 20, 2024

TO: Utilities Advisory Committee
FROM: Laura Durban, Administrative Services Manager
SUBJECT: **Agenda Item 2 – 03/20/2024 UAC Meeting**
Approve Prior Meeting Minutes

President
Marshall E. Ochylski

Vice President
Christine M. Womack

Directors
Charles L. Cesena
Matthew D. Fourcroy
Troy C. Gatchell

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 February 21, 2024 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 February 21, 2024.

Attachment
02/21/2024 Utilities Advisory Committee Minutes

Mailing Address:
P.O. Box 6064
Los Osos, CA 93412

Offices:
2122 9th Street, Suite 110
Los Osos, CA 93402

Phone: 805/528-9370
FAX: 805/528-9377

www.losososcsd.org

Los Osos Community Services District
DRAFT - Minutes of the Utilities Advisory Committee Meeting
February 21, 2024 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 5:32 p.m.</p> <p><u>Roll Call:</u> James Bishop, Committee Member – Absent 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 January 17, 2024	<p>Chairperson Cesena presented the minutes for approval.</p> <p>Public Comment – None</p> <p>Committee Member Harper moved to approve the meeting minutes of January 17, 2024. The motion was seconded by Committee Member Ouellette and carried with a 3-0 vote with Committee Member Tallone abstaining.</p>	Action – File approved minutes.
4. Basin Management Committee Update	<p>Meeting was cancelled. Next meeting is March 20, 2024.</p> <p>Public Comment – None</p>	Action - None
3. Brown Act Training	<p>President Ochylski presented the Brown Act Training Presentation.</p> <p>Public Comment – None</p>	
5. Fiscal Year 2024-25 Capital Improvement Plan Project List Review	<p>General Manager Munds presented the 2024-25 Capital Improvement Plan Project Budget review.</p> <p>The Committee discussed the Capital Improvement projects.</p> <p>Public Comment – Richard Margetson inquired about the Program C Well grant; commented if the pay-as-you-go process, for projects is escalating higher than 5% the District should use reserves and complete projects</p> <p>The Committee discussed finance for CIP projects.</p>	Action – None
6. Utility Department Report	<p>Utility Systems Manager Falkner reported on January 2024's water production, well site production and runtime hours, water billing revenues, and rainfall totals.</p> <p>Public Comment – Richard Margetson inquired about the remaining balance of the grant.</p> <p>General Manager Munds responded \$300k.</p>	Action – None
7. Utilities Department Updates	<p>General Manager Munds provided updates on the 16th Street North Tank Project, Program C Well Water Transmission Main, the Well Equipping Phases, the South Bay Lower Aquifer Well Project, and the Recycled Water Facilities Grant/Transient Groundwater Model.</p> <p>Public Comment – None</p>	Action – None
8. Public Comments on items NOT on this Agenda	<p>Public Comment – Richard Margetson commented on the Board of Supervisors Retrofit Title 19 meeting on Tuesday and inquired if any purveyors will be attending the meeting.</p> <p>General Manager Munds responded that he will be attending.</p>	

AGENDA ITEM	DISCUSSION	FOLLOW-UP
9. Schedule the Next UAC Meeting	The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, March, 20, 2024, at 5:30 p.m. unless otherwise noticed.	
10. Closing Comments by UAC Committee Members	Committee Member Ouellette will be out and will have "just cause" to call in. Committee Member Harper encouraged everyone to vote on 3-5-24.	
11. Adjournment	The meeting adjourned at 6:50 p.m.	

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