



DATE: March 15, 2006  
TO: Honorable Mayor and City Council Members  
FROM: Barry E. Martin, Water Utilities Director  
SUBJECT: **UTILITIES COMMISSION WORK PLAN FOR FY 2005-2006**

**SYNOPSIS**

Staff and the Utilities Commission recommend that the City Council approve the Utilities Commission Work Plan for FY 2005-2006.

**BACKGROUND**

The Utilities Commission Bylaws, under Article Five, Section 5.3, requires the Utilities Commission to prepare an annual work plan. The Commission and some of its subcommittees meet monthly to review the projects and staff reports before they are submitted to Council. Commission members are well informed about statewide water and wastewater issues that may impact the City of Oceanside. The Commission members are strong advocates of water conservation and, over the years, have campaigned for ultra low-flow toilets, low-flow showerheads, and most recently, hot water recirculation devices and storm water issues.

**ANALYSIS**

Mission statement: The Oceanside Utilities Commission assists and advises the City Council and City staff by reviewing various utilities issues relating to the City water supply, sewage treatment, water reclamation, surface water drainage and underground utilities. The Commission makes recommendations for consideration by the City Council and is committed to improving the way of life for the citizens of Oceanside and their environment.

Issue areas of responsibility: In the course of its work in fiscal year 2005 - 2006, the Utilities Commission will contribute to the citizens of Oceanside by addressing the issues listed in Attachment A.

**FISCAL IMPACT**

None.

**COMMISSION OR COMMITTEE REPORT**

The Utilities Commission reviewed and approved the Utilities Commission Work Plan for FY 2005-2006 at its meeting on February 21, 2006.

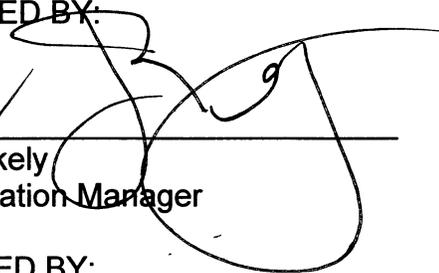
**CITY ATTORNEY'S ANALYSIS**

City Attorney analysis does not apply.

**RECOMMENDATION**

Staff and the Utilities Commission recommend that the City Council approve the Utilities Commission Work Plan for FY 2005-2006.

PREPARED BY:

  
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Greg Blakely  
Administration Manager

SUBMITTED BY:

  
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Steven R. Jepsen  
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Assistant to the City Manager

Barry E. Martin, Water Utilities Director

  
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Attachment A: Utilities Commission Work Plan for FY 2005-2006

Utilities Commission Work Plan for FY 2005-2006

1. Respond to citizen concerns.
2. Make recommendations to City Council as needed.
3. Review annual capital improvement plans.
4. Review annually the long term financing plans.
5. Review the bi-annual budget on an annual basis.
6. Review Citizens Advisory Committee work and product.
7. Review Integrated Water Utilities Master Plan.
8. Review storm drain and underground master plans.
9. Review water and sewer system buy-in fees.
10. Review interfund and all other charges to the Water Utilities Department.
11. Review water conservation plans and system losses.
12. Review and comment on all Water Utilities Department proposals to City Council.
13. Make facilities visits as requested.
14. Review San Diego County Water Authority and Metropolitan Water District rate and fee increases.
15. Review sewage spills and resulting expenditures.
16. Explore opportunities for improvement and cost savings in both operations and administration.