STAFF REPORT

ITEM NO. 14

CITY OF OCEANSIDE

DATE: May 13, 2009

TO: Honorable Mayor and City Council Members

FROM: Water Utilities Department

SUBJECT: **UTILITIES COMMISSION WORK PLAN FOR FY 2009-2010**

SYNOPSIS

Staff and the Utilities Commission recommend that the City Council approve the Utilities Commission Work Plan for FY 2009-2010.

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, hot water recirculation devices, and storm water issues. They review and make recommendations on water/wastewater projects and the bi-annual budget.

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 2009 - 2010, the Utilities Commission will contribute to the citizens of Oceanside by addressing the issues listed in Attachment A.

FISCAL IMPACT

The commission does not have its own budget. There is no fiscal impact beyond the staff cost to support the commission.

COMMISSION OR COMMITTEE REPORT

The Utilities Commission reviewed and approved the Utilities Commission Work Plan for FY 2009-2010 at its meeting on March 17, 2009.

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 2009-2010.

PREPARED BY:

Greg Blakely
Administration Manager

SUBMITTED BY:

Peter A. Weiss
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager

Lonnie Thibodeaux, Water Utilities Director

Attachment A: Utilities Commission Work Plan for FY 2009-2010

Attachment A

Utilities Commission Work Plan for FY 2009-2010

1. Respond to citizen concerns regarding water issues.
2. Make recommendations to City Council as needed.
3. Review and recommend annual capital improvement plans for fiscal restraint and projects priority.
4. Review and recommend annually the long term financing plans.
5. Review and recommend the bi-annual budget on an annual basis.
6. Review composition for Citizens Advisory Committees (CAC).
7. Review and recommend Water Conservation Master Plan.
8. Review and recommend Strategic Plan for developing long term local water supply and workshops for public, council and commission input
9. Review and recommend storm drain and underground master plans and unfunded mandates.
10. Review and recommend water and sewer system buy-in fees.
11. Review interfund, Harbor situation and all other charges to the Water Utilities Department. Recommend changes to the interfund method of calculation.
12. Review, discuss, evaluate and recommend on Water Utilities Department proposals to City Council.
13. Monitor San Diego County Water Authority and Metropolitan Water District rate and fee increases.
14. Review sewage spills, water main breaks and resulting expenditures.
15. Review reports and costs of City water use.
16. Explore opportunities for improvement and cost savings and make recommendations to City Council.
17. Research and make recommendations for an ordinance to regulate septic tanks within City boundaries.
18. Review the use of grey water and recommend changes.
19. Review and consider asking the City Attorney to determine if home owners can be billed for removal of tree roots blocking City sewer lines.