

**JOINT MEETING
CITY OF MORRO BAY AND CAYUCOS SANITARY DISTRICT
WASTEWATER TREATMENT PLANT
(UNDER JOINT POWERS AGREEMENT)**

Technical Advisory Committee

MINUTES

MEETING DATE:

1:00 p.m., Thursday, July 15, 2010

HOSTED BY:

Cayucos Sanitary District

MEETING PLACE:

Morro Bay Community Center
Multi-Purpose Room
1001 Kennedy Way
Morro Bay, CA 93442

1. CALL TO ORDER AND ROLL CALL

President Enns called the meeting to order at 2:20 p.m.

City Council Members Present: Mayor Janice Peters, Rick Grantham

City Staff Members Present: Rob Schultz, Dylan Wade, Bruce Keogh, Susan Slayton

Cayucos Sanitary District Board Members Present: Robert Enns, Shirley Lyon

Cayucos Sanitary District Staff Members Present: Bill Callahan, Lewis Brookins, Jon Hanlon, David Hirsch

2. PUBLIC COMMENT

There were no public comments

3. APPROVAL OF JUNE 17, 2010 TAC MINUTES

Minutes were approved with corrections to show Grantham was present and move Hanlon from District Member to District Staff

4. REVIEW OF AMENDED DRAFT JPA DEFINITIONS

Keogh explained that Slayton, Livick, Callahan, Brookins and himself got together to work further on the financial definitions. Keogh then sent the definitions out for review and comment.

Jon Hanlon pointed out more discussion was needed on definitions. His amendments were presented for discussion.

It was agreed to leave **AADF**, **ADMMF**, **ADWF** & Average Monthly Flow as amended by Hanlon

Peak Hourly Flow (PHF): Change title to Peak Hour Flow. Wade said 10 minute increment is too much and suggested that the definition be amended to read "Maximum flows sustained for a period of one hour"

Peak Seasonal Dry Weather Flow (PSDWF): Change title to Peak Season Dry Weather Flow as amended

Influent: Leave definition as "Wastewater flowing into the wastewater treatment plant"

It was agreed to leave **Infiltration** and **Inflow** as amended by Hanlon

Discussion continued on capital costs versus operational costs and what should be based on capacity and what should be based on flow. Enns commented that he can't agree with the Operational Costs definition until the Capital Costs are clarified. He also stated that as time goes on, the gap between capacity and flow numbers will grow smaller.

Schultz commented that Accounting/Finance definitions can be established separately. It was agreed that Operational Costs and Capital Costs needed more clarification.

WWTP Capacity: Corrected definition to Peak Season Dry Weather flow.

Enns asked for clarification of what PSDWF really is. Keogh explained this is a standard measure.

Schultz asked if we wanted to add various flow and capacity definitions under this definition or is it a standard term.

Hanlon responded that he see's this definition of the permitted amount for the plant.

Design Life: Agreed to keep this definition as a placeholder for now.

Capital assets, useful life and replacement based on capacity and flow were discussed with no changes decided.

Keogh suggested capacity versus flow be deferred to Carmel for clarification.

Treatment Works: Amend to read "Any devices and systems used in collection, transport, storage, treatment, disposal, recycling and reclamation of municipal sewage."

Generally Accepted Accounting Principles: Correct abbreviation to **GAAP**

5. Review of Amended Draft JPA Governance Sections

No discussion

6. Review of Draft Finance Agreement between the City of Morro Bay and Cayucos Sanitary District to Facilitate Acquisition of a Stare Revolving Fund (SRF) Loan

No discussion

7. ADJOURNMENT

President Enns adjourned the meeting at 3:35 p.m.

Next scheduled meeting August 19, 2010 to be hosted by Morro Bay