



May 2, 2024

**TO:** LOCSO Board of Directors  
**FROM:** Ron Munds, General Manager  
Laura Durban, Administrative Services Manager  
**SUBJECT: Agenda Item 10A – 05/02/2024 Board Meeting**  
Receive Administrative, Committee Reports, and Approved  
Committee 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 approved minutes from meetings in April 2024.

**STAFF RECOMMENDATION**

This item will be approved along with the Consent Calendar unless it is pulled by a Director for separate consideration. If so, Staff recommends that the Board adopt the following motion:

***Motion: I move that the Board receive and file the presented Administrative, Committee Reports and Approved Committee Minutes***

Attachment

Finance Advisory Committee Minutes 03/04/2024  
Utilities Advisory Committee Minutes 03/20/2024

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**Los Osos Community Services District  
Minutes of the Finance Advisory Committee Meeting  
March 4, 2024 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>1. Call to Order and Roll Call</b>	<p>Chairperson Womack called the meeting to order at 5:30 p.m. and led the flag salute.</p> <p><u>Roll Call:</u></p> <p>Chuck Cribbs, Committee Member – Present  Gary J. Freiberg, Committee Member – Present  Lisa Gonzalez, Committee Member – Present  Lee Hood, Committee Member – Present  Keith Swanson, Committee Member – Present  Marshall Ochylski, Vice Chairperson – Present  Christine, Womack, Chairperson – Present</p> <p><u>Staff:</u></p> <p>Ron Munds, General Manager  Laura Durban, Administrative Services Manager</p>	
<b>2. Approve FAC Meeting Minutes of January 29, 2024</b>	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment - None</p> <p><b>Committee Member Swanson made a motion that the Committee approve the minutes of January 29, 2024. The motion was seconded by Committee Member Gonzalez and the motion passed unanimously.</b></p>	<b><u>Action:</u> File Approved Minutes</b>
<b>3. Presentation Brown Act Training</b>	<p>Vice Chairperson Ochylski presented the Brown Act Training Presentation.</p> <p>Public Comment – None</p>	<b><u>Action:</u> - None</b>
<b>4. Review of Board Item Regarding Approval of Warrant Register for February 2024</b>	<p>General Manager Munds presented the warrants.</p> <p>The Committee discussed the warrants.</p> <p>Public Comment – None</p> <p><b>Committee Member Swanson made a recommendation that the Board approve the Warrants of February 2024. The motion was seconded by Committee Member Hood and the motion carried with unanimous consent.</b></p>	<b><u>Action:</u> The Committee recommended that the Board approve the Warrant Register for February 2024.</b>
<b>5. Review of Board Item Regarding Financial Reports for the Period Ending January 31, 2024</b>	<p>General Manager Munds presented the Financial Reports for approval.</p> <p>The Committee discussed the Financials and commented on the Zone A tax and the schedule A CAL FIRE contract refund.</p> <p>Public Comment – Richard Margetson commented on taxes, Zone B pass-through, and invoices.</p> <p><b>Committee Member Freiberg made a recommendation that the Board receive and file the Financials of January 31, 2024. The motion was seconded by Committee Member Gonzalez and the motion carried with unanimous consent.</b></p>	<b><u>Action:</u> The Committee recommended that the Board receive and file the Financials for the period ending January 31, 2024.</b>
<b>6. General Manager Update</b>	<p>General Manager Munds presented comments on the 16th Street North Tank, the water transmission main phase, the well-equipping phase, the South Bay Lower Aquifer Well Rahab Project, and the fire department Standard of Cover (SOC) Study.</p> <p>The Committee discussed CAL FIRE, SOC Study and the LAFCO service review.</p>	<b><u>Action:</u> None</b>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
	<p>Public Comment – Richard Margetson commented on the SOC Study and deficiencies in the District.</p> <p>General Manager Munds commented on the SOC and future discussions with the community.</p>	
<b>7. Public Comments on Items NOT on this Agenda</b>	Public Comment – None	
<b>8. Schedule Next FAC Meeting</b>	The next meeting of the Financial Advisory Committee is scheduled for Monday, April 1, 2024 unless otherwise noted.	
<b>9. Closing Comments by FAC Committee</b>	<p>Committee Member Cribbs and Committee Member Hood will not be in attendance at the next meeting.</p> <p>Committee Member Gonzalez commented on the YMCA annual support campaign (sloymca.org).</p> <p>Chairperson Womack thanked the committee and Vice Chairperson Ochylski for the training.</p>	
<b>10. Adjournment</b>	The meeting adjourned at 6:39 p.m.	

**Los Osos Community Services District  
Minutes of the Utilities Advisory Committee Meeting  
March 20, 2024 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>1. Call to Order Flag Salute Roll Call</b>	<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 – Absent 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>	
<b>2. Approve UAC Minutes of February 21, 2024</b>	<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 21, 2024. The motion was seconded by Committee Member Moothart and carried with unanimous consent.</b></p>	<b><u>Action</u> – File approved minutes.</b>
<b>3. Basin Management Committee Update</b>	<p>General Manager Munds reported that the BMC discussed Board Member comments, the 2023 budget, new accounting and invoicing measures, the Executive Director's report, County report on ground disturbances, recycled water connections, and nitrates.</p> <p>The Committee Discussed recycled water.</p> <p>Public Comment – None</p>	<b><u>Action</u> - None</b>
<b>4. Valve Replacement CIP Review</b>	<p>General Manager Munds commented on the sizes and cost per size of valves needing replacing, crew to repair 11 valves reducing the district's cost, and updating the 2002 Water Master Plan.</p> <p>The Committee discussed the valve replacement program.</p> <p>Public Comment – Richard Margetson commented on the cost while explaining why he supports moving forward on projects.</p> <p>The Committee provided direction to General Manager Munds.</p>	<b><u>Action</u> - None</b>
<b>5. Utility Department Report</b>	<p>Utility Systems Manager Falkner reported on February 2024's water production, well site production and runtime hours, water billing information, and rainfall totals.</p> <p>Director Moothart inquired about a report that shows monthly trends in after-hours incidents, other emergency calls, and repairs.</p> <p>Public Comment – Richard Margetson commented on consumption being up from February 2023 to February 2024.</p>	<b><u>Action</u> – None</b>
<b>6. Present Board Approved 2024 Work Plan for UAC</b>	<p>General Manager Munds presented the Board of Director approved 2024 Work Plan.</p> <p>Public Comment – None</p>	<b><u>Action</u> – None</b>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
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<b>7. Utilities Department Updates</b>	General Manager Munds provided updates on the Well Equipping Phase, the South Bay Lower Aquifer Well Rehabilitation Project, the school recycled water connections, and California's electric vehicle fleet requirements.  Committee Members inquired about the South Bay Lower Aquifer Well Project.  Public Comment – None	<b><u>Action</u> – None</b>
<b>8. Public Comments on items NOT on this Agenda</b>	Public Comment – None	<b><u>Action</u> – None</b>
<b>9. Schedule the Next UAC Meeting</b>	The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, April 17, 2024, at 5:30 p.m. unless otherwise noticed.	
<b>10. Closing Comments by UAC Committee Members</b>	None	
<b>11. Adjournment</b>	The meeting adjourned at 6:22 p.m.	