



January 4, 2024

TO: LOCSO Board of Directors

FROM: Ron Munds, General Manager
Laura Durban, Administrative Services Manager

SUBJECT: Agenda Item 8A - 01/04/2024 Board Meeting
Receive Administrative, Committee Reports, and Approved
Committee Minutes

President
Charles L. Cesena

Vice President
Marshall E. Ochylski

Directors
Matthew D. Fourcroy
Troy C. Gatchell
Christine M. Womack

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 December 2023.

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 10/30/2023
Utilities Advisory Committee Minutes 10/18/2023

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**Los Osos Community Services District
Minutes of the Finance Advisory Committee Meeting
October 30, 2023, at 5:30 p.m. at the District Office**

| AGENDA ITEM | DISCUSSION | FOLLOW-UP |
|--|---|---|
| <p>1. Call to Order Flag Salute Roll Call</p> | <p>Chairperson Womack called the meeting to order at 5:33 p.m. and led the flag salute.</p> <p><u>Roll Call:</u></p> <p>Chuck Cribbs, Committee Member – Present Lisa Gonzalez, Committee Member – Present Gary J. Freiberg, Committee Member – Present Lee Hood, Committee Member – Absent Keith, Swanson, Committee Member – Present Marshall Ochylski, Vice Chairperson – Present – Arrived 5:40 p.m. Christine, Womack, Chairperson – Present</p> <p><u>Staff:</u></p> <p>Ron Munds, General Manager Laura Durban, Administrative Services Manager</p> | |
| <p>2. Approve FAC Meeting Minutes of October 2, 2023</p> | <p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment - None</p> <p>Committee Member Swanson made a motion that the Finance Committee approve the minutes of the FAC held October 2, 2023. The motion was seconded by Committee Member Freiberg and passed with unanimous consent, with Committee Member Gonzalez abstaining.</p> | <p>Action: File Approved Minutes</p> |
| <p>3. Review of Board Item Regarding Approval of Warrant Register for October 2023</p> | <p>General Manager Munds presented the Warrants.</p> <p>The Committee discussed the Perry Ford voucher.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez made a motion to the Board, that the Board approve the Warrant Register for the period October 2023. The motion was seconded by Committee Member Freiberg and passed with unanimous consent.</p> | <p>Action: The Committee recommended that the Board approve the Warrant Register for October 2023.</p> |
| <p>4. Review of Board Item Regarding Financial Reports for the Period Ending September 30, 2023</p> | <p>General Manager Munds presented the Financial Reports and discussed each fund.</p> <p>The Committee discussed bank service charges, CalFire County overage reimbursement, and IBANK loan administration fees.</p> <p>Public Comment – Richard Margetson inquired about irrigation water revenue and mid-year cost adjustments for electricity.</p> <p>Committee Member Freiberg made a motion to the Board, that the Board receive and file the Financials for the period ending September 30, 2023. The motion was seconded by Committee Member Cribbs and passed with unanimous consent.</p> | <p>Action: The Committee recommended that the Board receive and file the Financials for the period ending September 30, 2023.</p> |
| <p>5. Review of Board Item Third Quarter 2023 Investment Report</p> | <p>General Manager Munds presented the Quarterly Financial report commenting on the investment portfolios.</p> <p>Public Comment – None</p> <p>Committee Member Swanson made a motion to the Board, that the Board receive and file the Quarterly Investment Report for the third quarter of 2023. The motion was seconded by Committee Member Freiberg and passed with unanimous consent.</p> | <p>Action: The Committee recommended that the Board receive and file the Quarterly Investment Report for the third quarter of 2023</p> |

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| 6. Cabrillo Stormwater Basin Status Report | <p>General Manager Munds provided an event timeline and actions update, along with cost and financial summaries.</p> <p>Committee Member Swanson inquired about insurance, neighborhood assistance and the Interfund Loan.</p> <p>Public Comment – Richard Margetson inquired about insurance claims, and flood damage on Pine Street.</p> | <u>Action:</u> None |
| 7. General Manager Update | <p>General Manager Munds presented commenting on the 16th Street North Tank, 10th Street Transfer Pump Project, and the Water Resiliency Intertie Project.</p> <p>Public Comment – None</p> | <u>Action:</u> None |
| 8. Public Comments on Items NOT on this Agenda | Public Comment – None | |
| 9. Schedule Next FAC Meeting | The next meeting of the Financial Advisory Committee is scheduled for Monday, December 4, 2023, at 5:30 p.m. unless otherwise noted. | |
| 10. Closing Comments by FAC Committee | Chairperson Womack welcomed Committee Member Gonzalez back and thanked everyone for joining the Committee. | |
| 11. Adjournment | The meeting adjourned at 6:34 p.m. | |

**Los Osos Community Services District
Minutes of the Utilities Advisory Committee Meeting
October 18, 2023 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 5:31 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 – Absent 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 September 20, 2023 | <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 September 20, 2023. The motion was seconded by Committee Member Moothart and carried with unanimous consent.</p> | Action – File approved minutes. |
| 3. Basin Management Committee Update | <p>General Manager Munds reported provided a report on the BMC Meeting commenting on the County's presentation on tract 1646 near Sea Pines, business strategies for the 2024 budget and website hosting, monitoring wells, the Transient Model, and Agenda items that were continued.</p> <p>Public Comment – None</p> | Action – None |
| 4. Water Resiliency Intertie Project Initial Draft Study/Mitigated Negative Declaration | <p>General Manager Munds presented a background, commented on the IS/MND, the environmental checklist, overarching findings, and next steps.</p> <p>The Committee inquired about grant funds, requirements in MND, and whether comments had been made.</p> <p>Public Comment – None</p> | Action – None |
| 5. Cabrillo Stormwater Basin Status Report | <p>General Manager Munds presented providing an incident timeline and actions; cost summary to date; financial summary; and next steps for a final-fix.</p> <p>The Committee discussed the report.</p> <p>Public Comment – Richard Margetson inquired about the roll-off on Vista Court and commented on outreach ideas.</p> <p>General Manager Munds responded the roll-off will be removed on Friday.</p> | Action – None |
| 6. Utility Department Report | <p>Utility Systems Manager Falkner reported on September 2023s water production, well site production and runtime hours, water billing revenues, and rainfall totals.</p> <p>The Committee inquired if there were any issues with discharge permits and wells.</p> <p>General Manager Munds commented on PFAS testing.</p> <p>Public Comment – None</p> | Action – None |

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|---|--|----------------------|
| 7. Utilities Department Updates | <p>General Manager Munds provided updates on the Bay Oaks Well, 16th Street North Tank Project, 10th Street transfer pump, and BMC projects.</p> <p>Public Comment – None</p> | Action – None |
| 8. Public Comments on items NOT on this Agenda | Public Comment - None | |
| 9. Schedule the Next UAC Meeting | The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, November, 15, 2023, at 5:30 p.m. unless otherwise noticed. | |
| 10. Closing Comments by UAC Committee Members | <p>Committee Member Harper inquired about comments made at the BMC meeting regarding 'giving water'.</p> <p>General Manager Munds responded there are local ranchers who experience flooding who would like to transfer the water to a treatment plant for recharging.</p> | |
| 11. Adjournment | The meeting adjourned at 6:26 p.m. | |