



October 5, 2023

TO: LOCSD Board of Directors

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

SUBJECT: Agenda Item 7A- 10/05/2023 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 September 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 07/31/2023
Utilities Advisory Committee Minutes 08/16/2023

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**Los Osos Community Services District
Minutes of the Finance Advisory Committee Meeting
July 31, 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 5:31 p.m.</p> <p><u>Roll Call:</u></p> <p>Chuck Cribbs, Committee Member – Absent Lisa Gonzalez, Committee Member – Present Gary J. Freiberg, Committee Member – Present Lee Hood, 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>	
<p>2. Approve FAC Meeting Minutes for January 3, 2023, January 30, 2023, February 27, 2023, April 3, 2023, May 30, 2023 and June 26, 2023</p>	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment - None</p> <p>Committee Member Gonzalez made a motion that the Finance Committee approve the minutes of the FAC meetings held January 3, 2023, January 30, 2023, February 27, 2023, April 3, 2023, May 30, 2023 and June 26, 2023. The motion was seconded by Committee Member Freiberg and passed with unanimous consent.</p>	<p><u>Action:</u> File Approved Minutes</p>
<p>3 Review of Board Item Regarding Approval of Warrant Register for July 2023</p>	<p>General Manager Munds presented the Warrants.</p> <p>Public Comment – None</p> <p>Committee Member Hood made a motion to the Board, that the Board approve the Warrant Register for the period July 2023. The motion was seconded by Committee Member Gonzalez and passed with unanimous consent.</p>	<p><u>Action:</u> The Committee recommended that the Board approve the Warrant Register for July 2023.</p>
<p>4. Review of Board Item Regarding Financial Reports for the Period Ending June 30, 2023</p>	<p>General Manager Munds presented the Financial Report and discussed each fund.</p> <p>The Committee discussed the Financial Report.</p> <p>Public Comment – Richard Margetson inquired about Administrative Funds, the CAL Fire Surplus recommendation, water penalties, and water budget capital expenditures.</p> <p>Committee Member Freiberg made a motion to the Board, that the Board receive and file the Financials for the period ending June 30, 2023. The motion was seconded by Committee Member Gonzalez and passed with unanimous consent.</p>	<p><u>Action:</u> The Committee recommended that the Board receive and file the Financials for the period ending June 30, 2023.</p>
<p>5. Review of Board Item Second Quarter 2023 Investment Report</p>	<p>General Manager Munds discussed the quarterly investment financial reports, and new investment strategies.</p> <p>The Committee inquired about treasuries, maturities, CDs, and where the interest is applied.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez made a motion to the Board, that the Board receive and file the Quarterly Investment Report for the second quarter of 2023. The motion was seconded by Committee Member Freiberg and passed with unanimous consent.</p>	<p><u>Action:</u> The Committee recommended that the Board receive and file the Quarterly Investment Report for the second quarter of 2023.</p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
6. General Manager Update	<p>General Manager Munds discussed capital projects including, Bay Oaks Well, 16th Street North Tank, Water Resiliency Intertie, Basin Management Committee and SLO County/CAL Fire Audit.</p> <p>The Committee discussed the General Manager updates.</p> <p>Public Comment – None.</p>	Action: None
7. Public Comments on Items NOT on this Agenda	Public Comment – None	
8. Schedule Next FAC Meeting	The next meeting of the Financial Advisory Committee is scheduled for Tuesday September 5, 2023, at 5:30 p.m. unless otherwise noted.	
9. Closing Comments by FAC Committee	<p>Committee Member Gonzalez commented that she would not be attending the September and October meetings and thanked the new Committee Members.</p> <p>Chairperson Womack thanked all for their participation.</p>	
10. Adjournment	The meeting adjourned at 6:39 p.m.	

**Los Osos Community Services District
Minutes of the Utilities Advisory Committee Meeting
August 16, 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 5:32 p.m.</p> <p><u>Roll Call:</u> James Bishop, Committee Member – Present - Arrived 5:41 p.m. Jan Harper, Committee Member – Present Leonard Moothart, Committee Member – Present Pam Ouellette, Committee Member – Absent Matthew Tallone, Committee Member – Present – Introduced himself 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 July 19, 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 July 19, 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 the BMC meeting covered the Water Offset Study commenting that the District will provide a letter to the County and encouraged the community to submit comments, Golden State's PFAS positive sample, the Skyline and Well Database Initiatives, and the County submitted the HCP to Fish & Wildlife.</p> <p>The Committee discussed the BMC report including the Water Offset Study, PFAS sampling and the Well Database.</p> <p>Public Comment – Richard Margetson discussed his support of a letter to the County, inquired about the timeline for public input, the retrofit program, and the number of residents in a multifamily unit.</p> <p>Chairperson Cesena commented that the County has not submitted a timeline for public input.</p> <p>Committee Member Harper voiced support for a letter.</p>	Action – None
4. Utility Department Report	<p>Utility Systems Manager Falkner reported on the Utility Department's July 2023 report, which is available on the District's website.</p> <p>General Manager Munds commented on issues at the 3rd street Well.</p> <p>Committee Member Moothart inquired about adding financials to the report.</p> <p>Chairperson Cesena inquired about a rate study.</p> <p>General Manager Munds commented on the revised Finance Investment Plan.</p> <p>The Committee discussed the 3rd Street well issues.</p> <p>Public Comment – Richard Margetson inquired about the year-end true-up on revenue.</p>	Action – None

AGENDA ITEM	DISCUSSION	FOLLOW-UP
5. Utilities Department Updates	<p>General Manager Munds reported on Bay Oaks Well, 16th Street North Tank Project, Water Resiliency Intertie Project, Lower Aquifer Groundwater Monitoring Well, and Water Shortage Contingency plan.</p> <p>Committee Member Bishop inquired about the cost of the Lower Aquifer monitoring well.</p> <p>General Manager Munds commented that the approximate cost of the project is \$150,000, which will be offset by a grant from the Natural Estuary Program of \$70,000.</p> <p>The Committee discussed the monitoring wells and pipeline.</p> <p>Public Comment – Richard Margetson inquired if the County would cover a part of the monitoring well costs.</p>	Action – None
6. Public Comments on items NOT on this Agenda	<p>Public Comment - Richard Margetson commented that the HCP was sent to the Department of Fish and Wildlife.</p> <p>Lynette Tornatzky commented on a device that separately reports inside and outside water use.</p> <p>General Manager Munds commented on the Outdoor Conservation Plan considering outdoor water use.</p> <p>Committee Member Moothart commented on the Rotary Family Fun Fair. A BBQ, raffles, family activities, and music are all planned for September 10th at the Community Center.</p> <p>Richard Margetson commented on the People Helping People rummage sale at the Community Center on September 8th and 9th. All proceeds will benefit Needs and Wishes, the Community Center, and PHP.</p> <p>Lynette Tornatzky commented that on September 3rd, Celebrate Los Osos at the South Bay Community Center will have Unity in the Community Concert Series with a 50/50 raffle event, proceeds to help repair the LOVR median.</p>	
7. Schedule the Next UAC Meeting	The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, September 20, 2023, at 5:30 p.m. unless otherwise noticed.	
8. Closing Comments by UAC Committee Members	Committee Member Moothart thanked Staff for keeping the District in good shape.	
9. Adjournment	The meeting adjourned at 6:28 p.m.	