



June 6, 2024

TO: LOCSO Board of Directors

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

SUBJECT: Agenda Item 8A – 06/06/2024 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 May 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 04/01/2024
Utilities Advisory Committee Minutes 04/17/2024

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**Los Osos Community Services District
Minutes of the Finance Advisory Committee Meeting
April 1, 2024 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order and Roll Call	<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 – Absent Gary J. Freiberg, Committee Member – Absent Lisa Gonzalez, Committee Member – Present Lee Hood, Committee Member – Absent Keith Swanson, Committee Member – Present Marshall Ochylski, Vice Chairperson – Present Christine, Womack, Chairperson – Present</p> <p><u>Staff:</u> Ron Munds, General Manager Laura Durban, Administrative Services Manager</p>	
2. Approve FAC Meeting Minutes of March 4, 2024	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment - None</p> <p>Committee Member Swanson made a motion that the Committee approve the minutes of March 4, 2024. The motion was seconded by Committee Member Gonzalez and the motion passed unanimously.</p>	Action: File Approved Minutes
3. Review of Board Item Regarding Approval of Warrant Register for March 2024	<p>General Manager Munds presented the warrants.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez made a recommendation that the Board approve the Warrants of March 2024. The motion was seconded by Committee Member Swanson and the motion carried with unanimous consent.</p>	Action: The Committee recommended that the Board approve the Warrant Register for March 2024.
4. Review of Board Item Regarding Financial Reports for the Period Ending February 29, 2024	<p>General Manager Munds presented the Financial Reports for approval.</p> <p>The Committee discussed revenues, taxes, unrealized investment income, Schedule A, the Standard of Coverage Study, staffing and personnel, and the low-income sewer fund.</p> <p>Public Comment – Richard Margetson commented on the low-income sewer fund, grant revenue, and personnel numbers.</p> <p>Committee Member Swanson made a recommendation that the Board receive and file the Financials of February 29, 2024. The motion was seconded by Committee Member Gonzalez and the motion carried with unanimous consent.</p>	Action: The Committee recommended that the Board receive and file the Financials for the period ending February 29, 2024.
5. General Manager Update	<p>General Manager Munds presented comments on the South Bay Lower Aquifer Well Rehab Project, solid waste base year rate application, solid waste rate setting manual, school recycled water connections, and California EV fleet requirements.</p> <p>The Committee discussed solid waste and EV fleet requirements.</p> <p>Public Comment – Richard Margetson commented on the EV fleet requirements.</p>	Action: None
6. Public Comments on Items NOT on this Agenda	Public Comment – None	
7. Schedule Next FAC Meeting	The next meeting of the Financial Advisory Committee is scheduled for Monday, April 29, 2024 unless otherwise noted.	

AGENDA ITEM	DISCUSSION	FOLLOW-UP
8. Closing Comments by FAC Committee	Committee Member Gonzalez commented that she hoped everyone had a nice Easter. Chairperson Womack thanked the committee.	
19. Adjournment	The meeting adjourned at 6:26 p.m.	

**Los Osos Community Services District
Minutes of the Utilities Advisory Committee Meeting
April 17, 2024 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 5:30 p.m.</p> <p><u>Roll Call:</u> James Bishop, Committee Member – Absent Jan Harper, Committee Member – Arrived at 5:34 p m Leonard Moothart, Committee Member – Present Pam Ouellette, Committee Member – Present Matthew Tallone, Committee Member – Arrived at 5:32 p m 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 March 20, 2024	<p>Chairperson Cesena presented the minutes for approval.</p> <p>Public Comment – None</p> <p>Committee Member Ouellette moved to approve the meeting minutes of March 20, 2024. The motion was seconded by Committee Member Moothart and carried with unanimous consent.</p>	<u>Action</u> – File approved minutes.
3. Basin Management Committee Update	<p>General Manager Munds reported that the BMC did not meet. He commented that staff is currently reviewing the annual monitoring report which will be presented at the BMC meeting on May 15, 2024.</p> <p>Public Comment – None</p>	<u>Action</u> - None
4. Funds 500 & 800 Preliminary Budget Review for FY 2024-25	<p>General Manager Munds presented the FY 2024-25 preliminary budget review for Funds 500 and 800 commenting on minor and major adjustment requests, impacts to budget, revenue projections, general ledger changes, water capital projects, and budget trends.</p> <p>The Committee discussed the personnel budget, budget trends, SCADA system, and future capital projects.</p> <p>Public Comment – Richard Margetson inquired about the Reserves fund, revenue penalties, recycled water revenue and the amount of the interfund transfer from drainage to administration.</p> <p>Committee Member Harper recommended that the UAC recommend to the Board of Directors the adoption of the Fiscal Year 2024-25 preliminary budgets for Funds 500 and 800 as discussed. The motion was seconded by Committee Member Ouellette and carried with unanimous consent.</p>	<u>Action</u> - None
5. Utility Department Report	<p>Utility Systems Manager Falkner reported on March 2024's water production, well site production and runtime hours, water billing information, and rainfall totals.</p> <p>The Committee discussed the call-out log, and run times.</p> <p>Public Comment – Richard Margetson commented on the residential water sales and usage.</p>	<u>Action</u> – None
6. Utilities Department Updates	<p>General Manager Munds provided updates on the Program C Well Equipping Phase, the South Bay Lower Aquifer Well Rehabilitation Project, Recycled Water connections, the District's PFAS testing results that show the District is in good standing and will continue to test twice a year, and the Community Plan.</p> <p>Public Comment – None</p>	<u>Action</u> – None

AGENDA ITEM	DISCUSSION	FOLLOW-UP
7. Public Comments on items NOT on this Agenda	<p>Public Comment – Lynette Tornatzky inquired if the tank on 16th Street will stop singing in the wind.</p> <p>General Manager commented that it should stop soon.</p> <p>Richard Margetson – The new SLO Noor Clinic mobile exam room serves the uninsured and underinsured. For a once-a-month clinic visit, call SLO Noor Clinic to arrange an appointment in Los Osos.</p>	Action – None
8. Schedule the Next UAC Meeting	The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, May 15, 2024, at 5:30 p.m. unless otherwise noticed.	
9. Closing Comments by UAC Committee Members	None	
10. Adjournment	The meeting adjourned at 6:30 p.m.	