



January 6, 2022

**TO:** LOCSO Board of Directors

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

**SUBJECT: Agenda Item 12A- 01/06/2022 Board Meeting**  
Receive Administrative, Committee Reports, and Approved  
Committee Minutes

**President**  
Christine M. Womack

**Vice President**  
Matthew D. Fourcroy

**Directors**  
Charles L. Cesena  
Troy C. Gatchell  
Marshall E. Ochylski

**General Manager**  
Ron Munds

**District Accountant**  
Robert Stilts, CPA

**Unit Chief**  
Eddy Moore

**Battalion Chief**  
Paul Provence

**DESCRIPTION**

Attached are the approved minutes from meetings in December 2021.

**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

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## **PARKS & RECREATION ADVISORY COMMITTEE MEETING**

Tuesday, October 19, 2021 at 5:30 p.m.

Pursuant to Resolution 2021-24, in compliance with AB361, members of the Committee, staff and public may participate in this meeting via teleconference and/or electronically.

The LOCSD Boardroom will NOT be open for accessing the meeting.

For quick access, go to <https://us04web.zoom.us/j/139650283>  
(This link will help connect both your browser and telephone to the call)  
**OR** dial 1 (929) 205-6099 or 1 (301) 715-8592 and enter **139 650 283**

All persons desiring to speak during any Public Comment can submit a comment by:

- Through email at [ldurban@losososcscsd.org](mailto:ldurban@losososcscsd.org) by 5:00pm on 10/19/2021
- Through the district website [www.losososcscsd.org/contact-us](http://www.losososcscsd.org/contact-us) by 12:00pm on 10/19/2021
- Through teleconference by phone at (929) 205-6099 or (301) 715-8592 and enter **139 650 283**
- Through mail by 5:00 PM on the day prior to the Committee meeting sent to LOCSD
- Through teleconference meeting at <https://us04web.zoom.us/j/139650283>

## **AGENDA**

1. **Opening at 5:30 p.m. – Call to Order and Roll Call**
2. **Approve Parks and Recreation Committee Meeting Minutes of March 17, 2021 & July 20, 2021**  
*(Recommend approval)*  
Presented by: Administrative Services Manager Durban
3. **El Moro Pathway - Presentation**  
Presented by: LOCAC
4. **Dog Park Status Review – Public Outreach**  
Presented by: General Manager Munds
5. **Community Plan Review – Initial Review - Comments**  
Presented by: Chairperson Fourcroy/General Manager Munds
6. **Public Comments on Items NOT on this Agenda:** At this time, the public may comment on items not on this agenda. Each commenter is limited to 3 minutes and shall address the Chairperson.
7. **Schedule Next Parks and Recreation Committee Meeting** – The next meeting is to be determined.
8. **Closing Comments by Parks and Recreation Committee Members**
9. **Adjournment**

**Los Osos Community Services District  
Minutes of the Parks & Recreation Advisory Committee Meeting  
October 19, 2021 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>1. Call to Order, Flag Salute, and Roll Call</b>	<p>Chairperson Fourcroy called the meeting to order at 5:36 p.m.</p> <p><u>Roll Call:</u>            Alissa Feldman, Committee Member – Arrived at 5:37 p.m.            William Fitzgerald, Committee Member - Absent            Andrea Lueker, Committee Member – Present            Shaunna Sullivan, Committee Member – Absent            Troy Gatchell, Vice Chairperson – Present            Matthew Fourcroy, Chairperson – Present</p> <p><u>Staff:</u>            Ron Munds, General Manager            Laura Durban, Administrative Services Manager</p>	
<b>2. Approve Parks and Recreation Committee Meeting Minutes of March 16, 2021 &amp; July 20, 2021</b>	<p>Chairperson Fourcroy presented the draft minutes to the Committee for approval.</p> <p>Public Comment – None</p> <p><b>Committee Member Lueker moved to approve the meeting minutes of March 16, 2021 &amp; July 20, 2021. The motion was seconded by Committee Member Feldman and carried with unanimous consent.</b></p>	<b>Action: File Approved Minutes.</b>
<b>3. El Moro Pathway Presentation</b>	<p>Cindy Roessler, from LOCAC Tree &amp; Landscaping Committee and has worked in parks and wild lands for many years, presented on the Restoration of El Moro Multi-Use Pathway including the location, popularity, history of the pathway, Los Osos Community Plan, Preliminary Landscape Plan, Maintenance of Public Facilities, LOCAC Restoration Proposal, Timeline for Planning, Planting and Maintenance, Outreach since May 2020, and Issues.</p> <p>Committee Member Lueker inquired who was originally responsible for the maintenance once developed and if now it is County Public Works of County Parks.</p> <p>General Manager Munds inquired about next steps.</p> <p>Cindy Roessler responded that the County has done maintenance, but this year they were not able to do it due to snail concerns. County Public Works takes care of drainage and hard surfaces. County Parks is responsible for the soft infrastructure; commented on have to wait for the HCP approval; would like to build more alliances with neighbors and interested parties, move forward with a design and getting more involved.</p> <p>Public Comment – Lynette Tornatzky commented on doing the newsletter for the Chamber and would like to share information to help promote the project in the community.</p> <p>General Manager Munds commented that if there is anything the District can do to promote, to forward the information to him.</p>	<b>Action: None</b>
<b>4. Dog Park Status Review</b>	<p>General Manager Munds presented the history of the Dog Park inquiring of the committee what the next steps should be.</p> <p>Chairperson Fourcroy asked the Committee if they would like to wait until the Community Plan is approved, or if they would like to move forward with Community Outreach and researching an entity to manage the Dog Park once it's completed.</p> <p>Committee Member Lueker inquired about the Community Plan timeline voicing support for keeping the Dog Park on the forefront.</p>	<b>Action: None</b>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
	<p>Committee Member Feldman voiced support for keeping the discussion going as it may bring interested parties with new ideas into the discussion.</p> <p>General Manager Munds commented that the Community Plan is currently held up at the Coastal Commission because of Water issues; that there is Community interest and to look into organization we can network with to get the word out.</p> <p>Committee Member Lueker commented on creating a one-page information sheet that can be shared amongst the community to avoid mis-information.</p> <p>Public Comment – Lynette Tornatzky commented that she would like to see responses when someone posts misinformation on Next Door or any other public forum; voiced support for the Dog Park commenting on more exposure and getting members of the public engaged.</p> <p>Lisa Denker voiced support for the Dog Park commenting on the importance of the Dog Park and encouraged the Committee to continue moving forward.</p> <p>The Committee discussed how to move forward with getting information out to the Community, and what should be included.</p> <p>General Manager Munds commented on working on a strategy to get the word out.</p>	
<b>5. Community Plan Review – Initial Review</b>	<p>General Manager Munds presented the PowerPoint presentation that is made available on the website.</p> <p>Vice Chairperson Gatchell inquired about the financing in place and what would need to be organized to access grant funding.</p> <p>General Manager Munds responded that for most grants, the project has to be shovel ready.</p> <p>The Committee commented on reviewing the Community Plan in pieces and discussing a section at a time at a future meeting focusing on Recreation Land Use first.</p> <p>Public Comment – Lynette Tornatzky commented on LOCAC having a larger audience and having the Director give updates about the Dog Park or any other Parks and Recreation items can bring more community input and action.</p>	<b>Action: None</b>
<b>6. Public Comment on Items NOT on the Agenda</b>	None	
<b>7. Schedule Next Parks and Recreation Committee Meeting</b>	The next Parks and Recreation Advisory Committee meeting is scheduled to be held on December 14, 2021 at 5:30 p.m. unless otherwise noticed.	
<b>8. Closing Comments by Parks and Recreation Committee Members</b>	None	
<b>9. Adjournment</b>	The meeting adjourned at 6:35 p.m.	



## FINANCE ADVISORY COMMITTEE MEETING

Monday, November 1, 2021 at 5:30 p.m.

Pursuant to Governor Newsom's Executive Order N-29-20, and State and County Shelter at Home orders, Committee Members, staff and public may participate in this meeting via teleconference and/or electronically. The LOCSD Boardroom will NOT be open for accessing the meeting.

For quick access, go to <https://us02web.zoom.us/j/84300453957>  
(This link will help connect both your browser and telephone to the call)  
**OR** dial 1 (929) 205-6099 or 1 (301) 715-8592 and enter **843 0045 3957**

All persons desiring to speak during any Public Comment can submit a comment by:

- Through email at [ldurban@losososcscsd.org](mailto:ldurban@losososcscsd.org) by 12:00pm on 11/01/2021
- Through the district website [www.losososcscsd.org/contact-us](http://www.losososcscsd.org/contact-us) by 12:00pm on 11/01/2021
- Through teleconference by phone at (929) 205-6099 or (301) 715-8592 and enter **843 0045 3957**
- Through mail by 5:00 PM on the day prior to the Committee meeting sent to LOCSD
- Through teleconference meeting at <https://us02web.zoom.us/j/84300453957>

## AGENDA

1. **Opening at 5:30 p.m. – Call To Order and Roll Call**
2. **Approve FAC Meeting Minutes of October 4, 2021**  
*(Recommend approval)*  
Presented By: Administrative Services Manager Durban
3. **Review of Board Item Regarding Approval of Warrant Register for October 2021**  
*(Committee Review and Recommendations to the Board)*  
Presented By: Administrative Services Manager Durban
4. **Review of Board Item Regarding Financial Reports for the Period Ending September 30, 2021**  
*(Committee Review and Recommendations to the Board)*  
Presented By: General Manager Munds
5. **Public Comments on Items NOT on this Agenda:** At this time, the public may comment on items not on this agenda. Each commenter is limited to 3 minutes and shall address the Chairperson.
6. **Schedule Next FAC Meeting** – Monday, November 29, 2021 at 5:30 p.m. unless otherwise noted
7. **Closing Comments by FAC Committee Members**
8. **Adjournment**

**Los Osos Community Services District  
Minutes of the Finance Advisory Committee Meeting  
November 1, 2021 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.</p> <p><u>Roll Call:</u></p> <p>Sandra Cirilo, Committee Member – Present            Lisa Gonzalez, Committee Member – Present            Julian Metcalf, Committee Member - Present            Alyce Thorp, Committee Member – Absent            Marshall Ochylski, Vice Chairperson – Absent            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 October 4, 2021</b>	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment - None</p> <p><b>Committee Member Metcalf made a motion that the Committee approve the minutes of October 4, 2021. The motion was seconded by Committee Member Gonzalez and passed with unanimous consent.</b></p>	<b>Action: File Approved Minutes</b>
<b>3. Review of Board Item Regarding Approval of Warrant Register for October 2021</b>	<p>General Manager Munds presented the Warrants for review commenting on a Purchasing Policy update that should come to the FAC at the next meeting.</p> <p>Public Comment – None</p> <p><b>Committee Member Metcalf made a recommendation that the Board approve the Warrants of October 2021. The motion was seconded by Committee Member Gonzalez and the motion carried with unanimous consent.</b></p>	<b>Action: The Committee recommended that the Board approve the Warrant Register for October 2021.</b>
<b>4. Review of Board Item Regarding Financial Reports for the Period Ending September 30, 2021</b>	<p>General Manager Munds presented the Financial Reports for approval as presented in the packet commenting on each fund and annual purchases coming up and already accounted for.</p> <p>The Committee discussed the Financials.</p> <p>Public Comment – None</p> <p><b>Committee Member Cirilo made a recommendation that the Board receive and file the Financials of September 30, 2021. The motion was seconded by Committee Member Metcalf and the motion carried with unanimous consent.</b></p>	<b>Action: The Committee recommended that the Board receive and file the Financials for the period ending September 30, 2021.</b>
<b>5. Public Comments on Items NOT on this Agenda</b>	None	
<b>6. Schedule Next FAC Meeting</b>	The next meeting of the Financial Advisory Committee is scheduled for Monday November 29, 2021 unless otherwise noted.	
<b>7. Closing Comments by FAC Committee</b>	<p>Committee Member Gonzalez commented on St. Benedict Episcopal Church planting 30 Native trees over the next year.</p> <p>Chairperson Womack thanked the Staff and the Committee Members.</p>	
<b>8. Adjournment</b>	The meeting adjourned at 5:54 p.m.	



## UTILITIES ADVISORY COMMITTEE MEETING

Wednesday, November 17, 2021 at 5:30 p.m.

Pursuant to Resolution 2021-26, in compliance with AB361, members of the Committee, staff and public may participate in this meeting via teleconference and/or electronically. The LOCSD Boardroom will NOT be open for accessing the meeting.

For quick access, go to <https://us04web.zoom.us/j/114611628>  
(This link will help connect both your browser and telephone to the call)  
**OR** dial 1 (929) 205-6099 or 1 (301) 715-8592 and enter **114 611 628**

All persons desiring to speak during any Public Comment can submit a comment by:

- Through email at [ldurban@losososcsd.org](mailto:ldurban@losososcsd.org) by 12:00pm on 11/17/2021
- Through the district website [www.losososcsd.org/contact-us](http://www.losososcsd.org/contact-us) by 12:00pm on 11/17/2021
- Through teleconference by phone at (929) 205-6099 or (301) 715-8592 and enter **114 611 628**
- Through mail by 5:00 PM on the day prior to the Committee meeting sent to LOCSD
- Through teleconference meeting at <https://us04web.zoom.us/j/114611628>

## AGENDA

- 1. Opening at 5:30 p.m.**  
Call to Order, Roll Call
- 2. Approve UAC Meeting Minutes of October 20, 2021**  
*(Recommend Committee Approval)*  
Presented By: Administrative Services Manager Durban
- 3. Basin Management Committee Update**  
Presented By: General Manager Munds
- 4. Utility Department Report**  
Presented By: Utility Systems Manager Falkner
- 5. Utilities Department Updates**  
Presented By: Utility Systems Manager Falkner/General Manager Munds
- 6. Public Comments on Items NOT on this Agenda:** At this time, the public may comment on items not on this agenda. Each commenter is limited to 3 minutes and shall address the Chairperson.
- 7. Schedule Next UAC Meeting –** The next UAC Meeting will be held Wednesday, December 15, 2021 at 5:30 p.m. unless otherwise noted.
- 8. Closing Comments by UAC Committee Members**
- 9. Adjournment**

**Minutes of the Utilities Advisory Committee Meeting  
November 17, 2021 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p><b>1. Call to Order and Roll Call</b></p>	<p>Chairperson Cesena called the meeting to order at 5:36 p.m.</p> <p><u>Roll Call:</u> James Bishop, Committee Member – Present Jan Harper, Committee Member – Present Leonard Moothart, Committee Member – Present Gene Scovell, Committee Member - Absent Matthew Fourcroy, Vice Chairperson – Absent Chuck Cesena, Chairperson – Present</p> <p><u>Staff:</u> Ron Munds, General Manager Laura Durban, Administrative Services Manager Margaret Falkner, Utility Systems Manager</p>	
<p><b>2. Approve UAC Minutes of October 20, 2021</b></p>	<p>Chairperson Cesena presented the minutes for approval.</p> <p>Committee Member Moothart commented on better clarifying a statement made in Section 3.</p> <p>Administrative Services Manager Durban commented that she would adjust and have that be part of the approved minutes.</p> <p>Public Comment – None</p> <p><b>Committee Member Harper moved to approve the meeting minutes of October 20, 2021. The motion was seconded by Committee Member Bishop and carried with unanimous consent.</b></p>	<p><b>Action – File approved minutes.</b></p>
<p><b>3. Basin Management Committee Update</b></p>	<p>General Manager Munds provided a presentation on Sustainable Yieldx Methodology; Recycled Water Funding Program Grant Application; County Funding Request; BMC Funding Options Consulting Services; Wellhead Survey Authorization; Lower Aquifer Monitoring Evaluation</p> <p>The Committee discussed the Basin Management Committee presentation report.</p> <p>Public Comment – None</p>	<p><b>Action – None</b></p>
<p><b>4. Utility Department Report</b></p>	<p>Utility Systems Manager Falkner presented an overview which is available on the District website.</p> <p>The Committee discussed the gallons produced versus the revenue collected; how much influence the higher tiers have in dollars per gallon; production versus run time; water level of the wells.</p> <p>Public Comment – None</p> <p>Committee Member Harper suggested letting the Community know we are doing better by utilizing the newsletter.</p>	<p><b>Action – None</b></p>
<p><b>5. Utilities Department Update</b></p>	<p>General Manager Munds reported on the Program C Well Project; 8th Street Upper Aquifer Well; 16<sup>th</sup> Street South Tank Project.</p> <p>Public Comment – None</p>	<p><b>Action – None</b></p>
<p><b>6. Public Comments on Items NOT on this Agenda</b></p>	<p>Public Comment - None</p>	<p><b>Action – None</b></p>
<p><b>7. Schedule Next UAC Meeting</b></p>	<p>The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, December 15, 2021 at 5:30 p.m., unless otherwise noticed.</p>	



AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>8. Closing Comments by UAC Committee Members</b>	Committee Member Harper inquired about new Committee members.  General Manager Munds responded that Gene Scovell is the newest member and is hoping for the 5th spot to be filled soon.  Chairperson Cesena wished everyone a safe Thanksgiving.	
<b>9. Adjournment</b>	The meeting adjourned at 6:29 p.m.	