

November 30, 2019

President

Marshall E. Ochylski

Vice President

Charles L. Cesena

Directors

Matthew D. Fourcroy Vicki L. Milledge Christine M. Womack

General Manager

Ron Munds

District Accountant

Robert Stilts, CPA

Unit Chief

Scott M. Jalbert

Battalion Chief

Greg Huang

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TO: LOCSD Board of Directors

FROM: Laura Durban, Administrative Services Manager

SUBJECT: Agenda Item 5B – 12/12/2019 Board Meeting

Approve Prior Meeting Minutes

DESCRIPTION

Attached are the minutes of the Board of Directors meeting held November 7, 2019 for your approval.

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 approve the minutes of the Board of Directors meeting held November 7, 2019.

Attachment

Los Osos Community Services District DRAFT - Minutes of the Regular Meeting of November 7, 2019

AGENDA ITEM	DISCUSSION OR ACTION
1. CALL TO ORDER/FLAG SALUTE/SILENT	President Ochylski called the meeting to order at 7:00 p.m. and Director Fourcroy led the flag salute. Roll Call:
OBSERVANCE/ROLL CALL	Matthew Fourcroy, Director – Present
	Vicki Milledge, Director – Present
	Christine Womack, Director – Present
	Chuck Cesena, Vice President – Absent Marshall Ochylski, President – Present
	The following staff was present: Ron Munds, General Manager
	Jeffrey Minnery, District Counsel
	Jose Acosta, Utility Systems Manager
	Laura Durban, Administrative Services Manager
2. PUBLIC PRESENTATION	Chief George Huang and Station 15 presented Alicia Gonzalez, a local burn victim, a check from funds raised at the Fire Safety Fair.
3. PUBLIC HEARINGS A. Public Hearing to adopt	General Manager Munds presented the Ordinance in the Agenda
Ordinance No. 2019-02 of the Los Osos Community Services	Public Comment – None
District Amending and Restating Chapters 2.01 and 2.06 of TITLE 2 of the District	Director Milledge moved to adopt, on second reading by title only, Ordinance No. 2019-02 Amending and Restating TITLE 2 of the District Code. The motion was seconded by Director Womack and carried with the following vote:
Code to modify Discontinuance of Services	Ayes: Directors Milledge, Womack, Fourcroy, Ochylski
Procedures, the Water Shortage Contingency Plan	Nays: None Abstain: None
and make other minor edits	Absent: Cesena
and updates	
4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA	Richard Margetson commented on the upcoming 14 th Annual Needs 'N Wishes Holiday Fundraiser on December 14 th from 10am – 7pm at South Bay Community Center. Proceeds go to help SLO County's 40 Prado Homeless Services Center, SLO Noor Clinic, and PHP's Portable Shower Project. Residents can come visit with Santa, enjoy free cookies and refreshments, shop at Santa's Toy Store, Elf's Gift Store, Mrs. Claus's Baked Goofs & Artisan Breads, bid at the Silent Auction, enter the Holiday Raffle and Children's Raffle, eat at Rudolph's Kitchen and enjoy the choirs, drummers, dancers and live music all day. If interested in donating, or for more details call 805-528-5800.
5. ADMINISTRATIVE AND COMMITTEE REPORTS	Chief Huang provided a summary of the Chief's Report for September 25 th 2019-October 29 th 2019 in which Station 15-South Bay responded to 150 calls, including 92 medical aids, 19 traffic collisions, 8 incidents were reported as fire, 18 as public service assists, and 6 as false alarms; Fire Captain
A. Fire Department Report	Chris Peterson retired after 15 years; Operation Santa Claus is running at Station 15; there was a Fire Fighter at the Library and our quick response saved the library causing minimal damage to the
	exterior.
B. Sheriff Department Report	Sargent Sandra Arousa, San Luis Obispo Sheriff's Office, provided a report of Sheriff Department activities for the month of October 2019 with 594 calls for service which included assaults, battery, disturbances, burglary, thefts, vandalism, phone scams, suspicious circumstances.
C. Utilities Department Report	Utility System Manager Acosta provided a summary of the September 2019 activities of the Utilities Department as submitted in the agenda packet reporting total water production; the District produced 14.5 million gallons equated to an average daily demand of 484,800 gallons, 64.9 gallons per day per person, a decrease from last year; he reported on production and runtime at the well sites; water billing information, Utilities Department operations and maintenance including water sampling, analysis and reporting for all well sites, monthly meter reading, fire hydrant maintenance program, completed work on decommissioning of Bayridge septic tanks under budget, grounds keeping at all sites, maintenance and cleanout of South Bay brine tank, received and prepared 1000 gallon tank which will be used for flushing of main lines or fire hydrants so the District can reutilize that water instead of putting it is to the sail. Prepared facilities was provided in Southerney.
	instead of putting it into the soil; Drainage facilities were maintained in September.

AGENDA ITEM	DISCUSSION
5. ADMINISTRATIVE AND COMMITTEE REPORTS (continued) D. General Manager Report	General Manager Munds provided a summary of activities for October 2019 as submitted with the agenda packet reporting on the financial audit, update on the 8 th Street Well Grant, on a presentation to the Los Osos Scenic Coast Realtors Association, and wastewater bond information.
E. Los Osos Community Advisory Council (LOCAC) Report	LOCAC Chair David Harris reported on the meeting from October 24 th at Sea Pines Golf Resort; County Senior Planner Kerry Brown announced a Draft EIR meeting on October 28 th and the Habitat Conservation Plan is available; a request to plant trees was made, a proposal to Board of Supervisors for an amended Road Fee Ordinance, Supervisor Gibson explained the Road Fee Ordinance is a fee attached to new development, and what would be required to pay a Road Fee; one Agenda Item approved is a 13,000 foot underground fiberoptic cable conduit which is the entire length of South Bay Blvd from Santa Isabela to Quintana and should be completed within a month of start date. Links for all items available at locac.info website.
F. Los Osos/Baywood Park Chamber of Commerce Report	Steve Vinson from the Chamber of Commerce reported that Oktoberfest was a success; that Rexall is having an open house November 9, 2019, Beer at the Pier is every Monday from 4-7pm and will be moved indoors to La Palapa Restaurant; the Kiwanis Club of Los Osos is hosting a See's Candy Fundraiser to support kids in Los Osos and Morro Bay in an office near the Post Office; the 32 nd Annual Christmas Parade is December 14 th from 10am-12pm; Chamber is looking for more volunteers for 3 hours per-week to assist travelers visiting Los Osos. President Ochylski reported that on December 13 th at 5pm there will be a tree lighting with
	entertainment at Palisades and Los Osos Valley Road.
G. Utilities Advisory Committee Report	None
J. Finance Advisory Committee Report	Chairperson Ochylski provided a summary of the November 4 th FAC meeting in which the Committee recommended that the Board approve the financials and warrants.
K. Directors' Announcements of District and Community Interest and Reports on Attendance at Public Meetings, Training Programs, Conferences, and Seminars	None
L. Response to Previously Asked Questions	Legal Counsel Minnery responded to previous asked questions on election expenses
6. PUBLIC COMMENT FOR ITEMS ON THE ADMINISTRATIVE AND COMMITTEE REPORTS AND THE CONSENT AGENDA	Public Comment – Julie Tacker commented on getting something in writing that the District will not get billed for the previous election expenses; inquired on having a water basin education or a basin boot camp so residents know the issues to the District. Richard Margetson commented on the financials and asked that the revenue versus consumption be looked at and reported on in the future; inquired about when the draft audit be made available. President Ochylski responded that the law suit was dismissed.
	General Manager Munds responded that the auditor has indicated the first week of December the draft audit should be available and finalized by February.

AGENDA ITEM DISCUSSION 7. CONSENT AGENDA A motion was made by Director Fourcroy that the Board receive and file the Administrative A. Receive Administrative. and Committee Reports and approve the Consent Agenda. The motion was seconded by Committee Reports, and Director Womack and carried by unanimous consent. **Approved Committee Minutes B.** Approve Meeting Minutes of October 03, 2019 C. Approve Warrant Register for October 2019 D. Receive Financial Report for Period Ending **September 30, 2019** E. Adopt Resolution to Permit the Destruction or Disposal of Certain District Records, **Documents, and Papers** F. Approve LOCSD Board of **Directors 2020 Meeting Schedule** G. Award contract to Water Systems Consulting, Inc. for design and survey services for the South Bay Transmission Main Project H. Adopt Resolution **Supporting the Grant** Application for the 8th Street Well Project, Authorizing the General Manager to Submit a Grant Proposal to the State of California's Department of Water Resources (DWR) and **Execute an Agreement to** Receive the Grant Funds, and **Authorize the General Manager** to Enter into an Agreement with San Luis Obispo County **Flood Control and Water Conservation District (Flood** Control District) to Pay for the **LOCSD's Share of Costs** I. Approve Updated Fire **Reserve Job Contract and** Description J. Award Program C **Groundwater Test Well** Contract to Filipponi and Thompson in the amount of \$54,500, with a 10% contingency for a total construction authorization of \$60,000 8. GENERAL ACTION ITEMS General Manager Munds presented the report as submitted in the Agenda. A. Customer Dispute Regarding High Water Bill at Customer Lindgren commented on the things that have been done since September 2018 to verify 1205 4th Street, Los Osos that water was not being wasted, and to avoid a high bill again. Public Comment - None A motion was made by President Ochylski that the Board go with the middle ground approach and apply a standard adjustment for a service line leak with the condition that if it happens again the District would not consider an adjustment. The motion was seconded by Director Womack and carried by unanimous consent.

AGENDA ITEM	DISCUSSION
8. GENERAL ACTION ITEMS	General Manager Munds presented the report as submitted in the Agenda.
(continued) B. Customer Dispute Regarding High Water Bill at 1028 Santa Ynez Avenue, Los Osos	Customer Gellerman commented that historically the customer uses less than average; customer has not had a high spike before; customer has started to check the meter weekly and it's not spinning; there were no signs of ground water seepage on his property; customer has dug up areas and unable to find any leaks or where the water could have gone.
	Public Comment – Steve Vincent inquired if the next-door neighbor is a community garden.
	A motion was made by Director Fourcroy that the Board go with the middle ground approach and apply a standard adjustment for a service line leak with the condition that if it happens again the District would not consider an adjustment. The motion was seconded by Director Womack and carried by unanimous consent.
C. Review of Board Item Regarding Request from the Property Owners of 1748 Mountain View Drive to Develop a Parcel within the District's Water Service Using an Existing Well	General Manager Munds presented the report as submitted in the Agenda.
	Director Fourcroy inquired who insures that the property installs the water line correctly.
	General Manager Munds responded that the County Building will insure it is done correctly.
	Ray and Tammy Krause commented on their desire to move and build in this area; gave some history to their request; has received approval to install an agricultural well and how to convert it to domestic use with the Districts permission.
	Public Comment – Julie Tacker commented on not wanting more wells in Los Osos; that the Stage III denial to connect to the District when customer is able to build a well should have come to the Board earlier; Tacker wants the Board to consider overriding Stage III and provide water service to the customer.
	Richard Margetson commented that overriding Stage III sets a precedent.
	Director Fourcroy inquired how many other instances of this is possible, and does the district need to address this policy in the future.
	General Manager Munds responded that this looks to be the only property outside the prohibition zone and that it does not look like there are any other parcels that would qualify.
	A motion was made by Director Fourcroy that the Board allow the project to proceed and provide a Conditional Intent to Serve Letter with the conditions (Alternative 2) that the project install a water service line to the property, all appurtenances required to connect the property to the water system, pay the appropriate fees and establish a water account when the District exits Stage III drought restrictions. The motion was seconded by Director Milledge and carried by unanimous consent.
9. DISCUSSION OF PULLED CONSENT ITEMS	Public Comment - None
10. FUTURE AGENDA ITEMS	None
11. CLOSING BOARD COMMENTS	Director Fourcroy commented on the flyer for Solid Waste Increase and that a majority protest in writing to the County of San Luis Obispo Administrative Office Clerk is needed to stop the increase.
	President Ochylski commented on Needs N' Wishes on December 14 th , the Christmas Parade on December 14 th and the Christmas Tree Lighting on December 13 th ; announced the next Board Meeting would be December 12, 2019 due to having absent Board members at the pre-scheduled December 5, 2019 meeting.
12. ADJOURNMENT	The meeting adjourned at 8:23 p.m.