



Date: October 3, 2019
To: LOCSD Board of Directors
From: Ron Munds, General Manager
Subject: Agenda Item 3D General Manager Activity for August and September 2019

GENERAL STAFF ACTIVITIES

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
George Huang

I have been on the job for about a month and a half. Renee provided me with a sound foundation of information to get me started and staff has been outstanding in bringing me up to speed on the many facets of the day to day operations of the District.

We have been busy on the personnel front. The following are the highlights:

- We hired Carol Gilmer as our Administrative Clerk I. Carol worked as a temporary employee for us for five months during which time she provided outstanding customer service to our customers. She has taken on additional tasks since coming aboard and is providing billing assistance to Liz Radvansky as well.
- Liz announced that she is leaving the District; her last day will October 21st. We can't thank Liz enough for her service to the District for the past six years and she will be truly missed. Liz has graciously offered to stay on as we transition in our newest addition, Alicia Zuniga.
- Alicia was offered the position on September 24th at which time she accepted. She has over twenty years of experience in accounting and billing. We are still working on the details of the transition and I will keep the Board informed on the specifics in my next update.
- Robert Diemel announced his retirement at the end of August so we are currently recruiting for a Water Resource Operator. Our hope is to have someone onboard by the end of October.

OTHER ACTIVITIES

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- Golden State Water Company and the District are wrapping up the 2018-19 water conservation poster and video program. The "Water Guy" provided a photo opportunity at the September Chamber mixer at Sage Ecological Landscapes. Sage was one of our sponsors of the program and they were excited to have the "Water Guy" attend the function at their facility.
- We had the annual Financial Audit kickoff at the end of August. The auditors spent two days in the office working through the requested documents. They will be back to complete the audit in October and look to have the final Audit Report available sometime in December.

- I completed the almost final 8th Street Well grant submittal form to the Department of Water Resources (DWR) at the end of August. Rob Miller and I provided a presentation of the project to DWR staff on September 23rd in Salinas. The presentation was well received and we will be submitting the final submittal to DWR in November. Grant award is anticipated in June 2020.