



November 5, 2020

TO: LOCSD Board of Directors

FROM: Marshall Ochylski, Director

SUBJECT: October 21, 2020 Basin Management Committee Meeting

The Meeting was called to order and all Directors were in attendance.

The Consent Agenda Items were approved.

President

Charles L. Cesena

Vice President

Christine M. Womack

Directors

Matthew D. Fourcroy
Vicki L. Milledge
Marshall E. Ochylski

General Manager

Ron Munds

District Accountant

Robert Stilts, CPA

Unit Chief

Scott M. Jalbert

Battalion Chief

Paul Provence

Mailing Address:

P.O. Box 6064
Los Osos, CA 93412

Offices:

2122 9th Street, Suite 110
Los Osos, CA 93402

Phone: 805/528-9370

FAX: 805/528-9377

www.lososocsd.org

In the Executive Directors Report, new reportable items included an update from the 10/8/20 Planning Commission meeting which the Commission approved the Los Osos Community Plan Update, approved Growth Management Ordinance, approved an update on the Resource Summary Report and the level II severity of the water supply, and approval of a Habitat Conservation Plan MOU with the California Department of Fish and Wildlife. These items will go to the Board of Supervisors on December 15th.

John Austin, Wastewater Section Manager for Public Works, provided a presentation on the Los Osos Water Recycling Facility and an update on the Recycled Water Program. Notable points in the presentation were that Public Works goal is to hook up one new recycled water customer each year. Los Osos Middle School is targeted for connection in 2021. John stated that Public Works intends to connect two agricultural users with existing contracts to the system in November this year.

The Directors discussed at length the Implementation Plan Preliminary Scoring and Ranking.

- Staff emphasized at the beginning of the discussion that the scoring and rankings presented were arrived at by consensus of the participating agency staff members.
- Recognition that further evaluation of the initiatives will be needed, especially the project related initiatives.
- The scoring and rankings are not intended to be a prescriptive roadmap but to be used as a tool to make future decisions.
- Based on the scoring, the initiatives were placed into tiers of high, medium and low.
- After a lengthy discussion on the criteria used for the Planning and Implementation (project) initiatives, the Committee decided to move forward with the Funding/Organizational Study and the development of the Adaptive Management Procedures.
- The Committee directed staff to have each agency rank the Planning initiatives and to provide some context of the cost and benefits of the highest rank initiatives.
- The Committee also requested that once Programs A and C are completed that an evaluation of the groundwater basin's condition be assessed and reported on to the BMC.

Lastly the Executive Director provided a brief update on projects, mainly the LOCSD's Program A upper aquifer well and Program C well siting evaluation.



FINANCE ADVISORY COMMITTEE MEETING

Monday August 31, 2020 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@losososcsd.org by 12:00pm on 08/31/2020
- Through the district website www.losososcsd.org/contact-us by 12:00pm on 08/31/2020
- 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 August 3, 2020**
(Recommend approval)
Presented By: Administrative Services Manager Durban
3. **Review of Board Item Regarding Approval of Warrant Register for August 2020**
(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 July 31, 2020**
(Committee Review and Recommendations to the Board)
Presented By: General Manager Munds
5. **Investment Policy Update**
(Committee Review, Discussion and Recommendations)
Presented By: General Manager
6. **Utilities Department Updates**
Presented By: General Manager Munds
7. **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.
8. **Schedule Next FAC Meeting** – Monday, September 28, 2020 at 5:30 p.m. unless otherwise noted
9. **Closing Comments by FAC Committee Members**
10. **Adjournment**

**Los Osos Community Services District
Minutes of the Finance Advisory Committee Meeting
August 31, 2020 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order and Roll Call	<p>Chairperson Ochylski called the meeting to order at 5:32 p.m.</p> <p>Roll Call:</p> <p>Sandra Cirilo, Committee Member – Absent Lisa Gonzalez, Committee Member – Present Bea Jansen, Committee Member – Present Alyce Thorp, Committee Member – Absent Christine Womack, Vice Chairperson – Present Marshall Ochylski, Chairperson – Present</p> <p>Staff: Ron Munds, General Manager Laura Durban, Administrative Services Manager</p>	
2. Approve FAC Meeting Minutes of August 3, 2020	<p>Administrative Services Manager Durban presented the minutes for approval.</p> <p>Public Comment - None</p> <p>Committee Member Jansen made a motion that the Committee approve the minutes of August 3, 2020. The motion was seconded by Committee Member Gonzalez and the motion carried with the following vote:</p> <p>Ayes: Committee Member Jansen, Gonzalez Nays: None Abstain: None Absent: Committee Member Cirilo, Thorp</p>	Action: File Approved Minutes.
3. Review of Board Item Regarding Approval of Warrant Register for August 2020	<p>Administrative Services Manager Durban presented the Warrants for review.</p> <p>Vice Chairperson Womack inquired about the items purchased by CSD credit cards.</p> <p>Administrative Services Manager Durban responded that certain items the District can get a better price ordering online as well as a way to avoid late payments on items that do not charge a fee for credit card payments.</p> <p>Public Comment – None</p> <p>Committee Member Jansen made a recommendation that the Board approve the warrants of August 2020. The motion was seconded by Committee Member Gonzalez and the motion carried with the following vote:</p> <p>Ayes: Committee Member Jansen, Gonzalez Nays: None Abstain: None Absent: Committee Member Cirilo, Thorp</p>	Action: The Committee recommended that the Board approve the Warrant Register for August 2020.
4. Review of Board Item Regarding Financial Reports for the Period Ending July 31, 2020	<p>General Manager Munds presented the Financial Reports for approval as presented in the packet.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez made a recommendation that the Board receive and file the Financials of July 31, 2020. The motion was seconded by Committee Member Jansen and the motion carried with the following vote:</p> <p>Ayes: Committee Member Gonzalez, Jansen Nays: None Abstain: None Absent: Committee Member Cirilo, Thorp</p>	Action: The Committee recommended that the Board receive and file the Financials for the period ending July 31, 2020

AGENDA ITEM	DISCUSSION	FOLLOW-UP
5. Investment Policy Update	<p>General Manager Munds presented the PowerPoint presentation made available on the website inquiring what the Committee would recommend for the distribution of District investments.</p> <p>The Committee discussed the Investment Policy, the District Financial Officer and the Treasurer and asset backed accounts at Pacific Premier.</p> <p>Vice Chairperson Womack commented that the District should put some of the reserves for Water into LAIF.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez made a recommendation that the Board review the policy for their approval. The motion was seconded by Committee Member Jansen and the motion carried with the following vote:</p> <p>Ayes: Committee Member Gonzalez, Jansen Nays: None Abstain: None Absent: Committee Member Cirilo, Thorp</p>	Action: None
6. Utilities Department Update	<p>General Manager Munds presented the PowerPoint presentation made available on the website.</p> <p>Committee Member Gonzalez thanked General Manager Munds for the summary of the Utilities Department.</p>	Action: None
7. Public Comments on Items NOT on this Agenda	None	
8. Schedule Next FAC Meeting	The next meeting of the Financial Advisory Committee is scheduled for Monday, September 28, 2020 unless otherwise noted.	
9. Closing Comments by FAC Committee	<p>Committee Member Gonzalez commented on having an efficient water crew that came to her home after hours almost immediately to help check for a leak; inquired about bills being turned in on a timely basis.</p> <p>Administrative Services Manager responded that everything has been coming in timely for vouchers and check preparation.</p> <p>Vice Chairperson Womack thanked General Manager Munds for keeping the Committee well informed.</p> <p>General Manager Munds commented that the auditors had been in the office and that they will return for further data collection towards the end of September.</p> <p>Chairperson Ochylski commented that there will not be an election this year and that it will save the District money.</p>	
10. Adjournment	The meeting adjourned at 6:10 p.m.	



UTILITIES ADVISORY COMMITTEE MEETING

Wednesday, September 16, 2020 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://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@losososcscsd.org by 12:00pm on 9/16/2020
- Through the district website www.losososcscsd.org/contact-us by 12:00pm on 9/16/2020
- 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 August 19, 2020**
(Recommend Committee Approval)
Presented By: Administrative Services Manager Durban
3. **Basin Management Committee Update**
(Updates Only)
Presented By: General Manager Munds
4. **Utility Department Report**
Presented By: General Manager Munds
5. **Utilities Department Updates**
Presented By: 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, October 21, 2020 at 5:30 p.m. unless otherwise noted.
8. **Closing Comments by UAC Committee Members**
9. **Adjournment**

**Minutes of the Utilities Advisory Committee Meeting
September 16, 2020 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>1. Call to Order and Roll Call</p>	<p>Chairperson Cesena called the meeting to order at 5:30 p.m.</p> <p><u>Roll Call:</u> James Bishop, Committee Member – Present Jan Harper, Committee Member – Present Leonard Moothart, Committee Member – Present Eric Silva, Committee Member – Present Matthew Fourcroy, Vice Chairperson – Present Chuck Cesena, Chairperson – Present</p> <p><u>Staff:</u> Ron Munds, General Manager Laura Durban, Administrative Services Manager</p>	
<p>2. Approve UAC Minutes of August 19, 2020</p>	<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 August 19, 2020. The motion was seconded by Committee Member Moothart and carried with the following vote:</p> <p>Ayes: Committee Member Bishop, Harper, Moothart, Silva Nays: None Abstain: None Absent: None</p>	<p>Action – File approved minutes.</p>
<p>3. Basin Management Committee Update</p>	<p>General Manager Munds discussed the September 16, 2020 BMC meeting commenting on the planning and implementation items that the BMC Staff are working on.</p> <p>Chairperson Cesena commented that the Staff has put together an exhaustive list which is important to prioritize and sort.</p> <p>Committee Member Moothart inquired if this list is connected with the permitting and growth with the Community Plan the County is working on.</p> <p>General Manager Munds responded that it is mainly a Basin Management plan only but there a few other initiatives that have been proposed over the past five years.</p> <p>Public Comment – None</p>	<p>Action – None</p>
<p>4. Utilities Department Report</p>	<p>General Manager Munds provided a summary from July 2020 which is made available in the PowerPoint presentation on the Districts Website.</p> <p>Chairperson Cesena commented on the Planning Commission numbers and the use of water per day per person.</p> <p>Public Comment – Linde Owen commented on high water usage and promotion for conserving water.</p>	<p>Action – None</p>
<p>5. Utilities Department Update</p>	<p>General Manager Munds presented the Department Updates which is made available on the PowerPoint presentation on the Districts Website; commenting that he has not seen the Environmental Constraints Analysis as SWCA was delayed in delivering it to the District.</p> <p>The Committee discussed the Utility Systems Manger; the Environmental Constraints Analysis; 10th Street Well; well rehabilitation; South Bay Transmission Line; Vacuum Trailer, and preventative maintenance.</p> <p>Public Comment – Linde Owen commented on 8th Street and Utility Systems Manager Falkner</p>	<p>Action – None</p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
6. Public Comments on Items NOT on this Agenda	None	
7. Schedule Next UAC Meeting	The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, October 21, 2020 at 5:30 p.m., unless otherwise noticed.	
8. Closing Comments by UAC Committee Members	<p>Committee Member Moothart thanked General Manager Munds for maintaining the UAC schedule and keeping the UAC informed.</p> <p>Chairperson Cesena commented that it is important for the UAC to stay intuned to what is going on at the District.</p>	
9. Adjournment	The meeting adjourned at 6:07 p.m.	