



September 4, 2025

**TO:** LOCSD Board of Directors

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

**SUBJECT:** **Agenda Item 12A – 09/04/2025 Board Meeting**  
Receive Administrative, Committee Reports, and Approved  
Committee Minutes

**President**

Christine M. Womack

**Vice President**

Matthew D. Fourcroy

**Directors**

Charles Cesena  
Tom Cross  
Richard Hubbard

**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 August 2025.

**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 07/07/2025  
Utilities Advisory Committee Meeting 07/16/2025  
Emergency Services Advisory Committee Minutes 05/15/2025

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**Los Osos Community Services District  
Minutes of the Finance Advisory Committee Meeting  
July 7, 2025, at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>1. Call to Order, Roll Call and Flag Salute</b>	<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>Katherine Corson, Committee Member - Present  Gary J. Freiberg, Committee Member – Present  Lisa Gonzalez, Committee Member – Present  Lee Hood, Committee Member – Present  Keith Swanson, Committee Member – Present  Tom Cross, 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 June 2, 2025</b>	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment – None</p> <p><b>Committee Member Swanson made a motion that the Finance Advisory Committee approve the minutes of the FAC meeting held June 2, 2025. The motion was seconded by Committee Member Gonzalez and the motion passed unanimously.</b></p>	<b>Action:</b> File Approved Minutes
<b>3. Review of Board Item Regarding Approval of Warrant Register for June 2025</b>	<p>General Manager Munds presented the Warrants.</p> <p>The Committee discussed.</p> <p>Public Comment – None</p> <p><b>Committee Member Corson recommended to the Board that the Board approve the Warrant Register for June 2025. The motion was seconded by Committee Member Swanson and the motion passed unanimously.</b></p>	<b>Action:</b> The Committee recommended to the Board that the Board approve the Warrant Register for June 2025.
<b>4. Review of Board Item Regarding Financial Reports for the Period Ending May 31, 2025</b>	<p>General Manager Munds presented the Financials for each fund.</p> <p>The Committee discussed the financials and a summary of the BMC project activity.</p> <p>Public Comment – Richard Margetson discussed water revenue, interest income, and CIP for water infrastructure, and inquired about additional proceeds due to Zone B Fire Property Taxes after paying the fire contract.</p> <p>General Manager Munds responded that there might be more proceeds due from the Zone B Fire Tax.</p> <p>The Committee discussed water revenue, interest income, and CIP for water infrastructure.</p> <p><b>Committee Member Freiberg recommended to the Board that the Board receive and file the Financials for the period ending May 31, 2025. The motion was seconded by Committee Member Corson and the motion passed unanimously.</b></p>	<b>Action:</b> The Committee recommended to the Board that the Board receive and file the Financials for the period ending May 31, 2025.

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>5. General Manager Update</b>	<p>General Manager Munds presented on annual property tax rolls, updates for the Sunnyside School Property Acquisition, and the Water Resiliency Intertie Pipeline Project.</p> <p>The Committee discussed Sunnyside School, a potential ballot initiative, the Water Resiliency Intertie Pipeline Project, and FEMA.</p> <p>Public Comment – Jeff Edwards inquired about Sunnyside School costs and commented there are other priorities in the community.</p> <p>Richard Margetson commented on unassigned cash, the Cleath Harris report, BMC, and that the fire tax is a priority.</p> <p>General Manager Munds commented on priorities and that the CSD's active role concerning Sunnyside School is dictated by community support.</p>	<b>Action: None</b>
<b>6. Public Comments on Items NOT on this Agenda</b>	Public Comment – None	
<b>7. Schedule for Next FAC Meeting</b>	The next meeting of the Financial Advisory Committee is scheduled for Monday, August 4, 2025, at 5:30 p.m. unless otherwise noticed.	
<b>8. Closing Comments by FAC Committee</b>	<p>Committee Member Gonzalez commented that she would be out until October.</p> <p>President Womack thanked the Committee and the public.</p>	
<b>9. Adjournment</b>	The meeting adjourned at 6:26 p.m.	

**Los Osos Community Services District  
Minutes of the Utilities Advisory Committee Meeting  
July 16, 2025, at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>1. Call to Order Flag Salute Roll Call</b>	<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 – Absent Pam Ouellette, Committee Member – Present Matthew Tallone, Committee Member – Present 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>	
<b>2. Approve UAC Minutes of May 21, 2025</b>	<p>Chairperson Cesena presented the minutes for approval.</p> <p>Public Comment – None</p> <p><b>Committee Member Harper moved to approve the meeting minutes of May 21, 2025. The motion was seconded by Committee Member Tallone and carried with unanimous Consent.</b></p>	<b>Action –File approved minutes.</b>
<b>3. Basin Management Committee Update</b>	<p>General Manager Munds provided a summary from the BMC meeting, which included the County's approval of the State Water Policy, a letter supporting Cabrillo Estates' connection to wastewater, the Transient Model, the Recycled Water Project Planning Study, and the Spring 2025 chloride and water level metrics.</p> <p>The Committee discussed the updates.</p> <p>Public Comment – Richard Margetson commented on the Title 19 Retrofits to Build program and suggested that the County may consider dropping Title 19 over time, as no Certificates were issued in June.</p>	<b>Action - None</b>
<b>4. Cabrillo Basin Update</b>	<p>General Manager Munds presented an update on the Cabrillo Stormwater Basin, which includes background, the FEMA 406 Hazard Mitigation Grant Process Summary, the cost summary to date, the Cal OES 404 Mitigation Fund Request, and a project summary.</p> <p>The Committee discussed concerns about FEMA's ability to allocate funds, the 404 Mitigation Fund request, the integrity of the basin, and having a geotechnical engineer to inspect it.</p> <p>Public Comment – None</p>	<b>Action – None</b>
<b>5. Utilities Department Report</b>	<p>Utility Systems Manager Falkner reported including June 2025's water production, well site production and runtime hours, water billing information, rainfall totals, and the call-out record.</p> <p>The Committee discussed.</p> <p>Public Comment – None</p>	<b>Action – None</b>
<b>6. Utilities Department Updates</b>	<p>General Manager Munds provided updates on rate increase approval, the Program C Well project, SCADA, the Board-approved Fiscal Year 2025/2026 budget, the LOMS recycled water connection, and the water resiliency infrastructure pipeline project.</p> <p>The Committee discussed sustainable yield, and the Coastal Commission.</p> <p>Committee Member Cesena inquired if the Committee thinks the County should pay for part of the pipeline and the Committee voiced support.</p> <p>Public Comment – Richard Margetson commented on past history concerning water and building.</p>	<b>Action – None</b>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>7. Public Comments on items NOT on this Agenda</b>	Public Comment – None	<u>Action</u> – None
<b>8. Schedule the Next UAC Meeting</b>	The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, August 20, 2025, at 5:30 p.m. unless otherwise noticed.	
<b>9. Closing Comments by UAC Committee Members</b>	Committee Member Cesena thanked the Committee.	
<b>10. Adjournment</b>	The meeting was adjourned at 6:32 p.m.	

**Los Osos Community Services District  
Minutes of the Emergency Services Advisory Committee  
Thursday, May 15, 2025, at 5:30 p.m.**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p><b>1. Call to Order Flag Salute Roll Call</b></p>	<p>Chairperson Womack called the meeting to order at 5:30 p.m.</p> <p>Roll Call:            Craig Baltimore, Committee Member – Present – Arrived 5:49 p.m.            Gee Barger, Committee Member - Present            Bob Neumann, Committee Member – Present            Gary Orback, Committee Member – Present            Thomas Tengdin, Committee Member – Present            Vice Chairperson Tom Cross – Present            Chairperson Christine Womack – Present</p> <p>Staff:            Ron Munds, General Manager            Laura Durban, Administrative Services Manager</p>	
<p><b>2. Approve ESAC Minutes of February 20, 2025</b></p>	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment – None</p> <p><b>Committee Member Tengdin made a motion to approve the minutes of February 20, 2025. The motion was seconded by Committee Member Orback and passed with unanimous consent.</b></p>	<p><b>Action – Filed Approved Minutes</b></p>
<p><b>3. Fund 301 Review of Fiscal Year 2025/2026 Budget Report</b></p>	<p>General Manager Munds presented the Fund 301 Budget and commented on the Board Special Meeting.</p> <p>Committee Member Orback inquired about County-wide overhead cost.</p> <p>Committee Member Barger inquired how far in advance the District knew the costs would increase.</p> <p>Public Comment - Neal inquired about cost increase, commented on potential volunteer workers to provide food services for the front-line workers.</p> <p>Jose Torres inquired about what was included in the services and supplies cost increase.</p> <p>General Manager Munds commented on the budget for services and supplies, noting that the CalFire contract is included in this category.</p> <p><b>Committee Member Orback made a motion that the Board approve the Fund 301 Fire Budget as presented. The motion was seconded by Committee Member Tengdin and passed with unanimous consent.</b></p>	<p><b>Action – The Committee recommended to the Board that the Board approve the Fund 301 budget as presented.</b></p>
<p><b>4. Fire Department Update</b></p>	<p>General Manager Munds presented the Station 15 report, including the Fire Severity Zone Map, Emergency Services Strategic Plan, Emergency Response Plan, and South Bay Community Center to be added to the County list of shelters and their work on obtaining emergency power.</p> <p>Committee Member Baltimore inquired about the CSD's responsibility to the South Bay Community Center and about using grazing animals in open spaces as a method of fire prevention.</p> <p>General Manager Munds commented that the County is designating the Community Center, so we assume there might be some coordination in the future, and commented on open space being State land.</p> <p>Committee Member Neumann commented on the Estero Bay certified trailer changing to a Shelter Welfare Center and its coordination with the Red Cross.</p>	<p><b>Action – None</b></p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
	<p>Committee Member Orback commented on open space State/Federal land, and not being allowed to touch the land without approval.</p> <p>Public Comment - Emily Miggins commented on Fish and Wildlife, local records, MDER, and inquired if Fire Safe Council could be at future meetings.</p> <p>Gary Katayama commented on the South Bay Community Center and County contract, Red Cross re-certification and inquired about who is on the committee working on the Emergency Strategic Plan.</p> <p>Becky McFarland commented on the care of County property, communication with the County, and inquired if the CSD could request assistance from the County to get the County property taken care of.</p> <p>Marcie Becklighter thanked the Committee and inquired about the Emergency Services Response Plan, CalFire's responsibilities in the contract, and the responsible party during a response.</p> <p>Pam Hoffstader commented on potential fire-related home loss, inquired about state land homeless sweeps, and how the Community Center keeps running without County or State help including the need for a generator.</p> <p>José Torres from the Fire Safe Council discussed his role, commented on lack of State outreach, encouraged residents to share fire safety related ideas and concerns with the Council, and discussed the fuel management project on Lot 41.</p> <p>General Manager Munds responded commenting on Fish and Wildlife communication, Emergency Strategic Response Plan Committee was formed as a response to the Cabrillo Basin breach, first responders' performance during Cabrillo Basin breach, and the Lot 41 project.</p> <p>Committee Member Neumann commented on the Emergency Strategic Response Plan and committee that helped create it.</p> <p>Committee Member Orback commented on Cabrillo Basin breach, Station 15's response, the community's response, and General Manager Munds' and the work he did for those in the Vista De Oro neighborhood.</p> <p>Neal commented on the homeless in high fire zones and prohibition of overnight camping.</p> <p>Becky McFarland commented on County and State land, homeless safe parking program, and the County's failure to provide support services.</p>	
<p><b>5. Public Comments on Items NOT on this Agenda</b></p>	<p>Public Comment – Emily Miggins commented on the work of the Sheriff and CalFire, calling 911 first, State Responsibility (SRA) Areas, and recommended holding meetings between CA State Parks, CDFW, and the County to get everything on the record of protocols for State/County land.</p> <p>Becky McFarland commented on clearing the dead plant materials on the State and County reserve behind the homes on Highland and homeless encampments.</p> <p>Deborah Ross commented on the Palisades and Eaton fires and inquired whether the emergency plan has an evacuation plan and what it is.</p> <p>General Manager Munds commented on CSD's inability to send emergency notifications and typically the County activates Office of Emergency Services and reverse 911 calls.</p>	<p><b>Action – None</b></p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>6. Schedule Next ESAC Meeting</b>	The next Emergency Services Advisory Committee meeting is scheduled for Thursday, August 21, 2025, at 5:30 p.m. unless otherwise noted.	
<b>7. Closing Comments by ESAC Committee Members</b>	<p>Committee Member Orback commented about the evacuation plan and sirens for Diablo Canyon and how the Sheriff can activate sirens in the event of a fire.</p> <p>Committee Member Baltimore commented on discussing at LOCAC and seeing if the County giving permission for residents to maintain a 100-foot clearing around their homes, and the Community Center's use.</p> <p>Committee Member Neuman commented on the importance of signing up for reverse 911, and the use of sirens.</p> <p>Chairperson Womack thanked the Committee and the public.</p>	
<b>8. Adjournment</b>	The meeting adjourned at 6:56 p.m.	