



January 20, 2017

**TO:** LOCSO Board of Directors  
**FROM:** Ann Kudart, Administrative Services Manager  
**SUBJECT:** **Agenda Item 11B – 2/2/2017 Board Meeting**  
Approve Meeting Minutes of January 5, 2017

**President**  
Jon-Erik G. Storm

**Vice President**  
Vicki L. Milledge

**Directors**  
Charles L. Cesena  
Marshall E. Ochylski  
Louis G. Tornatzky

**General Manager**  
Renee Osborne

**District Accountant**  
Robert Stilts, CPA

**Unit Chief**  
Scott M. Jalbert

**Battalion Chief**  
Josh Taylor

**DESCRIPTION**

Attached are minutes from your Board's Regular Meeting held January 5, 2017 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 January 5, 2017 meeting.***

Attachment

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**Los Osos Community Services District  
Board of Directors  
DRAFT Minutes of the Regular Meeting of January 5, 2017**

AGENDA ITEM	DISCUSSION OR ACTION
<p><b>1. CALL TO ORDER/FLAG SALUTE/ROLL CALL</b></p>	<p>President Ochylski called the meeting to order at 6:00 p.m. and led the flag salute.</p> <p>Chuck Cesena, Director – Absent Lou Tornatzky, Director – Present Mike Wright, Director – Present Jon-Erik Storm, Vice President – Present Marshall Ochylski, President – Present</p> <p>The following Staff were present: Renee Osborne, General Manager Roy Hanley, District Legal Counsel Ann Kudart, Administrative/Accounting Assistant III</p>
<p><b>2. ANNOUNCEMENT OF CLOSED SESSION ITEMS, PUBLIC COMMENT ON CLOSED SESSION ITEMS, AND CONVENING OF CLOSED SESSION</b></p>	<p>President Ochylski announced that the Board would convene to Closed Session for the following:</p> <p>A. <u>REAL PROPERTY MATTERS [Government Code §54956.8]</u> <u>CONFERENCE WITH REAL PROPERTY NEGOTIATORS</u></p> <p>1. Property: APN 067-012-18 Agency Negotiator: Renee Osborne, General Manager and Rob Miller, District Engineer Negotiating Parties: Patricia James Under Negotiation: Price and Terms of a Water Well Easement or Lease</p> <p>2. Property: APN 074-491-031 in Bayridge Estates APN 074-042-001 in Vista de Oro Agency Negotiator: Roy Hanley, District Legal Counsel Negotiating Parties: San Luis Obispo County Under Negotiation: Terms of Easements</p>
<p><b>3. PUBLIC COMMENT</b></p>	<p>Public Comment – Lynette Tornatzky commented on the APN in Item 1A should read 074-491-018.</p>
<p><b>4. ADJOURN TO CLOSED SESSION</b></p>	<p>The Board adjourned to Closed Session at 6:04 p.m.</p>
<p><b>5. RECONVENE TO OPEN SESSION</b></p>	<p>The Board reconvened to Open Session at 7:00 p.m.</p> <p>Roll Call: Chuck Cesena, Director – Absent Lou Tornatzky, Director – Present Mike Wright, Director – Present Jon-Erik Storm, Vice President – Present Marshall Ochylski, President – Present</p> <p>The following Staff were present: Renee Osborne, General Manager Roy Hanley, District Legal Counsel Josh Taylor, Battalion Chief, Station 15 Margaret Falkner, Utility Compliance Technician III Ann Kudart, Administrative Services Manager</p>
<p><b>6. REPORT OUT OF CLOSED SESSION MEETING</b></p>	<p>Legal Counsel Hanley announced that there was no reportable action on Closed Session Items.</p>
<p><b>7. ELECTION OF 2017 BOARD PRESIDENT AND BOARD VICE PRESIDENT</b></p>	<p>President Ochylski called for nominations for President of the Board. Director Milledge nominated Vice President Storm. Seeing no other nominations, the floor was opened to public comment. Seeing none, President Ochylski closed public comment.</p> <p>President Ochylski called for a voice vote and seeing no objections, Vice President Storm, by acclamation, was elected 2017 Board President.</p> <p>President Ochylski called for nominations for Vice President of the Board. President Storm nominated Director Milledge. Seeing no other nominations, the floor was opened to public comment.</p> <p>Public Comment – Stephen Best supported Director Tornatzky as Vice President of the Board.</p>

AGENDA ITEM	DISCUSSION
<b>7. ELECTION OF 2017 BOARD PRESIDENT AND BOARD VICE PRESIDENT (continued)</b>	<p>Director Ochylski nominated Director Tornatzky as Vice President of the Board.</p> <p>The Board voted by ballot and Legal Counsel Hanley announced the results of the ballots:            Director Tornatzky for Director Tornatzky            Director Milledge for Director Milledge            Director Ochylski for Director Milledge            President Storm for Director Milledge</p> <p>On a ballot vote of 3-1, Director Milledge was elected 2017 Board Vice President.</p>
<b>8. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA</b>	<p>Stephen Best commented on the local media site, Nextdoor, and would like the District to join. He commented on 2017 being a fresh start and the need to have an equal footing with the County and the needs of the community for parks and recreation facility to improve the quality of life.</p>
<b>9. ADMINISTRATIVE AND COMMITTEE REPORTS</b>	<p>Battalion Chief Taylor introduced Travis Craig, newly appointed SLO County Fire Marshall. Chief Taylor offered a word of caution concerning the rainstorm expected this weekend and provided safety information concerning possible high winds with downed powerlines. He reported that should conditions warrant, Station 15-South Bay will call in the reserves to provide additional coverage for the community. Chief Taylor provided a summary of the November 2016 Fire Department activities as submitted in the agenda packet.</p>
<b>A. Fire Department Report</b>	
<b>B. Sheriff Department Report</b>	<p>Jim Taylor, Commander of the Los Osos substation of the Sheriff's Department, gave a report on Department's activities for the period December 2, 2016 and January 5, 2017. He reported that there were 489 calls for service in Los Osos including vandalisms, thefts, burglaries, domestic violence, batteries, negligent discharge of a firearm, and 18 arrests.</p>
<b>C. Utilities Department Report</b>	<p>Utility Compliance Technician Falkner provided a report on the November 2016 activities of the Utilities Department as submitted in the agenda packet.</p>
<b>D. General Manager Report</b>	<p>General Manager Osborne provided a summary of the GM's activities for December 2016 as submitted in the agenda packet. General Manager Osborne announced new lobby office hours on Mondays, Wednesdays, and Fridays from 9:00 a.m. to 5:00 p.m. and on Tuesdays and Thursdays from 9:00 a.m. to 3:00 p.m.</p>
<b>E. Legal Counsel Report</b>	<p>Legal Counsel Hanley reported that he will provide a brief Brown Act Review presentation at the February 2<sup>nd</sup> Board meeting.</p>
<b>F. Los Osos Community Advisory Council (LOCAC)</b>	None
<b>G. Los Osos/Baywood Park Chamber of Commerce Report</b>	None
<b>H. Appointment of Ad Hoc Committees</b>	<p>President Storm appointed himself and Director Tornatzky to an AB2701 fact finding ad hoc committee to report back to the Board and public on the District's obligations if any.</p> <p>President Storm appointed himself and Vice President Milledge to a District Organization ad hoc committee to review the sizing of the organization in terms of services and will report to the Board at their June 1, 2017 meeting.</p>
<b>I. Directors' Announcements of District and Community Interest and Reports on Attendance at Public Meetings, Training Programs, Conferences, and Seminars</b>	<p>Director Tornatzky reported on his attendance at the January 4<sup>th</sup> WRAC meeting. He reported on a website tracking real-time rain, streams, and reservoir levels at <a href="http://www.slocountywater.org">www.slocountywater.org</a> and click on Real-Time Water Data.</p>
<b>J. Response to Previously Asked Questions</b>	None
<b>10. PUBLIC COMMENT ON THE ADMINISTRATIVE AND COMMITTEE REPORTS AND THE CONSENT AGENDA</b>	<p>Stephen Best commented on his support in utilizing a Volunteer Auxiliary Patrol.</p>

AGENDA ITEM	DISCUSSION
<p><b>11. CONSENT AGENDA</b>  <b>A. Receive Administrative and Committee Reports</b>  <b>B. Approve Meeting Minutes of December 1, 2016</b>  <b>C. Receive Warrant Register for December 2016</b>  <b>D. Receive Financial Report for Period Ending November 30, 2016</b>  <b>E. Not Used</b>  <b>F. Adopt Resolution Deleting Director Wright and Adding Director Milledge as Signer on all District Bank Accounts</b>  <b>G. Adopt Resolution Authorizing the Issuance of a Debit Card to Josh Taylor</b>  <b>H. Adopt Resolution Accepting Proposal from Robert Stilts, CPA as Bookkeeping/Accountant Services</b>  <b>I. Adopt Resolution Terminating Agreement with Warmerdam CAP Group for Accounting Services</b>  <b>J. Approve 2017 Board of Directors Meeting Schedule</b></p>	<p>A motion was made by Director Ochylski to receive and file the Administrative and Committee Reports and to approve the Consent Calendar. The motion was seconded by Director Tornatzky and carried with the following vote:</p> <p><b>Ayes:</b> Directors Ochylski, Tornatzky, Milledge, Storm  <b>Nays:</b> None  <b>Abstain:</b> None  <b>Absent:</b> Cesena</p>
<p><b>12. GENERAL ACTION ITEMS</b>  <b>A. Annual Review of Board Bylaws and Rules of Decorum</b></p>	<p>General Manager Osborne introduced the item and Director Ochylski reported that the ad hoc committee reviewed the 2016 Bylaws and recommend changes for consistency and other minor cleanup edits throughout and substantive changes to Sections 9 and 11.</p> <p>Section 9 to include: "Attendance at other meetings included in Section 9.2 to \$100" and adding a new Section 9.5 which states "any compensation declined by any Director will be used to fund a Director Training Fund for all Directors."</p> <p>Section 11 to include: "having a Director as a Chairperson and a second Director as the alternate Chairperson"; deleting the fixed term for Committee Members and inserting in 11(f), "the Committee Member will serve at the will of the appointing Director. The Board of Directors may also remove any committee member with or without cause" but remove the qualifications as stated in the draft; and, clarifying that the Alternate Committee Member will vote at Committee meetings when a Member is absent but that in the case of a vacancy that he/she will not automatically be appointed as a Committee Member."</p> <p>Public Comment – Carolyn Atkinson, Lynette Tornatzky, and Stephen Best spoke.</p> <p>Director Ochylski and President Storm will amend the Bylaws as discussed and provide to staff for inclusion in the next agenda packet for adoption at the February 2<sup>nd</sup> meeting.</p>
<p><b>13. DISCUSSION OF PULLED CONSENT ITEM</b></p>	<p>None</p>
<p><b>14. FUTURE AGENDA ITEMS</b></p>	<p>Vice President Milledge would like to consider a place for the District on Nextdoor website.</p>
<p><b>15. CLOSING BOARD COMMENTS</b></p>	<p>Director Ochylski thanked staff and AGP video for upgrading and preparing the meeting room. Director Tornatzky is hopeful for a constructive and creative year. Vice President Milledge stated that she was pleased to be a part of the Board and looking forward to the next four years. President Storm announced the Christmas tree removal by MCD; thanked his Board for entrusting him with the chair; and congratulated Vice President Milledge.</p>
<p><b>16. ADJOURNMENT</b></p>	<p>The meeting adjourned at 8:11 p.m.</p>