



July 1, 2021

**TO:** LOCSD Board of Directors  
**FROM:** Laura Durban, Administrative Services Manager  
**SUBJECT:** **Agenda Item 7B – 07/01/2021 Board Meeting**  
Approve Prior Meeting Minutes

**President**  
Christine M. Womack

**Vice President**  
Matthew D. Fourcroy

**Directors**  
Charles L. Cesena  
Troy C. Gatchell  
Marshall E. Ochylski

**General Manager**  
Ron Munds

**District Accountant**  
Robert Stilts, CPA

**Unit Chief**  
Eddy Moore

**Battalion Chief**  
Paul Provence

**DESCRIPTION**

Attached are the minutes of the Board of Directors meeting held June 03, 2021 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 June 03, 2021.***

Attachment  
06/03/2021 Board of Directors Minutes

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**Los Osos Community Services District**  
**DRAFT - Minutes of the Regular Meeting of June 3, 2021**

AGENDA ITEM	DISCUSSION OR ACTION
<p><b>1. CALL TO ORDER/ ROLL CALL</b></p>	<p>President Womack called the meeting to order at 6:00 p.m.</p> <p>Roll Call:            Chuck Cesena, Director – Present            Troy Gatchell, Director– Absent            Marshall Ochylski, Director- Present            Matthew Fourcroy, Vice President – Absent            Christine Womack, President – Present</p> <p>The following Staff was present:            Ron Munds, General Manager            Jeffrey Minnery, District Counsel            Laura Durban, Administrative Services Manager</p>
<p><b>2. GENERAL ACTION ITEM</b></p> <p><b>A. Public Hearing to Adopt Resolution 2021-11 approving the Fiscal Year 2021/2022 Budget</b></p> <p><b>B. Select Demographer for field work for District Transition to District Based Elections by November 2022</b></p>	<p>General Manager Munds presented recommendations for operational expenditures and forecast for revenues for Fiscal Year (FY) 2021-2022 as presented in the Agenda Packet. General Manager Munds thanked Board Members and Advisory Committees; recapped processes leading up to the Final Budget Review; reviewed changes since May 6, 2021.</p> <p>Public Comment - None</p> <p>Director Cesena inquired about the 8<sup>th</sup> Street Upper Aquifer Well Grant.</p> <p>General Manager Munds stated the Grant is not in hand and commented on the timeline of the Grant process.</p> <p><b>A motion was made by Director Cesena that the Board adopt Resolution 2021-11 approving the Fiscal Year 2021-2022 final budget. The motion was seconded by Director Ochylski and carried with the following vote:</b></p> <p><b>Ayes: Directors Cesena, Ochylski, Womack</b>  <b>Nays: None</b>  <b>Abstain: None</b>  <b>Absent: Gatchell, Fourcroy</b></p> <p>General Manager Munds presented a recap on selecting a Demographer for field work for District Transition to District Based Elections by November 2022.</p> <p>Director Ochylski inquired if by moving forward as recommended, the District is not committing to districting if the demographer determines the community is integrated demographically therefore no need to move to district based elections.</p> <p>General Manager Munds responded that there is no commitment.</p> <p>Director Cesena inquired if funds were coming from the Administrative Fund 100.</p> <p>General Manager Munds confirmed funds will come from Fund 100 fund balance.</p> <p>Public Comment – Julie Tacker inquired about demographics the Firm looks at; if median household income in a certain neighborhood versus other data sources other than the Census will be included.</p> <p>General Manager Munds responded the Demographers consider the Census Data report for income information but also other data such as ethnicity data to compile into their models.</p> <p>President Womack inquired if the US Census Report is the only source.</p> <p>General Manager responded he believed so and that the 2020 Census Data is yet to be released.</p> <p><b>A motion was made by Director Cesena to approve the proposal from Cooperative Strategies for districting services and authorize the General Manager to execute an agreement with Cooperative Solutions for an amount not to exceed \$24,500. The motion was seconded by Director Womack and carried with the following vote:</b></p> <p><b>Ayes: Directors Cesena, Womack, Ochylski</b>  <b>Nays: None</b>  <b>Abstain: None</b>  <b>Absent: Gatchell, Fourcroy</b></p>

AGENDA ITEM	DISCUSSION
<b>3. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA</b>	NONE
<b>4. ADMINISTRATIVE AND COMMITTEE REPORTS</b>	
<b>A. Fire Department Report</b>	Written Report
<b>B. Sheriff Department Report</b>	Sergeant Langston from the San Luis Obispo Sheriff's Office, provided a report of Sheriff Department activities for up to May 31, 2021 with 64 calls for service which included 1 assault and battery, 32 disturbances, 3 burglary, 5 thefts, 1 vandalism, 1 mail theft, 4 phone scams, 12 suspicious circumstances, 47 enforcement stops and 30 preventative patrol activity.
<b>C. Utilities Department Report</b>	Written Report only
<b>D. General Manager Report</b>	<p>General Manager Munds commented on issues at the 16<sup>th</sup> Street North Tank; the 3<sup>rd</sup> Street well; the 3 water Purveyors on a response to the Coastal Commission regarding water availability for Accessory Dwelling Units (ADU); June 3, 2021 kick-off meeting for the Ferrell Avenue Pathway; the publishing of the Program C Well Mitigated Negative Declaration.</p> <p>Director Cesena inquired if the crew will be able to do 3<sup>rd</sup> Street repair.</p> <p>General Manager Munds responded a drilling company is needed to replace the pump, motor and column pipe.</p>
<b>E. Los Osos/Baywood Park Chamber of Commerce</b>	Written Report Only
<b>F. Los Osos Community Advisory Council (LOCAC) Report</b>	Written Report Only
<b>G. Parks and Recreation Committee Meeting Report</b>	No Report
<b>H. Utilities Advisory Committee Meeting Report</b>	Director Cesena gave a shout out to James Bishop (UAC member) who is now on the LOCAC Committee.
<b>I. Finance Advisory Committee Meeting Report</b>	President Womack provided a summary of the FAC meeting June 1, 2021 in which the Committee recommended to approve the Warrant Register, the Financial Reports and the final budget was recommended.
<b>J. Directors' Announcements of District and Community Interest and Reports on Attendance at Public Meetings, Training Programs, Conferences, and Seminars</b>	<p>Director Ochylski reported on the May 20, 2021 ESAC Committee meeting at which the February 18, 2021 minutes were approved; Cal Fire Updates were given; a review of the budget for Fund 301; the idea of the development of emergency service community survey and outreach plan.</p> <p>Director Ochylski reported on the California Special District Association (CSDA) Chapter meeting on May 19, 2021 at which District Attorney Dan Dow and the DA Public Integrity Team discussed the Brown Act; Special District issues; prevailing wage; CSDA Public Affairs Field Coordinator Charlotte Holifield gave CSDA updates; CSDA Secretary Laurie Ion is retiring and Laura Durban will be the new Secretary for the CSDA Chapter.</p> <p>Director Ochylski reported on the May 19, 2021 Basin Management Committee (BMC) which covered the lower aquifer transducer installation; the Los Osos retrofit to build (Title 19); discussed the Wild Coast Cannabis Farms Application; the 2020 Annual Report.</p> <p>Director Ochylski reported on the May 19, 2021 Morro Bay National Estuary Program meeting at which the Fiscal Year 2020 Work Plan was approved; the semi-annual report submitted to EPA; an update on management of the Pike Minnow; discussed the National Estuary Program.</p>
<b>K. Response to Previously Asked Questions</b>	None

AGENDA ITEM	DISCUSSION
<b>5. PUBLIC COMMENT FOR ITEMS ON THE ADMINISTRATIVE AND COMMITTEE REPORTS AND THE CONSENT AGENDA</b>	<p>Public Comment – Julie Tacker commented on the water usage of the Wild Coast Cannabis Farms and their offset requirement; suggested the District study the project and take a position.</p> <p>Director Ochylski clarified the project is outside the LOCSO boundary but within the BMC boundaries and the BMC will weigh in on the Cannabis Farm.</p>
<b>6. CONSENT AGENDA</b> <b>A. Receive Administrative, Committee Reports and Approved Committee Minutes</b> <b>B. Approve Meeting Minutes of May 6, 2021</b> <b>C. Approve Warrant Register for May 2021</b> <b>D. Receive Financial Report for Period Ending April 30, 2021</b> <b>E. Adopt Resolution 2021-12 Establishing “GANN” Appropriations Limit for Fiscal Year 2021/2022</b> <b>F. Consideration of a recommendation to receive and file a report on delinquent water charges and property tax assessments and set a public hearing for July 2, 2021 to authorize collection on the 2021/2022 Property Tax Bills.</b> <b>G. Authorize a Formal Bid Process and Execute a Related Contract for the 8<sup>th</sup> Street Upper Aquifer Well Project</b>	<p><b>A motion was made by Director Ochylski that the Board receive and file the Administrative and Committee Reports and approve the Consent Agenda. The motion was seconded by Director Cesena and carried with the following vote:</b></p> <p><b>Ayes: Directors Ochylski, Cesena, Womack</b>  <b>Nays: None</b>  <b>Abstain: None</b>  <b>Absent: Gatchell, Fourcroy</b></p>
<b>7. DISCUSSION OF PULLED CONSENT ITEMS</b>	None
<b>8. FUTURE AGENDA ITEMS</b>	
<b>9. CLOSING BOARD COMMENTS</b>	<p>Director Ochylski thanked the Staff for their hard work especially during Covid.</p> <p>Director Cesena agreed and thanked Laura Durban for stepping up as Secretary for CSDA Chapter.</p> <p>President Womack thanked everyone and Staff.</p>
<b>10. ADJOURNMENT TO CLOSED SESSION</b>	<p>Public Comments - Julie Tacker inquired if the document for the claim can be released before closed session.</p> <p>District Counsel Jeffrey Minnery responded the District will have a copy emailed to anyone that requests it and will provide a written report out of closed session on the District website.</p> <p>The meeting was adjourned to closed session at 6:55 p.m.</p>