



September 1, 2022

TO: LOCSO Board of Directors
FROM: Ron Munds, General Manager
Julian Metcalf, Administrative Services Manager
SUBJECT: Agenda Item 6A- 09/01/2022 Board Meeting
Receive Administrative, Committee Reports, and Approved
Committee Minutes

President
Matthew D. Fourcroy

Vice President
Charles L. Cesena

Directors
Troy C. Gatchell
Marshall E. Ochylski
Christine M. Womack

General Manager
Ron Munds

District Accountant
Robert Stilts, CPA

Unit Chief
Eddy Moore

Battalion Chief
Paul Provence

DESCRIPTION

Attached are the approved minutes from meetings in August

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

Parks and Recreation Committee June minutes
Utility Advisory Committee June minutes
Emergency Services Advisory Committee March minutes

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**Los Osos Community Services District
Minutes of the Parks & Recreation Advisory Committee Meeting
June 21, 2022 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order, Flag Salute, and Roll Call	<p>Chairperson Fourcroy called the meeting to order at 5:30 p.m.</p> <p><u>Roll Call:</u> Alissa Feldman, Committee Member – Absent William Fitzgerald, Committee Member - Present Gary Katayama, Committee Member - Present Andrea Lueker, Committee Member – Absent Shaunna Sullivan, Committee Member – Absent Troy Gatchell, Vice Chairperson – Absent Matthew Fourcroy, Chairperson – Present</p> <p><u>Staff:</u> Ron Munds, General Manager Julian Metcalf, Administrative Services Manager</p>	
2. Approve Parks and Recreation Committee Meeting Minutes of April 26, 2022	<p>Chairperson Fourcroy presented the draft minutes to the Committee for approval.</p> <p>Public Comment – None</p> <p>Committee Member Leuker moved to approve the meeting minutes of April 26, 2022. The motion was seconded by Committee Member Fitzgerald and carried with unanimous consent.</p>	<u>Action:</u> File Approved Minutes.
3. Dog Park Status Review - Project Status Report	<p>General Manager Munds presented a review of the April 26 meeting.</p> <p>The Committee discussed cost estimates, grant opportunities, RFP strategies, additional funding from the Board, and outside funding.</p> <p>Public Comment – None</p>	<u>Action:</u> None
4. Public Comment on Items NOT on the Agenda	Public Comment – None	
5. Schedule Next Parks and Recreation Committee Meeting	The next Parks and Recreation Advisory Committee meeting is scheduled to be held on August 16, 2022 at 5:30 p.m. unless otherwise noticed.	
6. Closing Comments by Parks and Recreation Committee Members	None	
7. Adjournment	The meeting adjourned at 5:56 p.m.	

**Minutes of the Utilities Advisory Committee Meeting
June 15, 2022 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order Flag Salute and Roll Call	<p>Chairperson Cesena called the meeting to order at 5:31 p.m.</p> <p><u>Roll Call:</u> James Bishop, Committee Member – Present Jan Harper, Committee Member – Present Leonard Moothart, Committee Member – Present Pam Ouellette, Committee Member - Present Gene Scovell, Committee Member – Present Matthew Fourcroy, Vice-Chairperson – Absent Chuck Cesena, Chairperson – Present</p> <p><u>Staff:</u> Ron Munds, General Manager Julian Metcalf, Administrative Services Manager Margaret Falkner, Utility Systems Manager</p>	
2. Approve UAC Minutes of May 18, 2022	<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 May 18, 2022. The motion was seconded by Committee Member Ouellette and carried with unanimous consent.</p>	Action – File approved minutes.
3. Basin Management Committee Update	<p>General Manager Munds presented the changes made to the adopted annual monitoring report, including the condition of the 3rd Street well, how agricultural demand is calculated, record purging, and some narrative adjustments.</p> <p>The Committee discussed the presentation and points of discussion at the BMC meeting and DWR funding without SGMA.</p> <p>Public Comment – None</p>	Action – None
4. Water Shortage Contingency Plan Review & Direction	<p>General Manager Munds presented information on the district's historical water production, per capita water use, estimated outdoor water use, and a review of the water use prohibitions and climatic triggers to implement the various stages in the WSCP.</p> <p>The Committee discussed the presentation, recommendations to make to the Board, and how to reach out to customers regarding water use.</p> <p>Public Comment – None</p>	Action – None
5. Utility Department Report	<p>Utility Systems Manager Falkner presented an overview of the Utility Department Report, which is available on the District website.</p> <p>The Committee discussed moving to monthly billing and incorporating outdoor use reports into Utility Department Reports.</p> <p>Public Comment – None</p>	Action – None
6. Utilities Department Updates	<p>General Manager Munds reported on the 8th Street Upper Aquifer Well; 16th Street South Tank Project; Program C Well, with the Board approving the release of an RFP for the drilling phase of the project.</p> <p>The Committee discussed the presentation.</p> <p>Public Comment – None</p>	Action – None
7. Public Comments on Items NOT on this Agenda	Public Comment – None	Action – None
8. Schedule Next UAC Meeting	The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, July 20, 2022, at 5:30 p.m., unless otherwise noticed.	
9. Closing Comments by UAC Committee Members	The Committee discussed meeting in person as positive.	
10. Adjournment	The meeting adjourned at 6:45 p.m.	

**Los Osos Community Services District
Minutes of the Emergency Services Advisory Committee Special Meeting
March 22, 2022 at 5:30 p.m.**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order and Roll Call	<p>Chairperson Ochylski called the meeting to order at 5:35 p.m. and announced the meeting would be continued to a later date.</p> <p><u>Roll Call:</u> Craig Baltimore, Committee Member – Present Stephanie Dininni, Committee Member – Present Bob Neumann, Committee Member – Present Gary Orback, Committee Member – Present Warren Sargent, Committee Member – Present Vice Chairperson Troy Gatchell – Present Chairperson Marshall Ochylski – Present</p> <p><u>Staff:</u> Ron Munds, General Manager Laura Durban, Administrative Services Manager Eddy Moore, CalFIRE Unit Chief Tom Swanson, CalFIRE Division Chief Paul Provence, CalFIRE Battalion Chief</p>	
5. Presentation by Chief Moore	<p>Vice Chairperson Gatchell moved agenda item 6 to be the first item discussed.</p> <p>Chief Moore provided updates on the County Strategic Plan which includes an increase in the staffing model and repositioning fire stations; commented that the County is preparing for the upcoming fire season; the fuels reduction projects are a success; the budget remains status quo.</p> <p>Committee Member Baltimore inquired if the Committee could assist with the staffing issues.</p> <p>Unit Chief Moore responded that he would take any support.</p> <p>Public Comment – None</p>	Action – None
6. Discussion of Financial and Service Level Trends for South Bay Fire	<p>Chairperson Ochylski moved Agenda Item 6 up to be the second item discussed.</p> <p>General Manager Munds presented a discussion for Station 15 service level trends including call for service, financial trends, revenue sources, and expenditures for Cal Fire and Station 15.</p> <p>Committee Member Baltimore suggested taking the information to the public.</p> <p>Committee Member Orback inquired about information concerning salary increases.</p> <p>General Manager Munds responded he was unsure as negotiations are ongoing.</p> <p>Chief Swanson responded negotiations are confidential until the contract is signed in July 2022.</p> <p>Public Comment – None</p>	Action – To be brought back to a future meeting
2. Brown Act Training	<p>Director Ochylski presented to the Committee a presentation on the Brown Act, including questions that each Committee Member needed to respond to and informing them of the current changes in place due to Executive Order N-29-20, Assembly Bill 992, and Assembly Bill 361.</p> <p>Public Comment – None</p>	Action: None

AGENDA ITEM	DISCUSSION	FOLLOW-UP
3. Approve ESAC Minutes November 18, 2021	<p>Administrative Services Manager Durban presented the minutes for approval.</p> <p>Public Comment – None.</p> <p>Committee Member Orback made a motion to approve the minutes of November 18, 2021. The motion was seconded by Committee Member Neumann and passed by unanimous consent.</p>	Action – File approved minutes.
4. Fire Department Update	<p>Battalion Chief Provence discussed the delivery of a baby girl by the Engine Company; the in-service target date for the new fire engine is April 16; the burning of 55 piles in Cabrillo Estates; the updating of the CWPP for Los Osos and the vegetation treatment program.</p> <p>Public Comment – None</p>	Action – None
7. Fund 301 FY 2021-22 First Quarter Budget Review	<p>General Manager Munds presented the Mid-Year Budget Review for Fund 301.</p> <p>Public Comment – None</p>	Action – None
8. Present Board Approved 2022 Work Plan for ESAC	<p>General Manager Munds presented the ESAC 2022 Work Plan which is available in the Staff Report.</p> <p>The committee discussed the structural assessment and requested that an outline for the RFP be available at the next ESAC meeting.</p> <p>Public Comment – None</p>	Action – None
9. Public Comments NOT on this Agenda	Public Comment – None	Action – None
10. Schedule Next ESAC Meeting	The next Emergency Services Advisory Committee meeting is scheduled for Thursday, May 19, 2022, at 5:30 p.m.	
11. Closing Comments by ESAC Members	Committee Member Orback commented on how impressive it was that the district could pay for the fire engine in cash.	
12. Adjournment	The meeting adjourned at 6:31 p.m.	