



November 2, 2023

**TO:** LOCSO Board of Directors

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

**SUBJECT: Agenda Item 6A- 11/02/2023 Board Meeting**  
Receive Administrative, Committee Reports, and Approved  
Committee Minutes

**President**  
Charles L. Cesena

**Vice President**  
Marshall E. Ochylski

**Directors**  
Matthew D. Fourcroy  
Troy C. Gatchell  
Christine M. Womack

**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 October 2023.

**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 09/05/2023  
Utilities Advisory Committee Minutes 09/20/2023

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**Los Osos Community Services District  
Minutes of the Finance Advisory Committee Meeting  
September 5, 2023, 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 Womack called the meeting to order at 5:30 p.m.</p> <p><u>Roll Call:</u></p> <p>Chuck Cribbs, Committee Member – Present            Lisa Gonzalez, Committee Member – Absent            Gary J. Freiberg, Committee Member – Present            Lee Hood, Committee Member - Present            Marshall Ochylski, Vice Chairperson – Present Online at 5:37 p.m.            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 July 31, 2023.</b>	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment - None</p> <p><b>Committee Member Freiberg made a motion that the Finance Committee approve the minutes of the FAC held July 31, 2023. The motion was seconded by Committee Member Hood and passed with unanimous consent.</b></p>	<b>Action: File Approved Minutes</b>
<b>3. Review of Board Item Regarding Approval of Warrant Register for August 2023</b>	<p>General Manager Munds presented the Warrants.</p> <p>The Committee discussed the Warrant Register.</p> <p>Public Comment – None</p> <p><b>Committee Member Freiberg made a motion to the Board, that the Board approve the Warrant Register for the period August 2023. The motion was seconded by Committee Member Hood and passed with unanimous consent.</b></p>	<b>Action: The Committee recommended that the Board approve the Warrant Register for August 2023.</b>
<b>4. Review of Board Item Regarding Financial Reports for the Period Ending July 31, 2023</b>	<p>General Manager Munds presented the Financial Report and discussed each fund.</p> <p>Richard Margetson commented on GL 4510 Investment Income.</p> <p>The Committee discussed GL 4510, net revenues, expenditures, reserves, and late fees.</p> <p>Public Comment – Richard Margetson inquired about GL 4101 irrigation water sales, FEMA, Zone A funds, and commented on the solid waste debt services.</p> <p><b>Committee Member Freiberg made a motion to the Board, that the Board receive and file the Financials for the period ending July 31, 2023. The motion was seconded by Committee Member Hood and passed with unanimous consent.</b></p>	<b>Action: The Committee recommended that the Board receive and file the Financials for the period ending July 31, 2023.</b>
<b>5. General Manager Update</b>	<p>General Manager Munds presented and update commenting on the Bay Oaks Well, 16th Street North Tank, SLO County/CAL Fire Audit update, Skyline Groundwater Monitoring Well, and the Standard of Cover Study for community emergency services.</p> <p>Public Comment – None.</p>	<b>Action: None</b>
<b>7. Public Comments on Items NOT on this Agenda</b>	<p>Public Comment – Richard Margetson inquired about the revenue report and financials. Commented on the People Helping People rummage sale being Friday and Saturday, September 8 &amp; 9, at the Community Center.</p>	<b>Action: None</b>

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>FOLLOW-UP</b>
<b>8. Schedule Next FAC Meeting</b>	The next meeting of the Financial Advisory Committee is scheduled for Monday, October 2, 2023, at 5:30 p.m. unless otherwise noted.	
<b>9. Closing Comments by FAC Committee</b>	Chairperson Womack thanked all for their participation.	
<b>10. Adjournment</b>	The meeting adjourned at 6:45 p.m.	

**Los Osos Community Services District  
Minutes of the Utilities Advisory Committee Meeting  
September 20, 2023 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 5:31 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 – Absent 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 August 16, 2023</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 August 16, 2023. The motion was seconded by Committee Member Bishop and carried with unanimous consent.</b></p>	<b>Action – File approved minutes.</b>
<b>3. Basin Management Committee Update</b>	<p>General Manager Munds reported on the Skyline Groundwater Monitoring Well and the Transient Model Project.</p> <p>Public Comment – None</p>	<b>Action – None</b>
<b>4. Transfer of USGS Monitoring Wells to the District</b>	<p>General Manager Munds provided a report on the monitoring well network history and the transfer of three USGS-owned wells to the district.</p> <p>The Committee discussed the cost, use, technicalities, and potential of the three USGS-owned wells.</p> <p>Public Comment – None</p> <p><b>Committee Member Harper made a motion to recommend to the Board that the Board approve the transfer of the USGS wells (UA 6, UA 7, LA 14) to the District. The motion was seconded by Committee Member Moothart and carried with unanimous consent.</b></p>	<b>Action – Recommend to the Board to approve the transfer of the USGS wells to the District.</b>
<b>5. Fund 500 Capital Improvement Projects and Budget Update</b>	<p>General Manager Munds provided a background and updates on the Capital Improvement Projects and a revenue/financial review of the 2022-23 Fiscal Year.</p> <p>The Committee Discussed the financials for Fund 500.</p> <p>Public Comment – None</p>	<b>Action – None</b>
<b>6. Utility Department Report</b>	<p>Utility Systems Manager Falkner reported on August 2023s average daily demand, well site production, runtime hours, water billing revenues, and rainfall totals.</p> <p>Public Comment – None</p>	<b>Action – None</b>
<b>7. Utilities Department Updates</b>	<p>General Manager Munds discussed the Bay Oaks Well, 16th Street North Tank, Water Shortage Contingency Plan, and the Water Resiliency Intertie Project.</p> <p>Public Comment – Lynette Tornatzky thanked General Manager Munds for condensing the sandblasting phase.</p>	<b>Action – None</b>
<b>8. Public Comments on items NOT on this Agenda</b>	Public Comment - None	

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>9. Schedule the Next UAC Meeting</b>	The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, October 18, 2023, at 5:30 p.m. unless otherwise noticed.	
<b>10. Closing Comments by UAC Committee Members</b>	<p>Chairperson Cesena commented about looking at county rules for accessory dwelling units and guest houses.</p> <p>Committee Harper commented on the importance of conserving water.</p> <p>Committee Member Moothart commented on his appreciation for the financial information provided.</p> <p>Chairperson Cesena commented on the Community Benefit scheduled for the first Sunday in October.</p>	
<b>11. Adjournment</b>	The meeting adjourned at 6:22 p.m.	