

# Los Osos Community Services District Committee Report

**Committee:** Emergency Services Advisory Committee

**Date:** Tuesday, February 10, 2009

**Committee Members Present:**

Richard Leslie  
Lynette Tornatsky  
Russell Westman  
Michael Wright  
Julie Tacker, Alternate

Phil Veneris, Battalion Chief  
Amy Jones, Administrative Assistant  
Mitch Cooney, CSD General Manager  
Marshall Ochylski, CSD Director

**Agenda Items:**

**1. Call to Order.**

Meeting called to order at 5:45 p.m.

**2. Approval of Minutes from January 20, 2009 and January 28, 2009.**

Minutes were approved with minor corrections.

**3. Insurance Reimbursement.**

Director Ochylski reported that the reimbursement had not yet been received and that no allocation of the funds would be voted upon by the Board until the funds were actually received. There was discussion that the Fire Department should receive all of the unallocated funds in lieu of a split with the Water Department in order to replenish a portion of the funds that had been taken for the Fire Department in the past. Committee member Russell Westman was appointed to represent the ESAC at the next meeting of the Finance Advisory Committee to express the ESAC's concerns. A motion was made as part of the Mid Year Budget Update to partially address these concerns.

**4. Mid-Year Budget Update.**

Chief Veneris explained the proposed 2008/2009 Mid Year Budget adjustments in detail. He explained that the adjustment was caused by an approximately \$96,000.00 reduction in property tax revenues to the District. The members of the committee as well as the public in attendance expressed concerns over the loss of funds and the necessity of reducing essential items in the Fire Department 2008/2009 budget. After lengthy discussion, the ESAC unanimously passed a motion recommending that Budget Line Items 6440, 8405, and 9065 be restored to their original amounts by the District from the insurance reimbursement funds. The restoration of these line items totaled \$40,850.00. In addition, although the committee felt that all of the insurance reimbursement should be used to restore money taken from the Fire Department's sinking fund and reserves, it agreed to request that an additional \$45,091.00 be allocated from the insurance reimbursement to be placed in reserves. This amount would equal ½ of the reserves that were never funded and would fulfill a commitment made by John

Schempf, former General Manager of the District, in open session to restore ½ the amount of the unfunded reserves when the District received the insurance reimbursement.

**5. Review of Monthly Fire Department Report for December 2008 and Annual 2008 Summary**

Chief Veneris gave the report. A brief discussion occurred regarding out of district calls and the specialized coverage that it requires.

**6. Public Comment.**

There was public comment requesting an update on the fire hydrant inspection program. This item will be added to a future agenda.

**7. Schedule of Upcoming ESAC Meetings.**

It was decided to not hold the regularly scheduled February meeting on February 17, 2009. The agenda for the March meeting will include a brainstorming session to discuss the current strategic plan and long-term goals and visions for the Fire Department.

**8. Closing Comments by Committee Members.**

No additional comments were made by committee members.

**9. Adjournment.**

Meeting adjourned at 7:50 p.m.

# Los Osos Community Services District Committee Report

Committee: Finance Advisory Committee

Meeting date/time: 3<sup>rd</sup> Monday, 5:30 pm

Date: Monday, February 16, 2009

## Committee Members Present:

Chuck Cribbs

Bill Garfinkle

John Saurwein

Gordon Taylor

Burke Vanderhoef

George Milanes, Utilities Manger

Mitch Cooney, CSD General Manager

Joe Sparks, Board member

## Agenda Items:

### 1. New Member Introductions.

This was the first meeting of the newly appointed FAC. New members were introduced, and the GM provided a brief overview of the Brown Act.

### 2. Water Rate Study

The committee discussed the draft water rate study from FCS, and received comments. Additional comments were to be provided by members and the public to the GM until February 23 in order to incorporate into correspondence with FCS to prepare the final rate study, with the final rate study to be presented at the next committee meeting and at the March 19 Board meeting.

### 3. Mid-Year Budget Update.

Mitch explained the proposed 2008/2009 Mid Year Budget adjustments in detail. The merits of allocating insurance proceeds to fire or enterprise funds were discussed by the committee. The amount of property tax revenue reductions vis-à-vis the 2008/2009 Budget was recommended to be reviewed, as well as water revenue projections before adoption of a formal MY Budget.

### 4. Public Comments not on the agenda.

The committee received comments from the public.

### 5. Next Meeting: March 16, 2009, 5:30 2 □

Los Osos Community Services District  
Committee Report

Committee: Water Advisory Committee  
Date: Wednesday, February 18, 2009

Committee Members Present:

|                   |                                       |
|-------------------|---------------------------------------|
| Bill Garfinkel    | Mitch Cooney, CSD General Manager     |
| Chuck Snead       | George Milanes, CSD Utilities Manager |
| Gordon Taylor     | Maria M. Kelly, CSD Director          |
| Lynette Tornatzky |                                       |
| Dominic Roques    |                                       |
| Linde Owen        |                                       |

Agenda Items:

Call to Order – 5:35 PM

A – New Member Introductions – Brown Act

**Discussion:** The LOCS D Standing Committees are required to follow the rules of The Brown Act so an overview and Q&A was had regarding this in accordance with the Districts by-laws. Question arose regarding appointments and by-law considerations specific to the WAC. Discussion will continue after the meeting.

B –Water Rate Study – Final Report

**Discussion:** Final questions to be submitted to Mitch Cooney for submittal to FCS by April 2. Utility manager recommended rate increase to maintain current operation levels but to also help reserves. GM told committee that the CSD needs a reserve policy regarding how money goes in and how it comes out and the board will ultimately be responsible for the policy decision. Questions arose as to how reserves were handled in the past and what policies had been set by the board. In addition to policy comments, specific observations regarding some of the assumptions were questioned: growth and revenue forecast, county ordinances for conservation and future conservation efforts, reversal of fixed and variable percentages as well as calculations as they related to tables. Additional public input regarding base rate and effect on customers. Final report will be presented in April.

C – Final Report on I6<sup>th</sup> St. Tank and I-Bank Projects

**Discussion:** The district received the final reimbursement. Committee member questioned the cost of landscaping and time. Utilities Manager reported that the project was covered by the I-Bank and met requirements to fit in a residential setting. Comment was made that some of the labor should have been absorbed by I-Bank. Open House at the water tanks on Friday the 20<sup>th</sup> from 2:00-5:00. Clarity was provided for what was a CSD sponsored event and what was being hosted as a private party.

D – LOCS D Storm Water Management Plan

**Discussion:** Reviewed changes and comments. Thoughts were shared about septic tank management plan and how this fits into the drainage issues in the district plans. District required to keep water on lot but in regards to one parcel, geo tech studies needed and there is nothing in the budget at this time. Money for drainage was a repetitive theme and there may be further discussion. Any additional comments or questions to be submitted to Maria by Monday the 23<sup>rd</sup> and she will submit to Margaret Falkner.

**Member Comments:** No additional comments

Public Comment Received and meeting adjourned @ 7:35 until March 11 @ 5:30