



March 6, 2025

**TO:** LOCSD Board of Directors  
**FROM:** Ron Munds, General Manager  
Laura Durban, Administrative Services Manager  
**SUBJECT: Agenda Item 7B- 03/06/2025 Board Meeting**  
Approve Prior Meeting Minutes

**President**  
Christine M. Womack

**Vice President**  
Matthew D. Fourcroy

**Directors**  
Charles Cesena  
Tom Cross  
Richard Hubbard

**General Manager**  
Ron Munds

**District Accountant**  
Robert Stilts, CPA

**Unit Chief**  
John Owens

**Battalion Chief**  
Paul Provence

**DESCRIPTION**

Attached are the minutes of the Board of Directors meeting held February 6, 2025, and February 13, 2025, 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 February 6, 2025, and February 13, 2025.***

Attachment  
02/06/2025 Draft Board of Directors Meeting Minutes  
02/13/2025 Draft Board of Directors Special Meeting Minutes

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**DRAFT - Los Osos Community Services District – Board of Directors  
Minutes of the Regular Meeting of February 6, 2025**

AGENDA ITEM	DISCUSSION OR ACTION
<p><b>1. CALL TO ORDER FLAG SALUTE ROLL CALL</b></p>	<p>President Womack called the meeting to order at 6:00 p.m. and led the Flag Salute.</p> <p>Roll Call:            Chuck Cesena, Director – Arrived at 6:02 p.m.            Tom Cross, Director – Present            Richard Hubbard, Director – Present            Matthew Fourcroy, Vice President – Present            Christine Womack, President - Present</p> <p>The following Staff was present:            Ron Munds, General Manager            Craig Steele District Counsel            Laura Durban, Administrative Services Manager            Margaret Falkner, Utilities Systems Manager</p>
<p><b>2. PUBLIC SAFETY REPORTS</b></p> <p><b>A. Fire Department Report</b></p> <p><b>B. Sheriff Department Report</b></p> <p><b>C. California Highway Patrol Report</b></p>	<p>Written Report Only</p> <p>Commander Hank Abbas reported 479 incidents in January 2025 including 53 enforcement stops, and 48 preventative patrols, 22 disturbances, 13 suspicious circumstances, a call for service at the Community Center resulting in arrests. Commented that if you see something, say something, and on the Sheriff's Auxiliary Volunteer Patrol as additional eyes and ears.</p> <p>No Report</p> <p>Public Comment - None</p>
<p><b>4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA</b></p>	<p>President Womack moved Agenda Item 4 to be addressed prior to Agenda item 3</p> <p>Public Comment – Richard Margetson commented on the Needs and Wishes final total of \$72,153.82, and a fundraiser planned for March 29 to raise money for stage curtains and a generator for the Community Center.</p> <p>General Manager Munds commented on bringing the emergency generation at the Community Center up to a future Board Meeting to see if they would like to provide financial assistance.</p> <p>Supervisor Bruce Gibson commented on the School Districts decision to surplus and offer Sunnyside School Property for sale for parks and open space. The County has 60 days to start negotiations and wants to work out a partnership with the CSD and the public/community to make acquisition possible.</p> <p>Director Fourcroy commented on the importance of working with the County.</p>
<p><b>3. GENERAL ACTION ITEMS</b></p> <p><b>A. Approve Fiscal Year 2024/2025 Mid-Year Budget Adjustments and Reserve Allocations</b></p> <p><b>B. Revised Intent/Will Serve for Water Service Process</b></p>	<p>General Manager Munds presented the Mid-Year 2024/2025 Budget Adjustments for Funds 100, 301, 500, 650, 800, and 900, the 2024/2025 Fund Reserve allocation recommendations for Funds 301 and 500 and unassigned cash.</p> <p>The Board discussed fund recommendations and cash summaries.</p> <p>Public Comment – None</p> <p><b>Director Cross recommended to the Board that the Board:</b></p> <ol style="list-style-type: none"> <li><b>Approve the Fiscal Year 24-25 Mid-Year Adjustment requests as presented for Funds 100, 301, 500, 650, 800 and 900; and</b></li> <li><b>Approve the recommended Fiscal Year 2024-25 Fund Reserve changes for Funds 301 and 500.</b></li> </ol> <p><b>The motion was seconded by Director Hubbard and the motion passed unanimously.</b></p> <p>General Manager Munds presented and provided a background, proposed revisions to the policy and application procedures, proposed changes in District policy and procedures for application for District water service, proposed policy statement and procedures, and development fees and charges.</p> <p>The Board discussed.</p> <p>Director Cesena commented on the discussions that took place at the UAC meeting.</p>

AGENDA ITEM	DISCUSSION OR ACTION
<p><b>C. Possible Nominations for IWMA Board District Seat</b></p>	<p>Vice President Fourcroy inquired about process fees and the procedure summary.</p> <p>Public Comment – Julie Magadan, President of S&amp;T, Mutual commented on the time and effort going into this policy and S&amp;T will follow the District's lead.</p> <p>Beth Reinike thanked General Manager Munds and inquired about Title 19 credits being mentioned in the policy, considering using other metrics, coming up with connection fees, and the County overseeing things outside the prohibition zone.</p> <p>Richard Margetson commented on Title 19 credits.</p> <p>General Manager Munds responded and referenced the Growth Management Ordinance, discussed the application's requirement language, agencies having the ability to place conditions with the intent to serve, the metrics process, and a basin-wide connections fee.</p> <p><b>Director Cesena moved that the Board approve the revised Intent/Will Serve Letter policy and procedures. The motion was seconded by Director Hubbard and the motion passed unanimously.</b></p> <p>General Manager Munds presented, providing a background on the IWMA Board District Seat.</p> <p>Public Comment – None</p> <p>There was no action take on this Agenda Item.</p>
<p><b>5. ADMINISTRATIVE AND COMMITTEE REPORTS</b></p> <p><b>A. Utilities Department Report</b></p> <p><b>B. General Manager Report</b></p> <p><b>C. Los Osos/Baywood Park Chamber of Commerce Report</b></p> <p><b>D. Los Osos Community Advisory Council (LOCAC) Report</b></p> <p><b>E. Parks and Recreation Committee Meeting Report</b></p> <p><b>F. Utilities Advisory Committee Meeting Report</b></p>	<p>General Manager Munds commented on SCADA moving forward; Program C being on target, and the monitoring well will be completed tomorrow.</p> <p>General Manager Munds commented on the Sunnyside School Town Hall meeting, possibly being held on February 22, 2025, and establishing a Solid Waste Customer Assistance Program</p> <p>Vice President Fourcroy commented that the County and CSD should participate in negotiations to discuss what everyone is willing to work towards, the town hall meeting is to create deliverables for other supervisors' support. There will eventually be a need for finance.</p> <p>Director Cesena inquired about expenses versus revenue and cash flow.</p> <p>Public Comment – Richard Margetson commented on being in favor, inquired about tax assessments and infrastructure assessment of buildings being available for the community to evaluate.</p> <p>Andrea Lueker commented on the Bob Jones bike trail funding and inquired if there were funds remaining from that project, the 60 days not being a lot of time to respond, supportive of a special meeting, and the support of the younger residents.</p> <p>Director Fourcroy commented on 60 days to enter negotiations, getting the community to help get the Board of Supervisors on board, and highlighted parts of the Community Plan.</p> <p>President Womack gave General Manager Munds directions to hold a Special Board of Directors meeting on Thursday, February 13, 2025.</p> <p>No Report</p> <p>No Report</p> <p>No Report</p> <p>Director Cesena commented that the Committee discussed updates on the intent/will-serve process and the BMC updates.</p>

AGENDA ITEM	DISCUSSION OR ACTION
<p><b>G. Finance Advisory Committee Meeting Report</b></p> <p><b>H. Emergency Services Advisory Committee Meeting Report</b></p> <p><b>I. Basin Management Committee Meeting Report</b></p> <p><b>J. Directors' Announcements of District and Community Interest and Reports on Attendance at Public Meetings, Training Programs, Conferences, and Seminars</b></p> <p><b>K. Response to Previously Asked Questions</b></p>	<p>Director Cross reported that the FAC recommended that the warrant register be approved and that the quarterly and annual investment report and financials be received and filed.</p> <p>No Report</p> <p>Director Cesena reported that the fall monitoring data, and the transient model information were discussed.</p> <p>Director Hubbard commented on a Cal Poly facility project and the Palisades fire discussion at the Fire Safe Council meeting he attended.</p> <p>General Manager Munds commented on the CSDA annual dinner he attended, the new Chief Administrative Officer Matt Pontes spoke at the dinner, and thanked all Board members who attended.</p> <p>None</p>
<p><b>6. PUBLIC COMMENT FOR ITEMS ON THE ADMINISTRATIVE AND COMMITTEE REPORTS AND THE CONSENT AGENDA</b></p>	<p>Public Comment – None</p>
<p><b>7. CONSENT AGENDA</b></p> <p><b>A. Receive Administrative Committee Reports, and Approved Committee Minutes</b></p> <p><b>B. Approve Meetings Minutes of January 9, 2025</b></p> <p><b>C. Approve Warrant Register for January 2025</b></p> <p><b>D. Receive Financial Report for Period Ending December 31, 2024</b></p> <p><b>E. Receive and File the Annual 2024 Investment Report</b></p> <p><b>F. Adopt a Resolution 2025-03 Establishing Legislative Advocacy Platform for 2025</b></p> <p><b>G. Adopt Resolution 2025-04 Adopting the Board of Directors Bylaws and Rules of Decorum for 2025</b></p> <p><b>H. Adopt Resolution 2025-05 Deleting Director Ochylski as Signer on All District Bank Accounts and Adding Director Hubbard as Signer on All District Bank Accounts</b></p>	<p>A motion was made by Vice President Fourcroy that the Board receive and file the presented Administrative Committee Reports and Approved the Consent Agenda. The motion was seconded by Director Cross and carried with the following vote:</p> <p><b>Ayes: Directors Fourcroy, Cross, Cesena, Hubbard, Womack</b>  <b>Nays:</b>  <b>Abstain:</b>  <b>Absent:</b></p>
<p><b>8. DISCUSSION OF PULLED CONSENT ITEMS</b></p>	<p>None</p>
<p><b>9. FUTURE AGENDA ITEMS</b></p>	<p>Vice President Fourcroy requested a closed session for real estate property negotiations.</p>
<p><b>10. CLOSING BOARD COMMENTS</b></p>	<p>Director Hubbard commented on the positive feedback regarding the installation of stop signs on Santa Isabell, Seventh, and Eleventh streets. At Baywood Inn, a light has been repaired, and a dog treat station has been installed.</p>
<p><b>11. ADJOURNMENT</b></p>	<p>The meeting was adjourned at 7:44 p.m.</p>

**DRAFT - Los Osos Community Services District – Board of Directors  
Minutes of the Special Meeting of February 13, 2025**

AGENDA ITEM	DISCUSSION OR ACTION
<p><b>1. CALL TO ORDER FLAG SALUTE ROLL CALL</b></p>	<p>President Womack called the meeting to order at 4:00 p.m. and led the Flag Salute.</p> <p>Roll Call:            Chuck Cesena, Director – Present            Tom Cross, Director – Present            Richard Hubbard, Director – Present            Matthew Fourcroy, Vice President – Present            Christine Womack, President - Present</p> <p>The following Staff was present:            Ron Munds, General Manager            Craig Steele District Counsel            Laura Durban, Administrative Services Manager            Margaret Falkner, Utilities Systems Manager</p>
<p><b>2. ANNOUNCEMENT OF CLOSED SESSION ITEMS</b></p> <p><b>A. Conference With Real Property Negotiator [Pursuant to Government Code §54956.8] Property: Sunnyside Elementary School Site [880 Manzanita Dr. Los Osos, CA 93402] District Negotiator: General Manager Munds - Negotiating Parties: San Luis Coastal Unified School District; County of San Luis Obispo Under Negotiation: Price and Terms of Payments</b></p>	<p>President Womack announced Closed Session [Pursuant to Government Code §54956.8]</p> <p>Public Comment - Jeff Edwards commented on zoning, price, the cost of improvements, the County as a partner, the community's ability to afford it, the town hall meeting, and residents' cost.</p>
<p><b>3. ADJOURN TO CLOSED SESSION</b></p>	<p>President Womack adjourned to Closed Session at 4:05 p.m.</p>
<p><b>4. RECONVENE TO OPEN SESSION - 5:00PM</b></p>	<p>President Womack reconvened the meeting to Open Session at 5:00 p.m.</p>
<p><b>5. REPORT OUT OF CLOSED SESSION</b></p>	<p>President Womack reported that the Board has appointed an Ad Hoc Committee to discuss Sunnyside School, with Vice President Matthew Fourcroy and Director Tom Cross serving on the committee.</p> <p>Public Comment – Ron Roach, District 3 County Park Commissioner, supports Sunnyside being given to the district, since Los Osos taxpayers already paid for it. He also inquired about Wallace Group involvement.</p> <p>Vice President Fourcroy commented that the Wallace Group's involvement in the Dog Park was a donation of time.</p>
<p><b>6. GENERAL ACTION ITEMS</b></p> <p><b>A. Sunnyside School Status Update</b></p>	<p>General Manager Munds provided the background of the 60-day notice, County discussions, CSD Board meetings and proposals, and a future town hall meeting.</p> <p>Public Comment – Tom Maier, a youth sports coach, commented on the importance of active recreation and addressing community needs in Los Osos.</p> <p>Karen Kimura, President of Pickleball, commented on the necessity for active recreation and the community's support in Los Osos.</p> <p>Pat Kimball commented on having preliminary numbers for the community to consider and decide if they are willing to pay and commented on finding a creative funding.</p> <p>Jeff Edwards commented that the property would be best used for downtown development. The focus should be on district and community priorities and whether residents will want to pay more taxes for parks and recreation.</p>

AGENDA ITEM	DISCUSSION OR ACTION
	<p>Administrative Services Manager read a written comment - Craig Baltimore commented on a KSBY article of January 29th, 2025, suggested the school district to pay the CSD to take the property off their hands and inquired if the CSD can afford proper management of the property.</p> <p>Ron Roach commented on obtaining cost information from the County and consider revenue generation by renting the facilities.</p> <p>Richard Margetson inquired about a County finance package and the use of surplus from solid waste for a community-wide amenity.</p> <p>General Manager Munds responded that the franchise fee most likely cannot be used.</p> <p>Director Cesena commented on receiving a reduction in the price if the District is responsible.</p> <p>President Womack commented on competing with interested private party ownership.</p> <p>Vice President Fourcroy voiced support for Wallace Group, outreach to the community for support and attract County participation from all Supervisors.</p> <p>President Womack inquired about outreach plans.</p> <p>General Manager Munds commented on talking with stakeholder groups to help.</p> <p><b>Vice President Fourcroy moved that the Board:</b></p> <ol style="list-style-type: none"> <li><b>1. Approve expenditures from Fund 900 to support the inquiry into the purchasing Sunnyside School; and</b></li> <li><b>2. Authorize the General Manager to execute an agreement with Wallace Group for a preliminary design, project cost estimates and community outreach services.</b></li> </ol> <p><b>The motion was seconded by Director Cesena and the motion passed unanimously.</b></p>
<b>7. ADJOURNMENT</b>	The meeting was adjourned at 5:32 p.m.