



March 28, 2018

TO: LOCSO Board of Directors
FROM: Renee Osborne, General Manager
SUBJECT: **Agenda Item 9D – 4/5/2018 Board Meeting**
General Manager Report for March 2018

President

Vicki L. Milledge

Vice President

Marshall E. Ochylski

Directors

Charles L. Cesena
Louis G. Tornatzky
Vacant

General Manager

Renee Osborne

District Accountant

Robert Stilts, CPA

Unit Chief

Scott M. Jalbert

Battalion Chief

Greg Alex

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Los Osos CSD Low Income Community Fund

- As of this report, five of the six sewer laterals were completed and approved by the County. The sixth applicant had already proceeded to borrow money to have their sewer lateral installed prior to receiving our letter. Since I was not authorized to reimburse that applicant, I am requesting direction from the Board for further instructions on how to work with this applicant.
- All five residents had their tanks sealed in place.
- Payments were forwarded to the contractors for completion of all five sewer laterals.
- Per the Board's previous request, I am asking the Board for direction on how to proceed with the remaining Los Osos CSD Low Income Community Funds. I did receive applications after the deadline for assistance. We could either do the program again or perhaps have an application for reimbursement.
- At this time, I have spent approximately 16 hours on this program.
- Attached is a summary of the Low Income Community Fund Account and bank statement.

Water Conservation Campaign

- President Milledge and Director Cesena presented awards to two of the six conservation entry winners at the Los Osos/Baywood Park Business Expo.
- The Los Osos Middle School submitted 7 water conservation videos. Each group received an award as well.
- A conservation video and a logo entry will be posted every other month to the District's Facebook page, website and Channel 20.
- We met our goal of \$2,000 sponsorship money. We paid out \$1300 in awards. The next step will be for the Chamber of Commerce to have the banners and posters printed. The remaining \$700 should cover that expense.

Fire

- We have been working on the reserve totals to prepare for the transfer of the Fire Reserves to their own bank account.
- I have been working with the Fire Chief and staff on the upcoming May community-wide chipping event.

Staff/Bookkeeping

- Staff has started working on the budget for the 2018-2019 fiscal year.
- The Bookkeeper and I have been working on the reserve accounts and confirming their accuracy with MIP.

LOS OSOS COMMUNITY SERVICES DISTRICT
Low Income Community Fund

Date	Check #	Name	Description	Amount	Balance
1/30/2018			Deposit	\$10,000.00	\$10,000.00
2/1/2018	1	Mesa Construction	Applicant #2	\$3,500.00	\$6,500.00
2/1/2018	2	Tutt Tree & Crane Service	Applicant #6	\$2,075.00	\$4,425.00
2/28/2018	3	Tutt Tree & Crane Service	Applicant #1	\$3,000.00	\$1,425.00
3/5/2018			Deposit	\$30,000.00	\$31,425.00
3/13/2018	4	Gellerman Construction	Applicant #5	\$2,350.00	\$29,075.00
3/19/2018	5	Gellerman Construction	Applicant #3	\$7,235.00	\$21,840.00
				Total	\$21,840.00