



October 6, 2022

TO: LOCSO Board of Directors
FROM: Ron Munds, General Manager
Julian Metcalf, Administrative Services Manager
SUBJECT: **Agenda Item 7A- 10/06/2022 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

Finance Advisory Committee August minutes
Utility Advisory Committee September minutes

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**Los Osos Community Services District
Minutes of the Finance Advisory Committee Meeting August
1, 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>Vice-Chairperson Ochylski called the meeting to order at 5:33 p.m.</p> <p><u>Roll Call:</u></p> <p>Sandra Cirilo, Committee Member – Present Lisa Gonzalez, Committee Member – Present Alyce Thorp, Committee Member – Absent Marshall Ochylski, Vice-Chairperson – Present Christine Womack, Chairperson – Absent</p> <p><u>Staff:</u></p> <p>Ron Munds, General Manager Laura Durban, Administrative Services Manager Carol Gilmer, Administrative Clerk</p>	
2. Approve FAC Meeting Minutes of May 31, 2022 & June 27, 2022	<p>Vice-Chairperson Ochylski presented the minutes for approval.</p> <p>Committee Member Gonzalez requested a correction to the minutes of May 31, 2022, and June 27, 2022.</p> <p>Public Comment - None</p> <p>Committee Member Gonzalez made a motion that the Committee approve the minutes of May 31, 2022, and June 27, 2022. The motion was seconded by Committee Member Cirilo and passed with unanimous consent.</p>	Action: The Committee recommended that the Board approve the minutes of May 31, 2022, to June 27, 2022.
3. Review of Board Item Regarding Approval of Warrant Register for July 2022.	<p>General Manager Munds presented the Warrants for review.</p> <p>Committee members discussed the accounts payable processes and the rise in costs.</p> <p>Public Comment – None</p> <p>Committee Member Cirilo made a recommendation that the Board approve the Warrants of July 2022. The motion was seconded by Committee Member Gonzalez and passed with unanimous consent.</p>	Action: The Committee recommended that the Board approve the Warrant Register for July 2022.
4. Review of Board Item Regarding Financial Reports for the period ending June 30, 2022	<p>General Manager Munds presented the Financial Reports commenting on each fund as presented in the packet.</p> <p>The Committee discussed the financials.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez made a recommendation that the Board receive and file the Financials of June 30, 2022. The motion was seconded by Committee Member Cirilo and passed with unanimous consent.</p>	Action: The Committee recommended that the Board receive and file the Financials for the period ending June 30, 2022
5. Banking Controls Update	<p>Manager Munds presented the latest updates on financial reporting and banking controls.</p> <p>Public Comment - None</p>	
6. Second Quarter 2022 Investment Report	<p>General Manager Munds presented the 2nd Quarter Investment Report.</p> <p>The Committee discussed the Investment Report.</p> <p>Public Comment – None</p> <p>Committee Member Cirilo made a recommendation that the Board receive and file the Quarterly Investment Report for the second quarter of 2022. The motion was seconded by Committee Member Gonzalez and passed with unanimous consent.</p>	Action: The Committee recommended that the Board receive and file the Quarterly Investment Report for the second quarter of 2022.

AGENDA ITEM	DISCUSSION	FOLLOW-UP
7. General Manager Update	<p>General Manager Munds commented on the Los Osos Water Resiliency effort, save Cuesta Inlet Initiative, the Morro Bay Chamber Governmental Affairs Committee presentation, and the Utilities CIP which includes the 8th Street Upper Aquifer Well, 16th Street Tan Project, Program C Well, dog park, the Purchasing Policy, and drought awareness.</p> <p>The Committee discussed the dog park, homeless population0</p> <p>Public Comment – None</p>	Action: None
8. Public Comments on Items NOT on this Agenda	Public Comment – None	
9. Schedule Next FAC Meeting	The next meeting of the Financial Advisory Committee is scheduled for Monday, August 29, 2022, at 5:30 p.m. unless otherwise noted.	
10. Closing Comments by FAC Committee	Chairman Gonzalez reported that the party for Carol Hall with Salud Carbajal in attendance had a great turnout.	
10. Adjournment	The meeting adjourned at 6:28 p.m.	

**Minutes of the Utilities Advisory Committee Meeting
August 17, 2022 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>1. Call to Order, Flag Salute, Roll Call</p>	<p>Chairperson Cesena called the meeting to order at 5:30 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 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>	
<p>2. Approve UAC Minutes of June 15, 2022</p>	<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 June 15, 2022. The motion was seconded by Committee Member Scovell and carried with unanimous consent.</p>	<p>Action – File approved minutes.</p>
<p>2. Basin Management Committee Update</p>	<p>General Manager Munds presented a report of the July 28, 2022 meeting which covered the Title 19/Water Conservation Study, the draft technical memo monitoring wells future locations, the draft funding study results, and the draft Spring lower aquifer monitoring results.</p> <p>The Committee discussed the recommended three rehab monitoring wells, the new Skyline well, and the water level metric.</p> <p>Public Comment – None</p>	<p>Action – None</p>
<p>4. Utility Department Report</p>	<p>Utility Systems Manager Falkner presented an overview of the Utility Department Report, which is available on the district website.</p> <p>Public Comment – None</p>	<p>Action – None</p>
<p>5. Utilities Department Updates</p>	<p>General Manager Munds reported on the completion of the 8th Street Upper Aquifer well, the completion of the 16th Street South Tank Rehab and Coating Project, the progress of the Bay Oaks well (Program C), the 16th street NORTH Tank Rehab & Coating Project, the heavy equipment storage building options and reviewed the 5 year CIP Plan.</p> <p>The Committee discussed the presentation.</p> <p>Public Comment – None</p>	<p>Action – None</p>
<p>6. Public Comments on Items NOT on this Agenda</p>	<p>Public Comment – None</p>	<p>Action – None</p>
<p>7. Schedule Next UAC Meeting</p>	<p>The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, September 21, 2022, at 5:30 p.m., unless otherwise noticed.</p>	
<p>8. Closing Comments by UAC Committee Members</p>	<p>None</p>	
<p>9. Adjournment</p>	<p>The meeting adjourned at 6:24 p.m.</p>	