



May 5, 2022

TO: LOCSD Board of Directors

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

SUBJECT: Agenda Item 7A- 05/05/2022 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 April 2022.

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

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FINANCE ADVISORY COMMITTEE MEETING

Monday, February 28, 2022 at 5:30 p.m.

Pursuant to Resolution 2022-07, in compliance with AB361, members of the Committee, staff and public may participate in this meeting via teleconference and/or electronically. The LOCSO Boardroom will NOT be open for accessing the meeting.

For quick access, go to <https://us02web.zoom.us/j/84300453957>
(This link will help connect both your browser and telephone to the call)
OR dial 1 (929) 205-6099 or 1 (301) 715-8592 and enter **843 0045 3957**

All persons desiring to speak during any Public Comment can submit a comment by:

- Through email at ldurban@losososcsd.org by 12:00pm on 02/28/2022
- Through the district website www.losososcsd.org/contact-us by 12:00pm on 02/28/2022
- Through teleconference by phone at (929) 205-6099 or (301) 715-8592 and enter **843 0045 3957**
- Through mail by 5:00 PM on the day prior to the Committee meeting sent to LOCSO
- Through teleconference meeting at <https://us02web.zoom.us/j/84300453957>

AGENDA

1. **Opening at 5:30 p.m. – Call To Order and Roll Call**
2. **Approve FAC Meeting Minutes of January 31, 2022**
(Recommend approval)
Presented By: Administrative Services Manager Durban
3. **Water Rate Study Review**
(Committee Review and Recommendations to the Board)
Presented By: General Manager Munds
4. **Review of Board Item Regarding Approval of Warrant Register for February 2022**
(Committee Review and Recommendations to the Board)
Presented By: Administrative Services Manager Durban
5. **Review of Board Item Regarding Financial Reports for the Period Ending January 31, 2022**
(Committee Review and Recommendations to the Board)
Presented By: General Manager Munds
6. **General Manager Update**
(Discussion only)
Presented By: General Manager Munds
7. **Public Comments on Items NOT on this Agenda:** At this time, the public may comment on items not on this agenda. Each commenter is limited to 3 minutes and shall address the Chairperson.
8. **Schedule Next FAC Meeting – Monday, April 4, 2022 at 5:30 p.m. unless otherwise noted**
9. **Closing Comments by FAC Committee Members**
10. **Adjournment**

**Los Osos Community Services District
Minutes of the Finance Advisory Committee Meeting
February 28, 2022 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order and Roll Call	<p>Chairperson Womack called the meeting to order at 5:30 p.m.</p> <p><u>Roll Call:</u></p> <p>Sandra Cirilo, Committee Member – Absent Lisa Gonzalez, Committee Member – Present Julian Metcalf, Committee Member - Present Alyce Thorp, Committee Member – Absent Marshall Ochylski, Vice Chairperson – Present Christine Womack, Chairperson – Present</p> <p><u>Staff:</u></p> <p>Ron Munds, General Manager Laura Durban, Administrative Services Manager</p>	
2. Approve FAC Meeting Minutes of January 31, 2022	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment - None</p> <p>Committee Member Metcalf made a motion that the Committee approve the minutes of January 31, 2022. The motion was seconded by Committee Member Gonzalez and passed with unanimous consent.</p>	Action: File Approved Minutes
3. Water Rate Study Review	<p>General Manager Munds presented the Water Rate Study review</p> <p>The Committee discussed the rate study decision points including; net revenue; Zone A property tax; water sales/consumption; inflation rate; Base Fees; water rates; impact on customer; rate increase schedule.</p> <p>Public Comment – None</p>	Action: None
4. Review of Board Item Regarding Approval of Warrant Register for February, 2022	<p>General Manager Munds presented the Warrants for review.</p> <p>Committee Member Metcalf commented on looking for trends, anomalies and controls.</p> <p>Public Comment - None</p> <p>Committee Member Gonzalez made a recommendation that the Board approve the Warrants of February 2022. The motion was seconded by Committee Member Metcalf and the motion carried with unanimous consent.</p>	Action: The Committee recommended that the Board approve the Warrant Register for February 2022.
5. Review of Board Item Regarding Financial Reports for the Period Ending January 31, 2022.	<p>General Manager Munds presented the Financial Reports for approval as presented in the packet commenting on each fund.</p> <p>Public Comment – None</p> <p>Committee Member Metcalf made a recommendation that the Board receive and file the Financials of January 31, 2022. The motion was seconded by Committee Member Gonzalez and the motion carried with unanimous consent.</p>	Action: The Committee recommended that the Board receive and file the Financials for the period ending January 31, 2022.
6. General Manager Update	<p>General Manager Munds presented comments on the Capital Projects, US Bank Investments, District's Purchasing Policy and the 2022-2023 Fiscal Year budget.</p> <p>Public Comment – None</p>	Action: None
7. Public Comments on Items NOT on this Agenda	<p>Lynette Tornatzky thanked the Committee for a great meeting.</p>	Action: None
8. Schedule Next FAC Meeting	<p>The next meeting of the Financial Advisory Committee is scheduled for Monday, April 4, 2022 unless otherwise noted.</p>	

AGENDA ITEM	DISCUSSION	FOLLOW-UP
9. Closing Comments by FAC Committee	Chairman Womack thanked Administrative Services Manager Durban for her work in reaching out to the public on the District's Facebook page.	
10. Adjournment	The meeting adjourned at 7:08 p.m.	



PARKS & RECREATION ADVISORY COMMITTEE MEETING

Tuesday, February 15, 2022 at 5:30 p.m.

Pursuant to Resolution 2022-07, in compliance with AB361, members of the Committee, staff and public may participate in this meeting via teleconference and/or electronically.

The LOCSD Boardroom will NOT be open for accessing the meeting.

For quick access, go to <https://us04web.zoom.us/j/139650283>
(This link will help connect both your browser and telephone to the call)
OR dial 1 (929) 205-6099 or 1 (301) 715-8592 and enter **139 650 283**

All persons desiring to speak during any Public Comment can submit a comment by:

- Through email at ldurban@losososcscd.org by 5:00pm on 02/15/2022
- Through the district website www.losososcscd.org/contact-us by 12:00pm on 02/15/2022
- Through teleconference by phone at (929) 205-6099 or (301) 715-8592 and enter **139 650 283**
- Through mail by 5:00 PM on the day prior to the Committee meeting sent to LOCSD
- Through teleconference meeting at <https://us04web.zoom.us/j/139650283>

AGENDA

- 1. Opening at 5:30 p.m. – Call to Order and Roll Call**
- 2. Presentation – Brown Act Training**
Presented by: Director Marshall Ochylski
- 3. Approve Parks and Recreation Committee Meeting Minutes of December 14, 2021
(Recommend approval)**
Presented by: Administrative Services Manager Durban
- 4. Present Board Approved 2022 Work Plan for PRAC**
Presented By: Chairperson Fourcroy/General Manager Munds
- 5. Dog Park Status Review – Review of the Revised Dog Park Conceptual Plan, Public Comments and Project Update**
Presented by: General Manager Munds
- 6. Public Comments on Items NOT on this Agenda:** At this time, the public may comment on items not on this agenda. Each commenter is limited to 3 minutes and shall address the Chairperson.
- 7. Schedule Next Parks and Recreation Committee Meeting** – The next meeting will be held on Tuesday, April 19, 2022 at 5:30 p.m. unless otherwise noted.
- 8. Closing Comments by Parks and Recreation Committee Members**
- 9. Adjournment**

**Los Osos Community Services District
Minutes of the Parks & Recreation Advisory Committee Meeting
February 15, 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>Chairperson Fourcroy called the meeting to order at 5:30 p.m.</p> <p><u>Roll Call:</u> Alissa Feldman, Committee Member – Present. William Fitzgerald, Committee Member - Present Gary Katayama, Committee Member - Present Andrea Lueker, Committee Member – Absent Shaunna Sullivan, Committee Member – Present Troy Gatchell, Vice Chairperson – Arrived 5:30pm Matthew Fourcroy, Chairperson – Present</p> <p><u>Staff:</u> Ron Munds, General Manager Laura Durban, Administrative Services Manager</p>	
2. Presentation – Brown Act Training	<p>Director Ochylski presented to the Committee a presentation on the Brown Act, including questions that each Committee Member needed to respond to and informing them of the current changes in place due to Executive Order N-29-20, Assembly Bill 992 and Assembly Bill 361.</p> <p>Public Comment - None</p>	Action: None
3. Approve Parks and Recreation Committee Meeting Minutes of December 14, 2021	<p>Chairperson Fourcroy presented the draft minutes to the Committee for approval.</p> <p>Public Comment – None</p> <p>Committee Member Feldman moved to approve the meeting minutes of December 14, 2021. The motion was seconded by Committee Member Fitzgerald and carried with unanimous consent.</p> <p>Ayes: Committee Member Feldman, Fitzgerald, Katayama, Sullivan Nays: None Abstain: None Absent: Committee Member Leuker</p>	Action: File Approved Minutes.
4. Present Board Approved 2022 Work Plan for PRAC	<p>General Manager Munds presented the 2021 Work Plan for PRAC.</p> <p>Public Comment – None</p>	Action: None
5. Dog Park Status Review of the Revised Dog Park Conceptual Plan, Public Comments and Project Update	<p>General Manager Munds presented a review and the next steps for the Dog Park commenting that the Board of Supervisors approved extending the term sheet to January 21, 2024.</p> <p>The Committee discussed cost, pricing, slope erosion, revised concept plan, term sheet, water availability, recycled water, waste stations, park size, surfaces, entrances, management, maintenance, liability insurance, cost estimates and public comment on pickleball and community garden.</p> <p>Public Comment – Carola Bundy voiced support for the Dog Park and inquired about conferring with facilitators of Del Mar Dog Park, supports larger park size.</p> <p>Linde Owen supports larger park size, more parking spaces emphasizing handicap parking, water, and inquired if the community can help with the cost of amenities (fencing, benches, etc.) for the park.</p> <p>Ben Katzoff supports the current size and suggests connecting areas with County grass; commented on a path around the outside of the park, and utilizing the berm.</p> <p>Administrative Manager Durban read comments from anonymous inquiring when park management and maintenance will be discussed.</p>	Action: None

AGENDA ITEM	DISCUSSION	FOLLOW-UP
6. Public Comment on Items NOT on the Agenda	Linde Owen commented on the dog park. Carola Bundy suggested land at the end of the 7 th Street for a community garden location and fog harps for water collection. Ben Katzoff inquired about the homeless camps on Palisades. Chairperson Fourcroy responded and referred Palisades homeless camp inquiries to the Sheriff.	
7. Schedule Next Parks and Recreation Committee Meeting	The next Parks and Recreation Advisory Committee meeting is scheduled to be held on April 19, 2022 at 5:30 p.m. unless otherwise noticed.	
8. Closing Comments by Parks and Recreation Committee Members	None	
9. Adjournment	The meeting adjourned at 7:05 p.m.	



UTILITIES ADVISORY COMMITTEE MEETING

Wednesday, March 16, 2022 at 5:30 p.m.

Pursuant to Resolution 2022-09, in compliance with AB361, members of the Committee, staff and public may participate in this meeting via teleconference and/or electronically. The LOCSD Boardroom will NOT be open for accessing the meeting.

For quick access, go to <https://us04web.zoom.us/j/114611628>
(This link will help connect both your browser and telephone to the call)
OR dial 1 (929) 205-6099 or 1 (301) 715-8592 and enter **114 611 628**

All persons desiring to speak during any Public Comment can submit a comment by:

- Through email at ldurban@losososcscsd.org by 5:00pm on 03/16/2022
- Through the district website www.losososcscsd.org/contact-us by 5:00pm on 03/16/2022
- Through teleconference by phone at (929) 205-6099 or (301) 715-8592 and enter **114 611 628**
- Through mail by 5:00 PM on the day prior to the Committee meeting sent to LOCSD
- Through teleconference meeting at <https://us04web.zoom.us/j/114611628>

AGENDA

- 1. Opening at 5:30 p.m.**
Call to Order, Roll Call
- 2. Approve UAC Meeting Minutes of February 16, 2022**
(Recommend Committee Approval)
Presented By: Administrative Services Manager Durban
- 3. Water Rate Study Update**
Presented By: General Manager Munds
- 4. Basin Management Committee Update**
Presented By: General Manager Munds
- 5. Utility Department Report**
Presented By: Utility Systems Manager Falkner
- 6. Utilities Department Updates**
Presented By: Utility Systems Manager Falkner/General Manager Munds
- 7. Public Comments on Items NOT on this Agenda:** At this time, the public may comment on items not on this agenda. Each commenter is limited to 3 minutes and shall address the Chairperson.
- 8. Schedule Next UAC Meeting –** The next UAC Meeting will be held Wednesday, April 20, 2022 at 5:30 p.m. unless otherwise noted.
- 9. Closing Comments by UAC Committee Members**
- 10. Adjournment**

**Minutes of the Utilities Advisory Committee Meeting
March 16, 2022 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>1. Call to Order and 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 – Arrived 5:32 Jan Harper, Committee Member – Present Leonard Moothart, Committee Member – Present Pam Ouellette, Committee Member - Present Gene Scovell, Committee Member - Absent Matthew Fourcroy, Vice-Chairperson – Absent Chuck Cesena, Chairperson – Present</p> <p><u>Staff:</u> Ron Munds, General Manager Laura Durban, Administrative Services Manager Margaret Falkner, Utility Systems Manager</p>	
<p>2. Approve UAC Minutes of February 16, 2021</p>	<p>Chairperson Cesena presented the minutes for approval.</p> <p>Public Comment – None</p> <p>Committee Member Ouellette moved to approve the meeting minutes of February 16, 2021. The motion was seconded by Committee Member Harper and carried with unanimous consent.</p>	<p>Action – File approved minutes.</p>
<p>3. Water Rate Study Update</p>	<p>General Manager Munds presented on the Water Rate Study Update.</p> <p>The Committee discussed the Zone A property tax; Water sales/consumption; inflation rate; Base Fee; water rates.</p> <p>Vice president Cesena thanked the Rate Study Group.</p> <p>Public Comment – Richard Margetson commented on the working group's discussion concerning inflation and revenue.</p> <p>Committee Member Moothart thanked Richard Margetson for his hard work on the Rate Study.</p>	<p>Action – None</p>
<p>4. Basin Management Committee Update</p>	<p>General Manager Munds stated a meeting was not held and had no updates to report. The next meeting will be in April, 2022.</p> <p>Public Comment – None</p>	<p>Action – None</p>
<p>5. Utility Department Report</p>	<p>Utility Systems Manager Falkner presented an overview available on the District website.</p> <p>The Committee discussed the Palisades Well runtime and South Bay Upper Well treatment issues.</p> <p>Committee Member Ouellette suggested having a backup nitrate analyzer.</p> <p>Public Comment – None</p>	<p>Action – None</p>
<p>6. Utilities Department Updates</p>	<p>General Manager Munds reported on the 8th Street Upper Aquifer Well; 16th Street South Tank Project; Program C Well; Guest House Water Use Evaluation.</p> <p>The Committee discussed the Guest House Water Use Evaluation commenting that it would be important to share with LOCAC.</p> <p>General Manager Munds agreed that the report is important to LOCAC and the public, but outdoor water consumption is more of a concern.</p> <p>Public Comment – Lynette Tornatzky commented on procedures at LOCAC and thanked the district for getting the facts out as there is so much misinformation.</p>	<p>Action – None</p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
7. Public Comments on Items NOT on this Agenda	<p>Public Comment - Lynette Tornatzky inquired if the Coastal Commission will have all committee and water Purveyors' findings when the decisions concerning the Community Plan finalize.</p> <p>General Managers Munds responded that once the water resource section of the Community Plan is finalized, it will go back to the Coastal Commission.</p>	<u>Action</u> – None
8. Schedule Next UAC Meeting	The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, April 20, 2022 at 5:30 p.m., unless otherwise noticed.	
9. Closing Comments by UAC Committee Members	<p>Chairperson Cesena thanked the Committee Members.</p> <p>Committee Member Moothart thanked General Manager Munds and commented on the National Estuary Program meeting and the funding available for infrastructure.</p> <p>Committee Member Harper thanked General Manager Munds and wished all a Happy St. Patrick's Day.</p> <p>Committee Member Ouellette inquired where the next UAC meeting will be held.</p> <p>General Manager Munds responded that as of March 31, 2022, meetings go back to the in-person format in the Board Room.</p>	
10. Adjournment	The meeting adjourned at 6:44 p.m.	