



April 7, 2022

**TO:** LOCSD Board of Directors  
**FROM:** Laura Durban, Administrative Services Manager  
**SUBJECT:** **Agenda Item 9B – 04/07/2022 Board Meeting**  
Approve Prior Meeting 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 minutes of the Board of Directors meeting held March 3, 2022 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 March 3, 2022.***

Attachment  
03/03/2022 Board of Directors Meeting Minutes

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**DRAFT -Los Osos Community Services District  
DRAFT - Minutes of the Regular Meeting of March 3, 2022**

AGENDA ITEM	DISCUSSION OR ACTION
<p><b>1. CALL TO ORDER / ROLL CALL</b></p>	<p>President Fourcroy called the meeting to order at 6:01 p.m.</p> <p>Roll Call:            Chuck Cesena, Vice President – Present            Troy Gatchell, Director– Present            Marshall Ochylski, Director- Present            Matthew Fourcroy, President – Present            Christine Womack, Director – Present</p> <p>The following Staff was present:            Ron Munds, General Manager            Jeffrey Minnery, District Counsel            Laura Durban, Administrative Services Manager</p>
<p><b>2. GENERAL ACTION ITEM</b>  <b>A. Consideration of the Draft Water Rate Study and Provide Direction on any Revisions Prior to the Final Review on April 7, 2022.</b></p> <p><b>B. Discussion Regarding In-Person vs. Remote Meetings.</b></p>	<p>General Manager Munds presented the PowerPoint presentation giving a history of the last rate increase; Net Revenue after expenses; Zone A property tax; what base year water sales/consumption to use; inflation rate; Base Fee increases; 3-year water rates; impact on the customer; and rate increase schedule.</p> <p>Public Comment – Richard Margetson commented that in making sure the district reaches its' goal, there are other areas to pull from and that this rate study is conservative.</p> <p>General Manager thanked Rob Miller and Richard Margetson for their work on the Rate Study Group.</p> <p>The Board discussed the Decision Points focusing on the Net Revenue Goal; Baseline units; Inflation Rate; Base Fee increases; and Zone A Property Tax.</p> <p>General Manager Munds presented background on Board and Committee meeting formats and new in-house streaming capabilities. Alternative meeting formats were presented and discussed.</p> <p>Legal Counsel Minnery provided an overview of the State protocols and confirmed that the district will need to return the original rules for conducting meetings.</p> <p>Public Comment – Tom Cross supports options where the public can participate remotely.</p> <p>President Fourcroy supports in-person meetings with the public hybrid option.</p> <p>Director Ochylski supports going back to in-person meetings with no hybrid option.</p> <p>Vice President Cesena supports in-person meetings with the public hybrid option.</p> <p>Director Gatchell supports in-person meetings with the public hybrid option.</p> <p>Director Womack supports in-person meetings with the public hybrid option.</p> <p>General Manager Munds acknowledged to start with hybrid and revisit in the future.</p>
<p><b>3. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA</b></p>	<p>None</p>
<p><b>4. ADMINISTRATIVE AND COMMITTEE 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>Senior Deputy Mc Farland summarized the activities in February 2022. There were 62 calls, of which there was 4 assaults, 39 public disturbances, 3 burglaries, 9 thefts, 4 vandalisms, 1 mail theft, 3 phone scam, 9 suspicious circumstances, 33 traffic stops, and 34 alarms.</p> <p>Captain Grimm provided a report of CHP activity for February 2022. There were five collisions to report, one involving a DUI violation.</p> <p>President Fourcroy inquired when the radar speed trailer would be available again.</p> <p>Captain Grimm requested suggestions of set-up locations.</p> <p>President Fourcroy suggested setting up near the schools and on LOVR at 9th and 10th streets.</p>

AGENDA ITEM	DISCUSSION
<b>D. Utilities Department Report</b>	General Manager Munds provided updates on the 8 <sup>th</sup> Street Upper Aquifer Well; 16 <sup>th</sup> Street South Tank Project; Program C Well; Water Resiliency Project.
<b>E. General Manager Report</b>	General Manager Munds provided updates on the Recycled Water Planning Study Grant Application; the Solid Waste Franchise Agreement concerning the Board of Supervisors approval with conditions, updating Title 3, SB1383 compliance and the Paper Procurement Policy; and the County Planning and BMC Water Resource Meetings.
<b>F. Los Osos/Baywood Park Chamber of Commerce Report</b>	Written Report Only
<b>G. Los Osos Community Advisory Council (LOCAC) Report</b>	None
<b>H. Parks and Recreation Committee Meeting Report</b>	President Fourcroy commented on the Parks and Recreation Committee Meeting held on February 15, 2022, and provided updates on the newly revised Dog Park Concept Plan and the need for assistance from Wallace Group.
<b>I. Utilities Advisory Committee Meeting Report</b>	Director Cesena commented the main discussion was on the Rate Study.
<b>J. Finance Advisory Committee Meeting Report</b>	Director Womack provided a summary of the FAC meeting held on February 28, 2022. The Committee focused on the Rate Study and recommended that the Warrants, Register and Financial Reports be approved.
<b>K. Emergency Services Advisory Committee Meeting Report</b>	None - General Manager Munds commented the next ESAC meeting will be rescheduled for March 22 <sup>nd</sup> or 29 <sup>th</sup> , 2022.
<b>L. Directors' Announcements of District and Community Interest and Reports on Attendance at Public Meetings, Training Programs, Conferences, and Seminars</b>	Director Ochylski reported on the Basin Management Committee Meeting held on February 16, 2022.  Director Ochylski announced Melodie Grubbs as the new Executive Director for the Morro Bay National Estuary Program and discussed the Bi-Partisan Infrastructure Fund Grant Program, which could provide funding for infrastructure projects around Los Osos.
<b>M. Response to Previously Asked Questions</b>	None
<b>5. PUBLIC COMMENT FOR ITEMS ON THE ADMINISTRATIVE AND COMMITTEE REPORTS AND THE CONSENT AGENDA</b>	No Public Comment
<b>6. CONSENT AGENDA</b> <b>A. Receive Administrative, Committee Reports and Approved Committee Minutes</b> <b>B. Approve Meeting Minutes of February 3, 2022</b> <b>C. Approve Warrant Register for February 2022</b> <b>D. Receive Financial Report for Period Ending January 31, 2022</b> <b>E. Adopt a Resolution 2022-09 to Re-Ratify the Proclamation of a State of Emergency and Re-Authorizing Remote Teleconference Meetings</b> <b>F. Authorize a Formal Bid Process and Executing a Related Contract for the Program C Well Project</b> <b>G. Adopt Resolution 2022-10 Amending the Personnel</b>	A motion was made by Director Ochylski that the Board receive and file the Administrative and Committee Reports and approve the Consent Agenda. The motion was seconded by Director Womack and carried with the following vote:  <b>Ayes: Directors Ochylski, Womack, Gatchell, Cesena, Fourcroy</b> <b>Nays: None</b> <b>Abstain: None</b> <b>Absent: None</b>

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>
<b>Policy to Update the Job Description and Salary Series for the Administrative Services Manager Position</b> <b>H. Receive an Investment Report for Period Ending February 28, 2022</b>	
<b>7. DISCUSSION OF PULLED CONSENT ITEMS</b>	None
<b>8. FUTURE AGENDA ITEMS</b>	None
<b>9. CLOSING BOARD COMMENTS</b>	<p>President Fourcroy thanked the Board for participating and having good discussions in the Zoom meeting format.</p> <p>Director Ochylski thanked Administrative Services Manager Durban for her hard work and contribution to the district.</p> <p>Vice President Cesena thanked Administrative Services Manager Durban.</p>
<b>10. ADJOURNMENT</b>	The meeting was adjourned at 7:30 p.m.

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