



June 1, 2023

TO: LOCSO Board of Directors

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

SUBJECT: Agenda Item 7A- 06/01/2023 Board Meeting
Receive Administrative, Committee Reports, and Approved
Committee Minutes

President
Charles L. Cesena

Vice President
Marshall E. Ochylski

Directors
Matthew D. Fourcroy
Troy C. Gatchell
Christine M. Womack

General Manager
Ron Munds

District Accountant
Robert Stilts, CPA

Unit Chief
John Owens

Battalion Chief
Paul Provence

DESCRIPTION

Attached are the approved minutes from meetings in May 2023.

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

Utilities Advisory Committee Minutes 04/28/2023
Emergency Services Advisory Committee Minutes 02/17/2023

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**Los Osos Community Services District
Minutes of the Special Utilities Advisory Committee Meeting
April 26, 2023 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order Flag Salute Roll Call	<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 – Absent Matthew Fourcroy, Vice-Chairperson – Absent Chuck Cesena, Chairperson – Present</p> <p><u>Staff:</u> Ron Munds, General Manager Margaret Falkner, Utility Systems Manager Laura Durban, Administrative Services Manager</p>	
2. Approve UAC Minutes of March 15, 2023	<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 March 15, 2023. The motion was seconded by Committee Member Bishop and carried with unanimous consent.</p>	Action – File approved minutes.
3. Basin Management Committee Update	<p>General Manager Munds commented on no meeting being held; the LOBP Metric Summary in the annual report; project updates; the water conservation study; BMC well database; a third Program C well; a monitoring well; recycled water facility planning grant proposals.</p> <p>Committee Member Bishop inquired about metrics monitoring occurring before the winter rains.</p> <p>General Manager Munds responded that monitoring occurs from Fall to Fall.</p> <p>Public Comment – None</p>	Action – None
4. Utility Department Report	<p>Utility Systems Manager Falkner presented an overview of the Utility Department Report, which is available on the district website.</p> <p>Committee Member Moothart inquired about resting the pumps.</p> <p>Chairperson Cesena inquired about running 8th Street well.</p> <p>Committee Member Bishop inquired about the billing method.</p> <p>General Manager Munds responded that wells remain active for sampling purposes; that pumping capacities vary depending on the well; on revenue and bi-monthly billing.</p> <p>Public Comment – None</p>	Action – None
5. Utilities Department Updates	<p>General Manager Munds reported on the Bay Oaks Well; 10th Street Transfer Pump; Water Resiliency Intertie Pipeline; Cabrillo Basin repairs and funding.</p> <p>Committee Member Harper inquired about homeowner recovery and basin longevity.</p> <p>General Manager Munds responded that basin problems are unlikely in the short term, long-term steps are being considered, and recovery for owners is progressing.</p> <p>Public Comment – Lynette Tornatzky thanked General Manager Munds for his report on KSBY News.</p>	Action – None

AGENDA ITEM	DISCUSSION	FOLLOW-UP
6. Public Comments on items NOT on this Agenda	Public Comment - None	
7. Schedule the Next UAC Meeting	The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, May 17, 2023, at 5:30 p.m., unless otherwise noticed.	
8. Closing Comments by UAC Committee Members	Committee Member Bishop commented that he would be presenting at the LOCAC meeting on April 27th.	
9. Adjournment	The meeting adjourned at 5:58 p.m.	

**Los Osos Community Services District
Minutes of the Emergency Services Advisory Committee
Thursday, February 16, 2023 at 5:30 p.m.**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order Roll Call	<p>Chairperson Ochylski called the meeting to order at 5:37 p.m.</p> <p>Roll Call: Craig Baltimore, Committee Member – Absent Stephanie Dininni, Committee Member – Absent Bob Neumann, Committee Member – Present Gary Orback, Committee Member – Absent Warren Sargent, Committee Member – Present Vice Chairperson Gatchell– Absent Chairperson Marshall Ochylski – Present</p> <p>Staff: Ron Munds, General Manager Laura Durban, Administrative Services Manager Paul Provence, Battalion Chief Carol Gilmer, Administrative Clerk II</p>	
2. Brown Act Training	<p>Chairperson Ochylski presented the Brown Act Presentation</p> <p>Public Comment – None</p>	Action – None
3. Approve ESAC Minutes November 17, 2022	<p>Administrative Services Manager Durban presented the minutes for approval.</p> <p>Public Comment – None</p> <p>Committee Member Neumann made a motion to approve the minutes of November 17, 2022. The motion was seconded by Committee Member Sargent and passed by unanimous consent.</p>	Action – File Approved Minutes
4. Fire Department Update/Station 15 Building Condition Assessment Update	<p>Battalion Chief Provence reported that in January 2023, Station 15 responded to 134 incidents along with the Vista de Oro incident, worked with other agencies during the storm response, met with consultants regarding the fire station building assessment, participated in Multi-Company Training, attended the Mar Grove School Winter Carnival, and acquired a new pick-up truck.</p> <p>Chairperson Ochylski thanked Station 15 for their help with the Vista de Oro incident.</p> <p>Battalion Chief Provence commented on how impressed he is with the community response.</p> <p>Committee Member Neumann inquired about the county's fire coverage lines.</p> <p>Battalion Chief Provence discussed the coverage lines between the County firefighting entities.</p> <p>General Manager Munds discussed the objectives, preliminary assessments, and next steps for the fire station building condition assessment.</p> <p>Public Comment – None</p>	Action – None
5. Fund 301 FY 2022-23 Mid-Year Budget Review	<p>General Manager Munds presented the 2022-23 Mid-Year Budget Review for Fund 301.</p> <p>Public Comment – Richard Margetson inquired about the Reserves budgeted wages and overtime.</p>	Action – None

February 16, 2023
Emergency Services Advisory Committee Meeting Minutes
Page 2 of 2

	<p>General Manager Munds responded that extra hours were available for Reserve Fire Fighters and that the budgeted amount should be sufficient to cover.</p> <p>Administrative Services Manager Durban commented on the Reserves additional hours during the storm event.</p>	
6. Present Board Approved 2023 Work Plan for ESAC	<p>General Manager Munds presented the 2023 ESAC Work Plan.</p> <p>Public Comment - None</p>	Action – None
7. Emergency Sheltering in Los Osos/Vista de Oro Incident Update	<p>General Manager Munds presented updates on the Vista de Oro incident and Emergency Sheltering in Los Osos.</p> <p>Committee Member Neumann inquired if the Emergency Operations Center (EOC) was activated.</p> <p>Battalion Chief Provence responded the EOC was activated.</p> <p>Public Comment – Richard Margetson thanked CalFire and commented that the Community Center Board is considering emergency supplies.</p> <p>Administrative Services Manager Durban commented on the fundraiser at the Community Center on February 26.</p>	Action – None
8. Public Comments NOT on this Agenda	<p>Public Comment – Jose Torres discussed the Los Osos evacuation routes and eucalyptus tree removal in the Multi-jurisdictional Hazard Plan.</p> <p>Battalion Chief Provence commented on the progress of developing evacuation routes and eucalyptus tree removal strategies.</p> <p>Committee Member Neumann commented that the Fire Safe Council can help with hazardous eucalyptus tree removal.</p>	
9. Schedule Next ESAC Meeting	<p>The next Emergency Services Advisory Committee meeting is scheduled for Thursday, May 18, 2023, at 5:30 p.m.</p>	
10. Closing Comments by Committee ESAC Members	<p>Committee Member Neumann thanked CalFire.</p>	
11. Adjournment	<p>The meeting adjourned at 6:54 p.m.</p>	