



March 22, 2019

**TO:** LOCSO Board of Directors  
**FROM:** Renee Osborne, General Manager  
**SUBJECT:** **Agenda Item 9D – 4/4/2019 Board Meeting**  
General Manager Activity for March 2019

**President**  
Marshall E. Ochylski

**Vice President**  
Charles L. Cesena

**Directors**  
Matthew D. Fourcroy  
Vicki L. Milledge  
Christine M. Womack

**General Manager**  
Renee Osborne

**District Accountant**  
Robert Stilts, CPA

**Unit Chief**  
Scott M. Jalbert

**Battalion Chief**  
George Huang

**GENERAL STAFF ACTIVITIES**

Admin, Water and Fire staff has been working on the 2019-2020 Fiscal Year Budget. We submitted the rough draft of the Water and Drainage budget to the Utilities Advisory Committee. Staff continues working on getting bids for large asset items.

Staff was given updated procedures for processing Wastewater Assessments. Procedures are attached.

**UPDATE COUNTYWIDE LOCAL HAZARD MITIGATION PLAN**

Staff has turned in the first set of forms to Wood, the consultation firm who is preparing the Countywide Local Hazard Mitigation Plan. We have also met with the firm to discuss the forms in more detail in order to provide them with more information. The first draft of the front end portion is ready for review. The "jurisdictional annex" portions which are District/City specific will not be ready until May. This item will be sent to the Emergency Services Advisory Committee for their review.

**UPDATE 8<sup>TH</sup> STREET GRANT**

The District's grant submittal for the 8<sup>th</sup> Street Well project was submitted for the Prop 1 round 1 grant. The grant sub-committee will review all the grant submittals in April. Once the grants are awarded, the awardees must present their project to the Department of Drinking Water at a date still to be determined.

**UPDATE FROM BRUCE GIBSON'S OFFICE ON THE HCP**

The General Manager was directed to write Supervisor Gibson regarding the Habitat Conservation Plan submittal. Supervisor Gibson returned the email with a phone call and said that the plan would be going out in April to be reviewed by the Ventura Fish and Wildlife Office. It is currently being packaged. Review takes about three to four months.

It is then submitted to the Regional Fish and Wildlife Office before it goes to the Federal Registry. This process could take up to the end of this year. Please see attachment of the process that was given to the District from the County.

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## **WATER CONSERVATION CAMPAIGN 2019**

The winners for the 2019 Conservation Campaign logos were announced at the Los Osos/Baywood Park Chamber of Commerce Business Expo. Six winners received \$100 gift certificates from Zacster's Hobbies and More and one \$50 certificate was given as an honorable mention. The winners will be posted throughout the year on the District's website and Facebook page. A total of \$1880 was raised through sponsorships; \$650 was used for awards, \$65.66 for the enlarged posters, and \$160 for the Water Drop Guy. The remaining funds will be used to buy banners, yard signs and/or other conservation items.

We plan on raising additional funds in June when we present the video conservation contest awards at a conservation workshop. Staff will bring back a plan regarding the June workshop and a possible rebate program.

### **2019 Water Conservation Sponsors Los Osos Baywood Park Chamber of Commerce**

**Los Osos Community Services District \$200**  
**Grace Environmental \$100**  
**Crizer Construction \$100**  
**Carstairs Energy Inc. \$100**  
**Los Osos Rexall \$100**  
**Los Osos Fitness \$100**  
**Valley Liquor \$100**  
**Rotary Club of Los Osos \$100**  
**Bay Osos Property Management \$50**

**Golden State Water \$200**  
**Smitty's Auto Center \$150**  
**Farmer's Insurance \$100**  
**Kiwanis Club of Los Osos \$100**  
**BP Engineering \$100**  
**National Morro Bay Estuary \$100**  
**Bear Valley Real Estate \$100**  
**Bay Osos Brokers \$50**  
**Sullivan Law Corporation \$30**

## PROCEDURES FOR REASSESSMENT PREPAYMENTS

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Provided by Brandis Tallman and NBS

When District staff receives a prepayment of any reassessment, they will:

1. Inform Consultants of prepayment, providing a copy of the check and payoff quote to NBS and the District's Municipal Advisor, Bud Levine.
2. Send prepayment amount directly to the Fiscal Agent (US Bank). US Bank will deposit these funds into the Prepayment Account established pursuant to Section 4.01 (A) of the Fiscal Agent Agreement.
3. NBS will mark the parcel as paid off. If sufficient funds are available, NBS will prepare a bond call authorization letter for the District to execute. Once executed, NBS will send the bond call authorization letter to the Fiscal Agent and file a notice of listed event to EMMA.

