



November 5, 2020

TO: LOCSO Board of Directors
FROM: Laura Durban, Administrative Services Manager
SUBJECT: **Agenda Item 6B – 11/05/2020 Board Meeting**
Approve Prior Meeting Minutes

President
Charles L. Cesena

Vice President
Christine M. Womack

Directors
Matthew D. Fourcroy
Vicki L. Milledge
Marshall E. Ochylski

General Manager
Ron Munds

District Accountant
Robert Stilts, CPA

Unit Chief
Scott M. Jalbert

Battalion Chief
Paul Provence

DESCRIPTION

Attached are the minutes of the Board of Directors meeting held October 1, 2020 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 October 1, 2020.

Attachments

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Los Osos Community Services District
DRAFT - Minutes of the Regular Meeting of October 1, 2020

AGENDA ITEM	DISCUSSION OR ACTION
1. CALL TO ORDER/FLAG SALUTE/ROLL CALL	<p>President Cesena called the meeting to order at 5:30 p.m.</p> <p>Roll Call: Matthew Fourcroy, Director – Present Vicki Milledge, Director – Present Marshall Ochylski, Director – Present Christine Womack, Vice President – Present Chuck Cesena, President – Present</p> <p>The following Staff was present: Ron Munds, General Manager Jeffrey Minnery, District Counsel Laura Durban, Administrative Services Manager</p>
2. CLOSED SESSION	<p>Public Comment - Julie Tacker expressed her appreciation for General Manager Ron Munds performance; commented on General Manager contract and Agenda Item 5.</p> <p>Lynette Tornatzky expressed gratitude for General Manager Munds and voiced support for the Board to take action.</p> <p>President Cesena adjourned to Closed Session at 5:34 p.m.</p>
3. RECONVENE TO OPEN SESSION	<p>President Cesena called the meeting to order at 6:24 p.m.</p> <p>Roll Call: Matthew Fourcroy, Director – Present Vicki Milledge, Director – Present Marshall Ochylski, Director – Present Christine Womack, Vice President – Present Chuck Cesena, President – Present</p> <p>The following Staff was present: Ron Munds, General Manager Jeffrey Minnery, District Counsel Laura Durban, Administrative Services Manager</p>
4. REPORT OUT OF CLOSED SESSION MEETINGS FOR 9/03/2020 AND 10/01/2020.	<p>District Counsel Minnery reported General Manager Munds received a very good performance evaluation and the Board will discuss changes in compensation in Agenda Item 5; there was no reportable action from the September 03, 2020 Closed Session.</p>
5. BUSINESS ITEM General Manager Compensation	<p>Public comment- None</p> <p>District Counsel Minnery discussed the proposal for General Manager Munds compensation to change the vacation accrual maximum hours per year from 320 to 400 and to convert the value of the health care insurance premium difference, when GM Munds no longer has a dependent as part of the health care benefit, to his salary, resulting in no net increase in compensation.</p> <p>President Cesena commented converting vacation accrual maximum hours from 320 to 400 results in approximately an additional \$5000 upon retirement if vacation time is not used and the change in health insurance results in no net cost.</p> <p>Director Fourcroy commented that the health benefit conversion would take place in March, 2021.</p> <p>Vice President Womack commented on a slight increase as the District will pay a little more towards retirement contribution when conversion takes place.</p> <p>District Counsel Minnery advised the Motion include an authorization of the President of the Board to sign a Contract Amendment reflecting the Board's determination.</p> <p>A motion was made by Director Fourcroy to approve an increase in the vacation accrual maximum hours per year from 320 hours to 400 hours and convert a portion of the dependent health benefit to salary, the portion covering a dependent, starting in March, 2021 and to include a Contract Amendment in that Motion. The motion was seconded by Vice President Womack and carried with the following vote:</p>

AGENDA ITEM	DISCUSSION
5. BUSINESS ITEM General Manager Compensation (continued)	Ayes: Directors Fourcroy, Womack, Milledge, Ochylski, Cesena Nays: None Abstain: None Absent: None
6. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA.	Public Comment - Julie Tacker commented on the General Manager Compensation and Directors Compensation.
7. ADMINISTRATIVE AND COMMITTEE REPORTS	
A. Fire Department Report	Written report only
B. Sheriff Department Report	Written report only
C. Utilities Department Report	Written report only
D. General Manager Report	General Manager Munds welcomed Margaret Falkner the new Utilities System Manager; commented on 10 th Street Exterior Coating Project; draft Environmental Constraints Analysis from SWCA for the Program C Well; 10 th Street Well water quality issues; determining when to open the office to the public; the Los Osos Community Plan (LOCP); the 2019-2020 Annual Financial Audit; Staff moving toward reinstating late fees; BMC Implementation Plan; intertie test with Golden State.
E. Los Osos/Baywood Park Chamber of Commerce Report	Written report only
F. Los Osos Community Advisory Council (LOCAC) Report	Written report only
G. Parks and Recreation Committee Meeting Report	Director Fourcroy provided a summary of the Special Parks and Recreation meeting held on September 20, 2020, commenting on the construction window for this year. General Manager Munds reported that the District is waiting to hear back from US Fish and Wildlife concerning the construction window for this year.
H. Utilities Advisory Committee Meeting Report	President Cesena commented that the UAC Report was presented in item 7D and that the District needs to work on aging infrastructure.
I. Finance Advisory Committee Meeting Report	Director Ochylski provided a summary of the September 28th FAC meeting in which the Committee recommended to approve the Warrant Register and the Financial Reports.
J. Directors' Announcements of District and Community Interest and Reports on Attendance at Public Meetings, Training Programs, Conferences, and Seminars	Director Ochylski gave a report on the Basin Management Committee meeting.
K. Response to Previously Asked Questions	None
8. PUBLIC COMMENT FOR ITEMS ON THE ADMINISTRATIVE AND COMMITTEE REPORTS AND THE CONSENT AGENDA	Public Comment - Julie Tacker commented on the Warrant Register; Director compensation requests having a deadline for submittal; Palisades Well use the Parks and Recreation pathway project. Director Ochylski commented that the FAC recommended the annual Bylaws and Rules of Decorum Policy updates for next year should include a time frame for Director compensation submittals.

AGENDA ITEM	DISCUSSION
<p>9. CONSENT AGENDA</p> <p>A. Receive Administrative, Committee Reports, and Approved Committee Minutes</p> <p>B. Approve Meeting Minutes of September 3, 2020</p> <p>C. Approve Warrant Register for September 2020</p> <p>D. Receive Financial Report for Period Ending August 31, 2020</p> <p>E. Adopt Resolution 2020-23 to Permit the Destruction or Disposal of Certain District Records, Documents, and Papers</p> <p>F. Adopt Resolution 2020-24 amending and updating the District's Internet, Email and Electronic Communication Policy</p> <p>G. Adopt Resolution 2020-25 amending and updating the District's Investment Policy</p> <p>H. Adopt Resolution 2020-26 to adopt the San Luis Obispo County's 2019 Integrated Regional Water Management Plan</p> <p>I. Authorize a Formal Bid Process and Executing a Related Contract for the Ferrell Avenue Pathway Project</p> <p>J. Approve a Change Order and Cost Increase for the South Bay Well Transmission Main Project</p>	<p>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 Fourcroy and carried with the following vote:</p> <p>Ayes: Directors Ochylski, Fourcroy, Milledge, Womack, Cesena Nays: None Abstain: None Absent: None</p>
10. DISCUSSION OF PULLED CONSENT ITEMS	NONE
11. FUTURE AGENDA ITEMS	NONE
12. CLOSING BOARD COMMENTS	Director Fourcroy expressed his appreciation for General Manager Munds performance and contribution to the District.
13. ADJOURNMENT	The meeting was adjourned at 6:57pm.