



Date: September 3, 2020
To: LOCSD Board of Directors
From: Ron Munds, General Manager
Subject: Agenda Item #4D General Manager Activity for August 2020

GENERAL ACTIVITIES

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

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- COVID-19 Response. The General Manager continues to monitor the County's Office of Emergency Services conference calls in order to understand the changing response from the State and local levels. The office remains closed to the public but staff continues to provide service to the community through phone and email contact. We have taken extra precautionary measures such as monitoring daily temperatures of each staff member and self-check in procedures when arriving at work. As always, I'm available by phone or email to answers any questions the community or Board members have; 805-528-9379 or rmunds@losososcsd.org.

- Basin Management Committee (BMC)/Los Osos Community Plan (LOCP) update. As reported last month, at the July 9th Planning Commission hearing, the Commissioners requested additional information on the water resource availability and quantities and continued the item to their August 13th meeting. There was a discussion regarding low income housing and accessory dwelling units at the meeting and it appears the Commission is satisfied with the staff analysis and recommendation regarding the water resource section in the plan and Growth Management Ordinance. The Commission did continue the item to their October 8th meeting to consider issues surrounding the Habitat Conservation Plan. A tentative date for the Board of Supervisors hearing has been set for December 15th. The BMC and District staff are continuing the dialogue with the County on the water issues in the plan and will provide comments to the Board of Supervisors at the appropriate time.

- Mission Country Disposal Fall Clean-up Week. For a general informational item for the community, the fall clean-up week scheduled for the end of September has been canceled. Mission Country Disposal, along with other Waste Connection subsidiaries, are experiencing staffing shortages associated with COVID-19 impacts to their team. Their focus is on continuing to provide weekly service for solid waste, recycling and green waste collection. For more information, you can visit their website at www.sanluisgarbage.com.

- 2019-2020 Annual Financial Audit. The annual financial audit is underway. The Auditors were in the District office on August 26th and 27th to review financial records. The audit will take 3-4 months to complete. Staff will keep the Board updated as the audit proceeds.

- To keep the Board up to date on the impacts of waiving late and other fees, below is a table that shows amount of fees that have been waived since March.

| FEES WAIVED TO DATE | | | | | | | |
|---------------------|------------|------------|------------|------------|------------|------------|--------------------|
| | Cycle 2 | Cycle 1 | Cycle 2 | Cycle 1 | Cycle 2 | Cycle 1 | |
| Past Due Date | Mar 2020 | Apr 2020 | May 2020 | Jun 2020 | Jul 2020 | Aug 2020 | |
| # of Late Fee Accts | 72 | 109 | 129 | 74 | 105 | 112 | |
| Late Fee | \$1,461.90 | \$2,979.21 | \$1,862.52 | \$2,459.24 | \$2,063.98 | \$3,071.19 | \$13,898.04 |
| Door Hanger Fee | | | \$550.00 | \$810.00 | \$140.00 | \$360.00 | \$1,860.00 |
| Lock Out Fee | | | \$4,125.00 | \$6,075.00 | \$1,050.00 | \$2,700.00 | \$13,950.00 |
| TOTALS | \$1,461.90 | \$2,979.21 | \$6,537.52 | \$9,344.24 | \$3,253.98 | \$6,131.19 | \$29,708.04 |

There is a concern that certain customers are falling very far behind with their payments, some as far back as January. Staff will be sending letters to these customers offering payment plans. If the customer does not respond back, the letter will indicate that late fees will be instituted which will hopefully provide an incentive to contact the District and get back on track with their payments.

- Ferrell Avenue Pathway Project. Wallace Group is in the process of drafting plans and specification for the construction of the path. After the design is completed, staff will be bringing the project to the Board for approval to go out to bid.