



August 5, 2021

TO: LOCSD Board of Directors

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

SUBJECT: Agenda Item 12A- 08/05/2021 Board Meeting
Receive Administrative, Committee Reports, and Approved
Committee Minutes

President
Christine M. Womack

Vice President
Matthew D. Fourcroy

Directors
Charles L. Cesena
Troy C. Gatchell
Marshall E. Ochylski

General Manager
Ron Munds

District Accountant
Robert Stilts, CPA

Unit Chief
Eddy Moore

Battalion Chief
Paul Provence

DESCRIPTION

Attached are the approved minutes from meetings in July 2021.

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

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FINANCE ADVISORY COMMITTEE MEETING

Tuesday June 01, 2021 at 5:30 p.m.

Pursuant to Governor Newsom's Executive Order N-29-20, and State and County Shelter at Home orders, Committee Members, staff and public may participate in this meeting via teleconference and/or electronically. The LOCSD Boardroom will NOT be open for accessing the meeting.

For quick access, go to <https://us02web.zoom.us/j/84300453957>
(This link will help connect both your browser and telephone to the call)
OR dial 1 (929) 205-6099 or 1 (301) 715-8592 and enter 843 0045 3957

All persons desiring to speak during any Public Comment can submit a comment by:

- Through email at ldurban@losososcscsd.org by 12:00pm on 06/01/2021
- Through the district website www.losososcscsd.org/contact-us by 12:00pm on 06/01/2021
- Through teleconference by phone at (929) 205-6099 or (301) 715-8592 and enter **843 0045 3957**
- Through mail by 5:00 PM on the day prior to the Committee meeting sent to LOCSD
- Through teleconference meeting at <https://us02web.zoom.us/j/84300453957>

AGENDA

1. **Opening at 5:30 p.m. – Call To Order and Roll Call**
2. **Approve FAC Meeting Minutes of May 03, 2021**
(Recommend approval)
Presented By: Administrative Services Manager Durban
3. **Review of Board Item Regarding Approval of Warrant Register for May 2021**
(Committee Review and Recommendations to the Board)
Presented By: Administrative Services Manager Durban
4. **Review of Board Item Regarding Financial Reports for the Period Ending April 30, 2021**
(Committee Review and Recommendations to the Board)
Presented By: General Manager Munds
5. **Review of the Final Budget for Fiscal Year 2021-2022**
(Committee Review and Recommendations to the Board)
Presented By: General Manager Munds
6. **Public Comments on Items NOT on this Agenda:** At this time, the public may comment on items not on this agenda. Each commenter is limited to 3 minutes and shall address the Chairperson.
7. **Schedule Next FAC Meeting – Monday, June 28, 2021 at 5:30 p.m. unless otherwise noted**
8. **Closing Comments by FAC Committee Members**
9. **Adjournment**

**Los Osos Community Services District
Minutes of the Finance Advisory Committee Meeting
June 1, 2021 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order and Roll Call	<p>Chairperson Womack called the meeting to order at 5:30 p.m.</p> <p><u>Roll Call:</u></p> <p>Sandra Cirilo, Committee Member – Absent Lisa Gonzalez, Committee Member – Present Bea Jansen, Committee Member – Present Julian Metcalf, Committee Member - Present Alyce Thorp, Committee Member – Absent Marshall Ochylski, Vice Chairperson – Absent Christine Womack, Chairperson – Present</p> <p><u>Staff:</u></p> <p>Ron Munds, General Manager Laura Durban, Administrative Services Manager</p>	
2. Approve FAC Meeting Minutes of May 3, 2021	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment - None</p> <p>Committee Member Gonzalez made a motion that the Committee approve the minutes of May 3, 2021. The motion was seconded by Committee Member Metcalf and passed with unanimous consent.</p>	Action: File Approved Minutes
3. Review of Board Item Regarding Approval of Warrant Register for May 2021	<p>Chairperson Womack presented the Warrants for review.</p> <p>Public Comment – None</p> <p>Committee Member Metcalf made a recommendation that the Board approve the Warrants of May 2021. The motion was seconded by Committee Member Jansen and the motion carried with unanimous consent.</p>	Action: The Committee recommended that the Board approve the Warrant Register for May 2021.
4. Review of Board Item Regarding Financial Reports for the Period Ending April 30, 2021	<p>General Manager Munds presented the Financial Reports for approval as presented in the packet.</p> <p>The Committee discussed the Cash Flow chart and large upcoming expenditures.</p> <p>Public Comment – None</p> <p>Committee Member Jansen made a recommendation that the Board receive and file the Financials of April 30, 2021. The motion was seconded by Committee Member Gonzalez and the motion carried with unanimous consent.</p>	Action: The Committee recommended that the Board receive and file the Financials for the period ending April 30, 2021.
5. Review of Board Item Final Budget for Fiscal Year 2021-2022	<p>General Manager Munds presented the Budget for Fiscal Year 2021/2022 as presented in the Agenda Packet discussing the changes the Board recommended including Zone A, Zone F Property Tax Allocation and SLOCEA contract extension.</p> <p>Public Comment – None</p>	Action: None
6. Public Comments on Items NOT on this Agenda	None	
7. Schedule Next FAC Meeting	The next meeting of the Financial Advisory Committee is scheduled for Monday June 28, 2021 unless otherwise noted.	
8. Closing Comments by FAC Committee	<p>General Manager Munds thanked the Committee for their time reviewing and informed the Committee that the Auditor Fetcher & Company is under contract.</p> <p>Chairperson Womack thanked the staff for the work to get the budget together and making it clear.</p>	
9. Adjournment	The meeting adjourned at 5:48 p.m.	



UTILITIES ADVISORY COMMITTEE MEETING

Wednesday, June 16, 2021 at 5:30 p.m.

Pursuant to Governor Newsom's Executive Order N-29-20, and State and County Shelter at Home orders, Committee Members, staff and public may participate in this meeting via teleconference and/or electronically. The LOCSD Boardroom will NOT be open for accessing the meeting.

For quick access, go to <https://us04web.zoom.us/j/114611628>
(This link will help connect both your browser and telephone to the call)
OR dial 1 (929) 205-6099 or 1 (301) 715-8592 and enter **114 611 628**

All persons desiring to speak during any Public Comment can submit a comment by:

- Through email at ldurban@losososcscsd.org by 12:00pm on 06/16/2021
- Through the district website www.losososcscsd.org/contact-us by 12:00pm on 06/16/2021
- Through teleconference by phone at (929) 205-6099 or (301) 715-8592 and enter **114 611 628**
- Through mail by 5:00 PM on the day prior to the Committee meeting sent to LOCSD
- Through teleconference meeting at <https://us04web.zoom.us/j/114611628>

AGENDA

- 1. Opening at 5:30 p.m.**
Call to Order, Roll Call
- 2. Approve UAC Meeting Minutes of May 19, 2021**
(Recommend Committee Approval)
Presented By: Administrative Services Manager Durban
- 3. Basin Management Committee Update**
Presented By: General Manager Munds
- 4. Utility Department Report**
Presented By: Utility Systems Manager Falkner
- 5. Utilities Department Updates**
Presented By: Utility Systems Manager Falkner/General Manager Munds
- 6. Utilities Department FY 2021-22 Budget Highlights (Information Only)**
Presented By: Utility Systems Manager Falkner/General Manager Munds
- 7. Public Comments on Items NOT on this Agenda:** At this time, the public may comment on items not on this agenda. Each commenter is limited to 3 minutes and shall address the Chairperson.
- 8. Schedule Next UAC Meeting –** The next UAC Meeting will be held Wednesday, July 21, 2021 at 5:30 p.m. unless otherwise noted.
- 9. Closing Comments by UAC Committee Members**
- 10. Adjournment**

**Minutes of the Utilities Advisory Committee Meeting
June 16, 2021 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order and Roll Call	<p>Chairperson Cesena called the meeting to order at 5:32 p.m.</p> <p><u>Roll Call:</u> James Bishop, Committee Member – Present Jan Harper, Committee Member – Present Leonard Moothart, Committee Member – Present Eric Silva, Committee Member – Absent Matthew Fourcroy, Vice Chairperson – Present Chuck Cesena, Chairperson – Present</p> <p><u>Staff:</u> Ron Munds, General Manager Laura Durban, Administrative Services Manager Margaret Falkner, Utility Systems Manager</p>	
2. Approve UAC Minutes of May 19, 2021	<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 May 19, 2021. The motion was seconded by Committee Member Bishop and carried with the following vote.</p> <p>Ayes: Harper Nays: None Abstain: Bishop, Moothart Absent: Silva</p>	Action – File approved minutes.
3. Basin Management Committee Update	<p>General Manager Munds presented a PowerPoint presentation on the BMC meeting which is made available on the District website.</p> <p>The Committee discussed the BMC meeting including the SLO County presentation, The Annual Monitoring Report; and the update on potential geophysics opportunities.</p> <p>Committee Member Bishop inquired if the three Purveyors should also submit letters to DWR expressing desire for geophysical surveying.</p> <p>General Manager Munds commented that Dan HeimeI, the BMC and three purveyors are discussing a letter to be included in the DWR Survey.</p> <p>Public Comment – Jeff Edwards commented on the BMC County update; the letter from three Purveyors; Title 19 Amendment; Safe Yield numbers and Census.</p>	Action – None
4. Utilities Department Report	<p>Utility Systems Manager Falkner presented the Department Updates which is made available in the Staff Report.</p> <p>Committee Member Moothart inquired on the water production.</p> <p>General Manager Munds responded he would look into getting the information.</p> <p>Public Comment – None</p>	Action – None
5. Utilities Department Update	<p>General Manager Munds reported on the Program C Well Project's draft Initial Study; 8th Street Upper Aquifer Well; 3rd Street Well power issues.</p> <p>Public Comment – None</p>	Action – None
6. Utilities Department FY 2021-22 Budget Highlights (Information Only)	<p>General Manager Munds presented a PowerPoint presentation on the UAC 2021-22 Budget Highlights which is made available on the District website.</p>	Action – None

AGENDA ITEM	DISCUSSION	FOLLOW-UP
	<p>Chairperson Cesena inquired about Development Impact Fees and how it ties in with the County efforts.</p> <p>General Manager Munds commented on fees to pay for fair share of the capacity in the water system; BMC capital type projects; identify existing infrastructure viability; buy in fees.</p> <p>Public Comment - None</p>	
7. Public Comments on Items NOT on this Agenda	<p>Jeff Edwards commented on State water and the Water Management Tools Amendment.</p> <p>General Manager Munds commented the County completed work on a Regional Infrastructure Resiliency Plan. The Plan will be brought to a UAC meeting as Los Osos is in the top 5 vulnerable communities in the county.</p>	
8. Schedule Next UAC Meeting	The next meeting of the Utilities Advisory Committee is scheduled to be held on Wednesday, July 21, 2021 at 5:30 p.m., unless otherwise noticed.	
9. Closing Comments by UAC Committee Members	<p>Chairperson Cesena commented on looking for candidates to fill UAC openings.</p> <p>Committee Member Moothart thanked Staff and Jeff Edwards for bringing up State Water information.</p>	
10. Adjournment	The meeting adjourned at 6:38 p.m.	