



July 2, 2026

**TO:** LOCSD Board of Directors  
**FROM:** Greg Kwolek, General Manager  
Laura Durban, Administrative Services Manager  
**SUBJECT: Agenda Item 13B – 07/02/2026 Board Meeting**  
Approve Prior Meeting Minutes

**President**  
Matthew D. Fourcroy

**Vice President**  
Charles L. Cesena

**Directors**  
Tom Cross  
Richard Hubbard  
Christine M. Womack

**General Manager**  
Greg Kwolek

**District Accountant**  
Robert Stilts, CPA

**Unit Chief**  
John Owens

**Battalion Chief**  
Joshua Lorenzo

**DESCRIPTION**

Attached are the minutes of the Board of Directors meeting held June 4, 2026, 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 June 4, 2026.***

Attachment  
06/04/2026 Draft Board of Directors Meeting Minutes

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**DRAFT - Los Osos Community Services District – Board of Directors  
Minutes of the Regular Meeting of June 4, 2026**

AGENDA ITEM	DISCUSSION OR ACTION
<p><b>1. CALL TO ORDER ROLL CALL</b></p>	<p>President Fourcroy called the meeting to order at 6:01 p.m. and led the Flag Salute.</p> <p>Roll Call:            Chuck Cesena, Vice President – Arrived 6:06 p.m.            Tom Cross, Director – Present            Richard Hubbard, Director – Present            Matthew Fourcroy, President – Present            Christine Womack, – Present</p> <p>The following Staff was present:            Greg Kwolek, General Manager            Ron Munds, General Manager            Craig Steele, District Counsel            Laura Durban, Administrative Services Manager</p>
<p><b>2. SPECIAL PRESENTATION</b></p>	<p>A. Proclamation for General Manager Ron Munds.</p> <p>President Fourcroy read and presented a proclamation to honor Ron Munds who was present to accept the proclamation.</p> <p>Shane Stoneman presented Ron Munds with a surfboard.</p> <p>Director Womack commented on her appreciation and thanked Ron Munds for his service.</p> <p>Vice President Cesena commented that none of the general managers since 2005 have served or meant as much and been a superhero to the district as Ron Munds.</p> <p>President Fourcroy commented on his respect for Ron Munds' level of professionalism, calmness, and engagement with anyone. He learned a lot and appreciated the time spent working together.</p> <p>Director Hubbard expressed his appreciation to Ron Munds for welcoming him and all that he has done for Los Osos.</p> <p>Public Comment – Deborah Howe, Laura Durban, Andrea Leuker, Richard Margetson, Dan Heimel, Mary Munds and Beth Reineke, expressed gratitude and best wishes for the future.</p> <p>General Manager Munds thanked everyone for their comments and the surfboard.</p> <p>Director Womack thanked Mary Munds for letting him delay his retirement.</p> <p>President Fourcroy called for a 15-minute recess at 6:25 p.m.</p> <p>President Fourcroy reconvened the meeting at 6:37 p.m.</p>
<p><b>3. PUBLIC SAFETY REPORTS</b></p> <p><b>A. Fire Department Report</b></p> <p><b>B. Sheriff Department Report</b></p> <p><b>C. California Highway Patrol Report</b></p>	<p>Division Chief Travis Craig congratulated General Manager Munds. He reported 86 calls in May, including one structure and one vegetation fire. Administratively, reserve applications are being accepted, and a second round of property inspections are completed with properties that have failed being noticed to abate by July 1st.</p> <p>None</p> <p>None</p> <p>Public Comment – None</p>
<p><b>4. PUBLIC HEARING</b></p> <p><b>A. Public Hearing for Resolution 2026-09 to Adopt the Proposed Fiscal Year 2026/2027 Budget</b></p>	<p>President Fourcroy opened the Public Hearing.</p> <p>General Manager Kwolek thanked team members for their hard work and commented on changes to the budget since May 7, 2026, including allocations for the Zone A property tax and the recruitment of an assistant general manager or an assistant general manager/district engineer.</p> <p>The Board inquired about the timeline, the recruitment process, and the cost allocation for the position.</p> <p>General Manager Kwolek commented that recruitment will open next week for 3 to 4 weeks, with interviews in July and a start date at the end of August, recruitment channels will be conventional,</p>

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	<p>and once filled staff will determine how to best reallocate based on who fills the position and present to the Board.</p> <p>Public Comments – Richard Margetson commented that Fund 301's General Contingency Reserve is fully funded; that this year's unused capital from fund 500 water budget could result in a surplus; on surplus allocation and; that Fund 650 Solid Waste funds.</p> <p><b>Director Womack moved the Board:</b></p> <p>1  . Adopt Resolution 2026-09 approving the Fiscal Year 2026/2027 final budget; and  2. Approve increasing the transfer amount for Funds 301, 800 and decreasing the transfer amount for Fund 200, 400 &amp; 500 as stated in the report; and  3. Authorize the use of up to \$1 million of Fund 500's Capital Outlay Reserve to offset the Fund 500's budget deficit; and  4. Approve the Assistant General Manager and Assistant General Manager/District Engineer job descriptions and salary schedules.</p> <p><b>The motion was seconded by Director Hubbard and the motion passed with the following vote:</b></p> <p><b>Ayes: Directors Womack, Hubbard, Cross, Cesena, Fourcroy</b>  <b>Nos:</b>  <b>Abstain:</b>  <b>Absent:</b></p> <p>President Fourcroy commented on his appreciation for the easy review and how it has become clearer over time.</p> <p>Director Womack expressed her agreement with President Fourcroy.</p> <p>Director Cross commented on relabeling the interfund transfers GL to admin transfers for more clarity.</p>
<b>5. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA</b>	Richard Margetson commented on the People Helping People monster rummage sale at the Community Center.
<b>6. ADMINISTRATIVE AND COMMITTEE REPORTS</b>	
<b>A. Utilities Department Report</b>	Written Report
<b>B. General Manager Report</b>	General Manager Kwolek commented on what can be expected from him in the coming months and on the District being awarded the Transparency Certificate of Excellence.
<b>C. Los Osos/Baywood Park Chamber of Commerce Report</b>	Written Report
<b>D. Los Osos Community Advisory Council (LOCAC) Report</b>	Vice President Cesena reported on the meeting, and that there was an election of officers. General Manager Kwolek mentioned an at-larger LOCAC officer opening.
<b>E. Parks and Recreation Committee Meeting Report</b>	President Fourcroy reported on discussions regarding Sunnyside School, focusing on the timeline and preliminary budget numbers.
<b>F. Utilities Advisory Committee Meeting Report</b>	Vice President Cesena reported that the budget and projects were discussed and that he enjoyed the special meeting at the water yard, where he met with Nate Pall and the crew and viewed the new equipment building. Director Womack commented it was nice to see the yard.
<b>G. Finance Advisory Committee Meeting Report</b>	Director Womack reported that the Committee recommended approval of the warrant register, and to receive and file the financials.
<b>H. Emergency Services Advisory Committee Meeting Report</b>	General Manager Munds reported that discussions were on the budget, cost estimates for the Station 15 remodel, and the Station 15 fire department report for May 2026.

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<p><b>I. Basin Management Committee Meeting Report</b></p> <p><b>J. Directors' Announcements of District and Community Interest and Reports on Attendance at Public Meetings, Training Programs, Conferences, and Seminars</b></p> <p><b>K. Response to Previously Asked Questions</b></p>	<p>Vice President Cesena commented on the draft annual report, including metrics for basin yield, water level, chloride, and nitrate, and that the annual report will be submitted for approval in June.</p> <p>President Fourcroy commented on a special board meeting tour at the water yard, which included a hands-on SCADA tour. Cannon Engineering staff presented current and future projects to capitalize on the system.</p> <p>The Board discussed the water yard building for the crew needing attention as well.</p> <p>Director Womack commented on attending the Morro Bay National Estuary Committee Meeting where the focus was on flow monitoring of creeks, an eelgrass study, and ongoing field trips.</p> <p>Vice President Cesena commented on attending a CAPSLO event employee appreciation Day.</p> <p>None</p>
<p><b>7. PUBLIC COMMENT FOR ITEMS ON THE ADMINISTRATIVE AND COMMITTEE REPORTS AND THE CONSENT AGENDA</b></p>	<p>Director Womack inquired about Consent Agenda Item 8E as to how much GANN appropriation the District currently has.</p> <p>Public Comment – Richard Margetson commented on the BMC letter to the Coastal Commission, noting the need for a discussion involving BMC members with the Coastal Committee. Also, commented on CAPSLO members.</p> <p>President Fourcroy commented that advocacy is important.</p> <p>Chief McClain commented that the 2018 Oakland fire led to a state mandate for local departments to conduct mandatory inspections, which have now been completed in Los Osos.</p>
<p><b>8. CONSENT AGENDA</b></p> <p><b>A. Receive Administrative Committee Reports, and Approved Committee Minutes</b></p> <p><b>B. Approve Meetings Minutes of May 7, 2026, and May 28, 2026</b></p> <p><b>C. Approve Warrant Register for May 2026</b></p> <p><b>D. Receive Financial Report for Period Ending April 30, 2026</b></p> <p><b>E. Adopt Resolution 2026-10 Establishing "GANN" Appropriations Limit for Fiscal Year 2026/2027</b></p> <p><b>F. Consideration of a recommendation to receive and file a report on delinquent water charges and property tax assessments and set a public hearing for July 02, 2026, to authorize collection on the 2026/2027 Property Tax Bills.</b></p> <p><b>G. Adopt Resolution 2026-11 Requesting Consolidation of the Biennial Election with November 3, 2026, Consolidated General Election and Resolution 2026-12 Adopting Regulations for Candidates for Elective Office.</b></p> <p><b>H. Adopt Resolution 2026-13 Amending and Updating the District's Personnel Policy</b></p>	<p><b>Vice President Cesena moved that the Board receive and file the presented Administrative, Committee Reports and approve the Consent Agenda. The motion was seconded by Director Womack and the motion passed with the following vote:</b></p> <p><b>Ayes: Directors Cesena, Womack, Cross, Hubbard, Fourcroy</b>  <b>Nos:</b>  <b>Abstain:</b>  <b>Absent:</b></p>

AGENDA ITEM	DISCUSSION OR ACTION
<p><b>I. Adopt Resolution 2026-14 Establishing A Policy For Use Of Generative AI Tools</b></p> <p><b>J. Adopt Resolution 2026-15 Declaring Utility-15 Vehicle Surplus to District Needs and Authorize the Sale of Surplus Vehicle</b></p> <p><b>K. Adopt Resolution 2026-16 Acknowledging Receipt of a Report Made by the Fire Chief of the South Bay Fire Department Regarding the Inspection of Certain Occupancies Required to Perform Annual Inspections Pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code</b></p>	
<b>9. DISCUSSION OF PULLED CONSENT ITEMS</b>	None
<b>10. FUTURE AGENDA ITEMS</b>	<p>Director Cross commented on hazard mitigation training, CalFire's Fire-Wise Community Initiative and making Los Osos a fire-wise community.</p> <p>General Manager Kowlek commented that Fire-Wise is a community driven effort, but will bring to ESAC which will give staff some time to review and have discussion on how to move forward and to what extent the District can be involved in community efforts.</p> <p>General Manager Munds commented that once the BMC makes its recommendation we will return to the Board of Directors with the water supply report.</p>
<b>11. CLOSING BOARD COMMENTS</b>	<p>Fourcroy informed the Board that he will not be in attendance at the July 2, 2026, Board meeting.</p> <p>Vice President Cesena commented that he will be sending a letter to the Coastal Commission.</p>
<b>12. ADJOURNMENT</b>	The meeting was adjourned at 7:42 p.m.