



May 31, 2022

**TO:** Finance Advisory Committee  
**FROM:** Julian Metcalf, Administrative Services Manager  
**SUBJECT:** **Agenda Item 2 – 05/31/2022 FAC Meeting**  
Approve Prior Meeting Minutes

**President**  
Matthew D. Fourcroy

**Vice President**  
Charles L. Cesena

**Directors**  
Troy C. Gatchell  
Marshall E. Ochylski  
Christine M. Womack

**General Manager**  
Ron Munds

**District Accountant**  
Robert Stilts, CPA

**Unit Chief**  
Eddy Moore

**Battalion Chief**  
Paul Provence

**DESCRIPTION**

Attached are the minutes of the Finance Advisory Committee (FAC) meeting held April 4, 2022 and May 2, 2022 for your review and approval.

**STAFF RECOMMENDATION**

Staff recommend that the Finance Advisory Committee adopt the following Motion:

***Motion: I move that the Finance Advisory Committee approve the minutes of the FAC meeting held April 4, 2022 and May 2, 2022***

Attachment  
04/04/22 and 05/02/22 Finance Advisory Committee Minutes

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**Los Osos Community Services District**  
**DRAFT - Minutes of the Finance Advisory Committee Meeting**  
**April 4, 2022 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>1. Call to Order and Roll Call</b>	<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 – Present            Lisa Gonzalez, Committee Member – Present            Julian Metcalf, Committee Member - Present            Alyce Thorp, Committee Member – Absent            Marshall Ochylski, Vice-Chairperson – Present as a member of the Public            Christine Womack, Chairperson – Present</p> <p><u>Staff:</u></p> <p>Ron Munds, General Manager            Laura Durban, Administrative Services Manager</p>	
<b>2. Approve FAC Meeting Minutes of February 28, 2022</b>	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment - None</p> <p><b>Committee Member Gonzalez made a motion that the Committee approve the minutes of February 28, 2022. The motion was seconded by Committee Member Metcalf and passed with unanimous consent.</b></p>	<b>Action: File Approved Minutes</b>
<b>3. Water Rate Study Review</b>	<p>General Manager Munds presented the Water Rate Study review.</p> <p>The Committee discussed the rate studies decision points including the net revenue, Zone A property tax revenue, base year water sales/consumption, inflation rate, base fee, proposed water rates, and the schedule.</p> <p>Public Comment – None</p> <p>Committee Member Metcalf commented that he favors frequent rate reviews to avoid rate shock.</p>	<b>Action: None</b>
<b>4. Review of Board Item Regarding Approval of Warrant Register for March 2022</b>	<p>General Manager Munds presented the Warrants for review.</p> <p>The Committee discussed the warrants.</p> <p>Public Comment - None</p> <p><b>Committee Member Metcalf made a recommendation that the Board approve the Warrants of March 2022. The motion was seconded by Committee Member Gonzalez and the motion was carried with unanimous consent.</b></p>	<b>Action: The Committee recommended that the Board approve the Warrant Register for March 2022.</b>
<b>5. Review of Board Item Regarding Financial Reports for the Period Ending February 28, 2022.</b>	<p>General Manager Munds presented the Financial Reports for approval as presented in the packet commenting on each fund.</p> <p>Public Comment – None</p> <p><b>Committee Member Metcalf made a recommendation that the Board receive and file the Financials of February 28, 2022. The motion was seconded by Committee Member Gonzalez and the motion was carried with unanimous consent.</b></p>	<b>Action: The Committee recommended that the Board receive and file the Financials for the period ending February 28, 2022.</b>
<b>6. General Manager Update</b>	<p>General Manager Munds presented and commented on the 8th Street Well, 16th Street Tank Rehabilitation, Program C Well, US Bank Investments, Purchasing Policy, and fiscal year 22/23 Draft Budget.</p> <p>Public Comment – None</p>	<b>Action: None</b>
<b>7. Public Comments on Items NOT on this Agenda</b>	<p>Public Comment – None</p>	<b>Action: None</b>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>8. Schedule Next FAC Meeting</b>	The next meeting of the Financial Advisory Committee is scheduled for Monday, May 2, 2022, unless otherwise noted.	
<b>9. Closing Comments by FAC Committee</b>	Chairman Womack thanked the attendees for attending in person.	
<b>10. Adjournment</b>	The meeting adjourned at 6:09 p.m.	

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**Los Osos Community Services District**  
**DRAFT - Minutes of the Finance Advisory Committee Meeting**  
**May 2, 2022 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>1. Call to Order and Roll Call</b>	<p>Chairperson Womack called the meeting to order at 5:34 p.m.</p> <p><u>Roll Call:</u></p> <p>Sandra Cirilo, Committee Member – Absent            Lisa Gonzalez, 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>	
<b>2. Approve FAC Meeting Minutes of April 4, 2022</b>	<p>The approval of the minutes will be continued until the next FAC meeting.</p> <p>Public Comment - None</p>	<b>Action: None</b>
<b>3. Review of Board Item Regarding Approval of Warrant Register for April 2022.</b>	<p>General Manager Munds presented the Warrants for review.</p> <p>The Committee discussed adding Fund 650 to the warrant report and inquired about credit cards.</p> <p>Public Comment – None</p> <p><b>Committee Member Gonzalez made a recommendation that the Board approves the Warrants for April 2022.</b></p>	<b>Action: None</b>
<b>4. Review of Board Item Regarding Financial Reports for the Period Ending March 31, 2022</b>	<p>General Manager Munds presented the Financial Reports commenting on each fund as presented in the packet.</p> <p>Public Comment – None</p> <p><b>Committee Member Gonzalez made a recommendation that the Board receives and files the Financials of March 31, 2022.</b></p>	<b>Action: None</b>
<b>5. Review of Board Item Preliminary Budget for Fiscal Year 2022-2023</b>	<p>General Manager Munds presented the Preliminary Budget, commenting on cost allocations for each fund and discussing major requests, changes to the budget, and the rates for solid waste. Committee Member Gonzalez requested to see the 5-year Capital Improvement Plan (CIP) at a future FAC meeting.</p> <p>Public Comment – Richard Margetson inquired about the district's budget, water revenue, fire tax, the district's ability to pay for trucks in cash, and the Cal Fire contract.</p> <p>Public Comment – None</p> <p><b>Committee Member Gonzalez made a recommendation that the Board reviews the Budget for the Fiscal Year 2022-2023.</b></p>	<b>Action: None</b>
<b>6. Review of Board Item Fund 650, Solid Waste Temporary Budget Fiscal Year 2021-22</b>	<p>General Manager Munds presented a review of Fund 650, the solid waste temporary budget, commenting on personnel costs, debt services, and legal expenses.</p> <p>Public Comment – Richard Margetson commented on reducing the Franchise Fee to help lower rates for the community.</p> <p><b>Committee Member Gonzalez made a recommendation that the Board receives and files Board Item Fund 650, Solid Waste Temporary Budget Fiscal Year 2021-22.</b></p>	<b>Action: None</b>
<b>7. General Manager Update</b>	<p>General Manager Munds presented and commented on the 8th Street Upper Aquifer Well, 16th Street Tank Project, Program C Well, dog park, and solid waste services.</p>	<b>Action: None</b>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
	Public Comment – None	
<b>8. Public Comments on Items NOT on this Agenda</b>	Public Comment – None	
<b>9. Schedule Next FAC Meeting</b>	The next meeting of the Financial Advisory Committee is scheduled for Tuesday, May 31, 2022, unless otherwise noted.	
<b>10. Closing Comments by FAC Committee</b>	Chairman Gonzalez announced that Salud Carbajal will be presenting Carol Hall with the Woman of the Year award on Friday, May 27 at St. Benedicts.	
<b>11. Adjournment</b>	The meeting adjourned at 6:43 p.m.	

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