

**Los Osos Community Services District  
Minutes of the Finance Advisory Committee Meeting  
April 29, 2019 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p><b>1. Call to Order, Flag Salute and Roll Call</b></p>	<p>Chairperson Ochylski called the meeting to order at 5:34 p.m. and led the flag salute.</p> <p><u>Roll Call:</u></p> <p>Sandra Cirilo, Committee Member – Present            Lisa Gonzalez, Committee Member – Absent            Cheri Grimm, Committee Member – Absent            Bea Jansen, Committee Member – Present            Alyce Thorp, Committee Member – Present            Marshall Ochylski, Chairperson – Present            Christine Womack, Vice Chairperson – Present</p> <p><u>Staff:</u>            Renee Osborne, General Manager            Ann Kudart, Administrative Services Manager            George Huang, Battalion Chief, Station 15-South Bay            Carrie Young, Administrative Assistant to Chief Huang</p>	
<p><b>2. Approve FAC Meeting Minutes of April 1, 2019</b></p>	<p>The minutes were presented for approval.</p> <p>Public Comment – None</p> <p>As the members present were not in attendance at the April 1<sup>st</sup> meeting, there was no action and the minutes will be brought back for approval at the June 3<sup>rd</sup> FAC meeting.</p>	<p><b>Action: Bring back item for adoption at the next Committee meeting.</b></p>
<p><b>3. Review of Board Item Regarding Approval of Warrant Registers for the Period March 23, 2019 through April 30, 2019</b></p>	<p>General Manager Osborne presented the warrant registers for review.</p> <p>Public Comments – Julie Tacker commented on the Colantuono legal charges.</p> <p>Vice Chairperson Womack asked for a breakdown of the PG&amp;E billing and the vehicle repair at Perry Ford.</p> <p>General Manager Osborne reported that Colantuono charges were for the election issues; that she will report back regarding the vehicle repairs; and, that the PG&amp;E billing is charged to various funds.</p> <p><b>Committee Member Jansen made a motion that the Committee recommend that the Board approve the warrants of March 23, 2019 through April 30, 2019. The motion was seconded by Committee Member Thorp and passed by unanimous consent.</b></p>	<p><b>Action: The Committee recommended that the Board approve the warrant registers for March 23, 2019 through April 30, 2019.</b></p>
<p><b>4. Review of Board Item Regarding Financial Reports for the Period Ending February 28, 2019 and March 31, 2019</b></p>	<p>General Manager Osborne presented the financials to the Committee for their review reporting that there was a double entry for Stanley Security and that it had been corrected in MIP.</p> <p>Public Comment – Julie Tacker voiced her disappointment that there was no strike-through copy of the February financials showing the edits.</p> <p>Richard Margetson commented on Line Item 9804 Fund 200 asking which reserve it would go back into as the loan was taken out of the water fund and if it would go into Capital Outlay and what was happening with the interest.</p> <p>General Manager Osborne reported that she would report back at the next FAC meeting regarding Mr. Margetson's comments.</p>	<p><b>Action: The Committee recommended that the Board receive the financials for February 28, 2019 and March 31, 2019</b></p>

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4. Review of Board Item Regarding Financial Reports for the Period Ending February 28, 2019 and March 31, 2019 (continued)	Committee Member Thorp made a motion that the Committee recommend that the Board approve the warrant register for February 22, 2019 through March 22, 2019. The motion was seconded by Committee Member Cirilo and passed 2-0 with Committee Jansen abstaining.	
5. Review of Draft Fiscal Year 2019/20 Budget for Fire Fund 301	<p>Battalion Chief Huang and Administrative Assistant Young provided a detailed summary of the Fund 301 Budget report as submitted with the agenda packet reviewing revenues, expenditures, and discussing upcoming projects to be funded through the 19/20 budget reserves.</p> <p>Public Comment – Julie Tacker commented on the Public Facility Fees being used to paint the building; the costs of the weed abatement project; and, the possibility of property tax from water being given to fire.</p> <p>Richard Margetson commented on additional revenue should the District implement the increase of the special fire tax; discrepancies regarding tax revenues from the County; asked when the Ambulance Agreement would increase; the vehicle replacements; and, the future of the contract once minimal wages are stabilized.</p> <p>General Manager Osborne reported that this is a draft budget and will be brought back at the Committee's next meeting for review.</p>	<b>Action: Fund 301 draft budget will be brought back again for the Committee's review.</b>
6. Review of Draft Fiscal Year 2019/20 Budget for Administrative Fund 100	<p>General Manager Osborne provided a summary of the Fund 100 Budget discussing salaries and wages, legal and professional services, office operations and computer equipment, and training and travel expenses. She reported that costs have decreased with anticipated costs of \$533,811.57.</p> <p>Public Comment – Julie Tacker commented on Director's meals, the legal costs regarding election issues and the reimbursement from the County, and disagreed with the decision regarding the Director Compensation stipend for vice chairs to attend committee meeting.</p> <p>Linde Owen commented on the various line items regarding travel, training, and meals.</p> <p>General Manager Osborne reported that this is a draft budget and will be brought back again for the Committee's review.</p>	<b>Action: Fund 100 draft budget will be brought back again for the Committee's review.</b>
7. Review of Board Item Regarding Designating the Local Agency Investment Fund (LAIF) as the Drainage and Parks and Recreation Account	<p>Chairperson Ochylski pulled this item to be heard at a later date when all members of the committee are present.</p> <p>Public Comment – Richard Margetson commented that the revised amount for Drainage differs from the previous staff report.</p>	<b>Action: This item was tabled to be heard at a later date when all members of the committee are present.</b>
8. Review of Board Item Regarding the Transfer of the Water Reserves from Rabobank Money Market Account into the Pacific Premier Money Market Account	<p>Chairperson Ochylski pulled this item to be heard at a later date when all members of the committee are present.</p> <p>Public Comment – Richard Margetson commented on the transfer amount differing in the staff report from the Committee's recommended motion at their last meeting.</p>	<b>Action: This item was tabled to be heard at a later date when all members of the committee are present.</b>
9. Update Regarding the Los Osos Low Income Assistance Fund	<p>General Manager Osborne provided an update of the report as submitted with the agenda packet.</p> <p>Public Comment – None</p>	<b>Action: No action.</b>

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<b>10. Public Comments on Items NOT on this Agenda</b>	<p>Julie Tacker commented on various items not on the agenda and believed that the committee should have reviewed the items and provided recommendations to the Board.</p> <p>Linde Owen opposed the \$63,000 of property tax going to Parks and Receptions and supported lowering the number of meetings attended by the Vice Chairpersons.</p> <p>Vice Chairperson Womack commented on recent Joint FAC/UAC meeting and the water rate increase.</p> <p>Richard Margetson commented that the committee should have reviewed the \$63,000 property tax issue; the upcoming presentation on June 6<sup>th</sup> by the Water Rate Group; and, opposed an increase to the special fire tax.</p>	
<b>9. Schedule Next FAC Meeting</b>	The next meeting of the Financial Advisory Committee is scheduled for June 3, 2019, unless otherwise noted.	
<b>10. Closing Comments by FAC Committee</b>	None	
<b>11. Adjournment</b>	The meeting adjourned at 7:06 p.m.	