



November 1, 2021

TO: Finance Advisory Committee
FROM: Laura Durban, Administrative Services Manager
SUBJECT: **Agenda Item 2 – 11/01/2021 FAC Meeting**
Approve Prior Meeting 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 minutes of the Finance Advisory Committee (FAC) meeting held October 4, 2021 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 October 4, 2021.

Attachment
10/04/2021 Finance Advisory Committee Minutes

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**Los Osos Community Services District
DRAFT - Minutes of the Finance Advisory Committee Meeting
October 4, 2021 at 5:30 p.m. at the District Office**

| AGENDA ITEM | DISCUSSION | FOLLOW-UP |
|---|--|---|
| <p>1. Call to Order and Roll Call</p> | <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 Bea Jansen, Committee Member – Present Julian Metcalf, Committee Member - Present Alyce Thorp, Committee Member – Absent Marshall Ochylski, Vice Chairperson – Arrived at 5:33 p.m. Christine Womack, Chairperson – Present</p> <p><u>Staff:</u></p> <p>Ron Munds, General Manager Laura Durban, Administrative Services Manager</p> | |
| <p>2. Approve FAC Meeting Minutes of August 30, 2021</p> | <p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment - None</p> <p>Committee Member Metcalf made a motion that the Committee approve the minutes of August 30, 2021. The motion was seconded by Committee Member Gonzalez and passed with unanimous consent.</p> | <p>Action: File Approved Minutes</p> |
| <p>3. Review of Board Item Regarding Approval of Warrant Register for September 2021</p> | <p>Chairperson Womack presented the Warrants for review.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez inquired about warrants for refunds.</p> <p>General Manager Munds commented on the process to have work paid in advance for projects and then the district refunds the difference or creates a final invoice when completed.</p> <p>Committee Member Gonzalez made a recommendation that the Board approve the Warrants of September 2021. The motion was seconded by Committee Member Jansen and the motion carried with unanimous consent.</p> | <p>Action: The Committee recommended that the Board approve the Warrant Register for September 2021.</p> |
| <p>4. Review of Board Item Regarding Financial Reports for the Period Ending August 31, 2021</p> | <p>General Manager Munds presented the Financial Reports for approval as presented in the packet commenting on each fund.</p> <p>The Committee discussed paperless billing and the Dog Park.</p> <p>Public Comment – None</p> <p>Committee Member Metcalf made a recommendation that the Board receive and file the Financials of August 31, 2021. The motion was seconded by Committee Member Cirilo and the motion carried with unanimous consent.</p> | <p>Action: The Committee recommended that the Board receive and file the Financials for the period ending August 31, 2021.</p> |
| <p>5. Public Comments on Items NOT on this Agenda</p> | <p>None</p> | |
| <p>6. Schedule Next FAC Meeting</p> | <p>The next meeting of the Financial Advisory Committee is scheduled for Monday November 1, 2021 unless otherwise noted.</p> | |
| <p>7. Closing Comments by FAC Committee</p> | <p>Committee Member Jansen let the committee know that she is stepping down from the FAC.</p> <p>The Committee thanked Bea Jansen for her time of service on the FAC and to the Community.</p> <p>Chairperson Womack thanked the Staff and the Committee Members.</p> | |
| <p>8. Adjournment</p> | <p>The meeting adjourned at 6:04 p.m.</p> | |