



July 29, 2024

**TO:** Finance Advisory Committee  
**FROM:** Laura Durban, Administrative Services Manager  
**SUBJECT:** **Agenda Item 2 – 07/29/2024 FAC Meeting**  
Approve Prior Meeting Minutes

**President**  
Marshall E. Ochylski

**Vice President**  
Christine M. Womack

**Directors**  
Charles L. Cesena  
Matthew D. Fourcroy  
Troy C. Gatchell

**General Manager**  
Ron Munds

**District Accountant**  
Robert Stilts, CPA

**Unit Chief**  
John Owens

**Battalion Chief**  
Paul Provence

**DESCRIPTION**

Attached are the minutes of the Finance Advisory Committee (FAC) meeting held June 3, 2024 & July 8, 2024, 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 June 3, 2024 & July 8, 2024.***

Attachment  
06/03/2024 DRAFT Finance Advisory Committee Minutes  
07/08/2024 DRAFT Finance Advisory Committee Minutes

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**Los Osos Community Services District  
DRAFT - Minutes of the Finance Advisory Committee Meeting  
June 3, 2024 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p><b>1. Call to Order and Roll Call</b></p>	<p>Chairperson Womack called the meeting to order at 5:30 p.m. and led the flag salute.</p> <p><u>Roll Call:</u></p> <p>Chuck Cribbs, Committee Member – Present            Gary J. Freiberg, Committee Member – Present            Lisa Gonzalez, Committee Member – Present            Lee Hood, Committee Member – Present            Keith Swanson, Committee Member – Present            Marshall Ochylski, Vice Chairperson – Present            Christine, Womack, Chairperson – Present</p> <p><u>Staff:</u></p> <p>Ron Munds, General Manager            Laura Durban, Administrative Services Manager</p>	
<p><b>2. Approve FAC Meeting Minutes of April 29, 2024</b></p>	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment - None</p> <p><b>Committee Member Swanson made a motion that the Finance Advisory Committee approve the minutes of the FAC meeting held April 29, 2024. The motion was seconded by Committee Member Freiberg and the motion passed unanimously.</b></p>	<p><b><u>Action:</u> File Approved Minutes</b></p>
<p><b>3. Updates to the Final Budget for Fiscal Year 2024-2025</b></p>	<p>General Manager Munds presented updates from the preliminary budget presentation to the final budget. The updates included Zone A Property Tax Allocations, and changes in funds 301, 500, 800, and 900.</p> <p>The Committee discussed the countywide overhead charges, fire department renovations, and Fund 500 changes.</p> <p>Public Comment - None</p>	<p><b><u>Action:</u> None</b></p>
<p><b>4. Review of Board Item Regarding Approval of Warrant Register for May 2024</b></p>	<p>General Manager Munds presented the Warrants.</p> <p>The Committee discussed the Warrants.</p> <p>Public Comment – None</p> <p><b>Committee Member Hood made a recommendation that the Board approve the Warrants of May 2024. The motion was seconded by Committee Member Gonzalez and the motion carried with unanimous consent.</b></p>	<p><b><u>Action:</u> The Committee recommended that the Board approve the Warrant Register for May 2024.</b></p>
<p><b>5. Review of Board Item Regarding Financial Reports for the Period Ending April 30, 2024</b></p>	<p>General Manager Munds presented the Financials.</p> <p>The Committee discussed the Financials.</p> <p>Public Comment – None</p> <p><b>Committee Member Gonzalez made a recommendation that the Board receive and file the Financials of April 30, 2024. The motion was seconded by Committee Member Swanson and the motion carried with unanimous consent.</b></p>	<p><b><u>Action:</u> The Committee recommended that the Board receive and file the Financials for the period ending April 30, 2024.</b></p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>6. General Manager Update</b>	<p>General Manager Munds provided updates on Solid Waste Rate Setting, FEMA Re-submittal of Public Assistance Applications, and the American Society of Civil Engineers Award.</p> <p>The Committee discussed the updates.</p> <p>Committee Member Hood inquired about ambulance service.</p> <p>Public Comment – None</p>	<b>Action: None</b>
<b>7. Public Comments on Items NOT on this Agenda</b>	<p>Public Comment – Lynette Tornatzky thanked all who participated.</p> <p>Richard Margetson inquired about CalFire negotiations and BMC discussions regarding the upcoming Coastal Commission meeting.</p>	
<b>8. Schedule Next FAC Meeting</b>	The next meeting of the Financial Advisory Committee is scheduled for Monday, July 8, 2024 unless otherwise noted.	
<b>9. Closing Comments by FAC Committee</b>	Committee Member Gonzalez informed she will not be in attendance until November, 2024 and Chairperson Womack commented on driving carefully since children are out of school.	
<b>10. Adjournment</b>	The meeting adjourned at 6:13 p.m.	

**Los Osos Community Services District**  
**DRAFT - Minutes of the Finance Advisory Committee Meeting**  
**July 8, 2024, 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 5:32 p.m. and led the flag salute.</p> <p><u>Roll Call:</u></p> <p>Gary J. Freiberg, Committee Member – Present            Lisa Gonzalez, Committee Member – Absent            Lee Hood, Committee Member – Absent            Keith Swanson, Committee Member – Absent            Marshall Ochylski, Vice Chairperson – Present            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 June 3, 2024</b>	<p>Chairperson Womack presented the minutes for approval.</p> <p>Committee Member Freiberg agreed to continue the approval of the June 3, 2024, minutes until the next FAC meeting.</p> <p>Public Comment - None</p>	<b><u>Action:</u> None</b>
<b>3. Review of Board Item Regarding Approval of Warrant Register for June 2024</b>	<p>General Manager Munds presented the Warrants.</p> <p>Committee Member Freiberg inquired about Streamline's charge.</p> <p>Chairperson Womack inquired about SDRMA costs.</p> <p>Public Comment – Vice President Ochylski commented that SDRMA is paid once a year.</p> <p><b>Committee Member Freiberg recommended to the Board that the Board approve the Warrant Register for June 2024.</b></p>	<b><u>Action:</u> The Committee recommended to the Board that the Board approve the Warrant Register for June 2024.</b>
<b>4. Review of Board Item Regarding Financial Reports for the Period Ending May 31, 2024</b>	<p>General Manager Munds presented the Financials.</p> <p>The Committee discussed the CalFire reimbursement, county-wide overhead, and cash flow.</p> <p>Public Comment – Richard Margetson commented on water payroll, residential and commercial revenue, totals for Baywood Elementary and Los Osos Middle School, over-budget penalties, the CalFire reimbursement and contract fiscal year numbers, county-wide overhead, and solid waste revenue.</p> <p>General Manager Munds responded that the CalFire true-up for FY 23/24 is not ready.</p> <p><b>Committee Member Freiberg recommended to the Board that the Board receive and file the Financials for the period ending May 31, 2024.</b></p>	<b><u>Action:</u> The Committee recommended to the Board that the Board receive and file the Financials for the period ending May 31, 2024.</b>
<b>5. General Manager Update</b>	<p>General Manager Munds provided updates on the solid waste rate setting process, fiscal year finance work initiatives, fiscal year CIP, and the upcoming BOD elections.</p> <p>The Committee discussed the district elections.</p> <p>Public Comment – Richard Margetson inquired if the BOD appoints someone if no one runs, and if they must live in the district.</p>	<b><u>Action:</u> None</b>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>5. General Manager Update (cont.)</b>	Vice Chairperson Ochylski inquired about resolving the CalFire reimbursement issue.	
<b>6. Public Comments on Items NOT on this Agenda</b>	Public Comment – Vice Chairperson Ochylski thanked Committee Member Freiberg for his attendance.	
<b>7. Schedule Next FAC Meeting</b>	The next meeting of the Financial Advisory Committee is scheduled for Monday, July 29, 2024, unless otherwise noted.	
<b>8. Closing Comments by FAC Committee</b>	Vice Chairperson Ochylski commented that hopefully the District will not have to raise rates.	
<b>9. Adjournment</b>	The meeting adjourned at 6:09 p.m.	

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