

**Los Osos Community Services District  
Minutes of the Finance Advisory Committee Meeting  
March 29, 2021 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. commenting that Julian Metcalf will be a new Finance Advisory Committee Member starting at the May 3, 2021 meeting.</p> <p><u>Roll Call:</u></p> <p>Sandra Cirilo, Committee Member – Absent            Lisa Gonzalez, Committee Member – Present            Bea Jansen, Committee Member – Present            Alyce Thorp, Committee Member – Present            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 March 1, 2021</b>	<p>Administrative Services Manager Durban presented the minutes for approval commenting that the last two agenda items are numbered incorrectly and will be adjusted in approved minutes.</p> <p>Public Comment - None</p> <p><b>Committee Member Gonzalez made a motion that the Committee approve the minutes of March 1, 2021. The motion was seconded by Committee Member Thorp and the motion passed unanimously.</b></p>	<b>Action: File Approved Minutes</b>
<b>3. Review of Board Item Regarding Approval of Warrant Register for March 2021</b>	<p>Administrative Services Manager Durban presented the Warrants for review.</p> <p>The Committee thanked the staff for having clean, organized and easy to read warrants.</p> <p>Committee Member Womack inquired about Check 30507 to USA Blue Book.</p> <p>General Manager Munds responded that they are a utility supplier and we purchased a pump for drainage.</p> <p>Public Comment – None</p> <p><b>Committee Member Jansen made a recommendation that the Board approve the Warrants of March 2021. The motion was seconded by Committee Member Gonzalez and the motion carried with unanimous consent.</b></p>	<b>Action: The Committee recommended that the Board approve the Warrant Register for March 2021.</b>
<b>4. Review of Board Item Regarding Financial Reports for the Period Ending February 28, 2021</b>	<p>General Manager Munds presented the Financial Reports for approval as presented in the packet.</p> <p>Committee Member Thorp inquired if there would be an open house once the new Fire Truck is purchased.</p> <p>Committee Member Gonzalez inquired about BMC and the Low-Income account.</p> <p>Public Comment – None</p> <p>General Manager Munds commented on the Low-Income Assistance Fund/Community Foundation and the steps taken to move forward with seeing how the District can use the funding available.</p> <p><b>Committee Member Gonzalez made a recommendation that the Board receive and file the Financials of February 28, 2021. The motion was seconded by Committee Member Jansen and the motion 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, 2021.</b>

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<b>5. Utility Department Updates</b>	<p>General Manager Munds presented the Utilities Department updates and CIP Project Review as presented in the packet.</p> <p>The Committee discussed tank rehabilitation, preventative maintenance and the Water Quality Trust reserve.</p> <p>Public Comment – None</p>	
<b>6. Public Comments on Items NOT on this Agenda</b>	None	
<b>7. Schedule Next FAC Meeting</b>	The next meeting of the Financial Advisory Committee is scheduled for Monday, May 3, 2021 unless otherwise noted.	
<b>8. Closing Comments by FAC Committee</b>	<p>General Manager Munds commented that at the May 3, 2021 meeting the Finance Advisory Committee will be discussing the Auditor Proposal, Preliminary Budget for 2021/2022 and Updates to District Fees.</p> <p>Chairperson Womack commented that the May 31, 2021 meeting will fall on a holiday and inquired if the Committee would be okay with the meeting being on Tuesday June 1, 2021.</p> <p>The Committee voiced support for Tuesday June 1, 2021.</p> <p>Committee Member Jansen commented that she will not be able to attend the May 3, 2021 meeting.</p> <p>Chairperson Womack thanked the Committee and Staff.</p>	
<b>9. Adjournment</b>	The meeting adjourned at 6:19 p.m.	