



November 29, 2021

**TO:** LOCSD Finance Advisory Committee  
**FROM:** Laura Durban, Administrative Services Manager  
**SUBJECT:** **Agenda Item 4 – 11/29/2021 FAC Meeting**  
Approve Warrant Register for November 2021

**DESCRIPTION**

The attached Warrant Register is presented for review and for the FAC to make a recommendation to the Board for their review and approval. The following are some of larger payments made during the month of November:

**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

Check No	Check Date	Vendor Name	Check Amount	Transaction Description	Fund
31062	11/3/2021	FECHTER & COMPANY CPA	18,700.00	Audit Services to Date	100
31080	11/5/2021	Cardmember Services	5,120.57	SLO County Planning - Permit Fees for Program C Well	500
31083	11/9/2021	COOPERATIVE STRATEGIES, LLC	14,812.50	Voting Area Creation Work Done to Date	100
31093	11/9/2021	TeamViewer Germany GmbH	1,235.00	Annual License for Water yard Communications	500
31097	11/17/2021	DSD BUSINESS SYSTEMS	4,800.00	Criterion Payroll Software - Annual Charge	100
31118	11/23/2021	CORE-ROSION PRODUCTS	3,166.00	Deposit for 5100 Gal Brine Storage Tank for South Bay Well	500
31120	11/23/2021	FECHTER & COMPANY CPA	3,300.00	Audit Services to Date	100

**SUMMARY STAFF RECOMMENDATION**

This item will be approved along with the Consent Calendar at the Board meeting unless it is pulled by a Director for separate consideration. Staff recommends that the FAC adopt the following motion:

***Motion: I recommend to the Board that the Board approve the warrant register for the period November 2021.***

**DISCUSSION**

The District's Accounts Payable invoicing is charged to the following fund codes:

- Fund 100 Administrative
- Fund 200 Bayridge Estate
- Fund 301 Fire
- Fund 400 Vista de Oro
- Fund 500 Water
- Fund 600 Wastewater
- Fund 800 Drainage
- Fund 900 Parks and Recreation

Attachments

**Mailing Address:**

P.O. Box 6064  
Los Osos, CA 93412

**Offices:**

2122 9<sup>th</sup> Street, Suite 110  
Los Osos, CA 93402

**Phone:** 805/528-9370

**FAX:** 805/528-9377

www.losososcsl.org

LOS OSOS COMMUNITY SERVICES DISTRICT  
Check/Voucher Register - Warrant Register for Board Packet  
From 11/1/2021 Through 11/30/2021

Check No	Check Date	Vendor Name	Check Amount	Transaction Description	Fund Code
1071/1083/1089/1098	11/9/2021	CA PUBLIC EMPL RET SYSTEM	927.18	11/01-30/21 CalPERS Unfunded Accrued Liability	100
	11/9/2021	CA PUBLIC EMPL RET SYSTEM	4,606.33	11/01-30/21 CalPERS Unfunded Accrued Liability	301
	11/9/2021	CA PUBLIC EMPL RET SYSTEM	5,185.65	11/01-30/21 CalPERS Unfunded Accrued Liability	500
11/19/2021	11/17/2021	CALIFORNIA STATE DISBURSEMENT UNIT (SDU)	151.25	Remittance ID 20000001224297 PD 11.19.21	301
31053	11/3/2021	JAMES DANA	163.08	Refund for Overpayment on account 02630	500
31054	11/3/2021	ADAMSKI MOROSKI MADDEN CUMBERLAND & GREEN LLP	1,055.50	09/01-30/21 General Legal Services	100
	11/3/2021	ADAMSKI MOROSKI MADDEN CUMBERLAND & GREEN LLP	125.00	09/01-30/21 General Legal Services	500
31055	11/3/2021	AFLAC	33.12	10/01-31/21 Acct#HJ582 EE Elected Insurance	100
	11/3/2021	AFLAC	186.78	10/01-31/21 Acct#HJ582 EE Elected Insurance	500
31056	11/3/2021	AGP VIDEO, INC	200.00	10/07/21 Board Meeting - SLOSPAN & Indexing	100
31057	11/3/2021	ALLIED ADMINISTRATORS - DELTA DENTAL	235.82	12/01-31/21 ID#07917-07535 Dental Plan	100
	11/3/2021	ALLIED ADMINISTRATORS - DELTA DENTAL	673.60	12/01-31/21 ID#07917-07535 Dental Plan	500
31058	11/3/2021	AUTOZONE	82.77	11/02/21 cUSTOMER #638878 Unit C Oil & Oil Filter	500
31059	11/3/2021	COASTAL COPY, LP	55.56	09/24/21-10/23/21 Acct#LO22 Main Copier/Printer/Fax Overages	100
31060	11/3/2021	STREAMLINE	260.00	11/01-30/21 Website Hosting Service & Engage Fee	100
31061	11/3/2021	Santa Maria FAMCON Pipe & Supply	37.54	10/01/21 Acct#505 1.5x1' brass bess reducer	500
31062	11/3/2021	FECHTER & COMPANY CPA	18,700.00	Audit Services to Date - 85% Complete	100
31063	11/3/2021	FRANCHISE TAX BOARD	35.00	Garnishment 11.05.2021	100
31064	11/3/2021	KITZMAN WATER, INC.	89.50	10/31/21 Acct#72975 Softwater Service - Fire	301
31065	11/3/2021	LIFE ASSIST INC	55.68	09/30/21 Acct#93402CDF Paramedic Supplies	301
	11/3/2021	LIFE ASSIST INC	223.88	10/07/21 Acct#93402CDF Paramedic Supplies	301
	11/3/2021	LIFE ASSIST INC	106.50	10/08/21 Acct#93402CDF Paramedic Supplies	301
31066	11/3/2021	THE LINCOLN NATIONAL LIFE INSURANCE COMPANY	257.57	12/01-3121 Acct#LOSOSOS-BL-283600 Insurance Life/ADD/WI/LTD	100
	11/3/2021	THE LINCOLN NATIONAL LIFE INSURANCE COMPANY	610.31	12/01-3121 Acct#LOSOSOS-BL-283600 Insurance Life/ADD/WI/LTD	500
31067	11/3/2021	MINER'S ACE HARDWARE	84.99	10/01-31/21 Acct#121480 Supplies/Maint/Tools/Equip/Parts	301
31068	11/3/2021	MINER'S ACE HARDWARE	318.66	10/01-31/21 Acct#143640 Supplies/Maint/Tools/Equip/Parts	500
31069	11/3/2021	MISSION COUNTRY DISPOSAL	149.72	11/01-30/21 Acct#4130-5101854 Trash Service/Wateryard	500
31070	11/3/2021	PG&E	237.23	09/20/21-10/21/21 7954162233-2 Electric Service/Street Light	100
	11/3/2021	PG&E	400.81	09/20/21-10/21/21 7954162233-2 Electric Service/Street Light	200

LOS OSOS COMMUNITY SERVICES DISTRICT  
 Check/Voucher Register - Warrant Register for Board Packet  
 From 11/1/2021 Through 11/30/2021

	11/3/2021 PG&E	8.94	09/20/21-10/21/21	7954162233-2 Electric Service/Street Light	301
	11/3/2021 PG&E	158.62	09/20/21-10/21/21	7954162233-2 Electric Service/Street Light	400
	11/3/2021 PG&E	7,604.18	09/20/21-10/21/21	7954162233-2 Electric Service/Street Light	500
	11/3/2021 PG&E	177.17	09/20/21-10/21/21	7954162233-2 Electric Service/Street Light	800
31071	11/3/2021 PITNEY BOWES PURCHASE POWER	86.59	10/26/21	Acct#0017387073 Ink for Postage Meter	100
31072	11/3/2021 READY REFRESH	34.95	10/18/21	Acct#0900008772 Water Delivery Service	100
31073	11/3/2021 SLO COUNTY EMPLOYEES ASSOC	14.48	10/18/21-10/31/21	SLOCEA Dues	100
	11/3/2021 SLO COUNTY EMPLOYEES ASSOC	117.79	10/18/21-10/31/21	SLOCEA Dues	500
31074	11/3/2021 SLO COUNTY SHERIFF'S OFFICE	675.86		Wage Garnishment	500
31075	11/3/2021 SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT	500.00		2022 Annual Brine Permit Fee	500
31076	11/3/2021 THE GAS COMPANY	15.78	09/25/21-10/24/21	Acct#17351580109 Gas Service Suite 110	100
31077	11/3/2021 ULINE SHIPPING SUPPLIES	239.66	10/21/21	Cust#3640698 Sandbags (500)	800
31078	11/3/2021 USA BLUE BOOK	638.24		Customer #922782 Stenner Parts, Hach SwifTest, Nitrate 1.0	500
31080	11/5/2021 Cardmember Services	3.42	10/07/21	CC/Durban - Pirateship - Postage	100
	11/5/2021 Cardmember Services	200.00	10/10/21	CC/Durban - Spectrum - Internet Service Admin/Serve	100
	11/5/2021 Cardmember Services	132.06	10/12/21	CC/Durban - The Tribune - Legal Posting Districting	100
	11/5/2021 Cardmember Services	54.99	10/27/21	CC/Durban - Zoom - For Board & Committee Meetings	100
	11/5/2021 Cardmember Services	41.38	10/02/21	CC/Provence - Amazon - Waterproof Storage Case	301
	11/5/2021 Cardmember Services	169.95	10/04/21	CC/Provence - Amazon.com - Grade 80 Binder Chain	301
	11/5/2021 Cardmember Services	213.43	10/07/21	CC/Provence - Amazon.com - Fire Weather Meter	301
	11/5/2021 Cardmember Services	119.39	10/14/21	CC/Provence - SSCOR Inc - Wiring Harness	301
	11/5/2021 Cardmember Services	33.03	10/05/21	CC/Durban - Perrys Parcel - FedEx CIEDB Paperwork	500
	11/5/2021 Cardmember Services	33.00	10/07/21	CC/Durban - SPectrum Mobile - Cell Phone Service	500
	11/5/2021 Cardmember Services	25.00	10/10/21	CC/Durban - Spectrum - Internet Service Admin/Serve	500
	11/5/2021 Cardmember Services	5,120.57	10/11/21	CC/Munds - SLO County Planning - Permit Fees	500
	11/5/2021 Cardmember Services	85.45	10/12/21	CC/Durban - Industrial Safety - Safety Vests	500
	11/5/2021 Cardmember Services	109.99	10/12/21	CC/Durban - Spectrum - Internet Wateryard	500
	11/5/2021 Cardmember Services	161.21	10/12/21	CC/Durban - SPectrum Mobile - Cell Phone Service	500
	11/5/2021 Cardmember Services	39.74	10/20/21	CC/Pall - UPS Store - Ship Nitrate Analyzer	500
	11/5/2021 Cardmember Services	239.45	10/22/21	CC/Pall - ULine - Welding Screens	500
	11/5/2021 Cardmember Services	235.93	10/29/21	CC/Pall - Carhartt - Coats for 2 Crew Members	500
	11/5/2021 Cardmember Services	140.96	10/30/21	CC/Durban - AT&T - 09/22/21-10/21/21	500
	11/5/2021 Cardmember Services	35.00	10/30/21	CC/Durban - BHP Safety Products - Ear Plugs	500
	11/5/2021 Cardmember Services	22.00	10/07/21	CC/Durban - SPectrum Mobile - Cell Phone Service	800
	11/5/2021 Cardmember Services	107.47	10/12/21	CC/Durban - SPectrum Mobile - Cell Phone Service	800

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From 11/1/2021 Through 11/30/2021

Check No	Check Date	Vendor Name	Check Amount	Transaction Description	Fund Code
31081	11/9/2021	BADGER METER INC	2,381.99	11/08/21 Cust#27216 Water Meter and Parts	500
31082	11/9/2021	COAST PEST CONTROL	75.00	10/29/21 Bi-Monthly Pest Control Services	301
31083	11/9/2021	COOPERATIVE STRATEGIES, LLC	14,812.50	Voting Area Creation Work Done to Date (73.35% Complete)	100
31084	11/9/2021	Coverall North America, Inc.	271.00	11/01-30/21 Janitorial Services (Suite 106 & 110)	100
31085	11/9/2021	LIFE ASSIST INC	162.40	10/27/21 Acct\$93402CDP Paramedic Supplies	301
31086	11/9/2021	MISSION COUNTRY DISPOSAL	130.14	11/01-30/21 Acct#4130-5101023 Trash Service - Fire	301
31087	11/9/2021	MISSION LINEN SUPPLY	31.90	11/04/21 - Cust#213729 Janitorial Supplies - Towel Roll/Rags	500
31088	11/9/2021	MSN ENGINEERS INC	1,785.00	09/01-30/21 Professional Services - 8th & El Moro Well	500
31089	11/9/2021	OFFICE DEPOT INC	176.45	10/01-31/21 Acct#28702448 General Supplies	100
31090	11/9/2021	RECOGNITION WORKS	85.21	Silver Name Badges for 12 RFF at Station 15	301
31091	11/9/2021	SLO COUNTY EMPLOYEES ASSOC	13.99	08/23/21-09/05/21 SLOCEA Dues - Reprint for Lost Check	100
	11/9/2021	SLO COUNTY EMPLOYEES ASSOC	116.47	08/23/21-09/05/21 SLOCEA Dues - Reprint for Lost Check	500
31092	11/9/2021	SPEED'S OIL TOOL SERVICE, INC	415.00	10/28/21 Brine Disposal Trucking Service - SB Well	500
31093	11/9/2021	TeamViewer Germany GmbH	1,235.00	Cust # 22192541 - License for Water yard Communications	500
31094	11/9/2021	THE GAS COMPANY	53.83	09/23/21-10/22/21 Acct#14941522279 Gas Service - Fire	301
31095	11/9/2021	LOS OSOS CHEVRON	1,105.49	10/01-31/21 Acct #70 Gas & Diesel - Fleet Vehicles	500
	11/9/2021	LOS OSOS CHEVRON	276.38	10/01-31/21 Acct #70 Gas & Diesel - Fleet Vehicles	800
31096	11/17/2021	GEORGE CONTENTO	3,000.00	12/01-31/21 Office Rent (Suite 106 & 110)	100
31097	11/17/2021	DSD BUSINESS SYSTEMS	4,800.00	Criterion Payroll Software - Annual Charge	100
31098	11/17/2021	MARGARET FALKNER	80.00	11/10/21 T2 Certification - Falkner	500
31099	11/17/2021	FRANCHISE TAX BOARD	35.00	Wage Garnishment 11.19.21	100
31100	11/17/2021	GARDENSOFT	147.80	12/10/21-12/10/22 - Waterwise Gardening Website License	500
31101	11/17/2021	HACH	384.40	10/28/21 Acct#270053 Process Control & Treatment Supplies	500
31102	11/17/2021	HUMANA INSURANCE COMPANY	475.00	12/01-31/21 ID#732930-001 Insurance (27 RFF)	301
31103	11/17/2021	ITRON, INC.	615.30	12/01/21-02/28/22 Cust#2629 Contract#SC00001696 Qtrly Maint	500
31104	11/17/2021	READY REFRESH	44.59	11/08/21 Acct#0900008772 Water Delivery Service	100
31105	11/17/2021	SLO COUNTY EMPLOYEES ASSOC	14.48	11/01/21-11/14/21 SLOCEA Dues	100
	11/17/2021	SLO COUNTY EMPLOYEES ASSOC	117.79	11/01/21-11/14/21 SLOCEA Dues	500
31106	11/17/2021	SLO COUNTY SHERIFF'S OFFICE	426.56	Wage Garnishment 11.19.21	500
31107	11/17/2021	STANLEY CONVERGENT SECURITY SOLUTIONS	97.61	12/01-31/21 Acct#30024086 Security Services - Office	100
31108	11/17/2021	WALLACE GROUP	6,641.50	09/01-30/21 Engineering Services - Prgram C, 8th Upper, 16th	500
31109	11/18/2021	TELEFLEX LLC	2,589.50	11/03/21 Cust#1200641 Medical Supplies	301
31110	11/18/2021	AT&T	1,058.67	10/17-21/11/16/21 Cust#9391056297 Telephone Service	301
31111	11/18/2021	GOLDEN STATE WATER COMPANY	530.72	08/23/21-10/25/21 Acct#84033200001 Wwater Service - Fire	301

LOS OSOS COMMUNITY SERVICES DISTRICT  
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 From 11/1/2021 Through 11/30/2021

31112	11/18/2021	WELLS FARGO VENDOR FIN SERV	99.74	11/24/21-12/24/21	Acct#90136374384 Copier Lease Service	301
31113	11/18/2021	DE LAGE LANDEN FINANCIAL SERVICES	301.41	11/01-30/21	Acct#630919 Kyocera Service Contract/insurance	100
31114	11/18/2021	MISSION LINEN SUPPLY	31.90	11/17/21	Cust#213729 Janitorial Services - Towel Roll/Rags	500
31115	11/18/2021	OFFICE DEPOT INC	66.58	10/01-31/21	Acct#28702448 Genereal Office Supplies - Fire	301
31116	11/18/2021	PUBLIC SAFETY CENTER, INC.	66.66		Safety Glasses Order	301
31117	11/18/2021	VERIZON WIRELESS	67.84	10/08/21-11/07/21	Acct#472454582-00001 Cellular Service	301
31118	11/23/2021	CORE-ROSION PRODUCTS	3,166.00		Deposit for 5100 Gal Brine Storage Tank C-11-21-18A	500
31119	11/23/2021	Santa Maria FAMCON Pipe & Supply	160.88	11/16/21	Acct# 505 - 200' of 1 pipe 250 PSI	500
31120	11/23/2021	FECHTER & COMPANY CPA	3,300.00		Audit Services to Date	100
31121	11/23/2021	COUNTY OF SAN LUIS OBISPO - EH	612.80	09/03/21-10/08/21	Acct#AR0009718 Cross Connection Service	500
31122	11/23/2021	SLO COUNTY DEPARTMENT OF PUBLIC WORKS	2,261.40	10/01-31/21	405R979032 Water Quality Testing	500
31123	11/23/2021	SWCA ENVIRONMENTAL CONSULTANTS	284.00		Prj 00060804-000-SLO MUP/CDP Assistance Program C Well	500
31124	11/23/2021	TECHXPRESS INC	1,481.00	12/01-31/21	IT Support & Service	100
31125	11/23/2021	VISION SERVICE PLAN	64.11	12/01-31/21	Acct#121302260001 Vision Plan	100
	11/23/2021	VISION SERVICE PLAN	152.63	12/01-31/21	Acct#121302260001 Vision Plan	500
CalPERSMed2143_Dec	11/23/2021	CA PUBLIC EMPLOYEES' RETIREMENT SYSTEM	1,885.40	12/01-31/21	ID#4662975925 CalPERS Health Plan	100
	11/23/2021	CA PUBLIC EMPLOYEES' RETIREMENT SYSTEM	3,606.62	12/01-31/21	ID#4662975925 CalPERS Health Plan	500
PD110521_457	11/5/2021	CALPERS 457	1,731.00	10/18/21-10/31/21	SIP457 Contributions	500
PD110521_EDD	11/5/2021	CA EMPLOYMENT DEVELOPMENT DEPT	592.15		State Payroll Taxes PP: 10/18/21-10/31/21	100
	11/5/2021	CA EMPLOYMENT DEVELOPMENT DEPT	233.71		State Payroll Taxes PP: 10/18/21-10/31/21	301
	11/5/2021	CA EMPLOYMENT DEVELOPMENT DEPT	903.66		State Payroll Taxes PP: 10/18/21-10/31/21	500
PD110521_IRS	11/5/2021	DEPARTMENT OF THE TREASURY	1,805.33		Federal Payroll Taxes PP10/18/21-10/31/21	100
	11/5/2021	DEPARTMENT OF THE TREASURY	1,374.69		Federal Payroll Taxes PP10/18/21-10/31/21	301
	11/5/2021	DEPARTMENT OF THE TREASURY	2,533.10		Federal Payroll Taxes PP10/18/21-10/31/21	500
PD110521_PERSRet	11/5/2021	CA PUBLIC EMPL RET SYSTEM	1,703.67		Retirement Earned PP:10/18/21-10/31/21	100
	11/5/2021	CA PUBLIC EMPL RET SYSTEM	3,670.86		Retirement Earned PP:10/18/21-10/31/21	500
PD111921_457	11/17/2021	CALPERS 457	1,731.00	11/01/21-11/14/21	SIP457 Contributions	100

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 From 11/1/2021 Through 11/30/2021

Check No	Check Date	Vendor Name	Check Amount	Transaction Description	Fund Code
PD111921_EDD	11/17/2021	CA EMPLOYMENT DEVELOPMENT DEPT	619.76	State Payroll Taxes PP 11/01/21-11/14/21	100
	11/17/2021	CA EMPLOYMENT DEVELOPMENT DEPT	267.63	State Payroll Taxes PP 11/01/21-11/14/21	301
	11/17/2021	CA EMPLOYMENT DEVELOPMENT DEPT	925.20	State Payroll Taxes PP 11/01/21-11/14/21	500
PD111921_IRS	11/17/2021	DEPARTMENT OF THE TREASURY	1,869.67	Federal Payroll Taxes PP 11/01/21-11/14/21	100
	11/17/2021	DEPARTMENT OF THE TREASURY	1,359.55	Federal Payroll Taxes PP 11/01/21-11/14/21	301
	11/17/2021	DEPARTMENT OF THE TREASURY	2,602.22	Federal Payroll Taxes PP 11/01/21-11/14/21	500
PD111921_PERSRet	11/17/2021	CA PUBLIC EMPL RET SYSTEM	1,714.68	Retirement Earned PP 11/01/21-11/14/21	100
	11/17/2021	CA PUBLIC EMPL RET SYSTEM	140.74	Retirement Earned PP 11/01/21-11/14/21	301
	11/17/2021	CA PUBLIC EMPL RET SYSTEM	<u>3,698.64</u>	Retirement Earned PP 11/01/21-11/14/21	500
Report Total			<u>144,117.61</u>		

10/04 - FAC Meeting  
10/07 - BOD Meeting  
10/19 - PRAC Meeting  
10/20 - UAC Meeting  
10/27 - BMC Meeting  
10/28 - LOCAC (Gatchell)

\*please include any qualifying Ad Hoc or

# DIRECTOR'S MONTHLY REQUEST FOR COMPENSATION FOR MEETING ATTENDANCE

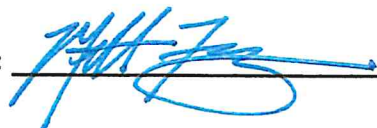
NAME ~~Matthew~~ Matthew Fournroy DATE 11-1-21  
FOR THE MONTH OF October 2021

## 9. DIRECTOR COMPENSATION (amended and adopted 02/04/2021)

- 9.1 Each Director is authorized to receive one hundred dollars (\$100.00) as compensation for each regular, adjourned or special meeting of the Board of Directors, each required training session, each Standing Committee meeting of which said Director is either the Chairperson or Vice Chairperson, each ad Hoc Committee meeting, each non-District meeting assigned by the Board President to a Board member at the beginning of each calendar year or other function/meeting attended by him/her as a representative of the District at the direction of the Board of Directors.
- 9.2 Each Director shall submit his/her compensation request no later than ninety (90) days after attendance at each meeting referenced in above section 9.1, however in no case shall a compensation request be submitted later than July 31 for a meeting attended in the previous fiscal year.
- 9.3 Pursuant to the requirements of Government Code §61047, in order to receive compensation for a non-District meeting assigned by the Board President to a Board member at the beginning of each calendar year or other function/meeting attended by him/her as a representative of the District at the direction of the Board of Directors, a Board member must deliver a written report at the next Board of Directors' meeting following the meeting or event unless said non-District meeting occurs after the Agenda for said Board of Director's Meeting has been posted in which case the written report shall be delivered prior to the following Board of Director's meeting.
- 9.4 The Board President or in his/her absence the Vice President is authorized to receive one hundred dollars (\$100.00) as compensation for each County or State agency meeting attended by him/her, when he/she determines that District representation is necessary to protect and/or advance the interest of the District.
- 9.5 In no event shall Director compensation exceed \$100.00 per day.
- 9.6 Pursuant to Sections 61047 *et seq.* of the Government Code, Director compensation shall not exceed \$600.00 in any one calendar month.

MEETING DATE: 10-7-21 MEETING: Board of Directors  
MEETING DATE: 10-19-21 MEETING: Parks + Rec  
MEETING DATE: 10-20-21 MEETING: UAC  
MEETING DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_  
MEETING DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_  
MEETING DATE: \_\_\_\_\_ MEETING: \_\_\_\_\_

TOTAL # OF MEETINGS: 3 TOTAL COMPENSATION: \$ 300<sup>00</sup>

SIGNATURE:  DATE: 11-1-21

Office Use Only:  
Date Received: 11/5/21  
Reviewed and Validated By: 