



August 1, 2022

TO: Finance Advisory Committee
FROM: Julian Metcalf, Administrative Services Manager
SUBJECT: **Agenda Item 2 – 08/1/2022 FAC Meeting**
Approve Prior Meeting Minutes

President
Matthew D. Fourcroy

Vice President
Charles L. Cesena

Directors
Troy C. Gatchell
Marshall E. Ochylski
Christine M. Womack

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 May 31, 2022 and June 27, 2022 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 May 31, 2022 and June 27, 2022

Attachment
05/31/22 Finance Advisory Committee Minutes
06/27/22 Finance Advisory Committee Minutes

Mailing Address:
P.O. Box 6064
Los Osos, CA 93412

Offices:
2122 9th Street, Suite 110
Los Osos, CA 93402

Phone: 805/528-9370
FAX: 805/528-9377

www.losososcscsd.org

Los Osos Community Services District
DRAFT - Minutes of the Finance Advisory Committee Meeting
May 31, 2022 at 5:30 p.m. at the District Office

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>1. Call to Order, Flag Salute and Roll Call</p>	<p>Chairperson Womack called the meeting to order at 5:31 p.m.</p> <p><u>Roll Call:</u></p> <p>Sandra Cirilo, Committee Member – Present Lisa Gonzalez, Committee Member – Present Alyce Thorp, Committee Member – Absent Marshall Ochylski, Vice-Chairperson – Absent Christine Womack, Chairperson – Present</p> <p><u>Staff:</u></p> <p>Ron Munds, General Manager Julian Metcalf, Administrative Services Manager</p>	
<p>2. Approve FAC Meeting Minutes of April 4, 2022, and May 2, 2022</p>	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment - None</p> <p>Committee Member Gonzalez made a motion that the Committee approve the minutes of April 4, 2022, and May 2, 2022. The motion was seconded by Committee Member Cirilo and passed with unanimous consent.</p>	<p>Action: The Committee recommended that the Board approve the minutes of April 4, 2022, and May 2, 2022.</p>
<p>3. Review of Board Item Regarding Approval of Warrant Register for May 2022.</p>	<p>General Manager Munds presented the Warrants for review.</p> <p>The Committee discussed the purchase of Turnout pants and jackets for Fire and reimbursements to Board Directors.</p> <p>Public Comment – None</p> <p>Committee Member Cirilo made a recommendation that the Board approve the Warrants of May 2022. The motion was seconded by Committee Member Gonzalez and the motion carried with unanimous consent.</p>	<p>Action: The Committee recommended that the Board approve the Warrant Register for May 2022.</p>
<p>4. Review of Board Item Regarding Financial Reports for the Period Ending April 30, 2022</p>	<p>General Manager Munds presented the Financial Reports commenting on each fund as presented in the packet.</p> <p>Public Comment – None</p> <p>Committee Member Cirilo made a recommendation that the Board receive and file the Financials of April 30, 2022. The motion was seconded by Committee Member Gonzalez 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 April 30, 2022.</p>
<p>5. Review of Board Item Final Budget for Fiscal Year 2022-2023</p>	<p>General Manager Munds presented the Final Budget as seen in the PowerPoint presentation available on the District website.</p> <p>The Committee discussed the CALFIRE Contract, water conservation, and the dog park.</p> <p>Public Comment - Richard Marketsen commented on CalFire costs and the need to find overpayments to reduce future costs and ensure a balanced budget.</p>	<p>Action: None</p>
<p>6. Review of May Monthly Investment Report and First Quarter 2022 Investment Report</p>	<p>General Manager Munds presented a summary of investments made during the month of May 2022 and the Quarterly Investment Report.</p> <p>The Committee discussed the increasing of rates, the changes in rates with significant increases and earnings, and capital plans for other cash resources.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez recommended to the Board that the Board receive and file the Monthly Investment Report for the period ending May 31, 2022. The motion was seconded by Committee Member Cirilo and the motion carried with unanimous consent.</p>	<p>The Committee recommended that the Board receive and file the Monthly Investment Report for the period ending May 31, 2022.</p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
7. General Manager Update	<p>General Manager Munds commented on the County-wide Water Action Team (CWAT), Clint Requa's Water Treatment 3 Certification, drought awareness, the 8th Street Upper Aquifer Well, 16th Street Tank Project, Program C Well, and the dog park.</p> <p>Public Comment – None</p>	Action: None
8. Public Comments on Items NOT on this Agenda	Public Comment – None	
9. Schedule Next FAC Meeting	The next meeting of the Financial Advisory Committee is scheduled for Monday, June 27, 2022, unless otherwise noted.	
10. Closing Comments by FAC Committee	Chairman Gonzalez announced that Salud Carbajal will be presenting Carol Hall with the Woman of the Year award on Friday, July 22, at St. Benedicts.	
11. Adjournment	The meeting adjourned at 6:34 p.m.	

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**Los Osos Community Services District
DRAFT - Minutes of the Finance Advisory Committee Meeting
June 27, 2022, at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order, Flag Salute and Roll Call	<p>Vice Chairperson Ochylski called the meeting to order at 5:43 p.m.</p> <p><u>Roll Call:</u></p> <p>Sandra Cirilo, Committee Member – Absent Lisa Gonzalez, Committee Member – Present Alyce Thorp, Committee Member – Absent Marshall Ochylski, Vice-Chairperson – Present Christine Womack, Chairperson – Absent</p> <p><u>Staff:</u></p> <p>Ron Munds, General Manager Julian Metcalf, Administrative Services Manager</p>	
2. Approve FAC Meeting Minutes of May 31, 2022	<p>Vice-Chairperson Ochylski presented the minutes for approval.</p> <p>Public Comment - None</p> <p>Committee Member Gonzalez made a recommendation to continue approval of the minutes from May 31, 2022, to August 1, 2022.</p>	Action: None
3. Review of Board Item Regarding Approval of Warrant Register for June 2022.	<p>Administrative Services Manager Metcalf presented the Warrants for review.</p> <p>The Committee discussed the damaged fire hydrant, the eucalyptus tree removal, and the Warrant Dashboard.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez made a recommendation that the Board approve the Warrants of June 2022.</p>	Action: None
4. Review of Board Item Regarding Financial Reports for the Period Ending May 31, 2022	<p>General Manager Munds presented the Financial Reports commenting on each fund as presented in the packet.</p> <p>The Committee discussed CalFire issues, Fund 650 (Solid Waste) billing cycle and the flux in the franchise fee.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez made a recommendation that the Board receive and file the Financials of May 31, 2022.</p>	Action: None
5. General Manager Update	<p>General Manager Munds commented on the 8th St. Upper Aquifer Well, 16th St. Tank Project, Program C Well, Mechanics Bank issues, dog park design, purchasing policy, and drought awareness.</p> <p>Public Comment – None</p>	Action: None
6. Public Comments on Items NOT on this Agenda	Public Comment – None	
7. Schedule Next FAC Meeting	The next meeting of the Financial Advisory Committee is scheduled for Monday, August 1, 2022, at 5:30 p.m. unless otherwise noted.	
8. Closing Comments by FAC Committee	Chairman Gonzalez announced a party on July 22, 4pm, at St. Benedicts with Salud Carbajal in attendance.	
9. Adjournment	The meeting adjourned at 6:25 p.m.	