



February 21, 2019

TO: Board of Directors

FROM: Renee Osborne, General Manager

SUBJECT: **Agenda Item 11F – 3/7/2019 Board Meeting**
Review of Policy and Procedures Regarding Director Compensation

DESCRIPTION

President
Marshall E. Ochylski

Vice President
Charles L. Cesena

Directors
Matthew D. Fourcroy
Vicki L. Milledge
Christine M. Womack

General Manager
Renee Osborne

District Accountant
Robert Stilts, CPA

Unit Chief
Scott M. Jalbert

Battalion Chief
George Huang

The Los Osos Community Services District (District) Board of Director Bylaws and Rules of Decorum were reviewed and approved by the Board at their February 7, 2019 meeting. Staff was asked to bring back a summary regarding the Board of Director Compensation section.

SUMMARY STAFF RECOMMENDATION

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

Motion; I move that the Board direct staff to open a Director Training Reserve account and for any unpaid director compensation fees to be moved to this reserve account at the end of each fiscal year.

SUMMARY

Procedure Change:

As of January 2019, all Director Compensation forms are to be given directly to the General Manager and not to the payroll department. The General Manager will be responsible for reviewing and approving meetings to be compensated based on those meetings that were approved at the Board's February 7, 2019 meeting.

Compensation:

The following are the approved meetings which Directors can request for compensation: Board of Director monthly meetings, advisory committee meetings for the Chairperson and the Vice Chairperson, the Los Osos Community Advisory Council (LOCAC), the SLO County Water Resource Advisory Committee (WRAC), the Fire Safe Council, and Ad Hoc Committees.

Each approved meeting is compensated at \$100, not to exceed \$100 in one day or \$600 in one month. Since this item requires a large change in the Administrative Budget, staff has been directed to establish funding in the 2019/2020 budget.

Director Training Reserve:

Part of the Bylaws for Director Compensation includes a directive to place any director compensation declined into a Director Training Reserve Fund. Staff is requesting a motion from your Board to direct staff to open a reserve account for the Director Training Fund.

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