



September 9, 2021

**TO:** LOCSD Board of Directors

**FROM:** Ron Munds, General Manager  
Laura Durban, Administrative Services Manager

**SUBJECT: Agenda Item 11A- 09/09/2021 Board Meeting**  
Receive Administrative, Committee Reports, and Approved  
Committee Minutes

**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

**DESCRIPTION**

Attached are the approved minutes from meetings in August 2021.

**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 receive and file the presented Administrative, Committee Reports and Approved Committee Minutes***

Attachment

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Los Osos, CA 93402

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## FINANCE ADVISORY COMMITTEE MEETING

Monday, August 2, 2021 at 5:30 p.m.  
Los Osos Community Services District Office  
2122 9<sup>th</sup> Street, Suite 106, Los Osos, CA 93402

### COMMITTEE MEMBERS

Christine Womack, Chairperson  
Marshall Ochylski, Vice Chairperson  
Sandra Cirilo, Member  
Lisa Gonzalez, Member  
Bea Jansen, Member  
Julian Metcalf, Member  
Alyce Thorp, Member

### STAFF

Ron Munds, General Manager  
Laura Durban, Administrative Services Manager

Per CDC and California Department of Public Health guidance, we request all those in attendance of District meetings to wear a face mask regardless of vaccination status.

## AGENDA

1. **Opening at 5:30 p.m. – Call To Order, Flag Salute and Roll Call**
2. **Approve FAC Meeting Minutes of June 28, 2021**  
*(Recommend approval)*  
Presented By: Administrative Services Manager Durban
3. **Review of Board Item Regarding Approval of Warrant Register for July 2021**  
*(Committee Review and Recommendations to the Board)*  
Presented By: Administrative Services Manager Durban
4. **Review of Board Item Regarding Financial Reports for the Period Ending June 30, 2021**  
*(Committee Review and Recommendations to the Board)*  
Presented By: General Manager Munds
5. **Sub-Committee to Research Investment Opportunities and Bank Interest Rates**  
Presented By: Chairperson Womack/General Manager Munds
6. **Public Comments on Items NOT on this Agenda:** At this time, the public may comment on items not on this agenda. Each commenter is limited to 3 minutes and shall address the Chairperson.
7. **Schedule Next FAC Meeting – Monday, August 30, 2021 at 5:30 p.m. unless otherwise noted**
8. **Closing Comments by FAC Committee Members**
9. **Adjournment**

**Los Osos Community Services District  
Minutes of the Finance Advisory Committee Meeting  
August 2, 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 5:31 p.m.</p> <p><u>Roll Call:</u></p> <p>Sandra Cirilo, Committee Member – Present            Lisa Gonzalez, Committee Member – Present            Bea Jansen, Committee Member – Present            Julian Metcalf, Committee Member - Present            Alyce Thorp, 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 28, 2021</b>	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment - None</p> <p><b>Committee Member Jansen made a motion that the Committee approve the minutes of June 28, 2021. The motion was seconded by Committee Member Gonzalez and passed with unanimous consent.</b></p>	<b>Action: File Approved Minutes</b>
<b>3. Review of Board Item Regarding Approval of Warrant Register for July 2021</b>	<p>Chairperson Womack presented the Warrants for review.</p> <p>Committee Gonzalez inquired about MSN Engineering and about the new District Vehicle.</p> <p>General Manager Munds responded that MSN is a consultant for the 8<sup>th</sup> Street Well and that the District Vehicle came in under budget.</p> <p>Public Comment – None</p> <p><b>Committee Member Gonzalez made a recommendation that the Board approve the Warrants of July 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 approve the Warrant Register for July 2021.</b>
<b>4. Review of Board Item Regarding Financial Reports for the Period Ending June 30, 2021</b>	<p>General Manager Munds presented the Financial Reports for approval as presented in the packet commenting on each fund.</p> <p>Committee Member Cirilo inquired about future Parks and Recreation projects.</p> <p>Committee Member Metcalf inquired about a policy for minimum cash level.</p> <p>Committee Member Gonzalez inquired about a Capital Expense Policy.</p> <p>General Manager Munds responded that the Parks and Recreation committee are working on a Dog Park Conceptual Plan and new ideas to get engaged in the community; that the Reserve Policy has the minimum cash level goal; that the District has a 5-year CIP Plan and the Cash Flow helps with planning, commenting that the district paid for the pipeline project without having to go into reserves.</p> <p>Public Comment – None</p> <p><b>Committee Member Metcalf made a recommendation that the Board receive and file the Financials of June 30, 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 June 30, 2021.</b>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>5. Sub-Committee to Research Investment Opportunities and Bank Interest Rates</b>	<p>Chairperson Womack announced the Sub-Committee to see what is available announcing the Committee Member Metcalf has agreed to be a part of the Sub-Committee.</p> <p>General Manager Munds commented that this should be an annual process which is included in the Investment Policy</p> <p>Vice Chairperson Ochylski commented that having an annual review is being proactive and it is important because of how often things can fluctuate.</p> <p>Public Comment – None</p>	<b>Action: None</b>
<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 August 30, 2021 unless otherwise noted.	
<b>8. Closing Comments by FAC Committee</b>	<p>Committee Member Cirilo inquired if the Morro Bay Sewer project is affecting the District.</p> <p>General Manager Munds responded that it is not affecting the District.</p> <p>Committee Member Jansen commented on property taxes going up.</p> <p>Chairperson Womack thanked the Staff and the Committee Members commenting how nice it was to have a live meeting.</p>	
<b>9. Adjournment</b>	The meeting adjourned at 6:02 p.m.	

**Morro Bay National Estuary Committee**

**From Director Marshall Ochylski**

**Meeting Notes for August 18, 2021**

Staff presented an update on current Executive Committee Membership and approval of the Vice Chairperson which was approved.

There was a staff presentation and a discussion of potential changes to Executive Committee Membership.

There was a staff presentation and a discussion of the Program Highlights.

There was a staff update presentation of the Community Project.

There was a staff presentation and a discussion of the Program Evaluation Letter Update.

There was a staff presentation and a discussion of the Program Highlights.