




July 1, 2019

TO: LOCSO Board of Directors
FROM: Ann Kudart, Administrative Services Manager 
SUBJECT: **Agenda Item 13E – 7/11/2019 Board Meeting**
Adopt Resolution Authorizing the Issuance of a Credit Card
to Administrative Services Manager Laura Durban

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

DESCRIPTION

Authorize the issuance of a credit card to incoming Administrative Services Manager Laura Durban in the amount of \$3,000.

SUMMARY OF 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 adopt Resolution No. 2019-21 authorizing the issuance of a credit card to District Administrative Services Manager in the amount of \$3,000 and direct staff to complete the required documents for submission to Rabobank.

FINANCIAL IMPACT

There is no financial impact, funds are simply transferred to another type of cash account, which is the imprest balance in a credit card.

Attachment

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Los Osos, CA 93412

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Date: July 11, 2019
Agenda Item No: 13E
() Approved
() Denied
() Continued to

RESOLUTION 2019-21

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
LOS OSOS COMMUNITY SERVICES DISTRICT
AUTHORIZING RABOBANK TO ISSUE A CREDIT CARD TO LAURA DURBAN**

WHEREAS, Rabobank (herein "Bank") is designated as a depository for the funds of the Los Osos Community Services District (herein "District"); and to provide other financial accommodations indicated in this resolution; and

WHEREAS, on June 1, 2017, your Board approved Resolution 2017-13, authorizing the creation of credit card accounts for essential District staff, and

WHEREAS, the Board finds that there is a need to issue a credit card for a specific account to the District Administrative Services Manager Laura Durban.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE LOS OSOS COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

1. The issuance of a credit card to Laura Durban, District Administrative Services Manager, in the amount of \$3,000 with the five current Directors designated on the signature cards.

On the motion of Director _____, seconded by Director _____
and on the following roll call vote, to wit:

AYES: Directors _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

The foregoing resolution is hereby passed, approved and adopted by the Board of Directors of the Los Osos Community Services District this 11th day of July 2019.

Marshall E. Ochylski, President
Los Osos Community Services District

ATTEST:

APPROVED AS TO FORM:

Renee Osborne
General Manager and Secretary to the Board

Jeffrey A. Minnery
District Legal Counsel