

**Los Osos Community Services District
Minutes of the Finance Advisory Committee Meeting
November 30, 2020 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order and Roll Call	<p>Chairperson Ochylski called the meeting to order at 5:30 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 Alyce Thorp, Committee Member – Absent Christine Womack, Vice Chairperson – Absent Marshall Ochylski, Chairperson – Present</p> <p><u>Staff:</u></p> <p>Ron Munds, General Manager Laura Durban, Administrative Services Manager</p>	
2. Approve FAC Meeting Minutes of November 02, 2020	<p>Chairperson Ochylski presented the minutes for approval.</p> <p>Public Comment - None</p> <p>Committee Member Jansen made a motion that the Committee approve the minutes of November 02, 2020. The motion was seconded by Committee Member Cirilo and the motion passed 2-0 with Committee member Gonzalez abstaining from the vote.</p>	Action: File Approved Minutes.
3. Review of Board Item Regarding Approval of Warrant Register for November 2020	<p>Administrative Services Manager Durban presented the Warrants for review, responded to previous questions about CSDA Membership Dues and District credit card usage.</p> <p>Committee Member Jansen inquired if the CSDA Membership Dues was a prepayment for 2021.</p> <p>Chairperson Ochylski inquired if the fund code could be included on the staff report.</p> <p>Administrative Services Manager Durban responded that the CSDA warrant is for a prepayment and that future staff reports will include the fund code as requested.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez inquired about Directors Compensation deadlines.</p> <p>Chairperson Ochylski responded that adding deadlines will be discussed when the Board reviews the District Bylaws at the beginning of 2021.</p> <p>Committee Member Jansen made a recommendation that the Board approve the Warrants of November 2020. The motion was seconded by Committee Member Gonzalez and the motion carried with unanimous consent.</p>	Action: The Committee recommended that the Board approve the Warrant Register for November 2020.
4. Review of Board Item Regarding Financial Reports for the Period Ending October 31, 2020	<p>General Manager Munds presented the Financial Reports for approval as presented in the packet, commenting on GL 6645 in Fund 500.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez inquired about other saving in the 500 Budget to offset GL 6645.</p> <p>General Manager Munds responded that at the Mid-Year Budget, the District will be able to shift some funds from GL 7241 and GL 7256 to help cover the overage in GL 6645.</p>	Action: The Committee recommended that the Board receive and file the Financials for the period ending October 31, 2020.

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	<p>Committee Member Gonzalez made a recommendation that the Board receive and file the Financials of October 31, 2020. The motion was seconded by Committee Member Jansen and the motion carried with unanimous consent.</p>	
<p>5. Utilities Department Update</p>	<p>General Manager Munds presented the Utility Department Update as presented in the packet</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez inquired how the District will fund the Program C Well.</p> <p>General Manager Munds responded that it will come from the District Reserves.</p>	<p>Action: None</p>
<p>6. Public Comments on Items NOT on this Agenda</p>	<p>Lynette Tornatzky thanked the Committee and Staff for a brief and concise meeting.</p>	
<p>7. Schedule Next FAC Meeting</p>	<p>The next meeting of the Financial Advisory Committee is scheduled for Monday, January 04, 2021 unless otherwise noted.</p>	
<p>8. Closing Comments by FAC Committee</p>	<p>General Manager Munds commented on the audit being delayed.</p> <p>Committee Member Gonzalez wished Happy Holidays to all.</p> <p>Chairperson Ochylski commented on the Holiday Chamber of Commerce events being canceled and the Lighting Up Los Osos Contest.</p>	
<p>9. Adjournment</p>	<p>The meeting adjourned at 6:03 p.m.</p>	