

**Los Osos Community Services District  
Minutes of the Finance Advisory Committee Meeting  
March 02, 2020 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p><b>1. Call to Order, Flag Salute and Roll Call</b></p>	<p>Chairperson Womack called the meeting to order at 5:30 p.m. and Committee Member Thorp lead the flag salute.</p> <p><u>Roll Call:</u></p> <p>Sandra Cirilo, Committee Member – Arrived at 5:33            Lisa Gonzalez, Committee Member – Present            Cheri Grimm, Committee Member – Present            Bea Jansen, Committee Member – Present            Alyce Thorp, Committee Member – Present            Christine Womack, Vice Chairperson – Present            Marshall Ochylski, Chairperson – Absent</p> <p><u>Staff:</u>            Ron Munds, General Manager            Laura Durban, Administrative Services Manager</p>	
<p><b>2. Approve FAC Meeting Minutes of January 6, 2020 and February 04, 2020</b></p>	<p>Vice Chairperson Womack presented the minutes for approval.</p> <p>Committee Member Grimm commented that at the January 6, 2020 meeting she was absent and did not second a motion for item number 4.</p> <p>Administrative Services Manager Durban commented that she will listen to the meeting and update accordingly.</p> <p><b>Committee Member Jansen made a motion that the Committee approve the minutes of January 6, 2020 and February 4, 2020 making one change to January 6, 2020 meeting in item 4 with correct Committee Member that seconded the motion. The motion was seconded by Committee Member Grimm and the motion carried by unanimous consent.</b></p>	<p><b>Action: File Approved Minutes. Adjust Committee Member Grimm in item 4 of January 6, 2020 minutes to Committee Member Jansen as seconded in January meeting.</b></p>
<p><b>3. Review of Board Item Regarding Approval of Warrant Register for February 2020</b></p>	<p>General Manager Munds presented the Warrants for approval commenting on various items to explain charges that occurred.</p> <p>Vice Chairperson Womack inquired about the Wallace Group Warrants and the concrete slab warrant.</p> <p>Committee Member Cirilo inquired about the Stanley Security cost and about the overdraft fee Warrant.</p> <p>Committee Member Grimm commented on the Use Tax Warrant; inquired about Directors Compensation forms and when the Directors get paid.</p> <p>Public Comment – None.</p> <p><b>Committee Member Gonzalez made a motion that the Committee recommend that the Board approve the warrants of February 2020. The motion was seconded by Committee Member Jansen and passed by unanimous consent.</b></p>	<p><b>Action: The Committee recommended that the Board approve the Warrant Register for February 2020.</b></p>
<p><b>4. Review of Board Item Regarding Financial Reports for the Period Ending January, 31 2020</b></p>	<p>General Manager Munds presented the Financial Reports for approval as presented in the packet commenting on the Fire Tax in the Financial Report for Fund 301 and providing a handout made available to the Committee and the public, on GL 4035 in fund 200, 500 and 800, and on Reserve amounts.</p> <p>The Committee discussed the Financial reports including total expenditures, penalties, and if there were any areas of concern.</p> <p>Committee Member Gonzalez commented on Los Osos Cares helping with Utility Bills for those in need.</p>	<p><b>Action: The Committee recommended that the Board receive and file the financials for the period ending January 31, 2020</b></p>

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	<p>Public Comment – Richard Margetson inquired if the Admin budget increase had been divided by 6 for the first 6 months; about property taxes for the different funds; how much the water CIP will be used this fiscal year.</p> <p>General Manager Munds responded to the inquiry about property taxes.</p> <p><b>Committee Member Grimm made a motion that the Committee recommend that the Board receive and file the Financials of January 31, 2020. The motion was seconded by Committee Member Thorp and passed by unanimous consent.</b></p>	
<p><b>5. Review of Board Item Regarding a Financial Audit Proposal from Moss, Levy &amp; Hartzheim LLP for Audit Services.</b></p>	<p>General Manager Munds presented the Board Item regarding the financial audit proposal from Moss, Levy &amp; Hartzheim LLP for Audit Services for fiscal year 2019/2020, commenting on the history with the auditing firm and that there would be a change in the lead auditor.</p> <p>General discussion amongst the Committee about the pros and cons to continuing audit services with Moss, Levy &amp; Hartzheim LLP.</p> <p>Public Comment – Richard Margetson commented that one more year would not be an issue due to the staff turnover in the last year, but a fresh set of eyes is important as the District has had issues in the past that needed to get fixed.</p> <p><b>Committee Member Thorp made a motion that the Committee recommend that the Board Approve the Financial Proposal from Moss, Levy &amp; Hartzheim LLP for Audit Services for one more year with change in lead auditor. The motion was seconded by Committee Member Grimm and passed with a 3-2 vote.</b></p>	<p><b>Action: The Committee recommended to the Board that the District continues to utilize Moss Levy and Hartzheim LLP for the District’s Auditing Service for 2019/2020.</b></p>
<p><b>6. Public Comments on Items NOT on this Agenda</b></p>	<p>None</p>	
<p><b>7. Schedule Next FAC Meeting</b></p>	<p>The next meeting of the Financial Advisory Committee is scheduled for Monday, March 30, 2020 unless otherwise noted.</p>	
<p><b>8. Closing Comments by FAC Committee</b></p>	<p>Committee Member Grimm commented on the Chamber of Commerce Business Expo on Friday March 20, 2020 and that a Tri-Tip BBQ for \$10 will be available that night.</p>	
<p><b>9. Adjournment</b></p>	<p>The meeting adjourned at 6:37 p.m.</p>	