



January 31, 2022

TO: Finance Advisory Committee
FROM: Laura Durban, Administrative Services Manager
SUBJECT: **Agenda Item 3 – 01/31/2022 FAC Meeting**
Approve Prior Meeting Minutes

President
Matthew D. Fourcroy

Vice President
Charles L. Cesena

Directors
Troy C. Gatchell
Marshall E. Ochylski
Christine M. Womack

General Manager
Ron Munds

District Accountant
Robert Stilts, CPA

Unit Chief
Eddy Moore

Battalion Chief
Paul Provence

DESCRIPTION

Attached are the minutes of the Finance Advisory Committee (FAC) meeting held January 3, 2022 for your review and approval.

STAFF RECOMMENDATION

Staff recommend that the Finance Advisory Committee adopt the following Motion:

Motion: I move that the Finance Advisory Committee approve the minutes of the FAC meeting held January 3, 2022.

Attachment
01/03/22 Finance Advisory Committee Minutes

Mailing Address:
P.O. Box 6064
Los Osos, CA 93412

Offices:
2122 9th Street, Suite 110
Los Osos, CA 93402

Phone: 805/528-9370
FAX: 805/528-9377

www.losososcsd.org

**Los Osos Community Services District
DRAFT Minutes of the Finance Advisory Committee Meeting
January 3, 2022 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order and Roll Call	<p>Chairperson Womack called the meeting to order at 5:32 p.m.</p> <p><u>Roll Call:</u></p> <p>Sandra Cirilo, Committee Member – Present Lisa Gonzalez, Committee Member – Present Julian Metcalf, Committee Member - Present Alyce Thorp, Committee Member – Absent Marshall Ochylski, Vice Chairperson – Arrived at 5:41 p.m. Christine Womack, Chairperson – Present</p> <p><u>Staff:</u></p> <p>Ron Munds, General Manager Laura Durban, Administrative Services Manager Adrienne Geidel, District Bookkeeper</p>	
2. Approve FAC Meeting Minutes of November 29, 2021	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment - None</p> <p>Committee Member Gonzalez made a motion that the Committee approve the minutes of November 29, 2021. The motion was seconded by Committee Member Metcalf and passed with unanimous consent.</p>	Action: File Approved Minutes
3. Review of Board Item Reaffirming the District's Investment Policy and Receive and File the Annual Investment Report	<p>General Manager Munds presented the District Investment Policy and Annual Investment Report.</p> <p>The Committee discussed investment policy and other forms of investments.</p> <p>Public Comment - None</p> <p>Committee Member Gonzalez made a recommendation to the Board that the Board adopt Resolution 2022-03 reaffirming the District's Investment Policy and receive and file the District's Annual Investment Report. The motion was seconded by Committee Member Gonzalez and passed with unanimous consent.</p>	Action: The Committee recommended that the Board adopt Resolution 2022-03 reaffirming the District's Investment Policy and receive and file the District's Annual Investment Report..
4. Review of Board Item Regarding Approval of Warrant Register for December 2021	<p>General Manager Munds presented the Warrants for review.</p> <p>The committee discussed bill pay options, street lighting cost and how BMC fees are calculated.</p> <p>Public Comment – None</p> <p>Committee Member Metcalf made a recommendation that the Board approve the Warrants of December 2021. 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 December 2021.
5. Review of Board Item Regarding Financial Reports for the Period Ending November 30, 2021	<p>General Manager Munds presented the Financial Reports for approval as presented in the packet commenting on each fund.</p> <p>Public Comment – None</p> <p>Committee Member Cirilo made a recommendation that the Board receive and file the Financials of November 30, 2021. The motion was seconded by Committee Member Metcalf and the motion carried with unanimous consent.</p>	Action: The Committee recommended that the Board receive and file the Financials for the period ending November 30, 2021.
6. General Manager Update	<p>General Manager Munds presented commenting on the District Audit, Capital Projects, Administrative Services Manager Recruitment, Purchasing Policy and 5-Year Rate Analysis.</p> <p>Public Comment – None</p>	Action: None

AGENDA ITEM	DISCUSSION	FOLLOW-UP
7. Public Comments on Items NOT on this Agenda	None	
8. Schedule Next FAC Meeting	The next meeting of the Financial Advisory Committee is scheduled for Monday January 31, 2022 unless otherwise noted.	
9. Closing Comments by FAC Committee	The Committee thanks the Administrative Services Manager Durban for her work for the District.	
10. Adjournment	The meeting adjourned at 6:15 p.m.	

DRAFT