



**Date:** January 3, 2022

**To:** LOCSD Finance Advisory Committee

**From:** Ron Munds, General Manager

**Subject:** **Agenda Item 6 – 01/03/2022 FAC Meeting**  
General Manager's Update

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**Vice President**  
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- **Annual Audit Wrap-up:** The Board will consider the FAC's recommendation to receive and file the annual audit at their January 6, 2020 meeting. Staff and the auditor will then file the audit with the appropriate State agencies and other required parties.
- **Utilities Capital Projects:** During December, progress slowed on the Program C Well, 8<sup>th</sup> St. Upper Aquifer Well and 16<sup>th</sup> Street Tank Rehabilitation and Coating Project. It is anticipated that the work on the 8<sup>th</sup> St. Upper Aquifer and 16<sup>th</sup> St. Tank projects will begin in January. Staff is still awaiting word from the County on the status of the Minor Use Permit for the Program C Well.
- **Administrative Services Manager (ASM) Recruitment.** With the announced departure of our current ASM in February, we are currently advertising the position in hopes of finding a replacement prior to her leaving so there can be some overlap and training. The job description, requirements and compensation package information are available of the District's website. This is a very important position within the District's organization and we encourage qualified candidates to apply on or before the January 14, 2022 deadline.
- **Mid-year Budget Adjustments.** Staff will have the mid-year budget adjustment recommendations and report prepared for the February FAC meeting. At this time, it appears most funds are fairly balanced in terms of expenditures leading up to mid-year.
- **Looking Ahead.** Staff is working on a fairly significant revision to the District's Purchasing Policy. It is our hope to have a draft to the FAC at the January 31<sup>st</sup> meeting. Also, staff will begin the preparation of the 2022-2023 Fiscal Year budget after the mid-year adjustments are complete. The draft budget should be to the FAC in May. Finally, staff is working on the five-year water rate analysis which should be ready for review by the FAC at either the February 28<sup>th</sup> or April 4<sup>th</sup> meeting.