



January 2, 2024

TO: Finance Advisory Committee
FROM: Laura Durban, Administrative Services Manager
SUBJECT: **Agenda Item 2 – 01/02/2024 FAC Meeting**
Approve Prior Meeting Minutes

President
Charles L. Cesena

Vice President
Marshall E. Ochylski

Directors
Matthew D. Fourcroy
Troy C. Gatchell
Christine M. Womack

General Manager
Ron Munds

District Accountant
Robert Stilts, CPA

Unit Chief
John Owens

Battalion Chief
Paul Provence

DESCRIPTION

Attached are the minutes of the Finance Advisory Committee (FAC) meeting held December 4, 2023 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 December 4, 2023.

Attachment
12/04/2023 DRAFT Finance Advisory Committee Minutes

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Los Osos Community Services District
DRAFT - Minutes of the Finance Advisory Committee Meeting
December 4, 2023, at 5:30 p.m. at the District Office

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>1. Call to Order Flag Salute Roll Call</p>	<p>Vice Chairperson Ochylski called the meeting to order at 5:32 p.m. and led the flag salute.</p> <p><u>Roll Call:</u></p> <p>Chuck Cribbs, Committee Member – Present Lisa Gonzalez, Committee Member – Present Gary J. Freiberg, Committee Member – Absent Lee Hood, Committee Member – Present Keith, Swanson, Committee Member – Present Marshall Ochylski, Vice Chairperson – Present Christine, Womack, Chairperson – Arrived at 5:34 p.m.</p> <p><u>Staff:</u> Ron Munds, General Manager Laura Durban, Administrative Services Manager</p>	
<p>2. Approve FAC Meeting Minutes of October 30, 2023</p>	<p>Administrative Services Manager Durban presented the minutes for approval.</p> <p>Public Comment - None</p> <p>Committee Member Swanson made a motion that the Finance Committee approve the minutes of the FAC held October 30, 2023. The motion was seconded by Committee Member Gonzalez and passed with unanimous consent.</p>	<p>Action: File Approved Minutes</p>
<p>3. Presentation - Fiscal Year 2022/2023 Audit Report Presentation</p>	<p>General Manager Munds presented key points from the Audit Report and introduced District Auditor Sandy Sup and District Accountant Adrienne Geidel to answer any questions that committee might have.</p> <p>District Auditor Sandy Sup commented that the Audit went smoothly, and all test concluded that there were no exceptions or findings and the auditors provided the District with a clean opinion.</p> <p>Committee discussed deferred inflow items and business versus commercial expenses.</p> <p>Public Comment – Richard Margetson inquired about the breakdown for the \$2.2 Million increase and requested how it is divided by Fund; inquired about the CalFire audit and potential back revenue.</p> <p>Committee discussed the Statement of Net Position.</p> <p>Committee Member Gonzalez made a motion to recommended to the Board that the Board receive and file the fiscal year 2022/2023 Financial Audit as presented. The motion was seconded by Committee Member Hood and passed with unanimous consent.</p>	<p>Action: The Committee recommended that the Board receive and file the fiscal year 2022/2023 financial audit as presented.</p>
<p>4. Review of Board Item Regarding Approval of Warrant Register for November 2023</p>	<p>General Manager Munds presented the Warrants.</p> <p>The Committee discussed the Warrants</p> <p>Public Comment – None</p> <p>Committee Member Hood made a motion to recommend to the Board, that the Board approve the Warrant Register for the period November 2023. The motion was seconded by Committee Member Cribbs and passed with unanimous consent.</p>	<p>Action: The Committee recommended that the Board approve the Warrant Register for November 2023.</p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
5. Review of Board Item Regarding Financial Reports for the Period Ending October 31, 2023	<p>General Manager Munds presented the Financial Reports and discussed each fund.</p> <p>The Committee discussed the financials.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez made a motion to recommend to the Board, that the Board receive and file the Financials for the period ending October 31, 2023. The motion was seconded by Committee Member Cribbs and passed with unanimous consent.</p>	Action: The Committee recommended that the Board receive and file the Financials for the period ending October 31, 2023.
6. General Manager Update	<p>General Manager Munds presented commenting on the 16th Street North Tank, Program C Well, Skyline groundwater Monitoring Well & LAFCO Municipal Services Review.</p> <p>The Committee discussed the updates.</p> <p>Public Comment – None</p>	Action: None
7. Public Comments on Items NOT on this Agenda	Public Comment – None	
8. Schedule Next FAC Meeting	The next meeting of the Financial Advisory Committee is scheduled for Tuesday, January 2, 2024 at 5:30 p.m. unless otherwise noted.	
9. Closing Comments by FAC Committee	Vice Chairperson Ochylski commented on the 12/08/2023 Christmas Tree Lighting, the 12/09/2023 Holiday Parade and the Needs & Wishes event.	
10. Adjournment	The meeting adjourned at 7:08 p.m.	