



February 2, 2023

**TO:** LOCSD Board of Directors

**FROM:** Ron Munds, General Manager

**SUBJECT:** **Agenda Item 10E – 02/03/2023 Board Meeting**  
Approve 2023 Advisory Committee Work Plans

**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 work plans for the Board's 2023 Emergency Services, Finance, Parks and Recreation and Utilities Advisory Committees.

**STAFF RECOMMENDATION**

This item will be approved along with the Consent Calendar unless it is pulled by a Director for separate consideration. If so, staff recommends that the Board adopt the following motion:

***Motion: I move that the Board approve the work plans for the 2023 Emergency Services, Finance, Parks and Recreation, and Utilities Advisory Committees.***

**DISCUSSION**

The attached work plans are tasks that the Board has set for each of their advisory committees. There may occasionally be items that the committees would like to discuss that are not on their work plans which will need to be approved by the Board.

The process for adding an item to a committee's work plan is for the Committee Chairperson to request that the Board add these items to their work plan. If the item is not something that the Board would prefer to address themselves, the item can be added.

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2122 9<sup>th</sup> Street, Suite 110  
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**FAX:** 805/528-9377

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Attachments



## EMERGENCY SERVICES ADVISORY COMMITTEE 2023 WORK PLAN

**President**

Charles L. Cesena

**Vice President**

Marshall E. Ochylski

**Directors**

Matthew Fourcroy

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Recommendations for Emergency Services Advisory Committee in 2023:

1. Review Cal Fire Agreement Schedules A through E and make recommendations for updating as appropriate
2. Review a report on the structural assessment of Station 15 and provide recommendations
3. Review and implement 2023 Strategic/Work Plan
4. Review Emergency Response Plan
5. Provide a quarterly review of the Fund 301 budget and financial statements for Fiscal Year 2021/2022 and 2022/2023
6. Review call responses and other information to evaluate the levels of service of medical and fire response in order to meet the community's expectations.

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## FINANCE ADVISORY COMMITTEE 2023 WORK PLAN

Recommendations for Finance Advisory Committee in 2023:

1. Review Warrant Register and monthly income and expenditure statements prior to Board Meeting
2. Review mid-year budget adjustments for the 2022/2023 Fiscal Year for all District funds.
3. Review and provide input into the Fiscal Year 2023/2024 budget for all Funds
4. Review Audit for Fiscal Year 2022/2023
5. Annual review of Investment Policy and Reports
6. Conduct FAC/UAC joint meetings regarding specific projects of interest and concern to both committees
7. Review potential agenda items that have financial impact to the District

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## PARKS AND RECREATION ADVISORY COMMITTEE 2023 WORK PLAN

Recommendations for Parks and Recreation Committee in 2023:

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**Vice President**

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**Directors**

Matthew Fourcroy

Troy C. Gatchell

Christine M. Womack

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Ron Munds

**District Accountant**

Robert Stilts, CPA

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John Owens

**Battalion Chief**

Paul Provence

1. Review the Parks and Recreation sections of the Los Osos Community Plan update to accept input from the community and provide feedback to the County for implementation.
2. Continue work, as directed, on the Dog Park project including public outreach and explore community partnerships to further the progress on the Dog Park.
3. Continue discussing options for pickleball and tennis courts
4. Review Fund 900 Budget for Fiscal Year 2023/2024

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## UTILITIES ADVISORY COMMITTEE 2023 WORK PLAN

Recommendations for Utilities Advisory Committee in 2023:

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**Vice President**

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**Directors**

Matthew Fourcroy

Troy C. Gatchell

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Ron Munds

**District Accountant**

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John Owens

**Battalion Chief**

Paul Provence

1. Review and revise the CIP plan with staff, as needed
2. Review mid-year Budget adjustments for Funds 500 and 800
3. Review Utilities Budgets for Fiscal Year 2023/2024
4. Review and make recommendations and improvements to the District's Water Conservation Plan
5. Review quarterly financial statements for Funds 500 and 800
6. Review water supply resiliency updates and provide input and direction to staff
7. Review drainage related issues during the year
8. Conduct UAC/FAC joint meetings regarding specific projects of interest and concern to both committees
9. Review and provide recommendations to the Board regarding the Basin Management Plan items, as needed

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