



January 6, 2025

TO: Finance Advisory Committee
FROM: Laura Durban, Administrative Services Manager
SUBJECT: **Agenda Item 2 – 01/06/2025 FAC Meeting**
Approve Prior Meeting Minutes

President

Vice President

Christine M. Womack

Directors

Charles L. Cesena

Tom Cross

Matthew D. Fourcroy

Richard Hubbard

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 2, 2024 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 2, 2024.

Attachment

12/02/2024 DRAFT Finance Advisory Committee Minutes

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**Los Osos Community Services District
DRAFT - Minutes of the Finance Advisory Committee Meeting
December 2, 2024, at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>1. Call to Order and Roll Call</p>	<p>Chairperson Womack called the meeting to order at 5:30 p.m. and led the flag salute.</p> <p><u>Roll Call:</u></p> <p>Katherine Corson, Committee Member - Present Gary J. Freiberg, Committee Member – Present Lisa Gonzalez, Committee Member – Present Lee Hood, Committee Member – Present Keith Swanson, Committee Member – Present Marshall Ochylski, Vice Chairperson – Present Christine, Womack, Chairperson – Present</p> <p><u>Staff:</u></p> <p>Ron Munds, General Manager Laura Durban, Administrative Services Manager</p>	
<p>2. Approve FAC Meeting Minutes of November 4, 2024</p>	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment – None</p> <p>Committee Member Freiberg made a motion that the Finance Advisory Committee approve the amended minutes of the FAC meeting held November 4, 2024. The motion was seconded by Committee Member Gonzalez and the motion passed unanimously.</p>	<p>Action: File Approved Minutes</p>
<p>3. PRESENTATION – Fiscal Year 2023/2024 Audit Report – Fechter & Company</p>	<p>General Manager Munds presented key points from the 2023/2024 audit, which showed no deficiencies in internal controls. He introduced Sandy Sup from Fechter and Company CPA and District Accountant, Adrienne Geidel.</p> <p>Sandy Sup commented on a smooth audit in which requests were met on time, proposed corrections were accepted, and a clean opinion was issued with no findings. Sandy Sup shared a summary of results by fund.</p> <p>Committee Member Swanson inquired about caps on and uses of investments.</p> <p>Chairperson Womack inquired about pension liabilities.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez recommended to the Board that the Board receive and file the fiscal year 2023-2024 financial audit as presented. The motion was seconded by Committee Member Hood and the motion passed unanimously.</p>	<p>Action: The Committee recommended to the Board that the Board receive and file the fiscal year 2023-2024 financial audit as presented.</p>
<p>4. Review of Board Item Regarding Approval of Warrant Register for November 2024</p>	<p>General Manager Munds presented the Warrants.</p> <p>The Committee discussed the Warrants.</p> <p>Public Comment – None</p> <p>Committee Member Corson recommended to the Board that the Board approve the Warrant Register for November 2024. The motion was seconded by Committee Member Swanson and the motion passed unanimously.</p>	<p>Action: The Committee recommended to the Board that the Board approve the Warrant Register for November 2024.</p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
5. Review of Board Item Regarding Financial Reports for the Period Ending October 31, 2024	<p>General Manager Munds presented the Financials for each fund.</p> <p>The Committee discussed Financials.</p> <p>Public Comment – None</p> <p>Committee Member Hood recommended to the Board that the Board receive and file the Financials for the period ending October 31, 2024. The motion was seconded by Committee Member Gonzalez and the motion passed unanimously.</p>	Action: The Committee recommended to the Board that the Board receive and file the Financials for the period ending October 31, 2024.
6. General Manager Update	<p>General Manager Munds discussed the Habitat Conservation Plan (HCP) status, the FEMA/Cal OES Cabrillo Basing funding update, 10th Street water tank issues, and upcoming agenda items.</p> <p>The Committee discussed the updates.</p> <p>Public Comment – Richard Margetson commented on the audit.</p> <p>The Committee discussed.</p>	Action: None
7. Public Comments on Items NOT on this Agenda	<p>Public Comment – Richard Margetson commented on the Needs and Wishes fundraiser on December 14th: \$10,000 in matching funds, free hot dogs, drummers, and the Operation Santa Claus bins for toy donations.</p> <p>Vice Chairperson Ochylski commented that the Christmas tree lighting ceremony is now in Baywood, December 7th, from 4 p.m. to 6 p.m.</p> <p>Committee Member Freiberg commented on the tree lighting ceremony and the holiday parade on December 14th at 10 a.m.</p> <p>Vice Chairperson Ochylski commented on his resignation and thanked those who have served and are serving.</p> <p>The Committee thanked Vice Chairperson Ochylski for his service.</p>	
8. Schedule Next FAC Meeting	The next meeting of the Financial Advisory Committee is scheduled for Monday, January 6, 2025, at 5:30 p.m. unless otherwise noticed.	
9. Closing Comments by FAC Committee	The Committee wished everyone happy holidays and thanked Vice Chairperson Ochylski for all that he has done.	
10. Adjournment	The meeting adjourned at 6:28 p.m.	