

**Los Osos Community Services District
Minutes of the Finance Advisory Committee Meeting
May 3, 2021 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 5:30 p.m.</p> <p><u>Roll Call:</u></p> <p>Sandra Cirilo, Committee Member – Present Lisa Gonzalez, Committee Member – Present Bea Jansen, Committee Member – Absent Julian Metcalf, Committee Member - Present Alyce Thorp, Committee Member – Arrived at 5:34 p.m. 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>	
2. Approve FAC Meeting Minutes of March 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 March 29, 2021. The motion was seconded by Committee Member Cirilo and the motion passed 3-0 with one abstained.</p>	Action: File Approved Minutes
3. Review of Board Item Regarding Approval of Warrant Register for April 2021	<p>Chairperson Womack presented the Warrants for review.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez made a recommendation that the Board approve the Warrants of April 2021. The motion was seconded by Committee Member Cirilo and the motion carried with unanimous consent.</p>	Action: The Committee recommended that the Board approve the Warrant Register for April 2021.
4. Review of Board Item Regarding Financial Reports for the Period Ending March 31, 2021	<p>General Manager Munds presented the Financial Reports for approval as presented in the packet.</p> <p>Public Comment – None</p> <p>Committee Member Cirilo made a recommendation that the Board receive and file the Financials of March 31, 2021. The motion was seconded by Committee Member Thorp and the motion carried with unanimous consent.</p>	Action: The Committee recommended that the Board receive and file the Financials for the period ending March 31, 2021.
5. Review of Board Item Preliminary Budget for Fiscal Year 2021-2022	<p>General Manager Munds presented the Preliminary Budget for Fiscal Year 2021/2022 as presented in the Agenda Packet discussing the changes that are planned for the next Fiscal Year.</p> <p>The Committee discussed California Voting Rights Act (CVRA) and financially what it means to the District.</p> <p>The Committee inquired about COLA for staff and decrease in some line items on the Fund 500 Water Budget.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez made a recommendation that the Board receive the preliminary budget as presented. The motion was seconded by Committee Member Cirilo and the motion carried with unanimous consent.</p>	Action: The Committee recommended that the Board review and receive the preliminary budget.

AGENDA ITEM	DISCUSSION	FOLLOW-UP
6. Review of Board Item Approval or Audit Services	<p>General Manager Munds presented the Audit Service Proposals as made available on the District Website commenting on the Pros and Cons the working group brought up during review.</p> <p>Committee Member Gonzalez commented that both Fechter & Company and Moss, Levy & Hartzheim were both equally ranked mentioning that the decision should be based on if the Board wants a fresh set of eyes for review.</p> <p>Committee Member Cirilo agreed with Committee Member Gonzalez commenting that if the District wanted a change then her recommendation is Fechter & Company.</p> <p>Committee Member Metcalf inquired about planned criteria for evaluating before the District gets proposals.</p> <p>General Manager Munds responded that there was a scoring sheet based on what was in the request for proposals.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez made a recommendation that the Board select either Moss, Levy & Hartheim or Fechter & Company if the District would like a new set of eyes for auditing services. The motion was seconded by Committee Member Thorp and the motion carried with unanimous consent.</p>	Action: The Committee recommended that the Board select either Moss, Levy & Hartzheim or Fechter & Company if the District would like a new set of eyes.
7. Review of Board Item Resolution 2021-10 Regarding District Fees	<p>General Manager Munds presented the Board Item Resolution 2021-10 regarding District Fees, commenting on the new proposed fees and that District Fees have not been updated since 2003.</p> <p>Committee Member Thorp commented on the timing of the fees and the sticker shock on a couple of the proposed updated fees.</p> <p>Committee Member Julian inquired if having the fees looked at annually can be done in policy.</p> <p>General Manager Munds commented on a policy for the annual review of the fees; the two fees that have gone up significantly is the actual cost to the District.</p> <p>Public Comment - None</p> <p>Committee Member Metcalf made a recommendation to the Board that the Board adopt Resolution 2021-10 to update the LOCSD Fee Schedule as proposed in Exhibit A. The motion was seconded by Committee Member Gonzalez and the motion carried with a 3-1 vote.</p>	Action: The Committee recommended that the Board review and receive the preliminary budget.
8. Public Comments on Items NOT on this Agenda	None	
9. Schedule Next FAC Meeting	The next meeting of the Financial Advisory Committee is scheduled for Tuesday June 1, 2021 unless otherwise noted.	
10. Closing Comments by FAC Committee	<p>General Manager Munds thanked the Committee for their time reviewing and questions/comments on the various reports.</p> <p>Chairperson Womack and Vice Chairperson Ochylski commented on this being a very productive meeting.</p>	
11. Adjournment	The meeting adjourned at 7:01 p.m.	