



August 02, 2021

TO: Finance Advisory Committee
FROM: Laura Durban, Administrative Services Manager
SUBJECT: **Agenda Item 2 – 08/02/2021 FAC Meeting**
Approve Prior Meeting Minutes

President
Christine M. Womack

Vice President
Matthew D. Fourcroy

Directors
Charles L. Cesena
Troy C. Gatchell
Marshall E. Ochylski

General Manager
Ron Munds

District Accountant
Robert Stilts, CPA

Unit Chief
Eddy Moore

Battalion Chief
Paul Provence

DESCRIPTION

Attached are the minutes of the Finance Advisory Committee (FAC) meeting held June 28, 2021 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 June 28, 2021.

Attachment
06/28/2021 Finance Advisory Committee Minutes

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Los Osos Community Services District
DRAFT - Minutes of the Finance Advisory Committee Meeting
June 28, 2021 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.</p> <p><u>Roll Call:</u></p> <p>Sandra Cirilo, Committee Member – Present Lisa Gonzalez, Committee Member – Present Bea Jansen, Committee Member – Arrived 5:34 p.m. Julian Metcalf, Committee Member - Present Alyce Thorp, Committee Member – Absent 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 June 1, 2021</p>	<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 June 1, 2021. The motion was seconded by Committee Member Metcalf and passed with unanimous consent.</p>	<p>Action: File Approved Minutes</p>
<p>3. Review of Board Item Regarding Approval of Warrant Register for June 2021</p>	<p>Chairperson Womack presented the Warrants for review.</p> <p>Committee Cirilo inquired about new fire engine equipment.</p> <p>Chairperson Womack inquired when the fire truck payment will be due.</p> <p>General Manager Munds responded equipment is for the new fire engine and expected delivery is early fall.</p> <p>Public Comment – None</p> <p>Committee Member Metcalf made a recommendation that the Board approve the Warrants of June 2021. The motion was seconded by Committee Member Jansen and the motion carried with unanimous consent.</p>	<p>Action: The Committee recommended that the Board approve the Warrant Register for June 2021.</p>
<p>4. Review of Board Item Regarding Financial Reports for the Period Ending May 31, 2021</p>	<p>General Manager Munds presented the Financial Reports for approval as presented in the packet and commented on each fund.</p> <p>Chairperson Womack inquired about Capital Projects for fund 500.</p> <p>General Manager Munds commented on deferring of the SCADA Project.</p> <p>Committee Member Metcalf inquired if the deferral of the SCADA project could be an infrastructure security risk.</p> <p>General Manager Munds responded the District is not at risk.</p> <p>Public Comment – None</p> <p>Committee Member Gonzalez made a recommendation that the Board receive and file the Financials of May 31, 2021. The motion was seconded by Committee Member Metcalf and the motion carried with unanimous consent.</p>	<p>Action: The Committee recommended that the Board receive and file the Financials for the period ending May 31, 2021.</p>
<p>5. Utilities Department Updates</p>	<p>General Manager Munds presented the Utilities Department updates as presented in the packet commenting on the 8th Street Upper Aquifer Well and generator ports at well sites.</p> <p>Committee Member Metcalf inquired about upcoming projects.</p>	<p>Action: None</p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
5. Utilities Department Updates (Continued)	<p>General Manager Munds will send a copy of the Five-Year CIP Plan.</p> <p>Public Comment – None</p>	
6. Public Comments on Items NOT on this Agenda	None	
7. Schedule Next FAC Meeting	The next meeting of the Financial Advisory Committee is scheduled for Monday August 2, 2021 unless otherwise noted.	
8. Closing Comments by FAC Committee	<p>Vice Chairperson Ochylski confirmed the next FAC meeting will be in person.</p> <p>Committee Member Cirilo inquired about guidelines.</p> <p>General Manager Munds commented the District will follow Cal OSHA Guidelines.</p> <p>Committee Member Gonzalez conveyed a Happy Fourth of July.</p> <p>Chairperson Womack thanked the Staff and the Committee Members.</p>	
9. Adjournment	The meeting adjourned at 6:00 p.m.	

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