



September 30, 2024

**TO:** Finance Advisory Committee  
**FROM:** Laura Durban, Administrative Services Manager  
**SUBJECT:** **Agenda Item 2 – 09/30/2024 FAC Meeting**  
Approve Prior Meeting Minutes

**President**  
Marshall E. Ochylski

**Vice President**  
Christine M. Womack

**Directors**  
Charles L. Cesena  
Matthew D. Fourcroy  
Troy C. Gatchell

**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 September 3, 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 September 3, 2024.***

Attachment  
09/03/2024 DRAFT Finance Advisory Committee Minutes

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**Los Osos Community Services District  
DRAFT - Minutes of the Finance Advisory Committee Meeting  
September 3, 2024, at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p><b>1. Call to Order and Roll Call</b></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 – Absent            Lee Hood, Committee Member – Absent            Keith Swanson, Committee Member – Present            Marshall Ochylski, Vice Chairperson – Arrived at 5:53 PM            Christine, Womack, Chairperson – Present</p> <p>Chairperson Womack introduced new Committee Member Katherine Corson.</p> <p>Committee Member Corson provided a brief overview of her background.</p> <p><u>Staff:</u></p> <p>Ron Munds, General Manager            Laura Durban, Administrative Services Manager</p>	
<p><b>2. Approve FAC Meeting Minutes of July 29, 2024</b></p>	<p>Chairperson Womack presented the minutes for approval.</p> <p>Public Comment – None</p> <p><b>Committee Member Freiberg made a motion that the Finance Advisory Committee approve the minutes of the FAC meeting held July 29, 2024. The motion was seconded by Committee Member Swanson and the motion passed unanimously.</b></p>	<p style="text-align: center;"><b><u>Action:</u> File Approved Minutes</b></p>
<p><b>3. Review of Board Item Regarding Approval of Warrant Register for August 2024</b></p>	<p>General Manager Munds presented the Warrants.</p> <p>Committee Member Swanson inquired about Cleath Harris' role in the Transient Model Project contract and Boone Graphics' role in the CSDs' billing process.</p> <p>Public Comment – None</p> <p><b>Committee Member Swanson recommended to the Board that the Board approve the Warrant Register for August 2024. The motion was seconded by Committee Member Corson and the motion passed unanimously.</b></p>	<p style="text-align: center;"><b><u>Action:</u> The Committee recommended to the Board that the Board approve the Warrant Register for August 2024.</b></p>
<p><b>4. Review of Board Item Regarding Financial Reports for the Period Ending July 31, 2024</b></p>	<p>General Manager Munds presented the Financials for each fund and once-a-year funds.</p> <p>Committee Member Swanson inquired about election costs and the LAFCO review.</p> <p>General Manager Munds responded that LAFCO's review is delayed.</p> <p>Public Comment – Richard Margetson commented on the State water grant, the electric budget for Fund 500, year-end final numbers and surpluses, and the status of the County fire reimbursement.</p> <p>General Manager Munds commented on the state grant coming after July 1st, watching the electric budget, year-end final numbers and surpluses, and the County Fire overpayment wrapping up.</p>	<p style="text-align: center;"><b><u>Action:</u> The Committee recommended to the Board that the Board receive and file the Financials for the period ending July 31, 2024.</b></p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
	<b>Committee Member Corson recommended to the Board that the Board receive and file the Financials for the period ending July 31, 2024. The motion was seconded by Committee Member Freiberg and the motion passed unanimously.</b>	
<b>5. General Manager Update</b>	<p>General Manager Munds provided updates on the Program C Well Project, SCADA, Groundwater Monitoring Wells, recruitment of a Water Resource Operator, Upcoming Board of Directors appointments, reviewing reserve policies, the emergency services plan, and the annual audit.</p> <p>The Committee discussed the Water Resource Operator position and the districts/district elections</p> <p>Public Comment – Richard Margetson inquired about the water rate structure.</p> <p>General Manager Munds responded that data collection will begin soon.</p>	<b><u>Action:</u> None</b>
<b>6. Public Comments on Items NOT on this Agenda</b>	<p>Public Comment – Richard Margetson inquired about the breakdown of investment fees.</p> <p>Administrative Services Manager Durban will email the breakdown.</p>	
<b>7. Schedule Next FAC Meeting</b>	The next meeting of the Financial Advisory Committee is scheduled for Monday, September 30, 2024, unless otherwise noted.	
<b>8. Closing Comments by FAC Committee</b>	<p>Committee Member Freiberg inquired about the Parks Reserve fund.</p> <p>General Manager Munds commented on the restricted liabilities.</p> <p>Chairperson Womack commented on driving safely as kids are in school and thanked Committee Member Corson for joining.</p>	
<b>9. Adjournment</b>	The meeting adjourned at 6:07 p.m.	