



February 3, 2022

TO: LOCSD Board of Directors
FROM: Ron Munds, General Manager
SUBJECT: **Agenda Item 7E – 02/03/2022 Board Meeting**
Approve 2021 Advisory Committee Work Plans

President
Matthew D. Fourcroy

Vice President
Charles L. Cesena

Directors
Troy C. Gatchell
Marshall E. Ochylski
Christine M. Womack

General Manager
Ron Munds

District Accountant
Robert Stilts, CPA

Unit Chief
Scott M. Jalbert

Battalion Chief
Paul Provence

DESCRIPTION

Attached are the work plans for the Board's 2022 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 2022 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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Attachments



EMERGENCY SERVICES ADVISORY COMMITTEE 2020 WORK PLAN

Recommendations for Emergency Services Advisory Committee in 2022:

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. Provide a quarterly review of the Fund 301 budget and financial statements for Fiscal Year 2021/2022 and 2022/2023
4. Create a public outreach plan to improve the dissemination of information regarding Station 15 emergency services and programs.
5. 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 2022 WORK PLAN

Recommendations for Finance Advisory Committee in 2022:

President

Matthew D. Fourcroy

Vice President

Charles L. Cesena

Directors

Troy C. Gatchell

Marshall E. Ochylski

Christine M. Womack

General Manager

Ron Munds

District Accountant

Robert Stilts, CPA

Unit Chief

Eddy Moore

Battalion Chief

Paul Provence

1. Review Warrant Register and monthly income and expenditure statements prior to Board Meeting
2. Review Water Rate Study
3. Review mid-year budget adjustments for the 2021/2022 Fiscal Year for all District funds.
4. Review and provide input into the Fiscal Year 2022/2023 budget for all Funds
5. Review Audit for Fiscal Year 2021/2022
6. Review possible disposal of District assets/property determined to be surplus to District needs
7. Annual review of Investment Policy
8. Conduct FAC/UAC joint meetings regarding specific projects of interest and concern to both committees
9. Review potential agenda items that have financial impact to the District
10. Review District's Fiscal Policies including an updating to the District's Purchasing Policy

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PARKS AND RECREATION ADVISORY COMMITTEE 2022 WORK PLAN

Recommendations for Parks and Recreation Committee in 2022:

1. Dog Park scope of work, budget, time frame and design. Develop public outreach plan and explore community partnerships to further the progress on the Dog Park.
2. 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.
3. Review Fund 900 Budget for Fiscal Year 2022/2023

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UTILITIES ADVISORY COMMITTEE 2022 WORK PLAN

Recommendations for Utilities Advisory Committee in 2022:

President

Matthew D. Fourcroy

Vice President

Charles L. Cesena

Directors

Troy C. Gatchell
Marshall E. Ochylski
Christine M. Womack

General Manager

Ron Munds

District Accountant

Robert Stilts, CPA

Unit Chief

Eddy Moore

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 Water Rate Study
4. Review Utilities Budgets for Fiscal Year 2022/2023
5. Review and make recommendations and improvements to the District's Water Conservation Plan
6. Review quarterly financial statements for Funds 500 and 800
7. Review water supply resiliency updates and provide input and direction to staff
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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