



POSTED 8-6-2019, 10 am

Tom Fayram, President  
Lisa Palmer, Vice President  
Julie Kennedy, Secretary  
Mike Arme, Director  
Brian O'Neill, Director

**LOS OLIVOS COMMUNITY SERVICES DISTRICT**  
**Finance Committee Meeting, August 9, 2019, 3:00 p.m.**  
**201 Industrial Way, Ste A, Buellton, CA 93427**

**FINANCE COMMITTEE MEETING MINUTES**

**1. CALL TO ORDER**

Meeting called to order at 3:00pm

**2. ROLL CALL (Some will attend via phone)**

Directors Kennedy and Arme present and IGM Pike were present by phone. Director Arme left meeting early at 3:25pm.

**3. APPROVAL OF MEETING MINUTES**

Meeting of 6-7-2019

Meeting of 7-1-2019

**Action:** Approve minutes for both meetings.

**Motion:** . Director Kennedy   **Second:** Director Arme

**Vote:** Motion passed 3-0

**4. DIRECTOR COMMENTS**

Directors will give reports on any meetings that they attended on behalf of the Committee and/or choose to comment on various Committee activities.

*No director comments.*

**5. PUBLIC COMMENTS**

Members of the public may address the Committee on any items of interest within the subject matter and jurisdiction of the Committee but not on the agenda today (Government Code - 54954.3). Speakers are limited to 3 minutes. Due to the requirements of the Ralph M. Brown Act, the District cannot take action today on any matter not on the agenda, but a matter raised during Public Comments can be referred to District staff for discussion and possible action at a future meeting.

*No public comments.*

**6. INTERIM GENERAL MANAGER REPORT**

Interim General Manager Report on current assignments and general Committee business.

IGM Pike noted on-going work to Project Plan including updates of prospective financing activities.

**7. BUSINESS ITEMS**

**A. Review and recommend to full Board of Directors payment of Invoices to the District.**

1. 7-11-2019 Aleshire & Wynder Invoice 52238 (June Legal Services) - \$1634.00
2. 8-02-2019 Aleshire & Wynder Invoice 52613 (June Legal Services) - \$1953.77
3. 7-5-2019 MNS Invoice 72975 (May IGM Services) - \$9127.50
4. 8-2-2019 MNS Invoice 73215 (June IGM Services) - \$5780.25
5. 5-16-2019 SDRMA Invoice 66789 (2019-20 Insurance) - \$2209.66

Los Olivos Community Services District, P.O. Box 345, Los Olivos, CA 93441, (805) 946-0431

**Action:** Approve invoices for payment with the correction of the 7-11-19 Aleshire and Wynder Invoice no. 52238 for the month of May as opposed to June as stated in the agenda.

**Motion:** . Director Kennedy **Second:** IGM Pike

**Vote:** Motion passed 2-0 with Director Arme absent

*Discussion: IGM Pike explained the high cost of the May MNS invoice largely due to work to ensure the CSD was in compliance with record keeping requirements and the preparation for the summer workshops including the work to create and mail the postcard notifying residents of the dates and times. Director Kennedy noted the need for on-going fiscal responsibility given the finite resources at the District's disposal.*

## B. Review Assessors Submittal Process

*No action.*

*Discussion: IGM Pike submitted the required paperwork and noted our District was the first, and likely the only entity to submit on-time given the newly reduced timeline.*

## 8. Next Meeting:

Friday, September 6, 2019, 10:00 a.m., MNS Engineers, 201 Industrial Way, Ste A, Buellton, CA 93427

## 9. ADJOURNMENT

**Action:** Adjourn meeting at 3:33pm.

**Motion:** . Director Kennedy **Second:** IGM Pike

**Vote:** Motion passed 2-0 with Director Arme absent

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APPROVED



Tom Fayram, President

ATTEST



Julie Kennedy, Secretary