

FINANCE COMMITTEE

REGULAR MEETING

Tuesday, December 22, 2020 - 10:00 AM

MINUTES

A. CALL TO ORDER

Chairman Gray called the meeting to order at 10:01 a.m.

B. ESTABLISH QUORUM

A quorum was established.

Committee members present via Zoom: Tom Gray, Ted Siegler, Dewayne Lee, Mary Maher, Marvin Corne, and Cheryl McDowell.

Staff present via Zoom: John Weigold, General Manager, Pamela Duffield, Finance Manager, Ossana Terterian, Board Secretary and Ray Dienzo, Utilities Department Manager/District Engineer.

C. CHAIRMAN'S REPORT – Chairman Gray talked about a process change that the CCSD board established relative to how committee membership would be determined going forward. After each 2-year term the committees will be disbanded and if current members want to resume membership, they need to re-apply. This change is to allow other members of the community to participate on the committees. The notice should be going out to the public in the coming weeks and the new committee membership terms will start with the February meeting and will run until February 2023.

1. AD HOC COMMITTEE REPORTS

Committee members Lee and Siegler did not have any new information. General Manager Weigold reported that staff met with PG&E, were working on finalizing numbers for the ECM's and the RFP's should go out by the end of the month. It was expected that the ad hoc committee would meet early in January.

2. PUBLIC COMMENT

Public Comment: No public comment today but in the future Chairman Gray requested that public comment be comments only directed at the committee and not include questions for the committee or staff.

3. CONSENT AGENDA

A. Consideration to Approve the November 24, 2020 Regular Meeting Minutes

Committee member Corne moved to approve the meeting minutes.

Committee member Maher seconded the motion.

The motion was approved 5-ayes (Corne, Lee, Maher, McDowell, Siegler), 0-Nays, 0-Abstain

4. REGULAR BUSINESS

Item D was discussed first, followed by items A, B, and C.

A. Discussion and Consideration of 2021 Finance Committee Meeting Dates

Committee member Lee moved to approve the attached 2021 meeting schedule.

Committee member Maher seconded the motion.

The motion was approved 5-ayes (Corne, Lee, Maher, McDowell, Siegler), 0-Nays, 0-Abstain

B. Receive Update on Fiscal Year 2018/2019 Audit

Ms. Duffield received the 1st draft of the audit. Further work is required and a final draft is expected next year.

C. Receive Update on Tyler Incode

Ms. Duffield reported on Tyler Incode progress. The initial implementation modules will go live March 2021 and the 2nd modules will go live in May 2021.

D. Discussion and Review of Budget Adjustment and Approval of Staff Recommendation

Ms. Duffield reviewed the budget adjustment request associated with groundwater modeling needed to validate assumptions associated within the upcoming 2021 Urban Water Management Plan. The modeling needs to occur in April during the dry season.

The R&I committee had not met but Karen Dean, then R&I chairperson approved moving the request to the finance committee due to the need for a decision this month. The finance committee members asked a number of technical questions about the project to better understand the need but most were not satisfied with the responses. One member felt it should approve the request based on the R&I committees' recommendation.

Committee member Maher moved to approve the budget adjustment.

No committee member seconded the motion. Discussion ended.

General Manager Weigold reported that the item would be taken to the Board at the next meeting for a decision due to the timeliness of the request. He will report the results of the finance committee discussion.

5. FUTURE AGENDA ITEMS

Chairman Gray asked for any future agenda items. Audit results will be reviewed in a special meeting that will be called in January. The 2nd quarter budget report will be reviewed at the regular January meeting.

6. ADJOURN

Chairman Gray adjourned the meeting at 10:57.

ATTACHMENT -- 2021 MEETING SCHEDULE:

**CAMBRIA COMMUNITY SERVICES DISTRICT
FINANCE COMMITTEE
2021 REGULAR MEETING SCHEDULE**

January 26, 2021 at 10:00 a.m.

February 23, 2021 at 10:00 a.m.

March 23, 2021 at 10:00 a.m.

April 27, 2021 at 10:00 a.m.

May 25, 2021 at 10:00 a.m.

June 22, 2021 at 10:00 a.m.

July 27, 2021 at 10:00 a.m.

August 24, 2021 at 10:00 a.m.

September 28, 2021 at 10:00 a.m.

October 26, 2021 at 10:00 a.m.

November 23, 2021 at 10:00 a.m.

December 21, 2021 at 10:00 a.m.

Regular meetings are held via Zoom until further notice.