



FINANCE COMMITTEE

REGULAR MEETING

Thursday, May 17, 2018 - 10:00am-12:00 pm
2850 Burton Drive Cambria CA 93428

MINUTES

A. CALL TO ORDER

Chairman Pierson called the meeting to order at 10:00 a.m.

B. ESTABLISH QUORUM

A quorum was established.

Committee members present: David Pierson, Ted Siegler, Amanda Rice, Cindy Steidel, and Dewayne Lee.

Staff present: General Manager Jerry Gruber, Administrative Services Officer/District Clerk Monique Madrid, Finance Manager Rudy Hernandez, and District Engineer Bob Gresens.

Public in attendance:

Brad Clark
Leslie Richards
Laura Swartz
Crosby Swartz
Karen Dean
Mr. Dean
Harry Farmer
Donn Howell
Cheryl McDowell
Tina Dickason
Tom Gray
Ted Key

C. CHAIRMAN'S REPORT

There was no chairman's report.

1. PUBLIC COMMENT

Public Comment:

Tina Dickerson – CCC offered to provide a biologist for the Series 7 work

Laura Swartz – Status of the BRP. People are building!

Ted Key – Selling the fans at the pond

Donn Howell – Push ahead on refinancing

Laura Swartz – Minutes should include their comments

Tina Dickason – Minutes should include their comments

Tina Dickason– Dr. Bettenhausen’ s letter

Ted Key – Dragon software to record and print minutes

2. CONSENT AGENDA

A. Consideration to Approve the April 26, 2018 Regular Meeting Minutes

B. Consideration to Approve the 2018 Finance Standing Committee Regular Meeting Schedule

Committee Member Rice stated after reviewing the regular minutes, she doesn't know what was determined.

A discussion was held regarding the way to take and produce minutes (action, verbatim or somewhere in-between). There were various suggestions made.

Chairman Pierson asked the Clerk to correct the April 26, 2018 minutes to read:

Rudy Hernandez will have the unaudited balance sheet ready for the committee in July.

Rudy Hernandez will update the committee on Tyler’s ability to fixed and variable expenses.

Chairman Pierson asked that agenda packets have page numbers and a table of contents.

Committee Member Rice motioned to approve the consent agenda with the changes requested by the Chairman.

Committee Member Lee seconded the motion.

The motion was approved unanimously: 5-Ayes, 0-Nays, 0-Absent

Public Comment:

Laura Swartz: asks for public commenters to have their comments briefly recorded

Tina Dickason: agreed with Ms. Swartz and asked about agenda items brought to the committee for future consideration

Leslie Richards: asked if Bettenhausen comments are included in the minutes

Karen Dean: commented that brief comments used to be recorded

3. REGULAR BUSINESS

A. Discussion and Consideration to Review Draft Budgets, Including Overhead Allocation Methodology, Without New Rate assumptions, and Provide a Recommendation to the Board of Directors

Chairman Pierson introduced the item and explained there is not a rate increase included as it has not yet been determined.

Jerry Gruber suggested Rudy Hernandez explain the allocated overhead methodology used and go through the department budgets. He also advised the budget is balanced and built around the resources which are currently available.

Chairman Pierson asked Rudy Hernandez to verify revenues as they appear to have increased.

- Need a narrative and description of the plan
 - Need org chart with added positions indicated
 - What are the deferred initiatives and what are the priorities and risks
- Policy on the allocation of taxes and franchise fees
 - Allocation from department to department or enterprise fund
- Clarification on Loan Mitigation Fund
 - Risk of funds running out before full permitting
 - The \$733K is all that is left of that set aside from the loan and the grant
- Clarify why PROS and Facilities are getting more money allocated
 - Fee schedule needs updating
- Revisit conservation funding
 - Toilet upgrades, etc.

Public Comment:

Tina Dickason- Breakdown on litigation

Cheryl McDowell: Prior years had an in-house attorney

Laura Swartz: Testing on desal plant

Ted Key– How much tax \$\$ goes to the county and how much comes back?

Crosby Swartz – Testing costs may not go down – Oxnard example

Chairman Pierson moved to extend the meeting by 15 minutes.

Consensus was reached to extend the meeting.

Chairman Pierson will get together with the Clerk to resolve what should be in the minutes and cover everything.

Committee Member Steidel has questions about policy and procedures and provided a handout to the committee (attached).

B. Discussion and Consideration to Review CCSD Purchasing and Reserve Policies and Draft Finance Policy Index

C. Discussion and Consideration Regarding the Assignment of Banking Powers

4. FUTURE AGENDA ITEMS

Chairman Pierson asked to include the following items on the June agenda:

- Review of Audit
- Review of Updated Budget
- Review of Rate Structure
- BRP Status
- Policy review & Banking Powers – Regular Business Item 3.B. & 3.C. that we did not get to

5. ADJOURN

Chairman Pierson adjourned the meeting at 12:14 p.m.