FINANCE COMMITTEE
REGULAR MEETING
Tuesday, August 25, 2020 - 1:30 PM

MINUTES

A.   CALL TO ORDER

Chairman Steidel called the meeting to order at 1:34 p.m.

B.   ESTABLISH QUORUM

A quorum was established.

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

Staff present via Zoom: John Weigold, General Manager, Pamela Duffield, Finance Manager, Haley Dodson, Deputy District Clerk.

C.   CHAIRMAN'S REPORT - None

1.   PUBLIC COMMENT

Public Comment: None

2.   CONSENT AGENDA

A.   Consideration to Approve the July 28, 2020 Regular Meeting Minutes

Committee member Siegler moved to approve the meeting minutes.

Committee member Corne seconded the motion.

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

3.   REGULAR BUSINESS

A.   Review Budget Policy and Administrative Allocation Process Across Funds

Pam reviewed potential changes to the policy. After discussion on the overhead allocation section we decided to have a separate topic specific to this section at our next meeting. Pam will make the other changes discussed with the remainder of the policy and bring back the changes to our next meeting for review.

B.   Receive Update on Tyler Incode

Pam reviewed the current status. The preliminary implementation schedule definition is on hold until the consultant working the data conversion completes

some administrative tasks required before a contract agreement can be completed.

We also had discussion about the different options for the most efficient data conversion timing during the fiscal year.

C.   Receive Update on Fiscal Year 2018/2019 Audit

Pam provided the status of the 2018/19 audit which is in process. The process is going smoothly so far.

D.   Receive CIP Ad Hoc Committee Report

Dewayne & Ted provided status on the joint finance and R&I subcommittee work. They met to start reviewing potential grants and low interest loans. They also had a tour of the wastewater facility and reviewed the planned projects.

4.   **FUTURE AGENDA ITEMS**

Budget Policy edits
Overhead Allocation section of Budget policy

5.   **ADJOURN**

Chairman Steidel adjourned the meeting at 3:18 p.m.