

FINANCE COMMITTEE
REGULAR MEETING
Tuesday, July 27, 2021 - 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, Ray Dienzo, Utilities Department Manager/District Engineer.

C. CHAIRMAN'S REPORT

None

D. AD HOC SUBCOMMITTEE REPORTS

Committee member Corne reviewed the status of the strategic plan underfunded-staffed-resourced subcommittee. The subcommittee is working on several potential items that may be recommended to the board after further subcommittee discussion.

1. COMMITTEE MEMBER COMMUNICATIONS

None

2. PUBLIC COMMENT

None

3. CONSENT AGENDA

A. Consideration to Approve the May 25, 2021 Regular Meeting Minutes

Committee member Siegler moved to approve the meeting minutes with noted changes.

Committee member Corne seconded the motion.

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

4. REGULAR BUSINESS

A. Review and Discuss the Fiscal Year 2021/2022 Final Budget and Provide Recommendation(s) to the Board

Ms. Duffield reviewed the 2021/2022 final budget with the committee. The discussion included surplus or deficit for each department ending in FY 2020/2021 and capital projects and encumbrance reserve designations requested to be carried forward to FY 2021/2022.

Public comment: Elizabeth Bettenhausen

Committee member Siegler moved to recommend approval of the FY 2021/2022 final budget and reserve designations to the Board of Directors.

Committee member Corne seconded the motion.

The motion was approved 4-Ayes (Lee, McDowell, Siegler, Corne), 0-Nays, 1-Absent

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

Ms. Duffield reviewed the budget adjustment request with the committee. Mr. Dienzo, Utilities Department Manager/District Engineer joined the discussion to provide further detail and answer questions.

Public comment: Elizabeth Bettenhausen

Committee member McDowell moved to recommend approval of the budget adjustment to the Board of Directors.

Committee member Lee seconded the motion.

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

C. Receive Update on Tyler Incode

Ms. Duffield reviewed staff activities associated with the remaining modules implementation. There was also discussion about the initial billings sent out to customers. Ms. Duffield noted that the next budget report will come from new system reports replacing the current excel reports.

Public comment: Elizabeth Bettenhausen

D. Receive Update on Fiscal Year 2019/2020 Audit

Ms. Duffield reported that she has received the final FY 2019/2020 audit report. There are no findings. The committee will receive a presentation on the audit at the August 10th special meeting.

5. FUTURE AGENDA ITEMS

Committee Member Corne proposed a review of reserve policy

6. ADJOURN

Chairman Gray adjourned the meeting at 11:21 a.m.