



CAMBRIA COMMUNITY SERVICES DISTRICT

MINUTES OF JULY 23, 2024, REGULAR FINANCE COMMITTEE MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT

A regular meeting of the Finance Committee of the Cambria Community Services District was held at the Cambria Veterans' Memorial Hall, located at 1000 Main Street, Cambria, CA 93428, on Tuesday, July 23, 2024, at 10:00 AM

1. **OPENING**

1.A **Call to Order**

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

1.B **Establishment of Quorum**

A quorum was established. Ms. McDowell not present due to excused absence.

Committee members present: Chairman Tom Gray, David Pierson, Karen Chrisman, Keith Hinrichsen and Scott McCann.

Staff present: Matthew McElhenie, General Manager, Haley Dodson, Confidential Administrative Assistant, and Denise Fritz, Administrative Department Manager.

1.C **Chair Report**

Chairman Gray reported that there will likely be no meeting next month.

1.D Ad Hoc Subcommittee Report(s): No reports.

1.E Committee Member Communications: No reports.

2. **PUBLIC COMMENT:** No members of the public were in attendance during the entire meeting.

3. **CONSENT AGENDA**

3.A **Consideration to Approve the May 28, 2024 Regular Meeting Minutes**

Mr. Pierson moved to approve the minutes.

Mr. McCann seconded the motion.

Motion passed 3-0 with 1 abstention.

4. **REGULAR BUSINESS**

4.A **Review of Fourth Quarter Budget Report and Staff Recommendation**

Ms. Fritz reviewed the document and answered questions from the committee. Mr. Pierson voiced his opinion that the Administration Department should not have a surplus and that that surplus should not go into General Fund reserves as scheduled. Chair Gray stated his efforts to find a clear ruling on this matter have not yet succeeded but he is still pursuing the issue with counsel. Ms. Fritz pointed out that the budgets as presented comply with current board policy.

Mr. Hinrichsen moved to recommend approval of the report to the Board of Directors.

Mr. McCann seconded the motion.

Motion passed 3-1.

4.B Discussion and Consideration of the Final Budget FY 2024/2025 and Approve Recommendations to the Board of Directors

Ms. Fritz reviewed the document and answered questions from the committee.

Mr. Pierson again objected to the surplus in the Administration Department. After discussion the issue was advanced to the ad hoc committee already established to review and revise as needed the Allocation Policy.

Mr. Hinrichsen moved to recommend approval of the report to the Board of Directors.

Mr. McCann seconded the motion.

Motion passed 3-1.

4.C Discuss, Review and Approve the Purchasing Policy Revisions and Approve Recommendations to the Board of Directors

Ms. Fritz reviewed the document briefly and Mr. McCann asked if the review could be delayed as he had not the chance to fully review the policy. Chair Gray stated we could delay the review until September's meeting and so the item was tabled.

5. FUTURE AGENDA ITEM(S)

Chairman Gray asked for any future agenda items and only the review of the Purchasing Policy was discussed.

6. ADJOURN

Chairman Gray adjourned the meeting at 11:57 a.m.