

FINANCE COMMITTEE

REGULAR MEETING

Tuesday, January 24, 2023 - 10:00 AM

MINUTES

A. CALL TO ORDER

Chairperson Gray called the meeting to order at 10:02 a.m.

B. ESTABLISH QUORUM

A quorum was established.

Committee members present via Zoom: Tom Gray, Marvin Corne, Mary Maher, Karen Chrisman, Cheryl McDowell, and Ted Siegler

Staff present via Zoom: Pamela Duffield, Administrative Department Manager and Denise Fritz, Finance Manager.

C. ELECTION OF OFFICERS – Continued to next month

D. CHAIRMAN'S REPORT

Chairperson Gray stated that this is the last meeting with the previous committee members. Committee member Siegler served 5 years, Committee members Corne and Maher each served 4 years. There is one opening not filled. If anyone knows someone interested, please inform Tom.

E. COMMITTEE MEMBER COMMUNICATIONS

Committee member Siegler commented that due to Brown act changes, effective February 28th public meetings need to take place in person. Hybrid meeting can be accommodated. CCSD may want to assure equipment is available to conduct hybrid meetings.

1. PUBLIC COMMENT

Public Comment: Committee member Maher read Linda Prentiss's written comment.

2. CONSENT AGENDA

A. Consideration to Approve November 30, 2022, Special Meeting Minutes

Committee member Corne moved to approve the minutes.

Committee member Maher seconded the motion.

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

3. REGULAR BUSINESS

A. Review of the Second Quarter Budget Report, Budget Adjustment and Staff Recommendation

Ms. Fritz presented the Second Quarter Budget Report, the Budget Adjustment and Staff Recommendations.

There was discussion about duplicate line items. The only fix is manual this year. The software glitch will be fixed by next year. A note will be added to the report explaining the problem.

The East Restroom and Skatepark on page 26 are carryforward items, not budget adjustments. The original budget is completed, and then last year's carryforward items are added as a budget adjustment. Ms. Duffield said this has been the process for several years.

There was discussion of the new financing in place for ECM projects not being reflected in report. The projects are going before the board at the next month's meeting. The items will be added after Board approval.

The committee discussed the presentation of the report and stated some recommended improvements. The current report is a canned report from Tyler. This will be discussed at future meetings and perhaps a subcommittee will be setup to provide recommendations to the finance committee.

Committee member Maher moved to recommend approval to the board of the Second Quarter Budget Report, Budget Adjustment and Staff Recommendations.

Committee member Siegler seconded the motion.

The motion was approved 4-Ayes (Maher, Chrisman, McDowell, Siegler), 1-Nay (Corne), 0-Absent

Public comment: None

B. Discussion and Consideration of 2023 Finance Committee Meeting Dates

This item is continued to the next meeting.

4. FUTURE AGENDA ITEMS

Public Comment:

David Pierson proposes discussion on hiring next auditor

Proposed items from Committee and/or Staff:

Review format of budget reports

Update on the audit

5. ADJOURN

Chairperson Gray adjourned the meeting at 10:46 a.m.