

# FINANCE COMMITTEE

REGULAR MEETING  
Tuesday, February 23, 2021 - 10:00 AM

## MINUTES

A. CALL TO ORDER

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

B. ESTABLISH QUORUM

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.

C. CHAIRMAN'S REPORT

Chairman Gray announced that all 5 current members were re-appointed to the finance committee for another 2-year term

D. ELECTION OF OFFICERS

Committee had a short discussion on keeping the same officers for Vice Chair and Secretary.

Committee member McDowell moved to elect Ted Siegler as Vice Chair and Mary Maher as Secretary.

Committee member Corne seconded the motion.

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

**1. PUBLIC COMMENT - None**

**2. CONSENT AGENDA**

A. Consideration to Approve the January 26, 2021 Regular Meeting Minutes

Committee member Lee moved to approve the meeting minutes.

Committee member Siegler seconded the motion.

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

### 3. REGULAR BUSINESS

- A. Receive Update from the Board of Directors Regarding Finance Committee Tasks in 2021, and Establish Ad Hoc Subcommittee(s) as Appropriate

Chairman Gray and Ms. Duffield discussed the three -year goal and six-month objectives that CCSD Board of Directors adopted that involve participation by the Finance Committee.

THREE-YEAR GOAL: Achieve and sustain adequate financial resources to sustain the mission.

SIX-MONTH OBJECTIVES:

- 1) Identify underfunded, under-resourced and understaffed services by April 1<sup>st</sup>.
- 2) Identify funding resources and structural changes to meet unmet services needs by June 1<sup>st</sup>.

Ms. Duffield identified the types of items that may be included such as vacant lots, ranch maintenance including homeless cleanup, street lighting, fire department requested items, Vets Hall maintenance and capital improvements.

The committee discussed these items and whether there should be one or two ad hoc committees.

Committee member Siegler explained that he may need to recuse himself from discussion and decisions associated with the ranch as he is a FFRP board member.

The committee also heard public comment from E. Bettenhausen.

Committee member Maher moved to form one ad-hoc committee to work on both objectives.

Committee member Siegler seconded the motion.

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

Committee member McDowell moved to appoint committee members Corne, Lee and Maher to the committee.

Committee member Siegler seconded the motion.

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

B. Receive Update on Fiscal Year 2018/2019 Year Audit

Ms. Duffield reported that the final draft of the audit is expected March 11<sup>th</sup>. The committee will need to have a special meeting so the audit can be presented to the Board on March 18<sup>th</sup>. The committee is tentatively planning to meet at 10:00am on Tuesday March 16<sup>th</sup>. A meeting will be scheduled once Ms. Duffield receives the final draft audit.

C. Receive Update on Tyler Incode

Ms. Duffield reported Tyler Incode implementation is continuing at a fast pace. Training and implementation are active this month. Payroll processes will begin next month and Billing will begin in the April/May timeframe.

**4. FUTURE AGENDA ITEMS**

Chairman Gray asked for any future agenda items.

We discussed two potential items; how Settlement funds will be handled and when we would meet in person. Both items are complicated and we will wait for Board direction before discussing in our committee.

**5. ADJOURN**

Chairman Gray adjourned the meeting at 10:45 AM