

FINANCE COMMITTEE
REGULAR MEETING MINUTES
Tuesday, April 27, 2021 - 10:00 AM

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, Cheryl McDowell, Dewayne Lee, and Mary Maher. Absent: Marvin Corne

Staff present via Zoom: John Weigold, General Manager; Pamela Duffield, Finance Manager; Ossana Terterian, Board Secretary, Carlos Mendoza, Facilities & Resources Supervisor

C. CHAIRMAN'S REPORT

None

D. AD HOC SUBCOMMITTEE REPORTS

The only active subcommittee report is agenda item 3B.

1. PUBLIC COMMENT

Committee member Siegler brought up the subject of Water Reclamation Facility (WRF) total costs. Inaccurate WRF financial figures have been discussed in various public forums. General Manager Weigold reported at a board meeting that less than \$7M has been spent over 6 years on the project. The remaining loan amount is \$6.8M so the total cost of the WRF is less than \$14M. There is a desire from some committee members to figure out a way to communicate the WRF financial facts and data to the broader Cambria community. The committee requested that Chairman Gray discuss with the Board members.

2. CONSENT AGENDA

A. Consideration to Approve the March 16, 2021 Special Meeting Minutes

Committee member Maher moved to approve the meeting minutes.

Committee member McDowell seconded the motion.

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

3. REGULAR BUSINESS

A. Review of Third Quarter Budget Report and Staff Recommendations

Ms. Duffield reviewed the budget impact associated with the January storm damage. The total damage estimate is over \$400K. Since SLO county declared an emergency, the district's insurance company assumes that the state will help pay for damages. Therefore, our liability insurance deductible increased from \$1K to \$500K. There was a discussion about elevating the issue with county and state management.

The budget request for storm damage repair only covers the necessary emergent and safety related work. Some of the needed funds come from the facilities and resources budget but the majority are funded from reserves.

The budget request for the skate park design is funded by reallocation within the PROS budget.

Committee member Siegler moved to recommend to the Board approval of the requested budget adjustments.

Committee member Lee seconded the motion

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

B. Review and Discuss Strategic Plan Ad-Hoc Assignment to Identify Under-Funded/Under-Resourced/Under-Staffed Services and Approve Staff Recommendations

Committee member Lee and Ms. Duffield reviewed the progress made by the ad-hoc committee. The committee pulled together a prioritized list of Under-Funded/Under-Resourced/Under-Staffed Services by department.

They also identified some initial ideas for how to proceed with the 2nd action for the subcommittee by identifying funding resources and structural changes to meet unmet service needs.

There was discussion on segregating the requested amount by one-time investment and ongoing maintenance.

The Ad-hoc committee will continue meeting to work on the 2nd action mentioned above.

The committee also heard public comment from L. Swartz.

Committee member Siegler moved to amend the priority list to illustrate how much is a one-time investment and how much is ongoing maintenance. Once this is complete, present the list to the board to complete the 1st action.

Committee member Maher seconded the motion.

The motion was approved 3-Ayes (Siegler, Maher, Lee), 1-Nays (McDowell), 0-Abstain, 1-Absent (Corne)

C. Discussion and Consideration to Approve the Budget Policy Revisions

The Board changed the name of the Sustainable Water Facility (SWF) to the Water Reclamation Facility (WRF) and requested that all policies being updated to reflect the change.

Committee member Maher moved to approve the Budget policy revisions.

Committee member McDowell seconded the motion.

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

D. Discussion and Consideration to Approve the Reserve Policy Revisions

The Board changed the name of the Sustainable Water Facility (SWF) to the Water Reclamation Facility (WRF) and requested that all policies being updated to reflect the change.

Committee member Siegler moved to approve the Reserve policy revisions.

Committee member Lee seconded the motion.

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

E. Receive Update on Fiscal Year 2019/2020 Audit

Ms. Duffield reported that the auditors will be on site the week of May 3rd.

F. Receive Update on Tyler Incode

Ms. Duffield reported A/P and Purchasing went live the week of April 4th. The 1st payroll was processed the week of April 12th. The 2nd payroll is being processed this week without assistance from Tyler.

The finance team is working on configuration of the utility bills. The next bills residents receive will be from the new system and will look a little different.

4. FUTURE AGENDA ITEMS

Chairman Gray asked for any future agenda items.

There was discussion of when we would be able to meet in person. CCSD is following the county guidelines. Once our county moves to a tier that allows in person meetings, we will follow the appropriate guidelines.

We will review the preliminary FY 2021/2022 budget at the next meeting per budget policy guidelines.

5. ADJOURN

Chairman Gray adjourned the meeting at 11:34 a.m.