

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**FINANCE COMMITTEE SPECIAL MEETING MINUTES**  
Tuesday, June 14, 2022 10:00 AM

**1. OPENING**

**A. CALL TO ORDER**

Chairperson Steidel called the meeting to order at 10:00 a.m.

**B. ESTABLISH A QUORUM**

A quorum was established.

Committee members present via Zoom: Cindy Steidel, Marvin Corne, Mary Maher, Karen Chrisman and Cheryl McDowell. Approved absence (Ted Siegler)

Staff present via Zoom: John Weigold, General Manager, Pamela Duffield, Administrative Department Manager, William Hollingsworth, Fire Chief, Ray Dienzo, Utilities Department Manager/District Engineer and Carlos Mendoza, Facilities and Resources Manager.

**C. CHAIRMAN'S REPORT**

None

**D. COMMITTEE MEMBER COMMUNICATIONS**

None

**E. PUBLIC COMMENT ON AGENDA ITEMS**

Public Comment: David Pierson

**2. CONSENT AGENDA**

**A. Consideration to Approve April 26, 2022 Regular Meeting Minutes**

Committee member Corne moved to approve the minutes.

Committee member Maher seconded the motion.

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

**3. REGULAR BUSINESS**

**A. Review and Discuss the FY 2022/2023 Preliminary Budget and Provide Recommendation(s) to the Board**

Ms. Duffield reviewed the FY 2022/2023 Preliminary Budget in detail. Initially she explained items that are common across all funds such as what determines the revenue for

each fund, how salary increases are incorporated as well as how expense categories were increased to account for inflation.

Ms. Duffield also explained that the PG&E IGA funding would not be included in the budget until the district received final budgetary numbers from PG&E. Ms. Duffield also noted that some items are not budgeted (water meters, etc.) because the unspent funds would be carried over from the current year. These items will be in the final budget after the fiscal year ends and the final budget is prepared in August.

Ms. Duffield proceeded to talk through each fund describing how department line-item budget requests were incorporated. She also presented staffing information, the capital improvement projects (CIP), the reserve estimates for each fund and budget comparison reports.

The committee discussed if the PROS budget could be aligned under the Facilities and Resources budget as it is the only standing committee with a budget. In addition, the board manages any spending from this budget.

The committee also discussed adding a column to the CIP worksheet that shows how much money has been spent on each project in prior fiscal years. Ms. Duffield explained that this would take some time to research and recommended that the column to be included in the FY2022/23 First Quarter Budget Report.

After her presentation, the committee complemented Ms. Duffield on the thoroughness of her presentation which is why there were not many questions.

Committee member Maher moved to recommend to the Board that the PROS budget line items be moved under the Facilities and Resources budget.

Committee member McDowell seconded the motion.

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

Committee member Maher moved that the FY 2022/2023 Preliminary Budget be presented to the Board including committee comments relative to the PROS budget and CIP worksheet.

Committee member McDowell seconded the motion.

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

#### **4. FUTURE AGENDA ITEMS**

Chairperson Steidel asked for any future agenda items. There were none agreed to by the committee.

#### **5. ADJOURN**

Chairperson Steidel adjourned the meeting at 11:50 a.m.