

**FINANCE COMMITTEE**

REGULAR MEETING

Tuesday, January 26, 2021 - 10:00 AM

**MINUTES**

A. CALL TO ORDER

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

B. ESTABLISH QUORUM

A quorum was established.

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 explained that agenda item B, regarding Finance Committee Tasks in 2021 will move to the February meeting. The Board will consider adopting the Strategic Plan at an upcoming meeting. That plan will include tasks for the Finance Committee.

**1. PUBLIC COMMENT - None**

**2. CONSENT AGENDA**

A. Consideration to Approve the December 22, 2020 Regular Meeting Minutes as amended.

Committee member Lee moved to approve the meeting minutes.

Committee member Corne seconded the motion.

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

B. Consideration to Approve the January 12, 2021 Special Meeting Minutes

Committee member Siegler moved to approve the meeting minutes.

Committee member Maher seconded the motion.

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

### **3. REGULAR BUSINESS**

#### **A. Review of Second Quarter Budget Report and Staff Recommendations**

Ms. Duffield reviewed the second quarter budget report. There was discussion that the salary and benefits estimated actuals are understated. The full year estimated actual calculation does not account for the mid fiscal year increase. The salary and benefits budget includes this increase.

Committee member Siegler moved to approve the staff recommendation of FY 2020/21 second quarter budget report and pass report onto the Board of Directors.

Committee member McDowell seconded the motion.

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

#### **B. Receive Update from the Board of Directors Regarding Finance Committee Tasks in 2021**

This item is deferred until next month

#### **C. Receive Update on Fiscal Year 2018/2019 Audit**

Ms. Duffield reported that the final audit report should be received in a couple of weeks. We may need a special meeting in February to review the audit prior to the February board meeting.

#### **D. Receive Update on Tyler Incode**

Ms. Duffield reported the status of the Tyler Incode project. The essential & critical components will be implemented by early April. The Utility billing component will be implemented in May. Non-essential portions may not be implemented until the next fiscal year.

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

Chairman Gray asked for any future agenda items. Finance committee tasks from the Board of Directors will be reviewed and an ad hoc committee will be established at the next meeting.

The status of the PG&E Investment Grade Audit and the full CIP list will be reviewed at a later meeting after the February 22<sup>nd</sup> Resources and Infrastructure committee meeting.

### **5. ADJOURN**

Chairman Gray adjourned the meeting at 11:25 a.m.