



## MINUTES OF BUDGET & FINANCE COMMITTEE MEETING

Responsible for the review of District finances including: rates, fees, charges and other sources of revenue; budget and reserves; audit; investments; insurance; and other financial matters.

Tuesday, December 1, 2020 9:00 am, via video/teleconference.

### MINUTES

1. Convene Meeting 9:00 a.m.  
Roll Call: L. Henry, B. Fultz, S. Winegarden were present. R. Lund was not available.  
Staff: R. Rogers-District Manager, S. Hill-Director of Finance and Business Services, H. Hossack-District Secretary
2. Oral Communications: None
3. Old Business:  
*Members of the public will be given the opportunity to address each scheduled item prior to Committee action. The Chairperson of the Committee may establish a time limit for members of the public to address the Committee on agenda items.*
  - A. PAST DUE POLICY UPDATE  
S. Hill introduced this item. She said that the State is preventing turnoffs or water for unpaid bills but it is time for the District to re-establish past due policy. She suggested that the District place overdue water bills on the property tax rolls rather than send them to collections. She described the process for doing this.  
  
Discussion by the Committee and staff regarding the Past Due Policy.  
  
B. Thomas asked if the meters have been removed from properties that were burned down.  
  
R. Rogers said that they have and the pipes have been removed.  
  
The Committee agreed that past due accounts should go to the tax rolls after outreach and direct contact with the overdue account holders.
  - B. UPDATE ON THE ROAD MAP  
S. Hill described this item and the path forward. She said the District needs a Strategic Plan to facilitate the District road map.

Discussion by the Committee regarding changes to the B & F road map.

B. Thomas said that progress is important. The Strategic Plan needs to be part of the financial picture.

The Committee agreed that the District should move forward collecting current data on the listing of assets of the water system while simultaneously working on the Capital Asset Management Plan.

C. LOAN UPDATE

S. Hill introduced this item and read from the memo. She said that the District needs to move forward immediately with a line of credit.

Discussion by the Committee and staff regarding the options and necessity for loans and the possible sale of surplus trees that were cut down after the fire.

4. New Business: None
5. Informational Material: None.
6. Adjournment 10:11 a.m.