



## BUDGET & FINANCE COMMITTEE MEETING MINUTES April 5, 2022

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, April 5, 2022, at 2:00 p.m., via video/teleconference.

### MINUTES

1. **Convene:** 2:00 p.m.

**Roll Call:**

Committee Members Present:

Gail Mahood, Chair  
Jeff Hill  
Olesya Kalinowska

Staff Present:

Rick Rogers, District Manager  
Kendra Reed, Director of Finance & Business Services  
Holly Hossack, District Secretary

2. **Oral Communications:** None

3. **Unfinished Business:**

A. FEMA COST SHARE ADJUSTMENT UPDATE

K. Reed introduced this item. FEMA is increasing their cost share to 90%.

Discussion by the Committee and staff:

- Review of the budget was suggested
- G. Mahood will announce this at the 4.7.22 BoD under the President's Report

B. FISCAL YEAR 2022/2023 BUDGET REVIEW

K. Reed introduced this item.

Discussion by the Committee and staff:

- This is the first review of the biennial budget
- Operating Revenue
- Water Usage
- Operating Grants
- Employee changes to positions, classifications, salaries, and benefits

- Admin costs for Santa Margarita Groundwater Agency
- Temporary Services for Dir. of Finance position during maternity leave
- Grant Writer
- Legal Services

R. Rogers commended K. Reed for her work on this project.

**4. New Business:**

**A. CALIFORNIA LOW INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM (LIHWAP)**

K. Reed introduced this item.

Discussion by the Committee and staff regarding:

- Low income only-late fees covered
- Payment plans available
- Send the info out to all overdue customers
- Removal of liens from property if paid by LIHWAP
- Water shut-offs
- Interaction with the LIRA program
- Maximum one-time payment of \$2000
- Encouraged not to pay bills
- Administrative costs

**5. Adjournment 3:05 p.m.**