



MINUTES OF BUDGET & FINANCE COMMITTEE MEETING November 1, 2022

Tuesday, November 1, 2022, at 2:00 p.m., via video/teleconference.

MINUTES

1. **Convene Meeting:** 2:01 p.m.
Roll Call

Committee Members - Present

Gail Mahood, Committee Chair

Jeff Hill

Olesya Kalinowska

Elizabeth Paulsen

Monica Martinez - absent

Staff - Present

Rick Rogers, District Manager

Kendra Reed, Director of Finance and Business Services

Holly Hossack, District Secretary

2. **Oral Communications:** None
3. **Unfinished Business:** None
4. **New Business:**

A. CERTIFICATE OF PARTICIPATION LOAN UPDATE

K. Reed introduced and explained this item.

R. Rogers explained the reason that Sequoia Pipeline has had no action. The District does not have easements for this area and this item will be pulled from the COP Loan list.

Discussion by the Committee and staff:

- Loan terms - cost of pre-payment penalty
- Timeline - already past 3 years in the agreement
- Will \$10 million be enough to complete the projects
- Fall Creek Fish Ladder - add staff time already spent \$646,000
- This information is reported in the Finance Quarterly Reports
- Add a footnote that the Fall Creek Fish Ladder has already received grant funding for \$1.2

B. PROPERTY TAX COLLECTION POLICY

K. Reed introduced and explained this item to the Committee.

Discussion by the Committee and staff:

- This is the first year - we will see more of a trend in the future
- Small cash flow issue
- Committee recommends 1 notice per year
- Arrangements for overdue bills can be made through the office to avoid property tax roll.

R. Rogers summarized that this has been a very successful program.

This item will be taken to the Board as an informational item.

C. WATER RATE STUDY - REQUEST FOR PROPOSALS

K. Reed introduced and explained this item to the Committee.

Discussion by the Committee and staff:

- Inconsistency in the description needs to be edited
- Look at base rate increase vs. volumetric rates
- Base rate was kept low in the past which can be problematic to cash flow
- Possible Capital Improvement surcharge
- Tiered rates need to be instituted
- Bottom tier should be tied to CA standard for indoor usage
- Different rates for different areas (more pumping) - cost of service
- Bracken Brae & Forest Springs included in the study (RFP)
- Conjunctive use - Zone use
- Summer (well water) and Winter (surface water) rates
- Stabilization surcharge - not useful
- Fee structure is low compared to labor costs
- Capture costs of service visits/fire flow service charge
- Public input is needed

Bring back the RFP with edits to the next Committee meeting.

5. Informational Material

Here is a link to previous B & F Committee meeting minutes:

[All Finance Meeting Minutes | San Lorenzo Valley Water District \(slvwd.com\)](https://www.slvwd.com/All_Finance_Meeting_Minutes)

6. Adjournment 3:01 p.m.