

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
MINUTES OF THE FINANCE & ADMINISTRATION COMMITTEE MEETING

August 3, 2022
1:30 P.M.

Chairperson Raley called the Finance & Administration Committee Meeting to order at 1:30 P.M.

FINANCE & ADMINISTRATION COMMITTEE MEMBERS PRESENT:

David E. Raley, Chairperson
Robert Stewart, Director (alternate)

FINANCE & ADMINISTRATION COMMITTEE MEMBERS ABSENT:

John Longville, Director

STAFF PRESENT:

Betsy Miller, General Manager
Angie Quiroga, Senior Administrative Analyst
Athena Laroche, Administrative Specialist

GUESTS PRESENT:

Melody McDonald, San Bernardino Valley Water Conservation District

1. PUBLIC PARTICIPATION

Chairperson Raley announced this as the time for any persons present, who so desire, to make an oral presentation to the Committee. There being none, the meeting continued with the published agenda items.

2. ADDITIONS/DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

3. APPROVAL OF MEETING MINUTES FROM MARCH 23, 2022

It was moved by Director Raley and seconded by Director Stewart to approve the minutes of the March 23, 2022, Finance & Administration Committee meeting. The motion carried with all members present voting in the affirmative.

Director Raley: Yes
Director Stewart: Yes

4. 4th QUARTER ANNUAL UNAUDITED FINANCIALS REVIEW 2021-2022

Ms. Quiroga presented the financials, which were included on package page 6. To date, , the District has currently received \$190,608.50 in GL 4050-Property Tax, which is above budget. She noted that most accruals have been entered but we expect minor changes to the financials based on auditor recommendations. Ms. Quiroga reviewed income sources, noting that mining and aggregate revenue has increased slightly. Director Raley asked if additional income is moved to reserves. Ms. Miller indicated that the additional income from mining and aggregate will be allocated the the Land Resources Reserve at the end of FY22. Ms. Quiroga noted that the reimbursement from

other entities for state permitting for GL 4025-Wash Plan Revenue is approximately \$405,000. She said that the CIP budget for ARTP has expended \$863,832 for FY22. She reviewed the multi-year capital projects budget on package page 7. Ms. Miller noted that 1) the Mentone Shop is in process; 2) she will be purchasing new furniture for her office; and 3) in response to Board direction to upgrade the technology in the Board room, staff has identified options that include either a wired or wireless option. She indicated that the wireless option is significantly more expensive (approximately \$30,000) and is backordered to December 2022. The Committee recommended the wireless option, but asked staff to look into a more cost efficient option. Director Raley recommended that the District order the new technology as soon as possible due to rising costs due to inflation. Ms. Quiroga noted that staff are obtaining cost estimates for the needed upgrades to the existing alarm and surveillance system. Ms. Miller stated that there may be potential grant funding available through ACWA/JPIA for those upgrades. Director Stewart asked for staff to include the Mentone House and Shop in alarm and surveillance system upgrades. The quarterly investment report was included on package pages 8 and 9. Ms. Quiroga stated that staff will be meeting with PFM to review current investments and the District's Investment Policy. She reviewed current investment rates and potential changes.

It was moved by Director Stewart and seconded by Director Raley to approve the 4th Quarter Annual Unaudited Financials for 2021-2022 as presented and move the financials with any updates to the Board of Directors to receive and file. The motion carried with all members present voting in the affirmative.

**Director Raley: Yes
Director Stewart: Yes**

5. ADJOURN

It was moved by Director Stewart and seconded by Director Raley to adjourn. The motion carried with all members present voting in the affirmative.

**Director Raley: Yes
Director Stewart: Yes**

There being no further business, the meeting adjourned at 2:08 P.M.