

FINANCE COMMITTEE MEETING
APPROVED MINUTES

October 24, 2012

DIRECTORS PRESENT: Judy Friedman
Ron Treabess (observer)

ABSENT: Lou Reinkens

COMMITTEE/STAFF PRESENT: Cindy Gustafson, General Manager
Ramona Cruz, Director of Accounting & Employee Services
Kelli Twomey, Dir. of Resource Development & Community Relations
Tony Laliotis, Director of Utilities
Bob Bolton, Director of Parks and Recreation
Matt Homolka, District Engineer
Terri Viehmann, District Clerk

ABSENT: Lou Reinkens

The meeting was called to order at 8:07 a.m.

1. GSS Draft 2013 Operating Budget Discussion

Ms. Cruz highlighted the changes in the GSS budget. She stated that overall the budget is 1.7% less from last year's 2012 Budget mostly due to personnel cost. It was noted that the Senior Accountant is retiring in March 2013. Ms. Cruz will be promoting the current Account Clerk II to an Accountant I and back fill the position. The current Account Clerk III will be taking on new responsibilities; assuming oversight of the boat ramp kiosk staff, managing Activenet reconciliation, etc. A part-time clerk will be brought on to cover the more clerical duties currently handled by the Account Clerk III. The changes will allow for cross-training of staff and provide back up. It was noted that the elimination of the I.T. manager position has achieved a net savings of \$70k. Currently 10% of the Engineering Systems Coordinator's time has been allocated to I.T. to manage the consultant relationship.

Ms. Gustafson is budgeting a decrease of \$12,000 for consultant fees in 2013.

Director's fees are increasing by \$16,000 for 2013 due to the increased cost of medical insurance and additional training for the Board Members.

Ms. Cruz highlighted two capital projects for 2013. One project is relocating the server room to a more secure location that addresses fire suppression for IT equipment. This has been a very long term concern and will be addressed this year. This is expected to cost \$18,200. The phone system is scheduled to be replaced in 2013 also at a cost of \$35,000.

Ms. Gustafson noted that overall the GSS budget was able to come in lower for 2013 compared to 2012. It is a very tight budget.

2. Public Forum

There was no public input.

3. Meeting Review and Staff Direction

There was no direction.

4. Adjournment

The meeting was adjourned at 8:55 a.m.

Prepared by Terri Viehmann

Terri Viehmann, District Clerk