

**CALAVERAS COUNTY WATER DISTRICT
FINANCE COMMITTEE MEETING**

**MINUTES
FEBRUARY 29, 2024**

The following Committee Members were present:

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| Cindy Secada | Director |
| Bertha Underhill | Director |

Staff Present:

| | |
|--------------------|----------------------------|
| Michael Minkler | General Manager |
| Rebecca Hitchcock | Clerk to the Board |
| Kelly Richards | Business Services Manager |
| Kelly Gerkenmeyer | External Affairs Manager |
| Stacey Lollar | Human Resources Manager |
| Kate Jesus | Human Resources Technician |
| Mark Rincon-Ibarra | District Engineer |
| Juan Maya | Civil Engineer |
| Haley Airola | Engineering Coordinator |

Public Present: Francisco De La Cruz
Michael Rogers

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

Meeting called to order at 1:02 p.m., the Pledge of Allegiance was led by Director Secada.

1. **PUBLIC COMMENT:** Public Comment was given by Francisco de la Cruz.
2. **APPROVAL OF MINUTES:** Director Underhill moved to approve the Minutes for the meeting of December 19, 2023, and Director Secada seconded.
3. **NEW BUSINESS**
 - 3a. Presentation of the Audited Financial Statements for the Fiscal Year Ending June 30, 2023, by Richardson & Company, LLP
(Jeffrey Meyer, Director of Administrative Services)

DISCUSSION: Brian Nash, Richardson & Company, presented the Audited Financial statements and responded to questions from the committee.

PUBLIC COMMENT: No public comment was heard.

- 3b. Discussion Regarding the Management Letter for the Fiscal Year Ending June 30, 2023, by Richardson & Company, LLP
(Jeffrey Meyer, Director of Administrative Services)

DISCUSSION: Brian Nash, Richardson & Company, presented the Management Letter and responded to questions from the committee.

PUBLIC COMMENT: No public comment was heard.

- 3c. Report on the Monthly Financial Reports for January 2024
(Jeffrey Meyer, Director of Administrative Services)

DISCUSSION: Michael Minkler presented the Monthly Financial Reports and responded to questions from the committee.

PUBLIC COMMENT: Public comment was given by Francisco de la Cruz.

- 3d. Discussion Regarding the Mid-Year FY 2023-24 Operating and Capital Improvement Program Budgets
(Jeffrey Meyer, Director of Administrative Services)

DISCUSSION: Michael Minkler presented the Mid-Year FY 2023-24 Operating and Capital Improvement Program Budgets and responded to questions from the committee.

PUBLIC COMMENT: Public comment was given by Francisco de la Cruz and Michael Rogers.

4. GENERAL MANAGER COMMENTS

Mr. Minkler discussed future agenda items: 1) sewer bills on tax rolls; 2) late notices; and 3) new Accountants starting soon.

5. DIRECTOR COMMENTS AND FUTURE AGENDA ITEMS

Director Secada asked for more detail on the management letter responses and the Tyler presentation.

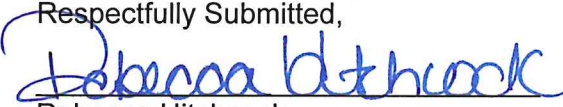
Director Underhill had nothing to report.

6. NEXT COMMITTEE MEETING


Tuesday March 19, 2024, at 1:00 p.m.

7. ADJOURNMENT

With no further business, the meeting adjourned at 2:45 p.m.

Respectfully Submitted,

Rebecca Hitchcock
Clerk to the Board

Approved:



Michael Minkler
General Manager