

SPECIAL FINANCE COMMITTEE MEETING MINUTES

October 24, 2023
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Mark Roberts, Vice President/Chair
Chuck Hays, Director

Board Members Absent: None

Staff Present: Don Bartz, General Manager
Lori Lowrance, Assistant General Manager/CFO
David Noland, Finance Supervisor
Kim Sevy, HR & Solid Waste Manager/District Clerk

Call to Order

Vice President Roberts called the meeting to order at 4:01 p.m.

Roll Call

All Committee Members were present at Roll Call.

1) Approval of Agenda

Vice President Roberts moved to approve the Agenda. Director Hays seconded the motion. Motion passed unanimously.

2) Public Comment

None

3) Approval of Minutes

Director Hays moved to approve the Minutes, as amended. Vice President Roberts seconded the motion. Motion passed unanimously.

4) Review of Audit Report

Chris Brown, of C.J. Brown & Co., reviewed the District's 2023 Audit Report and answered questions from the Board.

5) Review of Quarterly Financials

The Committee reviewed the financials.

6) Review of Solar Project Credits & Expenses

The Committee reviewed the solar project credits and expenses.

7) Review of Quarterly Investment Report

The Committee reviewed the Cash/Investment report.



8) **Committee Comments**

Nothing further.

9) **Review of Action Items**

- a) **Prior Meeting** – None
- b) **Current Meeting** – None

10) **Set Agenda for Next Meeting** – Regular Meeting – January 16, 2024

- Remove Item No. 4
- Add “Review of Budget Schedule”

11) **Adjournment**

With no further business before the Committee, the meeting adjourned at 5:14 p.m.

Agenda materials can be viewed online at <https://www.pphcsd.org>

