



# Phelan Piñon Hills Community Services District

4176 Warbler Road • P. O. Box 294049 • Phelan, CA 92329-4049 • (760) 868-1212 Fax (760) 868-2323

**FINANCE COMMITTEE MEETING  
October 8, 2019 – 2:00 p.m.  
District Office  
4176 Warbler Road, Phelan, CA**

## MINUTES

<b>Committee Members Present:</b>	Charlie Johnson, Chair Kathy Hoffman
<b>Committee Members Absent:</b>	None
<b>Staff Present:</b>	Lori Lowrance, Administrative Services Manager Kim Ward, HR Manager/Executive Secretary David Noland, Accountant
<b>Public Present:</b>	Michelle Hannon
<b>Others Present:</b>	Chris Brown, Auditor

- 1. Call to Order**  
The Meeting was called to order at 2:00 p.m.
- 2. Roll Call**  
All Committee members were present.
- 3. Approval of Agenda**  
President Johnson moved to approve the Agenda. Vice President Hoffman seconded the motion. All were in favor and the motion passed.
- 4. Public Comment-** None
- 5. Approval of Minutes – July 9, 2019**  
Vice President Hoffman moved to approve the Minutes as amended. President Johnson seconded the motion. All were in favor and the motion passed.
- 6. Review of Draft Audit Report**  
Chris Brown, of Fedak & Brown, LLP, reviewed the draft report with the committee; he found no issues with the District's finances which resulted in a "clean opinion." He noted there were no major changes with the structure of the audit format. The noted the GFOA certificate of achievements. He also noted that the net position of the District is higher than last year. The Committee noted various ministerial items.
- 7. Review of Water Rate & Connection Fee Study Proposal**  
The Committee reviewed the proposal; it will be going to the Board with the recommendation from the Committee to approve a Professional Services Agreement with IB Consulting.
- 8. Review of September Disbursements**  
The Committee reviewed the Disbursements; discussion regarding check signing process.
- 9. Review of September Financials**  
The Committee reviewed the Financials.

**10. Review of Solar Project Credits & Expenses**

**11. Review of Lease Revenue**

**12. Committee Comments**

**13. Review of Action Items**

- Prior Meeting – None
- Current Meeting – None

**14. Next Meeting – November 12, 2019**

**15. Adjournment**

With no further business before the Committee, the meeting adjourned at 3:10 p.m.