



Idyllwild Fire Protection District

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Board of Commissioners

STANDING COMMITTEE MEETING Finance Committee

MINUTES FROM March 17, 2015

Meeting held at the Idyllwild Fire Protection District conference/training room
54160 Maranatha Drive, Idyllwild, CA.

Call to Order: 2:10 PM

Roll call: Commissioners: Layton and Stigall
Chief Reitz – absent (excused)
Community Committee Members: Weisbart and Gogerty

Pledge of Allegiance

Approval of agenda Moved by Weisbart, second by Stigall, approved

Citizens' Comments

Committee Chair Comments

Chair talked discussed the results of February Board Meeting second review of mid-year budget adjustments as recommended by the Committee as the Board's directive to Chair regarding the March Committee meeting for additional work on those adjustments. She also discussed the overall mission of the Committee, as outlined by the Board. Finally, she discussed how the medical leave of Administrative Assistant Edwards was affecting the progress in processing financial documents, mail, interactions with the public on a day-to-day basis.

Action Items The Committee may approve or take action on any items contained under "Action Items". In the event of time conflict, Action Items with guest speakers may be taken out of order.

1. Approval of minutes from January 26, 2015 Special Meeting (took place of Regular January Meeting) Tabled to April Meeting as minutes from that meeting were not ready.
2. Review final mid-year budget revisions / adjustments. Rob Dennis, District Accountant assisted with this review and formulation of the committee recommendation to Board to review and approve committee's budget adjustments. Significant discussion with some modifications to adjustments previously recommended to Board. Moved by Gogerty, seconded by Weisbart to recommend mid-year adjustments per the budget spreadsheet as amended this date. Motion passed, Chair will prepare the spreadsheet to present these amended mid-year adjustments to the Board at the March 24th meeting.
3. During the above budget discussion, considerable time was spent by all members and Mr. Dennis as to the differences and definitions for the various permits, inspections, and associated fees charged by the District. Weisbart suggested a review of these fees be reviewed for further consideration. Chair asked her to undertake such a review as an ad-hoc committee and Weisbart agreed.
4. Discussion and recommendation to Board on where, when, and amount(s) to move into one or more Reserve accounts from the prior sale of the cell tower lease. Moved by Weisbart, seconded by Gogerty that the Finance Committee recommends that the Board move \$25,000 to LAIF and suggested that first deposit to LAIF be designated as the "UNFUNDED OPEB / PERS LIABILITIES Reserve Fund", with an ultimate balance for that account to be determined in conjunction with ongoing information from CalPERS and the next required Actuarial review & report. As the District approaches the FY end, an additional Reserve Fund be established for

Capital purchases and major repairs and maintenance of the Station facilities or equipment. Discussion to clarify the terms intended. Motion passed, recommendation will be reported by Chair at March 24th Board Meeting.

5. Committee members discussed changing the Finance Committee Regular Meeting day to better accommodate the timing of Mr. Dennis getting the raw reports to Chair Layton for preliminary review and preparation of the reports for dissemination to Committee members in sufficient time for members to review prior to the Committee meetings, which often involved significant work during the meetings. This item, having not been on the March 17 agenda will be brought back for additional discussion and vote at the April 21st meeting. (NOTE: - Later realization by Chairman in reviewing these minutes, this item was not legitimate at this meeting as it was NOT an Action Item listed on the approved Agenda for this meeting. This Item will need to be readdressed at next Regular Meeting of Finance Committee. – NL)

Future Agenda Items

1. Possible change of Finance Committee Regular Meeting date
2. Discussion and possible recommendation to Board for additional movement of General Fund(s) to Reserve Fund(s)
3. Review / discussion of progress on securing funding for the two new ambulances, possibly together with re-financing of some existing debt and / or new equipment purchases.

Adjournment

Meeting was adjourned at 5:03

Next regularly scheduled Board meeting will be on TUESDAY, March 24th at 1:00 pm.

Next regularly scheduled Finance Committee meeting will be TUESDAY, April 21st at 2:00pm

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