



BEAR VALLEY COMMUNITY SERVICES DISTRICT

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BEAR VALLEY COMMUNITY SERVICES DISTRICT SPECIAL BOARD MEETING MINUTES – BUDGET WORKSHOP

DATE OF MEETING: June 13, 2013
PLACE OF OPEN & CLOSED SESSION MEETINGS: BVCSD 28999 South Lower Valley Road
TIME OF OPEN SESSION MEETING: 9 a.m.
CLOSED SESSION TO IMMEDIATELY FOLLOW

1. CALL TO ORDER

- **President Zanutto called the meeting to order.**

2. ROLL CALL

President Rick Zanutto
Vice President Bill Mason
Director Charlene LaClaire
Director Al Romano
Director Bonnie Shea

- **All Directors were present. Also present: General Manager Jeff Hodge, Finance Director/Treasurer Rudy Hernandez, Assistant GM/Board Secretary Sandy Janzen, Chief of Police Rod Walthers, and Public Works Superintendent Larry Tuma.**

3. PLEDGE OF ALLEGIANCE

- **President Zanutto led the Pledge of Allegiance.**

4. PUBLIC COMMENTS

This is the time set aside for those wishing to address the Board on matters not on the Agenda which fall under the authority of the Board. No action may be taken by the Board except to set the matter presented for the next regular board meeting. Please state your name and address and provide Ms. Janzen with the Public Comments Information Form so you can be properly included in the consideration of the item. Please limit your comments to three minutes so that all who wish to speak can be heard.

- **There were no Public Comments.**

5. BOARD COMMENTS

- **There were no Board Comments.**

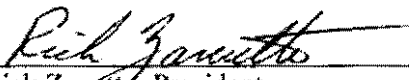
6. BUDGET WORKSHOP (Mr. Hodge)

- **Mr. Hernandez began the workshop by reviewing the additional changes requested at the last Finance Committee meeting.**
- **Page 14 format changes reviewed: departmental totals; request to replace prior year zeros with actual amounts; terminology or designated/undesignated/asset replacement terminology discussed – the additions modeled from the audit to be inserted after page 5.**
- **Attachment A-1: a request for specific language when a transfer is made from savings or fund balance.**

- A request was made for staff to state in the Letter of Transmittal that the budget “cushion” has been removed.
- Discussion regarding mid-year budget adjustments ensued as well as fund and cash balances.
- Staff stated that a balanced budget was presented.
- The Board requested the final numbers for each fund for the budget.
- Discussion ensued regarding the Water Enterprise and the reporting of sales verses consumption and the additional allowances for Cummings Valley purchased water.
- Staff provided the explanation that funds include the fixed assets – yet some funds do not have any/as many fixed assets to track.
- “Water Pass-Through discussed.
- Wastewater Enterprise Fund discussed: rate increase and 8% of Administrative cost allocations.
- Post Office discussed.
- Page 3: Discussion regarding designation of funds for projects (per Government Code Section 6110 – designating reserves).
- President Zanutto asked if a leak detector had been budgeted for. Mr. Hernandez stated he would work with the Public Works Superintendent to make sure funds were available.
- Several Board members stated they were pleased that a workshop was scheduled and were pleased with the outcome of the meeting.

7. ADJOURNMENT

- President Zanutto adjourned the meeting at 11:47 a.m.


 Rick Zanutto, President
 Board of Directors

ATTEST:


 Sandra L. Janzen, Board Secretary
 Assistant General Manager