

**Burney Water District  
Board of Director's Finance Standing Committee Meeting  
November 20<sup>th</sup>, 2019**

**ITEM**

**1. CALL TO ORDER AND ROLL CALL**

**PRESENT:** Director Ellen Songer and District Manager Willie Rodriguez.

**ABSENT:** Director Roger Borkey.

**CALL TO ORDER:** Director Songer called the meeting to order at 2:10 p.m.

**2. PUBLIC SPEAKERS:**

None.

**NEW BUSINESS:**

- 3. Discuss Financial Reports Ending 10/31/19:** District Manager Willie Rodriguez summarized the Financial Reports for the month of October 2019 and answered questions.
- 4. Discuss Budget vs. Actual for October 2019:** District Manager Willie Rodriguez summarized the Budget vs. Actual report for October 2019 and answered questions. They determined the areas where adjustments need to be made before January.
- 5. Review Reserves Balance Sheet:** District Manager Willie Rodriguez summarized the Reserves Balance Sheet and answered questions. They discussed moving depreciation into the reserves account as reported in our FY 1718 Audit.
- 6. Discuss Used Equipment Purchase and Delivery – 2014 CAT 430F 4WD Backhoe Loaders, Not to Exceed \$65,100.75:** District Manager Willie Rodriguez explained that we currently have a 2WD Backhoe that the District purchased around 20 years ago and a newer 4WD Backhoe. They would like to replace the 2WD Backhoe with a 4WD Backhoe.
- 7. Discuss Possible Lease Terms for Shasta County Head Start Child Development, INC.:** District Manager Willie Rodriguez reported that he doesn't have any new information regarding the lease, waiting to hear back from Gordon.
- 8. Discuss CalTRUST for Investment of District Funds:** District Manager Willie Rodriguez reported that we have not been able to contact CalTRUST and requested to table this item until next month.
- 9. Discuss Engagement with Third-Party CPA to Close Books:** District Manager Willie Rodriguez reported that he has been in contact with Dee from AGT, she looked over our books before the last audit. Going to try to have her look through the financials quarterly and put in footnotes to get rid of the finding regarding Financial Statement Preparation.
- 11. Review Future Agenda Items and Summarize Board Direction:** Recommend Transfer of Funds from Main Cash Account to Reserves Account, Discuss Possible Lease Terms for Shasta County Head Start Child Development, INC., Discuss CalTRUST for Investment of

District Funds, and Discuss Engagement with Third-Party CPA to Close Books.

- 12. Adjournment:** Director Songer called for adjournment at 3:19 p.m.

---

CHAIRPERSON

---

BOARD SECRETARY