



**VALLEY COUNTY WATER DISTRICT
MINUTES FOR THE MEETING OF THE FINANCE & CAPITAL IMPROVEMENTS COMMITTEE HELD
TUESDAY, JUNE 2, 2020**

Committee Members Present: Vice President Lenet Pacheco, Chairperson
Director David Muse, Alternate

Staff Present: Jose Martinez, General Manager
Jandy Macias, Finance & Customer Service Manager
Colleen Malaiba, Executive Assistant/Board Liaison
Priscilla Aceituno, Human Resources Coordinator
Tara Robinson, Management Analyst
Tom Mortenson, Operations & Maintenance Manager

Others Present: President Margarita Vargas
Director Jazmin Lopez
Director Javier Vargas
Alfonso Contreras
Marie Contreras

A. CALL TO ORDER

The meeting of the Finance & Capital Improvement Committee held on Tuesday June 2, 2020, was called to order at 10:30am by President Pacheco.

B. PUBLIC COMMENT

- No Comment

C. DISCUSSION/INFORMATION ITEMS

1. Discuss the 2020/2021 DRAFT 5-year Capital Improvement Budget

- General Manager reported that the capital improvement budget provided an outline of anticipated projects and costs for next 5 years
- Director Muse asked if the District was considering above and underground diesel tanks
- General Manager stated that the budget amount was for an above ground diesel tanks; stated that the District would avoid underground storage

2. Discuss the 2020/2021 General Operating Budget

- General Manager stated that he has considered delaying the approved rate adjustment scheduled for July 2020 until January 2021 to be mindful of residents during the pandemic; explained that the budget presented demonstrated this proposed scenario; stated that he is also considering a delayed cost of living adjustment for the employees to mitigate expenses; stated that he would present 3 draft versions of the budget to the Board of Directors for consideration: 1. Showing the approved rate adjustment implement in July 2020, 2. Showing no rate adjustment for the 2020/2021 fiscal year, and 3. Showing this pro-rated adjustment implemented in January 2021
- The Committee asked the General Manager to present the 3 draft versions
- Director Muse asked if any adjustments were made to the budget assuming the District's revenues would be impacted by customers who are unable to pay their bills

- General Manager stated that currently the District estimates that only 5% of customers have not been able to pay

3. *Discuss the District Life Insurance Program*

- General Manager stated that the District inquired about competitive bids for the life insurance plans from a insurance bidding company; reported that bids were requested from 8 companies and 2 bids were submitted
- Director Muse asked if ACWA/JPIA would be able to revise their plan with a more competitive price
- General Manager stated that ACWA/JPIA is not the insurance company provider; stated that they would have to inquire for bids; stated that he would review the submitted bids and present them to the Board of Directors at an upcoming meeting

D. **ADJOURNMENT**

The meeting of the Finance & Capital Improvements Committee held Tuesday, June 2, 2020, was adjourned 11:41pm by Vice President Pacheco.

SIGNED:

ATTEST:



President of the Board of Directors
(OFFICIAL VCWD SEAL)



Secretary of the Board of Directors