

APPROVED

Arrowbear Park County Water District

Annual Finance / Budget Meeting

May 24, 2023

1:15 PM

The Annual Finance / Budget Meeting of the Board of Directors of Arrowbear Park County Water District was held May 24, 2023, at the District office located at 2365 Fir Drive, Arrowbear Lake, California.

Directors in attendance:

President Terisa Bonito
Vice-President Mark Bunyea
Director Seth Burt
Director Paul Miller
Director Sheila Wymer

Directors who were absent:

None

Also present were the following:

General Manager Huff
Chief Lindley

Visitors present:

Open Session

Finance Committee Chairperson Bonito called the meeting to order. Director Miller led the recitation of the Pledge of Allegiance. Finance Committee Chairperson Bonito certified the posting of the agenda. Finance Committee Chairperson Bonito performed a roll call, Directors that were present: Directors Wymer, Burt, Bonito, Bunyea, and Miller. Directors that were absent: None

Public Comments:

There were no public comments.

DISCUSSION / ACTION ITEMS:

A) Fire Department

1. The Fire Chief and Board reviewed and discussed the current FY 2022-2023 Fire Department Budget YTD and projected year end numbers.
2. The Fire Chief and Board reviewed and discussed potential and/or significant Fire Department FY 2023-2024 events and budgetary impact.
3. The Fire Chief and Board reviewed and discussed FY 2023-2024 Preliminary Income & Operating Expense Budgets for the Fire Department by line item, compared major income and expense variances from FY 2022-2023. (FY 2023-2024 budget will be adopted with FY 2022-2023 budget approval action at Regular Board Meeting, June 2023.).

B) Board

4. The General Manager and Board reviewed and discussed of current FY 2022-2023 Water and Sewer Departments Budget YTD and projected year end numbers.
5. The General Manager and Board reviewed and discussed potential and/or significant Water and Sewer Departments FY 2023-2024 events and budgetary impact.

6. The General Manager and Board reviewed and discussed FY 2023-2024 Preliminary Income & Operating Expense Budgets for the Water and Sewer Departments by line item, compared major income and expense variances from FY 2022-2023. (FY 2023-2024 budget will be adopted with FY 2023–2024 budget approval action at Regular Board Meeting, June 2023.).
7. There was a discussion to approve COLA increases for FY 2023-2024. Policy 2150.25.1 is: “Annual Cost Of Living Adjustment (COLA) increases will be determined by the Board and those annual COLA increases will be approved by motion as part of the next (FY) Fiscal Year budget approval process.” Informational note: previous 12 month CPI percentage (inflation) as of March 2023 = 4.6%, from the CPI-W reference index from the Riverside-San Bernardino-Ontario Region. Motion to approve a COLA of 5% for FY 2023-2024 was made by Director Wymer, seconded by Director Bunyea, and approved by unanimous vote.

Ayes: Miller, Bunyea, Bonito, Burt, and Wymer

Nays: None

Abstain: None

Absent: None

8. There was a discussion to approve Merit increases for next fiscal year. Policy 2150.25.2 is: “Annual merit increases will be calculated by the General Manager based on District budget constraints and employee retention goals. The percentage increase for annual merit increases will be determined by the Board and those annual merit increases will be approved by motion as part of the next (FY) Fiscal Year budget approval process. Disbursement of the annual merit increases will be at the General Managers discretion, based on the criteria outlined in 2150.30.” Motion to approve a Merit increase of 3% for FY 2023-2024 was made by Chairperson Bonito, seconded by Director Wymer, and approved by unanimous vote.

Ayes: Miller, Bunyea, Bonito, Burt, and Wymer

Nays: None

Abstain: None

Absent: None

9. There was a discussion regarding the FY 2023-2024 frequency and amount of Director’s Fees per Policy 4030. Motion made to approve the FY 2023-2024 frequency and amount of Director’s Fees per Policy 4030 with a 5.0% COLA by Director Wymer, seconded by Director Bunyea, and failed by a 3-2 vote.

Ayes: Bunyea and Wymer

Nays: Miller, Bonito, and Burt

Abstain: None

Absent: None

There was further discussion regarding the FY 2023-2024 frequency and amount of Director’s Fees per Policy 4030. Motion made to approve the FY 2023-2024 frequency and amount of Director’s Fees per Policy 4030 with a 4.6% COLA (with a 4.6% COLA, Directors compensation would increase from \$202.84 to \$212.17 per meeting) by Chairperson Bonito, seconded by Director Bunyea and passed by a 4-1 vote.

Ayes: Bunyea, Bonito, Burt, and Wymer

Nays: Miller

Abstain: None

Absent: None

10. There was a discussion to approve proposed District Salary Ranges for FY 2023-2024 as adjusted for COLA increase and to adjust the range of the Fire Chief to comply with current policy and to adjust the General Manager range for increased flexibility. Motion to approve the District Salary Ranges for FY 2023-2024 as adjusted for COLA increase and to adjust the range of the Fire Chief to comply with current policy and to adjust the General Manager range for increased flexibility made by Chairperson Bonito, seconded by Director Burt, and approved by unanimous vote.

Ayes: Miller, Bunyea, Bonito, Burt, and Wymer

Nays: None

Abstain: None

Absent: None

11. There was a discussion regarding potential financing of Master Plan equipment purchase of new sewer jetter, and/or sewer inspection setup, and/or skidsteer with attachments. Board directed the General Manager to procure equipment cost specifics and financing quotes to present to the Bard at a future Board Meeting for review and/or approval.

12. There was a discussion of Projected Allocation of FY 2022-2023 Master Plan Surplus/Deficit and Revenue Surplus Funds to Unrestricted Net Asset Accounts. (Will be adopted with FY 2023-2024 budget approval action at Regular Board Meeting, June 2023.)

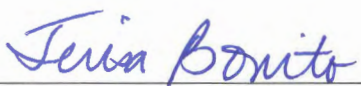
13. There was a discussion of funds allocation for Master Plan Projects in FY 2023-2024 Master Plan/Replacement Budget. (Will be adopted with FY 2023-2024 budget approval action at Regular Board Meeting, June 2023.)

Announcements:

- A) The Finance Committee Chair had no announcements.
- B) The Board had no announcements.
- C) Staff had no announcements.

Adjournment of Open Finance / Budget Meeting

There being no further business, Finance Committee Chair Bonito adjourned the meeting at 4:20 PM.



Terisa Bonito, Finance Committee Chair



Caroline V. Rimmer, Secretary