

**ROSS VALLEY SANITARY DISTRICT
FINANCE COMMITTEE SPECIAL MEETING NOTES**

Monday February 13, 2023
11:00 a.m.

via Zoom

Committee

Members Present: Thomas Gaffney
Mary Sylla

Committee

Members Absent: None

Board Directors

Present: Michael Boorstein
Pamela Meigs

Staff and Steve Moore, General Manager
Consultants Present: Felicia Newhouse, Assistant General Manager
Paul Bruemmer, Operations and Maintenance Manager
Corey Spray, Finance Supervisor

Public Present: None

Item # 1 – Call Meeting to Order

The meeting was called to order by President Gaffney at 11:08 a.m.

Item # 2 – Approval of Agenda

The Committee approved the agenda of this meeting.

Item # 3 – Approval of January 17, 2023, Finance Committee Meeting Notes

The Committee approved the Finance Committee notes for January 17, 2023.

Item # 4 – Review of February 15, 2023, Agenda Item 7.b.: Accept the January 2023 Monthly Financials

AGM Newhouse asked the Finance Committee if they would like to review items before it is presented before the full Board. President Gaffney noted some highlights with the new format and asked questions regarding the descriptions of the fixed asset register and the capital improvement reserve. Director Sylla asked for clarification of the unassigned balance reserves. President Gaffney requested a staff presentation at the regular meeting. The Committee reviewed specific line items like the supply vending machines, updated GPS locators, and pipe cleaning replacement nozzles.

Item # 5 – Review of February 15, 2023, Agenda Item 7.d.: Approve Disposal of Surplus District-Owned Equipment

Operations & Maintenance Manager Paul Bruemmer told the Committee that the forklift vendor offered to do a consignment sale for the old equipment. The forklift was already replaced and will be removed from the fixed asset register.

Adjourn: The Committee adjourned the meeting at 11:33 a.m.