

**Finance Committee Meeting**  
**Wednesday, September 16, 2015**  
**STA 9 – 7:30 am**  
**MINUTES**

Call to order: 7:30 am

In attendance: Directors Hilliard and Van Meter, Interim Fire Chief Tubbs, Finance Manager Schiffmann (FM Schiffmann) & Administrative Services Manager Kim (ASM Kim)

FM Schiffmann provided a number of financial reports to the Finance Committee. FM Schiffmann led the discussion of each report.

**Open Time for Public Expression:** None

**Agenda Adjustments:** 1 adjustment

Chief Tubbs requested to move the Closed Session item to prior to the Approval of Minutes. A motion was made to move the Closed Session as requested. **M/S: Hilliard/Van Meter; all ayes**

Closed Session: (1 item) Out of Session at 7:31 am

1.) Conference with Labor Negotiator pursuant to Government Code Section 54957.6

Agency negotiator: LCW

Employee Organization: Southern Marin Firefighters Association, IAFF Local 1775

Open Session: Back in Session at 9:00 am. No action taken.

**Approval of Minutes:** August 19, 2015

A motion was made to approve the minutes of August 19, 2015 as presented. **M/S: Hilliard/ Van Meter; all ayes**

1. Finance Report - Finance Manager Schiffmann
  - The District's OPEB valuation for ARC should be available on Monday. The ARC may increase due to new accounting requirements.
  - On the 5-yr Projection Report, there is \$747,915 available for Capital. Of that, \$499,900 is earmarked for Reserves. leaving a balance of \$535,018. The 2015/2016 goal is \$1,034,918.
  - A reserve allocation resolution will be on the September 2015 agenda for consideration and approval.
2. Balance Sheet Discussion
  - The funds currently in the District's bank accounts will last until November 2015. Revenue is expected.
3. 2014/2015 End of Fiscal Year Discussion
  - FY 2014/2015 ended better than projected with an additional \$168,467 more than anticipated.
4. 2015/2016 Budget Update
  - The 2015/2016 Budget is at 20% for the year and should be at 25%.
  - OT expense is higher due to unreimbursed strike team deployments. Reimbursements are forthcoming from OES.
5. Deployment Analysis Contract
  - The RFP was posted and the District received three responses.
  - CityGate was selected.
  - The cost for the Deployment Analysis is \$42,628.
  - The contract was reviewed and approved by legal and is ready for a District signature.

Adjourn: 9:25 am