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TEMPLETON COMMUNITY SERVICES DISTRICT

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ADMINISTRATION/FINANCE COMMITTEE MEETING

Thursday, April 6, 2023 at 12:00 p.m.

The Administration/Finance Committee met on Thursday, April 6, 2023 at 12:00 p.m. in the Templeton CSD Board Room located at 206 5th Street, Templeton, CA and via Zoom Teleconference.

Present were Committee Members Debra Logan, Eric Mortensen and Wayne Petersen. Present from District Staff were General Manager Jeff Britz and Finance Officer Natalie

1) Update to Draft Administration Cost Allocation Plan

GM Britz advised the Committee that when doing the initial study with RGS we chose not to include one-time expenses. Staff reconsidered this and decided it would make sense to include asset replacement contributions. Based on that, RGS revised the cost allocation plan to incorporate them. This drove up the allocation to Water and Sewer and drove down the allocation to Fire and Parks and Recreation. This saves Fire about \$55,000 annually, which is the fund that was the most concerning. The Committee was in support of including this updated cost allocation plan in the draft budget. Director Logan requested that the methodology be documented for prosperity. GM Britz stated that this could be referenced in the Strategic Financial Policies.

2) Audit RFP Update

Finance Officer Klock provided the Committee with a brief status update on the RFP for auditors. No proposals had been received to date, although three firms have sent in questions. Director Logan requested that Finance Officer Klock reach out to local CSD's to see what auditing firms they are currently using.

Adjourned: 12:30 p.m.

Respectfully submitted,

Keri Dodson, Executive Assistant/Board Clerk