

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.C.**

FROM: Jerry Gruber, General Manager

Meeting Date: March 22, 2018

Subject: DISCUSSION AND CONSIDERATION
REGARDING FINANCE AND
INFRASTRUCTURE COMMITTEES AND
APPOINTMENT OF COMMUNITY
MEMBERS

RECOMMENDATIONS:

It is recommended that the Board of Directors discuss and consider the scope and responsibilities for the two new standing committees for Finance and Infrastructure, and also make appointments of community members for the committees.

FISCAL IMPACT:

There will be costs associated with compliance with the Brown Act, as well as to staff the new standing committees.

DISCUSSION:

At the February 22, 2018 meeting, the Board of Directors created two standing committees and made Board Member assignments for those committees. President Rice and Director Pierson will be on the Finance Committee, and Director Bahringer and Director Farmer will be on the Infrastructure Committee. It was also decided that the other three Directors will appoint a member of the community to serve on the two Committees. Those Directors were to seek volunteers to be considered for appointment at today's meeting.

The scope and responsibilities of the two new committees should also be discussed. Unlike an ad hoc committee, which has a limited duration and a defined task to complete, a standing committee has continuing responsibilities for the assigned subject matter. Accordingly, it would be appropriate for the Board of Directors to further delineate the ongoing responsibilities of the Infrastructure and Finance Committees. Of course, as other matters come up from time to time, the Board could also refer those matters to an appropriate committee for review and recommendation.

For example, the Infrastructure Committee's areas of responsibility could include reviewing and making recommendations related to infrastructure projects for the CCSD's water and wastewater systems. This could encompass the District's capital improvement program (CIP), ways to finance those facilities, infrastructure condition assessment monitoring and implementation, infrastructure needs and priorities, and creation of a multi-year CIP plan.

The Finance Committee could have ongoing responsibility for reviewing and making recommendations and providing oversight regarding the overall financial management of the CCSD. Functions of the committee could include reviewing and making recommendations on

the annual budget, long term financial planning, evaluation of different ways to fund acquisition of assets (e.g., purchase versus lease), monitoring investments and budget and financial performance, and providing oversight of the CCSD's reserve program. The Finance Committee could also review the annual audit, as well as management letter responses.

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ RICE ___ FARMER ___BAHRINGER ___ WHARTON ___PIERSON_____