



*Setting Standards of Excellence in Public Service*

**MINUTES  
FINANCE AND ADMINISTRATION COMMITTEE MEETING  
STANDING COMMITTEE MEETING  
Wednesday, March 13, 2019 – 9 a.m.  
7811 University Avenue, La Mesa, CA 91942-0427**

1. Chair McMillan called the Finance and Administration Committee meeting to order at 9:02 a.m. Chair McMillan and Vice Chair Hedberg were present.

Staff present: Lugo, Bryant, Andrews, Solano, Curtis, Lunde, Pope, Uhrhammer and Annett.

Others present: No customers were present.

2. There were no additions or deletions to the agenda. A motion to approve the agenda was made by Vice Chair Hedberg and seconded by Chair McMillan. The motion passed unanimously.
3. Human Resources Manager Anne D. Solano provided a recruitments, retirements and staffing update for the human resources department.

General Manager Carlos V. Lugo gave an overview of the setup for the special Committee of the Board meeting on March 27, 2019, which will include a discussion of the compensation survey. The committee agreed with the time of the meeting for 6 p.m. and recommended the title of the study changed to compensation and benefits survey.

Director of Administrative Services Jennifer C. Bryant provided the draft fiscal year 2019-20 budget and water rate calendar. The committee recommended the titles of the May 15 and June 5, 2019, meetings include the language proposed water rates. Ms. Bryant reviewed budget document enhancements/differences due to the Tyler Munis software change, discussed the impact of the CalPERS prepayment for the district and reviewed the February year-to-date financials.

Enterprise Applications Manager Quince S. Lunde provided a PowerPoint presentation regarding the status of Tyler Munis financials, human resources, payroll and the migration to ESRI GIS.

Senior Public Affairs Representatives Michael J. Uhrhammer and Michelle M. Curtis shared a public affairs update via PowerPoint presentation, including website, emails, billing cycle, Water Talks, social media, upcoming events, contests, scholarships, conservation and legislation.

Customer Service Manager Sonya M. Andrews provided a PowerPoint presentation regarding Senate Bill 998, which included an overview of the bill, potential changes to the budget and the impact to the district's customer service department.

All questions were answered by General Manager Carlos V. Lugo, Director of Administrative Services Jennifer C. Bryant and staff.

4. The committee reviewed the agenda for the next meeting on June 12, 2019, at 9 a.m.
5. Chair McMillan adjourned the meeting at 10:57 a.m.

  
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Daniel H. McMillan, Chair

ATTEST:

  
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Lorri S. Annett, Assistant Board Secretary