



*Setting Standards of Excellence in Public Service*

**MINUTES**  
**FINANCE AND ADMINISTRATION STANDING COMMITTEE MEETING**  
**Wednesday, June 10, 2020 – 9 a.m.**  
**Virtual Meeting**

1. Chair McMillan called the meeting to order at 9:02 a.m. and Assistant Board Secretary Lorri S. Annett verified all committee members and staff could hear one another and were able to identify the committee members by voice recognition or video image.

The roll call showed a quorum of the committee members present via electronic conferencing software. Chair McMillan and Vice Chair Hedberg were present.

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

Others present: No customers were present.

2. There were no additions or deletions to the agenda. The agenda was approved by general consensus of the committee.
3. The committee received presentations regarding potential fiscal year 2021-22 budget, rate setting and public hearing date options including the financial impacts to the district; a fiscal year 2019-20 audit update, which due to COVID-19, will be performed remotely by the auditor; details on the possible extension of the current auditor's agreement; a review of the May 2020 financials; an update on billing, collections, monitoring of past due accounts and contact with customers as a result of COVID-19 and the suspension of late fee collections and shutoffs; a public affairs update including COVID-19 outreach efforts, continued monitoring of pertinent legislation and information regarding smart leak detector rebates. The committee suggested an additional fiscal year 2021-22 Helix Water District zero percent rate increase option for full board discussion.
4. The next committee meeting is scheduled for September 9, 2020 at 9 a.m.
5. Chair McMillan adjourned the meeting at 10:50 a.m.

A handwritten signature in black ink, appearing to read "Daniel H. McMillan", written over a horizontal line.

Daniel H. McMillan, Chair

**ATTEST:**

A handwritten signature in black ink, appearing to read "Lorri S. Annett", written over a horizontal line.

Lorri S. Annett, Assistant Board Secretary