

AGENDA

CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT FINANCE COMMITTEE MEETING

To be held at the
Carpinteria-Summerland Fire Protection District
Headquarters
1140 Eugenia Place, Suite A, Carpinteria, California 93013

February 5, 2019

A. Call to order – 10:00 a.m.

Committee Members: Suzy Cawthon
Lisa Guravitz

Fire Chief: Greg Fish

NOTE: PUBLIC COMMENTS ON SPECIAL AGENDA ITEMS MAY BE TAKEN AT THE TIME THE AGENDA MATTER IS HEARD. The District requests a speaker slip be completed and remarks limited to five minutes.

Agenda Modifications: The District may modify the regular agenda by tabling items, adding urgency items to the agenda or changing the order in which items are considered.

Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if persons need special assistance to participate in this meeting or need this agenda provided in a disability-related alternative format, please contact the Carpinteria-Summerland Fire Protection District Office at (805) 684-4591. Notification 24 hours prior to the meeting will assist the District to make arrangements.

Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Carpinteria-Summerland Fire Protection District offices located at 1140 Eugenia Place, Suite A, Carpinteria, California during normal business hours.

B. Public Comment

- C.** Approve budget revision and board letter releasing \$1.5 million from the General Fund Capital Infrastructure Committed Fund Balance account and transfer cash and funding to the Capital Infrastructure Fund and appropriate \$1.5 million in a land purchase account. (Alternative might be to look at projected accumulated funds in the restricted account in the Capital Infrastructure for a portion of the funding projected at \$300K by year end). Suggested by Suzy, this might be a wise move.

- D. Consider draft of year-end policies that include year-end accruals, posting of federal and state reimbursements as accounts receivable, close out of year end fund balances and other budgeting and accounting issues.
- E. Forward a policy item to the Board to close out any unassigned or residual fund balance in the District General Fund accumulated at the end of FY18-19 and by transfer to the Capital improvement account for this fiscal year.
- F. Consider recording of AMR fees in the general fund and increasing the set aside for equipment replacement by a similar amount after completing the debt service payments on the lease purchased fire truck in the capital equipment fund.
- G. Have a preliminary discussion about issues described in the Management letter provided by the outside auditors and suggestions to improve internal controls, accruals and the estimates used by the Auditors in preparing the financial statements.
- H. Begin discussion about mid-year budget adjustments and a very preliminary draft of next years proposed budget.
- I. **Adjournment**