

**Finance Committee Meeting Minutes
San Juan Water District
May 16, 2023
4:00 p.m.**

Committee Members: Ted Costa, Director (Chair)
Ken Miller, Director (Member)

District Staff: Paul Helliker, General Manager
Donna Silva, Finance Director
Teri Grant, Board Secretary/Administrative Assistant

- 1. Review General Manager Reimbursements (W & R)**
The committee reviewed the April credit card charges for the General Manager and found them to be in order and there was no reimbursement request from the General Manager.
- 2. Review Check Register from April 2023 (W & R)**
The committee reviewed the April 2023 check register and found them to be in order.
- 3. Treasurer's Report – Quarter Ending March 31, 2023 (W & R)**
Ms. Silva provided a staff report which will be included in the Board packet. She informed the committee that the overall portfolio decreased by \$9 million for an ending balance of \$33.14 million as of March 31, 2023. The decline in the portfolio is due to cash outlay for the Hinkle Reservoir project.
- 4. Fraud info Fraud Risk Inquiries of Those Charged with Governance – (W & R)**
Ms. Silva informed the committee that the auditors routinely request from “those charged with governance” information regarding fraud risk. This year the auditors have requested that the Audit Committee Chair (Director Costa), the General Manager and the Finance Director complete their “Fraud Risk Inquiries Form - Those Charged with Governance” form. She provided the form to Director Costa for him to fill out and return to the auditors.
- 5. Other Finance Matters (W & R)**
In response to Director Miller's question, GM Helliker informed the committee that there have been no formal discussions with the Bureau of Land Management regarding the property south of Hinkle Reservoir; however, GM Helliker did mention the land to staff at the Bureau of Reclamation during the “Ribbon Cutting” ceremony on May 1st.
- 6. Public Comment**
There were no public comments.

The meeting was adjourned at 4:13 p.m.