

Finance Committee Meeting Minutes
San Juan Water District
May 12, 2026
1:00 p.m.

Committee Members: Pam Tobin, Director (Chair)
Mike McRae, Director (Member)

District Staff: Adam Larsen, General Manager
Donna Silva, Director of Finance
Entela Fallstead, Senior Accountant
Teri Grant, Clerk of the Board/Executive Assistant

Members of the Public: Participant

1. Review General Manager Reimbursements (W & R)

The Committee reviewed the credit card charges of the General Manager and found them to be in order. There were no reimbursement requests from the General Manager.

2. Review Check Register from April 2026 (W & R)

The Committee reviewed the April 2026 check register and found it to be in order.

3. Review of Legal Bills (W & R)

The Committee reviewed the legal bills and found them to be in order.

4. Treasurer's Report – Quarter ending March 31, 2026 (W & R)

Ms. Silva provided a staff report which will be included in the Board packet. She informed the Committee that the overall portfolio increased by \$388,571 for an ending balance of \$65.06 million as of March 31, 2026.

In response to Director McRae's inquiry regarding staff's investment recommendations, Ms. Silva informed the Committee that she will review the PFM-managed portfolio this summer to evaluate a potential increase in duration to optimize yield. She also noted that the monthly General Manager's Report includes the Balance Sheet and Income Statement, providing the Board with additional details on revenues and expenses.

In response to Director McRae's question regarding whether maintaining significant reserves could conflict with Proposition 218 by retaining excess ratepayer funds, Ms. Silva explained that the District's "pay-as-you-go" strategy uses reserves to fund capital projects without issuing debt, thereby saving ratepayers money on interest. In addition, she explained that the annual retail financial plan update validates that reserves are necessary to support this approach. Ms. Silva noted that this financial strength is a direct result of the Board's past difficult decisions to raise rates.

5. Other Finance Matters (W & R)

Ms. Silva informed the Committee that she will propose increasing the annual discretionary pension payment from \$200k to \$400k and will present the analysis for a proposed \$400k pension payment at the May 28th budget workshop.

6. Public Comment

There were no public comments.

The meeting was adjourned at 1:24 p.m.