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TEMPLETON COMMUNITY SERVICES DISTRICT

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ADMINISTRATION/FINANCE COMMITTEE MEETING

Thursday, November 2, 2023 at 2:30 p.m.

The Administration/Finance Committee met on Thursday, November 2, 2023 at 2:30 p.m. in the Templeton CSD Board Room located at 206 5th Street, Templeton, CA and via Zoom Teleconference.

Present were Committee Members Debra Logan, Eric Mortensen and Wayne Petersen. Present from District Staff were General Manager Jeff Britz, Finance Officer Natalie Klock, and Board Secretary Keri Dodson. Also present were Paul Kaymark and Jared Solmosen with Nigro & Nigro.

1) **Audit**

Paul Kaymark with Nigro & Nigro outlined the typical audit process with the Committee. The timing for the TCSO audit this year is a little different. Things are looking good so far with the audit and the only thing of note is the suggestion of a more conservative approach with cellular site leases. The Committee is open to this suggestion. Director Petersen would like to meet with the Auditors in person when next year's audit is being completed.

2) **Allocation of Property Tax and Community Facilities District Funds**

GM Britz reminded the Committee of its request to draft a policy statement regarding the Property Tax and CFD allocations. The Committee reviewed the draft as provided by GM Britz and requested that under the Property Tax Allocation policy statement the reference to the specific funds that may have reductions to their existing allocations be removed, and it be more generalized. Under the CFD Allocation policy statement the Committee would like the word "further" to be removed in the last sentence. The Committee would like to see these statements included in the Strategic Financial Policy. This item will be brought back to the Board as an amendment to the Policy.

3) **Future Agenda Items**

The following items will come before the Committee at a future meeting:

- Debrief after Audit report has been delivered.

Adjourned: 3:35 p.m.

Respectfully submitted,

Keri Dodson, Executive Assistant/Board Clerk