



FINANCE STANDING COMMITTEE MEETING

6/22/2020 [4:00PM-5:00PM] @ Board of Directors Room

- FINANCE STANDING COMMITTEE MEETING -

1. Call to Order

Minutes

The meeting was called to order at 4:00 p.m.

2. Roll Call

Minutes

School board, administration, citizen advisors:

Singer

Drew

Sicker

McFarland

King

Barwin

Frentz

Shaw

Stalebrink

Shaffer

Attendees:

Steiner

3. Approval of Summary Minutes

Minutes

Minutes motioned for approval by Drew, seconded by Sicker. Unanimously approved.

4. Unfinished Business

a. Milton Hershey Trust RFP update

Minutes

Working from a model provided by PFM, Mike reviewed the proposed elements of the RFP. It was noted that the District would want to secure the assistance of an entity like PFM to assist with the development, issuance and evaluation of such an RFP. Mike also noted that PFM might be a potential bidder in response to any RFP, so in that case we would want to enlist the assistance from an entity other than PFM so that there would be no conflict. Kip inquired about the availability of individual security trades/activity for the calendar year 2019 as he requested, but Mike does not believe that this information has been provided yet. Mike said that he would follow-up on that and get an answer.

Kathy asked how far we should go down the RFP road until we know whether any efforts to find a new trust manager would be stymied by the Attorney General's office of orphan courts (which has jurisdiction over the administration of Trusts, particularly as it relates to the selection of the Trust manager). Mike replied that the process of developing and refining the RFP would be helpful to the continued evaluation of the current Trust manager, even if we don't move forward with the RFP. Kathy also inquired about whether the work on the RFP going forward would continue to involve PFM and reside with the Finance Committee or be had at the full board level. Mike suggested that for now that the continued analysis and related discussions take place within the Finance Committee. Mike may be seeking a proposal from PFM on services related to continuing to evaluate the current Trust manager's performance and let us know by July 27th what his plan is. Mike is also planning to set up a meeting before July 27th with the current Trust manager to share our concerns regarding performance and to enable the Trust manager to clarify any performance related data. Kip and Lindsay will be part of that meeting.

5. New Business

a. Updated 2019-2020 Revenue Projections

Minutes

Revenue projections remain largely unchanged from May 26th, with the exception that end of year revenue is now projected to be about \$100K less than anticipated (\$4.9M vs. \$5M). This variation is not beyond what Mike had expected and does not materially effect our budget projections or our overall financial standing. Real estate transfer taxes have remained surprisingly strong. Amusement taxes are expected to drop substantially, particularly as we enter 2020-2021 with limited and constrained park activity. State and federal aid remains unchanged from May. Earned income taxes are currently projected to decline at least 10%. Under the circumstances, Mike remains confident that we are on as sound a financial footing as could be expected and that we're poised to make adjustments as they are required. Mike will continue to be cautious and monitor carefully. The estimated surplus from this year will be put into the fund balance and we'll not be putting any into the capital fund so that we have maximum flexibility with regard to contingencies.

While Mike doesn't expect this to effect us, Mike reported that he's monitoring state legislation regarding the possible extension of the discount period for property taxes for the 1st quarter and will keep us informed.

Mike also noted that the board will be approving the waiver of the penalty period for the 1st quarter of 2020-21 in approving the 2020-21 budget this evening.

b. Finance Committee Goals Discussion for 2020-2021

Minutes

Goals

1. Monitoring revenue/expenses closely as we proceed into 2020-21 budget year.
2. Vendor fair in the fall, 2020 with a companion presence of information on our website
3. Complete analysis of the performance of current trust manager and development of RFP
4. Moving forward with the transition of HHS onto the national school lunch program
5. Continuing with improvements to the Granada facility to ready for future use for leasing and/or educational purposes
6. Continue to explore securing a new bus storage facility (keep on the radar)
7. Funding of elementary school renovations (after it leaves General Services and is approved by the board, the it will come to the Finance Committee)

Lindsay suggested developing and maintaining a list of large capital future projects so they can be readily tracked.

Lindsay also suggested having three goal buckets into which the goals could be slotted:

- budget development
- asset management
- planning for capital projects

Tracking and progress will be maintained through a running log of activity. Maybe through google docs.

6. Public Comment

Minutes

There was no public comment.

7. Adjournment

Minutes

Sicher motioned adjournment. Seconded by Shaw. Unanimous agreement. The meeting was adjourned at 5:02 p.m.