

Finance Committee Meeting

Wednesday, November 19, 2014, 3:30 p.m.

AGENDA / MINUTES

Welcome and introductions

Finance Committee Members in Attendance:

Tom Lynch, CSC Finance Committee Chair, **Present**

Thomas Bean, CSC Finance Committee Vice-chair

Greg Langowski, Chair Children's Services Council, **Present**

Tom Weber, CSC Council member, **Present**

Paul Dumar, Director Financial Services, Solid Waste Authority

John Marino, President, Chief Operations Officer and CFO, 1st United Bancorp, Inc.,
Present

CSC Staff:

Tana Ebbole, CEO, **Present via telephone**

Bill Cosgrove, CFO, **Present**

Jen Diehl, Controller, **Present**

Tom Sheehan, General Counsel, **Present via telephone**

Elsa Sanchez, Senior Executive Assistant, **Present**

Agenda Items:

- 1 **August 28, 2014 minutes ratified on motion by John Marino and Tom Weber**
- 2 **August 31, 2014 financial statements ratified on motion by John Marino and Tom Weber**
- 3 **Minutes September 25, 2014, Approved unanimously on motion by John Marino and Tom Weber**
- 4 **Fiscal Year End September 30, 2014 Financial Statements (unaudited), Approved unanimously on motion by John Marino and Tom Weber**
 - a. **Discussed expenditure rate of 96.18% as compared to optimum rate of 100%**
 - b. **Discussed total fund balance of \$61,345,096 which is close to forecasted balance**
- 5 **October 31, 2014 Financial Statements, Approved unanimously**
 - a. **Discussed cash and investments balance of \$53,717,945**
 - b. **Discussed expenditure rate of 7.0% compared to 8.33%**

- c. Discussed anticipated ad valorem revenue distributions: \$1.2 million 11/7, another distribution 11/26, 12/3, 12/10, 12/24 and twice in January; \$0 as of end of October
 - d. End of year 14-15 fund balance should be \$20 million less based on budgeted cash carry forward
- 6 Council Investment Strategy
- a. Get in writing from Wells Fargo that money in bank account is insured; is operating account cash protected and spread out by FDIC limits?
 - b. There might be opportunities to invest in areas that Wells Fargo doesn't have access to
 - c. Investment policy
 - i. Need to define; will primarily be based on statute; would think it's simple because conservative and liquid
 - ii. Once policy finalized, will be ready to make investments
 - iii. Tom Lynch and others will send copies of others as examples to review
 - iv. Send draft to all finance committee members for review
 - v. What is stated in audited financial statements?
 - d. Approximately \$20 million to invest in next 2-3 years; will there also be that much over the next 12 months?; possible for next 3 years till fund balance is at 30% of budget per fund balance policy; if we know what we need to be liquid then we will know the needed term of investment over the future years; can decide amount and put in for longer term investment (18-36 months)
 - e. Currently pay for transaction fees which are netted from yield adjustments
 - f. Tax collector also uses Wells Fargo so direct deposit for tax payments
 - g. RFP needed for financial advisor
 - i. Wells Fargo would have to apply as well
 - ii. Financial advisor would have to follow statute and our specific guidelines
 - iii. Other financial advisors may have more options as compared to current bank
 - iv. Not based on price or best yield alone, qualifications of advisor also as well as government experience
 - v. To be released in January; give 30 day timeframe; make decision by March
 - vi. Tom Sheehan will let us know requirements
 - vii. Send draft to all finance committee members for review
 - viii. Narrow down to 3-5 advisors
 - ix. Consider PFM
 - h. Past yields seem low but are correct
- 7 December 4, 2014 Finance Committee Meeting
- a. Cancelled
- 8 Other

- a. One extra meeting in January to discuss RFP
- 9 Adjournment, 4:20 PM