



SEWER AUTHORITY MID-COASTSIDE

Finance Committee Meeting Agenda

Regular Meeting

11:00am to Noon on Thursday February 20, 2020

SAM Administration Office, 1000 N. Cabrillo Hwy, Half Moon Bay

1. CALL TO ORDER

A. Roll Call

Debbie Ruddock (HMB)

Barbara Dye (GCSD)

Kathryn Slater-Carter (MWSD)

2. REGULAR BUSINESS

A. Approval of the Minutes from January 16, 2020

B. Update on the 17-18 Audit

C. Presentation - Ameresco

D. Update on the status of the 18-19 Audit prep

E. Update on the Budget Prep/Discussion

F. Update on Support for Finance function

3. NEXT REGULAR MEETING

March 19, 2020

Minutes
Finance Committee Meeting
Special Committee Meeting
11:00 AM Thursday, January 16, 2020

SAM Administration Office, 1000 N Cabrillo Hwy, Half Moon Bay

1. CALL TO ORDER

The meeting was called to order at 11 a.m. at the SAM Administration Building, located at 1000 N. Cabrillo Highway, Half Moon Bay, CA 94019.

A. Roll Call

Director Ruddock, Director Dye, and Director Slater-Carter were present. Also present were General Manager Prathivadi, Accounting Technician George Evans, and Dan Child of Wastewater Management Services.

2. REGULAR BUSINESS

A. Approve Minutes of December 9 2019

The committee concurred to approve the minutes of the Finance Committee for December 9, 2019.

B. Update on the FY 17-18 Audit

General Manager Prathivadi informed the committee that the audit is in progress and should be completed by February-March 2020. He also stated that he would be giving a weekly meeting status.

C. Update on the Status of the 18-19 Audit Prep

General Manager Prathivadi informed the committee that the audit has commenced with Maze and Associates paperwork and have picked up where Management Partners had left off.

D. Update on the Budget Prep/Discussion

General Manager Prathivadi informed the committee that Hossein Golestan of Management Partners has started working on the budget and has started a budget worksheet.

E. Update on Support for Finance Function.

General Manager Prathivadi informed the committee that Maze and Associates has been helping with budget preparation for FY 2018-19 and with the day to day accounting procedures.

3. NEXT REGULAR MEETING

A. February 20, 2020

The meeting was adjourned at 12:00 p.m.

Respectfully Submitted,

Suzie Turbay
Administrative Assistant