**Budget and Administration Committee**

**Tuesday, December 1, 2020**

**6:30 p.m.**

**TELECONFERENCE ZOOM MEETING**

**https://us02web.zoom.us/j/84802881574**

**Meeting ID: 848 0288 1574**

(Teleconference/Electronic Meeting Protocols are attached)

**Conformed Agenda**

Members: Chair Director Eric Aiston (EA), Vice Chair Director Monique Scobey (MS),

and Alternate Director Felicity Wood Carlson (FC)

Staff: Jill Ritzman, General Manager

and Vicky Neibauer, Finance/Human Resources Officer

**CALL TO ORDER** *– 6:33pm*

**ROLL CALL***– MS/EA*

*Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue is allocated 10 minutes to speak, individual comments are limited to 3 minutes except with the consent of the Committee; individuals shall be allowed to speak on an item only once. Members of the audience are asked to volunteer their name before addressing the Committee. The Committee reserves the right to waive said rules by a majority vote.*

**ADOPTION OF AGENDA** *– Approved*

**APPROVAL OF CONFORMED AGENDA** *- Approved*

**OPEN FORUM**

*Members of the public may speak on any item not on the agenda that falls within the responsibilities of the Committee.*

**DEPARTMENT MATTERS**

1. **Fiscal Year 2019-2020 Year End Report - Unaudited** (V. Neibauer)
* *Reviewed and discussed Fiscal Year 2019-2020 Unaudited Year End Report. Move to the Board with support.*
1. **Proposed Revisions to Policy 4060: Committees of the Board of Directors** (J. Ritzman)
* *Reviewed and discussed proposed revisions to policy 4060. Move to the Board with support.*
1. **Staff Updates**
2. November Check Register Review (V. Neibauer)
3. Legislative Updates (J. Ritzman)
4. Strategic Plan (J. Ritzman)
5. HR 763 (oral report – J. Ritzman)

<https://www.congress.gov/bill/116th-congress/house-bill/763>

1. **Items for January & Future Committee Meetings**
* Policy Updates: Legislative Policy, Debt Management Policy
* FY 2020-2021 Mid Year Budget Adjustments (Jan)
1. **Items to take to the Board of Directors**
* *Fiscal Year 2019-2020 Year End Report – Unaudited*
* *Proposed Revisions to Policy 4060: Committees of the Board of Directors*

**MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF**

**ADJOURNMENT** *– 8:45pm*