



## VIRTUAL FINANCE COMMITTEE MEETING

Monday, February 22, 2021 @ 5:00-5:30 PM

Teleconference Dial-in: Toll-free +1 (786) 535-3211; Access Code-621739893#

### Full Meeting Minutes

#### Attendees

Robert Barocas	Acting Chairman - Finance Committee
Monica DiCostanzo	Acting Vice Chairman, Finance Committee (not present)
Sandy Dennies	Director of Administration, SWPCA Bd Member
Mark McGrath	Director of Operations, SWPCA Bd Member
David Mannis	SWPCA Board Member
William Brink	Executive Director, WPCA
Rhudean Bull	Administration Manager, WPCA
Mark Turndahl	Accountant, WPCA
David Yanik	City of Stamford Controller
Ed Kelly	Chairman – WPCA Board
John Mastracchio	Attorney – Ackerly and Ward
Adam Perlaky	Member at large
Steve Bagwin	Member at large

#### 1. Call to Order and Roll Call

R. Barocas called the meeting to order at 5:05 pm. A quorum was present.

#### 2. Approval of the January 25, 2021 Finance Committee Meeting Minutes

The January 25, 2021 meeting minutes were approved.

#### 3. SWPCA FY2020 CAFR update (David Yanik)

D. Yanik provided an abbreviated 2020 CAFR update (He is scheduled to provide the full Board a more detailed update during the Board meeting immediately following the Committee meeting.) He noted that there were no changes in the Report since the January 25<sup>th</sup> overview provided by Nikoleta McTigue, Principal of Clifton Larson Allen LLP, Certified Public Accountants. He further stated that the Report was issued with an unqualified opinion and that no deficiencies in internal control were noted.

R. Barocas questioned when the various new GASB standards will be implemented at the WPCA. D. Yanik responded that an April 2021 planning meeting has been scheduled with the Auditors to discuss the 2021 audit of the City and what impact the new standards may have on the WPCA.

#### 4. Update - Collection Policy & Additional Demand Letters (Rhudean Bull /Mark Turndahl)

R. Bull provided a revised Collection and Foreclosure Policy noting that Section 2: BILLING AND COLLECTION PROCEDURE AFTER SENDING TO COLLECTIONS ATTORNEY – sections a & b have been updated to extend the 2<sup>nd</sup> demand letter sent by

the collection attorney to 180 days after the initial demand letter is sent (from 30 days and for accounts 120 days past due and owing at least \$500) to provide the customer more time to either get their account current or enter into a payment plan.

J. Mastracchio (Ackerly and Ward) reported that W. Ward is in the process of advising PURA of this change and is awaiting their response.

After additional discussion, S. Dennies stated that she was in agreement with the update and the Committee agreed to recommend that the update be submitted to the Full Board for approval.

#### **5. Update on FY22 Operating Budget (Rhudean Bull / William Brink)**

W. Brink presented the same 2022 budget as reviewed at the February 17 Special Budget meeting. OPM had updated numbers for Medical and OPEB budgets which were lower but not finalized as yet and as a result were not incorporated in the budget being presented. He provided an overview of the revenue budget: Darien revenue is expected to drop by just over \$450 thousand due to a drop in flows (resulting from a dry 2020) which is partially offset by an expected increase in sewer assessments and connection fees of \$195 thousand. In addition, he noted that sewer use fees are expected to increase by 3.8% to provide for a senior debt service coverage ratio of 115%. Further discussion regarding a rate increase included a closer look at budgeted revenues over the summer and the possible use of part of the WPCA reserve to limit the size of any rate increase. R. Bull suggested that the Committee approve the budget as it stands subject to any OPM budget updates as they are finalized. The Committee agreed and voted to request that the Full Board approve the Budget subject to any OPM budget updates

#### **6. January 2021 financial update & update on receivables/arrears (Mark T)**

M. Turndahl provided the January 2021 Income Statement reporting net income of \$2.56 million, ahead of budget by \$5.62 million, a pooled cash balance of \$21.08 million and a reserve account of \$8.68 million.

He then provided the January 2021 accounts receivable balance update: Sewer use receivable balance was \$2.62 million down from January 2020 balance of \$2.66 million and the average collection rate for January 2021 was 99.23%, up from 99.08% reported for December 2020. Sewer use and sewer connection and assessment cash collections through January 2021 was ahead of the previous January by \$627 thousand.

#### **7. Old Business: Analysis on use of fees for Customer payments (W. Brink)**

W. Brink provided details to credit card and on-line payment fees charged by a number of local WPCA and water utilities located in Connecticut, which ranged from \$zero - charged by the Greater New Haven WPCA to \$3.00 for every \$100.00 - charged by the Bridgeport WPCA. Due to time constraints E. Kelly requested that this topic be revisited at the March 2021 Committee meeting.

#### **8. New Business - Discussion: Finance Committee Officers (All)**

E. Kelley stated that at this time when all open Board seats have been filled, the Committee should consider having an election to finalize the officer positions. Due to time constraints, E. Kelly requested that this discussion be continued at the March 2021 Committee meeting

#### **9. Adjournment**

The meeting ended at 5:33 PM