

CHINO VALLEY INDEPENDENT FIRE DISTRICT
Special Meeting - Standing Committee Meeting
Finance Committee

Administrative Headquarters
14011 City Center Drive
Chino Hills, CA 91709

Monday, November 29, 2023
2:00 p.m. Committee Meeting

MINUTES

CALLED TO ORDER

President DeMonaco called to order the meeting at 2:00 p.m. He explained the process for members of the public to participate in the meeting and provide public comment.

ROLL CALL

President John DeMonaco
Vice President Harvey Luth
Fire Chief Dave Williams
Finance Director Mark Shaker
Clerk of the Board Angela Robles
Accountant Dawn Burns

FLAG SALUTE

President John DeMonaco led the flag salute.

INVOCATION

Marco Miranda, Fire District Chaplain led the invocation.

CHANGES TO THE AGENDA

Clerk of the Board Robles stated there were no changes to the agenda.

PUBLIC COMMUNICATIONS

None.

MINUTES

1. Minutes – September 25, 2023 Meeting

The Committee agreed to file the minutes, as presented.

OLD BUSINESS

None.

NEW BUSINESS

2. APPROPRIATIONS LIMIT FOR FISCAL YEAR 2023-24

Purpose is for the Finance Committee to review the method for computing the Fire District's appropriations limit and to review the proposed Board Resolution No. 2023- 11 for establishing the annual appropriation limit for Fiscal Year 2023-24.

Report by Finance Director Mark Shaker.

Finance Director Shaker stated the appropriations limit is comprise of a variety of factors including the CPI as well as population within the Chino Valley Fire District.

Finance Director Shaker explained the process of calculating the appropriations limit.

There was no request from the public to speak on this item.

The Finance Committee agreed to place this item on New Business for approval by the Board of Directors at the next regular meeting.

3. 2024-25 BUDGET DEVELOPMENT PROCESS AND CALENDAR

Purpose is for the Finance Committee to review the Fiscal Year 2024-25 budget calendar.

Report by Finance Director Mark Shaker.

Finance Director Shaker presented the 2024-25 budget calendar to the Finance Committee as well as the budget development process. He noted the Budget Workshop is proposed to be held on Wednesday, May 29, 2024.

There was no request from the public to speak on this item.

The Finance Committee agreed to place this item on the Consent Calendar for approval by the Board of Directors at the next regular meeting.

4. FY 2022-23 DRAFT AUDIT REPORTS

Purpose is to present the Fiscal Year 2022-23 draft Annual Comprehensive Financial Report to the Finance Committee for review

Report by Finance Director Mark Shaker.

Finance Director Shaker provided a summary and responded to inquires from the Committee regarding the 2022-23 draft audit report. He noted the auditors, Van Lant & Frankhanel LLP issued a clean opinion on the District's financial statements.

There was no request from the public to speak on this item.

The Finance Committee agreed to place this item on New Business for approval by the Board of Directors at the next regular meeting.

5. 2024 MONTHLY FINANCIAL REPORT SCHEDULE

The purpose is to review and discuss the Monthly Financial Report schedule for the calendar year 2024.

Report by Finance Director Mark Shaker

Finance Director Shaker stated the December 2023 Monthly Financial report would not be included in the January 2024 Board Agenda due to the holiday and agenda publication date. The report will be included in the February 2024 Board Agenda packet resulting in the Monthly Financial Report period aligning with the same reporting period as the Monthly Treasurer's Report.

There was no request from the public to speak on this item.

The Finance Committee agreed to place this item on New Business for approval by the Board of Directors at the next regular meeting.

ADJOURNMENT

The meeting was adjourned at 2:38 p.m.