



## Finance & Budget Committee Summary Notes

### Special Meeting MONDAY, NOVEMBER 21, 2016 2:30 P.M.

The Special Finance & Budget Committee meeting was called to order by Chair Dawes at 2:35PM.

The Pledge of Allegiance lead by Director Dawes.

Roll Call was taken with all Committee members present.

**Oral and Written Communications:**

Chair Dawes announced time for persons wishing to speak on a matter not on the agenda may be heard at this time. There were no requests to speak.

**AGENDA:**

**1. Review and Discuss Bids Received for Performing a Utility Rate Study Analysis**

Chair Dawes asked for a brief report by General Manager since there was a written report submitted for this meeting and its single purpose of discussion.

GM Gentry gave a brief overview of the RFP process and the submitted bids. There were 2 firms with highly qualified credentials and experience. GM’s recommendation is to discuss the two bids received but the most responsive, qualified low bidder was Bartle Wells Associates for performing required rate study work.

Committee briefly discussed the difference in bid prices received, past experience of each firm and scope of work. Chair Dawes stated that he had made some calls regarding Bartle Wells firm and their work with other local agencies. He reported that the local agencies reported very favorably about Bartle Wells.

Chair Dawes stated that he knows the District needs to get this study done and the implications are that ultimately it may mean rates are increased. The cost of study is factored in as a part of operational expense.

Director Buckman commented that he knows the study is needed  
Staff Recommendation: Review and Discuss bids received for performing a utility rate study analysis and make a recommendation to Board.

**COMMITTEE COMMENTS:**

Chair Dawes asked staff to include a discussion of standard operating procedures for accounting functions on a future Committee agenda.

Chair Dawes adjourned meeting at 3:05 PM.

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