




Memorandum

Date: October 12, 2017
To: Each Director
From: Paul D. Zillig, General Manager 
Subject: Finance & Planning Subcommittee Meeting Minutes

The Finance & Planning Subcommittee met at 5:30 pm on Wednesday, October 11, 2017 in the NRD Office. Subcommittee members present included Jeremie Kerkman, Sarah Wilson, Don Jacobson, Dan Steinkruger, Greg Osborn and Bruce Johnson. Others present included Peter Fellers & Cindy Love of HBE Becker Meyer Love LLP, Ray Stevens, Kathy Spence, Bryce Jensen, Dave Potter, and myself.

The agenda included presentation by Peter Fellers and Cindy Love from HBE Becker Meyer Love LLP of the FY 2017 Financial Statements and Audit Report. Fellers will present this report also at the Board of Directors Meeting. Discussion followed the presentation. It was moved by Osborn, seconded by Steinkruger, and unanimously approved by the Subcommittee to **recommend the Board of Directors accept the FY 2017 Financial Statements and Audit Report.**

The next item on the agenda was to consider two vehicle purchases. NRD Operation/Maintenance Technician Bryce Jensen reviewed the list of car dealers in the NRD that were contacted to submit proposals. Jensen reported that one company submitted proposals, the subcommittee requested that staff follow up with those companies not submitting proposals to find out if there is something we can do differently next time to encourage them to submit a proposal.

Jensen then reviewed the proposal to purchase a new pickup. Jensen reviewed his October 6 memo (attached). It was moved by Jacobson, seconded by Johnson, and unanimously approved by the subcommittee to **recommend the Board of Directors accept the proposal from Copple Chevrolet, Louisville of \$22,072 for a 2018 Chevrolet Silverado 1500 pickup.**

Jensen then reviewed the proposal to purchase a new crew cab pickup as outlined in his October 6 memo (attached). It was moved by Osborn, seconded by Wilson, and unanimously approved by the subcommittee to **recommend the Board of Directors accept the proposal from Copple Chevrolet, Louisville of \$14,400 for a 2018 Chevrolet Silverado 2500HD Crew Cab pickup.**

The final item on the agenda was to review a budget overrun for 439125 Salt Creek SWIF and O&M Manual Update. I reported that in the first draft of the budget \$52,000 was included for these

items but this was mistakenly cut to \$10,000. Staff recommended that the subcommittee recommend approving the overrun and that \$46,000 comes out of cash reserves. It was moved by Steinkruger, seconded by Johnson, and unanimously approved by the subcommittee to recommend the Board approve the overrun and authorize utilizing \$46,000 from the cash reserve.

There being no further business the meeting adjourned at 6:20 pm.

pc: Steve Seglin

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