

## **SPECIAL FINANCE COMMITTEE MEETING MINUTES**

November 5, 2024 – 4:00 P.M.

Phelan Pinon Hills Community Services District

NOTE: This meeting will be held in the District Conference Room  
4176 Warbler Road, Phelan, CA 92371  
& Remotely (see below)

**Board Members Present:** Mark Roberts, Director/Chair  
Chuck Hays, President

**Board Members Absent:** None

**Staff Present:** Don Bartz, General Manager  
David Noland, Finance Supervisor/Accountant  
Aimee Williams, Asst. Board Clerk/Administrative Specialist

### **Call to Order**

Director Roberts called the meeting to order at 4:01 p.m.

### **Roll Call**

All Committee Members were present at Roll Call.

#### 1) **Approval of Agenda**

President Hays moved to approve the Agenda. Director Roberts seconded the motion.  
Motion passed unanimously.

#### 2) **Public Comment**

None

#### 3) **Approval of Minutes**

President Hays moved to approve the Minutes. Director Roberts seconded the motion.  
Motion passed unanimously.

#### 4) **Review of Audit Report**

Chris Brown, of C.J. Brown & Company, reviewed the District's 2024 Audit Report and answered questions from the Board.

#### 5) **Review of Disbursements**

The Committee reviewed the September disbursements.

#### 6) **Review of Quarterly Financials**

The Committee reviewed the quarterly financials.

#### 7) **Review of Quarterly Investment Report**

The Committee reviewed the Cash/Investment report.

8) **Review of Solar Project Credits & Expenses**

The Committee reviewed the solar project credits and expenses.

9) **Committee Comments**

Nothing further.

10) **Review of Action Items**

a) **Prior Meeting** – None

b) **Current Meeting** – None

11) **Set Agenda for Next Meeting** – January 21, 2025

12) **Adjournment**

With no further business before the Committee, the meeting adjourned at 4:57 p.m.

Agenda materials can be viewed online at <https://www.pphcsd.org>

