



FINANCE COMMITTEE MEETING
Monday June 28, 2016
Tenth Floor Operations Conference Room
Government Center, 888 Washington Blvd.
5:00 pm
Full Meeting Minutes

Attendees

Cristina Andreana	Chairman, SWPCA Board Member
Daniel Capano	Vice-Chair, SWPCA Board Member (by telephone)
Michael Handler	Chairman, SWPCA
Shelly Michelson	SWPCA Board Member/Board of Finance (not present)
James Fountain	OPM Acting Director
William Brink	Executive Director, WPCA
Rhudean Bull	Administration Manager, WPCA (Not Present)
Mark Turndahl	Accountant, WPCA
Prakash Chakravarti	Supervising Engineer (WPCA)
David Yanik	City of Stamford Controller

Call to Order, Pledge and Roll Call

C. Andreanna, Chairman - called the meeting to order at 5:15 pm. The pledge of allegiance was not made. A quorum was present.

Approval of the March 21, 2016 Committee Meeting Minutes

The March 21, 2016 Meeting Minutes were approved.

Review the May 16, 2016 unofficial meeting minutes (Quorum not present)

Since a quorum was not present at the May 16 meeting, the minutes were not reviewed.

Update: Accounts Receivable

M. Turndahl discussed the outstanding receivables: \$4.46 million was outstanding as of May 31, 2016 as compared to \$4.60 million as of May 31, 2015.

Cash receipts through 6/28/16 amounted to \$20.26 million for sewer use fees and \$1.79 million for sewer assessments and connections. The collection rate for the April 2011, October 2011, April 2012 and October 2012 billings were all over 99% and the April 2016 billing collection rate was over 88%.

Review the May 2016 Financials

M. Turndahl distributed the May 2016 Financials. May showed a net profit of \$4.5 million, which was \$1.67 million ahead of budget. The Nitrogen Credit (\$650 thousand over budget) as well as under budget operating expenses represent the major components of this result.

Update: Five year Capital Improvement Plan - W. Brink

W. Brink distributed a capital improvement Plan that reported a significant increase in the flow distribution project (from \$1.5 million to \$4.1 million). Upon completion of this project, 3 clarifiers could be kept on-line while 1 was taken down for maintenance. He also expects the capital plan will require a \$30 million bond issuance by August 2017.

Discussion: Supplemental Capital Project Appropriation Request of \$2.5 million for CP6904 WPCA Major Repairs - W. Brink & P. Chakravarti

W. Brink discussed the need for this supplemental appropriation increase to the Major Repairs Project. The increased cost of the Flow Distribution project, shed for the sludge trailers and HVAC improvements to the Admin building (111 Harbor View) are some of the projects that required an increased appropriation.

Update: Status of credit card and internet bill payments

M. Turndahl stated that credit card and internet collections totaled over \$275,000 and 77 customers have signed up for paperless billing.

Update: Capital Reserve Investments

M. Turndahl provided an update on the capital reserve investments held with Morgan Stanley. The fund balance held at Morgan Stanley was \$5,774,173 as of May 31, 2016. The fund investments in US Government Agencies showed a net asset increase of \$44,150.

Old Business

None.

New Business

M. Handler reported that the bond rating agencies viewed the current pooled cash arrangement with the City as a negative and suggested that \$4.5 million of the \$6.0 million reserve be used to fund operating expenses as needed and \$1.5 million be retained as a capital reserve. The committee agreed with this new approach.

Adjournment

C. Andreana made a motion to adjourn the meeting at 5:59 PM.