



Finance Advisory and Capital Projects Oversight Committee Minutes
December 14, 2023 – 4:00 P.M.

Committee Members:

Present: Bill Newton, Chrissy Reitz, Garrett Apland, Jen Kelly, Ted Cramer-HREA Rep, Rich Truax, Columba Jones,

Absent: Nancy Rowley-OSEA Rep, Michael McElwee

The following HRCSD staff/community members present:
Nancy Hall, Tod Hilstad,

1. Welcome & Call to Order – 4:04 P.M.

Superintendent Bill Newton called the meeting to order at 4:00 pm on December 14, 2023 in a virtual google meet.

2. Public Comment

Superintendent Bill Newton shared no one had signed up for public comment.

3. Reports & Discussions

A. HRCSD & Capital Projects Update

Newton shared the presentation that was from last night's board meeting Luke Harkness presented the board with a capital projects update on the HRVHS roof, MVES HVAC and PDES HVAC.

Newton shared a fourth project that is coming is the Cascade Locks boiler. The PACE insurance inspector stated that they could no longer ok the use of the boiler. Todd Rainwater invited her back out for a second opinion. We appealed to the state and he also said it is no longer usable. The inspector said it was too expensive to repair and Todd is currently looking at pricing for a new boiler or another system that could provide heat.

The committee asked about possible grants for renewable forms of energy when looking at the boiler replacement project. Newton shared that Wenaha will be doing that work as well moving forward trying to mitigate those costs.

Newton shared that tonight the committee will see the ending fund balance is down to 4.83% and it is trending in the wrong direction. He shared he is working closely with Nancy Hall to take a deeper look at. The board goal is 6.5% ending fund balance. Hall shared they are looking closely at the payroll costs and they are going line by line down each employee making sure that everyone is coded to the right fund. Hall shared the major focus is on staffing as it is the majority of the costs.

B. Financial Report

Nancy Hall shared that the following information with the committee through reports and information with the program called Forecast Five:

Hall reviewed the General Fund Financial Summary by Object charts, Special Revenue Funds Financial Summary by Object Chart, Debt Service Funds Financial Summary by Object chart, and Capital Project Financial Summary by Object chart.

Hall shared the Variance Report Analysis prepared by Forecast Five for the period from July 1, 2023 to November 30, 2023. As seen below:

SUMMARY

This General Fund summary excludes Beginning Fund Balance (5400-5499).

For the current period, total revenue was \$287,153 more than planned and total expenditures were \$1,343 more than planned.

The combined result is a \$285, 810 favorable surplus condition for the current year period.

REVENUES

TAXES: Taxes are \$764,781 under plan. This unfavorable condition represents -4.7% of the year-to-date plan amount of \$16,152, 987. This amount is considered tolerable.

TUITION, FEES, OTHER : Tuition, Fees, Other is \$2,850 over plan.

EARNINGS ON INVESTMENTS: Earnings on Investments are \$95,983 over plan.

INTERMEDIATE REVENUE: Intermediate Revenue is \$92,048 over plan.

STATE UNRESTRICTED AID AND SSF: State Unrestricted Aid and SSF is \$861,053 over plan.

FEDERAL AID: Federal Aid is on plan. This amount is considered trivial and meets expectations based on budget appropriations.

INTERFUND TRANSFERS/LONG TERM DEBT/OTHER: Interfund Transfers/Long Term Debt/Other is on plan. This amount is considered trivial and meets expectations based on budget appropriations.

EXPENDITURES

SALARIES: Salaries are \$313,356 over plan. This is an unfavorable condition.

ASSOCIATED PAYROLL COSTS: Associated Payroll Costs are \$128,887 over plan. This is an unfavorable condition.

PURCHASED SERVICES: Purchased Services are \$151,392 under plan. This is a favorable condition.

SUPPLIES: Supplies are \$323,539 under plan. This is a favorable condition.

CAPITAL OUTLAY: Capital Outlay is \$7,994 over plan. This is an unfavorable condition.

OTHER OBJECTS: Other Objects are \$26,036 over plan. This is an unfavorable condition.

OTHER USES OF FUNDS: Other Uses of Funds are on plan. The current year variance amount is considered trivial and meets expectations based on budget appropriations.

Hall shared a new chart on staffing allocations. Hall shared that she hopes this is the information the committee asked for at the last meeting.

Hall shared the list of grants and donations. She asked the committee if there is anything else the committee would like to see. The committee talked about the staffing and how decisions will be made in regards to reductions.

4. Adjourn – 4:45 P.M.