



Finance Advisory and Bond Oversight Committee Minutes
January 30, 2020 – 4:00 P.M.

Committee Members:

Present: Dr. Sara Hahn-Huston, Sandra Buchanan, Rich Polkinghorn, Nancy Rowley, Jesus Becerra, Kelly Beard, and Brent Emmons.

Absent: Charlene Ames, Michael McElwee, Chrissy Reitz, David Russo, Sandra Bielen, and Rich Truax.

Welcome & Call to Order – 4:05 P.M.

Dr. Sara Hahn-Huston called the meeting to order at 4:05 pm on January 30, 2020, in the Nathaniel Coe Administrative Center Board Room.

Public Comment

Sandra Buchanan opened the meeting for public comment, but no comments were shared.

Reports & Discussions

a. Review of Audit – 4:06 P.M.

Tara Kamp, CPA, Auditor – Reviewed the Comprehensive Annual Financial Report (CAFR) and what a great accomplishment that is – we are sitting in a very strong place. Only about 10% of districts do a CAFR. They come twice a year and look at many aspects of the financial office processes and record. Go carefully over the report and sample the numbers (a percentage of the transactions are tested for accuracy). She said the auditors have found our financial staff to be very helpful and thorough, therefore easy to work with.

Sara – very proud of Sandra. At the OSBA many districts were in awe of Sandra’s great ability.

Auditor - An audit does not cover the future – they don’t look forward to budgeting. The audit covers up to June 2019. The audit does not look forward to financial health. Those are different analytics. What it does mean is that the audit for 2018-19-year states that the financial report can be relied on to use for forecasting for future. Regarding insurance, auditors look at if you have insurance (doesn’t ensure it is enough insurance). Investment of surplus funds. Grant compliance. Procurement is looked at – getting bids, etc. They look at these things district wide, not just in the finance office.

b. Capital Project Report

Cascade Locks Elementary School

Electronic Access Controls – now on board with using the badge key to enter. 5 doors are electronically controlled. One door did not work with the system – it is an interior door that goes toward the County Health and Library. It is being worked on.

May Street Elementary School – work has been paused for winter. The fencing is up and creating a more secure play area for the students.

Upcoming Projects

(these are above and beyond the bond funds – grant work and a combination of savings and construction excess tax fund that has been saved over the years):

Mid Valley Elementary School

- Seismic upgrade to old gymnasium
- Construction to start in March

Hood River Middle School

Budget was about \$1.4 million

- Construction documents being completed this week
- Added scope and costs from City of HR for Right of Way work which includes ADA ramps, utility relocations, and sidewalk upgrades. This adds a cost of \$200,000 immediately and will end up being \$500,000 to a million added to the cost of the project.

Hood River Valley High School

- Construction documents being completed this week

The roof project for the warehouse in Odell has been put on hold while there is a structural audit done on the building.

c. Financial Report

The financial report covers the budget up to December 31, 2019. Sandra Buchanan, HRCSD Chief Financial Officer, said that there were no big changes from November to December. At this point, 65% of the budget operating revenue has been used. She added that this year may be a little higher on weighted ADM than was expected.

The January enrollment chart has not been done yet. It is expected to be pretty close to previous numbers. Buchanan stated that a new State estimate may come in early February with a different amount of ADM. She said that 92% of tax collection for the State, which is a good reflection on the economy. In going through the different accounts, Buchanan emphasized that

- ESD revenues are coming in as expected.
- Instruction account is 91% expended or encumbered (expected to pay).

- Support Services has more materials and supplies, so it is at 77% expended or encumbered.

Buchanan put in a chart showing a comparison between this year and last year on page 2 of the narrative report. She added that charts are included in the narrative in several areas and can be helpful in understanding the General Obligation and Refunding Bonds on pages 4, 5, and 6.

Bonds funds are 95.4% expended. Within a year, the funds will be completely expended.

PERS Rates: All PERS rates information is on pages 8 and 9 in the narrative report for the December report which is available on the Finance Advisory and Bond Oversight Committee page on the HRCSD website. Paste in browser: <https://www.hoodriver.k12.or.us/domain/969>

If the district has retirees work after retirement going forward, there will be a charge to the district for PERS which was not the case prior to this year. More information about this is in the narrative on pages nine and ten. You can learn more about work after retirement rules by accessing the link on page 8 of Narrative Financial Report as of December 31, 2019.

Buchanan share the next steps:

- Create more projections for creating the new budget and negotiations.
- Tara will come to Feb 26 board meeting to go over the audit with the board.

Adjourned 5:35 P.M.

Dr. Hahn-Huston adjourned the meeting at 5:35 P.M.

SB:cw 3/24/20