

**MINUTES  
FINANCE COMMITTEE  
APRIL 19, 2021**

The meeting of the Finance Committee was called to order by Gabe Allen on April 19, 2021 at 4:07 p.m. by telephone or video conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19).

Present at the meeting were Gabe Allen, Peggy Zahler, Hank Dugie, Nick Long, Zak Kone, Deanna Legge, Francis Fontana, Michelle Villarreal, Deborah Jordan, Kristine Polian, and Brandi Hamilton.

**Approval of minutes from the March 22, 2021 Meeting**

Nick Long made a motion to waive the reading of the minutes and to approve the minutes as presented. Zak Kone seconded the motion. The motion passed, all-in-favor.

**Citizen Comments**

There were no citizen comments.

**Committee Orientation**

Hank Dugie made a motion to suspend the rules and move to Agenda Item 5. Peggy Zahler seconded the motion. The motion passed all-in-favor.

Mr. Camp was not present for the committee orientation; however, Michelle Villarreal will send the PowerPoint presentation to him by email.

Michelle Villarreal presented the Finance Committee Annual Training. There was a consensus from the committee to discuss the expansion of duties for the Finance Committee, to include Audit Committee duties and best practices at the next Finance Committee meeting. There were some questions and comments and discussion ensued.

**2<sup>nd</sup> Quarter Internal Audit Update**

Candace Brown presented the 2<sup>nd</sup> Quarter Internal Audit Update. She asked the committee if they would like her to put the updates on the future agendas or only put them on the agenda if they are deemed necessary. Nick Long and Gabe Allen asked that she puts them on the agendas for discussion. After Candace gave an overview of the report, there were some comments and discussion ensued.

**Arbitrage Discussion**

Kristine Polian presented information about the Arbitrage Report. There were several questions and discussion ensued. Kristine will email the committee a publication of guidelines from the IRS for educational purposes and include educational opportunities on the subject going forward.

**Staff Comments**

There were no staff comments.

**Committee Member Comments**

Before the meeting began Gabe Allen brought up the idea of beginning in-person meetings again. Peggy Zahler suggested a hybrid of Zoom/in-person meetings. Hank Dugie echoed what Peggy said.

Peggy Zahler asked that there be an agenda item at the next meeting to discuss the expansion of the responsibility of the Finance Committee.

**Adjournment**

Peggy Zahler made a motion to adjourn. Francis Fontana seconded the motion. The meeting was adjourned at approximately 5:17 p.m.

A handwritten signature in black ink, appearing to read "Peggy Zahler". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

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Chairperson