



Finance, Budget & Audit Committee Work Session Minutes

Thursday, August 25, 2022 @ 9:00am

Attendees Jaime Heitman, Scott Prickett (Chandler), Julie Hughes (Chandler), Jason Myers, John Diak, Sandra Golatt, Commissioner Holen, Kelly Brown, Geoffrey Doctoroff, Kris Kellim, Jaime Heitman, Briana Summers, Beau Memory, Tamara Seaver

PLEASE NOTE: ALL PUBLIC ARE ALSO WELCOME TO PARTICIPATE VIRTUALLY VIA THE FOLLOWING:

Microsoft Teams meeting

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Phone Conference ID: 775 446 364#

1. Call to Order - Chair Council Member Diak – called at 9:01am.
2. Public Comment - Chair Council Member Diak – No public comment.
3. Chandler Asset Management Investments Briefing – Bri Summers provided a briefing of Authority funds and services provided by Chandler Asset Management, the Authority’s investment manager. Ms. Summers introduced Scott Prickett and Julie Hughes from Chandler, who provided a briefing including an economic update (labor markets, inflation, growth, federal rates and funds, etc.) and walked through each fund that Chandler manages including compliance criteria, portfolio characteristics and strategy, investment performance and historical average yield, and investment mix and diversification as of July 31, 2022.
4. Finance & Administrative Services Department Status of Solicitations Briefing – Mr. Jason Myers and Mr. Kellim provided a high-level overview of the current status of the department solicitations including the traffic and

revenue consultant, municipal advisor and investment management services. All three areas are planned to be presented with recommendations to the committee in October and board approval in November. Mr. Geoffrey Doctoroff presented on recent solicitations of administrative services contracts including landscaping and janitorial. Mr. Doctoroff would provide the committee members an email and phone call (if needed) regarding the recommendation from staff as the proposals were due after this committee date, but before the next board meeting in September when approval was needed. The committee members were good with the plan for the update, and potentially would be on consent calendar depending on the final pricing.

5. Administrative Services Capital Projects Briefing – Mr. Doctoroff provided an update on the front entrance project and solar relocation project. The front entrance project includes addressing water drainage issues, ADA ramps and compliance, new parking spots for customers and an outdoor space for staff to work, meet or eat lunch. The plan is to issue an IFB for lowest price from a qualified vendor, and provide an update to the committee in September with potential board approval in October. For the solar project, Mr. Doctoroff briefed the committee on the need to relocate from several locations and plans to repurpose the panels to other locations within the Xcel Energy grid, pending the condition and ability to move the panels. Further updates will be coming once more information is known.
6. Remaining 2022 Committee Calendar Briefing – Jason Myers briefed the committee of the upcoming planned finance committee dates and topics, including budget, toll rates, and department solicitations.
7. Other Business - Chair Council Member Diak – None noted.
8. Adjourn Work Session - Chair Council Member Diak – adjourned at 9:59am.