

St. Tammany Parish Communications District

28911 Krentel Rd.

Lacombe, LA 70445

Telephone: 985-898-4911 Facsimile: 985-898-4974 Website: www.stp911.org

Special Finance Committee Meeting Minutes

Date: November 12, 2020

Time: 9:00 a.m.

Location: 28911 Krentel Rd. Lacombe, LA 70445

Call to Order

The meeting was called to order at 9:00am.

A roll call was ordered by the Chairman, report as follows:

Present: Gene Bellisario, Merrick Tassin

Absent: Tiffany Carrasco

a quorum was present.

Other Attendees: John Evans, Rodney Hart, Sean Spansel, Stephanie Boykin

1. Certification of Inability to Operate to Lack of Quorum

2. Consider Approval of October 2020 Finance Committee Meeting Minutes

Motion: A motion was made by Merrick Tassin to approve October 2020 Finance Committee Meeting Minutes.

Support: Gene Bellisario

Ayes: Gene Bellisario, Merrick Tassin

Nays: 0

Absent: Tiffany Carrasco

Abstain: 0

Chairman asked for any further discussion or public comment, no response.

3. Consider Approval of October 2020 Financial Statements

Merrick Tassin asked for explanation of the Income Statement to Last Year Actual report, Comm Center (6020.10) Lease Payment.

Rodney Hart clarified that there were 2 payments made in one month.

Gene Bellisario asked for about the memo at the bottom of the Statement in Design report. (Statement in Design not Complete)

Rodney Hart clarified that memos are added to reports within Sage.

Gene Bellisario questions the negative balance on account 1590.00 Fixed Asset – New Facility CIP.

Rodney Hart explains that the negative numbers were for Capital Expenditures on the Depreciation Log. The auditors moved it from being an expense to Capital Assets.

A copy of the meeting minutes are available for public inspection at St. Tammany Parish Communications District, 28911 Krentel Rd. Lacombe, LA 70445 or at www.stp911.org within 8 business days for proposed minutes and within 5 business days of approval for approved minutes.

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Gene Bellisario asks that we have the auditors to look at the negative number and give an explanation.

General Discussion.

Motion: A motion was made by Merrick Tassin to approve October 2020 Financial Statements pending audit question.

Support: Gene Bellisario

Ayes: Gene Bellisario, Merrick Tassin

Nays: 0

Absent: Tiffany Carrasco

Abstain: 0

Chairman asked for any further discussion or public comment, no response.

4. Review and Discuss Changes to Revenue Reporting

Rodney Hart discusses changes that need to be made to revenue accounts, VOIP, Land and Wireless. He explained that we may receive revenue for accounts in 2021 that is payment for 2020.

General Discussion

5. Review and Discuss 15 Year Revenue and Expense Projections

Rodney Hart presents the 15 year budget. (Versions A,B&C)

John Evans asks about contract obligations.

General Discussion

John Evans requests that Tiffany Carrasco bring in radio numbers for the board to review.

Motion: A motion was made by Merrick Tassin to approve the 15 Year Revenue and Expense Projections "B".

Support: Gene Bellisario

Ayes: Gene Bellisario and Merrick Tassin

Nays: 0

Absent: Tiffany Carrasco

Abstain: 0

6. Review, Discuss and Consider Approval of 2020 Amended Budget

Gene Bellisario questioned reoccurring expense and accrual for PSAP Payments. Accruals need to be made month prior to the payment and pay when due.

General Discussion

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Gene Bellisario asks about differences from prior amended budget.

GL 4030.25 shows extra money from the sale of vehicles, 6170.40 – New UPS Champagne and 6700.30.

Rodney Hart presents change on insurance to Blue Connect and the 10% increase of premiums in 2020.

Motion: A motion was made by Merrick Tassin to approve the proposed 2020 Amended Budget with discussed changes.

Support: Gene Bellisario

Ayes: Gene Bellisario and Merrick Tassin

Nays: 0

Absent: 0

Abstain: 0

Chairman asked for any further discussion or public comment, no response.

7. Review, Discuss and Consider Approval of 2021 Proposed Budget

Gene Bellisario discusses GL 6020.40, PSAP contract expenses.

General discussion.

Motion: A motion was made by Merrick Tassin to approve the proposed 2021 Proposed Budget with discussed changes.

Support: Gene Bellisario

Ayes: Gene Bellisario and Merrick Tassin

Nays: 0

Absent: Tiffany Carrasco

Abstain: 0

Chairman asked for any further discussion or public comment, no response.

8. Adjournment

Motion: A motion was made by Merrick Tassin to adjourn @ 10:23 am.

Support: Gene Bellisario

Ayes: Gene Bellisario and Merrick Tassin

Nays: 0

Absent: Tiffany Carrasco

Abstain: 0