




## BOARD MEMORANDUM

**DATE:** October 22, 2019  
**TO:** Board of Directors  
**FROM:** Eric Campbell   
Chief Financial and Administrative Officer  
**SUBJECT:** October 21, 2019 Finance and Administration Committee Meeting

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The Finance and Administration (F&A) Committee met at 6:00 PM on Monday, October 21, 2019 in the Training Room of the Rio Vista Water Treatment Plant. In attendance were Committee Chair Dan Mortensen and Directors Ed Colley, Bob DiPrimio, Maria Gutzeit and R. J. Kelly. Staff members present were Controller Amy Aguer, Management Analyst Erika Dill, Senior Management Analyst Kim Grass, Director of Finance and Administration Rochelle Patterson, Director of Technology Services Cris Pérez, and myself. Financial consultants Robert Porr and Lora Carpenter were also present, as well as two members of the public. A copy of the agenda is attached.

**Item 1: Public Comment** – There was public comment.

**Item 2: Discuss Debt Refinancing Options** – Staff and the Committee discussed debt refinancing options.

**Item 3: Review Strategic Plan Performance Metrics** – Staff and the Committee discussed the progress on integrating the Agency's Strategic Plan into the new online performance metrics platform ClearPoint Strategy.

**Item 4: Project Update for Financial Management Information Systems** – Staff updated the Committee on the progress of the Financial Management Information Systems project.

**Item 5: Recommend Approval of a Resolution to Enter into a Contract with Equation Technologies for Project Management Services** – Recommended actions for this item are included in a separate report being submitted at the November 5, 2019 regular Board meeting.

**Item 6: Recommend Receiving and Filing of August 2019 Monthly Financial Report** – The Committee reviewed the August 2019 Monthly Financial Report and recommended that the report be received and filed.

**Item 7: Committee Planning Calendar** – Staff and the Committee reviewed the FY 2019/20 Committee Planning Calendar.



**Item 8: General Report on Finance and Administration Activities** – Staff alerted the Committee that OPEB options would be discussed in an upcoming meeting.

**Item 9: Adjournment** – The meeting was adjourned at 7:42 PM.


EC/ed

Attachment



**Date:** October 15, 2019

**To:** **Finance and Administration Committee**  
Dan Mortensen, Chair  
B. J. Atkins  
Ed Colley  
Robert DiPrimio  
Maria Gutzeit  
R. J. Kelly

**From:** Eric Campbell   
Chief Financial and Administrative Officer

A meeting of the **Finance and Administration Committee** is scheduled to meet on **Monday, October 21, 2019 at 6:00 PM** at **Rio Vista Water Treatment Plant** located at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350 in the Training Room.

### MEETING AGENDA

<u>ITEM</u>		<u>PAGE</u>
1.	Public Comments	
2.	Discuss Debt Refinancing Options	
3.	Review Strategic Plan Performance Metrics	
4.	Project Update for Financial Management Information Systems (FMIS)	
5.	◆ Recommend Approval of a Resolution to Enter Into A Contract with Equation Technologies for Project Management Services	
6.	* Recommend Receiving and Filing of August 2019 Monthly Financial Report	3
7.	* Committee Planning Calendar	111
8.	General Report on Finance and Administration Activities	
9.	Adjournment	

- \* Indicates attachments
- To be distributed

**NOTICES:**

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by telephoning (661) 297-1600, or writing to Santa Clarita Valley Water Agency at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that Agency staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the Agency to provide the requested accommodation.

Pursuant to Government Code Section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection at the Santa Clarita Valley Water Agency, located at 27234 Bouquet Canyon Road, Santa Clarita, California 91350, during regular business hours. When practical, these public records will also be made available on the Agency's Internet Website, accessible at <http://www.yourscvwater.com>.

Posted on October 16, 2019.