




## BOARD MEMORANDUM

**DATE:** May 2, 2019  
**TO:** Board of Directors  
**FROM:** Eric Campbell   
Chief Financial and Administrative Officer  
**SUBJECT:** May 1, 2019 Special Finance and Administration Committee Meeting

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The Finance and Administration Committee met at 6:00 PM on Wednesday, May 1, 2019 in the Training Room of the Rio Vista Water Treatment Plant. In attendance were Committee Chair Dan Mortensen and Directors B. J. Atkins, Ed Colley, Bob DiPrimio, Maria Gutzeit and R. J. Kelly. Staff members present were Keith Abercrombie, Steve Cole, Erika Dill, Brian Folsom, Ari Mantis, Rochelle Patterson, Matt Stone and myself. No members of the public were present. A copy of the agenda is attached.

**Item 1: Public Comment** – There was no public comment.

**Item 2: Recommend Approval to Enter into a Contract with CPS HR Consulting for Agency-wide Classification and Compensation Study** – Recommended actions for this item are included in a separate report being submitted at the June 4, 2019 regular Board meeting.

**Item 3: Recommend Approval of a Resolution Adopting the FY 2019/20 and FY 2020/21 Biennial Budget and Amending the FY 2018/19 Budget** – Recommended actions for this item are included in a separate report being submitted at the May 21, 2019 regular Board meeting.

**Item 4: Recommend Approval of a Resolution Adopting the Appropriation of All As-Yet Unappropriated Funds for FY 2018/19** – Recommended actions for this item are included in a separate report being submitted at the May 21, 2019 regular Board meeting.

**Item 5: Recommend Approval of a Resolution Adopting the Appropriation Limit for FY 2019/20** – Recommended actions for this item are included in a separate report being submitted at the May 21, 2019 regular Board meeting.

**Item 6: Recommend Receiving and Filing of February 2019 Monthly Financial Report** – The Committee reviewed the February 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 2018/19 Committee Planning Calendar.

**Item 8: General Report on Finance and Administration Activities** – Staff advised the Committee that a special Finance and Administration Committee meeting will be set up in June or July 2019 in order to interview the respondents for the Ratepayer Advocate RFP.

**Item 9: Adjournment** – The meeting adjourned at 8:45 PM.

EC/ed


Attachment

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**Date:** April 24, 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 special meeting of the **Finance and Administration Committee** is scheduled to meet on **Wednesday, May 1 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.

### SPECIAL MEETING AGENDA

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1.	Public Comments	
2. *	Recommend Approval to Enter into a Contract with CPS HR Consulting for Agency-wide Classification and Compensation Study	5
3. *	Recommend Approval of a Resolution Adopting the FY 2019/20 and FY 2020/21 Biennial Budget and Amending the FY 2018/19 Budget	59
4. *	Recommend Approval of a Resolution Adopting the Appropriation of All As-Yet Unappropriated Funds for FY 2018/19	115
5. *	Recommend Approval of a Resolution Adopting the Appropriation Limit for FY 2019/20	119
6. *	Recommend Receiving and Filing of February 2019 Monthly Financial Report	125
7. *	Committee Planning Calendar	221

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 April 26, 2019.