



BOARD MEMORANDUM

DATE: July 17, 2018
TO: Board of Directors
FROM: Beverly Johnson, Director of Finance *BJ*
Rochelle Patterson, Director of Administrative Services *RP*
SUBJECT: July 16, 2018 Finance and Administration Committee Meeting

The Finance and Administration Committee met at 6:00 PM on Monday, July 16, 2018 in the Training Room of the Rio Vista Water Treatment Plant. In attendance were Committee Chair Dan Mortensen, Directors B. J. Atkins, Robert DiPrimio, Maria Gutzeit and R.J. Kelly, as well as Amy Aguer, Erika Dill, Kim Grass, Elizabeth Ooms-Graziano, Matt Stone and us. 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 of a Resolution Authorizing FY 2018/19 Water Supply Contract Payments – Recommended actions for this item are included in a separate report being submitted at the August 7, 2018 regular Board meeting.

Item 3: Recommend Approval of an Employee Travel and Expense Reimbursement Policy – Recommended actions for this item are included in a separate report being submitted at the August 7, 2018 regular Board meeting.

Item 4: Discuss Development of Rate-setting Process Incorporating an Independent Ratepayer Advocate Function – Staff and the Committee discussed the rate-setting process and the ratepayer advocate function and have added the item to the calendar to be discussed again in August 2018.

Item 5: Recommend Receiving and Filing of April 2018 Monthly Financial Report – The Committee reviewed the April 2018 Monthly Financial Report and recommended that the report be received and filed.

Item 6: Recommend Receiving and Filing of May 2018 Monthly Financial Report – The Committee reviewed the May 2018 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 7: General Report on Budget and Rates Activities – No report was given.

Item 8: Adjournment – The meeting adjourned at 8:25 PM.

BJ & RP/ed

Attachment

MGS

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Date: July 9, 2018

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

From: Beverly Johnson, Director of Finance
Rochelle Patterson, Director of Administrative Services

The **Finance and Administration Committee** is scheduled to meet on **Monday, July 16, 2018 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

1. Public Comments
2. * Recommend Approval of a Resolution Authorizing FY 2018/19 Water Supply Contract Payments
3. * Recommend Approval of an Employee Travel and Expense Reimbursement Policy
4. * Discuss Development of Rate-setting Process Incorporating an Independent Ratepayer Advocate Function
5. * Recommend Receiving and Filing of April 2018 Monthly Financial Report
6. * Recommend Receiving and Filing of May 2018 Monthly Financial Report
7. * Committee Planning Calendar
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 July 9, 2018.

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