



BOARD MEMORANDUM

DATE: October 19, 2021
TO: Board of Directors
FROM: Eric Campbell 
Chief Financial and Administrative Officer
SUBJECT: October 18, 2021 Finance and Administration Committee Meeting Report

The Finance and Administration Committee met at 6:00 PM on Monday, October 18, 2021 via teleconference. In attendance were Chair Dan Mortensen, Directors Beth Braunstein, Ed Colley, R. J. Kelly and Gary R. Martin. Staff members on the call included Controller Amy Aguer, Accounting Technician II Kyle Arnold, Administrative Technician Terri Bell, Assistant General Manager Steve Cole, Financial Analyst Darine Conner, Management Analyst II Erika Dill, Sr. Management Analyst Kim Grass, GIS Manager Jose Huerta, Chief Engineer Courtney Mael, Director of Finance and Administration Rochelle Patterson, Director of Tech Services Cris Perez, General Manager Matt Stone, and myself. Financial consultants Robert Porr and Lora Carpenter from Fieldman Rolapp were present, along with members of the public. A copy of the agenda is attached.

Item 1: Public Comment – There was public comment.

Item 2: Discuss Financing Policy – Financial Advisor – The Committee discussed the item and provided input to staff. The item will be continued at the next F&A Committee meeting on November 15, 2021.

Item 3: Discuss Wholesale Water Rates – Ratepayer Advocate – The Committee discussed the item and provided input to staff. The item will be continued at the next F&A Committee meeting on November 15, 2021.

Item 4: Discuss Financing of Developer-Contributed Capital Through Community Facilities Districts (CFDs) – The Committee discussed the current policy and agreed to forward two alternative alternatives for the Board's consideration in November. One alternative would make clarifications to the current policy based on experience to date and Board input, particularly around the way benefits are determined, evaluated and described. The other alternative would be to discontinue future consideration of CFD's beyond those projects that have initiated the process under the current policy.

Item 5: Technology Update – This item was pushed to the November 15, 2021 F&A meeting.

Item 6: Committee Planning Calendar – Staff and the Committee briefly reviewed the FY 2021/22 Committee Planning Calendar.

Item 7: General Report on Finance and Administration Activities – Staff informed the Committee that Human Resources is preparing to conduct a classification study for the Finance and Administration Department, as there may be recommended changes to the structure of the department with procurement, risk management and accounting.

Item 8: Adjournments – The meeting was adjourned at 9:39 PM.

EC/ed


Attachment

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Date: October 11, 2021

To: **Finance and Administration Committee**
Dan Mortensen, Chair
Beth Braunstein
Ed Colley
R. J. Kelly
Gary R. Martin

From: Eric Campbell 
Chief Financial and Administrative Officer

The **Finance and Administration Committee** is scheduled to meet via teleconference on **Monday, October 18, 2021 at 6:00 PM**; dial-in information is listed below.

**TELECONFERENCE ONLY
NO PHYSICAL LOCATION FOR MEETING**

TELECONFERENCING NOTICE

Pursuant to the provisions of AB 361 and SCV Water Resolution SCV-235, the SCV Water Board will continue to hold remote Board and Committee meetings due to the continuing State of Emergency for COVID-19 and the ongoing imminent risks to the health or safety of the attendees from COVID-19. Any Director may call into an Agency Committee meeting using the Agency's **Call-In Number (1-833-568-8864), Webinar ID 160 610 8702** **or Zoom Webinar by clicking on the link <https://scvwa.zoomgov.com/j/1606108702>** without otherwise complying with the Brown Act's teleconferencing requirements.

The public may not attend the meeting in person. Any member of the public may listen to the meeting or make comments to the Committee using the call-in number or Zoom Webinar link above. Please see the notice below if you have a disability and require an accommodation in order to participate in the meeting.

If the State of Emergency for COVID-19 expires prior to this meeting and after the posting of this Agenda, this meeting will be held in person at the Santa Clarita Valley Water Agency, 27234 Bouquet Canyon Road, Santa Clarita, CA 91350 in the Board and Training Rooms.

We request that the public submit any comments in writing if practicable, which can be sent to **edill@scvwa.org** or mailed to **Erika Dill, Management Analyst II**, SCV Water, 27234 Bouquet Canyon Road, Santa Clarita, CA 91350. All written comments received before 4:00 PM the day of the meeting will be distributed to the Committee members and posted on the SCV Water website prior to the meeting. Anything received after 4:00 PM the day of the meeting will be posted on the SCV Water website the following day.

MEETING AGENDA

<u>ITEM</u>		<u>PAGE</u>
1.	Public Comments – Members of the public may comment as to items within the subject matter jurisdiction of the Agency that are not on the Agenda at this time. Members of the public wishing to comment on items covered in this Agenda may do so at the time each item is considered. (Comments may, at the discretion of the Committee Chair, be limited to three minutes for each speaker.)	
2.	Discuss Financing Policy – Financial Advisor	
3.	Discuss Wholesale Water Rates – Ratepayer Advocate	
4. *	Discuss Financing of Developer-Contributed Capital Through Community Facilities Districts (CFDs)	7
5.	Technology Update	
6. *	Committee Planning Calendar	13
7.	General Report on Finance and Administration Activities	
8.	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 **Erika Dill, Management Analyst II** at (661) 297-1600, or writing to SCV Water 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.

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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 Committee less than seventy-two (72) hours prior to the meeting will be available for public inspection at SCV Water, 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 12, 2021.

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