



FINANCE AND ADMINISTRATION COMMITTEE MEETING

Monday, June 20, 2022
Meeting Begins at 5:30 PM

Members of the public may attend by the following options:

In Person

SCV Water
Rio Vista Water Treatment Plant
Board Room
27234 Bouquet Canyon Road
Santa Clarita, CA 91350

By Phone

Toll Free:
1-(833)-568-8864
Webinar ID: 160 155 8511

Remotely

Please join the meeting from your
computer, tablet or smartphone:

<https://scvwa.zoomgov.com/j/1601558511>

Have a Public Comment?

Members of the public unable to attend this meeting may submit comments either in writing to edill@scvwa.org or by mail to Erika Dill, Management Analyst II, Santa Clarita Valley Water Agency, 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 Santa Clarita Valley Water Agency website prior to the start of the meeting. Anything received after 4:00 PM the day of the meeting will be made available at the meeting, if practicable, and will be posted on the SCV Water website the following day. All correspondence with comments, including letters or emails, will be posted in their entirety. (Public comments take place during Item 2 of the Agenda and before each Item is considered. Please see the Agenda for details.)

This meeting will be recorded and the audio recording for all Committee meetings will be posted to yourscvwater.com within 3 business days from the date of the Committee meeting.

Disclaimer: Attendees should be aware that while the Agency is following all applicable requirements and guidelines regarding COVID-19, the Agency cannot ensure the health of anyone attending a Board meeting. Attendees should therefore use their own judgment with respect to protecting themselves from exposure to COVID-19.

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Date: June 13, 2022

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

From: Eric Campbell
Chief Financial and Administrative Officer

The **Finance and Administration Committee** is scheduled for **Monday, June 20, 2022** at **5:30 PM** at **27234 Bouquet Canyon Road, Santa Clarita, CA 91350** in the **Board Room**. Members of the public may attend in person or virtually. To attend this meeting virtually, please see below.

IMPORTANT NOTICES

This meeting will be conducted in person at the address listed above. As a convenience to the public, members of the public may also participate virtually by using the **Agency's Call-In Number 1-(833)-568-8864, Webinar ID: 160 155 8511 or Zoom Webinar by clicking on the link <https://scvwa.zoomgov.com/j/1601558511>**. 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. However, in the event there is a disruption of service which prevents the Agency from broadcasting the meeting to members of the public using either the call-in option or internet-based service, this meeting will not be postponed or rescheduled but will continue without remote participation. The remote participation option is being provided as a convenience to the public and is not required. Members of the public are welcome to attend the meeting in person.

Attendees should be aware that while the Agency is following all applicable requirements and guidelines regarding COVID-19, the Agency cannot ensure the health of anyone attending a Committee meeting. Attendees should therefore use their own judgment with respect to protecting themselves from exposure to COVID-19.

Members of the public unable to attend this meeting may submit comments either in writing to edill@scvwa.org or by mail 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 start of the meeting. Anything received after 4:00 PM the day of the meeting will be made available at the meeting, if practical, and will be posted on the SCV Water website the following day. All correspondence with comments, including letters or emails, will be posted in their entirety.

MEETING AGENDA

<u>ITEM</u>		<u>PAGE</u>
1.	<u>PLEDGE OF ALLEGIANCE</u>	
2.	<u>PUBLIC COMMENTS</u> – 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.)	
3.	* Recommend Approval of a Resolution Authorizing July 2022 Water Supply Contract Payment	7
4.	* Recommend Approval of Resolutions Setting Santa Clarita Valley Water Agency Tax Rate for FY 2022/23 and Requesting Levy of Tax by Los Angeles County and Ventura County	11
5.	* Recommend Approval of Revised Agency Classification Plan and Position Control	19
6.	* Recommend Approval of Revised Capitalization Policy for Fixed Assets	31
7.	* Recommend Receiving and Filing of April 2022 Financial Report April 2022 Check Registers Link: https://yourscvwater.com/wp-content/uploads/2022/06/Check-Register-April-2022.pdf	37
8.	* Committee Planning Calendar	69
9.	General Report on Finance and Administration Activities	
10.	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.

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 June 14, 2022.

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COMMITTEE MEMORANDUM

DATE: June 13, 2022

TO: Finance and Administration Committee

FROM: Rochelle Patterson *[Signature]*
Director of Finance and Administration

SUBJECT: Recommend Approval of a Resolution Authorizing July 2022 Water Supply Contract Payment

SUMMARY AND DISCUSSION

The Agency has typically approved State Water Project payments for an entire fiscal year, each year in July. That process combines the Department of Water Resources (DWR) current calendar year Statement of Charges with the upcoming calendar year Statement of Charges to develop the fiscal year State Water Contract payment schedule that would be approved by a resolution.

Because there is usually very little time between receipt of the Statement of Charges and preparation of the proposed resolution, staff recommends the Board of Directors approve the July 2022 payment in June 2022. The entire schedule of FY 2022/23 payments would be recommended for approval in July or August 2022.

For July 2022, the fixed charges total \$5,551,918 as broken down below:

	Delta Water Charge	Transportation Charge	Devil Canyon Castaic Charge	Off-Aqueduct Power Charge	Water System Revenue Bond Surcharge	Total
July 2022	\$ 2,438,950	\$ 2,003,927	\$ 83,550	\$ 4,770	\$ 1,020,721	\$ 5,551,918

The variable charges will depend on the water deliveries during July 2022.

FINANCIAL CONSIDERATIONS

DWR payments are fully funded by Agency-set property tax revenues received from Los Angeles and Ventura Counties.

RECOMMENDATION

That the Finance and Administration Committee recommend the Board of Directors approve the attached resolution authorizing the General Manager to disburse funds from the State Water Contract Fund in a timely manner to meet the Water Supply Contract and Devil Canyon-Castaic Contract payment obligations for July 2022.

RP

Attachment

M65

RESOLUTION NO. _____

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SANTA CLARITA VALLEY WATER AGENCY
AUTHORIZING THE JULY 2022 WATER SUPPLY CONTRACT PAYMENT**

WHEREAS, Santa Clarita Valley Water Agency is the successor agency to Castaic Lake Water Agency; and

WHEREAS, the Castaic Lake Water Agency on April 30, 1963 contracted with the State of California through the Department of Water Resources for a water supply pursuant to the California Water Resources Development Bond Act; and

WHEREAS, the Castaic Lake Water Agency on June 23, 1972 joined in the Devil Canyon-Castaic Contract, which amended payment terms of the State Water Contract to require Agency payment for debt service on bonds issued under the contract and operation and maintenance of certain facilities; and

WHEREAS, the Santa Clarita Valley Water Agency is currently entitled under the Water Supply Contract, as amended, to a total Annual Table A amount of 95,200 acre-feet; and

WHEREAS, the Water Supply Contract, as amended, requires the Santa Clarita Valley Water Agency to make payments to the Department of Water Resources for water service for the following charges: (1) a Delta Water Charge, (2) a Transportation Charge, (3) a Devil Canyon-Castaic Contract Charge, (4) an Off-Aqueduct Power Facilities Charge as an addition to the Transportation Charge and (5) a Water System Revenue Bond Surcharge; and

WHEREAS, pursuant to Article 29 of the Water Supply Contract and Articles 17 and 22 of the Devil Canyon-Castaic Contract, the Santa Clarita Valley Water Agency has received statements of charges embracing and detailing the payment due in July 2022; and

WHEREAS, a summary of the charges contained in the statements is as follows and the total of the invoiced July 2022 Water Supply Contract charges is \$5,551,918, plus Variable Operation, Maintenance, Power and Replacement Charges.

	Delta Water Charge	Transportation Charge	Devil Canyon Castaic Charge	Off-Aqueduct Power Charge	Water System Revenue Bond Surcharge	Total
July 2022	\$ 2,438,950	\$ 2,003,927	\$ 83,550	\$ 4,770	\$ 1,020,721	\$ 5,551,918

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the Santa Clarita Valley Water Agency authorizes the General Manager to disburse funds from the State Water Contract Fund, subject to adjustments, in a timely manner to meet the Water Supply Contract and Devil Canyon-Castaic Contract payment obligations due in July 2022.

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COMMITTEE MEMORANDUM

DATE: June 13, 2022

TO: Finance and Administration Committee

FROM: Rochelle Patterson *[Signature]*
Director of Finance and Administration

SUBJECT: Recommend Approval of Resolutions Setting Santa Clarita Valley Water Agency Tax Rate for FY 2022/23 and Requesting Levy of Tax by Los Angeles County and Ventura County

SUMMARY

Based on estimated assessed valuations for Los Angeles and Ventura Counties and the State Department of Water Resources (DWR) 2022 Statement of Charges, it is recommended that the Agency maintain the tax rate of 7.06 cents per \$100 assessed valuation (no change from FY 2020/21). This is based on the FY 2021/22 estimated ending State Water Contract Fund balance and the estimated State Water Project (SWP) expenditures.

DISCUSSION

In order to recommend the Agency-set tax rate that is used to fund DWR Water Supply Contract payments, staff analyzes the projected State Water Contract Fund balance, estimated FY 2022/23 expenditures and projected tax revenues and recommends a tax rate sufficient to fund fiscal year expenditures and provide an adequate ending balance for future year costs. Los Angeles County requires the Agency to provide the estimated tax rate by the first half of August of each year.

FY 2022/23 estimated SWP expenditures are based on the 2022 Statement of Charges and estimates for variable charges during FY 2022/23. FY 2022/23 tax revenues are based on the projected FY 2021/22 receipts (recognizing an increase in higher property values and assessed valuations). Future years projections are annually increased by 2.3%, based on the 11-year trend of tax revenues received.

Based on estimated expenditures and revenues, staff recommends no change in the tax rate at this time. Staff recognizes that SWP costs are increasing each year (5% to the Variable cost and 11% for the SWC payment) and will continue to increase annually based on discussions staff has had with DWR. There are some potential changes to the way SWC will be preparing the Statement of Charges beginning with calendar year 2024, which is why this fund, and the performance of the tax rate are monitored closely.

This recommendation includes consideration of \$2.4 million of funding for planning costs in FY 2022/23 and an additional \$3.5 million in FY 2023/24 for the Delta Conveyance project. The Delta Conveyance project may require additional increases in the tax rate in the future.

Attachment 1 shows an analysis of the State Water Contract Fund for FY 2022/23 through FY 2026/27 based on the current projections.

For a home assessed at \$650,000, the annual tax would remain at approximately \$459.

FINANCIAL CONSIDERATIONS

The cash flow to be generated by the current tax rate is sufficient to pay DWR Water Supply Contract payments for FY 2022/23 and to provide sufficient funds on hand at fiscal year-end for future known costs. Based on the recommended tax rate of 7.06 cents per \$100 assessed valuation and interest earnings, the FY 2022/23 estimated revenue is \$37.3 million and the estimated expenses at \$38.6 million.

RECOMMENDATION

That the Finance and Administration Committee recommends that the Board of Directors adopt the FY 2022/23 tax rate of 0.0706 per \$100 valuation for Los Angeles County and Ventura County and adopt the attached resolutions setting Santa Clarita Valley Water Agency Tax Rate for Fiscal Year 2022/23 and Requesting Levy of Tax by Los Angeles County and Ventura County.

RP

Attachments

RESOLUTION NO. _____

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SANTA CLARITA VALLEY WATER AGENCY
SETTING SANTA CLARITA VALLEY WATER AGENCY TAX RATE FOR
FISCAL YEAR 2022/23 AND REQUESTING LEVY
OF TAX BY LOS ANGELES COUNTY**

WHEREAS, pursuant to the Ross-Johnson-Marks Property Tax Limitation Act of 1985, the Agency is empowered to make payments to the State of California under contracts for the sale, delivery, or use of water entered into pursuant to the California Water Resources Development Bond Act as set forth in the California Water Code; and

WHEREAS, the Agency is hereby setting an ad valorem property tax rate for its Fiscal Year 2022/23, pursuant to Revenue and Taxation Code, Section 97.65 (a), solely for the making of the aforesaid type of payment, and not to fund any reduction whatsoever in the rates charged by the Agency for water.

NOW, THEREFORE, BE IT RESOLVED that this Board of Directors of the Santa Clarita Water Agency does hereby fix the rate of tax to be levied against all taxable property within the Agency at \$0.000706000 for each \$1.00 of assessed valuation, or \$0.070600 for each \$100 of assessed valuation, for Fiscal Year 2022/23 for the aforesaid purpose.

RESOLVED FURTHER that this Board does hereby request and direct that, at the time and in the manner required by law for levying taxes for county purposes, the Board of Supervisors of Los Angeles County, in addition to such other tax as may be levied by said Board of Supervisors, levy a tax upon all taxable property in Los Angeles County within the Santa Clarita Valley Water Agency at the aforesaid rate so fixed and determined by the Board of Directors of the said Agency, all pursuant to Resolution No. 70 of the Agency, as adopted on September 6, 1967.

RESOLVED FURTHER that the Board of Directors of this Agency does hereby direct that the Secretary of the Agency cause to be delivered to the Board of Supervisors of Los Angeles County a certified copy of this resolution, and the Secretary is further authorized to furnish any legally required Agency budget information reasonable needed by the officers of the said County with respect to the aforesaid tax and tax rate.

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RESOLUTION NO. _____

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SANTA CLARITA VALLEY WATER AGENCY
SETTING SANTA CLARITA VALLEY WATER AGENCY TAX RATE FOR
FISCAL YEAR 2022/23 AND REQUESTING LEVY
OF TAX BY VENTURA COUNTY**

WHEREAS, pursuant to the Ross-Johnson-Marks Property Tax Limitation Act of 1985, the Agency is empowered to make payments to the State of California under contracts for the sale, delivery, or use of water entered into pursuant to the California Water Resources Development Bond Act as set forth in the California Water Code; and

WHEREAS, the Agency is hereby setting an ad valorem property tax rate for its Fiscal Year 2022/23, pursuant to Revenue and Taxation Code, Section 97.65 (a), solely for the making of the aforesaid type of payment, and not to fund any reduction whatsoever in the rates charged by the Agency for water.

NOW, THEREFORE, BE IT RESOLVED that this Board of Directors of the Santa Clarita Valley Water Agency does hereby fix the rate of tax to be levied against all taxable property within the Agency at \$0.00070600 for each \$1.00 of assessed valuation, or \$0.070600 for each \$100 of assessed valuation, for Fiscal Year 2022/23 for the aforesaid purpose.

RESOLVED FURTHER that this Board does hereby request and direct that, at the time and in the manner required by law for levying taxes for county purposes, the Board of Supervisors of Ventura County, in addition to such other tax as may be levied by said Board of Supervisors, levy a tax upon all taxable property in Ventura County within the Santa Clarita Valley Water Agency at the aforesaid rate so fixed and determined by the Board of Directors of the said Agency, all pursuant to Resolution No. 69 of the Agency, as adopted on September 6, 1967.

RESOLVED FURTHER that the Board of Directors of this Agency does hereby direct that the Secretary of the Agency cause to be delivered to the Board of Supervisors of Ventura County a certified copy of this resolution, and the Secretary is further authorized to furnish any legally required Agency budget information reasonable needed by the officers of the said County with respect to the aforesaid tax and tax rate.

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State Water Contract Fund
Revised Budgeted Revenues, Expenses, and Change in Net Position
FY 2022/23

Account Name	Approved Budget FY 2022/23	Revised Budget FY 2022/23	Projected Budget FY 2023/24	Projected Budget FY 2024/25	Projected Budget FY 2025/26	Projected Budget FY 2026/27
Agency Set Property Tax	\$ 34,429,000	\$ 36,833,262	\$ 37,695,160	\$ 38,577,227	\$ 39,479,934	\$ 40,403,765
Interest Revenue	880,000	430,000	622,500	585,000	710,000	610,000
	<u>\$ 35,309,000</u>	<u>\$ 37,263,262</u>	<u>\$ 38,317,660</u>	<u>\$ 39,162,227</u>	<u>\$ 40,189,934</u>	<u>\$ 41,013,765</u>

Account Name	Approved Budget FY 2022/23	Revised Budget FY 2022/23	Projected Budget FY 2023/24	Projected Budget FY 2024/25	Projected Budget FY 2025/26	Projected Budget FY 2026/27
Salaries & Compensation	\$ 46,000	\$ 46,000	\$ 47,380	\$ 48,801	\$ 50,265	\$ 51,773
Benefits & Burden	23,000	23,000	24,401	25,133	25,887	26,663
Employee Expenses	100,000	100,000	103,000	106,090	109,273	112,551
Legal Consulting	15,000	15,000	15,450	15,914	16,391	16,883
State Water Cont/SWPCA Dues	270,000	250,000	262,500	275,625	289,406	303,877
SWC Audit Finance Commit.	39,000	33,000	34,650	36,383	38,202	40,112
DWR Variable	9,000,000	11,000,000	11,550,000	12,127,500	12,733,875	13,370,569
State Water Contract Payment	22,374,000	24,768,000	27,492,480	30,516,653	33,873,485	37,599,568
Delta Conveyance	3,600,000	2,413,339	3,454,673	1,600,000	1,600,000	1,600,000
Refund of Excess SWC Fixed Chgs	(1,575,000)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)
Contingencies	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
	<u>\$ 32,292,100</u>	<u>\$ 38,648,339</u>	<u>\$ 42,984,534</u>	<u>\$ 44,752,098</u>	<u>\$ 48,736,783</u>	<u>\$ 53,121,995</u>

Annual Change in Net Position	3,016,900	(1,385,077)	(4,666,873)	(5,589,871)	(8,546,849)	(12,108,231)
Estd Beginning Net Position July	86,945,848	86,945,848	85,560,770	80,893,897	75,304,026	66,757,177
Estd Ending Net Position June	<u>\$ 89,962,748</u>	<u>\$ 85,560,770</u>	<u>\$ 80,893,897</u>	<u>\$ 75,304,026</u>	<u>\$ 66,757,177</u>	<u>\$ 54,648,946</u>

AGENCY SET PROPERTY TAX REVENUE

Annual Assumption		5.40%	2.34%	2.34%	2.34%	2.34%
Valuation (base year 21-22) (valuation - exemption)	\$ 49,498,822,667	\$ 52,171,759,091	\$ 53,392,578,254	\$ 54,641,964,585	\$ 55,920,586,556	\$ 57,229,128,282
Valuation / 100	\$ 494,988,227	\$ 521,717,591	\$ 533,925,783	\$ 546,419,646	\$ 559,205,866	\$ 572,291,283
Tax Rate	0.0706	0.0706	0.0706	0.0706	0.0706	0.0706
Valuation x Tax Rate	\$ 34,946,169	\$ 36,833,262	\$ 37,695,160	\$ 38,577,227	\$ 39,479,934	\$ 40,403,765
Median Home Value	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000
Annual Tax	\$ 459	\$ 459	\$ 459	\$ 459	\$ 459	\$ 459

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COMMITTEE MEMORANDUM

DATE: June 13, 2022

TO: Finance and Administration Committee

FROM: Rochelle Patterson *[Signature]*
Director of Finance and Administration

SUBJECT: Recommend Approval of a Revised Capitalization Policy for Fixed Assets

SUMMARY

It is an accounting best practice for SCV Water to update its Capitalization Policy for Fixed Assets from time-to-time as accounting requirements change and recommendations are revised.

This policy promotes good accounting and financial reporting by accurately accounting for and reporting capital assets in financial reports issued to external reporting agencies, granting agencies and the public.

DISCUSSION

A capitalization threshold needs to be established and added to the Capitalization Policy for Fixed Assets for two new Governmental Accounting Standards Board (GASB) pronouncements, GASB 87 and GASB 96.

Effective for fiscal year 2022, the Governmental Accounting Standards Board (GASB) issued statement no. 87, Leases. This standard establishes a single model for lease accounting, based on the principle that leases are financings, of the right-of-use asset. The GASB, wanting to increase the usefulness of financial information, now requires the recognition of all lease assets and liabilities, over 12 months in length, to now be recorded as liabilities and right-of-use assets. In other words, GASB 87 leases must be accounted for in a manner like what previously was a capital lease; however, GASB 87 leases are not classified as either operating or capital leases. Instead, GASB 87 leases are recognized merely by the fact that they are financings of the right to use an asset.

Effective for fiscal year 2023, GASB Statement No. 96 establishes a definition for Subscription-Based Information Technology Arrangements (SBITA) and provides guidance on the accounting and financial reporting for such arrangements. The definition and requirements are very similar to those for GASB 87, Leases. At the commencement of the subscription term, a right-to-use subscription asset—an intangible asset—and a corresponding subscription liability should be recognized. The commencement of the subscription term begins when the subscription asset is placed into service.

The Government Financial Officers Association (GFOA) recommends that state and local governments adhere to the following guidelines for capitalization thresholds:

- Establish minimum cost and useful-life based thresholds to avoid the cost of capitalizing immaterial items¹;
- Establish a minimum capitalization threshold of \$5,000 for any individual item;
- Establish a minimum capitalization threshold of at least a two-year useful life for any individual item;
- Consider establishing different dollar capitalization thresholds for different classes of capital assets (i.e. land, infrastructure, buildings and improvements, and equipment);
- Capitalization thresholds are best applied to individual items rather than to groups of similar items (e.g., desks and tables), unless the effect of doing so would be to eliminate a significant portion of total capital assets (e.g., books of a library district);
- Governments should perform a periodic review of their capitalization thresholds;
- In establishing capitalization thresholds, governments that are recipients of federal awards should be aware of federal capitalization thresholds requirements; and
- Governments should exercise control over potentially capitalizable items that fall under the operative capitalization threshold but require special attention.

¹Staff recommends setting the capitalization threshold for Leases and SBITAs at \$100,000 as 95% of the Agency Leases and SBITAs would be above the threshold and any that are less than the threshold are immaterial and will be expensed.

Many public agencies are reviewing and updating their capitalization policies after the pronouncement of GASB 87 and GASB 96.

FINANCIAL CONSIDERATIONS

None.

RECOMMENDATION

That the Finance and Administration Committee recommend the Board of Directors approve the attached revised Capitalization Policy for Fixed Assets.

RP

Attachment



POLICIES, RULES, AND REGULATIONS	
Title: CAPITALIZATION POLICY FOR FIXED ASSETS	
Approval Date: December 2020 <u>July 2022</u>	Effective Date: December 2020 <u>July 2022</u>
Approved By: Board of Directors	DMS # <u>23950</u>

CAPITALIZATION POLICY FOR FIXED ASSETS

1.0 INTRODUCTION

The Santa Clarita Valley Water Agency (SCV Water) Capitalization Policy is intended to promote good accounting and financial reporting. The policy allows SCV Water to accurately account for and report capital assets in financial reports issued to external reporting agencies, granting agencies and the public. The policy provides specific guidance to determine which capital assets are subject to separate accounting and reporting (i.e., Capitalization).

2.0 STATEMENT OF PURPOSE (~~excluding~~ Leases and Subscription-Based Information Technology Arrangements)

In general, all capital assets, including land, improvements, buildings, machinery, and equipment, with an original cost of \$5,000 or more, and with economic lives greater than one year, are considered fixed assets and will be capitalized for accounting purposes. All costs associated with the purchase or construction should be considered, including ancillary costs such as freight and transportation charges, site preparation expenditures, professional fees, and legal claims directly attributable to asset acquisition.

2.1 Specific Capitalization Requirements

For purposes of capitalization, the threshold will generally not be applied to components of capital assets. For example, a keyboard, monitor and central processing unit purchased as components of a computer system will not be evaluated individually against the capitalization threshold. The entire computer system will be treated as a single capital asset.

Repairs to existing capital assets will generally not be subject to capitalization unless it extends the useful life of the asset. In this case, it represents an improvement and is subject to the requirements described below.

A group purchase of items which are individually below the \$5,000 capitalization threshold may still qualify for capitalization. If the items are similar in nature, they qualify as a fixed asset, and in total they exceed the \$5,000 capitalization threshold, then they should be capitalized. An example is a purchase of 100 meters which cost \$500 each – the meters would be capitalized because they qualify as a fixed asset (useful life of greater than 42 years), they are similar in nature, and in total the value exceeds \$5,000.



POLICIES, RULES, AND REGULATIONS	
Title: CAPITALIZATION POLICY FOR FIXED ASSETS	
Approval Date: December 2020 <u>July 2022</u>	Effective Date: December 2020 <u>July 2022</u>
Approved By: Board of Directors	DMS # <u>23950</u>

Assets will be capitalized as a unit. Assets will not be recorded for individual ~~items, unless items unless~~ the project costs are defined. An example is construction of a booster station that includes pumps, motors, electrical, structures, etc. If the separate costs are not defined, the total project cost will be capitalized as one unit.

Staff training, on new Capital Assets, should not be capitalized.

2.2 Improvements to Capital Assets

Improvements to existing capital assets will be presumed (by definition) to extend the useful life or increase the capacity or performance of the related capital asset and, therefore, will be subject to capitalization if the cost of the improvement meets the \$5,000 threshold. An improvement to a capital asset that had an original cost of less than \$5,000, but now exceeds the threshold ~~as a result of~~ because of the improvement completed within the same fiscal year as the original purchase, should be combined as a single asset at the total cost (original cost plus the cost of the improvement) and capitalized.

2.3 Capital Projects

Capital projects under construction will be capitalized as Construction-In-Progress until they are at least 90% complete, or the project is operational and placed in use, or the construction has been certified as substantially complete. Costs to be capitalized include direct costs, such as labor and materials, as well as ancillary costs. SCV Water adopted GASB 89, therefore construction period interest costs are no longer capitalized; they are to be expensed in the period incurred.

2.4 Depreciation

Depreciation is recorded on a straight-line basis over the estimated useful lives of the assets. Depreciation will be calculated when the project is operational and placed in use, or the construction has been certified as substantially complete beginning with fiscal year 2021. Depreciation will be posted monthly.

3.0 CAPITALIZATION POLICY FOR LEASES AND SUBSCRIPTION-BASED ARRANGEMENTS

This policy will increase the usefulness of the Agency’s financial statements by requiring reporting of certain lease liabilities and subscription-based arrangements that currently are not reported. A lease or subscription-based arrangement that meets the criteria below will have a \$100,000 capitalization threshold.



POLICIES, RULES, AND REGULATIONS	
Title: CAPITALIZATION POLICY FOR FIXED ASSETS	
Approval Date: December 2020 <u>July 2022</u>	Effective Date: December 2020 <u>July 2022</u>
Approved By: Board of Directors	DMS # <u>23950</u>

3.1 Leases (GASB 87)

A lease is defined as a contract that conveys control of the right--to--use another entity's nonfinancial asset (the underlying asset) as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land, vehicles, and equipment.

The lease term is defined as the period during which a lessee has a noncancelable right--to--use an underlying asset, plus the following periods, if applicable

A lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources.

3.2 Subscription-Based Information Technology Arrangements (GASB 96)

A Subscription-Based Information Technology Agreement (SBITA) is defined as a contract that conveys control of the right--to--use another party's (a SBITA vendor's) information technology (IT) software, alone or in combination with tangible capital assets (the underlying IT assets), as specified in the contract for a period of time in an exchange or exchange-like transaction.

The subscription term includes the period during which a government has a noncancellable right--to--use the underlying IT assets. The subscription term also includes periods covered by an option to extend (if it is reasonably certain that the government, or SBITA vendor, will exercise that option) or to terminate (if it is reasonably certain that the government, or SBITA vendor, will not exercise that option).

3.3 Amortization

Amortization is recorded on a straight-line basis, over the estimated useful lives, of the assets. Amortization will ~~begin once calculated when the Lease or SBITA is capitalized and will be posted on a monthly basis~~ monthly.



POLICIES, RULES, AND REGULATIONS	
Title: CAPITALIZATION POLICY FOR FIXED ASSETS	
Approval Date: December 2020 <u>July 2022</u>	Effective Date: December 2020 <u>July 2022</u>
Approved By: Board of Directors	DMS #23950

Depreciation lives (years) will be as follows:

Amortization	Varies
Castaic Turnout - Regional	50
Communications Equipment	7
Computer Equipment - Hardware & Software	5
Fencing	15
Fire Mains	50
Franchise & Consents	20
Hydrants	30
Lab Equipment	5
Lighting and Roads	25
Maintenance Facility	30
Meter Installations	20
Meters	20
Office Furniture & Equipment	10
Organizational Costs	33
Other General Plant	8
Other Intangible Plant	20
Other Pumping Equipment (Disinfection)	30
Other Transmission & Distribution Plant	35
Power Operating Equipment	10
Pumping Equipment	20
Reservoirs & Tanks	50
Services	30
Sewer Lift Stations	51
Sewer Plant	50
Stores Equipment	10
Structures & Improvement (General)	40
Structures & Improvements (Pumping Plant)	30
Structures & Improvements (Reservoirs & Tanks)	30
Structures & Improvements (Wells)	30
Tools, Shop & Garage	10
Transmission & Distribution Mains	50
Treatment Plant - Regional	50
Treatment Structures	35
Vehicles	10
Water Treatment Equipment	30
Wells	30

(Originally Adopted May 2018; revised December 2020, July 2022)



COMMITTEE MEMORANDUM

DATE: June 13, 2022

TO: Finance and Administration Committee

FROM: Rochelle Patterson *R. Patterson*
Director of Finance and Administration

SUBJECT: Recommend Approval of Revised Agency Classification Plan and Position Control

SUMMARY

The employee filling the Buildings & Grounds Supervisor position will be retiring at the end of August 2022. To prepare for future recruitment, staff is seeking approval to change the position title to Facilities Supervisor to reflect industry standard and a change to the Classification Plan. This is to internally align this position with another position with similar responsibilities and to reclassify the Lead Electrical/Instrumentation Technician position to Water Systems Supervisor.

DISCUSSION

Facilities Supervisor (Buildings & Grounds Supervisor)

Using the methodology and tools that were provided during the 2020 Classification and Compensation Study, staff reached out to the ten (10) labor market agencies that were surveyed in the Study to prepare a compensation base salary comparison, also known as a benchmark (Attachment 1). The base salary for the minimum and midpoint seem to align with the current base salary of the Buildings and Grounds Supervisor (Range 31), but is beginning to fall behind at the base salary maximum. In looking at future recruitment, staff is recommending increasing the range of the Facilities Supervisor from 31 to range 33. This change will internally align this position with like supervisors. Attachment 2 reflects the Facilities Supervisor classification specification.

Water Systems Supervisor (Electrical/Instrumentation Supervisor)

Staff is also recommending revising the Agency's Position Control (last adopted in April 2022) for the Water Systems Supervisor position to replace the Electrical/Instrumentation Supervisor (Range 35) position. This position is currently vacant due to a retirement. During the budget process, staff thought that some of the responsibilities of this position may be changing, and thus at the time downgraded the position to Lead Electrical/Instrumentation Technician (Range 33). After a department review however, staff is requesting to fill the Supervisor position again, and as a result, a change in the Position Control is necessary. The title change from Electrical/Instrumentation Supervisor to Water Systems Supervisor (Range 35) is consistent with operational needs, the current organizational structure and the most recent class and compensation study.

FINANCIAL CONSIDERATIONS

The FY 2022/23 Budget impacts are as follows:

- Facilities Supervisor - \$(10,728)
Increases range from 31 to 33, Step 1 (retiring employee is budgeted at Step 9)
- Water Systems Supervisor - \$10,500
Increases range from 33 to 35

Net salary impact to FY 2022/23 Budget – \$(228)

RECOMMENDATION

That the Finance and Administration Committee recommend the Board of Directors approve: 1) the changes to the Agency's Classification Plan (Attachment 3), and 2) the Position Control (Attachment 4). The changes will be effective on July 1, 2022.

RP

Attachments

- 1 – Benchmark – Buildings & Grounds Supervisor
- 2 – Classification Specification – Facilities Supervisor
- 3 – Revised Classification Plan
- 4 – Revised Position Control

ATTACHMENT 1

Benchmark: Building and Grounds Supervisor

Data represented as Monthly values

Labor Market Agency	Comparable Classification Title	Base Salary Minimum	Base Salary Midpoint	Base Salary Maximum	Bandwidth
Santa Clarita Valley Water Agency	Building and Grounds Supervisor	\$7,346.00	\$8,148.50	\$8,951.00	21.85%
Burbank Water and Power	Utility Facilities Supervisor	\$7,102.00	\$8,309.50	\$9,517.00	34.00%
Calleguas Municipal Water District	No Comparable Class				
Cucamonga Valley Water District	Facilities Maintenance Supervisor	\$6,680.00	\$7,683.00	\$8,686.00	30.03%
Eastern Municipal Water District	Facilities and Grounds Supervisor	\$7,335.00	\$8,234.50	\$9,134.00	24.53%
Glendale Water and Power	No Comparable Class				
Irvine Ranch Water District	Facilities Services Supervisor	\$6,439.00	\$7,798.00	\$9,157.00	42.21%
Las Virgenes Municipal Water District	No Comparable Class				
Los Angeles Department of Water and Power	Building Repair Supervisor	\$7,798.00	\$8,743.00	\$9,688.00	24.24%
Metropolitan Water District of Southern	No Comparable Class				
Torrance Municipal Water	Building Maintenance Supervisor	\$6,389.07	\$7,277.40	\$8,165.73	27.81%

Total Matches		6		
Base Salary Medians (Min, Mid, Max)	\$6,891.00	\$8,016.25	\$9,145.50	28.92%
Base Salary Means (Min, Mid, Max)	\$6,957.18	\$8,007.57	\$9,057.96	30.47%
Percentage Needed to Reach LM	-6.19%	-1.62%	2.17%	
Percentage Needed to Reach LM Mean*	At Market	At Market	1.19%	
Additional Percentile (or Control Point)				

* Positive number represents client's salaries are below LM and need the indicated percentage to reach LM, negative number mean client is above the LM

DEFINITIONS:

Base Salary	All data represented as Monthly based on agreed upon effective date
Minimum	Minimum represents the minimum of a pay range as reported by the surveyed agency
Midpoint	Midpoint represents the middle number in the pay range from minimum to maximum as reported by the surveyed agency
Maximum	Maximum represents the maximum of a pay range as reported by the surveyed agency
Range Bandwidth	Range Bandwidth represents the spread from minimum to maximum of a pay range as reported by the surveyed agency. Consultant uses this to compare the client's range with market trends to optimize pay administration
Base Salary Medians	Base Salary Medians represent the median of salaries from all surveyed agencies in each of the category (minimum, midpoint & maximum)
Base Salary Means	Base Salary Means represent the average of salaries from all surveyed agencies in each of the category (minimum, midpoint & maximum)
Percentage Needed to Reach LM Median	Percentage Needed to Reach LM Median represents the percentage needed to bring client's salary to the labor market median in each category (minimum, midpoint & maximum)
Percentage Needed to Reach LM Mean	Percentage Needed to Reach LM Mean represents the percentage needed to bring client's salary to the labor market mean in each category (minimum, midpoint & maximum)
Additional Percentile (or Control Point)	Additional Percentile/Control Point represents the percentile of the labor market salary range (i.e. 60th, 70th, etc. designated by the client agency) and requested to be added to data set

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ATTACHMENT 2



SANTA CLARITA VALLEY WATER AGENCY Classification Specification

FACILITIES SUPERVISOR

FLSA: Exempt Class Range: 33

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

DEFINITION

Under general supervision, plans, organizes, and supervises the work of assigned staff involved in the general maintenance, repair, improvement, and security of designated buildings, facilities, and grounds; coordinates personnel, communications and information to meet organizational needs and ensures smooth and efficient building and grounds maintenance activities; trains and evaluates assigned staff; participates in the more difficult building and grounds maintenance work as required; and performs other related duties as required.

SUPERVISION RECEIVED/EXERCISED

Receives general supervision from the Director of Finance and Administration. Exercises supervision over assigned staff.

EXAMPLES OF ESSENTIAL FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

Duties may include, but are not limited to, the following:

- Plans, organizes, and implements comprehensive strategies involved in the general maintenance and repair of designated buildings, facilities, and grounds; provides day-to-day leadership and works with staff to ensure that assigned facilities, building, and grounds operations comply with applicable laws, regulations, policies, procedures, and standards.
- Administers various facilities maintenance service contracts and work authorizations.
- Trains, supervises, and evaluates the performance of assigned staff; interviews and assists in the selection of employees; recommends personnel actions; initiates disciplinary actions if needed.
- Prioritizes, schedules, and plans assigned staff work; monitors staff tasks, progress, and employee performance; conducts performance appraisals.
- Performs a variety of duties related to contract management and ensures appropriate insurance requirements are met.

SANTA CLARITA VALLEY WATER AGENCY Classification Specification

- Performs duties related to project management for building and grounds activities; inspects completed projects for accuracy, completeness, and compliance with established work orders and specifications; identifies and troubleshoots issues; coordinates projects with vendors and outside contractors.
- Participates in a variety of HVAC, electrical, plumbing, carpentry, and grounds maintenance activities and repairs.
- Oversees and supervises the work of contractors for janitorial, landscape, and security services, including the technological expertise to monitor security cameras, gate and door access; reviews work of outside contractors to ensure compliance with established standards, contracts, and specifications.
- Coordinates activities to ensure facilities are maintained in a safe condition; receives, processes, and prioritizes work orders; oversees preventative building and grounds maintenance functions; coordinates response to emergency maintenance and repair needs.
- Serves as a technical resource to personnel concerning building maintenance, repair, and grounds operations, projects, and activities; responds to inquiries and provides detailed and technical information as needed.
- Attends a variety of meetings.
- Assists in planning, developing, and monitoring program budgets; analyzes and reviews budgetary data; authorizes expenditures in accordance with established agency limitations.
- Prepares and maintains a variety of reports, records, and files related to work orders, projects, budgets, inspections, personnel, and assigned duties.
- Operates a computer and assigned software.
- Safely operates of a variety of tools and equipment used in the building maintenance and grounds trades, including a forklift, backhoe, hand, and power tools.
- Performs other related duties as required.

PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS

This position requires both indoor and outdoor responsibilities. Prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting, and stooping in the performance of daily activities. Reaching, grasping, repetitive hand movement, and fine coordination is required. Ability to work in all weather conditions including, but not limited to heat, rain, and cold. Work in and around road traffic, mechanical hazards, and in confined spaces on occasion. Near and far vision when inspecting work, operating assigned equipment, reading, and writing reports and other work-related documents. Ability to lift, drag and push materials, supplies and equipment weighing up to 50 pounds may be required. Ability to speak and hear at normal conversational levels in-person and over the telephone. Requires fine coordination in preparing reports using a computer keyboard, mouse, and mobile devices. Walk on uneven and slippery surfaces.

Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

SANTA CLARITA VALLEY WATER AGENCY
Classification Specification

QUALIFICATIONS *(The following are minimal qualifications necessary for entry into the classification.)*

Education and/or Experience

Any combination of education and experience that has provided the knowledge, skills, and abilities necessary for a Facilities Supervisor. A typical way of obtaining the required qualifications is to possess:

- Associate's degree from an accredited college or university with major course work in construction or a related field.
- Five (5) years of facilities maintenance and grounds experience, preferably including one (2) year of supervisory experience.
- Must have basic supervisory training and/or experience that clearly demonstrates the ability to effectively apply these skills.
- Completion of a trade school or apprenticeship program in the related field is desirable, but not required.
- Bachelor's degree in a related field is desirable, but not required.

Licenses and Certifications

- Possession of, or ability to obtain, a valid Class C California driver's license. Individuals who do not meet this requirement due to a physical disability will be considered on a case-by-case basis.
- Possession of a valid forklift certificate or ability to obtain one.

KNOWLEDGE/SKILLS/ABILITIES *(The following are a representative sample of the KSA's necessary to perform essential duties of the position.)*

Knowledge/Skills of:

- Operations and activities involved in the general maintenance and repair of buildings, grounds, facilities, and equipment.
- Principles and practices of effective leadership and employee supervision, including training and performance evaluation.
- Project management concepts and techniques.
- Environmental regulations related to landscape and building maintenance.
- Commercial landscape practices and procedures.
- Irrigation system design and maintenance.
- Principles and practices of contract management.
- Applicable state and local policies and procedures related to building and grounds activities.
- Troubleshooting techniques for resolving mechanical and electrical systems, including high voltage, low-voltage, HVAC, plumbing, irrigation, construction, and roofing issues.
- Proper methods, techniques, materials, tools, and equipment used in the building maintenance and grounds trades.
- Principles and practices of water conservation.

**SANTA CLARITA VALLEY WATER AGENCY
Classification Specification**

- Understanding of security systems, including access card systems, alarms, cameras, and gate access authorizations.
- Budget preparation and monitoring.
- Oral and written communication skills.
- Interpersonal skills using tact, patience, and courtesy.
- Operation of a computer and assigned software.
- Safe working practices.

Ability to:

- Plan, organize, and supervise the activities and operations of operations and activities involved in the general maintenance and repair of designated buildings, facilities, and grounds.
- Use and supervise the use of a variety of manual and power equipment related to the maintenance of facilities and grounds.
- Identify and resolve problems related to plant, tree, and vegetation health and maintenance.
- Safely operate of a variety of tools and equipment used in the building maintenance and grounds trades.
- Read and interpret diagrams and construction blueprints.
- Ensure a safe working environment.
- Train, supervise, and evaluate assigned staff.
- Operate a computer and assigned software.
- Communicate effectively, both orally and in writing.
- Establish and maintain effective working relationships with agency staff, outside organizations, and the public.

ESTABLISHED: December 1, 2020

BOARD APPROVED: July 5, 2022

ATTACHMENT 3

SANTA CLARITA VALLEY WATER AGENCY PROPOSED - CLASSIFICATION PLAN EFFECTIVE JULY 2022 - Revised July 2022 (first full pay period)

Position	Range	Monthly Bottom	Monthly Top
General Manager	n/a	-	25,446
Assistant General Manager	50	19,585	23,865
Chief Financial and Administrative Officer	48	17,765	21,646
Chief Operating Officer	48	17,765	21,646
Chief Engineer	47	16,921	20,615
Director of Finance and Administration	46	16,115	19,633
Director of Operations and Maintenance	46	16,115	19,633
Director of Technology Services	46	16,115	19,633
Director of Water Resources	46	16,115	19,633
Controller	43	13,920	16,962
Human Resources Manager	43	13,920	16,962
Principal Engineer	42	13,258	16,153
Principal Water Resources Planner	42	13,258	16,153
Communications Manager	40	12,024	14,648
Customer Service Manager	40	12,024	14,648
GIS Manager	40	12,024	14,648
Sustainability Manager	40	12,024	14,648
Water Distribution Manager	40	12,024	14,648
Water Quality Laboratory Manager	40	12,024	14,648
Water Treatment Manager	40	12,024	14,648
Senior Engineer	39	11,454	13,955
Senior Water Resources Planner	39	11,454	13,955
Engineer	37	10,386	12,653
Water Conservation Supervisor	37	10,386	12,653
Water Resources Planner	37	10,386	12,653
Inspector Supervisor	36	9,892	12,054
Senior Management Analyst	36	9,892	12,054
Associate Engineer	35	9,422	11,482
Associate Water Resources Planner	35	9,422	11,482
Board Secretary/Executive Assistant	35	9,422	11,482
Data Scientist	35	9,422	11,482
Field Services Supervisor	35	9,422	11,482
Information Technology Supervisor	35	9,422	11,482
Senior Financial Analyst	35	9,422	11,482
Senior Water Conservation Specialist	35	9,422	11,482
Utility Supervisor	35	9,422	11,482
Water Quality Supervisor	35	9,422	11,482
Water Systems Supervisor	35	9,422	11,482
Accounting Manager	34	8,972	10,930
Senior Inspector	34	8,972	10,930
Senior Public Affairs Specialist	34	8,972	10,930
Senior Water Quality Scientist	34	8,972	10,930
Environmental Health & Safety Supervisor	33	8,547	10,414
Facilities Supervisor	33	8,547	10,414
Fleet and Warehousing Supervisor	33	8,547	10,414
Lead Electrical/Instrumentation Tech	33	8,547	10,414
Lead Water Systems Technician	33	8,547	10,414
Management Analyst II	33	8,547	10,414
SCADA Technician II	33	8,547	10,414

**SANTA CLARITA VALLEY WATER AGENCY
PROPOSED - CLASSIFICATION PLAN
EFFECTIVE JULY 2022 - Revised July 2022
(first full pay period)**

Position	Range	Monthly Bottom	Monthly Top
Senior Treatment Plant Operator - 80 hour shift	33	8,547	10,414
Senior Treatment Plant Operator - 84 hour shift	33	8,974	10,934
Assistant Engineer	32	8,140	9,916
Customer Service Supervisor	32	8,140	9,916
Executive Assistant	32	8,140	9,916
Financial Analyst	32	8,140	9,916
Information Technology Specialist	32	8,140	9,916
Security Specialist	32	8,140	9,916
Water Conservation Specialist II	32	8,140	9,916
Water Quality Scientist II	32	8,140	9,916
Water Quality Specialist	32	8,140	9,916
Buildings and Grounds Supervisor	34	7,750	9,441
GIS Analyst	31	7,750	9,441
Human Resources Analyst	31	7,750	9,441
Lead Utility Worker	31	7,750	9,441
Public Affairs Specialist II	31	7,750	9,441
SCADA Technician I	31	7,750	9,441
Senior Accountant	31	7,750	9,441
Senior Electrical Technician	31	7,750	9,441
Senior Instrumentation Technician	31	7,750	9,441
Senior Water Systems Technician	31	7,750	9,441
Treatment Plant Operator II - 80 hour shift	31	7,750	9,441
Treatment Plant Operator II - 84 hour shift	31	8,137	9,914
Management Analyst I	30	7,381	8,993
Right of Way Agent	30	7,381	8,993
Senior Engineering Technician	30	7,381	8,993
Senior Information Technology Technician	30	7,381	8,993
Water Education Supervisor*	30	7,381	8,993
GIS Technician II	29	7,030	8,568
Inspector II	29	7,030	8,568
Water Conservation Specialist I	29	7,030	8,568
Water Quality Scientist I	29	7,030	8,568
Accountant	28	6,694	8,157
Electrical/Instrumentation Technician	28	6,694	8,157
Emergency Preparedness and Safety Coordinator	28	6,694	8,157
Information Technology Technician II	28	6,694	8,157
Inspector I	28	6,694	8,157
Public Affairs Specialist I	28	6,694	8,157
Senior Field Services Worker	28	6,694	8,157
Senior Utility Worker	28	6,694	8,157
Senior Water Quality Technician	28	6,694	8,157
Treatment Plant Operator I - 80 hour shift	28	6,694	8,157
Treatment Plant Operator I - 84 hour shift	28	7,030	8,565
Water Education Instructor*	28	6,694	8,157
Water Systems Technician II	28	6,694	8,157
Engineering Technician II	27	6,377	7,771
Human Resources Specialist	27	6,377	7,771
Information Technology Technician I	27	6,377	7,771
Payroll Specialist	27	6,377	7,771

**SANTA CLARITA VALLEY WATER AGENCY
 PROPOSED - CLASSIFICATION PLAN
 EFFECTIVE JULY 2022 - Revised July 2022
 (first full pay period)**

Position	Range	Monthly Bottom	Monthly Top
Senior Administrative Technician	27	6,377	7,771
Senior Customer Service Representative	27	6,377	7,771
Senior Facilities Maintenance Technician	27	6,377	7,771
Event Coordinator*	26	6,075	7,403
GIS Technician I	26	6,075	7,403
Purchasing Coordinator	26	6,075	7,403
Senior Accounting Technician	26	6,075	7,403
Administrative Technician	25	5,784	7,048
Field Services Worker II	25	5,784	7,048
Limited Duration Employee - HR Tech	25	5,784	7,048
Recycled Water Coordinator Tech	25	5,784	7,048
Safety Specialist II	25	5,784	7,048
Utility Worker II	25	5,784	7,048
Water Quality Technician II	25	5,784	7,048
Water Systems Technician I	25	5,784	7,048
Customer Service Representative II	24	5,509	6,710
Engineering Technician I	24	5,509	6,710
Facilities Maintenance Technician II	24	5,509	6,710
Accounting Technician II	23	5,247	6,398
Purchasing and Warehouse Technician	23	5,247	6,398
Safety Specialist I	23	5,247	6,398
Senior Office Assistant II	23	5,247	6,398
Water Quality Technician I	23	5,247	6,398
Field Services Worker I	22	4,995	6,091
Utility Worker I	22	4,995	6,091
Accounting Technician I	21	4,760	5,801
Customer Service Representative I	21	4,760	5,801
Facilities Maintenance Technician I	21	4,760	5,801
Office Assistant II	21	4,760	5,801
Office Assistant I	18	4,111	5,008

*May be classified as part-time positions and paid at the hourly rate

Note: Rounded for ease of reading - not an additional entitlement

Directors \$239.00 per meeting, up to 10 meetings per month

Shift Differential 5% or 10% (field employees) of compensation is applied to the rate for employees who are routinely and consistently scheduled to work other than a standard "daytime" shift, e.g. graveyard shift, swing shift, shift change, rotating shift, split shift, or weekends.

On Call Pay \$178.00 per day

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ATTACHMENT 4
SCV WATER
POSITION CONTROL FY 2022/23 - Revised July 2022

DEPARTMENT	POSITION	# of POSITIONS
ENGINEERING	ADMINISTRATIVE TECHNICIAN	4
	ASSISTANT ENGINEER	2
	ASSOCIATE ENGINEER	1
	CHIEF ENGINEER	1
	ENGINEER	3
	ENGINEERING TECHNICIAN II	2
	EXECUTIVE ASSISTANT	1
	INSPECTOR I	1
	INSPECTOR II	1
	INSPECTOR SUPERVISOR	1
	PRINCIPAL ENGINEER	2
	RIGHT OF WAY AGENT	1
	SR ADMINISTRATION TECHNICIAN	1
	SR ENGINEER	4
	SR INSPECTOR	2
27		
FINANCE, ADMINISTRATION & IT	ACCOUNTANT	3
	ACCOUNTING MANAGER	1
	ACCOUNTING TECHNICIAN I	1
	ACCOUNTING TECHNICIAN II	2
	ADMINISTRATIVE TECHNICIAN	3
	CHIEF FINANCIAL & ADMINISTRATIVE OFFICER	1
	CONTROLLER	1
	CUSTOMER SERVICE MANAGER	1
	CUSTOMER SERVICE REP I	5
	CUSTOMER SERVICE REP II	4
	CUSTOMER SERVICE SUPERVISOR	1
	DIRECTOR OF FINANCE & ADMINISTRATION	1
	DIRECTOR OF TECHNOLOGY SERVICES	1
	FACILITIES MAINTENANCE TECHNICIAN II	3
	FACILITIES SUPERVISOR	1
	GIS ANALYST	3
	GIS MANAGER	1
	GIS TECHNICIAN I	1
	HR ANALYST	2
	HUMAN RESOURCES MANAGER	1
	HUMAN RESOURCES SPECIALIST	1
	IT SPECIALIST	1
	IT SUPERVISOR	1
	IT TECHNICIAN I	1
	IT TECHNICIAN II	2
	MANAGEMENT ANALYST I	1
	MANAGEMENT ANALYST II	2
	OFFICE ASSISTANT II	1
	PAYROLL SPECIALIST	1
	SECURITY SPECIALIST	1
	SR ACCOUNTANT	3
	SR ADMINISTRATION TECHNICIAN	1
	SR CUSTOMER SERVICE REP	1
	SR FACILITIES MAINTENANCE TECHNICIAN	1
SR FINANCIAL ANALYST	1	
SR IT TECHNICIAN	1	
SR MANAGEMENT ANALYST	1	
58		

SCV WATER
POSITION CONTROL FY 2022/23 - Revised July 2022

DEPARTMENT	POSITION	# of POSITIONS
MANAGEMENT	ADMINISTRATIVE TECHNICIAN	1
	BOARD SECRETARY/EXECUTIVE ASSISTANT	1
	GENERAL MANAGER	1
3		
OPERATIONS	ADMINISTRATIVE TECHNICIAN	3
	CHIEF OPERATING OFFICER	1
	DIRECTOR OF OPERATIONS & MAINTENANCE	1
	EMERGENCY PREPAREDNESS & SAFETY COORDINATOR	1
	ENVIRONMENTAL HEALTH & SAFETY SUPERVISOR	1
	EXECUTIVE ASSISTANT	1
	FIELD SERVICES SUPERVISOR	1
	FIELD SERVICES WORKER I	3
	FIELD SERVICES WORKER II	6
	FLEET & WAREHOUSING SUPERVISOR	1
	LEAD UTILITY WORKER	2
	LEAD WATER SYSTEMS TECH	1
	PURCHASING & WAREHOUSE TECH	3
	RECYCLED WATER COORDINATOR TECH	1
	SAFETY SPECIALIST I	1
	SR ADMINISTRATION TECHNICIAN	1
	SR FIELD SERVICES WORKER	2
	SR UTILITY WORKER	7
	SR WATER QUALITY SCIENTIST	1
	SR WATER QUALITY TECHNICIAN	1
	SR WATER SYSTEM TECHNICIAN	2
	UTILITY SUPERVISOR	2
	UTILITY WORKER I	16
	UTILITY WORKER II	9
	WATER QUALITY LABORATORY MANAGER	1
	WATER QUALITY SCIENTIST I	1
	WATER QUALITY SCIENTIST II	2
	WATER QUALITY SPECIALIST	2
WATER QUALITY SUPERVISOR	0	
WATER QUALITY TECHNICIAN I	0	
WATER SYSTEMS SUPERVISOR	3	
WATER SYSTEMS TECH I	7	
WATER SYSTEMS TECH II	11	
95		
TREATMENT PLANT & MAINTENANCE	ADMINISTRATIVE TECHNICIAN	1
	ELECTRICAL/INSTRUMENTATION TECH	2
	SCADA TECHNICIAN II	1
	SR ELECTRICAL TECHNICIAN	3
	SR INSTRUMENTATION TECH	1
	SR TREATMENT PLANT OPERATOR	5
	SR WATER SYSTEM TECHNICIAN	3
	TREATMENT PLANT OPERATOR I	2
	TREATMENT PLANT OPERATOR II	2
	WATER SYSTEMS TECH I	2
	WATER SYSTEMS TECH II	1
	WATER SYSTEMS SUPERVISOR	1
25		
	WATER TREATMENT MANAGER	1

**SCV WATER
POSITION CONTROL FY 2022/23 - Revised July 2022**

DEPARTMENT	POSITION	# of POSITIONS
WATER RESOURCES	ASSISTANT GENERAL MANAGER	1
	COMMUNICATIONS MANAGER	1
	DATA SCIENTIST	1
	DIRECTOR OF WATER RESOURCES	1
	EVENT COORDINATOR	1
	EXECUTIVE ASSISTANT	1
	MANAGEMENT ANALYST II	1
	PRINCIPAL WATER RESOURCES PLANNER	1
	PUBLIC AFFAIRS SPECIALIST II	1
	SR PUBLIC AFFAIRS SPECIALIST	1
	SR WATER RESOURCES PLANNER	1
	SUSTAINABILITY MANAGER	1
	WATER CONSERVATION SPECIALIST II	3
	WATER EDUCATION INSTRUCTOR	8
	WATER EDUCATION SUPERVISOR	1
WATER RESOURCES PLANNER	2	
26		
	TOTAL POSITIONS	234
		FULL-TIME
		224
		PART-TIME
		10
		FTE EQUIVALENTS
		229

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ITEM NO.

7

Monthly Financial Report

APRIL 2022

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Statement of Revenues and Expenses

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**SCV Water
Statement of Revenues and Expenses
For the 10th Period Ending 4.30.22**

	(A) Actual	(B) Current Period		(D) Percent		(E) Actual	(F) Year-to-Date		(H) Percent
		Budget	Variance				Budget	Variance	
(1)	\$ 6,763,246	\$ 7,684,218	\$ (920,972)	(12%)	(a) Water Sales	\$ 72,705,413	\$ 68,304,161	\$ 4,401,252	6%
(2)	24,362	5,699	18,663	327%	(b) Water Sales - WWR	82,108	56,993	25,115	44%
(3)	17,614	34,037	(16,423)	(48%)	Water Sales - Recycled	317,284	340,371	(23,086)	(7%)
(4)	85,843	90,000	(4,157)	(5%)	Misc Fees and Charges	202,380	800,000	(597,620)	(75%)
(5)	<u>\$ 6,891,065</u>	<u>\$ 7,813,954</u>	<u>\$ (922,889)</u>	<u>(12%)</u>	Total Operating Revenues	<u>\$ 73,307,185</u>	<u>\$ 69,501,525</u>	<u>\$ 3,805,661</u>	<u>5%</u>
					Operating Expenses				
(6)	\$ 279,251	\$ 381,539	\$ (102,287)	(27%)	(c) Management	\$ 4,920,980	\$ 3,592,634	\$ 1,328,346	37%
(7)	1,103,571	1,624,090	(520,519)	(32%)	(d) Finance, Admin & IT	13,366,330	14,113,935	(747,605)	(5%)
(8)	289,715	242,518	47,197	19%	(e) Customer Care	2,137,660	1,975,088	162,572	8%
(9)	1,025,265	1,113,023	(87,758)	(8%)	Trans & Distribution	9,740,158	9,530,817	209,341	2%
(10)	1,162,356	1,242,825	(80,468)	(6%)	Pumping Wells & Storage	9,445,470	11,166,967	(1,721,498)	(15%)
(11)	549,213	915,829	(366,616)	(40%)	(f) Water Resources	4,464,239	8,081,580	(3,617,342)	(45%)
(12)	264,732	975,718	(710,986)	(73%)	(g) Source of Supply	6,445,004	9,734,183	(3,289,178)	(34%)
(13)	1,103,859	1,130,296	(26,437)	(2%)	Water Quality, Treatment & Maintenance	9,470,892	9,103,818	367,073	4%
(14)	372,339	372,105	235	0%	Engineering Services	3,290,259	3,077,657	212,601	7%
(15)	<u>\$ 6,150,303</u>	<u>\$ 7,997,943</u>	<u>\$ (1,847,641)</u>	<u>(23%)</u>	Total Operating Expenses	<u>\$ 63,280,991</u>	<u>\$ 70,376,679</u>	<u>\$ (7,095,688)</u>	<u>(10%)</u>
(16)	<u>\$ 740,763</u>	<u>\$ (183,989)</u>	<u>\$ 924,752</u>	<u>(503%)</u>	Net Operating Revenues (Expenses)	<u>\$ 10,026,194</u>	<u>\$ (875,154)</u>	<u>\$ 10,901,349</u>	<u>(1246%)</u>
					Non-Operating Revenues and (Expenses)				
(17)	\$ 9,491,020	\$ 9,305,252	\$ 185,768	2%	Non-Operating Revenues ¹	\$ 38,151,944	\$ 40,451,296	\$ (2,299,352)	(6%)
(18)	(1,631,195)	(3,935,736)	2,304,542	(59%)	Capital Improvement Projects - Pay Go	(14,762,117)	(39,357,363)	24,595,245	(62%)
(19)	-	-	-	0%	Debt Service	(32,912,555)	(32,960,792)	48,237	(0%)
(20)	<u>\$ 7,859,825</u>	<u>\$ 5,369,516</u>	<u>\$ 2,490,309</u>	<u>46%</u>	Net Non-Operating Revenues and (Expenses)	<u>\$ (9,522,728)</u>	<u>\$ (31,866,858)</u>	<u>\$ 22,344,130</u>	<u>(70%)</u>
(21)	<u>\$ 8,600,588</u>	<u>\$ 5,185,527</u>	<u>\$ 3,415,061</u>	<u>66%</u>	Increase (Decrease) in Net Position	<u>\$ 503,467</u>	<u>\$ (32,742,013)</u>	<u>\$ 33,245,479</u>	<u>(102%)</u>

Monthly Changes of more than 10% and \$20,000

- (a) Budget projection based on a seasonal trend
- (b) Increase of the wholesale water rates as of April 1st, 2022
- (c) Timing of Perchlorate Litigation expenses
- (d) Less than expected Outside Services and Insurance expense
- (e) Increase to Outside Services for Customer Outreach and Bill Printing and Fees
- (f) BMP Implementation is under budget due to lower conservation program participation
- (g) Core Water Supplies - budgeted evenly, paid in December and June
- (h) Timing of capital projects vary from month to month

¹ Non-Operating Revenues include: Grants & Reimbursements, 1% Property Tax, Cell Sites, FCF, Lab Revenues, Interest Income

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Debt & Cash Position

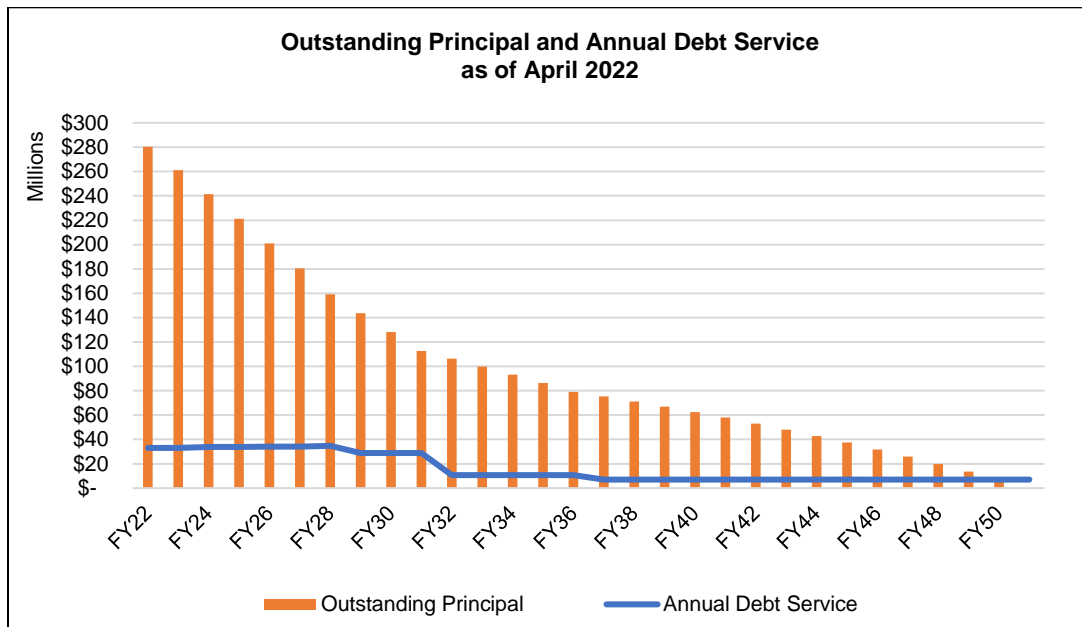
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This report reviews the Agency’s outstanding principal and debt service on an annual basis, cash balances of unrestricted, restricted, and reserve funds as of April 30, 2022, and the total current and non-current assets as of June 30, 2021.

DEBT SERVICE

The outstanding principal debt as of April 30, 2022, is \$280,289,218* with an annual debt service of \$32,917,555. The debt payments are due in August and February of each fiscal year.

The outstanding principal and annual debt service payments shown in the graph below consists of the current outstanding debt and associated payments. It does not include potential future debt which may be approved and issued to partially fund construction projects.

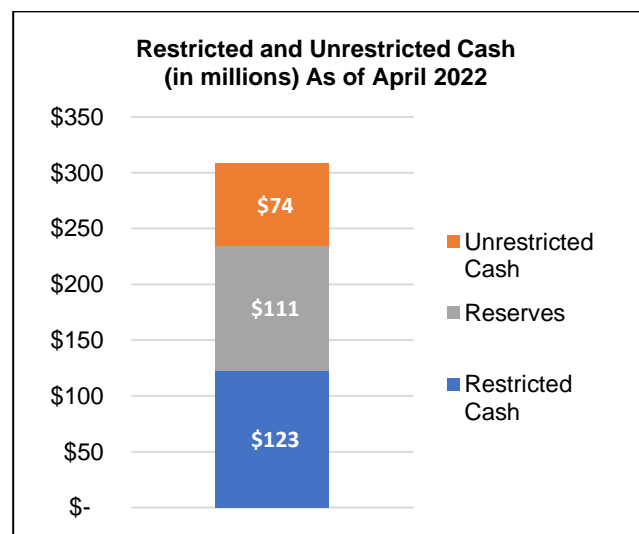


*The outstanding principal of VWD Acquisition Interfund Loan of \$63,411,661 is excluded from the outstanding principal balance.

CASH POSITION

As of April 30, 2022, the Agency has:

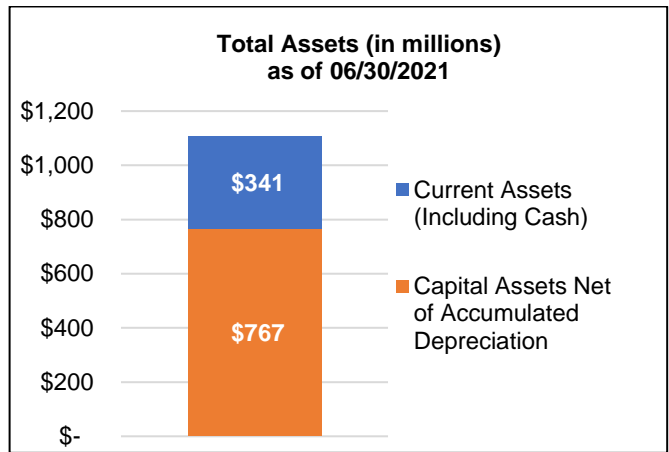
- Fully funded reserve balance of \$111,125,886 as per the agency policy, and
- Restricted cash of \$123,054,093 which includes the Facility/Retail Capacity Fee Funds, State Water Project Fund, and remaining Bond Proceeds, and
- Unrestricted cash of \$74,017,174 to meet the Agency’s payment obligations such as operating expenses (including debt service), payroll expenses, insurance, CIP Pay-Go, etc.



TOTAL ASSETS

As of June 30, 2021 (audited), the total assets consist of:

- Current Assets including cash with a balance of \$341,153,720, and
- Capital Assets Net of Accumulated Depreciation with a balance of \$766,983,482.



Ten Largest Disbursements Check Register

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SCV Water
Ten Largest Disbursements
April 1, 2022 to April 30, 2022

No.	Supplier_Name	Invoice_Description	Invoice_Number	Payment_Method	Payment_Date	Payment_Amount	Payment_Number
	County Sanitation District No. 32	Proposition 1 Round 1 IRWM Implementation Grant Agreement	4600013902	CHECK	04-04-2022	2,700,000.00	52143
1	County Sanitation District No. 32					2,700,000.00	
	Core & Main LP	3/4 IN MASTER METER ALLEGRO	P984980	SCV_ACH	04-27-2022	1,029,360.04	11854
		Brass Reducer	Q583346	SCV_ACH		475.48	
		Non Inventory Items 3/8" & 1/2" S/S Fittings	Q574000	SCV_ACH		1,400.51	
		2 CPLG MIPXPJCTS	Q328382	SCV_ACH		2,427.48	
		Parts- Golden Triangle		SCV_ACH		4,939.02	
		Parts- Pine Street	Q582645	SCV_ACH		7,519.58	
2	Core & Main LP					1,046,122.11	
	Department of Water Resources	DWR Monthly Variable - Feb 2022	22-186-V	CHECK	04-06-2022	498,559.00	52155
3	Department of Water Resources					498,559.00	
	GSE Construction Company Inc.	Valley Center Well PFAS Groundwater Treatment Improvements, Progress Payment through 2/28/22	PP#10	CHECK	04-06-2022	298,838.07	52215
4	GSE Construction Company Inc.					298,838.07	
	GSE Construction Company Inc.	Valley Center Well PFAS Groundwater Treatment Improvements, Progress Payment through 3/31/22	PP#11	CHECK	04-27-2022	267,152.22	52342
5	GSE Construction Company Inc.					267,152.22	
	So. California Edison Co.	Acct- 4924 Statement 4/18/22	Acct-4924 4/18/22	AUTO_DEBIT	04-30-2022	214,356.31	11961
6	So. California Edison Co.					214,356.31	
	Newhall Land and Farming Co.	Magic Mountain Pipeline Phase 6B, Progress Payment through 12/31/21	PP#12	SCV_ACH	04-06-2022	168,122.45	11674
7	Newhall Land and Farming Co.					168,122.45	
	Aqueous Vets	Santa Clara & Honby Wells PFAS Treatment Improvements, Progress Payment through 3/31/22	PP#02	SCV_ACH	04-27-2022	144,884.50	11845
8	Aqueous Vets					144,884.50	
	Associated Tank Constructors Inc.	PP # 1 3/1/22-3/31/22 Fairway Storage Water Tank	3430	SCV_ACH	04-27-2022	129,603.75	11842
9	Associated Tank Constructors Inc.					129,603.75	
	Semitropic Water Storage District	Water Withdrawal FEB2022 384 AF by Pump back	CL2-45	SCV_ACH	04-06-2022	126,689.28	11665
10	Semitropic Water Storage District					126,689.28	

Total **5,594,327.69**

Total-All Disbursements Issued During April 2022 **9,108,452.62**

Largest Ten Vendor Payments as Compared to Total **61%**

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Director Reimbursements

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CA Govt. Code Section 53065.5

List of Reimbursement for "Individual Charges" = \$100 or more

Annual Disclosure for Fiscal Year 21 AP Transactions Updated as of: 04/30/2022

DIRECTORS

P- Card (VISA) Transactions Updated as of: 4/30/22 *April PCard transactions affect May cash.

Date	Recipient of Reimbursement	Reason for Reimbursement	Amount
03/31/22	Armitage, Kathye	SDLF Governance Conference for Elected and Appointed Directors/Trustees, San Diego, CA 4/3/22-4/6/22- Expenses (Lodging)	611.97
03/31/22	Armitage, Kathye	SDLF Governance Conference for Elected and Appointed Directors/Trustees, San Diego, CA 4/3/22-4/6/22- Travel Expense (Mileage, Parking)	264.54
03/31/22	Armitage, Kathye	ACWA 2022 Spring Conference, Sacramento, CA 5/3/22-5/5/22 - Registration	775.00
03/31/22	Atkins, BJ	ACWA 2022 Spring Conference, Sacramento, CA 5/3/22-5/5/22 - Registration	775.00
03/31/22	Atkins, BJ	SCWC Quarterly Luncheon 4/22/22 - Registration	100.00
03/31/22	Gladbach, Jerry	ACWA 2022 Virtual Legislative Symposium 3/10/22 - Registration	155.00
03/31/22	Plambeck, Lynne	ACWA 2022 Spring Conference, Sacramento, CA 5/3/22-5/5/22 - Registration	620.00
04/11/22	Cooper, William	ACWA Board Meetings, Sacramento, CA 3/24/22-3/25/22 Expenses (Lodging)	171.60
04/11/22	Cooper, William	ACWA Board Meetings Sacramento, CA 3/24/22-3/25/22- Travel Expense (Airfare, Mileage, Parking)	484.28
04/11/22	Cooper, William	ACWA Strategic Plan Workshop, Sacramento, CA 4/19/22 Expenses Travel Expense (Airfare, Mileage, Parking)	530.70
			<u>4,488.09</u>

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Director Stipends

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DIRECTORS STIPENDS PAID IN MAY 2022
For the Month of April 2022

Director Kathye Armitage

Date	Meeting	Amount
04/04/22	CSDA Special District Leadership Academy Conference Day 1	\$239.00
04/05/22	CSDA Special District Leadership Academy Conference Day 2	\$239.00
04/05/22	Regular Board Meeting	\$0.00
04/06/22	CSDA Special District Leadership Academy Conference Day 3	\$239.00
04/19/22	Regular Board Meeting	\$239.00
04/21/22	Public Outreach and Legislation Committee Meeting	\$239.00
04/25/22	Special Board Meeting	\$239.00
04/26/22	Special Board Meeting	\$239.00
04/27/22	Executive Committee Meeting of the Special Districts of North LA County	\$239.00
	Stipend Total	\$1,912.00
	Total Paid Days	8
	Total Meetings	9

Director Beth Braunstein

Date	Meeting	Amount
04/05/22	Regular Board Meeting	\$239.00
04/13/22	Ad Hoc Appointment Committee Meeting	\$239.00
04/18/22	Finance and Administration Committee Meeting	\$239.00
04/19/22	Regular Board Meeting	\$239.00
04/25/22	Special Board Meeting	\$239.00
04/26/22	Special Board Meeting	\$239.00
	Stipend Total	\$1,434.00
	Total Paid Days	6
	Total Meetings	6

Director William Cooper

Date	Meeting	Amount
04/05/22	Regular Board Meeting	\$239.00
04/06/22	ACWA Region 8 Meeting	\$239.00
04/07/22	Engineering and Operations Committee Meeting	\$239.00
04/11/22	Meeting with Board Officers and Mitch Rosenberg	\$239.00
04/13/22	Ad Hoc Appointment Committee Meeting	\$239.00
04/13/22	Water Resources and Watershed Committee Meeting	\$0.00
04/19/22	Regular Board Meeting	\$239.00
04/25/22	Agenda Planning Meeting	\$239.00
04/25/22	Special Board Meeting	\$0.00
04/26/22	Special Board Meeting	\$239.00
	Stipend Total	\$1,912.00
	Total Paid Days	8
	Total Meetings	10

Director B. J. Atkins

Date	Meeting	Amount
04/05/22	Regular Board Meeting	\$239.00
04/13/22	Water Resources and Watershed Committee Meeting	\$239.00
04/19/22	Regular Board Meeting	\$239.00
04/21/22	Public Outreach and Legislation Committee Meeting	\$239.00
04/25/22	Special Board Meeting	\$239.00
04/26/22	Special Board Meeting	\$239.00
	Stipend Total	\$1,434.00
	Total Paid Days	6
	Total Meetings	6

Director Ed Colley

Date	Meeting	Amount
04/18/22	Finance and Administration Committee Meeting	\$239.00
04/19/22	Regular Board Meeting	\$239.00
04/25/22	Special Board Meeting	\$239.00
04/26/22	Special Board Meeting	\$239.00
	Stipend Total	\$956.00
	Total Paid Days	4
	Total Meetings	4

Director Jeff Ford

Date	Meeting	Amount
04/05/22	Regular Board Meeting	\$239.00
04/07/22	Engineering and Operations Committee Meeting	\$239.00
04/13/22	Water Resources and Watershed Committee Meeting	\$239.00
04/19/22	Regular Board Meeting	\$239.00
	Stipend Total	\$956.00
	Total Paid Days	4
	Total Meetings	4

Director Jerry Gladbach

Date	Meeting	Amount
04/01/22	NWRA Federal Affairs Committee Meeting	\$239.00
04/04/22	ACWA - Women in Water Meeting Taskforce Meeting	\$239.00
04/05/22	Regular Board Meeting	\$239.00
04/07/22	ACWA - ACE Task Force Meeting	\$239.00
04/11/22	Meeting with Board Officers and Mitch Rosenberg	\$239.00
04/13/22	Ad Hoc Appointment Committee Meeting	\$239.00
04/18/22	Finance and Administration Committee Meeting	\$239.00
04/19/22	Regular Board Meeting	\$239.00
04/21/22	Public Outreach and Legislation Committee Meeting	\$239.00
04/25/22	Agenda Planning Meeting	\$239.00
04/25/22	Special Board Meeting	\$0.00
04/26/22	Special Board Meeting	\$0.00
	Stipend Total	\$2,390.00
	Total Paid Days	10
	Total Meetings	12

Director Gary Martin

Date	Meeting	Amount
04/05/22	Regular Board Meeting	\$239.00
04/07/22	Engineering and Operations Committee Meeting	\$239.00
04/08/22	DCA Board Prep Meeting	\$239.00
04/11/22	Meeting with Board Officers and Mitch Rosenberg	\$239.00
04/13/22	Ad Hoc Appointment Committee Meeting	\$239.00
04/18/22	Finance and Administration Committee Meeting	\$239.00
04/19/22	Regular Board Meeting	\$239.00
04/21/22	DCA Board of Directors Meeting	\$239.00
04/25/22	Agenda Planning Meeting	\$239.00
04/25/22	Special Board Meeting	\$0.00
04/26/22	Special Board Meeting	\$239.00
	Stipend Total	\$2,390.00
	Total Paid Days	10
	Total Meetings	11

Director Lynne Plambeck

Date	Meeting	Amount
04/05/22	Regular Board Meeting	\$239.00
04/06/22	One-on-One Meeting with General Manager	\$239.00
04/07/22	Engineering and Operations Committee Meeting	\$239.00
04/19/22	Regular Board Meeting	\$239.00
04/21/22	Public Outreach and Legislation Committee Meeting	\$239.00
04/25/22	Special Board Meeting	\$239.00
04/26/22	Special Board Meeting	\$239.00
04/27/22	Southern California Water Dialogue Meeting	\$239.00
	Stipend Total	\$1,912.00
	Total Paid Days	8
	Total Meetings	8

TOTAL PAID DAYS	75
TOTAL MEETINGS	81
TOTAL STIPENDS	\$17,925.00

Director R. J. Kelly

Date	Meeting	Amount
04/05/22	Regular Board Meeting	\$239.00
04/19/22	Regular Board Meeting	\$239.00
04/21/22	Public Outreach and Legislation Committee Meeting	\$239.00
04/25/22	Special Board Meeting	\$239.00
04/26/22	Special Board Meeting	\$239.00
	Stipend Total	\$1,195.00
	Total Paid Days	5
	Total Meetings	5

Director Piotr Orzechowski

Date	Meeting	Amount
04/05/22	Regular Board Meeting	\$239.00
04/07/22	Engineering and Operations Committee Meeting	\$239.00
04/13/22	Water Resources and Watershed Committee Meeting	\$239.00
04/19/22	Regular Board Meeting	\$239.00
04/25/22	Special Board Meeting	\$239.00
04/26/22	Special Board Meeting	\$239.00
	Stipend Total	\$1,434.00
	Total Paid Days	6
	Total Meetings	6

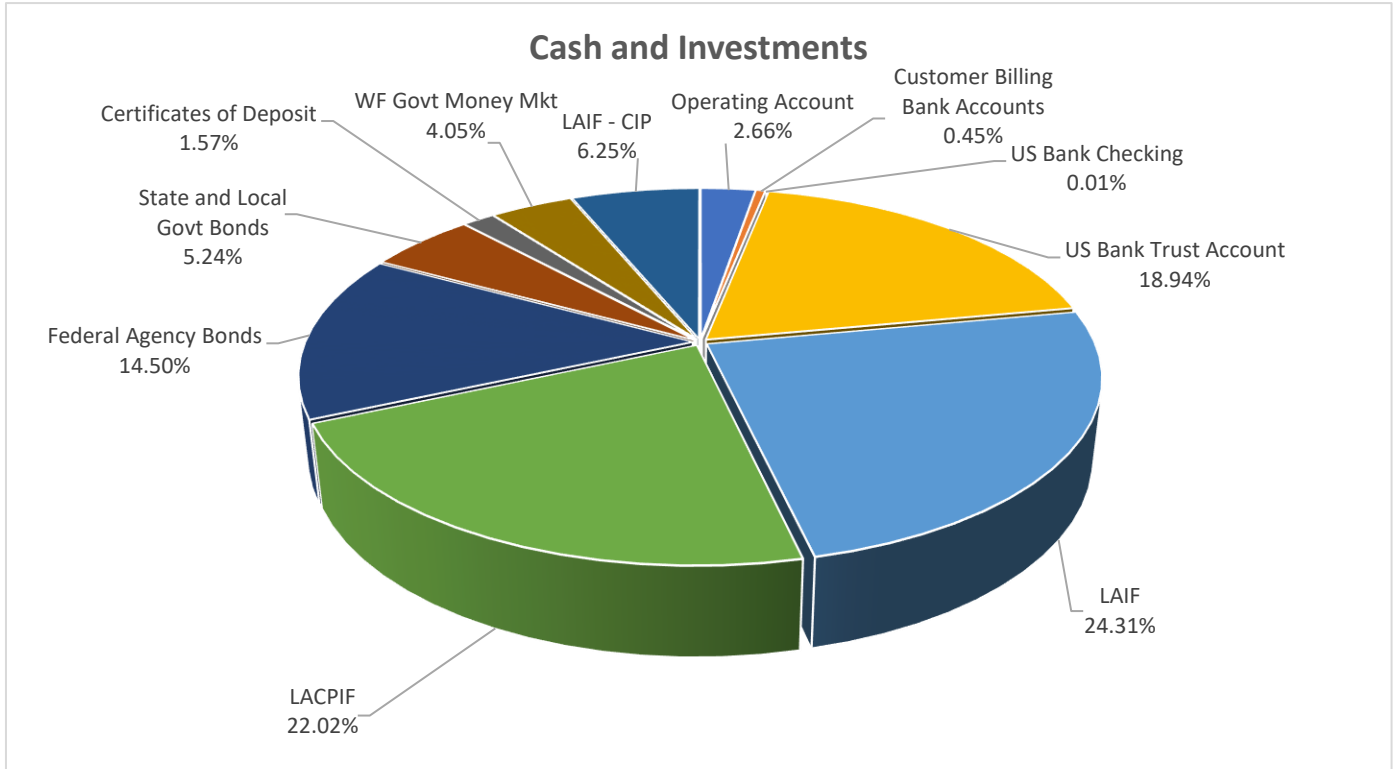
Investment Report

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Santa Clarita Valley Water Agency

Cash and Investment Summary

4/30/22



Operating Account-Incl FCF's, SWP & CIP	XXX-10101	\$	8,209,164	2.66%
Customer Billing Bank Accounts	101-10105		1,375,451	0.45%
US Bank Checking (1% Prop Tax)	101-10201		30,000	0.01%
US Bank Trust Account (1% Prop Tax)	101-10202		58,373,663	18.94%
LAIF - Operating	101-11061		74,937,057	24.31%
LAC Pooled Investment Fund	101-11062		67,866,685	22.02%
Federal Agency Bonds	101-11064		44,684,835	14.50%
State and Local Government Bonds	101-11065		16,148,995	5.24%
Certificates of Deposit	101-11066		4,823,760	1.57%
WF Government Money Mkt Fund	101-11067		12,474,875	4.05%
LAIF - CIP	220-11002		19,272,668	6.25%
		\$	308,197,153	100.00%

Estimated Refundable Developer Deposits:

\$ 13,573,013 Included in totals

Portfolio-wide Investments:

Average Yield

1.343%

Rochelle Patterson
Treasurer/Director of Finance & Administration

Amy Aguer
Controller

All investment actions executed since the last report have been made in full compliance with the Investment Policy, and the Agency will meet its expenditure obligations for the next six months as required by Government Code Section 53646(b)(2) and (3), respectively.

SCV Water
Consolidated Cash & Investment Summary
4/30/2022

	<u>Note</u>	<u>Acct #</u>	<u>Balance</u>	<u>Total</u>	<u>% of Total</u>
<u>AGENCY FUNDS</u>					
Cash & Sweep Accounts					
Operating Account-Incl FCF's, SWP & CIP		XXX-10101	\$ 8,209,164		
Less: Restricted Cash (FCFs, SWP & CIP)	1	2XX-10101	(7,741,868)		
Customer Billing - enQuesta Account		101-10105	530,965		
Customer Billing - Northstar Account		101-10107	844,486		
US Bank Checking (1% Prop Tax)		101-10201	30,000		
US Bank Trust Account (1% Prop Tax)		101/204-10202	58,373,663		
Less: Restricted Cash US Bank Accts -SWP	1	204-10201/10202	(36,393,389)		
Subtotal - Cash & Sweep Accounts Unrestricted				\$ 23,853,022	7.74%
Investments - Unrestricted					
Local Agency Investment Fund		101-11061	\$ 74,937,057		
LAC Pooled Investment Fund		101-11062	67,866,685		
Federal Agency Bonds		101-11064	44,684,835		
State and Local Government Bonds		101-11065	16,148,995		
Certificates of Deposit		101-11066	4,823,760		
WF Government Money Mkt Fund		101-11067	12,474,875		
Less: Restricted Investments - FCF	2	202-11002	(9,883,306)		
Less: Restricted Investments - SWP	3	204-11002	(49,762,863)		
Subtotal - Investments Unrestricted				\$ 161,290,038	52.33%
Cash and Investments - Restricted					
Facility Capacity Fee Fund - Cash	4	202-10101	\$ 4,848,299		
Facility Capacity Fee Fund - Investments	5	202-11002	9,883,306		
State Water Project - Cash (WF & US Bank)	6	204-10XXX	36,393,454		
State Water Project - Investments	7	204-11002	49,762,863		
Subtotal - Investments Restricted				100,887,922	32.73%
TOTAL AGENCY CASH & INVESTMENTS				\$ 286,030,982	
<u>CAPITAL IMPROVEMENT PROJECT FUNDS</u>					
Cash & Sweep Accounts	8	220-10101	\$ 2,893,503		
Local Agency Investment Fund - Restricted		220-11002	19,272,668		
TOTAL CAPITAL IMPROVEMENT PROJECT FUNDS				\$ 22,166,171	7.19%
TOTAL CASH AND INVESTMENTS				\$ 308,197,153	100.00%

Notes

- 1 Less: Restricted Cash - FCF's, SWP & CIP
- 2 Less: Restricted Investments - FCF's Legacy SCWD
- 3 Less: Restricted Investments - State Water Project
- 4 Restricted Cash - FCF's (Regional Legacy)
- 5 Restricted Investments - FCF's (SCWD Legacy)
- 6 Restricted Cash - SWP (State Water Project)
- 7 Restricted Investments - SWP (State Water Project)
- 8 Restricted Cash - CIP 2020A Bond Proceeds

4/30/22

Agency-wide General Funds Invested:

Description	Cost	Rate	Yield	Purchase Date	Maturity Date	Life Days	Rem. Days	Average Interest
1 Local Agency Investment Fund (LAIF)	74,937,057	0.523%	0.523%	Various	Liquid	N/A	N/A	32,660
1 LA County Pooled Invest Fund (LACPIF)	67,866,685	0.800%	0.800%	Various	Liquid	N/A	N/A	45,244
1 Wells Fargo Gov't Money Market	12,474,875	0.180%	0.180%	Various	Liquid	N/A	N/A	1,871
3	<u>\$ 155,278,617</u>		<u>0.617%</u>					<u>79,776</u>

**State and Local Agency Investment Portfolio
Wells Fargo records these at Par value**

1 San Bernardino Com College Dist Bonds	1,050,079	1.964%	1.964%	03/22/22	08/01/23	497	458	20,624
1 State of California GO Bonds	1,946,780	2.250%	2.862%	01/25/19	10/01/23	1710	519	43,803
1 Semitropic Improvement District	1,302,045	2.262%	2.262%	10/30/19	12/01/23	1493	580	29,452
1 State of California GO Bonds	3,098,130	3.000%	3.000%	05/28/19	04/01/24	1770	702	92,944
1 San Diego Successor Agency	1,147,938	3.000%	2.052%	10/23/19	09/01/24	1775	855	34,438
1 L.A. Cnty MET Transp BA Bonds	3,159,800	5.130%	5.130%	12/29/21	06/01/25	1,250	1128	162,098
1 Univ of Cal Ca Revenues Txbl-Relief	1,270,703	3.063%	3.063%	12/29/21	07/01/25	1,280	1158	38,922
1 Cal St Txbl-Various Purpose-Bid group	3,173,520	2.650%	2.650%	12/29/21	04/01/26	1,554	1432	84,098
8	<u>\$ 16,148,995</u>		<u>3.142%</u>				<u>6,832</u>	<u>506,378</u>

Certificates of Deposit

Avg Remaining Life 854 Days

1 American Express Bk FSB - WF CD	250,000	2.350%	2.350%	05/03/17	05/03/22	1826	3	5,875
1 CITIBANK - WF CD	250,000	3.000%	3.000%	05/16/18	05/23/22	1468	23	7,500
1 Comenity Capital Bank - WF CD	250,000	3.150%	3.150%	07/16/18	07/18/22	1463	79	7,875
1 Live Oak Bkg Co - WF CD	250,000	1.550%	1.550%	03/06/20	09/06/22	914	129	3,875
1 Goldman Sachs Bank - UBS CD	200,000	2.290%	2.290%	10/24/17	11/01/22	1834	185	4,580
1 UBS Bank USA Salt LA UT- UBS CD	200,000	0.150%	0.150%	11/13/20	11/21/22	738	205	300
1 WEBBANK - WF CD	250,000	0.100%	0.100%	12/28/20	12/28/22	730	242	250
1 SYNCHRONY Bank - UBS CD	200,000	1.280%	1.280%	04/13/20	04/17/23	1099	352	2,560
1 BMW Bank North AME - UBS CD	200,000	0.250%	0.250%	11/13/20	05/22/23	920	387	500
1 Beal Bank USA - WF CD	250,000	0.600%	0.600%	01/05/22	01/03/24	728	613	1,500
1 First State Bank/NE - WF CD	250,000	0.500%	0.500%	01/12/22	01/12/24	730	622	1,250
1 TIAA FSB Florida - UBS CD	200,000	0.400%	0.400%	03/31/21	04/09/24	1105	710	800
1 American National Bk - UBS CD	244,388	0.250%	0.250%	06/08/21	05/21/24	1078	752	611
1 New York Cmnty Bk - UBS CD	245,000	0.350%	0.350%	06/08/21	06/03/24	1091	765	858
1 Leader Bank NA MA - UBS CD	244,373	0.250%	0.250%	06/08/21	06/03/24	1091	765	611
1 Greenstate Credit AI US - UBS CD	245,000	0.450%	0.450%	06/08/21	06/17/24	1105	779	1,103
1 LUANA Savings Bank- WF CD	250,000	0.250%	0.250%	12/30/20	07/01/24	1279	793	625
1 Texas Exchange Bank - UBS CD	200,000	0.500%	0.500%	07/22/21	07/30/24	1104	822	1,000
1 UBS Bank - UBS CD	200,000	0.700%	0.700%	10/14/20	10/28/24	1475	912	1,400
1 Morgan Stanley PRI NY - UBS CD	245,000	1.640%	1.640%	04/01/20	03/05/25	1799	1040	4,018
1 Sallie Mae Bank - UBS CD	200,000	1.880%	1.880%	11/22/19	11/20/24	1825	935	3,760
21	<u>\$ 4,823,760</u>						<u>11113</u>	<u>50,850</u>

Weighted Avg Yield 1.054%

Avg Remaining Life 529 Days

Federal Government Agency Investment Portfolio
Wells Fargo records these at Par value

1 FFCB - WF	2,000,560	0.120%	0.120%	02/02/21	01/12/23	709	257	2,401
1 FFCB - WF	2,000,000	0.180%	0.180%	01/13/21	07/13/23	911	439	3,600
1 FHLB - UBS	3,000,000	1.125%	1.125%	04/12/22	10/12/23	548	530	33,750
1 FHLB - UBS	3,000,000	1.800%	1.800%	02/28/22	02/27/24	729	668	54,000
1 FHLB - WF	2,996,580	2.125%	2.125%	03/25/22	02/28/24	705	669	63,677
1 FHLB - UBS	2,000,000	1.875%	1.875%	03/14/22	03/14/24	731	684	37,500
1 FHLB - UBS	2,000,000	1.500%	1.500%	03/25/22	03/28/24	734	698	30,000
1 FFCB - WF	5,000,000	0.270%	0.270%	01/05/21	04/05/24	1186	706	13,500
1 FHLB - UBS	200,005	0.750%	0.750%	11/24/21	05/24/24	912	755	1,500
1 FHLB - UBS	235,000	1.350%	1.350%	02/24/22	05/24/24	820	755	3,173
1 FHLB - UBS	4,500,000	0.400%	0.400%	06/08/21	08/29/24	1178	852	18,000
1 FFCB - WF	1,997,700	0.875%	0.875%	11/18/21	11/18/24	1096	933	17,480
1 FHLB - WF	2,000,000	0.400%	0.400%	02/26/21	11/26/24	1369	941	8,000
1 FHLB - WF	996,470	3.063%	3.063%	01/03/22	01/13/25	1106	989	30,522
1 FHLB - WF	2,000,000	0.690%	0.690%	06/10/21	06/10/25	1461	1137	13,800
1 FNMA - WF	3,985,680	0.500%	0.500%	11/12/20	11/07/25	1821	1287	19,928
1 FNMA - WF	1,992,840	0.500%	0.500%	11/12/20	11/07/25	1821	1287	9,964
1 FHLB - UBS	280,000	0.500%	5.000%	04/15/21	04/29/26	1840	1460	1,400
1 FHLB - UBS	1,500,000	0.600%	0.600%	06/09/21	06/30/26	1847	1522	9,000
1 FHLB - UBS	3,000,000	0.500%	0.500%	06/08/21	06/30/26	1848	1522	15,000
20	<u>\$ 44,684,835</u>						<u>18091</u>	<u>386,195</u>
# Callable	Weighted Avg Yield	<u>0.894%</u>			Avg Remaining Life	<u>905</u>	Days	

Cost

220,936,207

Liquid Investments - LAIF, LACPIF, WF MM	155,278,617		
State and Local Agencies	<u>16,148,995</u>		
Certificates of Deposit	<u>4,823,760</u>		
Subtotals by Agency			
FED AGENCY-FHLMC	0	0%	
FED AGENCY-FNMA	5,978,520	13%	
FED AGENCY-FFCB	10,998,260	25%	
FED AGENCY-FHLB	<u>27,708,055</u>	<u>62%</u>	
	<u>44,684,835</u>	<u>100%</u>	

**Finance and Administration Committee
Planning Calendar
FY 2021/22**

Item	July 6 Board	July 19 Comm	Aug 3 Board	Aug 16 Comm	Sept 7 Board	Sept 20 Comm	Oct 5 Board	Oct 18 Comm	Nov 2 Board	Nov 15 Comm	Dec 7 Board	Dec 13 RESCHEDULED Comm	Dec 21 Board	Jan 24 RESCHEDULED Comm	Feb 1 Board	Feb 15 Board	Feb 28 RESCHEDULED Comm	Mar 15 Board	Mar 21 Comm	April 5 Board	April 18 Comm	April 26 Board	May 16 Comm	May 17 Board	June 7 Board	June 20 Comm	June 21 Board
1 Approve a Resolution Allowing for PFAS Financing	C																										
2 Recommend Approval of Revised Customer Service Policy	C																										
3 Recommend Approval of a Contract Amendment with Equation Technologies for Project Management Services	C																										
4 Recommend Approval of Resolutions Setting Santa Clarita Valley Water Agency Tax Rate for FY 2021/22 and Requesting Levy of Tax by Los Angeles County and Ventura County (consent)	C																										
5 Recommend Approval of Resolution Authorizing July 2021 Water Supply Contract Payment (consent)	C																										
6 Recommend Receiving and Filing of April 2021 Monthly Financial Report (consent)	C																										
7 Recommend Approval of a Resolution Revising the Appropriations Limits for FY 2020/21 and FY 2021/22		C	C																								
8 Recommend Approval of a Resolution Authorizing FY 2021/22 Water Supply Contract Payments (consent)		C	C																								
9 Recommend Receiving and Filing of May 2021 Monthly Financial Report (consent)		C	C																								

**ITEM NO.
8**

**Finance and Administration Committee
Planning Calendar
FY 2021/22**

Item	July 6 Board	July 19 Comm	Aug 3 Board	Aug 16 Comm	Sept 7 Board	Sept 20 Comm	Oct 5 Board	Oct 18 Comm	Nov 2 Board	Nov 15 Comm	Dec 7 Board	Dec 13 RESCHEDULED Comm	Dec 21 Board	Jan 24 RESCHEDULED Comm	Feb 1 Board	Feb 15 Board	Feb 28 RESCHEDULED Comm	Mar 15 Board	Mar 21 Comm	April 5 Board	April 18 Comm	April 26 Board	May 16 Comm	May 17 Board	June 7 Board	June 20 Comm	June 21 Board
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**Finance and Administration Committee
Planning Calendar
FY 2021/22**

Item	July 6 Board	July 19 Comm	Aug 3 Board	Aug 16 Comm	Sept 7 Board	Sept 20 Comm	Oct 5 Board	Oct 18 Comm	Nov 2 Board	Nov 15 Comm	Dec 7 Board	Dec 13 RESCHEDULED Comm	Dec 21 Board	Jan 24 RESCHEDULED Comm	Feb 1 Board	Feb 15 Board	Feb 28 RESCHEDULED Comm	Mar 15 Board	Mar 21 Comm	April 5 Board	April 18 Comm	April 26 Board	May 16 Comm	May 17 Board	June 7 Board	June 20 Comm	June 21 Board
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**Finance and Administration Committee
Planning Calendar
FY 2021/22**

Item	July 6 Board	July 19 Comm	Aug 3 Board	Aug 16 Comm	Sept 7 Board	Sept 20 Comm	Oct 5 Board	Oct 18 Comm	Nov 2 Board	Nov 15 Comm	Dec 7 Board	Dec 13 RESCHEDULED Comm	Dec 21 Board	Jan 24 RESCHEDULED Comm	Feb 1 Board	Feb 15 Board	Feb 28 RESCHEDULED Comm	Mar 15 Board	Mar 21 Comm	April 5 Board	April 18 Comm	April 26 Board	May 16 Comm	May 17 Board	June 7 Board	June 20 Comm	June 21 Board
39	Recommend Adoption of a Resolution Approving Volunteer Workers' Compensation Insurance																										
40	Informational Report on Examples of Ratepayer Assistance Programs																										
41	Recommend Receiving and Filing of October 2021 Monthly Financial Report (consent)																										
42	Recommend Receiving and Filing of November 2021 Monthly Financial Report (consent)																										
43	Approve a Resolution Revising Wholesale Water Rates																										
44	Review Budget Calendar																										
45	Recommend Approval of a Proposed Employee Salary Adjustment for FY 2022/23																										
46	Recommend Receiving and Filing of FY 2021/22 Second Quarter Financial Report																										
47	Recommend Receiving and Filing of December 2021 Monthly Financial Report (consent)																										
48	Recommend Approval of Revised Position Control for FY 2022/23																										
49	Recommend Approval of a Resolution Revising the FY 2022/23 Budget																										
50	Recommend Receiving and Filing Annual List of Professional Services Contracts (consent)																										
51	Technology Update																										
52	Recommend Receiving and Filing of January 2022 Monthly Financial Report (consent)																										
53	Recommend Receiving and Filing of February 2022 Monthly Financial Report (consent)																										

**Finance and Administration Committee
Planning Calendar
FY 2021/22**

Item	July 6 Board	July 19 Comm	Aug 3 Board	Aug 16 Comm	Sept 7 Board	Sept 20 Comm	Oct 5 Board	Oct 18 Comm	Nov 2 Board	Nov 15 Comm	Dec 7 Board	Dec 13 RESCHEDULED Comm	Dec 21 Board	Jan 24 RESCHEDULED Comm	Feb 1 Board	Feb 15 Board	Feb 28 RESCHEDULED Comm	Mar 15 Board	Mar 21 Comm	April 5 Board	April 18 Comm	April 26 Board	May 16 Comm	May 17 Board	June 7 Board	June 20 Comm	June 21 Board
54	Recommend Approval of a Resolution Revising the FY 2022/23 Budget																										
55	Recommend Approval of a Resolution Adopting the Appropriation of All As-Yet Unappropriated Funds for FY 2021/22 (consent)																										
56	Recommend Approval of a Resolution Adopting the Appropriation Limit for FY 2022/23 (consent)																										
57	Recommend Approval of Employee Manual 41 - Fleet Management Policy																										
58	Discuss Upcoming Capacity Fee Study																										
59	Recommend Receiving and Filing of FY 2021/22 Third Quarter Financial Report																										
60	Recommend Receiving and Filing of March 2022 Monthly Financial Report (consent)																										
61	Recommend Approval of a Resolution Authorizing July 2022 Water Supply Contract Payment (consent)																										
62	Recommend Approval of Resolutions Setting Santa Clarita Valley Water Agency Tax Rate for FY 2022/23 and Requesting Levy of Tax by Los Angeles County and Ventura County (consent)																										
63	Recommend Approval of Revised Agency Classification Plan and Position Control																										
64	Recommend Approval of Revised Capitalization Policy for Fixed Assets																										
65	Recommend Receiving and Filing of April 2022 Monthly Financial Report (consent)																										

**Finance and Administration Committee
Planning Calendar
FY 2022/23**

	Item	July 5 Board	July 18 Comm	Aug 2 Board	Aug 15 Comm (Q4)	Sept 6 Board	Sept 19 Comm	Oct 4 Board	Oct 17 Comm	Nov 1 Board	Nov 21 Comm (Q1)	Dec 6 Board	Dec 19 Comm	Jan 3 Board	Jan 23 RESCHED Comm	Feb 7 Board	Feb 21 Board	Feb 27 RESCHED Comm (Q2)	Mar 7 Board	Mar 20 Comm	April 4 Board	April 17 Comm	May 2 Board	May 15 Comm (Q3)	June 6 Board	June 19 Comm
1	Recommend Approval of Resolution Authorizing July 2022 Water Supply Contract Payment (consent)	P																								
2	Recommend Approval of Resolutions Setting Santa Clarita Valley Water Agency Tax Rate for FY 2022/23 and Requesting Levy of Tax by Los Angeles County and Ventura County (consent)	P																								
3	Recommend Approval of Revised Agency Classification Plan and Position Control	P																								
4	Recommend Approval of Revised Capitalization Policy for Fixed Assets	P																								
5	Recommend Approval of Revised Agency Classification Plan and Job Descriptions	P																								
6	Recommend Receiving and Filing of April 2022 Monthly Financial Report (consent)	P																								
7	Recommend Approval of FY 2022/23 Water Supply Contract Payments (consent)		P	P																						
8	Recommend Approval of a Contract with "XYZ Company" for As-Needed Investment Advisory Services		P	P																						
9	Recommend Approval of a Contract with "XYZ Company" for Valencia Water Division Retail Capacity Fee Study		P	P																						
10	Recommend Receiving and Filing of May 2022 Monthly Financial Report (consent)		P	P																						

**Finance and Administration Committee
Planning Calendar
FY 2022/23**

	Item	July 5 Board	July 18 Comm	Aug 2 Board	Aug 15 Comm (Q4)	Sept 6 Board	Sept 19 Comm	Oct 4 Board	Oct 17 Comm	Nov 1 Board	Nov 21 Comm (Q1)	Dec 6 Board	Dec 19 Comm	Jan 3 Board	Jan 23 RESCHED Comm	Feb 7 Board	Feb 21 Board	Feb 27 RESCHED Comm (Q2)	Mar 7 Board	Mar 20 Comm	April 4 Board	April 17 Comm	May 2 Board	May 15 Comm (Q3)	June 6 Board	June 19 Comm
11	Technology Update				P																					
12	Recommend Receiving and Filing of June 2022 Monthly and FY 2021/22 Fourth Quarter Financial Report			P	P																					
13	Discuss Project Timelines and Assumptions for Rates and Fees - PPT					P																				
14	Recommend Receiving and Filing of July 2022 Monthly Financial Report (consent)						P	P																		
15	Discuss Long-Term Financing for Capital Projects								P																	
16	Recommend Receiving and Filing of August 2022 Monthly Financial Report (consent)								P	P																
17	Technology Update										P	P														
18	Recommend Receiving and Filing of September 2022 Monthly and FY 2022/23 First Quarter Financial Report										P	P														
19	Recommend Receiving and Filing of SCV Water Annual Comprehensive Financial Report (ACFR) ended June 30, 2022 (consent)												P	P												
20	Recommend Receiving and Filing of October 2022 Monthly Financial Report (consent)												P	P												
21	Recommend Approval of a Resolution Adopting a Revised Investment Policy - (Annually adopted via reso) (consent)														P	P										
22	Recommend Receiving and Filing of November 2022 Monthly Financial Report (consent)														P	P										
23	Technology Update																									
24	Recommend Receiving and Filing of December 2022 and FY 2022/23 Second Quarter Financial Report																									

**Finance and Administration Committee
Planning Calendar
FY 2022/23**

	Item	July 5 Board	July 18 Comm	Aug 2 Board	Aug 15 Comm (Q4)	Sept 6 Board	Sept 19 Comm	Oct 4 Board	Oct 17 Comm	Nov 1 Board	Nov 21 Comm (Q1)	Dec 6 Board	Dec 19 Comm	Jan 3 Board	Jan 23 RESCHED Comm	Feb 7 Board	Feb 21 Board	Feb 27 RESCHED Comm (Q2)	Mar 7 Board	Mar 20 Comm	April 4 Board	April 17 Comm	May 2 Board	May 15 Comm (Q3)	June 6 Board	June 19 Comm
25	Review Budget Calendar																									
26	Review Status of Operating FY 2022/23 Budget																									
27	Recommend Approval of a Proposed Employee Salary Adjustment (COLA) for FY 2023/24																			P						
28	Review Annual List of Professional Services Contracts (consent)																			P						
29	Technology Update																			P						
30	Recommend Receiving and Filing of January 2023 Monthly Financial Report (consent)																			P						
31	Recommend Approval of a Resolution Adopting the FY 2023/24 and FY 2024/25 Biennial Budget																					P				
32	Recommend Receiving and Filing of February 2023 Monthly Financial Report (consent)																					P				
33	Approve a Resolution Adopting the Appropriation of All As-Yet Unappropriated Funds for FY 2022/23 (consent)																							P		
34	Approve a Resolution Adopting the Appropriation Limit for FY 2023/24 (consent)																							P		
35	Technology Update																							P		
36	Recommend Receiving and Filing of March 2022 and FY 2022/23 Third Quarter Financial Report																							P		
37	Review and Recommend Approval of Budget for FY 2023/24 Water Supply Contract Payment (consent)																									P
38	Recommend Receiving and Filing of April 2022 Monthly Financial Report (consent)																									P