




BOARD MEMORANDUM

DATE: March 19, 2019
TO: Board of Directors
FROM: Eric Campbell 
Chief Finance and Administrative Officer
SUBJECT: March 18, 2019 Finance and Administration Committee Meeting

The Finance and Administration Committee met at 6:00 PM on Monday, March 18, 2019 in the Training Room of the Rio Vista Water Treatment Plant. In attendance were Committee Chair Dan Mortensen and Directors Ed Colley, Bob DiPrimio, Maria Gutzeit and R. J. Kelly. Staff members present were Amy Aguer, Erika Dill, Ari Mantis, Rochelle Patterson, Matt Stone, Kathleen Wilson and myself. Financial consultant Chris Brown from Fedak and Brown LLP was also present, as well as two members of the public. A copy of the agenda is attached.

Item 1: Public Comment – There was public comment.

Item 2: Review Annual List of Professional Services Contracts – Recommended actions for this item are included in a separate report being submitted at the April 2, 2019 Board meeting.

Item 3: Review Risk Management Insurance Coverage – Staff and the Committee reviewed the risk management insurance coverage.

Item 4: Review Plan for Consolidation of Customer Service Centers – The Committee reviewed the plan for consolidation of customer service centers.

Item 5: Recommend Receiving and Filing of CLWA and SCWD December 31, 2017 Financial Statements – Recommended actions for this item are included in a separate report being submitted at the April 2, 2019 Board meeting.

Item 6: Recommend Receiving and Filing of SCV Water June 30, 2018 Financial Statement – Recommended actions for this item are included in a separate report being submitted at the April 2, 2019 Board meeting.

Item 7: Recommend Receiving and Filing of FY 2018/19 Midyear Budget Report – The Committee reviewed the FY 2018/19 Midyear Budget Report and recommended that the report be received and filed.

Item 8: Recommend Receiving and Filing of January 2019 Monthly Financial Report – The Committee reviewed the January 2019 Monthly Financial Report and recommended that the report be received and filed.

Item 9: Committee Planning Calendar – Staff and the Committee reviewed the FY 2018/19 Committee Planning Calendar.

Item 10: General Report on Finance and Administration Activities – Staff advised the Committee that the Agency earned the Distinguished Budget Award from the Government Finance Officers Association (GFOA) for its FY 2018/19 Budget presentation. Staff also advised the Committee that ten (10) responses were received for the Auditor RFP.

Item 11: Adjournment – The meeting adjourned at 8:04 PM.

EC/ed


Attachment

MGS



Date: March 11, 2019

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

From: Eric Campbell 
Chief Financial and Administrative Officer

The **Finance and Administration Committee** is scheduled to meet on **Monday, March 18, 2019** at **6:00 PM** at **Rio Vista Water Treatment Plant** located at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350 in the Training Room.

MEETING AGENDA

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10. General Report on Finance and Administration Activities

11. Adjournment

* Indicates attachments

◆ To be distributed

NOTICES:

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

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

Posted on March 12, 2019.

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