




## BOARD MEMORANDUM

**DATE:** December 18, 2018  
**TO:** Board of Directors  
**FROM:** Eric Campbell   
Chief Finance and Administrative Officer  
**SUBJECT:** December 17, 2018 Finance and Administration Committee Meeting

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The Finance and Administration Committee met at 6:00 PM on Monday, December 17, 2018 in the Training Room of the Rio Vista Water Treatment Plant. In attendance were Committee Chair Dan Mortensen, Directors B. J. Atkins, Ed Colley, Bob DiPrimio, Dean Efstathiou and Maria Gutzeit. Staff members present were Erika Dill, Jeff Herbert, Rochelle Patterson, Cris Pérez, Matt Stone and me. No members of the public were present. A copy of the agenda is attached.

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

**Item 2: Recommend Approval of a Resolution Authorizing Professional Services Agreement with AAC Utility Partners for Selection Services for New Financial Management System** – Recommended actions for this item are included in a separate report being submitted at the January 7, 2019 special Board meeting.

**Item 3: Recommend Approval of a Resolution for Contract with X-act Technology Solutions, Inc. for As-Needed Information Technology Support Services** – Recommended actions for this item are included in a separate report being submitted at the January 7, 2019 special Board meeting.

**Item 4: Recommend Approval of a Resolution Authorizing the Issuance of Revenue Bonds and Approving the Execution and Delivery of Certain Documents in Connection Therewith and Certain Other Matters** – Recommended actions for this item are included in a separate report being submitted at the January 7, 2019 special Board meeting.

**Item 5: Discuss FCF Study 2019 Update** – Staff and the Committee discussed the 2019 FCF Study.

**Item 6: Recommend Receiving and Filing of October 2018 Monthly Financial Report** – The Committee reviewed the October 2018 Monthly Financial Report and recommended that the report be received and filed.

**Item 7: Committee Planning Calendar** – Staff and the Committee reviewed the FY 2018/19 Committee Planning Calendar.

**Item 8: General Report on Finance and Administration Activities** – There was no report.

**Item 9: Adjournment** – The meeting adjourned at 7:39 PM.

EC/ed

Attachment


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**Date:** December 10, 2018

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

**From:** Eric Campbell   
Chief Financial and Administrative Officer

The **Finance and Administration Committee** is scheduled to meet on **Monday, December 17, 2018 at 6:00 PM** at **Rio Vista Water Treatment Plant** located at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350 in the Training Room.

#### MEETING AGENDA

<u>ITEM</u>		<u>PAGE</u>
1.	Public Comments	
2. *	Recommend Approval of Resolution Authorizing Professional Services Agreement with AAC Utility Partners for Selection Services for a New Financial Management System	3
3. *	Recommend Approval of a Resolution for Contract with X-act Technology Solutions, Inc. for As-Needed Information Technology Support Services	33
4. *	Recommend Approval of a Resolution Authorizing (1) the Issuance by the Upper Santa Clara Valley Joint Powers Authority of Revenue Bonds, (2) Authorizing the Installment Purchase Agreement, the Continuing Disclosure Certificate and the Purchase Contract; and (3) Authorizing Certain Other Actions	97
5.	Discuss FCF Study 2019 Update	
6. *	Recommend Receiving and Filing of October 2018 Monthly Financial Report	145

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| 7. * | Committee Planning Calendar                             | 253 |
| 8.   | General Report on Finance and Administration Activities |     |
| 9.   | Adjournment   |     |

- \* Indicates attachments
- ◆ To be distributed

**NOTICES:**

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

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

Posted on December 10, 2018.