



BOARD MEMORANDUM

DATE: April 4, 2019
TO: Board of Directors
FROM: Eric Campbell 
Chief Financial and Administrative Officer
SUBJECT: April 3, 2019 Special Finance and Administration Committee Meeting

The Finance and Administration (F&A) Committee met at 6:00 PM on Wednesday, April 3, 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 Keith Abercrombie, Amy Aguer, Mike Alvord, Steve Cole, Erika Dill, Brian Folsom, Kim Grass, Ari Mantis, Kathie Martin, Rochelle Patterson, Cris Perez, Matt Stone and myself. 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 an Emergency Preparedness and Safety Coordinator Classification – Recommended actions for this item are included in a separate report being submitted at the April 30, 2019 special Board meeting.

Item 3: Recommend Approval of a Resolution to Enter into a Contract with Lance, Soll & Lunghard, LLP (LSL) for Audit Services for FY 2018/19 through FY 2020/21 With an Option for FY 2021/22 and FY 2022/23– Recommended actions for this item are included in a separate report being submitted at the April 30, 2019 special Board meeting.

Item 4: Recommend Approval of a Proposed Salary Adjustment for FY 2019/20 – Recommended actions for this item are included in a separate report being submitted at the April 30, 2019 special Board meeting.

Item 5: Review Draft Operating FY 2019/20 and FY 2020/21 Biennial Budget – Staff and the Committee reviewed the draft Operating FY 2019/20 and FY 2020/21 Biennial Budget. The full budget will be reviewed at the April 16, 2019 regular Board meeting.

Item 6: Committee Planning Calendar – Staff and the Committee reviewed the FY 2018/19 Committee Planning Calendar.

Item 7: General Report on Finance and Administration Activities – Staff advised the Committee that a second edition of the Ratepayer Advocate RFP was published, and three proposals will be provided to the F&A Committee for selection of the ratepayer advocate.

Item 8: Adjournment – The meeting adjourned at 8:40 PM.

EC/ed


Attachment

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Date: March 26, 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

A special meeting of the **Finance and Administration Committee** is scheduled to meet on **Wednesday, April 3 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.

SPECIAL MEETING AGENDA

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2. *	Recommend Approval of an Emergency Preparedness and Safety Coordinator Classification	3
3. *	Recommend Approval of a Resolution to Enter into a Contract with Lance, Soll & Lunghard, LLP (LSL) for Audit Services for FY 2018/19 through FY 2020/21 With an Option for FY 2021/22 and FY 2022/23	15
4. *	Recommend Approval of a Proposed Salary Adjustment for FY 2019/20	51
5. *	Review Draft Operating FY 2019/20 and FY 2020/21 Biennial Budget	57
6. *	Committee Planning Calendar	77
7.	General Report on Finance and Administration Activities	
8.	Adjournment	

- * Indicates attachments
- To be distributed

NOTICES:

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by telephoning (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 27, 2019.