



BOARD MEMORANDUM

DATE: February 12, 2019
TO: Board of Directors
FROM: Eric Campbell 
Chief Finance and Administrative Officer
SUBJECT: February 11, 2019 Special Finance and Administration Committee Meeting

The Finance and Administration Committee met at 6:00 PM on Monday, February 11, 2019 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, Maria Gutzeit and R. J. Kelly. Staff members present were Erika Dill, Rochelle Patterson, Matt Stone and myself. Two members of the public were present. A copy of the agenda is attached.

Item 1: Public Comment – There was public comment.

Item 2: Review Annual List of Professional Services Contracts – Staff and the Committee reviewed a list of professional services contracts.

Item 3: Status of State Water Contract Fund – Staff and the Committee reviewed the balance of the State Water Contract Fund.

Item 4: Recommend Receiving and Filing of December 2018 Monthly Financial Report – The Committee reviewed the December 2018 Monthly Financial Report and recommended that the report be received and filed.

Item 5: Committee Planning Calendar – Staff and the Committee reviewed the FY 2018/19 – 2019/20 Committee Planning Calendar.

Item 6: General Report on Finance and Administration Activities – Staff shared that recruiting tools with LinkedIn are currently being explored to consider the “next generation” of employees.

Item 7: Adjournment – The meeting adjourned at 7:02 PM.

EC/ed

Attachment


MGS

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Date: February 4, 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 **Monday, February 11, 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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6.	General Report on Finance and Administration Activities	
7.	Adjournment	

* Indicates attachments
◆ To be distributed

NOTICES:

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Pursuant to Government Code Section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the 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 February 5, 2019.