

**NOTICE OF SPECIAL MEETING  
OF THE  
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY  
FINANCE COMMITTEE**

**September 21, 2017**

**8:30 a.m.**

NOTICE IS HEREBY GIVEN that a Special Meeting of the South Orange County Wastewater Authority (SOCWA) Finance Committee has been called by the Chairperson to be held on **September 21, 2017, at 8:30 a.m.** at the SOCWA Administrative Office located at 34156 Del Obispo Street, Dana Point, California.

*THE SOCWA MEETING ROOM IS WHEELCHAIR ACCESSIBLE. IF YOU REQUIRE ANY SPECIAL DISABILITY RELATED ACCOMMODATIONS (I.E., ACCESS TO AN AMPLIFIED SOUND SYSTEM, ETC.) PLEASE CONTACT THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY SECRETARY'S OFFICE AT (949) 234-5421 AT LEAST TWENTY-FOUR (24) HOURS PRIOR TO THE SCHEDULED MEETING. THIS AGENDA CAN BE OBTAINED IN ALTERNATE FORMAT UPON WRITTEN REQUEST TO THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY'S SECRETARY AT LEAST TWENTY-FOUR (24) HOURS PRIOR TO THE SCHEDULED MEETING.*

*AGENDA EXHIBITS AND OTHER WRITINGS THAT ARE DISCLOSABLE PUBLIC RECORDS DISTRIBUTED TO ALL, OR A MAJORITY OF, THE MEMBERS OF THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY FINANCE COMMITTEE IN CONNECTION WITH A MATTER SUBJECT TO DISCUSSION OR CONSIDERATION AT AN OPEN MEETING OF THE FINANCE COMMITTEE ARE AVAILABLE FOR PUBLIC INSPECTION IN THE AUTHORITY OFFICE, 34156 DEL OBISPO STREET, DANA POINT, CA ("AUTHORITY OFFICE"). IF SUCH WRITINGS ARE DISTRIBUTED TO MEMBERS OF THE FINANCE COMMITTEE LESS THAN TWENTY-FOUR (24) PRIOR TO THE MEETING, THEY WILL BE AVAILABLE IN THE RECEPTION AREA OF THE AUTHORITY OFFICE AT THE SAME TIME AS THEY ARE DISTRIBUTED TO THE FINANCE COMMITTEE MEMBERS, EXCEPT THAT, IF SUCH WRITINGS ARE DISTRIBUTED IMMEDIATELY PRIOR TO, OR DURING, THE MEETING, THEY WILL BE AVAILABLE IN THE FINANCE COMMITTEE MEETING ROOM.*

**AGENDA**

- 1. Call Meeting to Order**
- 2. Public Comments**

*THOSE WISHING TO ADDRESS THE FINANCE COMMITTEE ON ANY ITEM LISTED ON THE AGENDA SHOULD SUBMIT A "REQUEST TO BE HEARD" FORM TO THE CLERK OF THE BOARD BEFORE THE PRESIDING OFFICER ANNOUNCES THAT AGENDA ITEM. YOUR NAME WILL BE CALLED TO SPEAK AT THAT TIME.*

## NOTICE OF SPECIAL MEETING – FINANCE COMMITTEE

September 21, 2017

Page 2 of 3

### **3. Month End July 31, 2017 Financials**

#### A. Staff Recommends the Finance Committee:

1. Ratify Summary of Disbursements in the amount of \$2,827,439.63 for the period July 1, 2017 through July 31, 2017. (Exhibit A)
2. Receive and file the following as information items:
  - a. July 31, 2017 Financial Reports
    - Summary of Disbursements (Exhibit A)
    - Schedule of Funds Available for Reinvestment (Exhibit B)
    - Schedule of Cash and Investments (Exhibit C)
    - Capital Expenditures vs. Budget including Chart (Exhibit D)
    - Budget vs. Actual Expenditures by Department (Exhibit E1 to E4)
      - a) O&M including Environmental and Safety
      - b) Engineering
      - c) Administration
      - d) IT

### **4. Infrastructure Valuation Methodology - Workshop**

- Presentation of Carollo Engineering as to Valuation Methodology & Objectives
- Comments of Pun Group as to Infrastructure Valuation Objectives
- Staff Comments

#### Recommendation

Finance Committee discussion of methodology and objectives.

### **5. General Fund Policy on Allocation of Costs to General Fund**

#### Recommendation

Committee discussion and recommendation to the Board of Directors.

### **6. Policy Addressing the Application of the SOCWA Joint Powers Agreement for Distribution of the Costs to Member Agencies (draft policy with attachment – 2005 Capitalization Policy)**

#### Recommendation

Committee discussion and recommendation to the staff and/or Board of Directors.

### **7. Investment Policy Update**

#### Recommendation

Committee discussion and recommendation to the Board of Directors to approve updated SOCWA Investment Policy.

### **8. General Manager Report on Open Items**

**NOTICE OF SPECIAL MEETING – FINANCE COMMITTEE**

September 21, 2017

Page 3 of 3

I hereby certify that the foregoing Notice was personally emailed or mailed to each member of the SOCWA Finance Committee at least 24 hours prior to the scheduled time of the Special Meeting referred to above.

I hereby certify that the foregoing Notice was posted at least 24 hours prior to the time of the above-referenced Finance Committee at the usual agenda posting location of the South Orange County Wastewater Authority and at [www.socwa.com](http://www.socwa.com).

Dated this 15<sup>th</sup> day of September 2017.

*B. Burnett*

---

Betty C. Burnett, General Manager/Secretary  
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY