

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

**AND**

**NOTICE OF SPECIAL MEETING  
BOARD OF DIRECTORS  
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY**

**(FOR THE PURPOSE OF ATTENDING THE SOCWA FINANCE COMMITTEE)**

**December 11, 2017**

**12:00 p.m.**

NOTICE IS HEREBY GIVEN that a Special Meeting of the South Orange County Wastewater Authority (SOCWA) Finance Committee is called by the Chairperson of the SOCWA Finance Committee to be held on **December 11, 2017**, at **12:00 p.m.** at the SOCWA Administrative Office located at 34156 Del Obispo Street, Dana Point, California.

NOTICE IS HEREBY GIVEN that concurrent with the Finance Committee meeting, a Special Meeting of the Board of Directors of South Orange County Wastewater Authority (SOCWA) is called by the Chairperson of the SOCWA Board for the purpose of allowing a quorum or more of the Board Members of SOCWA to attend the Finance Committee and participate therein as observers, presenters and speakers, to be held at **12:00 p.m.** on **December 11, 2017**, at the SOCWA Administrative Office located at 34156 Del Obispo Street, Dana Point, California.

**All meeting business will be conducted by the Members of the Finance Committee with comment or participation of SOCWA Board Members in attendance.**

***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/BOARD OF DIRECTORS IN CONNECTION WITH A MATTER SUBJECT TO DISCUSSION OR CONSIDERATION AT AN OPEN MEETING OF THE FINANCE COMMITTEE/BOARD OF DIRECTORS 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/BOARD OF DIRECTORS 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/ BOARD OF DIRECTORS, EXCEPT THAT, IF SUCH WRITINGS ARE DISTRIBUTED IMMEDIATELY PRIOR TO, OR DURING, THE MEETING, THEY WILL BE AVAILABLE IN THE MEETING ROOM.***

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## **AGENDA**

### **1. Pledge of Allegiance**

### **2. Call Meeting to Order**

### **3. 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.*

### **4. Infrastructure Valuation Services**

- Review of Draft Valuation Report
- Carollo Engineering Presentation

#### **Recommendation**

Committee questions, comments and direction. Finance Committee recommends to the Board of Directors that the final Valuation Report be received and filed.

### **5. Use Audit 2016-17 Recommendation for Approval**

- Review of Draft USE AUDIT

#### **Recommendation**

Finance Committee discussion.

Staff recommends that the Finance Committee recommend to the Board of Directors: 1) approval of the FY 2016-17 Use Audit dated December 7, 2017, and 2) approve refunds for SOCWA member agencies whose costs were under budget, and 3) approve billings for SOCWA member agencies with additional assessments in accordance with the Use Audit dated December 7, 2017 or as may approved by the Board after additional discussion.

### **6. FY End 6/30/17 Audited Financial Statements – Verbal Update**

#### **Recommendation**

Committee recommendations to the Board of Directors.

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

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.

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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 8<sup>th</sup> day of December 2017 by



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