



**FINANCE/AUDIT COMMITTEE MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CA
ADMINISTRATIVE FACILITY, BOARD ROOM
MARCH 14, 2018 AT 6:00 PM**

COMMITTEE MEMBERS

Don Chadd, Committee Chair
Glenn Acosta, Committee Member

DISTRICT STAFF

Hector Ruiz, General Manager
Michael Perea, District Secretary
Cindy Byerrum, District Treasurer

CALL MEETING TO ORDER

VISITOR PARTICIPATION

Members of the public wishing to address the Committee regarding a particular item on the agenda are requested to complete a speaker card and submit it to staff. The Committee Chair will call on the visitor following the Committee's discussion about the matter. Committees do not constitute a quorum of the Board of Directors and Committee Members cannot make decisions on matters. The Committee makes recommendations only to the Board of Directors. Members of the public will be given the opportunity to speak prior to the Committee cannot make any decision on the matter. For persons desiring to make verbal comments and utilizing a translator to present their comments into English reasonable time accommodations, consistent with State law, shall be provided. Please limit comments to three minutes.

ORAL COMMUNICATION

Members of the public who wish to make comment on matters not appearing on the agenda are invited to identify themselves and encouraged to make comment at this time. The Committee Chair will call on the visitor following the Committee's discussion about the matter. Committees do not constitute a quorum of the Board of Directors and Committee Members cannot make decision on matters. The Committee makes recommendations only to the Board of Directors. Under the requirements of State Law, Committee Members cannot take action on items not identified on the agenda and will not make decisions on such matters. The Committee Chair may direct District Staff to follow up on issues as may be deemed appropriate. For persons desiring to make verbal comments and utilizing a translator to present their comments into English reasonable time accommodations, consistent with State law, shall be provided. Please limit comments to three minutes.

COMMITTEE MEMBER COMMENTS

REPORT FROM THE GENERAL MANAGER

FINANCIAL MATTERS

ITEM 1: FINANCE/AUDIT COMMITTEE MEETING RECAP

RECOMMENDED ACTION:

Approve the February 14, 2018, Finance/Audit Committee Meeting Recap, and recommend that the Board receive and file the same. (Consent Calendar)

ITEM 2: RATIFICATION OF DIRECTORS' FEES AND EXPENSES, TENTATIVE FUTURE MEETINGS/ATTENDANCE

RECOMMENDED ACTION:

Committee to recommend that the Board ratify the Directors' fees and expenses for February 2018, and tentative future meetings/attendance. (Consent Calendar)

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ITEM 3: DISCUSSION CONCERNING AUDITING SERVICES PERFORMED FOR TRABUCO CANYON WATER DISTRICT

RECOMMENDED ACTION:

Committee to receive information, and recommend that the General Manager and District Treasurer procure proposals for auditing services for Trabuco Canyon Water District.

ITEM 4: TRABUCO CANYON WATER DISTRICT'S FISCAL YEAR 2017/2018 MID-YEAR BUDGET REVIEW

RECOMMENDED ACTION:

Committee to receive information, and recommend that the Board approve the Proposed Amended Fiscal Year 2017/2018 General Fund Budget.

ITEM 5: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING MUNICIPAL WATER DISTRICT OF ORANGE COUNTY (MWD OC) PROPOSED FISCAL YEAR 2018/2019 RATES, CHARGES, AND BUDGET

RECOMMENDED ACTION:

Committee to receive information, and take action(s) as deemed appropriate.

ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING TRABUCO CANYON WATER DISTRICT'S PROPOSED FISCAL YEAR 2018/2019 GENERAL FUND BUDGET

RECOMMENDED ACTION:

Committee to receive information, and take action(s) as deemed appropriate.

ITEM 7: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE DISPOSAL OF DISTRICT SURPLUS PROPERTY (VEHICLES)

RECOMMENDED ACTION:

Committee to receive information, and recommend that the Board authorize the General Manager to dispose of District surplus equipment in accordance with the District's Disposal of Surplus Property Policy (Action Calendar).

ITEM 8: OTHER FINANCE AND ADMINISTRATION PROJECTS

1. Utility Billing and Financial Management System Replacement Project
2. Other Projects

RECOMMENDED ACTION:

Committee to receive status update, and take action(s) as deemed appropriate.

ITEM 9: OTHER MATTERS

RECOMMENDED ACTION:

Hear Other Matters from the General Manager or Staff.

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ITEM 10: FINANCIAL REPORT

A) PRESENTATION OF JANUARY 2018 UNAUDITED FINANCIAL STATEMENT

RECOMMENDED ACTION:

Committee to recommend that the Board receive and file the preliminary unaudited financial statements for January 2018 (Consent Calendar).

B) BILLS FOR CONSIDERATION

RECOMMENDED ACTION:

Committee to approve and ratify the bills for consideration and warrant register and recommend that the Board ratify payment of the Bills for Consideration for March 14, 2018, as presented. (Consent Calendar)

ADJOURNMENT

AVAILABILITY OF AGENDA MATERIALS

Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the Trabuco Canyon Water District Board of Directors in connection with a matter subject to discussion or consideration at an open meeting of the Board of Directors are available for public inspection at the District Administrative/Operational Facility, 32003 Dove Canyon Drive, Trabuco Canyon, California (District Facility). If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available in the lobby area of the District Facility at the same time as they are distributed, except that, if such writings are distributed immediately prior to or during the meeting, they will be available in the Boardroom at the District Facility.

COMPLIANCE WITH THE REQUIREMENTS OF CALIFORNIA GOVERNMENT CODE SECTION 54954.2

In compliance with California law and the Americans with Disabilities Act, if you need special disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, or if you need the agenda provided in an alternative format, please contact the District Secretary at (949) 858-0277 at least 48 hours in advance of the scheduled meeting. Notification 48 hours prior to the meeting will assist the District in making reasonable arrangements to accommodate your request. The District office is wheelchair accessible.