

**MINUTES
ADMINISTRATIVE AND FINANCE
COMMITTEE MEETING
Santa Fe Irrigation District**

April 10, 2018
Santa Fe Irrigation District
5920 Linea del Cielo
Rancho Santa Fe, CA 92067

CALL MEETING TO ORDER

Chairperson King called the meeting to order at 8:40 a.m.

PRESENT: Chairperson Marlene King, Director David Petree, General Manager Michael Bardin, Administrative Services Manager Jeanne Deaver, and Executive Assistant Kim Johnson

ORAL COMMUNICATIONS

None

ACTION AND DISCUSSION ITEMS

1. APPROVAL OF FEBRUARY 6, 2018 MEETING MINUTES

The Committee approved the minutes as presented.

2. DIRECTORS' AND GENERAL MANAGER'S EXPENSE/REIMBURSEMENT

The Committee reviewed and approved the report as submitted. Chairperson King requested that the Expense/Reimbursement report be included in agenda materials after the fact for the months when the meeting is canceled for full transparency, or unavailable at the time the materials are prepared.

3. MONTHLY INVESTMENT TRANSACTION REPORT

The Committee reviewed and approved the monthly investment transaction report as submitted.

4. QUARTERLY TREASURER'S INVESTMENT REPORT

The Committee reviewed and approved as submitted. This quarterly report will be presented to the Board at their regular April meeting.

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5. CONSIDER AWARD OF A PROFESSIONAL SERVICES AGREEMENT FOR THE DISTRICT'S 2018 WATER COST OF SERVICE AND RATE STUDY

GM Bardin presented the item and he and ASM Deaver responded to questions from the Committee.

After discussion, the Committee agreed with staff's recommendation for Board approval and asked staff to move the item forward for full Board action at their regular April meeting.

6. REVIEW AND DISCUSS UPDATED OPEB VALUATION REPORT

ASM Deaver presented the item and responded to questions from the Committee. After discussion, the Committee concurred with staff's recommendation to receive and file the report, and asked staff to present the updated valuation to the Board at their regular April meeting for their consideration.

7. REVIEW DRAFT FY19 BUDGET

ASM Deaver presented the item and responded to questions from the Committee.

After a lengthy discussion, the Committee supported staff's recommendations to forward the item for full Board discussion at their regular April meeting.

8. CONSIDER CANCELING MAY ADMINISTRATIVE AND FINANCE COMMITTEE MEETING

Director Petree will be out of town and unable to attend, therefore, the May Administrative and Finance Committee meeting is canceled.

REPORTS

9. ADMINISTRATIVE SERVICES REPORT - None

10. GENERAL MANAGER'S REPORT

- 2018 Outreach Events Update
- AMR/Metering – Administrative Code Update

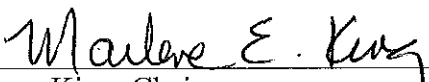
GM Bardin reported on the upcoming District events and noted that as a result of the automated metering program, the District Administrative Code will require updates for Board approval.

11. COMMITTEE MEMBERS' COMMENTS – None

INFORMATION ITEMS – None

ADJOURN

Chairperson King adjourned the meeting at 10:12 a.m.



Marlene King, Chairperson

