

**Agenda**  
Sacramento Suburban Water District  
**Finance & Audit Committee Meeting**

3701 Marconi Avenue, Suite 100  
Sacramento, CA 95821

Thursday, August 7, 2003  
8:00 a.m.

Persons who wish to comment on either agenda or non-agenda items should fill out a Comment Card and give it to the Director of Finance. The Committee Chair will call for comments at the appropriate time. Comments will be subject to reasonable time limits (3 minutes).

In compliance with the Americans with Disabilities Act, if you have a disability, and you need a disability-related modification or accommodation to participate in this meeting, then please contact the General Manager at 679-3974. Requests must be made as early as possible, and at least one-full business day before the start of the meeting.

**CALL TO ORDER**

**ROLL CALL**

**PUBLIC COMMENT**

This is an opportunity for the public to comment on non-agenda items within the subject matter authorities of the Committee. Comments are limited to 3 minutes.

**ITEMS FOR DISCUSSION AND ACTION**

- 1. Finance and Audit Committee Charter**  
The Committee will review a proposed Finance and Audit Committee charter, including the establishment of a regular meeting date and time. Recommended Committee action will be to adopt the charter.
  
- 2. 2004 Audit Engagement Letter with Richardson & Company, CPAs**  
The Committee will review the fiscal 2004 audit engagement letter from Richardson & Company, CPAs. Recommended Committee action will be to sign the engagement letter.

**3. District Reserve Policy**

The Committee will review a new District Reserve Policy. Recommended Committee action will be to approve the Policy for forwarding to the full Board for adoption.

**4. Arcade Water District Money Purchase Plan**

The Finance Director will review with the Committee the Arcade Water District Money Purchase Plan (Plan), updated to meet current legal requirements, and an "Interim Plan". Recommended Committee action will be to recommend to the full Board that the Plan be approved as updated and to terminate the Plan and distribute all of its assets to vested retirees of the Plan. Also, the Committee will be asked to recommend to the Board to terminate and distribute all "Interim Plan" assets to vested retirees of the "Interim Plan".

**5. Review of Complaint to be Filed with State Board of Accountancy**

The Committee will review a draft complaint to be filed with the State Board of Accountancy. Recommended Committee action will be to approve the complaint for filing with the State Board of Accountancy.

**INFORMATION ITEMS**

**1. District Treasurer's Report**

Management's Response/Project Tracking Report related to deficiencies cited in recent audits and those identified by staff.

Update on search for a new property and casualty insurance carrier.

**ADJOURNMENT**

**UPCOMING REGULAR BOARD MEETINGS:**

Monday, August 18, 2003 at 6:30 p.m.

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I certify that the foregoing agenda for the August 7, 2003 meeting of the Sacramento Suburban Water District Finance Committee was posted on August 1, 2003 on the office window at the Sacramento Suburban Water District office, 3701 Marconi

Avenue, Suite 100, Sacramento, California, and was made available to the public during normal business hours.

August 1, 2003  
Sacramento, California

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Robert S. Roscoe  
General Manager/Secretary  
Sacramento Suburban Water District