



**ADMINISTRATION & FINANCE COMMITTEE
MEETING MINUTES of
Tuesday, April 10, 2018, 4:00 p.m.
PV Water “Koenig” Conference Room**

Director Imazio called the meeting to order at 4:10 p.m.

1. Welcome and Introductions:

Committee members: Rosemarie Imazio (Chair), Robert Culbertson III (Vice-Chair),
Dwight Lynn (Absent)

Staff: Brian Lockwood, General Manager (GM), Teresa Delfino, Finance & Administrative Services
Manager (FASM), Nancy Trevino, Financial Analyst (FA)

Public: None

2. Director Comments: None

3. Public Comments: None

4. Consider Approving Minutes of previous (March 13, 2018) Committee Meeting: The Committee reviewed, and approved the Minutes from March 13, 2018 meeting by consensus.

5. Review and Consider Fedak & Brown Scope of Work for Title XVI Single Audit Reports: The Committee reviewed and considered the Scope of Work for Title XVI Single Audit Reports, and directed staff to move to the consent agenda of the 4/18/18 board meeting.

6. Review and Consider FY 2018-10 Preliminary Budget: The Committee reviewed and considered the 2018-19FY Preliminary Budget, and will make a recommendation to the Board for approval.

7. Review and Consider Resolution 2018-03 Modifying the Agency’s Water Rate Zones: The committee reviewed and considered Resolution 2018-03 Modifying the Agency’s Water Rate Zones, and directed staff to move to consent agenda of the 4/18/18 board meeting.

8. Receive Report on May 3, 2018 RWF Improvements Ribbon Cutting Event: GM provided an update on the event with anticipated cost of approximately \$2,500, and reviewed the invitation that will be sent out to elected officials, and public.

9. Review and Consider Accepting Financial Reports for February 2018: The Committee reviewed and accepted financial reports for February 2018.

10. Review and Consider Accepting Cash Flow Reports for March 2018: The Committee reviewed and accepted Cash Flow reports for March 2018 by consensus.

11. Review and Consider Accepting Quarterly Reports for March 2018: The Committee reviewed and accepted Quarterly Reports for March 2018 by consensus.

12. Discuss future agenda items and next meeting date: Next meeting date set for Tuesday, May 8, 2018, 4:00 p.m.
13. Meeting adjourned at 5:50 p.m.