



**ADMINISTRATION & FINANCE COMMITTEE
MEETING MINUTES of
Tuesday, June 11, 2019, 3:00 p.m.
PV Water “Koenig” Conference Room**

The meeting was called to order at 3:02 p.m.

1. Welcome and Introductions:

Committee members: Bob Culbertson (Chair), Don Bussey (Vice-Chair) (absent),
Amy Newell

Staff: Brian Lockwood, General Manager (GM), Nancy Trevino, Financial Analyst

2. Director Comments: None

3. Public Comments: None

4. Consider Approving Minutes of Previous Committee Meeting: Director Newell moved to approve the May 14, 2019 minutes; Director Culbertson seconded. The motion carried following voice vote.

5. Review and Consider Managed Security Assurance Agreement with ZAG Technical Services: Director Newell moved to recommend to Board for approval with inclusion in an Amount Not to Exceed \$100,000 for two years; Director Culbertson seconded. The motion carried following voice vote. Item will be moved to consent agenda of the June 19, 2019 board meeting.

6. Review and Consider Proposed Amendments to Agreement with Carollo Engineers for Basin Management Plan Implementation, Program Management Services, in an Amount Not to Exceed \$94,500: Director Newell moved to recommend to Board for approval of the proposed amendments to add the cost of service study in an amount Not to Exceed \$94,500, to include time extension through June 30, 2020; Director Culbertson seconded. The motion carried following voice vote.

7. Discuss a Process by which Directors could be Authorized to Attend, at Agency Expense, Conferences and Trainings: The committee discussed the process, and has directed staff to bring back next month the Travel and Expense Reimbursement Policy.

8. Review and Consider Cash Reserve Policy: Director Newell moved to accept the Cash Reserve Policy; Director Culbertson seconded. The motion carried following voice vote. Item will be moved to consent agenda of the June 19, 2019 board meeting.

9. Review and Consider Accepting Financial Reports: The Committee reviewed the Financial Reports and accepted them by consensus.

10. Review and Consider Accepting Cash Flow Reports: The Committee reviewed the Cash Flow Reports and accepted them by consensus.

11. Discuss Future Agenda Items: Travel and Expense Reimbursement Policy

12. Next Meeting Date: Next meeting date set for Tuesday, July 9, 2019, 3:00 p.m.

Adjournment at 5:10 p.m.