



**ADMINISTRATION & FINANCE COMMITTEE
MEETING MINUTES of
Tuesday, July 9, 2019, 3:00 p.m.
PV Water “Koenig” Conference Room**

The meeting was called to order at 3:05 p.m.

1. Welcome and Introductions:
Committee members: Bob Culbertson (Chair), Don Bussey (Vice-Chair),
Amy Newell
Staff: Brian Lockwood, General Manager (GM), Nancy Trevino, Financial Analyst (FA)
2. Director Comments: None
3. Public Comments: None
4. Consider Approving Minutes of Previous Committee Meeting: Director Newell moved to approve the June 11, 2019 minutes as amended; Director Culbertson seconded. The motion carried following voice vote.
5. Review and Consider Updating the Policy on Travel and Expense Reimbursement: After review and consideration, the committee decided to revisit next month with changes noted by GM.
6. Review and Consider Recharge Net Metering Program Rebate for Water Year 2017: The committee reviewed and considered with no action taken.
7. Review and Consider Quarterly Reports: The committee reviewed the Quarter Reports and accepted them by consensus.
8. Review and Consider Accepting Financial Reports: The Committee reviewed the Financial Reports and accepted them by consensus.
9. Review and Consider Accepting Cash Flow Reports: The Committee reviewed the Cash Flow Reports and accepted them by consensus.
10. Discuss Future Agenda Items: Revisit Travel and Expense Reimbursement Policy, Update on Tiered Rates Study Group.
11. Next Meeting Date: Next meeting date set for Tuesday, August 13, 2019, 3:00 p.m.

Adjournment at 4:37 p.m.