



ADMINISTRATION & FINANCE COMMITTEE
MEETING MINUTES of
Tuesday, November 12, 2019, 3:00 p.m.
PV Water “Koenig” Conference Room

The meeting was called to order at 3:10 p.m.

1. Roll Call of Committee Members:

Committee Members Present: Don Bussey, Amy Newell

Committee Members Absent: Culbertson

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

Others Present: None

2. Director Comments: None

3. Public Comments: None

4. Consider Approval of October 8, 2019 Meeting Minutes: Director Newell moved to approve the October 8, 2019 minutes; Director Bussey seconded. The motion carried following voice vote.

5. Discuss Formation of an Ad Hoc Funding committee: The Committee discussed the formation of an Ad Hoc Funding Committee, and Director New moved to make a recommendation to the Board as outlined by the GM; Director Bussey seconded. The motion carried following voice vote.

6. Receive Report on SCADA System Upgrade and Springbrook/SQL Server Upgrade: GM provided an updated on SCADA System and Springbrook/SQL Server Upgrade, the Committee accepted the report.

7. Review and Consider Agency Holiday Schedule: Director Newell moved to approve the Agency Holiday Schedule; Director Bussey seconded. The motion carried following voice vote.

8. Review and consider Preliminary Budget to Actual, 1st Quarter FY 2019-20: The Committee reviewed the Preliminary Budget to Actual, 1st Quarter FY 2019-20 and accepted by consensus.

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: Review CDS F-Pipeline Expansion Project related items.

12. Next Meeting Date: Next meeting date set for Tuesday, December 10, 2019, 3:00 p.m.

Adjournment at 4:25 p.m.