



**ADMINISTRATIVE/FINANCE COMMITTEE
MEETING MINUTES of
Tuesday, July 14, 2015, 4:00 p.m.
PVWMA Conference Room**

Meeting called to Order at 4:05 p.m.

1. Committee members: Rosemarie Imazio (Chair), Paul Faurot, Dwight Lynn (late arrival – 4:45p.m.)
Staff: Mary Bannister, General Manager (GM), Brian Lockwood, Senior Water Resource Hydrologist (SWRH), Teresa Delfino, Administrative Services Manager (ASM), Nancy Trevino, Financial Analyst (FA)

Public: Warren Koenig

2. Director Comments: None
3. Public Comments: None
4. Consider Approving Minutes of previous (June 9, 2015) Committee Meeting: The committee reviewed and approved minutes of the June 9, 2015 meeting by consensus.
5. Review and Consider Accepting Financial Reports for June 2015: The committee reviewed and accepted Financial Reports for June 2015 by consensus.
6. Review and Consider Accepting A/R Aging & Collections Update for June 2015: The committee reviewed and accepted A/R Aging & Collections Report for June 2015.
7. Review and Consider Accepting Preliminary Budget to Actual Report through May 2015: The committee reviewed and accepted the Preliminary Budget to Actual Report through May 2015.
8. Receive Quarterly Contract Commitments: The committee received and reviewed Quarterly Contract Commitments.
9. Receive Quarterly Billing Summary: The committee received and reviewed Quarterly Billing Summary.
10. Review and Consider Conflict of Interest Policy Update: The committee reviewed the Conflict of Interest Policy and will make a recommendation to the Board for approval.
11. Review and Consider K-1 Pipeline Construction Contract with Granite Construction: The committee reviewed the contract with Granite Construction, and will make a recommendation to the Board for approval.

12. Review and Consider K-1 Pipeline Engineering Services during Construction Scope of Services and Agreement with CH2M Hill: The committee reviewed the scope of services and agreement with CH2M Hill, and will make a recommendation to the Board for approval.
13. Discuss future agenda items and next meeting date: Tuesday, August 11, 2015, 4:00 p.m.
14. Meeting adjourned @ 5:00 p.m.