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**ADMINISTRATIVE/FINANCE COMMITTEE MEETING**  
**PVWMA Conference Room**  
**Wednesday, March 9, 2016, 4:00 p.m.**  
**MEETING AGENDA**

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1. Welcome and Introductions

Committee members: Rosemarie Imazio (Chair), Paul Faurot, Javier Zamora

Staff: Mary Bannister, General Manager, Teresa Delfino, Finance & Administrative Services Manager, Nancy Trevino, Financial Analyst

2. Director Comments

3. Public Comments

4. Consider Approving Minutes of previous (February 9, 2016) Committee Meeting

5. Review and Consider Accepting Financial Reports for February 2016

- Activity Report
- Investment Report
- Accounts Payable Report

6. Review and Consider Accepting A/R Aging and Collections update for February 2016

7. Review and Consider Accepting Preliminary Budget to Actual Report through January 2016

8. Discuss 2007 City of Watsonville Bond Refinance

9. Review and Discuss Draft Administrative Finance Bylaws

10. Discuss future agenda items and next meeting date – Wednesday, March 9, 2016, 4:00 p.m.

11. Adjourn