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ADMINISTRATION & FINANCE COMMITTEE MEETING

PV Water "Koenig" Conference Room Tuesday, September 12, 2017, 4:00 p.m. MEETING AGENDA

1. Welcome and Introductions

Committee members: Rosemarie Imazio (Chair), Don Bussey (Vice-Chair), Bob Culbertson Staff: Brian Lockwood, General Manager, Teresa Delfino, Finance & Administrative Services Manager, Nancy Trevino, Financial Analyst

- 2. Director Comments
- 3. Public Comments
- 4. Consider Approving Minutes of previous (August 15, 2017) Committee Meeting
- 5. Review and Consider Accepting Financial Reports for August 2017:
 - a. Activity Report
 - b. Investment Report
 - c. Accounts Payable Report
- 6. Review and Consider Accepting A/R Aging update for August 2017
- 7. Review and Consider Accepting Preliminary Budget to Actual Reports through June 2017
- 8. Review and Consider Covello Group Budget Augmentation and Time Extension for Construction Management Services for the Recycled Water Storage and Distribution Pump Station Improvements Project in an amount not to exceed \$40,000
- 9. Review and Consider No Cost Time Extensions for Basin Management Plan Water Conservation Programs: Erin McCarthy and Resources Conservation District of Santa Cruz County
- 10. Review and Consider Stale Dated Check Policy
- 11. Review and Consider Annual Reports for 2015 and 2016
- 12. Receive Update on Continuing Education Policy Development
- 13. Discuss future agenda items and next meeting date Tuesday, October 10, 2017, 4:00 p.m.
- 14. Adjourn

PV Water is a state-chartered local Agency formed "to efficiently and economically manage existing and supplemental water supplies in order to prevent further increase in, and to accomplish continuing reduction of, long-term overdraft and to provide and insure sufficient water supplies for present and anticipated needs within the boundaries of the Agency. It is anticipated that long-term overdraft problems may not be solved unless supplemental water supplies are provided. The water management Agency should, in an efficient and economically feasible manner, utilize supplemental water and available underground storage and should manage the groundwater supplies to meet the future needs of the basin." This agenda is subject to revision and may be amended prior to the scheduled meeting. If amended, a Final Agenda will be posted at the PV Water offices at 36 Brennan Street, Watsonville, 72 hours prior to the meeting. Copies of the Final Agenda will be available at the Board Meeting. This Agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) and the Ralph M. Brown Act (Cal. Govt. Code Sec. 54954.2). Persons requesting a disability-related modification or accommodation should contact PV Water at (831) 722-9292 during regular business hours, at least 24 hours prior to the time of the meeting.