



---

---

**ADMINISTRATION & FINANCE COMMITTEE MEETING**  
**PV Water “Koenig” Conference Room**  
**Tuesday, February 12, 2019, 4:00 p.m.**  
**MEETING AGENDA**

---

---

1. Welcome and Introductions

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

2. Director Comments

3. Public Comments

4. Consider Approval of January 15, 2019 Administration & Finance Committee Meeting Minutes

5. Review and Consider Administration and Finance Committee Bylaws

6. Review and Consider Proposed Budget Amendments for Fiscal Year 2018-19

7. Review and Consider Award of Contract to Pacific Infrastructure, Corp., for the Recycled Water Facility, Disk Filter Upgrade Project No. 30-63, in an Amount Not to Exceed \$2,570,310

8. Review and Consider Scope of Work and Budget with Covello, a Psomas Company, for the Recycled Water Facility, Disk Filter Upgrade Project No. 30-63, Construction Management Services, in an Amount Not to Exceed \$382,200

9. Review and Consider Scope of Work and Budget with SWCA, for the Recycled Water Facility, Disk Filter Upgrade Project No. 30-63, Environmental Services During Construction, in an Amount Not to Exceed \$59,585

10. Receive Update on Proposition 84 Drought Emergency Grant Funding and Potential Coastal Distribution System Expansion Project

11. Review and Consider Scope of Work and Budget with the Resource Conservation District of Santa Cruz County for Basin Management Plan Agricultural Water Conservation Program Technical Assistance in an Amount Not to Exceed \$410,741

12. Discuss Board and Committee Start Times

13. Review and Consider Accepting Financial Reports

- a. Preliminary Budget to Actual
- b. Activity Report
- c. Investment Report

14. Review and Consider Accepting Cash Flow Reports

- a. A/R Aging Update
- b. A/P Reports

15. Discuss future agenda items and next meeting date – Tuesday, March 12, 2019, 4:00 p.m.

16. Adjourn