



**ADMINISTRATION & FINANCE COMMITTEE
MEETING MINUTES of
Tuesday, October 13, 2020, 3:00 p.m.
Teleconference Meeting due to COVID-19**

The teleconference meeting was called to order at 3:00 p.m.

1. Roll Call of Committee Members:

Committee Members Present: Amy Newell, Bob Culbertson, Don Bussey
Staff Present: Brian Lockwood, General Manager (GM), Helen Rodriguez, Finance & Administrative Services Manager (FASM), Nancy Trevino, Financial Analyst (FA)
Public: John Kegebein, Christi Suchill, Jerry Busch, Erica Stanojevic

2. Director Comments: None

3. Public Comments: None

4. Consider Approval of September 8, 2020 Meeting Minutes: Director Newell moved to approve the September 8, 2020 minutes, Director Bussey seconded.

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Bussey**

Noes: **None**

Abstain: **None**

Absent: **None**

5. Consider Approval Scopes of Work and Cost Estimates for Services in support of the College Lake Integrated Resources Management Project, No. 30-39: GM Lockwood introduced this item. Following significant discussion, including comments from members of the public, Director Newell moved to make a recommendation to the Board for approval of the scopes of work and cost estimates as outlined below, Director Bussey seconded.

- a) ESA for Environmental Support Services (CEQA/Permitting/Adaptive Management Planning) in an amount not to exceed \$349,758:
- b) Smith & Associates for Appraisal Services in an amount not to exceed \$100,000:
- c) cbec inc., for Fish Passage Design & Modeling Services, in an amount not to exceed \$48,676:

The motion carried following roll call vote.

Ayes: **Culbertson, Newell, Bussey**

Noes: **None**

Abstain: **None**

Absent: **None**

6. **Review and Consider Amending Check Signing Policy:** Director Newell moved to make a recommendation to the Board for approval as amended, Director Bussey seconded.

The motion carried following roll call vote.

Ayes: **Culbertson, Newell, Bussey**

Noes: **None**

Abstain: **None**

Absent: **None**

7. **Review and Consider 2019 Annual Report:** The Committee reviewed the 2019 Annual Report, Director Newell to provide some minor edits.
8. **Review and Consider Accepting Quarterly Reports:** The Committee reviewed the Financial Reports and accepted them 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:** No items mentioned
12. **Next Meeting Date:** Next meeting date set for Tuesday, November 10, 2020, 3:00 p.m.

Adjournment at 4:48 p.m.