



**ADMINISTRATION & FINANCE COMMITTEE
MEETING MINUTES of
Tuesday, February 9, 2021, 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, Stephen Rider

Committee Members Absent: None

Staff Present: Brian Lockwood, General Manager (GM), Helen Rodriguez, Finance & Administrative Services Manager (FASM), Nancy Trevino, Financial Analyst (FA),

Others Present: Jennifer Ivey, Maddie Atkins, Lou Carella from Carollo Engineers

2. **Director Comments:** None

3. **Public Comments:** None

4. **Consider Approving Minutes of January 12, 2021 Committee Meeting:**

Action: Director Newell moved to approve the January 12, 2021 minutes; seconded by Director Rider. The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Rider**

Noes: **None**

Abstain: **None**

Absent: **None**

5. **Review and Consider 2021 Cost of Service Rate Study and Resolution No. 2021-05 Adopting Procedures for Public Hearing, Notice, and Protest Concerning Proposed Revisions to Augmentation Charge and Delivered Water Charge:**

Action: Director Newell made a motion to move both the 2021 Cost of Service Rate Study and Resolution No. 2021-05 Adopting Procedures for Public Hearing, Notice and Protest Concerning Proposed Revisions to Augmentation Charge and Delivered Water Charge to the Board Agenda; seconded by Director Rider.

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Rider**

Noes: **None**

Abstain: **None**

Absent: **None**

6. **Review and Consider Accepting Financial Reports:**

Action: Director Newell moved to accept the Financial Reports and place on the consent agenda for Board approval; seconded by Director Culbertson.

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Rider**

Noes: **None**

Abstain: **None**

Absent: **None**

7. **Review and Consider Accepting Cash Flow Reports:**

Action: Director Rider moved to accept the Cash Flow Reports and place on the consent agenda for Board approval; seconded by Director Newell.

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Rider**

Noes: **None**

Abstain: **None**

Absent: **None**

8. **Discuss Future Agenda Items and Next Meeting Date:** Schedule NHA Financial Advisors to present an over view of the bond process. Next meeting date set for Tuesday, March 9, 2021, 3:00 p.m.

Adjournment: 4:13 p.m.