



**ADMINISTRATION & FINANCE COMMITTEE
MEETING MINUTES of
Tuesday, June 8, 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: Bob Culbertson, Amy Newell, Stephen Rider

Committee Members Absent: None

Staff Present: Brian Lockwood, General Manager (GM), Helen Rodriguez, Finance & Administrative Services Manager (FASM)

2. **Director Comments:** Director Culbertson, PV Water's designated representative on the Santa Cruz County Zone 7 Flood Control and Conservation District, reported he has been appointed as an Alternate Director to the Pajaro Valley Regional Flood Management Agency Board of Directors.

3. **Public Comments:** None

4. **Consider Approving Minutes of May 11, 2021 Committee Meeting:**

Action: Director Newell moved to approve the May 11, 2021 minutes; Seconded by Director Rider.

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Rider**

Noes: **None**

Abstain: **None**

Absent: **None**

5. **Consider Proposed Final Budget for Fiscal Year 2021-2022:**

Committee received a report from staff on the Proposed Final Budget for Fiscal Year 2021-2022.

Staff noted the Board is scheduled to consider adoption of the final budget on June 16, 2021.

6. **Consider Cash Reserve Policy for Fiscal Year 2021-2022:**

Action: Director Rider moved to recommend the Board approve the Cash Reserve Policy for Fiscal Year 2021-2022 via the consent agenda; seconded by Director Newell.

The motion carried following roll call vote:

Ayes: **Culbertson, Rider, Newell**

Noes: **None**

Abstain: **None**

Absent: **None**

7. **Consider Resolution 2021-09 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges (Management Fees):**

Action: Director Newell moved to recommend the Board adopt Resolution 2021-09 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges (Management Fees) via the consent agenda; seconded by Director Rider.

The motion carried following roll call vote:

Ayes: **Culbertson, Rider, Newell**
Noes: **None**
Abstain: **None**
Absent: **None**

8. **Consider Managed Security Assurance Agreement with ZAG Technical Services in an amount not to exceed \$100,000 through June 30, 2023:**

Action: Director Rider moved to recommend the Board approve the Managed Security Assurance Agreement with ZAG Technical Services in an amount not to exceed \$100,000 through June 30, 2023; seconded by Director Newell.

The motion carried following roll call vote:

Ayes: **Culbertson, Rider, Newell**
Noes: **None**
Abstain: **None**
Absent: **None**

9. **Consider Accepting Financial Reports:**

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

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Rider**
Noes: **None**
Abstain: **None**
Absent: **None**

10. **Consider Accepting Cash Flow Reports:**

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

The motion carried following roll call vote:

Ayes: **Culbertson, Rider Newell**
Noes: **None**
Abstain: **None**
Absent: **None**

11. **Discuss Future Agenda Items and Next Meeting Date:** Add an item regarding the Governor's June 15 announcement concerning the reopening of California and how it pertains to teleconference meetings. Next meeting date set for Tuesday, July 13, 2021, 3:00 p.m.

Adjournment: 4:05 p.m.