



**ADMINISTRATION & FINANCE COMMITTEE
MEETING MINUTES of
Tuesday, July 13, 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), Nancy Trevino, Financial Analyst (FA)

2. **Director Comments:** None

3. **Public Comments:** None

4. **Consider Approving Minutes of June 8, 2021 Committee Meeting:**

Action: Director Newell moved to approve the June 8, 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 Approving Quarterly Reports:**

Action: Director Newell moved to approve the Quarterly 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, Newell, Rider**

Noes: **None**

Abstain: **None**

Absent: **None**

6. **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**

7. **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**

8. **Discuss Future Agenda Items and Next Meeting Date:** Teleconference or in-person meeting was discussed. The committee will plan for teleconference for August, and in-person starting in September. Next meeting date set for Tuesday, August 10, 2021, 3:00 p.m.

Adjournment: 3:40 p.m.