



**ADMINISTRATION & FINANCE COMMITTEE  
MEETING MINUTES of  
Tuesday, September 14, 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 (Chair), Stephen Rider (Vice Chair), Amy Newell

Committee Members Absent: None

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

2. **Director Comments:** None

3. **Public Comments:** None

4. **Consider Approving Minutes of August 10, 2021 Committee Meeting:**

**Action:** Director Newell moved to approve the August 10, 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 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**

6. **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, Newell, Rider**

Noes: **None**

Abstain: **None**

Absent: **None**

7. **Discuss Future Agenda Items and Next Meeting Date:** Review Cash Reserve Policy; Discuss potential of having a Federal or State lobbyist to represent Agency; Next meeting date set for Tuesday, October 12, 2021, 3:00 p.m.

Adjournment: 3:17 p.m.