



**ADMINISTRATION & FINANCE COMMITTEE
MEETING MINUTES of
Tuesday, October 13, 2021, 3:00 p.m.
Teleconference Meeting due to COVID-19**

The teleconference meeting was called to order at 3:05 p.m.

1. Roll Call of Committee Members:

Committee Members Present: Stephen Rider (Vice Chair), Amy Newell

Committee Members Absent: Bob Culbertson (Chair)

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

Others Present: Lidia Gutierrez, Gutierrez Consultants Inc. (Grant Consultant)

2. Director Comments: None

3. Public Comments: None

4. Consider Approving Minutes of September 14, 2021 Committee Meeting

Director Newell noted that Item 8 on the minutes is part of Item 7 and should be amended.

Action: Director Newell moved to approve the September 14, 2021 minutes as amended; Seconded by Director Rider.

The motion carried following roll call vote:

Ayes: **Newell, Rider**

Noes: **None**

Abstain: **None**

Absent: **Culbertson**

5. Receive Presentation on Upcoming Funding Opportunities and Benefits of Retaining a Lobbyist

GM Lockwood introduced Lidia Gutierrez of Gutierrez Consultants, Inc. Ms. Gutierrez presented current and anticipated funding opportunities, project funding needs, maximizing funding eligibility, and engaging lobbying services.

Action: Committee directed staff to research lobbying services and prepare RFPs.

6. Consider Amendment to Agreement with Errol L. Montgomery & Associates, Inc. for Groundwater Sustainability Plan – Alternative Update, Hydrologic and Facilitation Services

Action: Director Newell moved that the Committee recommend that the Board approve the amendment to the agreement with Errol L. Montgomery & Associates, Inc. for Groundwater Sustainability Plan – Alternative Update, Hydrologic and Facilitation Services in an amount not to exceed \$301,350; seconded by Director Rider.

The motion carried following roll call vote:

Ayes: **Newell, Rider**

Noes: **None**

Abstain: **None**

Absent: **Culbertson**

7. **Discuss Cash Reserve Policy**

GM Lockwood and FASM Rodriguez summarized the Cash Reserve Policy. Roundtable discussion ensued. The Committee took no action.

8. **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 Rider.

The motion carried following roll call vote:

Ayes: **Newell, Rider**

Noes: **None**

Abstain: **None**

Absent: **Culbertson**

9. **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: **Newell, Rider**

Noes: **None**

Abstain: **None**

Absent: **Culbertson**

10. **Discuss Future Agenda Items and Next Meeting Date**

Next meeting date set for Tuesday, November 9, 2021, 3:00 p.m. Annual versus Biennial contracted hydrological reports.

Adjournment: 4:37 p.m.