



**ADMINISTRATION & FINANCE COMMITTEE  
MEETING MINUTES of  
Tuesday, October 11, 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), Abel Sanchez (Vice Chair), Amy Newell

Committee Members Absent: None

Staff Present: Brian Lockwood, General Manager (GM), Nancy Trevino, Interim Finance & Administration Services Manager (IFASM)

Others Present: None

**2. Director Comments:** None

**3. Public Comments:** None

**4. Consider Approving Minutes of September 13, 2022 Committee Meeting:**

**Action:** Director Newell moved to approve the September 13, 2022 minutes; seconded by Director Sanchez.

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Sanchez**

Noes: **None**

Abstain: **None**

Absent: **None**

**5. Review and Consider Accepting Quarterly Reports:**

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

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Sanchez**

Noes: **None**

Abstain: **None**

Absent: **None**

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

Staff Reported on a recent compromised bank account.

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

The motion carried following roll call vote:

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

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

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

The motion carried following roll call vote:

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

8. **Discuss Future Agenda Items and Next Meeting Date:** Next meeting date set for Tuesday, November 8, 2022, 3:00 p.m.

Adjournment: 3:36 p.m.