



**ADMINISTRATION & FINANCE COMMITTEE
MEETING MINUTES of
Tuesday, June 7, 2022, 3:00 p.m.
Via Teleconference**

The meeting was called to order at 3:01 p.m.

1. Roll Call of Committee Members:

Committee Members Present: Abel Sanchez (Vice Chair), Amy Newell

Committee Members Absent: Culbertson (Chair)

Staff Present: Brian Lockwood, General Manager (GM), Laura Taay, Admin Analyst/Board Secretary

Others Present: None

2. Director Comments: None

3. Public Comments: None

4. Consider Approving Minutes of May 10, 2022 Committee Meeting:

Action: Director Newell moved to approve the May 10, 2022 minutes; seconded by Director Sanchez.

The motion carried following roll call vote:

Ayes: **Sanchez, Newell**

Noes: **None**

Abstain: **None**

Absent: **Culbertson**

5. Consider Proposed Final Budget for Fiscal Year Ending 2022-2023:

Action: Director Newell moved to make a recommendation to the Board to consider approval of the Proposed Final Budget for Fiscal Year Ending 2022-2023; seconded by Sanchez.

The motion carried following roll call vote:

Ayes: **Sanchez, Newell**

Noes: **None**

Abstain: **None**

Absent: **Culbertson**

6. Consider Resolution 2022-XX, Updating Cash Reserve Policy for Fiscal Year 2022-2023

Action: Director Newell moved to make a recommendation for the Administration/Finance Committee to approve Resolution 2022-XX, Updating Cash Reserve Police for Fiscal Year 2022-2023 and place the item on the Consent Agenda for Board approval; seconded by Director Sanchez.

The motion carried following the roll call vote:

Ayes: **Sanchez, Newell**

Noes: **None**

Abstain: **None**

Absent: **Culbertson**

7. Consider Resolution 2022-XX 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 make a recommendation for the Administration/Finance Committee to approve Resolution 2022-XX, Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges (Management Fees) and place the item on the Consent Agenda for Board approval; seconded by Director Sanchez.

The motion carried following the roll call vote:

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

8. Consider Amendment to Agreement with Jacobs Engineering Group for College Lake Integrated Resources Management Project – Treated Water Pipeline Design in an Amount Not to Exceed \$377,300

Action: Director Newell moved to make a recommendation to the Board to approve the Amendment to Agreement with Jacobs Engineering Group for College Lake Integrated Resources Management Project – Treated Water Pipeline Design in an amount not to exceed \$377,300; seconded by Director Sanchez.

The motion carried following the roll call vote:

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

9. Consider Accepting Financial Reports

Action: Director Newell moved to accept the Financial Reports and place them on the Consent Agenda for Board approval; seconded by Director Sanchez.

The motion carried following the roll call vote:

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

10. Consider Accepting Cash Flow Reports

Action: Director Newell moved to accept the Cash Flow Report and place them on the Consent Agenda for Board approval; seconded by Director Sanchez.

The motion carried following the roll call vote:

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

11. Discuss Future Agenda Items and Next Meeting Date:

Next meeting date set for Tuesday, July 12, 2022, 3:00 p.m.

Adjourned at 3:31 p.m.