



ADMINISTRATION & FINANCE COMMITTEE
MEETING MINUTES of
Tuesday, April 11, 2023, 3:00 p.m.
PV Water, 36 Brennan Street, Watsonville

The 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
Staff Present: Brian Lockwood, General Manager (GM), Nancy Trevino, Finance & Administration
Services Manager (FASM)
Others Present: Craig Hill and Christian Sprunger, NHA Advisors

2. **Director Comments: None**

3. **Public Comments: None**

4. **Consider Approving Minutes of March 7, 2023 Committee Meeting:**

Action: Director Sanchez moved to approve the March 7, 2023 minutes; seconded by Director Newell.

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Sanchez**

Noes: **None**

Abstain: **None**

Absent: **None**

5. **Consider Authorization of the Issuance of the 2023 Certificates of Participation to Finance a portion of the Cost of the College Lake Integrated Resources Management Project:**

Presentation was provided by NHA advisors, Craig Hill and Christian Sprunger.

Action: After extended question and answer session, and further discussion, Director Newell moved to recommend that the Board approve the enclosed "Resolution of the Board of Directors of the Pajaro Valley Water Management Agency Authorizing the Execution, Delivery and Sale of Water Revenue Certificates of Participation to Finance Capital Improvement Projects, and Approving Related Documents and Actions," and further, to also recommend that the Corporation Board approve the enclosed Resolution of the Board of Directors of the Pajaro Valley Water Management Agency Financing Corporation Authorizing the Execution, Delivery and Sale of Water Revenue Certificates of Participation to Finance Capital Improvement Projects of the Pajaro Valley Water Management Agency, and Approving Related Documents and Actions; seconded by Director Sanchez.

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Sanchez**

Noes: **None**

Abstain: **None**

Absent: **None**

6. Consider Policy on Aromas Water District Annexation Service Extension Requests:

GM Lockwood presented a draft policy on Aromas Water District Annexation service as was requested by the board during their 3/15/23 board meeting. Director Newell recommended several changes to the draft policy.

Action: Director Sanchez moved to recommend the Board approve the policy as amended; seconded by Director Newell.

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Sanchez**

Noes: **None**

Abstain: **None**

Absent: **None**

7. Consider Preliminary Budget for Fiscal Year Ending June 30, 2024:

Action: After discussion, Director Newell moved to recommend the Board adopt the Preliminary Budget for Fiscal Year Ending June 30, 2024; seconded by Director Sanchez.

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Sanchez**

Noes: **None**

Abstain: **None**

Absent: **None**

8. Consider Accepting Quarterly Reports:

Action: Director Sanchez moved to accept the Quarterly Reports and recommend the Board approve, and place on the consent agenda; seconded by Director Newell.

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Sanchez**

Noes: **None**

Abstain: **None**

Absent: **None**

9. Consider Accepting Financial Reports:

Action: Director Newell moved to accept the Financial Reports and recommend the Board approve, and place on the consent agenda; seconded by Director Sanchez.

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Sanchez**

Noes: **None**

Abstain: **None**

Absent: **None**

10. Consider Accepting Cash Flow Reports:

Action: Director Newell moved to accept the Cash Flow Reports and recommend the Board approve, and place on the consent agenda; seconded by Director Sanchez.

The motion carried following roll call vote:

Ayes: **Culbertson, Newell, Sanchez**

Noes: **None**

Abstain: **None**

Absent: **None**

11. **Discuss Future Agenda Items and Next Meeting Date:** Preliminary Budget for Fiscal Year 2023-24, Proposed Amended Budget for Fiscal Year 2022-23. The next regular meeting date is set for Tuesday, May 9, 3:00 p.m.

Adjournment: 4:59 p.m.