PAJARO VALLEY WATER MANAGEMENT AGENCY

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ADMINISTRATION & FINANCE COMMITTEE MEETING MINUTES of Tuesday, May 12, 2026, 3:00 p.m. PV Water, 36 Brennan Street, Watsonville

Director Culbertson called the meeting to order at 3:01 p.m.

1. **Roll Call of Committee Members**:
   Committee Members Present: Bob Culbertson (Chair), Nolberto Hernandez (Vice Chair), Stephen Rider
   Committee Members Absent: None
   Staff Present: Brian Lockwood, General Manager (GM), Nancy Trevino (FASM), Priscilla Sanchez (FA), Corin Hammond (EA/BS)
   Other Attendees: Robert Rodoni

2. **Director Comments:** None

3. **Public Comments:** None

4. **Consider Approval of March 10, 2026, Administration & Finance Committee Meeting Minutes:**

   Action: Director Rider moved to approve the March 10, 2026, meeting minutes; seconded by Director Hernandez.

   The motion carried following vote:

   Ayes: **Culbertson, Hernandez, Rider**
   Noes: **None**
   Abstain: **None**
   Absent: **None**

5. **Consider Proposed Final Budget for Fiscal Year Ending June 30, 2027:**
   GM Lockwood reported that the Preliminary FY 26-27 Budget staff presented to the Committee in April is unchanged (pgs. 7-10 of 33, Agenda Packet).

   Action: No Action Taken

6. **Consider Proposed Revisions to Employee Handbook:**
   GM Lockwood summarized proposed changes to the Employee Handbook (pg. 11 of 33, Agenda Packet). Roundtable discussion ensued.

Action: Director Hernandez moved to recommend the Board approve the proposed revisions to the Employee Handbook; seconded by Director Rider.

The motion carried following vote:

Ayes: **Culbertson, Hernandez, Rider**
Noes: **None**
Abstain: **None**
Absent: **None**

7. **Consider 2024 Annual Report and Annual Reporting Requirements:**
GM Lockwood provided background information concerning the various annual reports required to be completed by staff and suggested the PV Water Board could direct staff to consolidate the "Agency Act" annual report the "Sustainable Groundwater Management Act (SGMA)" annual report, which is more robust, going forward (pgs. 12-13 of 33, Agenda Packet).

Action: Director Rider moved to recommend the Board both approve the 2024 Annual Report and direct staff to consolidate the Agency Act and SGMA annual reports going forward; seconded by Director Hernandez.

The motion carried following vote:

Ayes: **Culbertson, Hernandez, Rider**
Noes: **None**
Abstain: **None**
Absent: **None**

8. **Consider Accepting Quarterly Reports:**
FASM Trevino presented the Quarterly Reports as of March 31,2026 that consisted of the Contract Commitments, Budget to Actual, and the Account Aging over 120 Days (pgs. 14-22 of 33, Agenda Packet). Roundtable discussion ensued.

Action: Director Rider moved to accept the financial reports and recommend the Board approve them; seconded by Director Hernandez.

The motion carried following vote:

Ayes: **Culbertson, Hernandez, Rider**
Noes: **None**
Abstain: **None**
Absent: **None**

9. **Consider Accepting Financial Reports:**
FASM Trevino reported PV Water's cash position as of March 31, 2026, with a Total Month End Fund balance of $29,635,551 (pgs. 23-24 of 33, Agenda Packet). Roundtable discussion ensued.

Action: Director Rider moved to accept the financial reports and recommend the Board approve them; seconded by Director Hernandez.

The motion carried following vote:

Ayes: **Culbertson, Hernandez, Rider**
Noes: **None**
Abstain: **None**
Absent: **None**

10. **Consider Accepting Cash Flow Reports:**
FASM Trevino presented the Cash Flow Reports (pgs. 25-33 of 33, Agenda Packet) and noted the outstanding Accounts Receivable balance as of April 30, 2026, was $1,436,906. Internal collection efforts continue to secure payment from delinquent customers. FASM Trevino also reported on check and ACH payments issued in April. Roundtable discussion ensued.

Action: Director Hernandez moved to accept the cash flow reports and recommend the Board approve them; seconded by Director Rider.

The motion carried following vote:

Ayes: **Culbertson, Hernandez, Rider**
Noes: **None**
Abstain: **None**
Absent: **None**

11. **Discuss Future Agenda Items and Next Meeting Date:** GM Lockwood suggested future items to include: the Final Budget for FY26-27 and the Amended Budget for FY25-26. The next regular meeting date is Tuesday, June 9, 2026.

Adjournment: 3:45 p.m.