PAJARO VALLEY WATER MANAGEMENT AGENCY

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ADMINISTRATION & FINANCE COMMITTEE MEETING MINUTES of Tuesday, September 8, 2026, 3:00 p.m. PV Water, 36 Brennan Street, Watsonville

Director Culbertson called the meeting to order at 3:03 p.m.

1. **Roll Call of Committee Members:**

   Committee Members Present: Bob Culbertson (Chair), Nolberto Hernandez (Vice Chair)
   Committee Members Absent: Stephen Rider (excused absence)
   Staff Present: Brian Lockwood, General Manager (GM), Nancy Trevino (FASM), Burcu Mousa (FASM), Priscilla Sanchez (FA), Corin Hammond (EA/BS)
   Other Attendees: Robert Rodoni (Public)

2. **Director Comments:** None

3. **Public Comments:** None

4. **Consider Approval of August 11, 2026, Administration & Finance Committee Meeting Minutes:**

   Action: Director Hernandez moved to approve the August 11, 2026, meeting minutes; seconded by Director Culbertson (pgs. 3-5 of 46, Agenda Packet).

   The motion carried following vote:

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

5. **Consider Agreement with Mike Podlech, Aquatic Ecologist, for College Lake Project Fisheries, Invasive Species, and Water Right Support Services, in an amount not to exceed $28,260:**
   GM Lockwood provided background information and explained the scope of work for the proposed time and materials agreement with Mr. Podlech, who previously completed work and tasks in support of the College Lake Project (pgs. 6-27 of 46, Agenda Packet). The proposed agreement now includes invasive species surveying, a requirement of the College Lake Adaptive Management Plan. Roundtable discussion ensued.

Action: Director Hernandez moved to approve the agreement with Mike Podlech, Aquatic Ecologist, for College Lake Project Fisheries, Invasive Species, and Water Right Support Services, in an amount not to exceed $28,260, and recommend the Board approve it; seconded by Director Culbertson.

The motion carried following vote:

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

6. **Consider Resolution 2026-12, Association of California Wager Agencies' (ACWA) Vision for Our Water Future:**
GM Lockwood presented the statewide initiative led by ACWA to bring together member agencies to elevate water as a critical resource for state leaders to strengthen California's water system (pgs. 28-35 of 46, Agenda Packet). Mr. Rodoni asked about the cost the Agency pays to be a member of ACWA. Roundtable discussion ensued.

Action: Director Hernandez moved to accept Resolution 2026-12, Association of California Wager Agencies' (ACWA) Vision for Our Water Future, and recommend the Board approve it; seconded by Director Culbertson.

The motion carried following vote:

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

7. **Receive Update on Springbrook Software:**
GM Lockwood explained the Agency's decision to continue operating the on-premises version of Springbrook software in lieu of migrating to the cloud-based software solution as previously authorized by the Board in May of 2025 (pg. 36 of 46, Agenda Packet). Roundtable discussion ensued. No action was necessary.

Action: None Taken

8. **Consider Accepting Financial Reports:**
FASM Trevino reported PV Water's cash position as of July 31, 2026, with a Total Month End Fund balance of $33,161,983 (pgs. 37-38 of 46, Agenda Packet).

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

The motion carried following vote:

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

9. **Consider Accepting Cash Flow Reports:**
   FASM Trevino presented the Cash Flow Reports (pgs. 39-46 of 46, Agenda Packet) and noted the outstanding Accounts Receivable balance as of August 31, 2026, was $930,976. Internal collection efforts continue to secure payment from delinquent customers. FASM Trevino also reported on check and ACH payments issued in August.

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

   The motion carried following vote:

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

10. **Discuss Future Agenda Items and Next Meeting Date:** The Committee suggested no future agenda items. The next regular meeting date is Tuesday, October 13, 2026.

    Adjournment: 3:46 p.m.