



## **ADMINISTRATIVE/FINANCE COMMITTEE MEETING**

**PVWMA Conference Room  
Tuesday, January 18, 2011, 11:00 a.m.**

1. Welcome and Introductions

Committee members: Dennis Osmer (Chair), Mike Dobler, Rosemarie Imazio

Staff: Mary Bannister, General Manager, Mark Harvey, Administrative Services Manager,  
Nancy Trevino, Financial Analyst

2. Director Comments

3. Public Comments

4. Approve minutes of previous (December 10, 2010) Committee Meeting

5. Review and Accept Financial Reports for December 2010

- Account Activity Report
- Investment Report
- Accounts Payable – Checks by Date Summary by Vendor Account
- Billing summary – December 2010
- Collections Update Review
- Contract Commitments

6. Consider time extension of contract with Gutierrez Consultants for Proposition 50 Grant Program Administration

7. Receive Grants update

8. Receive update on Springbrook software upgrade

9. Discuss future agenda items and next meeting date

10. Adjourn