



ADMINISTRATIVE/FINANCE COMMITTEE MEETING
PVWMA Conference Room
Wednesday, February 9, 2011, 1:00 p.m.
MINUTES

Meeting called to Order at 1:00 p.m.

1. Committee members: Rosemarie Imazio, Dwight Lynn, Salvador Vasquez
Staff: Mary Bannister, General Manager, Mark Harvey, Administrative Services Manager, Nancy Trevino, Financial Analyst
Public: Joe Pendry
2. Select Committee Chair: Rosemarie Imazio elected Chair by default, Dwight Lynn moved for approval.
3. Director Comments: New members Dwight Lynn, and Salvador Vasquez requested listing of vendors with brief explanation to the nature of expense.
4. Public Comments: No comments.
5. Approval of Minutes: The committee approved the January 18, 2011 meeting minutes by consensus.
6. Review and Accept Financial Reports for January, 2011: The committee reviewed the financial reports, and approved by consensus.
7. Review Budget to Actual Report for 6 months ended December 31, 2010: The committee reviewed the Budget to Actual Report, and approved by consensus.
8. Review proposed resolution for the amendment to the Agency's Deferred Compensation (457) Plan Agreement: The committee reviewed the resolution of amendment, and recommended approval to the Board by consensus.
9. Consider proposal by Freitas + Freitas for engineering services for J Pipeline South Booster Pump Station: The committee reviewed the proposal by Freitas + Freitas, and recommended approval to the Board requesting additional information be provided regarding anticipated cost savings to the Agency.
10. Discuss future agenda items and next meeting date: Committee agreed meetings to be held on the second Tuesday of every month at 12:30 p.m., with next meeting scheduled for March 8, 2011 at 12:30 p.m.
11. Adjourned at: 2:00 p.m.