



ADMINISTRATIVE/FINANCE COMMITTEE MEETING
PVWMA Conference Room
Tuesday, April 10, 2012, 10:00 a.m.

Meeting called to Order at 10:10 a.m.

1. Committee members: Rosemarie Imazio (Chair), Dwight Lynn; Salvador Vasquez

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

Public: Joe Pendry, Rich Persoff
2. Director Comments: None.
3. Public Comments: Joe Pendry stated he would address his comments at time A/R Aging Report is discussed.
4. Approval of Minutes: The committee reviewed and approved minutes of the March 13, 2012, meeting by consensus.
5. Review and Accept Financial Reports for March 2012: The committee reviewed the financial reports, and approved by consensus.
6. Receive update on COW Debt Service Reconciliation: General Manager provided committee with an update on COW debt service reconciliation.
7. Receive Presentation from Rabobank: A presentation and proposal of services was provided by Rabobank representatives, Jerry Legg and Katie Mahan. Committee requested an RFP be established, allowing other banks to participate in providing a proposal of banking services.
8. Review Preliminary Budget for FY 2012-2013: Committee reviewed the Preliminary Budget for FY 2012-2013.
9. Receive update on Annual Audit: General Manager provided committee with an update on the Annual Audit stating completion of the FY10-11 has been postponed until COW debt service reconciliation is complete and resolved.
10. Review Responses to Auditor RFP for FYE June, 2012: Administrative Services Manager provided update on 4 of 11 firms that responded to RFP, and that responses would be accepted through April 20, 2012.

11. Review Resolution Consenting to Joining of ACWA/JPIA Health Benefits Programs: Resolution was reviewed by Committee with recommendation to move forward with completing prior to deadline date as outlined in notification.
12. Discuss Future Agenda Items and Next Meeting Date: Next meeting is to be decided.
13. Adjourned at: 11:45 a.m.