



PAJARO VALLEY WATER MANAGEMENT AGENCY

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ADMINISTRATIVE/FINANCE COMMITTEE MEETING

**PVWMA Conference Room
Tuesday, May 14, 2013, 12:30 p.m.**

1. Welcome and Introductions

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

Staff: Mary Bannister, General Manager, Teresa Delfino, Administrative Services Manager,
Nancy Trevino, Financial Analyst

2. Director Comments

3. Public Comments

4. Approve Minutes of previous (April 9, 2013) Committee Meeting

5. Review and Accept Financial Reports for April 2013

- Account Activity Report
- Investment Report
- Accounts Payable Report

6. Review and Accept A/R Aging and Collections update

7. Review and Accept Budget to Actual Report through March 2013

8. Review Responses to Bartlett, Pringle, Wolf Management Letter dated November 5, 2012

9. Discuss Personnel Policy Manual Updates for 2013

10. Discuss Preliminary Budget Updates for 2013-2014

11. Discuss future agenda items and next meeting date

12. Adjourn