



**ADMINISTRATIVE/FINANCE COMMITTEE  
MEETING MINUTES of  
Tuesday, September 15, 2015, 4:00 p.m.  
PVWMA Conference Room**

Meeting called to Order at 4:10 p.m.

1. Committee members: Rosemarie Imazio (Chair), Paul Faurot (Absent), Dwight Lynn  
Staff: Mary Bannister, General Manager (GM), Brian Lockwood, Senior Water Resource Hydrologist (SWRH), Teresa Delfino, Administrative Services Manager (ASM), Nancy Trevino, Financial Analyst (FA)

Public: None

2. Director Comments: None
3. Public Comments: None
4. Consider Approving Minutes of previous (August 11, 2015) Committee Meeting: The committee reviewed and approved minutes of the August 11, 2015 meeting by consensus.
5. Review and Consider Accepting Financial Reports for August 2015: The committee reviewed and accepted Financial Reports for August 2015 by consensus.
6. Review and Consider Accepting A/R Aging & Collections Update for August 2015: The committee reviewed and accepted A/R Aging & Collections Report for August 2015.
7. Review and Consider Accepting Preliminary Budget to Actual Report through June 2015: The committee reviewed and accepted the Preliminary Budget to Actual Report through June 2015.
8. Receive and Consider SWCA Scope of Services for Recycled Water Storage and Distribution Pump Improvements Environmental Services: SWRH presented the Scope of Services from SWCA, committee had concerns with the cost for the size of project, and asked to bring back to special board meeting scheduled for 9/30/15 for full board review.
9. Review and Consider SWCA Scope of Services for K1 Pipeline Environmental: The committee reviewed the Scope of Services, and asked to bring back to board meeting scheduled for 9/23/15 for full board review.
10. Review and Consider cbec Ecoengineer Scope of Services for College Lake Flow Study: The committee reviewed the Scope of Services, and asked to bring back to board meeting scheduled for 9/23/15 for full board review.

11. Review and Consider Santa Cruz County Resource Conservation District Scope of Services for Drought Response Irrigation Program: The committee reviewed the Scope of Services, noting that the services are grant reimbursable; they will make a recommendation to the Board for approval.
12. Discuss future agenda items and next meeting date: October 13, 2015, 4:00 p.m.
13. Meeting adjourned @ 5:20 p.m.