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**ADMINISTRATION & FINANCE COMMITTEE MEETING**  
**PVWMA Conference Room**  
**Wednesday, March 15, 2017, 4:00 p.m.**  
**MEETING AGENDA**

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1. Welcome and Introductions  
Committee members: Rosemarie Imazio (Chair), Don Bussey  
Staff: Brian Lockwood, Interim General Manager, Teresa Delfino, Finance & Administrative Services Manager, Nancy Trevino, Financial Analyst
2. Director Comments
3. Public Comments
4. Consider Approving Minutes of previous (February 14, 2017) Committee Meeting
5. Review and Consider Accepting Financial Reports for February 2017:
  - a. Activity Report
  - b. Investment Report
  - c. Accounts Payable Report
6. Review and Consider Accepting A/R Aging update for February 2017
7. Review and Consider Accepting Preliminary Budget to Actual Report through January 2017
8. Discuss FY 2017-2018 Draft Preliminary Budget
9. Review and Consider Travel and Expense Reimbursement Policy
10. Discuss Auditing Services Request for Proposals Process
11. Discuss Delivered Water Service Area Rate Zones
12. Discuss future agenda items and next meeting date – Tuesday, April 11, 2017, 4:00 p.m.
13. Adjourn