



Setting Standards of Excellence in Public Service

**MINUTES
FINANCE AND ADMINISTRATION COMMITTEE MEETING
SPECIAL COMMITTEE MEETING
Monday, October 1, 2018 – 10 a.m.
7811 University Avenue, La Mesa, CA 91942-0427**

1. Chair Verbeke called the Finance and Administration Committee meeting to order at 10 a.m. Chair Verbeke and Vice Chair McMillan were present.

Staff present: Lugo, Bryant, Masterson, Lemke and Annett.

Others present: No customers were present

2. There were no additions or deletions to the agenda. The agenda was approved through general consensus of the committee.
3. General Manager Carlos V. Lugo introduced Accountant William A. Lemke. Director of Administrative Services Jennifer C. Bryant provided a brief introduction to the draft audit report and introduced audit partner Phillip M. White of Vavrinek, Trine, Day & Company, LLP. Mr. White detailed the draft audit report and answered all questions with the assistance of Ms. Bryant and Mr. Lugo. Vice Chair McMillan requested Mr. White provide information to the board regarding several draft audit report topics at the October 17, 2018 board meeting.
4. The next committee meeting will be on December 12, 2018 at 9 a.m.
5. Chair Verbeke adjourned the meeting at 10:54 a.m.

A handwritten signature in blue ink, reading "DeAna R. Verbeke", is written over a horizontal line.

DeAna R. Verbeke, Chair

ATTEST:

A handwritten signature in blue ink, reading "Lorri S. Annett", is written over a horizontal line.

Lorri S. Annett, Assistant Board Secretary