

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE MONTE VISTA WATER DISTRICT**

**March 23, 2022**

**DIRECTORS PRESENT**

Sandra Rose, President  
G. Michael Milhiser, Vice President  
Manny Martinez, Board Auditor  
Philip Erwin, Director  
Tony Lopez, Director

**DIRECTORS ABSENT**

None.

**STAFF PRESENT**

Justin Scott-Coe, General Manager  
Andrew Gagen, Legal Counsel  
Kari Vozenilek, Legal Counsel  
Stephanie Reimer, Assistant General Manager/Chief Financial Officer  
A. William Schwartz, Director of Engineering, Operations, & Maintenance  
Betty Conti, Human Resources & Risk Manager  
John Hughes, Water Operations Manager  
Leah Nazaroff, Accounting Manager  
Juan Ventura, Customer Service & Information Technology Manager  
Brandi Goodman-DeCoud, Executive Assistant II

**OTHERS IN ATTENDANCE**

None.

**ITEM 1: CALL TO ORDER/FLAG SALUTE**

President Rose called the meeting to order at 6:30 p.m.

President Rose led those assembled in the Flag Salute.

**ROLL CALL**

Mr. Gagen stated that the Board of Directors (Board) meeting of the Monte Vista Water District (District) will be conducted consistent with the provisions in Government Code section 54953(e), as recently amended by Assembly Bill 361, and pursuant to District Resolution. Each director confirmed their attendance and ability to hear the proceedings. Other attendees confirmed they could hear each director. The directors and staff were reminded that any votes taken during the portion of the meeting when Board members or the public are participating remotely must be taken by roll call vote. President Rose provided brief instructions on appropriate conduct during the meeting.

**ITEM 2: PUBLIC COMMENT/OPEN FORUM**

None.

**ITEM 3: AGENDA CHANGES/ADDITIONS**

Mr. Scott-Coe noted that Stephanie Reimer, Assistant General Manager/Chief Financial Officer, will be presenting for Item 5C, and added that the Engineering Committee met on Tuesday, April 22, 2022, and recommended Board approval of staff recommendations for Items 4C, 4D, 4E, 4F, and 4G on the Consent Calendar.

**ITEM 4: CONSENT CALENDAR**

Upon motion by Vice President Milhiser, seconded by Director Lopez, and unanimously carried:

<b>M22-03-04</b>	
<b>MOVED:</b> Approve the Consent Calendar, as by roll call vote:	
A. Meeting minutes of March 9, 2022	
B. Monthly Financial Reports - January 2022	
C. G.M. Sager Construction, Inc., Contract Renewal	
D. I-10 Freeway Widening Project	
E. Reservoir 4 Repair Recoating Project	
F. PRV Station PLC's and Pressure Monitoring Project	
G. Plant 34 Wellhead Treatment Project	
H. Resolution 809-22: Reauthorizing Remote Meetings	
President Rose	aye
Vice President Milhiser	aye
Board Auditor Martinez	aye
Director Erwin	aye
Director Lopez	aye

**ITEM 5: DISCUSSION AND/OR ACTION ITEMS**

**A. Resolution 810-22: Commending Tom Thomas for a Lifetime of Distinguished and Dedicated Service**

Mr. Scott-Coe provided brief comments on the distinguished life of Mr. Thomas and his legacy of service in the Upland community and local region, and announced that a Celebration of Life will be held on April 23<sup>rd</sup> at the Thomas home from 1-4 p.m.

Vice President Milhiser spoke of his fond memories of Mr. Thomas and expressed his sentiments to his family.

President Rose expressed condolences to the family.

Upon motion by Vice President Milhiser, seconded by Director Erwin, and unanimously carried:

<b>M22-03-05</b>	
<b>MOVED:</b> Adopt Resolution 810-22, commending Tom Thomas for a distinguished life of service, as by roll call vote:	
President Rose	aye
Vice President Milhiser	aye
Board Auditor Martinez	aye
Director Erwin	aye
Director Lopez	aye

## B. Notice of Award: Independent Auditing Services

Ms. Nazaroff provided a brief presentation in support of staff's recommendation.

Vice President Milhiser inquired if there was any regulatory requirement to change firms after a specific time period. Ms. Reimer confirmed the regulatory requirement is to change the manager and partner every five years.

Director Erwin explained the Finance Committee meeting recommendation to the Board to use a new audit firm after Fiscal Year Ending 2024 in order to exercise best practice and public transparency.

Upon motion by Vice President Milhiser, seconded by Director Erwin, and unanimously carried:

### M22-03-06

**MOVED:** Authorize the board president and general manager to enter into a contract with Fedak & Brown, LLP for a not-to-exceed amount of \$99,960 to provide independent auditing services through Fiscal Year Ending 2024, as by roll call vote:

President Rose	aye
Vice President Milhiser	aye
Board Auditor Martinez	aye
Director Erwin	aye
Director Lopez	aye

## C. Enterprise Resource Planning Software Upgrade Project

Ms. Reimer provided a brief report in support of staff's recommendation.

Director Erwin stated that the Finance Committee acknowledged staff's hard work on this project.

Vice President Milhiser inquired if the contract term for 20 years includes support of the product. Ms. Reimer confirmed that the contract would be perpetual and if a particular product is sunsetted, Tyler Technologies offers to transition the sunsetted product to the new product without having to buy the new software.

Upon motion by Director Erwin, seconded by President Rose, and unanimously carried:

### M22-03-07

**MOVED:** Authorize staff to enter into contract negotiation with Tyler Technologies for the conversion, training, and implementation of a new Enterprise Resource Planning software, as by roll call vote:

President Rose	aye
Vice President Milhiser	aye
Board Auditor Martinez	aye
Director Erwin	aye
Director Lopez	aye

## ITEM 6: GENERAL MANAGER'S REPORT

In addition to his written report, Mr. Scott-Coe briefed the Board on issues and activities of the past two weeks. Topics covered include the Engineering Committee meeting request to address backflow, COVID-19 public health emergency, the statewide drought emergency, remote teleconferencing discussion item agendaized for the next regularly scheduled Board meeting, Chino Champion joint ad promoting ways to save water, the proposed Montclair City Council public hearing regarding paving restorations due to excavations, and the annual employee event.

## ITEM 7: INFORMATION ITEMS

Information items were included in the agenda packet.

**ITEM 8: BOARD COMMENTS (including reports on conferences/meetings attended at District expense)**

Director Erwin noted his attendance at the Finance Committee and Engineering Committee meetings, and his upcoming attendance at the Special District Leadership Academy in San Diego.

Director Lopez expressed his condolences to the Thomas family.

President Rose encouraged the public to support some of the local shelters noted in Mr. Thomas' obituary and noted her attendance with Mr. Scott-Coe at the Association of the San Bernardino Special Districts General Membership Meeting at Central Basco, and the Chino Basin Water Conservation District introduction of their new website providing a garden tour to the public.

**ITEM 9: CLOSED SESSION**

President Rose recessed the meeting to closed session at 7:17 p.m. to discuss:

**A. Conference with Legal Counsel – Existing Litigation (GC §54956.9[d][1])**

Case Number RCV 51010: CBMWD v. City of Chino et al.

**B. Conference with Legal Counsel – Anticipated Litigation (GC §54956.9[d][4])**

Number of Potential Cases: One

President Rose reconvened the meeting into open session at 8:17 p.m. and stated that no reportable action was taken.

**ITEM 10: ADJOURNMENT**

Upon motion by President Rose, seconded by Vice President Milhiser, and unanimously carried:

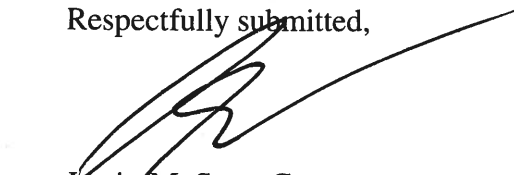
**M22-03-08**

**MOVED:** Approve to adjourn the meeting, as by roll call vote:

President Rose	aye
Vice President Milhiser	aye
Board Auditor Martinez	aye
Director Erwin	aye
Director Lopez	aye

There being no further business, President Rose adjourned the meeting at 8:18 p.m.

Respectfully submitted,



Justin M. Scott-Coe  
General Manager/Secretary