

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

August 2, 2022

DIRECTORS PRESENT

Manny Martinez, Board Auditor
Sandra Rose, President – Alternate

DIRECTORS ABSENT

Philip Erwin, Director – Chair

STAFF PRESENT

Justin Scott-Coe, General Manager
Stephanie Reimer, Assistant General Manager/Chief Financial Officer
Betty Conti, Human Resources and Risk Manager
Hilton Saenz, Distribution and Facilities Manager
Juan Ventura, Customer Service and Information Technology Manager
Leah Nazaroff, Accounting Manager
Brandi Goodman-Decoud, Executive Assistant II

OTHERS IN ATTENDANCE

None.

ITEM 1: CALL TO ORDER

President Rose called the meeting to order at 4:35 p.m.

ROLL CALL

Mr. Scott-Coe stated that the Finance Committee (Committee) of the Board of Directors (Board) of the Monte Vista Water District (District) meeting will be conducted consistent with the provisions in Government Code section 54953(e)(2). Each Committee member confirmed their attendance and ability to hear the proceedings. Other attendees confirmed they could hear each Committee member. The Committee members and staff were reminded that any votes taken during the teleconference portion of the meeting must be taken by roll call vote. General Manager Scott-Coe provided brief instructions on appropriate conduct during the meeting.

ITEM 2: PUBLIC COMMENT

None.

ITEM 3: AGENDA CHANGES/ADDITIONS

None.

ITEM 4: DISCUSSION AND/OR ACTION ITEMS

A. Meeting Minutes: May 31, 2022

Upon motion by Board Auditor Martinez, seconded by President Rose, and unanimously carried:

M22-08-01

MOVED: Approve as presented, as by roll call vote:

Board Auditor Martinez	aye
President Rose	aye

B. Enterprise Resource Planning Software Upgrade Contract Award

Ms. Stephanie Reimer provided an overview of the software in support of staff's recommendation.

Board Auditor Martinez expressed his appreciation for the cloud-based software, and requested clarification regarding the need for the transition. Ms. Reimer confirmed that the current software, Eden, is a sunsetted software beginning in 2027, thus creating the need to procure software.

Mr. Justin Scott-Coe commended staff on their efforts and believed this solution is best for District staff and customers.

President Rose inquired when the transition would begin following the signing of the contract. Mr. Juan Ventura stated that the exact timeframe is uncertain at this time and will coordinate with Tyler Technologies for a kick off meeting.

Upon motion by President Rose, seconded by Board Auditor Martinez, and unanimously carried:

M22-08-02

MOVED: Recommend that the Board of Directors award a contract to Tyler Technologies for the conversion, training, and implementation of a new Enterprise Resource Planning software for a not-to-exceed amount of \$290,061., as by roll call vote:

Board Auditor Martinez	aye
President Rose	aye

C. Security Guard Services

Mr. Hilton Saenz provided a brief presentation in support of staff's recommendation.

President Rose inquired if Vintage Group procures the security guard services through the District's signed contract. Mr. Saenz confirmed that the District directly contracts with the security firm.

Ms. Stephanie Reimer noted that staff is asking the Committee to recommend to the Board to transfer funds since the cost was not initially included in the Fiscal Year 2023 budget for security guard services.

Upon motion by President Rose, seconded by Board Auditor Martinez, and unanimously carried:

M22-08-03

MOVED: Recommend that the Board of Directors transfer \$59,280 from reserves to Fiscal Year Ending 2023 Amended Budget Account Number 568.400 – Professional Services for provision of security guard services, as by roll call vote:

Board Auditor Martinez	aye
President Rose	aye

ITEM 5: CHIEF FINANCIAL OFFICER'S REPORT (VERBAL)

Ms. Stephanie Reimer acknowledged a question regarding the use of returned property tax dollars from Director Erwin at a prior meeting and provided a brief report on the process of extra revenue related to Proposition 4, which provides the calculation adjustments using population and inflation. She also noted that staff will bring an item to the Committee concerning the implementation of Phase 1 demand reduction rates at the September Board meeting.

President Rose inquired if Vintage Group procures the security guard services through the District's signed contract. Mr. Saenz confirmed that the District directly contracts with the security firm.

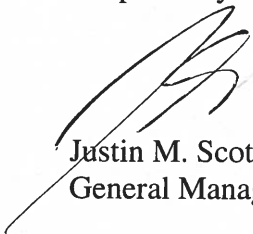
ITEM 6: ADJOURNMENT

Upon motion by Board Auditor Martinez, seconded by President Rose, and unanimously carried:

M22-08-04	
MOVED: Approved to adjourn the meeting, as by roll call vote:	
Board Auditor Martinez	aye
President Rose	aye

There being no further business, President Rose adjourned the meeting at 5:03 p.m.

Respectfully submitted,


Justin M. Scott-Coe
General Manager/Secretary