

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

October 26, 2022

The Board of Directors (Board) meeting of the Monte Vista Water District (District) was conducted consistent with the provisions in California Government Code section 54953(e), as amended by Assembly Bill 361 (2021), and pursuant to District Resolution.

**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  
Stephanie Reimer, Assistant General Manager/Chief Financial Officer  
Bill Schwartz, Director of Engineering, Operations, and Maintenance  
Betty Conti, Human Resources and Risk Manager  
Juan Ventura, Customer Service and Information Technology Manager  
Kelley Donaldson, Community Affairs Manager  
Leah Nazaroff, Accounting 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.

Director Erwin led those assembled in the Flag Salute.

**ITEM 2: ROLL CALL**

Ms. Brandi Goodman-DeCoud called roll call and noted all members of the Board as present.

Mr. Andrew Gagen reminded Directors 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.

**ITEM 3: PUBLIC COMMENT/OPEN FORUM**

None.

**ITEM 4: AGENDA CHANGES/ADDITIONS**

There were no agenda changes or additions.

**ITEM 5: CONSENT CALENDAR**

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

**M22-10-05**

**MOVED:** Approve the Consent Calendar, as by roll call vote:

- A. **Meeting Minutes of October 12, 2022:** Approve as presented.
- B. **Resolution 829-22: Commending Margaret Hamilton for Her Service with the Chino Basin Water Conservation District:** Adopt Resolution 829-22, commending Margaret Hamilton for her service as a member of the Chino Basin Water Conservation District Board of Directors.
- C. **Resolution 830-22: Commending Marc Grupposo for His Service with the Chino Basin Water Conservation District:** Adopt Resolution 830-22 commending Marc Grupposo for his service as a member of the Chino Basin Water Conservation District Board of Directors.

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

**ITEM 6: DISCUSSION AND/OR ACTION ITEMS**

**A. Notice of Award: Financial Master Plan Rate Study**

Ms. Stephanie Reimer provided a brief presentation in support of staff’s recommendation.

Gary Loughlin provided public comment indicating clarification to comments made at the Finance Committee meeting on October 19<sup>th</sup>, which addressed certain complex issues in the future. The clarifying comments provided via email were received and filed.

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

**M22-10-06**

**MOVED:** Authorize the Board President and General Manager to enter into a professional services agreement with Carollo Engineers for a not-to-exceed amount of \$77,690 to update the District’s Financial Master Plan.

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

**B. Review and Discuss Proposed Implementation of an Indoor Leak Repair Program**

Ms. Kelley Donaldson provided a brief presentation in support of staff’s recommendation.

President Rose stated that the Public Information Committee met and discussed the program and recommended it to the Board.

Board Auditor Martinez asked staff to consider ways to increase the cap of participants in the program if more would like to participate than allowed.

**ITEM 7: GENERAL MANAGER’S REPORT**

In addition to the written report, Mr. Justin Scott-Coe briefed the Board on issues and activities of the past two weeks. Topics covered include the statewide drought emergency; attendance at the funeral of Marianne Kidman, wife of Art Kidman; site security; Monte Vista Gives Back program updates, including the collection of Thanksgiving baskets for local families through the Foothill Family Shelter and Movember Foundation fundraising goal in support of men’s mental and physical health; and Cybersecurity Awareness Month.

**ITEM 8: INFORMATION ITEMS**

Information items were included in the agenda packet.

**ITEM 9: BOARD COMMENTS (including reports on conferences/meetings attended at District expense)**

Vice President Milhiser noted his attendance at the Three Valleys Leadership Breakfast and the Chino Basin Water Bank Board of Directors meeting.

Director Erwin stated the Finance Committee met on October 19<sup>th</sup> to review the Financial Master Plan Rate Study.

**ITEM 10: CLOSED SESSION**

There was no closed session held.

**ITEM 11: ADJOURNMENT**

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

**M22-10-07**

**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 7:21 p.m.

Respectfully submitted,



Justin M. Scott-Coe  
General Manager/Secretary