

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

**January 24, 2022**

**DIRECTORS PRESENT**

Philip Erwin, Director – Chair  
Manny Martinez, Board Auditor

**DIRECTORS ABSENT**

None.

**STAFF PRESENT**

Justin Scott-Coe, General Manager  
Stephanie Reimer, Assistant General Manager/Chief Financial Officer

**OTHERS IN ATTENDANCE**

Mark Panny, Carollo Engineers

**ITEM 1: CALL TO ORDER**

Director Erwin called the meeting to order at 4:32 p.m.

**ROLL CALL**

General Manager 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: June 21, 2021**

Upon motion by Board Auditor Martinez, seconded by Director Erwin, and unanimously carried:

**M22-1-1**

**MOVED:** Approve June 21, 2021, Finance Committee minutes, as by roll call vote:

Director Erwin	aye
Board Auditor Martinez	aye

**B. Connection Fee Study Workshop**

Assistant General Manager/Chief Financial Officer Reimer introduced Mr. Panny with Carollo Engineers, who provided a summary of the findings of the draft Connection Fee Study.

Director Erwin asked if the District is moving to a standard one-inch meter for future residential development. Ms. Reimer confirmed this is the case, but that the District continues to receive applications for service with smaller meter sizes.

Board Auditor Martinez asked for information on how the proposed rates might impact current and upcoming developments. Ms. Reimer provided the requested information.

Upon motion by Director Erwin, seconded by Board Auditor Martinez, and unanimously carried:

**M22-1-2**

**MOVED:** Recommend that the Board of Directors conduct a workshop to review and discuss the draft Connection Fee Study, as by roll call vote:

Director Erwin	aye
Board Auditor Martinez	aye

**C. Enterprise Resource Planning Software Upgrade Project**

Assistant General Manager/Chief Financial Officer Reimer provided an update on the Enterprise Resource Planning Software Upgrade Project.

Director Erwin recommended that the District consider a subscription service due to the potential for superior support and updates. He complemented staff on tackling this important, large project.

Board Auditor Martinez commented on advancements in technology and complemented staff on their progress.

The report was received and filed.

**D. Investment Update**

Assistant General Manager/Chief Financial Officer Reimer provided an update on District investments.

The report was received and filed.

**ITEM 5: ADJOURNMENT**

Upon motion by Director Erwin, seconded by Board Auditor Martinez, and unanimously carried:

**M22-1-3**

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

Director Erwin	aye
Board Auditor Martinez	aye

There being no further business, Director Erwin adjourned the meeting at 5:15 p.m.

Respectfully submitted,



Justin M. Scott-Coe  
General Manager/Secretary