



NOTICE OF THE FINANCE & ADMINISTRATION COMMITTEE MEETING/SPECIAL MEETING OF THE BOARD OF DIRECTORS

Thursday, October 24, 2024 at 9:30 AM

MINUTES

LOCATIONS:

Open Session to start at or after 9:30 a.m.

Marin Water Board Room – 220 Nellen Avenue, Corte Madera, CA 94925

Outside location for Director Larry Russell - Contractors State License Board, First Floor Lobby, 9821 Business Park Drive, Sacramento, CA 95827

Public Participation:

The public attended this meeting in-person or remotely using the following methods:

on a computer or smart device, <https://marinwater.zoom.us/j/81110533069>, or by phone, 1-669-444-9171 using Webinar ID #: 811 1053 3069.

AGENDA ITEMS:

1. Call to Order and Roll Call

Chair Jed Smith called the meeting to order at 9:31 a.m.

DIRECTORS PRESENT

Ranjiv Khush

Larry Russell (*arrived 9:23 a.m.*)

Monty Schmitt

Jed Smith

DIRECTOR ABSENT

Matt Samson

2. Adoption of Agenda

Director Khush made the motion to adopt the agenda. Vice Chair Schmitt seconded the motion.

There were no public comments.

Voting Yea: Directors Khush, Schmitt, and Smith

Absent: Directors Russell and Samson

3. Public Comment on Non-Agenda Matters

There were no public comments on items not on the agenda.

4. Regular Items

- a. Minutes of the Finance & Administration Committee Meeting/Special Meeting of the Board of Directors on August 22, 2024 and Finance & Administration Committee Meeting on September 26, 2024

RECOMMENDATION: Approve the minutes

Vice Chair Schmitt made the motion to adopt the minutes. Director Khush seconded the motion.

There were no public comments.

Voting Yea: Directors Khush, Schmitt, and Smith

Absent: Directors Russell and Samson

- b. Monthly Financial Update

RECOMMENDATION: Review the Monthly Financial Update

Finance Director Bret Uppendahl provided the update.

There was discussion throughout his presentation.

There was one public comment.

This was an information item. No formal action was taken.

- c. Capacity Charge Study Update

RECOMMENDATION: Receive an update on the District's Capacity Charge Study

Finance Director also presented this item along with Engineering Services Manager Joseph Eischens and consultants with Bartle Wells.

Discussion ensued.

There were no public comments.

This was an information item. No formal action was taken.

d. Enterprise Resource Planning (ERP) Software Modernization

RECOMMENDATION: Review and refer to a future regularly scheduled Board meeting the proposed Subscription Agreement with SAP SuccessFactors for software entitlements required to modernize the District's Enterprise Resource Planning software

Finance Director introduced Information Technology Manager Brad Taylor, who provided a presentation.

Discussion followed.

There were no public comments.

Vice Chair Schmitt made the motion to refer this item to the Board to be consider for approval at a future meeting. Director Khush seconded the motion.

e. Review of Sections 5 and 6 of Board of Directors' Policy No. 1 – Marin Municipal Water District Board of Directors Handbook

RECOMMENDATION: Receive a staff presentation to review Sections 5 – Compensation/Benefits and 6 – Other Related Information, of the Board of Directors Handbook (Handbook) and proposed updates to these sections; Review and refer the revised Handbook for consideration of approval to a future regularly scheduled Board meeting

General Counsel Molly MacLean provided a presentation. There was discussion throughout.

There were no public comments.

Director Khush made the motion to refer this item to the Board to consider for approval at a future meeting. Vice Chair Schmitt seconded the motion.

5. Upcoming Meeting

The Board Secretary announced that the next FAC Meeting/Special Meeting of the Board of Directors was scheduled for November 21, 2024.

6. Adjournment

There being no further business, the Fiance & Administration Committee Meeting/Special Meeting of the Board of Directors adjourned on October 24, 2024 at 11:14 a.m.

Board Secretary