



# NOTICE OF THE FINANCE & ADMINISTRATION COMMITTEE MEETING

Thursday, February 27, 2025 at 9:30 AM

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## MINUTES

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### LOCATIONS:

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

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

### Public Participation:

The public attended this meeting in-person or remotely using the following methods: on a computer or smart device, go <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 9:30 a.m.

Then, General Counsel Molly MacLean provided an explanation as to how committee meetings such as this one would be conducted compared to dually noticed committee and board meetings going forward.

Afterwards, the board secretary performed Roll Call noting that Chair Jed Smith and Vice Chair Diana Maier were present.

#### 2. Public Comment on Non-Agenda Matters

There was one (1) public comment.

### 3. Regular Items

- a. Minutes of the Finance & Administration Committee Meeting/Special Meeting of the Board of Directors on January 23, 2025

**RECOMMENDATION:** Approve the minutes

There were no comments from the Committee or the public.

The Committee accepted the minutes.

- b. Selection of Systems Integrator for SAP Implementation Services – Payroll and Human Resources Modules

**RECOMMENDATION:** Review and comment on an agreement with Phoenix Business Consulting to serve as the Systems Integrator for the implementation of the first phase of the District’s Enterprise Resource Planning (ERP) Modernization project

Finance Director Bret Uppendahl introduced this item and Information Technology Supervisor Rajesh Kewal and Information Technology Manager Brad Taylor. Mr. Taylor provided a high level presentation explaining the first phase of the project in the proposed agreement with the vendor.

The Committee provided comments.

There were no public comments.

Staff announced that this item would go to the full board at a future meeting to award this agreement.

- c. Monthly Financial Update

**RECOMMENDATION:** Review and comment on the Monthly Financial Update

Finance Director Uppendahl presented this item.

Brief discussion ensued between the Committee and staff.

There was one (1) public comment.

- d. Quarterly Investment Report

**RECOMMENDATION:** Review and comment on the Quarterly Investment Report

The Finance Director also presented this item.

The Committee provided comments.

There were no public comments.

- e. FY 2025/26 and FY 2026/27 Budget Update

**RECOMMENDATION:** Review and comment on the FY 2025/26 and FY 2026/27 Budget Update

Finance Director provided a kickoff of the upcoming two-year budget, which included upcoming budget presentations at future Committee and Board Meetings that would provide overviews of projected revenues and expenditures as well as proposed operating and capital improvement project budgets.

The Committee provided feedback throughout staff's presentation.

There was one (1) public comment.

Vice Chair Maier left the meeting at 10:32 a.m.

#### **4. Upcoming Meeting**

Chair Smith announced that the next Finance & Administration Committee/Special Meeting of the Board of Directors would take place on Thursday, March 27.

#### **5. Adjournment**

There being no further business, the Finance & Administration Committee Meeting adjourned on February 27, 2025, at 10:34 a.m.



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Terrie Gillen, CMC  
Board Secretary

The minutes were approved at the Finance & Administration Committee Meeting/Special Meeting of the Board of Directors on March 27, 2025.