

**MINUTES**  
**FINANCE COMMITTEE MEETING**  
of the  
**WEST VALLEY WATER DISTRICT**  
**September 25, 2024**

**I. CALL TO ORDER**

Chair Young called the meeting to order at 6:00 p.m.

<b>Attendee Name</b>	<b>Present</b>	<b>Absent</b>	<b>Late</b>	<b>Arrived</b>
Gregory Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Daniel Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Fox	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
John Thiel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Gustavo Gutierrez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**II. PUBLIC PARTICIPATION**

Chair Young inquired if anyone from the public would like to speak. No requests were received, therefore Chair Young closed the public comment period.

**III. DISCUSSION ITEMS**

**1. Updates to the Finance Committee.**

Chief Financial Officer Fox provided an update on an employee reimbursement/travel policy that is being developed to enhance the current process and follow best practice. The item has been discussed at the Policy Review and Oversight Committee and staff is conducting a survey of local agencies regarding their policy per diem rates. An update was also provided on the IPaySmart payment processor implementation which has been delayed to December or January, noting that due to the delay a budget transfer will be needed to cover the additional expenses for the continued use of the Tyler Insight payment processor.

Chief Financial Officer Fox also provided an update on the Water Rate Study which is underway by Raftelis indicating that staff has been responding to data requests as part of the work in progress.

**2. Purchase Order Report - August 2024**

Chief Financial Officer Fox presented the staff report. Staff was directed to present the item at the October 3, 2024 Board Meeting for approval.

**RESULT: REFERRED TO BOARD**

**Next: 10/3/2024 6:00 PM**

3. Treasurer's Report

Chief Financial Officer Fox presented the staff report. Staff was directed to present the item at the October 3, 2024 Board Meeting for approval.

**RESULT: REFERRED TO BOARD**

**Next: 10/3/2024 6:00 PM**

4. Monthly Cash Disbursements Report - August 2024

Chief Financial Officer Fox presented the staff report. Staff was directed to present the item at the October 3, 2024 Board Meeting for approval.

**RESULT: REFERRED TO BOARD**

**Next: 10/3/2024 6:00 PM**

5. Monthly Revenue & Expenditures Report - August 2024

Chief Financial Officer Fox presented the staff report. Staff was directed to present the item at the October 3, 2024 Board Meeting for approval.

**RESULT: REFERRED TO BOARD**

**Next: 10/3/2024 6:00 PM**

6. Fund Transfer Report - August 2024

Chief Financial Officer Fox presented the staff report. Staff was directed to present the item at the October 3, 2024 Board Meeting for approval.

**RESULT: REFERRED TO BOARD**

**Next: 10/3/2024 6:00 PM**

**IV. ADJOURN**

Chair Young adjourned the meeting at 6:40 p.m.

WVWD

Minutes: 9/25/24

**ATTEST:**



**Elvia Dominguez, Board Secretary**

Minutes were approved on November 26, 2024 by the Finance Committee of the West Valley Water District.

WVWD

Minutes: 9/25/24