

MINUTES OF THE COMPUTER COMMITTEE MEETING
OF THE
BOARD OF DIRECTORS
OF THE
EL TORO WATER DISTRICT

June 11, 2014

Chairman Martin called the meeting of the Computer Committee of the Board of Directors of the EL TORO WATER DISTRICT to order at 7:30 o'clock a.m. on June 11, 2014 at the El Toro Water District Administrative Offices, 24251 Los Alisos Boulevard, Lake Forest, California.

Directors TED F. MARTIN and WILLIAM H. KAHN were present.

Also present were ROBERT R. HILL, General Manager, MICHAEL P. GRANDY, Chief Financial Officer/Assistant Treasurer, NEELY SHAHBAKHTI, Controller and MICHAEL MIAZGA, Systems Administrator.

ORAL COMMUNICATIONS - PUBLIC COMMENT

President Martin stated that at this time members of the public may address the Board or they may reserve this opportunity with regard to an item on the agenda, until said item is discussed by the Board later in the meeting.

There were no comments.

APPROVAL OF MINUTES

The minutes of the March 13, 2014 Computer Committee Meeting were approved.

DISCUSSION OF THE COMPUTER COMMITTEE REPORT

Staff led a discussion on the need to replace the current utility billing system and general ledger financial accounting system. They further explained the benefits

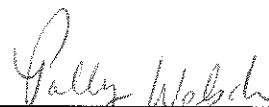
and the process staff used in the evaluation and selection process. Staff further explained that while they anticipated the utility billing system portion (\$65,275) of the project in the 2014/15 capital budget (\$75,000), the general ledger financial accounting program (\$31,650) was deemed a future expenditure. However, the vendor, to hold pricing for the general ledger accounting program needed a commitment for both programs now. Given that the actual cash payments would fall within the appropriate fiscal years within budget, staff recommended and Committee agreed that the District should commit to the total package now. Staff will include an action item on the June 24, 2014 Engineering, Finance and Insurance committee agenda. Also discussed was the annual maintenance cost associated with the new program as compared with the current cost of the CUSI (current utility billing system) and QuickBooks, (current general ledger accounting package).

Staff then led a discussion regarding the Work Order scanning project which would digitize old work orders for use with the GIS system. Staff recommended and the Committee agreed to put the Work Order scanning project (\$28,081.15) on the June 24, 2014 Engineering, Finance and Insurance committee agenda.

ADJOURNMENT

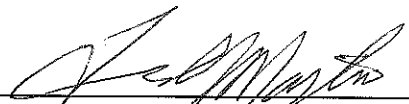
There being no further business to come before the Computer Committee of the Board today's meeting was hereby adjourned at 8:45 o'clock a.m.

Respectfully submitted,




POLLY WELSCH
Recording Secretary

APPROVED:



TED F. MARTIN, President of
the El Toro Water District and
the Board of Directors thereof



MICHAEL P. GRANDY, Assistant Secretary
of the El Toro Water District and
the Board of Directors thereof