



**MINUTES OF THE REGULAR
MEETING OF
THE
INLAND EMPIRE UTILITIES AGENCY
BOARD OF DIRECTORS**

**WEDNESDAY, AUGUST 15, 2018
9:30 A.M.**

DIRECTORS PRESENT:

Steven J. Elie, President
Michael Camacho, Vice President
Jasmin A. Hall, Secretary/Treasurer
Paul Hofer
Kati Parker

DIRECTORS ABSENT:

None

STAFF PRESENT:

Halla Razak, General Manager
Chris Berch, Executive Manager of Engineering/AGM
Kathy Besser, Executive Manager of External Affairs & Policy Development/AGM
Michael Barber, Senior Pretreatment & Source Control Inspector
Jerry Burke, Deputy Manager of Engineering
Nel Groenveld, Manager of Laboratories
Jason Gu, Manager of Grants
Branden Hodges, Senior Pretreatment & Source Control Inspector
Elizabeth Hurst, Environmental Resources Planner II
Rick Mykitta, Manager of Operations & Maintenance
Scott Oakden, Deputy Manager of Operations
Craig Proctor, Source Control/Environmental Resources Supervisor
Supriti Shrestha, Laboratory Scientist I
Shaun Stone, Manager of Engineering
Mario Velarde, Water Plant Operator III
Teresa Velarde, Manager of Internal Audit
Rocky Welborn, Senior Associate Engineer
April Woodruff, Board Secretary/Office Manager

OTHERS PRESENT:

Tressy Capps
Jean Cihigoyenette, JC Law Firm
Kimberly Mosley
Greg Tross, JC Law Firm

A regular meeting of the Board of Directors of the Inland Empire Utilities Agency* was held at the office of the Agency, 6075 Kimball Avenue, Bldg. A, Chino, California on the above date.

President Elie called the meeting to order at 9:35 a.m. and Manager of Engineering Shaun Stone led the Pledge of Allegiance to the flag. A quorum was present.

President Elie stated that members of the public may address the Board. There was no one desiring to address the Board.

President Elie asked if there were any changes/additions/deletions to the agenda. There were no changes/additions/deletions to the agenda.

NEW HIRE INTRODUCTIONS

- Supriti Shrestha, Laboratory Scientist I, hired August 13, 2018, Laboratory Department

The Board of Directors welcomed Ms. Shrestha to the IEUA team.

PROMOTIONS

- Michael Barber, Pretreatment & Source Control Inspector II to Senior Pretreatment & Source Control Inspector, effective July 29, 2018, Source Control Department
- Branden Hodges, Pretreatment & Source Control Inspector II to Senior Pretreatment & Source Control Inspector, effective July 29, 2018, Source Control Department

The Board congratulated Mr. Barber and Mr. Hodges on their promotion.

RECOGNITIONS

- Mario Velarde, Water Plant Operator III, was honored on June 13, by the San Bernardino County Board of Supervisors, as an Action Hero who promotes health and wellness in the County. Mr. Velarde offered a free weekly summer youth running program to the children of Chino Valley.

The Board thanked Mr. Velarde for his healthy community contributions and congratulated him on his recognition.

ELECTION YEAR RULES PRESENTATION

General Counsel Jean Cihigoyenette stated he was asked to go over some of the key rules related to election year procedures and protocols. He stated that Mr. Greg Tross, an attorney from the JC Law Firm, will present the basics of the issues of conflict of interest, as well as, what a government agency such as IEUA can and cannot do during an election year or election term. He also emphasized that the nature of running as a candidate for office is a personal and private endeavor.

Director Hofer entered the meeting at 9:55 a.m.

Mr. Greg Tross gave a brief presentation on campaign and election rules and regulations. He gave an overview of the sources of election laws, campaign contributions, disclosure under the Fair Political Practices Commission, relevant government codes, endorsements, local election laws, public agencies during elections, mass mailings by public agencies, improper use of public funds, and the use of the IEUA Board discretionary account.

CONSENT ITEMS

President Elie asked if there were any Board members wishing to pull an item from the Consent Calendar for discussion. There was no one desiring to do so.

Upon motion by Director Camacho, seconded by Director Parker, and unanimously carried:

M2018-8-2

MOVED, to approve the Consent Calendar.

- A. The Board approved the minutes from the July 18, 2018 Board Meeting and the August 1, 2018 Board Workshop/Meeting.
- B. The Board approved the total disbursements for the month of June 2018, in the amount of \$18,474,647.05.
- C. The Board:
 - 1. Awarded an engineering services contract amendment to GEI Consultants, Inc., for a not-to-exceed amount of \$235,085; and
 - 2. Authorized the General Manager to execute the contract subject to non-substantive changes.
- D. The Board:
 - 1. Adopted Resolution No. 2018-8-1, establishing a fee covering IEUA's services for review of applications, plans, and inspections of construction for development; and

**RESOLUTION 2018-8-1
RESOLUTION OF THE BOARD OF DIRECTORS OF INLAND
EMPIRE UTILITIES AGENCY*, SAN BERNARDINO COUNTY,
CALIFORNIA, ESTABLISHING A FEE COVERING IEUA'S
SERVICES FOR REVIEW OF APPLICATIONS, PLANS, AND
INSPECTIONS OF CONSTRUCTION FOR DEVELOPMENT (for full
text, see Resolution Book)**

- 2. Authorized the General Manager to review and adjust the fee schedule as necessary to maintain cost coverage.
- E. The Board:
 - 1. Approved Contract No. 4600002591 to Olin, establishing a three-year contract for the supply of 12.5% bulk sodium hypochlorite with options with two additional one-year extensions, for a potential contract term of five years; and
 - 2. Authorized the General Manager to execute contract with two potential contract extensions.

Continued...

M2018-8-2 continued.

F. The Board:

1. Adopted Resolution No. 2018-8-9, approving the Memorandum of Understanding (MOU) for the Operators' Association; and

**RESOLUTION 2018-8-9
RESOLUTION OF THE BOARD OF DIRECTORS OF INLAND
EMPIRE UTILITIES AGENCY*, SAN BERNARDINO COUNTY,
CALIFORNIA, APPROVING THE MEMORANDUM OF
UNDERSTANDING FOR OPERATORS' ASSOCIATION
EMPLOYEES (for full text, see Resolution Book)**

2. Adopted Resolution No. 2018-8-10, approving the Salary Schedule/Matrix for all employees.

**RESOLUTION 2018-8-10
RESOLUTION OF THE BOARD OF DIRECTORS OF INLAND
EMPIRE UTILITIES AGENCY*, SAN BERNARDINO COUNTY,
CALIFORNIA, APPROVING THE AMENDMENT TO THE
AGENCY'S SALARY SCHEDULE/MATRIX FOR ALL EMPLOYEE
GROUPS (for full text, see Resolution Book)**

ACTION ITEM

RP-1 SWITCHGEAR AND GENERATOR CONTROL UPGRADES

Manager of Engineering Shaun Stone gave an overview of the project's background, location, contractor selection, budget and schedule, and staff's recommendation.

Discussion ensued regarding the time frame of the completion of the project, the risks involved, and staff's plans to mitigate such risks. Director Hofer commended staff for being proactive in this matter.

Upon motion by Director Camacho, seconded by Director Hall, and unanimously carried:

M2018-8-3

MOVED, to:

1. Award a construction contract for the design-build contract for the RP-1 12kV Switchgear and Generator Control Upgrades, Project No. EN17044, to Big Sky Electric in the amount of \$4,427,000;
2. Approve a contract amendment to Black and Veatch Corporation for engineering services during construction for the not-to-exceed amount of \$189,644; and
3. Authorize the General Manager to execute the contract and contract amendment subject to non-substantive changes.

INFORMATION ITEMS

ENGINEERING AND CONSTRUCTION MANAGEMENT PROJECT UPDATE

Deputy Manager of Engineering Jerry Burke gave a PowerPoint presentation on the Engineering and Construction Management project updates. He provided updates on the following projects: EN18036-CCWRF Asset Management and Improvements-III; WR15021-Napa Lateral; RW15003.03-Montclair Basin Improvements; EN14019.00-RP-1 Headworks; PA17006.02-RP-5 Aeration Panel Replacement; and EN18055-Headquarters Roofing.

MWD UPDATE

Executive Manager of Engineering/AGM Chris Berch stated that the MWD meeting will be taking place on August 21, 2018. An update on August and September meetings will be provided at the next Board meeting.

CBWM UPDATE

Executive Manager of Engineering/AGM Chris Berch provided an update regarding safe-yield. He stated that the CBWM Appropriative Pool continues to work through some challenges they have had. He stated that there was also discussion on the Storage Framework process. The last workshop is anticipated to be set for September, and the Storage Framework will be going to the CBWM Board in October. He stated that CBWM has been looking to install a new extensometer, a measuring device for subsidence in a region, in the Pomona area. CBWM has asked Manager of Engineering Shaun Stone and his staff to help with the bidding process.

Discussion ensued regarding if IEUA had any role in the extensometer that is currently in Ruben S. Ayala Park.

SAWPA UPDATE

Source Control/Environmental Resources Supervisor Craig Proctor stated he had no update from the August 7, 2018 meeting and he will be providing an update on the August 21, 2018 Commission meeting at the next Board meeting.

THE FOLLOWING INFORMATION ITEMS WERE RECEIVED AND FILED BY THE BOARD:

TREASURER'S REPORT OF FINANCIAL AFFAIRS

PUBLIC OUTREACH AND COMMUNICATION

LEGISLATIVE REPORT FROM INNOVATIVE FEDERAL STRATEGIES

LEGISLATIVE REPORT FROM WEST COAST ADVISORS

CALIFORNIA STRATEGIES, LLC MONTHLY ACTIVITY REPORT

FEDERAL LEGISLATIVE TRACKING MATRIX

STATE LEGISLATIVE TRACKING MATRIX

SEPTIC TO SEWER FEASIBILITY STUDY UPDATE

AGENCY REPRESENTATIVES' REPORTS

SAWPA REPORT

Director Hall stated that it was announced at the SAWPA Commission meeting that there will be a celebration of the life of Director Phil Anthony on Sunday, August 19, at the Rose Center.

MWD REPORT

Director Camacho had nothing additional to report.

REGIONAL SEWERAGE PROGRAM POLICY COMMITTEE REPORT

Director Camacho had nothing additional to report.

CHINO BASIN WATERMASTER REPORT

Director Parker stated that there was movement within the Advisory Committee and many felt positive about the progress made.

CHINO BASIN DESALTER AUTHORITY REPORT

Director Hall had nothing additional to report.

INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY

Director Hofer had nothing additional to report.

GENERAL MANAGER'S REPORT

General Manager Halla Razak stated that staff updated all of the Agency's fact sheets. She invited all the Board members to the Chino Basin Water Bank's third workshop on Monday, August 20, at 9:00 a.m. at the Frontier Project. She also stated that staff had completed a video for the Inland Empire Regional Composting Facility, which will be played for the Board. She stated that staff is creating videos covering activities done within the Agency, which will be displayed on the Agency website and will be provided to media if they have any questions. It serves as a useful tool in quickly educating the public on Agency business.

BOARD OF DIRECTORS' REQUESTED FUTURE AGENDA ITEMS

There were no Board requested future agenda items.

DIRECTORS' COMMENTS

Director Hall stated that she attended the Southern California Water Coalition Quarterly Luncheon on July 20; the 30 Under 30 Award Ceremony & Art Showcase on August 7; and the CASA Annual Conference on August 7-10.

Director Camacho stated that he attended the 12th Annual San Bernardino County Water Conference on August 10.

President Elie stated that he attended the Southern California Water Coalition Quarterly Board Meeting and Luncheon on July 20 and the 12th Annual San Bernardino County Water Conference on August 10.

CLOSED SESSION

The Board went into Closed Session at 10:35 a.m., A. PURSUANT TO GOVERNMENT CODE SECTION 54956.9(a) – CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION: (1) Chino Basin Municipal Water District vs. City of Chino, Case No. RCV51010; B. PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(4) – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: two cases

The meeting resumed at 11:01 a.m., and General Counsel Jean Cihigoyenetché stated that the below-mentioned matters were discussed in Closed Session, and the Board took the following actions:

Regarding Conference with Legal Counsel – Existing Litigation:

Chino Basin Municipal Water District vs. City of Chino, Case No. RCV51010

The Board did not discuss.

Regarding Conference with Legal Counsel – Anticipated Litigation:

Two cases

The Board took no reportable action.

With no further business, President Elie adjourned the meeting in memory of Director Philip L. Anthony at 11:02 a.m.



Kati Parker, Director

APPROVED: SEPTEMBER 19, 2018