

## MINUTES

**FINANCE, LEGAL, AND ADMINISTRATION  
COMMITTEE MEETING  
INLAND EMPIRE UTILITIES AGENCY\*  
AGENCY HEADQUARTERS, CHINO, CA  
WEDNESDAY, APRIL 14, 2010  
11:00 AM**

### **COMMITTEE MEMBERS PRESENT**

Terry Catlin  
Gene Koopman

### **STAFF PRESENT**

Michael Camacho, Director  
Richard W. Atwater, Chief Executive Officer/General Manager  
Tom Love, Executive Manager of Engineering  
Patrick Sheilds, Executive Manager of Operations  
Kathleen Baxter, Supervising Contracts and Programs Administrator  
Chris Berch, Manager of Planning and Environmental Compliance  
Tina Cheng, Budget Officer  
Michael Chung, Manager of Fiscal Management  
Gina Hillary, Manager of Human Resources  
David Malm, Deputy Manager of Integrated Systems Services  
Craig Parker, Manager of Engineering  
Christina Valencia, Manager of Financial Planning  
Robert Wallin, Contract and Programs Administrator  
Ernest Yeboah, Manager of Maintenance  
April Woodruff, Board Secretary

### **OTHERS PRESENT**

Julia Lester, Environ International

The meeting was called to order at 11:15 a.m. There were no public comments received or additions to the agenda.

### **ACTION ITEMS**

The Committee:

- ◆ Approved the March 10, 2010, Finance, Legal, and Administration Committee meeting minutes.
- ◆ Recommended that the Board amend the RP-5 SHF/REEP Independent Evaluation, Project No. EN09023, by \$200,000 for FY 2009/10, for a total project budget of \$350,000 in the Regional Capital Improvement (RC) Fund;  
  
as a Consent Calendar Item on the April 21, 2010, Board meeting agenda.
- ◆ Recommended that the Board:
  1. Approve the construction contract award to the lowest responsive bidder for the Information System Server Room and SCADA Room Modifications and Air Conditioning Upgrades, Project Nos. EN09019 and EN09022;
  2. Amend the project budget for the Information Systems Server Room Modifications and Air Conditioning Upgrades, Project No. EN09019, by the not-to-exceed amount

of \$75,000 for FY 2009/10. amended total project budget not-to-exceed \$275,000;  
and

3. Authorize the Chief Executive Officer/General Manager to finalize and execute the construction contract;

as a Consent Calendar Item on the April 21, 2010, Board meeting agenda.

◆ Recommended that the Board:

1. Approve the issuance of a one-year blanket supply agreement to the firm of Marcab Company, Inc., covering the purchase and delivery of iron sponge media at the fixed unit price of \$19.24/cubic foot, plus sales tax; and
2. Authorize the Manager of Contracts and Procurement to issue said blanket supply agreement;

as a Consent Calendar Item on the April 21, 2010, Board meeting agenda.

- ◆ Recommended that the Board approve the award of Contract No. 46000000663 to Synagro for the contract service for cleaning Digester No. 1 at RP-1, for a not-to-exceed price of \$160,000;

as a Consent Calendar Item on the April 21, 2010, Board meeting agenda.

**INFORMATION ITEMS**

The following information items were presented, received, and filed by the Committee:

- ◆ Treasurer's Report of Financial Affairs for February
- ◆ Review of Organizational Changes
- ◆ Restructuring Proposal (DCS/IS)
- ◆ Phone System Update
- ◆ RP-1 Fuel Cell Update

**COMMITTEE MEMBER COMMENTS**

There were not Committee Member comments.

**COMMITTEE MEMBER REQUESTED FUTURE AGENDA ITEMS**

There were no Committee Member requests for future agenda items.

With no further business, the meeting adjourned at 12:20 p.m.

Respectfully submitted,

April Woodruff  
Board Secretary

\*A Municipal Water District

**APPROVED: MAY 12, 2010**