

MINUTES

FINANCE, LEGAL, AND ADMINISTRATION COMMITTEE MEETING INLAND EMPIRE UTILITIES AGENCY* AGENCY HEADQUARTERS, CHINO, CA WEDNESDAY, MAY 11, 2011 11:00 AM

COMMITTEE MEMBERS PRESENT

Gene Koopman
Terry Catlin

COMMITTEE MEMBER ABSENT

Steven J. Elie

STAFF PRESENT

Christina Valencia, Chief Financial Officer
Tina Cheng, Budget Officer
Rosemary Alvarado, Supervising Contract and Program Administrator
Chris Berch, Manager of Planning and Environmental Compliance
Sondra Elrod, Administration and Public Affairs Officer
Alex Lopez, Senior Financial Management Analyst
Cameron Langner, Manager of Contracts and Procurement
Randy Lee, Manager of Operations
April Woodruff, Board Secretary

OTHERS PRESENT

None.

The meeting was called to order at 11:00 a.m. There were no public comments received or additions to the agenda.

ACTION ITEMS

The Committee:

- ◆ Approved the Finance, Legal, and Administration Committee meeting minutes of April 13, 2011.
- ◆ The Committee made no recommendation to the Board regarding Policy A-84, Use of Local Contribution Account establishing rules and procedures for the use of these discretionary funds.

Director Koopman commented that he had brought this up before, and he again states he has concerns that the Local Contribution Account could be interpreted as a political fund for the Directors. Director Koopman stated that it is more appropriate for the Director to request a contribution within their service area through the Public Information Officer. He stated that the Public Information Officer would be most aware of the events occurring in the Agency's service area.

President Catlin commented that a Local Contribution Account has benefitted several local events, such as buses to transport students to the Earth Day event at the Chino Creek Wetlands, sponsoring students enrolling in specialized water-related programs, bottled water for special events, etc. Director Catlin had no opinion as to how the contribution requests are processed, as long as it is done properly.

◆ Recommended that the Board:

1. Approve and ratify the Santa Ana Watershed Project Authority (SAWPA) biennial budget for Fiscal Years 2011/12 and 2012/13, as submitted; and
2. Adopt Resolution No. 2011-5-2, approving the SAWPA general and specific project budget for Fiscal Years 2011/12 and 2011/13;

as an Action Item on the May 18, 2011, Board meeting agenda.

Director Koopman requested that staff provide answers to the following questions:

- a. Why is the USBR Partnership Study budget increasing from \$3,856 in FY 2011 to \$14,721 in FY 2012, and then decreasing to \$10,837 in FY 2013?
- b. Why are federal/state lobbying costs increasing?
- c. Why are the total contributions increasing over the next years?

Staff responded that they will research and provide Director Koopman with the answers.

◆ Recommended that the Board:

1. Approve a five-year blanket supply agreement to the firm of Marcab Company, Inc., covering the purchase and delivery of iron sponge media at the initial fixed unit price of \$20.21/cubic foot, plus sales tax; and
2. Authorize the Manager of Contracts and Procurement to issue said blanket supply agreement;

as an Action Item on the May 18, 2011, Board meeting agenda.

Director Koopman requested that staff research other manufacturers of the iron sponge media, as well as what other agencies use for the processing. He asked that the findings be brought back the Board.

◆ Recommended that the Board:

1. Authorize the transfer of \$501,000 from the FY 2010/11 Regional Capital Improvement (RC) Fund budget, Project No. EN11017, Capital Improvements to RP-1, RP-2, CCWRF, RP-4, and RP-5, to the Regional Operation and Maintenance (RO) Fund, Project No. EN11045, CCWRF Rehabilitation of Secondary Clarifier Phase 1;
2. Award the construction contract for the CCWRF Rehabilitation of Secondary Clarifier Phase 1, Project No. EN11045, to Sancon Engineering, Inc. for their low bid of \$661,160; and
3. Authorize the General Manager to execute the construction contract;

as a Consent Calendar Item on the May 18, 2011, Board meeting agenda.

INFORMATION ITEMS

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

- ◆ Philadelphia Pump Station Wastewater Leak Repair
- ◆ FY 2011/12 Draft Budget Overview of Administrative Services, Non-Reclaimable Wastewater, Recharge Water and Water Resources Funds
- ◆ FY 2011/12 Proposed Budget for Inland Empire Regional Composting Authority
- ◆ FY 2011/12 Overview of the Long Range Plan of Finance
- ◆ Treasurer's Report of Financial Affairs for March 2011

COMMITTEE MEMBER COMMENTS

There were no 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 12:00 p.m.

Respectfully submitted,

April Woodruff
Board Secretary

*A Municipal Water District

APPROVED: JUNE 8, 2011