



MINUTES

FINANCE, LEGAL, AND ADMINISTRATION COMMITTEE MEETING INLAND EMPIRE UTILITIES AGENCY* AGENCY HEADQUARTERS, CHINO, CA

WEDNESDAY, JUNE 12, 2013
11:00 AM

COMMITTEE MEMBERS PRESENT

Gene Koopman, Chair
Terry Catlin

COMMITTEE MEMBER ABSENT

Steven J. Elie

STAFF PRESENT

P. Joseph Grindstaff, General Manager
Christina Valencia, Chief Financial Officer
Chris Berch, Manager of Planning and Environmental Compliance
Pietro Cambiaso, Senior Engineer
Warren Green, Interim Manager of Human Resources, Safety and Support Services
LeAnne Hamilton, Senior Engineer
Paddy Mwembu, Manager of Financial Planning
April Woodruff, Board Secretary
Ernest Yeboah, Manager of Maintenance
Jeff Ziegenbein, Deputy Manager of Operations and Organic Management

OTHERS PRESENT

Curtis Paxton, CDA

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 10, 2013.
- ◆ Recommended that the Board:
 1. Amend Agreement No. 4600000419 with California Strategies, LLC to provide strategic local government consulting services from July 1, 2013 through June 30, 2014, at a monthly retainer fee of \$6,000 per month, plus reasonable business expenses, with no change in the current rate; and
 2. Authorize the General Manager to execute Agreement Amendment No. 4600000419-004

as a Consent Calendar Item on the June 19, 2013 Board meeting agenda.

- ◆ Recommended that the Board approve the total disbursements for the month of May 2013, in the amount of \$10,389,218.73;

as a Consent Calendar Item on the June 19, 2013 Board meeting agenda.

- ◆ Recommended that the Board:

1. Adopt Resolution No. 2013-6-2, approving the Agency's FY 2013/14 Budget, including the Agency-wide and departmental goals and objectives as outlined in the Budget, and the FY 's 2014 through 2023 Ten year Capital Improvement Plan (TYCIP);
2. Adopt Rate Resolution Nos. 2013-6-3 through 2013-6-9, and 2013-6-13; and
3. Authorize staff to distribute the final budget and rate resolutions as required.

as an Action Item on June 19, 2013 Board meeting agenda.

- ◆ Recommended that the Board:

1. Adopt Resolution No. 2013-6-1, approving the Agency's Investment Policy for FY 2013/14; and
2. Authorize staff to present the Investment Policy to the Board whenever there are recommended changes or annually, whichever occurs first;

as a Consent Calendar Item on the June 19, 2013 Board meeting agenda.

- ◆ Recommended that the Board adopt Resolution No. 2013-6-10, establishing the Appropriation Limits for Fiscal Year 2013/14;

as a Consent Calendar Item on the June 19, 2013 Board meeting agenda.

- ◆ Recommended that the Board:

1. Approve and ratify the Santa Ana Watershed Project Authority (SAWPA) adopted budget for Fiscal Years (FY) 2013/14 and 2014/15 as submitted; and
2. Adopt Resolution No. 2013-6-12, approving the SAWPA general and specific project budgets for Fiscal Year 2013/14 and 2014/15;

as an Action Item on the June 19, 2013 Board meeting agenda.

- ◆ Recommended that the Board adopt the Inland Empire Regional Composting Authority (IERCA) Budget for FY 2013/14;

as a Consent Calendar Item on the June 19, 2013 Board meeting agenda.

- ◆ Recommended that the Board authorize the purchase of the following Agency-wide insurance policies, effective July 1, 2013; at a total not-to-exceed amount of the budgeted \$545,000, which will at a minimum, provide the following coverage:
 1. General Liability: Provides third party liability coverage for bodily injury and property damage up to \$20,000,000 per policy year, with a Self-Insured Retention (SIR) up to \$1,000,000;
 2. Automobile Liability: Covers losses to other parties for bodily injury and property damage caused by Agency vehicles. Limits of coverage are \$20,000,000 per accident, with a SIR up to \$1,000,000;
 3. Public Entity Errors and Omissions: Provides \$20,000,000 per policy year of protection against claims for damages arising from the negligent acts, errors, and omissions of the Board of Directors and/or Agency staff acting within their professional capacity, with a SIR up to \$1,000,000;
 4. Property, and Boiler and Machinery: Provides insurance protection resulting from damage and destruction of property through the California Sanitation Risk Management Authority (CSRMA) Property program, with a deductible level up to the \$100,000; and
 5. Excess Workers' Compensation and Employer's Liability: Provides coverage against bodily injury and illness to employees in the scope of their employment insurance from Midwest Employers, with a SIR of \$1,000,000;

as a Consent Calendar Item on the June 19, 2013 Board meeting agenda.

- ◆ Recommended that the Board:
 1. Approve Amendment No. 1 to the Chino Basin Desalter Authority Operation and Maintenance Agreement; and
 2. Authorize the General Manager to execute the contract amendment;

as a Consent Calendar Item on the June 19, 2013 Board meeting agenda.

- ◆ Recommended that the Board:
 1. Approve the one-year option to renew Contract No. 46000000926 with Gabriel I. Cruz (GIC) Transport, Inc, for biosolids transportation and recycling services in the amount of \$500,000, through June 30, 2014; and
 2. Authorize the General Manager to execute the contract amendment;

as a Consent Calendar Item on the June 19, 2013 Board meeting agenda.

INFORMATION ITEM

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

- ◆ Treasurer's Report of Financial Affairs

GENERAL MANAGER'S COMMENTS

There were no General Manager's comments.

COMMITTEE MEMBER COMMENTS

There were no Committee member comments.

COMMITTEE MEMBER REQUESTED FUTURE AGENDA ITEMS

There were no Committee member requested future agenda items.

With no further business, the meeting adjourned at 12:04 p.m.

Respectfully submitted,

April Woodruff
Board Secretary

*A Municipal Water District

APPROVED: JULY 10, 2013