

MINUTES

**FINANCE, LEGAL, AND ADMINISTRATION
COMMITTEE MEETING
INLAND EMPIRE UTILITIES AGENCY*
REGIONAL PLANT NO. 1
2662 EAST WALNUT, ONTARIO, CA 91761
WEDNESDAY, JULY 13, 2011
11:00 AM**

COMMITTEE MEMBERS PRESENT

Gene Koopman
Terry Catlin

COMMITTEE MEMBER ABSENT

Steven J. Elie

STAFF PRESENT

Thomas A. Love, General Manager
Craig Miller, Assistant General Manager
Martha Davis, Executive Manager of Policy Development
Christina Valencia, Chief Financial Officer
Chris Berch, Manager of Planning and Environmental Compliance
Tina Cheng, Budget Officer
Sondra Elrod, Administration and Public Affairs Officer
Cameron Langner, Manager of Contracts and Procurement
Alex Lopez, Senior Financial Management Analyst
Randy Lee, Manager of Operations
Ryan Shaw, Associate Engineer
April Woodruff, Board Secretary

OTHERS PRESENT

None

The meeting was called to order at 11:05 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 May 11, 2011.
- ◆ Recommended that the Board:
 1. Approve the amendment to Contract No. CRW07999 for financial advisory services with Public Financial Management (PFM) for the annual not-to-exceed amount of \$75,000, and extend not-to-exceed amount of \$75,000, and extend the termination date to June 30, 2012;
 2. Approve a budget amendment of \$15,000 for professional services in the Administrative Services (GG) Fund; and

3. Authorize the General Manager to execute the amendment to Contract No. CRW07999;

as a Consent Calendar Item on the July 20, 2011, Board meeting agenda.

◆ Recommended that the Board:

1. Approve the request from Chino Holding Company, LLC (by assignment from Lewis Investment Company) to extend the repayment of the Co-Composter Relocation Mitigation Fee and reduce the annual interest rate; and
2. Authorize the General Manager to execute the Seventh Amendment to the Real Property and Sale Agreement with Chino Holding Company, LLC to extend the principal repayment date by two years and reduce the interest rate from 6% to 5% per annum beginning July 1, 2011;

as a Consent Calendar Item on the July 20, 2011, Board meeting agenda.

- ◆ Recommended that the Board authorize a public hearing to be held on July 20, 2011, to receive public comments and upon conclusion of the public hearing, adopt Ordinance No. 88, establishing and setting forth the policies governing Agency authority and dollar limits for procurement and procurement-related activities;

as an Action Item on the July 20, 2011, Board meeting agenda.

INFORMATION ITEMS

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

- ◆ Treasurer's Report of Financial Affairs
- ◆ Commercial Paper Program Update
- ◆ El Prado Road Improvements

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 11:30 a.m.

Respectfully submitted,

April Woodruff
Board Secretary

*A Municipal Water District

APPROVED: AUGUST 10, 2011