



MINUTES

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

**WEDNESDAY, SEPTEMBER 9, 2015
11:00 A.M.**

COMMITTEE MEMBERS PRESENT

Steven J. Elie, Chair
Terry Catlin (Alternate)

COMMITTEE MEMBERS ABSENT

Gene Koopman

STAFF PRESENT

Jasmin Hall, Director
P Joseph Grindstaff, General Manager
Chris Berch, Executive Manager of Engineering/Assistant General Manager
Christina Valencia, Chief Financial Officer/Assistant General Manager
Ernest Yeboah, Executive Manager of Operations/Assistant General Manager
Connie Campbell, Accounting Supervisor
Jason Gu, Grants Officer
Alex Lopez, Senior Financial Management Analyst
Matthew Melendrez, Deputy Manager of Operations
Dave Mendez, Acting Deputy Manager of Engineering
John Scherck, Acting Deputy Manager of Construction Management
Shaun Stone, Manager of Engineering
April Woodruff, Board Secretary/Office Manager

OTHERS PRESENT

None

The meeting was called to order at 10:45 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 August 12, 2015.
- ◆ Recommended that the Board approve the total disbursements for the month of July 2015 in the amount of \$18,602,805.09;

as a Consent Calendar Item on the September 16, 2015 Board meeting agenda.

- ◆ Recommended that the Board approve the carry forward of open encumbrances and related budget in the amount of \$15,646,000 from FY 2014/15 to FY 2015/16;

as a Consent Calendar Item on the September 16, 2015 Board meeting agenda.

- ◆ Recommended that the Board adopt Resolution No. 2015-9-1, authorizing the General Manager, or in his absence his designee, to sign and file an application with the State Water Resources Control Board (SWRCB) for a Planning Grant Financial Assistance Agreement through the Water Recycling Planning Program for the development of a feasibility study for a recycled water interconnection with Monte Vista Water District (MVWD) and the City of Pomona (Pomona);

as a Consent Calendar Item on the September 16, 2015 Board meeting agenda.

- ◆ Recommended that the Board:

1. Adopt Resolution No. 2015-9-2, authorizing the General Manager to sign and file an application and agreement with the State Water Resources Control Board (SWRCB), for the 2015 Drought Relief Recycled Water Supply Optimization Program, Phase I Project (Project);
2. Adopt Resolution No. 2015-9-3, pledging net revenues for the repayment of the State Revolving Fund (SRF) loan from the SWRCB for the Project;
3. Adopt Resolution No. 2015-9-4, establishing its intention to be reimbursed for expenditures related to the construction of the Project; and
4. Authorize the General Manager, subject to non-substantial changes, to execute to the final MOU;

as an Action Item on the September 16, 2015 Board meeting agenda.

- ◆ Recommended that the Board:

1. Approve Contract No. 4600001974 to Univar USA, Inc. establishing a two-year contract for the supply of 25% Sodium Bisulfite with options for three additional one-year extensions, for a potential contract term of five years; and
2. Authorize the General Manager or his designee to execute the contract with three potential contract extensions;

as a Consent Calendar Item on the September 16, 2015 Board meeting agenda.

- ◆ Recommended that the Board:

1. Approve a Task Order Change Order for the RP-1 Flare System Improvements, new iron sponge installation, Project No. EN13046; to W.A. Rasic Construction for the lump sum amount of \$160,279; and
2. Authorize the General Manager to finalize and execute the Change Order;

as a Consent Calendar Item on the September 16, 2015 Board meeting agenda.

◆ Recommended that the Board:

1. Approve the construction contract award for the NRW Collection System Manhole Upgrades FY 2015/16, Project No. EN15046, and Collection System Manhole Upgrades FY 2015/16, Project No. EN15045, to Genesis Construction for their low bid of \$594,777; and
2. Authorize the General Manager to execute the contract;

as a Consent Calendar Item on the September 16, 2015 Board meeting agenda.

INFORMATION ITEMS

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

- ◆ Treasurer's Report of Financial Affairs

GENERAL MANAGER'S COMMENTS

General Manager P. Joseph Grindstaff had no additional comments.

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 11:00 a.m.

Respectfully submitted,



April Woodruff
Board Secretary/Office Manager

*A Municipal Water District

APPROVED: NOVEMBER 11, 2015