

# NOTICE OF MEETING

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OF THE  
**FINANCE AND ADMINISTRATION  
COMMITTEE**

OF THE  
BOARD OF DIRECTORS  
OF THE



IS SCHEDULED FOR  
**WEDNESDAY, JUNE 14, 2017**  
**10:30 A.M.**

*Or immediately following the  
Engineering, Operations, & Water Resources  
Committee Meeting*

AT THE ADMINISTRATION HEADQUARTERS

BOARD ROOM, BUILDING A

6075 Kimball Avenue  
Chino, CA 91708



**FINANCE AND ADMINISTRATION  
COMMITTEE MEETING  
OF THE BOARD OF DIRECTORS  
INLAND EMPIRE UTILITIES AGENCY\*  
AGENCY HEADQUARTERS, CHINO, CALIFORNIA**

**WEDNESDAY, JUNE 14, 2017  
10:30 A.M.**

*Or immediately following the  
Engineering, Operations, &  
Water Resources Committee Meeting*

**CALL TO ORDER**

**PUBLIC COMMENT**

Members of the public may address the Board on any item that is within the jurisdiction of the Board; however, no action may be taken on any item not appearing on the agenda unless the action is otherwise authorized by Subdivision (b) of Section 54954.2 of the Government Code. Those persons wishing to address the Board on any matter, whether or not it appears on the agenda, are requested to complete and submit to the Board Secretary a "Request to Speak" form which is available on the table in the Board Room. Comments will be limited to five minutes per speaker. Thank you.

**ADDITIONS TO THE AGENDA**

In accordance with Section 54954.2 of the Government Code (Brown Act), additions to the agenda require two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted.

**1. CONSENT ITEMS**

**A. MINUTES**

The Committee will be asked to approve the Finance and Administration Committee meeting minutes of March 8, 2017.

**B. REPORT ON GENERAL DISBURSEMENTS**

It is recommended that the Committee/Board approve the total disbursements for the month of April 2017, in the amount of \$10,529,057.72

2. **ACTION ITEMS**

A. **ADOPTION OF AGENCY'S BIENNIAL BUDGET FOR FISCAL YEARS (FYs) 2017/18 AND 2018/19, AND FYs 2018-2027 TEN-YEAR CAPITAL IMPROVEMENT PLAN**

It is recommended that the Committee/Board:

1. Hold a public hearing to receive public comments on the proposed Agency's Biennial Budget for FYs 2017/18 and 2018/19 and FYs 2018-2017 Ten Year Capital Improvement Plan (TYCIP), and
2. After closing the public hearing, adopt Resolution No. 2017-6-10, approving the Agency's Biennial Budget for FYs 2018/18 and 2018/19 and FY's 2018-2017 TYCIP, including the inter-fund transfers, Agency-wide departmental goals and objectives, and Rate Resolutions No. 2017-6-1, to 2016-6-8 for the Non-Reclaimable Wastewater system rates, and other service fees.

B. **ADOPTION OF RESOLUTION NO. 2017-6-9, ESTABLISHING THE APPROPRIATION LIMITS FOR FISCAL YEAR 2017/18**

It is recommended that the Committee/Board adopt Resolution No. 2017-6-9, establishing the appropriation limits for Fiscal Years 2017/18.

C. **ADOPTION OF RESOLUTION NO. 2017-6-11, APPROVING THE SANTA ANA WATERSHED PROJECT AUTHORITY ADOPTED BUDGET FOR FISCAL YEARS 2017/18 AND 2018/19**

It is recommended that the Committee/Board:

1. Ratify the Santa Ana Watershed Project Authority (SAWPA) adopted budget for Fiscal Years (FYs) 2017/19 and 2018/19, as submitted; and
2. Adopt Resolution No. 2017-6-11, approving the SAWPA general and specific project budgets for FYs 2017/18 and 2018/19.

D. **ADOPTION OF RESOLUTION TO EXECUTE SWRCB PROPOSITION 1 FINANCING AGREEMENT FOR THE CHINO BASIN IMPROVEMENT AND GROUNDWATER CLEAN-UP PROJECT**

It is recommended that the Committee/Board adopt Resolution No. 2017-6-13, authorizing the General Manager or his designee to file the Groundwater Quality Grant application and execute the grant agreement received from the State Water Resources Control Board (SWRCB) for the Chino Basin Improvement and Groundwater Clean-up Project.

E. **AGENCY-WIDE INSURANCE POLICIES FOR FY 2017/18**

It is recommended that the Committee/Board authorize the purchase of the following Agency-wide insurance policies with an effective date of July 1, 2017, providing coverage through July 1, 2018, for the not-to-exceed budgeted amount of \$843,000:

General Liability: Provides third party liability coverage for bodily injury and property damage for up to \$20,000,000 per policy year; and

Automobile Liability: Covers losses to other parties for bodily injury and property damage caused by Agency vehicles for up to \$20,000,000 per accident; and

Public entity Errors and Omissions: Provides a minimum of \$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; and

Property and Boiler and Machinery: Provides insurance protection resulting from damage and destruction of property through the California Sanitation Risk Management Authority (CSRMS) Property Program; with a deductible level of \$25,000; and

Excess Workers' Compensation and Employers' Liability: Provides coverage against bodily injury and illness to employees in the scope of their employment insurance, with a Self-Insured Retention (SIR) of \$1,000,000.

**F. PURCHASE OF NEW VEHICLES**

It is recommended that the Committee/Board authorize the purchase of 15 to 19 vehicles, including a passenger van, plug-in hybrids, and utility trucks, for a combined, not-to-exceed price of \$558,905, including extended warranties, taxes, fees, and delivery charges through the informal bid process and/or negotiated procurements with local dealerships.

**3. INFORMATIONAL ITEMS**

**A. FY 2016/17 THIRD QUARTER BUDGET VARIANCE, PERFORMANCE GOALS UPDATES, AND BUDGET TRANSFERS (WRITTEN/POWERPOINT)**

**B. TREASURER'S REPORT OF FINANCIAL AFFAIRS**

**4. GENERAL MANAGER'S COMMENTS**

**5. COMMITTEE MEMBER COMMENTS**

**6. COMMITTEE MEMBER REQUESTED FUTURE AGENDA ITEMS**

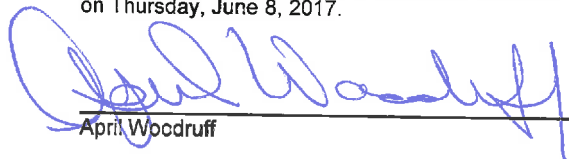
**7. ADJOURN**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Board Secretary (909-993-1736), 48 hours prior to the scheduled meeting so that the Agency can make reasonable arrangements.

Proofed by: 

**DECLARATION OF POSTING**

I, April Woodruff, Board Secretary/Office Manager of the Inland Empire Utilities Agency, A Municipal Water District, hereby certify that a copy of the agenda has been posted by 5:30 p.m. in the foyer at the Agency's main office, 6075 Kimball Ave., Building A, Chino, CA on Thursday, June 8, 2017.

  
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April Woodruff