

**NOTICE OF SPECIAL
COMMISSION MEETING OF
THE CHINO BASIN FINANCING
AUTHORITY AND SPECIAL
MEETING OF THE IEUA
BOARD OF DIRECTORS**

**A CHINO BASIN REGIONAL FINANCING
AUTHORITY MEETING
AND
A BOARD OF DIRECTORS MEETING
OF THE**



**WILL BE HELD ON
WEDNESDAY, DECEMBER 19, 2018
9:00 A.M.**

**(PLEASE NOTE TIME CHANGE ON COMMISSION
AND BOARD MEETINGS)**

**AT THE OFFICE OF THE AGENCY
6075 KIMBALL AVENUE, BUILDING A,
CHINO, CA 91708**



AGENDA

**SPECIAL COMMISSION MEETING OF THE
CHINO BASIN REGIONAL FINANCING AUTHORITY
AND
SPECIAL MEETING OF THE
BOARD OF DIRECTORS**

**WEDNESDAY, DECEMBER 19, 2018
9:00 A.M.**

**(Please note time change of meeting)
INLAND EMPIRE UTILITIES AGENCY*
AGENCY HEADQUARTERS
6075 KIMBALL AVENUE, BUILDING A
CHINO, CALIFORNIA 91708**

CALL TO ORDER OF THE CHINO BASIN REGIONAL FINANCING AUTHORITY

FLAG SALUTE

PUBLIC COMMENT

Members of the public may address the Commission 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.

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 can be the attention of the local agency subsequent to the agenda being posted.

1. ACTION ITEMS

A. The Commission will be asked to approve the minutes of January 17, 2018, Chino Basin Regional Financing Authority Commission meeting.

B. CHINO BASIN REGIONAL FINANCING AUTHORITY FISCAL YEAR 2017/18 ANNUAL FINANCIAL STATEMENTS

It is recommended that the Commissioners:

1. Approve the financial statements for the FY ended June 30, 2018; and

2. Direct staff to distribute the reports, as appropriate, to various federal, state, and local agencies, financial institutions, and other interested parties.

2. ADJOURN

CALL TO ORDER OF THE INLAND EMPIRE UTILITIES AGENCY BOARD OF DIRECTORS MEETING

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 are 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. NEW EMPLOYEE INTRODUCTIONS

- Ms. Cathleen Pieroni, Manager of Government Relations, hired December 17, 2018, External Affairs Department

2. CONSENT ITEMS

NOTICE: All matters listed under the Consent Calendar are considered to be routine and non-controversial and will be acted upon by the Board by one motion in the form listed below. There will be no separate discussion on these items prior to the time the Board votes unless any Board members, staff or the public requests specific items be discussed and/or removed from the Consent Calendar for separate action.

A. MINUTES

The Board will be asked to approve the minutes from the November 21, 2018 Board Meeting.

B. REPORT ON GENERAL DISBURSEMENTS

Staff recommends that the Board approve the total disbursements for the month of October 2018, in the amount of \$22,701,622.50.

C. RESOLUTION NO. 2018-12-8, AMENDING THE AGENCY'S SALARY SCHEDULE/MATRIX FOR ALL GROUPS

Staff recommends that the Board adopt Resolution No. 2018-12-8, amending the Agency's salary schedule/matrix for all groups.

D. ADOPTION OF RESOLUTIONS FOR THE RP-5 CONSTRUCTION EXPANSION AND RMPU PROJECTS STATE REVOLVING FUND APPLICATIONS

Staff recommends that the Board:

1. Adopt Resolution Nos. 2018-12-1 and 2018-12-2, authorizing the General Manager to sign and file the State Revolving Fund (SRF) loan applications with the SWRCB for construction of the subject projects;
2. Adopt Resolution Nos. 2018-12-3 and 2018-12-4, dedicating certain revenues in connection with the construction of the subject projects; and
3. Adopt Resolution Nos. 2018-12-5 and 2018-12-6, establishing IEUA's intention to pay for and be reimbursed for expenditures related to the construction of the subject projects.

E. FISCAL YEAR 2018/19 AMENDED ANNUAL AUDIT PLAN (Audit)

Staff recommends that the Board approve the Fiscal Year 2018/19 Annual Audit Plan Amendment to be consistent with the requirements of the IA Charter.

F. INTERNAL AUDIT DEPARTMENT CHARTER AND AUDIT COMMITTEE CHARTER (Audit)

Staff recommends that the Board:

1. Reconfirm the Audit Committee Charter and the Internal Audit Department Charter; and
2. Direct staff to implement the charters.

G. FISCAL YEAR (FY) 2017/18 SINGLE AUDIT REPORT FOR FEDERAL GRANT PROGRAMS (Audit)

Staff recommends that the Board:

1. Approve the Single Audit Report for FY 2017/18; and
2. Direct staff to distribute the report, as appropriate, to the State Controller's Office, the Federal Audit Clearing House, and other interested parties.

H. CONTRACT AWARD FOR BULK SUPPLY OF ALUMINUM SULFATE (Eng/Ops/WR)

Staff recommends that the Board:

1. Approve Contract No. 4600002660 to Thatcher Company of California, establishing a two-year contract for the supply of Aluminum Sulfate with options for three additional one-year extension, for a potential contract term of five years; and
2. Authorize the General Manager to execute the contract with three potential contract extensions.

- I. SAN SEVAINE BASIN IMPROVEMENT – CONDUIT INSTALLATION CONTRACT AWARD (Eng/Ops/WR)**
Staff recommends that the Board:
1. Award a construction contract for the San Sevaime Basin Improvement – Conduit Installation, Project No. EN13001, to W.A. Rasic Construction Co. Inc., in the amount of \$108,800; and
 2. Authorize the General Manager to execute the construction contract, subject to non-substantive changes.
- J. CONTRACT AWARD FOR REGIONAL WATER RECYCLING PLANT NO. 1 INTERIOR/EXTERIOR BUILDINGS AND STRUCTURES PAINTING (Eng/Ops/WR)**
Staff recommends that the Board:
1. Award a service contract for the RP-1 interior/exterior building and structures painting to Tony Painting, for a not-to-exceed amount of \$139,350; and
 2. Authorize the General Manager to execute the service contract.
- K. DOOR THRESHOLD AND RAILING CONSTRUCTION CONTRACT AWARD (Eng/Ops/WR)**
Staff recommends that the Board:
1. Award a construction contract for the Door Threshold and Railing, Project Nos. EN19032.01/EN19040, to AToM Engineering Construction, Inc., in the amount of \$345,398;
 2. Approve an increase in budget allocation for FY 2018/19 and total project budget for the RO Safety, Project No. EN19032, in the amount of \$100,000; and
 3. Authorize the General Manager to execute the budget amendment and contract, subject to non-substantive changes.
- L. PURCHASE OF NEW VEHICLES (Eng/Ops/WR)**
Staff recommends that the Board:
1. Authorize the purchase of 13 new fleet vehicles from National Auto Fleet Group for a not-to-exceed amount of \$500,000 (including tax and delivery); and
 2. Authorize the General Manager to execute the purchase.

M. MASTER SERVICES CONTRACT AMENDMENT FOR SUPERIOR ELECTRIC MOTOR SERVICES, INC. (Eng/Ops/WR)

Staff recommends that the Board:

1. Amend and increase the not-to-exceed amount of Contract No. 4600001868 to Superior Electric Motor Service, Inc. to provide repair, rebuild, or refurbishment services of rotating machinery for a total aggregate not-to-exceed amount of \$670,000 over the existing three-year period with a one-year option to extend; and
2. Authorize the General Manager to execute the amendment to the services contract.

N. IEUA FISCAL YEAR (FY) 2017/18 AUDITED COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) (Audit)

Staff recommends that the Board:

1. Approve the Inland Empire Utilities Agency Comprehensive Annual Financial Report for fiscal year ended June 30, 2018; and
2. Direct staff to distribute the report as appropriate, to the various federal, state, and local agencies, financial institutions, bond rating agencies, and other interested parties.

O. AGENCY-WIDE HVAC EQUIPMENT SERVICE CONTRACT (Eng/Ops/WR)

Staff recommends that the Board:

1. Award a two-year service contract with three, one-year options to Carrier Corporation for an Agency-wide HVAC Equipment Service Contract for a not-to-exceed amount of \$750,000; and
2. Authorize the General Manager to execute the service contract, subject to non-substantive changes.

P. RP-1 HEADWORKS UPGRADES PROJECT CONSTRUCTION CHANGE ORDER (Eng/Ops/WR)

Staff recommends that the Board:

1. Approve a construction change order for the RP-1 Headworks, Primary and Secondary Upgrades, Project No. EN14019, to Myers & Sons, for the not-to-exceed amount of \$893,006; and
2. Authorize the General Manager to execute change order, subject to non-substantive changes.

3. **ACTION ITEM**

A. **CHINO BASIN PROGRAM PROFESSIONAL CONSULTING SERVICES**
(Eng/Ops/WR)

Staff recommends that the Board:

1. Award a sole source professional consulting services contract to GEI Consultants, Inc. for the not-to-exceed amount of \$1,953,680;
2. Award a sole source professional consulting services contract to Water Systems Consulting, Inc., for the not-to-exceed amount of \$833,415;
3. Authorize the General Manager to execute the contracts, subject to non-substantive changes.

4. **INFORMATION ITEMS**

A. **CAREER MANAGEMENT PROGRAM: TAKING CHARGE**
(POWERPOINT)

B. **ENGINEERING AND CONSTRUCTION MANAGEMENT PROJECT**
UPDATES (POWERPOINT)

C. **MWD UPDATE (ORAL)**

D. **CBWM UPDATE (ORAL)**

E. **SAWPA UPDATE (ORAL)**

RECEIVE AND FILE INFORMATION ITEMS

F. **TREASURER'S REPORT OF FINANCIAL AFFAIRS (WRITTEN/**
POWERPOINT)

G. **PUBLIC OUTREACH AND COMMUNICATION (WRITTEN)**

H. **LEGISLATIVE REPORT FROM INNOVATIVE FEDERAL STRATEGIES**
(WRITTEN)

I. **LEGISLATIVE REPORT FROM WEST COAST ADVISORS (WRITTEN)**

J. **CALIFORNIA STRATEGIES, LLC MONTHLY ACTIVITY REPORT**
(WRITTEN)

K. **FEDERAL LEGISLATIVE TRACKING MATRIX (WRITTEN)**

- L. FISCAL YEAR 2018/19 FIRST QUARTER BUDGET VARIANCE, PERFORMANCE GOAL UPDATES, AND BUDGET TRANSFERS (WRITTEN)
 - M. OPERATIONS DIVISION UPDATE
 - N. CONTRACT EXTENSION FOR AUDIT ADVISORY SERVICES FOR THE AUDIT COMMITTEE'S FINANCIAL ADVISOR (WRITTEN) *(Audit)*
 - O. CONTRACT EXTENSION FOR FINANCIAL AND SINGLE AUDITING SERVICES FOR IEUA AND CBRFA (WRITTEN) *(Audit)*
 - P. WATER CONNECTION FEES AUDIT – INTERIM AUDIT REPORT (WRITTEN/POWERPOINT) *(Audit)*
 - Q. INTERNAL AUDIT DEPARTMENT QUARTERLY STATUS REPORT FOR DECEMBER 2018 (WRITTEN) *(Audit)*
 - R. AGENCY VEHICLE OPERATIONAL FOLLOW-UP AUDIT: REVIEW OF VEHICLE INVENTORY PROCEDURES (WRITTEN/POWERPOINT) *(Audit)*
5. AGENCY REPRESENTATIVES' REPORTS
- A. SAWPA REPORT (WRITTEN)
December 18, 2018 Regular Commission meeting.
 - B. MWD REPORT (WRITTEN)
December 11, 2018 Board meeting.
 - C. REGIONAL SEWERAGE PROGRAM POLICY COMMITTEE REPORT (WRITTEN)
The December 6, 2018 Regional Sewerage Program Policy Committee meeting was cancelled. The next meeting is scheduled for January 3, 2019.
 - D. CHINO BASIN WATERMASTER REPORT (WRITTEN)
The next CBWM Board meeting is scheduled for December 29, 2018.
 - E. CHINO BASIN DESALTER AUTHORITY (WRITTEN)
December 6, 2018 Special Board meeting.
 - F. INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY (WRITTEN)
The next IERCA Board meeting is scheduled for February 4, 2019.
6. GENERAL MANAGER'S REPORT (WRITTEN)
7. BOARD OF DIRECTORS' REQUESTED FUTURE AGENDA ITEMS
8. DIRECTORS' COMMENTS

A. CONFERENCE REPORTS

This is the time and place for the Members of the Board to report on prescheduled Committee/District Representative Assignment meetings, which were held since the last regular Board meeting, and/or any other items of interest.

9. CLOSED SESSION

A. PURSUANT TO GOVERNMENT CODE SECTION 54956.9(a) – CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

1. Chino Basin Municipal Water District vs. City of Chino, Case No. RCV51010
2. Spicer vs. W.A. Rasic Construction, Case No. CIVDS 1711812

B. PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(2) CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

One Case

C. PURSUANT TO GOVERNMENT CODE SECTION 54954.5 – PUBLIC EMPLOYMENT

1. General Manager

10. ADJOURN

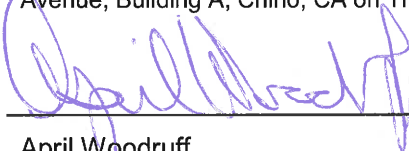
**A Municipal Water District*

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: JK

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 this agenda has been posted by 5:30 p.m. at the Agency's main office, 6075 Kimball Avenue, Building A, Chino, CA on Thursday, December 13, 2018.



April Woodruff