



**MINUTES OF THE  
WORKSHOP/MEETING OF  
THE  
INLAND EMPIRE UTILITIES AGENCY  
BOARD OF DIRECTORS**

**WEDNESDAY, APRIL 3, 2019  
10:00 A.M.**

**DIRECTORS PRESENT:**

Paul Hofer, President  
Jasmin A. Hall, Vice President  
Kati Parker, Secretary/Treasurer  
Michael Camacho  
Steven J. Elie

**DIRECTORS ABSENT:**

None

**STAFF PRESENT:**

Kirby Brill, Interim General Manager  
Chris Berch, Executive Manager of Engineering/AGM  
Kathy Besser, Executive Manager of External Affairs & Policy Development/AGM  
Randy Lee, Executive Manager of Operations/AGM  
Shaun Stone, Acting Executive Manager of Engineering/AGM  
Christina Valencia, Executive Manager of Finance & Administration/AGM  
Jerry Burke, Deputy Manager of Engineering  
Pietro Cambiaso, Deputy Manager of Planning & Environmental Resources  
Andrea Carruthers, Manager of External Affairs  
Javier Chagoyen-Lazaro, Manager of Finance & Accounting  
Tina Cheng, Budget Officer  
Lucia Diaz, Facilities Program Supervisor  
Dan Dyer, Collections System Supervisor  
Paula Hooven, Financial Analyst II  
Chander Letulle, Manager of Operations and Maintenance  
Ken Monfore, Deputy Manager of Maintenance  
Jessica Sarmiento, Financial Analyst II  
Jeannette Smith, Financial Analyst I  
Teresa Velarde, Manager of Internal Audit  
April Woodruff, Board Secretary/Office Manager

**OTHERS PRESENT:**

Marty Cihigoyenatche, JC Law Firm  
Shivaji Deshmukh

A special meeting of the Board of Directors of the Inland Empire Utilities Agency\* was held at the office of the Agency, 6075 Kimball Avenue, Bldg. A, Chino, California on the above date.

President Hofer called the meeting to order at 10:02 a.m. and led the pledge of allegiance to the flag. A quorum was present.

President Hofer stated that members of the public may address the Board. There was no one desiring to do so.

President Hofer asked if there were any changes/additions/deletions to the agenda. There were no changes/additions/deletions to the agenda.

## **WORKSHOP**

### **PROPOSED BIENNIAL BUDGET FOR FYS 2019/20 AND 2020/21**

Manager of Finance and Accounting Javier Chagoyen-Lazaro gave an overview of the proposed biennial budget for fiscal years 2019/20 and 2020/21, alignment with IEUA business goals adopted by the Board, key drivers of funding sources and uses of funds, succession planning, proposed capital improvement plan for the next few years, current Agency debt and reserves, and the budget approval process and timeline.

Discussion ensued regarding the Agency's debt and reserves.

### **SEWER SYSTEM MANAGEMENT PLAN (SSMP)**

Executive Manager of Operations/AGM Randy Lee introduced Deputy Manager of Maintenance Ken Monfore. Mr. Lee stated the Sewer System Management Plan (SSMP) is required by the State and it is required for the Board to certify this plan every 5 years. Mr. Monfore showed a video of the Sewer Collection team's tasks. He gave an overview of the goals of the Sewer Collection team, causes of sewer pipe spills, the Agency's sewer system, the Agency's SSMP and staff involved in its preparation, wastewater discharge requirements, the audit and plan revision process, historical sewer system overflows of the Agency in comparison to the State and the region, and remaining corrective actions.

Discussion ensued about the cost of maintenance of sewer lines, the procedures and responsibilities in the occurrence of a sewer line spill, and spill rate calculations.

### **DIRECTORS' COMMENTS**

President Hofer thanked Interim General Manager Kirby Brill for all his help during his time at the Agency. He also thanked the new incoming General Manager Shivaji Deshmukh for attending the meeting.

### **CLOSED SESSION**

The Board went into Closed Session at 10:53 a.m., A. PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(2) – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

The meeting resumed at 11:09 a.m., and General Counsel Marty Cihigoyenatche stated that the below-mentioned matters were discussed in Closed Session, and the Board took the following actions:

Regarding Conference with Legal Counsel – Anticipated Litigation:

Case #1

The Board took the action stated below.

**ACTION ITEM**

Upon motion by Director Camacho, seconded by Director Elie, and unanimously carried:

**M2019-4-1**

MOVED, to:

1. Approve the settlement terminating the lease agreement between Inland BioEnergy LLC to avoid potential litigation; and
2. Approve the Interim General Manager to sign the Financial & Termination of Lease Agreement between IEUA and Inland BioEnergy.

With no further business, President Hofer adjourned the meeting at 11:10 a.m.

  
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Kati Parker, Secretary/Treasurer

**APPROVED: APRIL 17, 2019**