

# NOTICE OF MEETING

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OF THE

FINANCE AND  
ADMINISTRATION  
COMMITTEE

OF THE  
BOARD OF DIRECTORS  
OF THE



IS SCHEDULED FOR  
**WEDNESDAY, DECEMBER 11, 2019**  
**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, DECEMBER 11, 2019  
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 three 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 November 13, 2019.

**B. REPORT ON GENERAL DISBURSEMENTS**

Staff recommends that the Committee/Board approve the total disbursements for the month of October 2019, in the amount of \$21,751,419.34.

**2. ACTION ITEMS**

**A. IEUA FISCAL YEAR (FY) 2018/19 SINGLE AUDIT AND AUDITED COMPREHENSIVE ANNUAL FISCAL REPORT**

Staff recommends that the Committee/Board:

1. Approve the Single Audit Report for fiscal year ended June 30, 2019;
2. Approve the Comprehensive Annual Financial Report for fiscal year ended June 30, 2019; and
3. 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.

**B. ESTABLISHING THE GOVERNING DOCUMENTS OF THE DEFINED CONTRIBUTION PLANS ADMINISTRATIVE COMMITTEE AND HEALTH REIMBURSEMENT ARRANGEMENT TRUST COMMITTEE**

Staff recommends that the Committee/Board:

1. Approve Resolution No. 2019-12-2, authorizing the Defined Contribution Plans Administrative Committee, Committee Charter, Statement of Investment Policies and Guidelines, Fee and Expense Policy Statement and as Plan Sponsor delegate its administrative and fiduciary authority to the Committee;
2. Approve Resolution No. 2019-12-3, authorizing the Health Reimbursement Arrangement Trust Committee, Committee Charter, Statement of Investment Policies and Guidelines, Fee and Expense Policy Statement and as Plan Sponsor delegate its administrative authority to the Committee; and
3. Authorize the General Manager or designee to execute associated Plans, subject to non-substantive changes.

**C. MOTOR CONTROL CENTER, ELECTRICAL DRIVE, AND CONTROL SYSTEM HARDWARE SOLE SOURCE**

Staff recommends that the Committee/Board:

1. Adopt a finding pursuant to Public Contract Code 3400(c) that the use of Rockwell Allen Bradley motor control centers, electric drives, and control system hardware: 1) match existing components in use at IEUA facilities; 2) the components are only available from Rockwell;
2. Authorize their procurement as a sole source for future O&M and capital projects for a duration of five years; and

3. Authorize the General Manager to execute the standardization contract with Rockwell and Royal Industrial Solutions, subject to non-substantive changes.

**D. ADOPTION OF RESOLUTION NO. 2019-12-1, APPROVING THE REPORTING OF UNIFORM ALLOWANCE AS SPECIAL COMPENSATION FOR CALPERS CLASSIC MEMBERS**

Staff recommends that the Committee/Board adopt Resolution No. 2019-12-1, approving the reporting of uniform allowance as special compensation for CalPERS Classic Members.

**3. INFORMATION ITEM**

**A. FISCAL YEAR 2019/20 FIRST QUARTER BUDGET VARIANCE, PERFORMANCE GOAL UPDATES, AND BUDGET TRANSFERS (WRITTEN/POWERPOINT)**

**RECEIVE AND FILE INFORMATION ITEM**

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

**4. GENERAL MANAGER'S COMMENTS**

**5. COMMITTEE MEMBER COMMENTS**

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

**7. 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: 

**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 and to the IEUA Website at [www.ieua.org](http://www.ieua.org) on Thursday, December 5, 2019.

  
April Woodruff