

NOTICE OF SPECIAL MEETING

OF THE
BOARD OF DIRECTORS
OF THE



WILL BE HELD ON
WEDNESDAY, DECEMBER 8, 2021
9:30 A.M.

The meeting will be accessible at:
(415) 856-9169/Conference ID: 811 284 110#

PURSUANT TO AB361 AND RESOLUTION NO. 2021-11-1, ADOPTED BY THE IEUA BOARD OF DIRECTORS ON NOVEMBER 17, 2021, IEUA BOARD AND COMMITTEE MEETINGS WILL CONTINUE TO BE CONDUCTED THROUGH TELECONFERENCE IN AN EFFORT TO PROTECT PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19. THERE WILL BE NO PUBLIC LOCATION AVAILABLE FOR ATTENDING THE MEETING IN PERSON.

The public may participate and provide public comment during the meeting by dialing into the number provided above. Comments may also be submitted by email to the Board Secretary/Office Manager Denise Garzaro at dgarzaro@ieua.org prior to the completion of the Public Comment section of the meeting. Comments will be distributed to the Board of Directors.



**AGENDA
SPECIAL MEETING OF THE
INLAND EMPIRE UTILITIES AGENCY*
BOARD OF DIRECTORS**

**WEDNESDAY, DECEMBER 8, 2021
9:30 A.M.**

**VIEW THE MEETING LIVE ONLINE AT IEUA.ORG
TELEPHONE ACCESS: (415) 856-9169 / Conf Code: 811 284 110#**

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

FLAG SALUTE

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 email the Board Secretary/Office Manager prior to the public comment section or request to address the Board during the public comments section of the meeting. 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.

*A Municipal Water District

NEW, PROMOTED AND RECLASSIFIED EMPLOYEE INTRODUCTIONS

1. 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

Approve minutes of the November 3, 2021 and November 17, 2021 Board Meetings.

B. REPORT ON GENERAL DISBURSEMENTS

Staff recommends that the Board approve the total disbursements for the month of October 2021 in the amount of \$21,147,707.10.

C. INTERNAL AUDIT DEPARTMENT CHARTER AND AUDIT COMMITTEE CHARTER (*Audit*)

Staff recommends that the Committee/Board:

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

D. ADOPTION OF RESOLUTION NO. 2021-12-1, MAKING CERTAIN FINDINGS AND DETERMINATIONS REGARDING SPECIAL RULES FOR CONDUCTING MEETINGS THROUGH TELECONFERENCE

Staff recommends that the Board adopt Resolution No. 2021-12-1, making certain findings and determinations regarding special rules for conducting meetings through teleconference.

E. ADOPTION OF RESOLUTION NOS. 2021-12-2 AND 2021-12-3 FOR THE CARBON CANYON WATER RECYCLING FACILITY ASSET MANAGEMENT AND IMPROVEMENTS PROJECT STATE REVOLVING FUND APPLICATION

Staff recommends that the Board:

1. Adopt Resolution No. 2021-12-2, authorizing the General Manager or his designee to sign and file the Clean Water State Revolving Fund loan applications with the SWRCB for construction of the subject project; and
2. Adopt Resolution No. 2021-12-3, establishing IEUA's intention to pay for and be reimbursed for expenditures related to the construction of the subject project.

F. ELECTRO-CHEMICAL DEVICES CHLORINE ANALYZERS STANDARDIZATION

Staff recommends that the Board:

1. Adopt a finding pursuant to Public Contract Code 3400(c) that the use of Electro-Chemical Devices (ECD) Chlorine Analyzers, specifically conditions; (2) to match existing product that is used across all treatment plants at IEUA; and (3) the chlorine analyzers are only available from the ECD; and
2. Authorize the standardization selection and sole source procurement for future O&M and capital projects.

G. SOLE SOURCE PURCHASE OF RP-1 AND RP-2 DISTRIBUTED CONTROL SYSTEM UPGRADES

Staff recommends that the Board:

1. Approve the sole source purchase for Foxboro DCS Upgrade equipment and services with Schneider Electric for a not-to-exceed amount of \$375,000; and
2. Authorize the General Manager to complete the sole source procurement.

H. SCADA ENTERPRISE SYSTEM CONSULTING ENGINEERING SERVICES CONTRACT AMENDMENT

Staff recommends that the Board:

1. Approve a contract amendment for the SCADA Enterprise System, Project No. EN13016, to Eramosa International Inc., for a not-to-exceed amount of \$119,300, increasing the contract from \$1,580,699.81 to \$1,699,999.81 (7% increase); and
2. Authorize the General Manager to execute the contract amendment subject to non-substantive changes.

I. RP-5 HEADQUARTERS EMERGENCY GENERATOR LOAD BANK

Staff recommends that the Board:

1. Award a construction contract for the Regional Recycling Plant No. 5 (RP-5) Headquarters Emergency Generator Load Bank, Project No. EN22033, to Ferreira Construction, in the amount of \$108,035; and
2. Authorize the General Manager to execute the construction contract, subject to non-substantive changes.

J. CHINO BASIN PROGRAM FEASIBILITY STUDY CONTRACT AMENDMENT

Staff recommends that the Board:

1. Approve a contract amendment with West Yost, Contract No. 4600002991, for the Chino Basin Program Feasibility Work in the amount of \$54,870, increasing the contract from \$246,640 to a not-to-exceed amount of \$301,510; and
2. Authorize the General Manager to execute the contract amendment, subject to non-substantive changes.

2. ACTION ITEMS

A. CHINO BASIN PROGRAM PROFESSIONAL CONSULTING SERVICE CONTRACT AMENDMENT

Staff recommends that the Board:

1. Award a professional consulting services contract amendment to GEI Consultants, Inc. in the amount of \$1,330,000 for a total not-to-exceed contract amount of \$3,283,680; and
2. Authorize the General Manager to execute the contract amendment, subject to non-substantive changes.

B. IEUA FISCAL YEAR (FY) 2020/21 AUDITED ANNUAL COMPREHENSIVE FINANCIAL REPORT (Audit)

Staff recommends that the Board:

1. Approve the Annual Comprehensive Financial Report for fiscal year ended June 30, 2021;
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; and
3. Approve inter-fund loan of up to \$2,000,000 from the Recycled Water Fund to support the Recharge Master Plan Update execution while completing State Revolving Fund loan agreements.

C. ADOPTION OF RESOLUTION NO. 2021-12-5 RECOGNIZING THE STATE AND REGIONAL DROUGHT EMERGENCY AND ACTIVATING THE AGENCY'S WATER SHORTAGE CONTINGENCY PLAN AT LEVEL 2

Staff recommends that the Board:

1. Adopt Resolution No. 2021-12-5, recognizing the state and regional drought emergency; and
2. Activating the Agency's Water Shortage Contingency Plan at Level 2.

D. ELECTION OF OFFICERS

Staff recommends that the Board elect, by majority vote, a President, Vice President, and Secretary/Treasurer of the Inland Empire Utilities Agency Board of Directors for a one-year term beginning January 1, 2022.

E. APPOINTMENT OF A DIRECTOR TO THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

Staff recommends that the Board review and consider its appointment of a Director to serve on the Metropolitan Water District of Southern California Board.

F. ADOPTION OF RESOLUTION NO. 2021-12-4, APPOINTING AGENCY REPRESENTATIVE AND ALTERNATE REPRESENTATIVE TO THE SAWPA COMMISSION

Staff recommends that the Board adopt, by majority vote, Resolution No. 2021-12-4, appointing the Agency representative and alternate representative to the Santa Ana Watershed Project Authority (SAWPA) Commission.

G. APPOINTMENT OF A REPRESENTATIVE AND ALTERNATE REPRESENTATIVE FOR SAWPA PROJECT AGREEMENT (PA) 23 AND PROJECT AGREEMENT 24

Staff recommends that the Board appoint a representative and alternate representative for the SAWPA PA 23, and for the SAWPA PA 24.

3. INFORMATION ITEMS

A. REDISTRICTING MARKETING UPDATE (ORAL)

B. 2022 LEGISLATIVE POLICY PRINCIPLES (WRITTEN)

C. RECYCLED WATER GROUNDWATER RECHARGE UPDATE (POWERPOINT)

D. FISCAL YEAR 2021/22 FIRST QUARTER BUDGET VARIANCE, PERFORMANCE GOAL UPDATES, AND BUDGET TRANSFERS (WRITTEN/POWERPOINT)

E. RP-5 SOLIDS HANDLING FACILITY FUTURE USES EVALUATION UPDATE (POWERPOINT)

F. ENGINEERING AND CONSTRUCTION MANAGEMENT PROJECT UPDATES (POWERPOINT)

RECEIVE AND FILE INFORMATION ITEMS

G. STATE LEGISLATIVE REPORT AND MATRIX FROM WEST COAST ADVISORS (WRITTEN)

H. FEDERAL LEGISLATIVE REPORT AND MATRIX FROM INNOVATIVE FEDERAL STRATEGIES (WRITTEN)

- I. **PUBLIC OUTREACH AND COMMUNICATION (WRITTEN)**
- J. **RP-5 EXPANSION PROJECT UPDATE: DECEMBER 2021 (POWERPOINT)**
- K. **TREASURER'S REPORT OF FINANCIAL AFFAIRS (WRITTEN/POWERPOINT)**
- L. **INTERNAL AUDIT DEPARTMENT QUARTERLY STATUS REPORT FOR DECEMBER 2021 (WRITTEN)** *(Audit)*
- M. **ACCOUNTS PAYABLE OPERATIONAL AND INTERNAL CONTROL AUDIT REPORT – REVIEW OF PROCURE TO PAY PROCESSES FOR CHEMICALS (WRITTEN/POWERPOINT)** *(Audit)*

4. **AGENCY REPRESENTATIVES' REPORTS**

- A. **SANTA ANA WATERSHED PROJECT AUTHORITY REPORT (WRITTEN)**
December 7, 2021 SAWPA Commission meeting
- B. **METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA REPORT (WRITTEN)**
November 23, 2021 Special MWD Board meeting
- C. **REGIONAL SEWERAGE PROGRAM POLICY COMMITTEE REPORT**
The next Regional Sewerage Program Policy Committee meeting is January 6, 2022
- D. **CHINO BASIN WATERMASTER REPORT (WRITTEN)**
November 18, 2021 Chino Basin Watermaster Board meeting
- E. **CHINO BASIN DESALTER AUTHORITY REPORT (WRITTEN)**
December 2, 2021 CDA Special Board meeting
- F. **INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY REPORT**
The next IERCA Board meeting is February 7, 2022

5. **GENERAL MANAGER'S REPORT (WRITTEN)**

6. **BOARD OF DIRECTORS' REQUESTED FUTURE AGENDA ITEMS**

7. **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.

8. CLOSED SESSION

**A. PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(2)(e)1
CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

One Case

ADJOURN

Declaration of Posting

I, Denise Garzaro, CMC, Board Secretary/Office Manager of the Inland Empire Utilities Agency*, a Municipal Water District, hereby certify that, per Government Code Section 54954.2, a copy of this agenda has been posted at the Agency's main office, 6075 Kimball Avenue, Building A, Chino, CA and on the Agency's website at www.ieua.org at least seventy-two (72) hours prior to the meeting date and time above.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Board Secretary at (909) 993-1736 or dgarzaro@ieua.org, 48 hours prior to the scheduled meeting so that IEUA can make reasonable arrangements to ensure accessibility.