

NOTICE OF MEETING

OF THE
BOARD OF DIRECTORS
OF THE



WILL BE HELD ON
WEDNESDAY, SEPTEMBER 21, 2022
10:00 A.M.

The meeting will be accessible at:
(415) 856-9169/Conference ID: 885 499 122#

PURSUANT TO AB361 AND RESOLUTION NO. 2022-9-2, ADOPTED BY THE IEUA BOARD OF DIRECTORS ON SEPTEMBER 7, 2022, 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 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
MEETING OF THE
INLAND EMPIRE UTILITIES AGENCY*
BOARD OF DIRECTORS**

**WEDNESDAY, SEPTEMBER 21, 2022
10:00 A.M.**

**AGENCY HEADQUARTERS
BOARD ROOM
6075 KIMBALL AVENUE, BUILDING A
CHINO, CALIFORNIA 91708
VIEW THE MEETING LIVE ONLINE AT IEUA.ORG
TELEPHONE ACCESS: (415) 856-9169 / Conf Code: 885 499 122#**

PURSUANT TO AB361 AND RESOLUTION NO. 2022-9-2, ADOPTED BY THE IEUA BOARD OF DIRECTORS ON SEPTEMBER 7, 2022, 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.

The public may participate and provide public comment during the meeting by dialing 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.

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. PUBLIC HEARING

A. ADOPTION OF ORDINANCE NO. 110 (*Finance & Admin*)

Staff recommends that the Board:

1. Hold a Public Hearing to receive comments prior to the adoption of Ordinance No. 110, establishing and setting forth the policies governing Agency authority dollar limits for procurement and procurement-related activities; and
2. After closing the Public Hearing, adopt Ordinance No. 110.

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

Approve minutes of the August 17, 2022 Board Meeting.

B. ADOPTION OF RESOLUTION NO. 2022-9-3, MAKING CERTAIN FINDINGS AND DETERMINATIONS REGARDING SPECIAL RULES FOR CONDUCTING MEETINGS THROUGH TELECONFERENCE

Staff recommends that the Board adopt Resolution No. 2022-9-3, making certain findings and determinations regarding special rules for conducting meetings through teleconference.

C. REPORT ON GENERAL DISBURSEMENTS (*Finance & Admin*)

Staff recommends that the Board approve the total disbursements for the month of July 2022, in the amount of \$39,583,777.01.

D. RATIFY CONTRACT AMENDMENT FOR STATE LEGISLATIVE SERVICES (*Community & Leg*)

Staff recommends that the Board ratify the Contract Amendment for Contract No. 4600002123 to West Coast Advisors to provide State Legislative Services in the amount of \$114,000 through June 30, 2023.

**E. RP-5 EXPANSION PROJECT BUDGET TRANSFER (Eng/Ops/WR)
(Finance & Admin)**

Staff recommends that the Board:

1. Approve a FY 2022/23 transfer in the amount of \$60,000 from the RP-5 Expansion to 30 MGD, Project No. EN19001 capital budget, to the RP-5 Expansion to 30 MGD, Project No. EN19001 operating budget in the Regional Capital (RC) Fund;
2. Approve a FY 2022/23 transfer in the amount of \$60,000 from the RP-5 Biosolids Facility, Project No. EN19006 capital budget, to RP-5 Biosolids Facility, Project No. EN19006 operating budget in the Regional Capital (RC) Fund; and
3. Authorize the General Manager to execute the budget transfer.

**F. ARCHITECTURAL MASTER SERVICE CONTRACT AMENDMENT
(Eng/Ops/WR)**

Staff recommends that the Board:

1. Approve a contract amendment for the Architectural Master Service Contract with Gillis + Panichapan Architects, Inc. in the amount of \$725,000 increasing the contract from \$700,000 to \$1,425,000 (204% increase); and
2. Authorize the General Manager to execute the contract amendment, subject to non-substantive changes.

**G. COLLECTION SYSTEM CONDITION ASSESSMENT AND
OPTIMIZATION PROJECT FISCAL YEAR 2022/23 PROJECT BUDGET
AUGMENTATION (Eng/Ops/WR) (Finance & Admin)**

Staff recommends that the Board:

1. Approve a FY 2022/23 project budget augmentation for the Regional System Asset Management Project, No. EN19024, in the amount of \$50,237, from \$329,878 to \$380,115 in the Regional Operations and Maintenance (10800) Fund;
2. Approve a FY 2022/23 project budget augmentation for the NRW Manhole and Pipeline Project, No. EN19028, in the amount of \$393,398, from \$70,000 to \$463,398 in the Non-Reclaimable Wastewater (10500) Fund; and
3. Authorize the General Manager to approve the budget augmentation.

H. RECHARGE MASTER PLAN UPDATE PROJECT BUDGET AUGMENTATION, AGREEMENT AMENDMENT, AND CONSTRUCTION CHANGE ORDER APPROVAL (Eng/Ops/WR) (Finance & Admin)

Staff recommends that the Board:

1. Approve the total project budget augmentation for RW15003.00 in Fiscal Year 2022/23 from \$24,004,424 to \$27,260,512;
2. Approve the second amendment to IEUA and CBWM's Cost Sharing Agreement, Task Order No. 9, for the project under RW15003.06;
3. Approve the construction change order with MNR Construction, Inc. for Project No. RW15003.06 for a not-to-exceed amount of \$3,161,995 increasing the contract from \$15,669,068.27 to \$18,831,063.27 (20% increase); and
4. Authorize the General Manager to execute the budget augmentation, Agreement amendment, and change order subject to non-substantive changes.

I. FISCAL YEAR 2021/22 CARRY FORWARD BUDGET AMENDMENT (Finance & Admin)

Staff recommends that the Board:

1. Approve the carry forward of open encumbrances and non-encumbered commitments related to budgets from FY 2021/22 to FY 2022/23; and
2. Amend the FY 2022/23 budget in the amount of \$5,408,121 for operations and maintenance expenses, \$7,795,788 for non-capital projects, and \$7,617,085 for capital projects.

3. ACTION ITEM

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

Staff recommends that the Board:

1. Approve a contract amendment for professional consulting services to Brown and Caldwell in the amount of \$2,855,000, increasing the contract from \$3,978,506 to a not-to-exceed amount of \$6,833,506; and
2. Authorize the General Manager to execute the contract amendment, subject to non-substantive changes.

4. INFORMATION ITEMS

- A. **WATER STORAGE INVESTMENT PROGRAM/CHINO BASIN PROGRAM UPDATE (ORAL)**
- B. **GRANTS SEMI-ANNUAL UPDATE (POWERPOINT)**
- C. **CALIFORNIA AIR RESOURCES BOARD PROPOSED ADVANCED CLEAN FLEET REGULATION (POWERPOINT)**
- D. **ENGINEERING AND CONSTRUCTION MANAGEMENT PROJECT UPDATES (POWERPOINT)** *(Eng/Ops/WR)*

RECEIVE AND FILE INFORMATION ITEMS

- E. **ACCOUNTS PAYABLE OPERATIONAL AND INTERNAL CONTROL AUDIT REPORT – REVIEW OF PROCURE TO PAY PROCESSES FOR HOME DEPOT CREDIT CARDS (WRITTEN/POWERPOINT)** *(Audit)*
- F. **STATUS UPDATE – REVIEW OF PROCURE TO PAY PROCESSES FOR MATERIALS AND SUPPLIES (WRITTEN/POWERPOINT)** *(Audit)*
- G. **PROGRESS UPDATE FOR ALL PROCURE TO PAY AUDIT RECOMMENDATIONS (WRITTEN/POWERPOINT)** *(Audit)*
- H. **WAREHOUSE ANNUAL PHYSICAL INVENTORY AND MONTHLY CYCLE COUNTS (WRITTEN/POWERPOINT)** *(Audit)*
- I. **WATER USE EFFICIENCY PROGRAMS AUDIT – FOLLOW-UP REVIEW (WRITTEN/POWERPOINT)** *(Audit)*
- J. **INTERNAL AUDIT DEPARTMENT QUARTERLY STATUS REPORT FOR SEPTEMBER 2022 (WRITTEN)** *(Audit)*
- K. **FEDERAL LEGISLATIVE REPORT FROM CARPI AND CLAY (WRITTEN)** *(Community & Leg)*
- L. **STATE LEGISLATIVE REPORT AND MATRIX FROM WEST COAST ADVISORS (WRITTEN)** *(Community & Leg)*
- M. **PUBLIC OUTREACH AND COMMUNICATION (WRITTEN)** *(Community & Leg)*
- N. **RECYCLED WATER GROUNDWATER RECHARGE UPDATE (POWERPOINT)** *(Eng/Ops/WR)*
- O. **RP-5 EXPANSION PROJECT UPDATE – SEPTEMBER 2022 (POWERPOINT)** *(Eng/Ops/WR)*
- P. **FISCAL YEAR 2021/22 FOURTH QUARTER BUDGET VARIANCE, PERFORMANCE UPDATES, AND BUDGET TRANSFERS** *(Finance & Admin)*

Q. **TREASURER'S REPORT OF FINANCIAL AFFAIRS (WRITTEN/ POWERPOINT)** *(Finance & Admin)*

5. **AGENCY REPRESENTATIVES' REPORTS**

A. **SANTA ANA WATERSHED PROJECT AUTHORITY REPORT**

September 20, 2022 SAWPA Commission meeting

B. **METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA REPORT (WRITTEN)**

September 13, 2022 MWD Board meeting

C. **REGIONAL SEWERAGE PROGRAM POLICY COMMITTEE REPORT (WRITTEN)**

September 1, 2022 Regional Sewerage Program Policy Committee meeting

D. **CHINO BASIN WATERMASTER REPORT (WRITTEN)**

August 25, 2022 Chino Basin Watermaster Board meeting

E. **CHINO BASIN DESALTER AUTHORITY REPORT (WRITTEN)**

September 1, 2022 Special CDA Board meeting

F. **INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY REPORT**

The next IERCA Board meeting is scheduled for November 7, 2022.

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(d)(2)(e)1 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Two Cases

B. **PURSUANT TO GOVERNMENT CODE SECTIONS 54957 AND 54957.6 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

1. Manager of Internal Audit
2. General Manager

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.