

NOTICE OF MEETING

OF THE
**FINANCE AND
ADMINISTRATION
COMMITTEE**

OF THE
BOARD OF DIRECTORS
OF THE



IS SCHEDULED FOR
WEDNESDAY, DECEMBER 14, 2022
11:00 A.M.

The meeting will be accessible at:
(415) 856-9169/Conference ID: 809 178 499#

PURSUANT TO AB361 AND RESOLUTION NO. 2022-11-7, ADOPTED BY THE IEUA BOARD OF DIRECTORS ON NOVEMBER 16, 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 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
FINANCE AND ADMINISTRATION
COMMITTEE MEETING
OF THE BOARD OF DIRECTORS
INLAND EMPIRE UTILITIES AGENCY***

**WEDNESDAY, DECEMBER 14, 2022
11:00 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: 809 178 499#**

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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 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

1. **CONSENT ITEMS**

A. **MINUTES**

Approve Minutes of the November 9, 2022 Finance and Administration Committee meeting.

B. **REPORT ON GENERAL DISBURSEMENTS**

Staff recommends that the Committee/Board approve the total disbursements for the month of October 2022, in the amount of \$24,401,932.26

C. **AGENCY-WIDE AND LABORATORY COURIER SERVICES**

Staff recommends that the Committee/Board:

1. Approve the award to provide Agency-Wide and Laboratory Courier Service, Contract No. 4600003207, to Integrated Parcel Network dba Pacific Couriers, for a two-year contract, with three one-year renewal options, for a potential total contract term of five years for a not-to-exceed amount of \$440,000; and
2. Authorize the General Manager to execute the contract, subject to non-substantive changes.

2. **ACTION ITEM**

A. **IEUA FISCAL YEAR (FY) 2021/22 AUDITED ANNUAL COMPREHENSIVE FINANCIAL REPORT**

Staff recommends that the Committee/Board:

1. Approve the Annual Comprehensive Financial Report for fiscal year ended June 30, 2022;
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;
3. Approve an interfund loan of \$7,000,000 from Recycled Water Fund to the Recharge Water Fund to support the Recharge Master Plan Update projects execution until grants and State Revolving Fund loan proceeds from the State Water Resources Control Board are received by the Agency; and
4. Authorize the General Manager to execute the inter-fund loan.

3. INFORMATION ITEMS

- A. FISCAL YEAR 2022/23 FIRST QUARTER BUDGET VARIANCE, PERFORMANCE 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

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.