

Approved May 12, 2021

**EAST VALLEY WATER DISTRICT  
REGULAR BOARD MEETING  
VIA TELECONFERENCE**

**March 24, 2021**

**MINUTES**

The Chairman of the Board called the meeting to order at 3:31 p.m.

**PRESENT:** Directors: Carrillo, Coats, Goodrich, Morales, Smith

**ABSENT:** None

**STAFF:** John Mura, General Manager/CEO; Brian Tompkins, Chief Financial Officer; Jeff Noelte, Director of Engineering and Operations; Kelly Malloy, Director of Strategic Services; Shayla Antrim, Senior Administrative Assistant

**LEGAL COUNSEL:** Jean Cihigoyenetché

**GUEST(s):** Members of the public

**PUBLIC COMMENTS**

Chairman Smith declared the public participation section of the meeting open at 3:32 p.m.

There being no written or verbal comments, the public participation section was closed.

**APPROVAL OF AGENDA**

M/S/C (Morales-Goodrich) by unanimous roll call vote that the March 24, 2021 agenda be approved as submitted.

**CLOSED SESSION**

The Board entered into Closed Session at 3:33 p.m. as provided in the Ralph M. Brown Act Government Code Sections 54957 and 54956.8 to discuss the item(s) listed on the agenda.

**THE BOARD RECONVENED THE MEETING AT 5:30 P.M.**

Director Coats led the flag salute.

**ROLL CALL**

**PRESENT:** Directors: Carrillo, Coats, Goodrich, Morales, Smith

**ABSENT:** None

## **ANNOUNCEMENT OF CLOSED SESSION ACTIONS**

With respect to Item #2: Legal Counsel stated that no reportable action was taken.

With respect to Item #3: Legal Counsel stated that no reportable action was taken.

## **PUBLIC COMMENTS**

Chairman Smith declared the public participation section of the meeting open at 5:32 p.m.

There being no written or verbal comments, the public participation section was closed.

## **DISBURSEMENTS**

M/S/C (Carrillo-Goodrich) by unanimous roll call vote that the General Fund Disbursements #257318 through #257450 which were distributed during the period of February 1, 2021 through February 28, 2021, bank drafts, and ACH Payments in the amount of \$5,853,098.62 and \$350,972.48 for payroll and benefit contributions, totaling \$6,204,071.10 be approved.

## **APPROVE THE FINANCIAL STATEMENTS FOR JANUARY 2021**

M/S/C (Carrillo-Goodrich) by unanimous roll call vote that the Board approve the financial statements for January 2021 as submitted.

## **ADOPTION OF GRANT STRATEGY UPDATE**

The Director of Strategic Services provided an overview of updates made to the District's Grant Strategy document. She stated that the District has gone through a dynamic transformation since the document was originally adopted in 2012. She described the purpose and key elements of the document; and stated that it identifies roles and responsibilities of those working in relation to the Grant Strategy and that it feeds into the Five-Year Work Plan.

Ms. Gail Shelton commented that she is pleased that the District is going after grants that tie in with the District's Strategic Plan.

M/S/C (Coats-Goodrich) by unanimous roll call that the Board adopt the updated Grant Strategy as submitted.

## **ADOPT RESOLUTION 2021.06 UPDATING INVESTMENT POLICY 7.6**

The Chief Financial Officer stated that the investment policy is required by State statutes to be reviewed annually; he reviewed minor modifications to the policy that were derived from comments from reviewers at the California Municipal Treasurers Association.

M/S/C (Morales-Goodrich) by unanimous roll call vote that the Board adopt Resolution 2021.06 as submitted.

**CONSIDER APPROVAL OF BUDGET AMENDMENT TO FULLY FUND PURCHASE CONTRACT FOR STERLING NATURAL RESOURCE CENTER NETWORK SOFTWARE/LICENSING**

The Chief Financial Officer provided information regarding staff's request to increase the budget in the amount of \$250,000 for installation and licensing of network software at the Sterling Natural Resource Center. He stated that water sales for the current fiscal year are projected to exceed \$1.2 million and requests that the additional commitment of \$250,000 be added to the \$400,000 already approved during the mid-year budget review.

M/S/C (Carrillo-Goodrich) by unanimous roll call vote that the Board approve a budget increase of \$250,000 for installation and licensing of network software at the Sterling Natural Resource Center and a \$250,000 increase in water sales as submitted.

**REVIEW GENERAL MANAGER/CEO ACHIEVEMENT OF GOALS & OBJECTIVES AND DETERMINATION OF PERFORMANCE AWARD**

Legal Counsel stated that pursuant the General Manager/CEO's employment contract, he is entitled to an annual review of his performance by the Board of Directors to determine if his Goals and Objectives have been met for the preceding year, and to determine the overall performance of his work. He stated that in closed session matters were discussed and considered by the Board, and a consensus was reached. Pursuant to section three of his employment agreement the Board is charged with determining if the General Manager/CEO is entitled to his performance award of 10% of his base annual salary.

The Board praised the General Manager/CEO for his performance and leadership.

M/S/C (Coats-Goodrich) by unanimous roll call vote that the Board approve the General Manager/CEO's 10% pay for performance award in the amount of \$29,556.03.

**APPROVAL OF GENERAL MANAGER/CEO'S 2021/22 GOALS AND OBJECTIVES**

The General Manager/CEO's stated that the Chairman and Vice-Chairman of the Board discussed and developed goals and objectives that reflect the priorities included in the Five-Year Plan, to be completed by the General Manager/CEO within a one-year time frame. He read aloud each of the proposed FY 2021/22 goals and objectives to the Board.

Director Morales commented that the goals are ambitious, yet achievable and that they set the bar high enough to keep the District at the top of the heap.

Director Carrillo agreed with Director Morales' comments.

Vice Chairman Goodrich stated that the goals are very lofty and that a lot of work goes into creating the goals and objectives.

Director Coats agreed with the comments made by the Board and added that the General Manager/CEO always stretches himself to a higher level.

Chairman Smith echoed the comments of the Board.

M/S/C (Goodrich-Coats) by unanimous roll call vote that the Board approve the 2021/22 General Manager/CEO's Goals and Objectives as submitted.

## **BOARD OF DIRECTORS' REPORTS**

Director Coats reported on the following: March 15 he participated in the Association of San Bernardino County Special Districts monthly meeting where Ms. June Lopez was the guest speaker; March 16 he participated in the San Bernardino Valley Municipal Water District Board meeting; March 22 he participated in the Engineering & Operations Committee meeting; and March 23 met with General Manager/CEO and toured the Sterling Natural Resource Center.

Director Carrillo reported on the following: March 23 he participated in a conference call with the General Manager/CEO to discuss the agenda; and March 23 he participated in the Inland Action meeting where he received update on community project funding.

Director Morales reported on the following: March 11 he participated in the Association of California Water Agencies Legislative Symposium where they discussed legislation related to Covid relief funding; March 12 he participated in the East Valley Association of Realtors Legislative Committee meeting where he provided an update on the Sterling Natural Resource Center; March 17 he participated in Local Agency Formation Commission meeting where they reviewed their budget; March 22 he participated in the Association of California Water Agencies Region 9 meeting where they discussed proposed changes to the bylaws; and March 23 he participated in the San Bernardino Board of Water Commissioners meeting where they discussed software upgrades and the 2x2x2 Recycled Water meeting.

Vice Chairman Goodrich reported on the following: March 15 he participated in the Association of San Bernardino County Special Districts meeting; March 16 he participated in the 2x2x2 Recycled Water meeting hosted by San Bernardino Valley Municipal Water District; March 17 he met with the General Manager/CEO to review the agenda and to discuss District business; and March 23 he participated in the Highland Chamber of Commerce monthly meeting.

Chairman Smith reported on the following: March 11 he participated in the Association of California Water Agencies Legislative Symposium; March 16 he participated in the 2x2x2 Recycled Water meeting hosted by San Bernardino Valley Municipal Water District; March 17 he met with the General Manager/CEO to review the agenda and to discuss District business; and March 22 he participated in the Engineering & Operations Committee meeting.

Information only.

**GENERAL MANAGER/CEO REPORT**

The General Manager/CEO stated that Prop 218 notices were mailed to property owners to share information about the proposed changes in rates. The public hearing is scheduled for May 12, which will be held virtually due to Covid-19 and that the public is encouraged to participate and attend.

The General Manager/CEO announced upcoming meetings and events:

- April 8 at 2:00 p.m. the District will be holding its Legislative & Public Outreach Committee meeting.
- April 13th at 3:30 the District will be holding its Finance & Human Resources Committee meeting.

The General Manager/CEO thanked the public for their continued support during these trying times and for participating in the District’s teleconferencing meetings; and stated that the District will continue to hold meetings via teleconference until further notice.

Information only.

**LEGAL COUNSEL REPORT**

No report at this time.

**BOARD OF DIRECTORS’ COMMENTS**

Direct Coats thanked staff for their reports and presentations.

Director Morales commended the General Manager/CEO on his performance for the year.

Chairman Smith thanked Ms. Gail Shelton and the public for attending the meeting.

Information only.

**ADJOURN**

The meeting adjourned at 6:42 p.m.

**David E. Smith, Board President**

**John Mura, Secretary**