

Approved January 23, 2019

**EAST VALLEY WATER DISTRICT  
REGULAR BOARD MEETING**

**December 12, 2018**

**MINUTES**

The Vice Chairman of the Board called the meeting to order at 5:30 p.m. Mr. Wayne Brown led the flag salute.

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

**ABSENT:** Director Carrillo

**STAFF:** John Mura, General Manager/CEO; Brian Tompkins, Chief Financial Officer; Jeff Noelte, Director of Engineering and Operations; Justine Hendricksen, District Clerk; Shayla Gerber, Senior Administrative Assistant

**LEGAL COUNSEL:** Jean Cihigoyenetché

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

**ADMINISTER OATH OF OFFICE**

The General Manager/CEO stated that three incumbents were re-elected to the Board and sworn in December 7, 2018; that this evening's Oath of Office is for ceremonial purposes only.

The General Manager/CEO administered the ceremonial Oath of Office to James Morales Jr., Ronald Coats and Phillip Goodrich.

**BEATTIE MIDDLE SCHOOL HOLIDAY PERFORMANCE**

Beattie Middle School students performed holiday songs for the audience.

**CHAIRMAN CARRILLO ARRIVED AT 5:38 P.M.**

**THE BOARD TOOK AT RECESS AT 5:48 P.M.**

**THE BOARD RECONVENED AT 5:58 P.M.**

**PUBLIC COMMENTS**

Chairman Carrillo declared the public participation section of the meeting open at 5:59 p.m.

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

#### **APPROVAL OF AGENDA**

M/S/C (Coats-Smith) that the December 12, 2018 agenda be approved as submitted.

#### **APPROVE THE OCTOBER 24, 2018 REGULAR BOARD MEETING MINUTES**

M/S/C (Smith-Coats) that the Board approve the October 24, 2018 regular board meeting minutes as submitted.

#### **DIRECTORS' FEES AND EXPENSES FOR NOVEMBER 2018**

M/S/C (Smith-Coats) that the Board approve the Directors' fees and expenses for November 2018 as submitted.

#### **DISBURSEMENTS**

M/S/C (Smith-Coats) that the General Fund Disbursements #253075 through #253222 which were distributed during the period of October 1, 2018 through October 31, 2018, bank drafts, and ACH Payments in the amount of \$1,838,382.26 and \$373,267.82 for payroll and benefit contributions, totaling \$2,211,650.08 be approved.

#### **APPROVE THE FINANCIAL STATEMENTS FOR OCTOBER 2018**

M/S/C (Smith-Coats) that the Board approve the financial statements for October 2018 as submitted.

#### **BOARD REORGANIZATION**

##### **A. ELECTION OF OFFICERS FOR THE POSITIONS OF PRESIDENT (CHAIRMAN OF THE BOARD) AND VICE-PRESIDENT (VICE-CHAIRMAN)**

M/S/C (Morales-Coats) that the Board appoint the following: President - Chris Carrillo; Vice-President - David Smith.

##### **B. APPOINTMENT: GENERAL MANAGER/CEO, CHIEF FINANCIAL OFFICER, AND BOARD SECRETARY**

M/S/C (Morales-Coats) that the Board appoint the following: General Manager/CEO - John Mura; Chief Financial Officer - Brian Tompkins; Board Secretary - John Mura.

##### **C. SETTING TIME, DAY AND PLACE FOR HOLDING MEETINGS**

M/S/C (Morales-Coats) that the Board approve the following: hold regular

scheduled meetings at 31111 Greenspot Road, Highland, CA on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month, conduct closed session at 4:30 p.m. and commence the regular Board meeting at 5:30 p.m.; should closed session items require more than the allotted time, the Board will adjourn to open session at 5:30 p.m., conduct District business, and then adjourn back into closed session.

### **REVIEW AND APPROVE DRAFT POPULAR ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2018**

The Chief Financial Officer gave a brief overview of the Popular Annual Financial Report (PAFR); he stated that it a more user-friendly version of the Comprehensive Annual Financial Report; that this is the District's second annual PAFR; and it will be placed on the District's website.

The Chief Financial Officer responded to questions and comments from the Board.

M/S/C (Coats-Goodrich) that the Board approve the Popular Annual Financial Report and audit reports for the year ended June 30, 2018.

### **ADOPT RESOLUTION 2018.16 ESTABLISHING LABOR COMPLIANCE PROGRAM FOR PUBLIC WORKS PROJECTS**

The Chief Financial Officer stated that on November 14, 2018 the Board approved a contract with Golden State Labor Compliance and have since been working together to develop a comprehensive Labor Compliance Program manual identifying policy and procedures related to compliance provisions of State and Federally funded construction projects. He stated that if approved by the Board, the Resolution and manual will be submitted in an application to the Department of Industrial Relations for approval.

M/S/C (Goodrich-Morales) that the Board adopt Resolution 2018.16 establishing a Labor Compliance Program for East Valley Water District public works projects.

### **WASTEWATER MAIN REHABILITATION CONSTRUCTION CONTRACT**

The Director of Engineering and Operations provided information regarding wastewater main rehabilitation projects that were added to this years' Capital Budget; he stated that two projects were included in the budget and that bids for the projects came in well under budget; that staff is able to include a third wastewater main rehabilitation project and remain under budget. He stated that the most favorable bid was received from TK Construction.

M/S/C (Coats-Goodrich) that the Board authorize the General Manager/CEO to execute a contract with TK Construction for a not-to-exceed amount of \$356,000 to rehabilitate wastewater mains in Modesto Drive, 35<sup>th</sup> Street, and Ferndale Avenue.

## **PROGRAM MANAGEMENT SERVICES CONTRACT FOR THE STERLING NATURAL RESOURCE CENTER**

The Director of Engineering and Operations provided information regarding the request to enter into a contract with AKD Consulting in the amount of \$485,000 to provide Program Management Services for the Sterling Natural Resource Center project. He stated the previous contract that was approved by San Bernardino Valley Municipal Water District, in accordance with the framework agreement, expired on November 15, 2018; that anticipated services were not utilized during this timeframe due to project delays associated with litigation; and \$485,000 of the contract amount was not used. He stated that since Program Management Services are still needed, and the conditions of the framework agreement no longer apply, staff is recommending that the District enter into a contract with AKD Consulting in the amount of \$485,000.

M/S/C (Coats-Goodrich) that the Board authorize the General Manager/CEO to execute a contract with AKD Consulting to provide Program Management Services for the Sterling Natural Resource Center project for a not-to-exceed amount of \$485,000.

### **BOARD OF DIRECTORS' REPORTS**

Director Coats reported on the following: November 19 he attended the Association of San Bernardino County Special Districts meeting; November 20 he attended San Bernardino Valley Municipal Water District Board meeting; November 27-30 he attended the Association of California Water Agencies Fall Conference in San Diego; December 3 he attended the Finance & Human Resources Committee meeting; December 4 he attended San Bernardino Valley Municipal Water District Board meeting; December 10 he attended the Association of San Bernardino County Special Districts meeting where there was a speaker from UCR; and December 11 he attend the San Bernardino Valley Municipal Water District Board Workshop where they discussed proposals for renewable energy.

Director Goodrich reported on the following: November 15 he attended Del Rosa Neighborhood Action Group (DRNAG) meeting where a city councilman was the speaker; November 26 he attended the Engineering & Operations Committee meeting; and November 31 he attended the Press-Enterprise Top Workplace Awards where the District received an award.

Director Morales reported on the following: November 26 he attended the Engineering & Operations Committee meeting; November 27 he attended the San Bernardino Board of Water Commissioners meeting where they discussed the \$8.3 million dollar sewer fund to come back to East Valley Water District; November 28-30 he attended the Association of California Water Agencies Fall Conference where he learned that he may possibly serve as Chair of Region 9 in the near future; December 3 he attended the Finance & Human Resources Committee meeting; and December 11 he attended the San Bernardino Board of Water Commissioners meeting.

Vice Chairman Smith reported on the following: November 28-29 he attended the Association of California Water Agencies Fall Conference; December 6 he met with the General Manager/CEO to review the agenda; December 8 he attended the District's Awards Banquet; and December 12 he attended the San Bernardino Valley Water Conservation District Board meeting.

Chairman Carrillo reported on the following: November 28-29 he attended the Association of California Water Agencies Fall Conference; and December 6 he met with the General Manager/CEO to review the agenda.

Information only.

### **GENERAL MANAGER/CEO REPORT**

The General Manager/CEO reported that the Employee Events Association held its Annual Employee Awards Banquet on December 8; he congratulated Ms. Eileen Bateman for receiving Employee of the Year; and thanked executive staff for their hard work on their performance. He stated that on December 13 staff will be hosting a District tour for the Inland Empire Economic Partnership Group.

The General Manager/CEO informed the Board of upcoming meetings and events:

- December 17 @ 5:30 p.m. - Special Board meeting
- December 24 - January 1 - The District will be closed for the holiday break
- January 4 @ 1:30 p.m. - Legislative & Public Outreach Committee meeting
- January 8 @ 6:00 p.m. - Community Advisory Commission meeting

Information only.

### **LEGAL COUNSEL REPORT**

No report at this time.

### **BOARD OF DIRECTORS' COMMENTS**

Director Coats stated that many milestones have been reached over the past year and wished everyone happy holidays.

Director Morales congratulated Director Coats and Director Goodrich on their re-election; and wished everyone happy holidays.

Vice Chairman Smith echoed the comments of Director Coats and Director Morales and added that East valley Water District represents the community's best.

Chairman Carrillo commended the District on its many accomplishments. He congratulated the directors that were re-elected and thanked everyone for attending the Board meeting.

Information only.

**ADJOURN**

The meeting adjourned at 6:34 p.m.



**John Mura, Secretary**



**Chris Carrillo, Board President**