

# NOTICE OF MEETING

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OF THE  
**FINANCE AND  
ADMINISTRATION  
COMMITTEE**

OF THE  
BOARD OF DIRECTORS  
OF THE



IS SCHEDULED FOR

**WEDNESDAY, SEPTEMBER 9, 2020  
10:30 A.M.**

**TELECONFERENCE ACCESSIBILITY FOR THE GENERAL PUBLIC:**

In all efforts to prevent the spread of COVID-19, until further notice, the Inland Empire Utilities Agency will be holding all Board and Committee meetings by teleconferencing.

**The meeting will be accessible at:**

**(415) 856-9169/Conference ID: 822 431 451#**

This meeting is being conducted virtually by video and audio conferencing. There will be no public location available to attend the meeting; however, the public may participate and provide public comment during the meeting by calling into the number provided here. The public may also view the meeting live through the Agency's website. Alternatively, you may email your public comments to the Interim Board Secretary/Office Manager Laura Mantilla at [lmantilla@ieua.org](mailto:lmantilla@ieua.org) no later than 24 hours prior to the scheduled meeting time. Your comments will then be read into the record during the meeting.



**FINANCE AND ADMINISTRATION  
COMMITTEE MEETING  
OF THE BOARD OF DIRECTORS  
INLAND EMPIRE UTILITIES AGENCY\***

**WEDNESDAY, SEPTEMBER 9, 2020  
10:30 A.M.**

**INLAND EMPIRE UTILITIES AGENCY\*  
VIEW THE MEETING LIVE ONLINE AT IEUA.ORG  
TELEPHONE ACCESS: (415) 856-9169 / Conf Code: 822 431 451#**

PURSUANT TO THE PROVISIONS OF EXECUTIVE ORDER N-25-20 ISSUED BY GOVERNOR GAVIN NEWSOM ON MARCH 12, 2020, AND EXECUTIVE ORDER N-29-20 ISSUED BY GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020 AND IN AN EFFORT TO PROTECT PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19, THERE WILL NO PUBLIC LOCATION FOR ATTENDING IN PERSON.

The public may participate and provide public comment during the meeting by dialing into the number provided above. Alternatively, you may email your public comments to the Interim Board Secretary/Office Manager Laura Mantilla at [lmantilla@ieua.org](mailto:lmantilla@ieua.org) no later than 24 hours prior to the scheduled meeting time. Your comments will then be read into the record during the meeting.

**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 Interim Board Secretary no later than 24 hours prior to the scheduled meeting time or 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.

1. **CONSENT ITEMS**

A. **MINUTES**

The Committee will be asked to approve the Finance and Administration Committee meeting minutes of August 12, 2020.

B. **REPORT ON GENERAL DISBURSEMENTS**

Staff recommends that the Committee/Board approve the total disbursements for the month of July 2020, in the amount of \$18,282,213.01.

C. **FISCAL YEAR 2019/20 CARRY FORWARD BUDGET AMENDMENT**

Staff recommends that the Committee/Board approve the carry forward of open encumbrances and non-encumbered commitments related to budgets from FY 2019/20 to FY 2020/21 and amend the budget in the amount of \$19,840,367.

2. **ACTION ITEMS**

A. **COLLECTION SYSTEM ASSESSMENT AND OPTIMIZATION SERVICE CONTRACT AWARD**

Staff recommends that the Committee/Board:

1. Award a service contract for the Condition Assessment and Optimization of the Collection System, Project Nos. EN19024 & EN19028, to CDM Smith for a not-to-exceed amount of \$2,910,909;
2. Approve total project budget amendment in the RO Fund, Project No. EN19024 from \$1,250,000 to \$2,800,000, an increase of \$1,550,000; and
3. Authorize the General Manager to execute the contract, subject to non-substantive changes.

B. **SOUTH ARCHIBALD PLUME CLEANUP – PROP 1 SCOPE AMENDMENT APPLICATION**

Staff recommends that the Committee/Board authorize a budget amendment of \$1.5 million to the TCE Plume Cleanup Project which is expected to be funded by grant funds.

C. **REQUEST TO WAIVE LATE FEES AND PENALTY**

Staff recommends that the Committee/Board approve Fontana's request to waive the penalty and late fees for groundwater recharge for July, August, and September 2020 recycled water groundwater recharge billings.

3. **INFORMATION ITEM**

A. **FISCAL YEAR 2019/20 FOURTH QUARTER BUDGET VARIANCE, PERFORMANCE GOAL UPDATES, AND BUDGET TRANSFERS (WRITTEN/POWERPOINT)**

B. **RETIREMENT UNFUNDED LIABILITIES UPDATE (POWERPOINT)**

**RECEIVE AND FILE INFORMATION ITEM**

C. **TREASURER'S REPORT OF FINANCIAL AFFAIRS (WRITTEN/POWERPOINT)**

4. **GENERAL MANAGER'S COMMENTS**

5. **COMMITTEE MEMBER COMMENTS**

6. **COMMITTEE MEMBER REQUESTED FUTURE AGENDA ITEMS**

7. **ADJOURN**

\*A Municipal Water District

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Interim Board Secretary (909-993-1944), 48 hours prior to the scheduled meeting so that the Agency can make reasonable arrangements.

Proofed by:     *AR*    

**DECLARATION OF POSTING**

I, Laura Mantilla, Interim Board Secretary/Office Manager of the Inland Empire Utilities Agency, A Municipal Water District, hereby certify that a copy of the agenda has been posted by 5:30 p.m. in the foyer at the Agency's main office, 6075 Kimball Ave., Building A, Chino, CA on Thursday, September 3, 2020.

*Laura Mantilla*

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Laura Mantilla