

# NOTICE OF MEETING

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OF THE  
**BOARD OF DIRECTORS**  
OF THE



**WILL BE HELD ON**  
**WEDNESDAY, DECEMBER 16, 2020**  
**10:00 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: 811 284 110#**

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 Board Secretary/Office Manager Denise Garzaro at [dgarzaro@ieua.org](mailto:dgarzaro@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.



**AGENDA  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS**

**WEDNESDAY, DECEMBER 16, 2020  
10:00 A.M.**

**INLAND EMPIRE UTILITIES AGENCY\*  
VIEW THE MEETING LIVE ONLINE AT IEUA.ORG  
TELEPHONE ACCESS: (415) 856-9169 / Conf Code: 811 284 110#**

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 Board Secretary/Office Manager Denise Garzaro at [dgarzaro@ieua.org](mailto:dgarzaro@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 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 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. **NEW, PROMOTED AND RECLASSIFIED EMPLOYEE INTRODUCTIONS**

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 November 18, 2020 Board Meeting.

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

Staff recommends that the Board approve the total disbursements for the month of October 2020, in the amount of \$20,222,969.94.

C. **2021 LEGISLATIVE POLICY PRINCIPLES** (*Community & Leg*)

Staff recommends that the Board adopt the 2021 Legislative Policy Principles.

D. **INTERNAL AUDIT DEPARTMENT CHARTER AND AUDIT COMMITTEE CHARTER** (*Audit*)

Staff recommends that the Board:

1. Approve the Audit Committee Charter and the Internal Audit Department Charter; and
2. Direct staff to implement the charters.

E. **RP-1 CENTRIFUGE FOUL AIR LINE RETROFIT EQUIPMENT PRE-PURCHASE** (*Eng/Ops/WR*)

Staff recommends that the Board:

1. Award the pre-purchase of four centrifuge covers for the RP-1 Centrifuge Foul Air Line Retrofit, Project No. EN19043, to Alfa Laval Inc., in the amount of \$136,242; and
2. Authorize the General Manager to execute the purchase order, subject to non-substantive changes.

F. **CONTRACT AMENDMENT FOR JANITORIAL SERVICES** (*Eng/Ops/WR*)

Staff recommends that the Board:

1. Approve the janitorial services contract amendment with Priority Building Services, LLC., for a one-year extension in the amount of \$263,264.09; and
2. Authorize the General Manager to execute the contract amendment.

**G. UNARMED UNIFORMED SECURITY SERVICES CONTRACT (Finance & Admin)**

Staff recommends that the Board:

1. Approve the amendment to Contract Number 4600002018 with Allied Universal Security Services for IEUA uniformed security services, for a one-year extension through December 31, 2021 for a not-to-exceed amount of \$250,000; and
2. Authorize the General Manager to execute the contract amendment subject to non-substantive changes.

**H. ADOPTION OF RESOLUTION NO. 2020-12-1, CERTIFYING THE CEQA ADDENDUM FOR THE RP-5 EXPANSION PROJECT (Eng/Ops/WR)**

Staff recommends that the Board:

1. Approve the RP-5 Expansion Project CEQA Addendum to the Programmatic Environmental Impact Report (SCH No. 2016061064);
2. Adopt Resolution No. 2020-12-1, certifying the attached RP-5 Expansion CEQA Addendum as complete; and
3. Authorize the General Manager to execute the Notice of Determination and to file with San Bernardino County and the State Clearinghouse.

**I. ADOPTION OF RESOLUTION NO. 2020-12-2, AMENDING THE AGENCY'S SALARY SCHEDULE/MATRIX FOR ALL GROUPS**

Staff recommends that the Board adopt Resolution No. 2020-12-2, amending the Agency's Salary Schedule/Matrix for all groups.

**3. ACTION ITEMS**

**A. ELECTION OF OFFICERS**

Staff recommends that the Board elect, by majority vote, a President, Vice President, and Secretary/Treasurer of the Inland Empire Utilities Agency Board of Directors for one-year terms beginning January 1, 2021.

**B. APPOINTMENT OF A DIRECTOR TO THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA**

Staff recommends that the Board review and consider its appointment of a Director to serve on the Metropolitan Water District of Southern California Board by majority vote.

**C. ADOPTION OF RESOLUTION NO. 2020-12-3, APPOINTING AGENCY REPRESENTATIVE AND ALTERNATE REPRESENTATIVE TO THE SAWPA COMMISSION**

Staff recommends that the Board adopt, by majority vote, Resolution No. 2020-12-3, appointing the Agency representative and alternate representative to the Santa Ana Watershed Project Authority (SAWPA) Commission.

**D. APPOINTMENT OF A REPRESENTATIVE AND ALTERNATE REPRESENTATIVE FOR SAWPA PROJECT AGREEMENT (PA) 23 AND PROJECT AGREEMENT 24**

Staff recommends that the Board appoint a representative and alternate representative for the SAWPA PA 23, and for the SAWPA PA 24.

**E. IEUA FISCAL YEAR (FY) 2019/20 SINGLE AUDIT AND AUDITED COMPREHENSIVE ANNUAL FINANCIAL REPORT (Audit)(Finance & Admin)**

Staff recommends that the Board:

1. Approve the Single Audit Report for fiscal year ended June 30, 2020, in draft form;
2. Approve the Comprehensive Annual Financial Report for fiscal year ended June 30, 2020; and
3. 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.

**4. INFORMATION ITEMS**

**A. FISCAL YEAR 2020/21 FIRST QUARTER BUDGET VARIANCE, PERFORMANCE GOAL UPDATES, AND BUDGET TRANSFERS (WRITTEN/POWERPOINT) (Finance & Admin)**

**B. ENGINEERING AND CONSTRUCTION MANAGEMENT PROJECT UPDATES (POWERPOINT) (Eng/Ops/WR)**

**RECEIVE AND FILE INFORMATION ITEMS**

**C. RP-5 EXPANSION PROJECT UPDATE: DECEMBER 2020 (POWERPOINT) (Eng/Ops/WR)**

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

**E. WATER CONNECTION FEE AUDIT - FOLLOW-UP REVIEW (WRITTEN/ POWERPOINT) (Audit)**

- F. **INTERIM REPORT: REVIEW OF AGENCY COVID-19 EXPENSES (WRITTEN/POWERPOINT)** *(Audit)*
  - G. **INTERNAL AUDIT DEPARTMENT QUARTERLY STATUS REPORT FOR DECEMBER 2020 (WRITTEN)** *(Audit)*
  - H. **PUBLIC OUTREACH AND COMMUNICATION (WRITTEN)** *(Community & Leg)*
  - I. **STATE LEGISLATIVE REPORT FROM WEST COAST ADVISORS (WRITTEN)** *(Community & Leg)*
  - J. **FEDERAL LEGISLATIVE REPORT AND MATRIX FROM INNOVATIVE FEDERAL STRATEGIES (WRITTEN)** *(Community & Leg)*
  - K. **CALIFORNIA STRATEGIES, LLC MONTHLY ACTIVITY REPORT (WRITTEN)** *(Community & Leg)*
5. **AGENCY REPRESENTATIVES' REPORTS**
- A. **SAWPA REPORT (WRITTEN)**  
December 1, 2020 and December 15, 2020 SAWPA Commission meetings.
  - B. **MWD REPORT (WRITTEN)**  
December 8, 2020 MWD Board meeting.
  - C. **REGIONAL SEWERAGE PROGRAM POLICY COMMITTEE REPORT (WRITTEN)**  
December 3, 2020 Regional Sewerage Program Policy Committee meeting.
  - D. **CHINO BASIN WATERMASTER REPORT (WRITTEN)**  
November 19, 2020 CBWM Board meeting.
  - E. **CHINO BASIN DESALTER AUTHORITY**  
The next CDA Board Meeting is scheduled for January 7, 2021.
  - F. **INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY**  
The next IERCA Board Meeting is scheduled for February 1, 2021.
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(a) –  
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

1. Ortiz v. IEUA, Case No. CIVDS 2020900

**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 Board Secretary/Office Manager (909) 993-1736, 48 hours prior to the scheduled meeting so that the Agency can make reasonable arrangements.

**Declaration of Posting**

I, Denise Garzaro, Board Secretary/Office Manager of the Inland Empire Utilities Agency\*, A Municipal Water District, hereby certify that a copy of this agenda has been posted by 5:30 p.m. on the Agency's website at [www.ieua.org](http://www.ieua.org) and at the Agency's main office, 6075 Kimball Avenue, Building A, Chino, CA on Thursday, December 10, 2020.



Denise Garzaro, CMC