

Approved March 10, 2020

**MINUTES OF A REGULAR MEETING OF THE  
CUCAMONGA VALLEY WATER DISTRICT  
BOARD OF DIRECTORS  
February 25, 2020**

A regular meeting of the Cucamonga Valley Water District Board of Directors was called to order at 6:00 p.m. by President Curatalo. President Curatalo led the Pledge of Allegiance.

CALL TO ORDER  
6:00 p.m.

In Attendance:

Board

James V. Curatalo, Jr., President  
Randall James Reed, Vice President  
Luis Cetina, Director  
Mark Gibboney, Director  
Kevin Kenley, Director

Staff

John Bosler, General Manager/CEO  
Jeff Ferre, BB&K, Legal Counsel

Bill Barrington, Customer Service Representative  
Agnes Boros, Finance Manager  
Chad Brantley, Director of Finance and Technology Services  
Frank Chu, Information Technology Manager  
Cindy Cisneros, Executive Assistant, General Manager  
Eduardo Espinoza, Director of Engineering Services  
Jennifer Fillinger, Accounting Supervisor  
Eric Grubb, Government & Public Affairs Manager  
Carrie Guarino, Assistant General Manager  
Alexandrea Hernandez, Lead Customer Service Representative  
Rob Hills, Director of Operations  
Robert Kalarsarinis, Customer Service Manager  
Robert Koczko, Construction & Maintenance Manager  
Praseetha Krishnan, Engineering Manager  
Gidti Ludesirishoti, Associate Engineer  
Mike Maestas, Water Production Manager  
Justin Martinez, Assistant Engineer  
Angelo Orioli, Customer Service Supervisor  
Roberta Perez, Human Resources Manager  
JR Roberts, Water Treatment Plant Manager  
Shawn Spromberg, Wastewater Utility Supervisor  
Tuan Truong, Engineering Manager  
Robbie Victorino, Safety Analyst  
Taya Victorino, Executive Assistant, Board of Directors

Guests Tom Dodson, Dodson & Associates  
Gene Tanaka, BB&K, Special Legal Counsel

ADDITIONS/DELETIONS TO THE AGENDA

None.

ADDITIONS/  
DELETIONS

PUBLIC COMMENT

None.

PUBLIC COMMENT

GENERAL MANAGER/CEO REPORTS

A) District Updates

Mr. John Bosler, General Manager/CEO reported the following:

- At the dais is an updated *Legislative and Government Affairs Handbook*, which is a reference guide to our surrounding elected officials and governmental agencies, and provides details on the legislative process.

GENERAL  
MANAGER/CEO  
REPORTS

CONSENT CALENDAR

- A) Approve Minutes of the February 11, 2020 Regular Board Meeting.
- B) Approve Board Calendar of Events.
- C) Approve Cash & Investment Report for month ending December 31, 2019.
- D) Approve Cash & Investment Report for month ending January 31, 2020.
- E) Approve Cash Disbursements for month ending January 31, 2020.
- F) Receive and File February 2020 Government & Public Affairs Report.
- G) Adopt a proclamation recognizing the American Water Works Association's 100-year Anniversary.

CONSENT  
CALENDAR

**PASSED 5-0**

**On a motion by Director Cetina, and seconded by Vice President Reed to approve Consent Calendar Items as submitted. Passed 5-0**

SEWER SYSTEM MANAGEMENT PLAN

Mr. Rob Hills presented the proposed Sewer System Management Plan- 2020 Update (SSMP). The State Water Resources Control Board requires owners of sanitary sewer systems with more than one mile of pipeline to have a SSMP in place and that they be reviewed and updated every five years. The District's original SSMP was adopted on April 28, 2009. Due to significant updates to format, roles and responsibilities, and the District's Overflow Emergency Response Plan (OERP) staff decided to bring the document before the Board to adopt the updates. The proposed SSMP and updates meet all state requirements.

RESOLUTION NO.  
2020-2-2 ADOPTING  
SEWER SYSTEM  
MANAGEMENT  
PLAN

**PASSED 5-0**

**On a motion by Director Kenley, and seconded by Vice President Reed** to adopt Resolution No. 2020-2-2 Adopting the District Sewer System Management Plan- 2020 Update in compliance with State Water Resources Control Board General Waste Discharge Requirements as submitted. **Passed 5-0**

CUSTOMER ONLINE PAYMENT PORTAL

Mr. Chad Brantley presented the proposed contract with Invoice Cloud for the upgrade of the online customer payment portal. The District currently uses the Central Square Click2Gov customer online portal application. They were recently the victim of a data breach, which prompted staff to look for vendors who provide a more secure portal with modern user-friendly features. Staff received three proposals and recommends Invoice Cloud as they stand out as the best value. This item was presented to the Finance Committee on February 12, 2020 and the committee concurred with staff's recommendation to bring this item to the full board for consideration.

APPROVE AWARD  
OF CONTRACT TO  
INVOICE CLOUD

**PASSED 5-0**

**On a motion by Vice President Reed, and seconded by Director Gibboney** to approve the award of contract to Invoice Cloud for online customer payment portal and mobile application services in the amount of \$70,000 as submitted. **Passed 5-0**

BOARD COMMITTEE REPORT

A) February 4, 2020 Engineering Committee

Vice President Reed reported the notes accurately reflect what occurred at the meeting.

B) February 10, 2020 Government & Public Affairs Committee

Director Cetina reported the notes accurately reflect what occurred at the meeting.

C) February 12, 2020 Finance Committee

Vice President Reed reported the notes accurately reflect what occurred at the meeting.

BOARD COMMITTEE  
REPORTS

WATER RATES WORKSHOP

At 6:33 p.m. President Curatalo announced that the Board would move forward with conducting the Water Rates Workshop and forego the recess listed on the agenda.

WATER RATES  
WORKSHOP

Mr. Chad Brantley provided detailed information about the ongoing cost of service analysis associated with the District's water rate study. He explained the rationale and considerations that form the foundation for the cost of service analysis and shared the projections of the cost of service for the next five years. Staff is seeking feedback from the Board to guide the next steps in the Water Rate Study and prepare for setting the public hearing for the Board's consideration of setting the District's water rates.

Discussion ensued among Board Members and Mr. Brantley regarding the effects of proposed rate scenarios on customers and the District's finances.

President Curatalo opened Public Comment for those who wished to comment after hearing the presentation. Seeing no one approach the podium and no one present to provide comment, he closed Public Comment.

After detailed discussion among Board Members, President Curatalo announced that staff has direction from the Board to continue working on the rate study with a proposed increase amount of 4.8 percent.

This is an information item only. No Board action was taken.

### BOARD MEMBER REPORTS

#### Vice President Reed

- Thanked staff for their presentation at the Los Serranos Sierra Club on February 18, 2020.
- Attended the Association of San Bernardino County Special Districts meeting on February 24, 2020 along with Director Gibboney. Supervisor Rutherford was there with a great message about listening to your neighbor even if you do not agree with them; we don't have to live in an "us vs. them" society.
- Thanked staff for the SSMP presentation and commended the sewer team for their hard work maintaining our wastewater lines.

#### Director Kenley

- Attended the Chino Basin Watermaster Appropriative Pool meeting on February 13, 2020 and the IEUA Board meeting on February 19, 2020. There is a lot of information to absorb as a new director and it is interesting to see how the parties work together in these regional meetings to protect our interests.

#### Director Gibboney

- Nothing to report at this time.

#### Director Cetina

- Nothing to report at this time.

#### President Curatalo

- Nothing to report at this time.

### CLOSED SESSION

At 8:06 p.m. President Curatalo announced that after a brief recess a closed session would be held pursuant to:

### BOARD MEMBER REPORTS

### CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d), and initiation of litigation pursuant to paragraph (4) of subdivision (d), of Government Code Section 54956.9

One potential case

Closed session was called to order at 8:14 p.m.

In attendance were the entire Board, the General Manager, the Legal Counsel (Ferre), Special Legal Counsel (Tanaka), Assistant General Manager, Director of Finance and Technology Services, Director of Engineering Services, Director of Operations, and Executive Assistants (Cisneros, Victorino).

RECONVENE/REPORT ON CLOSED SESSION

The regular meeting reconvened at 8:41 p.m. at which time Mr. Jeff Ferre announced that the Board met under closed session regarding anticipated litigation and there was no reportable action. He recommended the Board proceed to items 13 and 14 in open session.

RECONVENE/  
REPORT

FONTANA UNION WATER COMPANY PROPOSED MOU

Mr. Eduardo Espinoza presented the proposed Memorandum of Understanding (MOU) between San Gabriel Valley Water Company (SGVWC), Fontana Union Water Company (FUWC) and CVWD with respect to certain project approvals. The other two parties approved the MOU earlier today and CVWD's approval will fully execute the MOU.

FONTANA UNION  
WATER COMPANY  
MOU

**PASSED 5-0**

**On a motion by Vice President Reed, and seconded by Director Kenley to approve the Memorandum of Understanding with Respect to Certain Project Approvals as submitted. Passed 5-0**

CEQA FOR FONTANA UNION WATER COMPANY PROJECT

Mr. Eduardo Espinoza presented the proposed resolution to make a finding that the Fontana Union Water Company Lytle Creek project is exempt from CEQA and approve the project which gives all three parties, SGVWC, FUWC, and CVWD, the ability to maintain water supply.

RESOLUTION NO.  
2020-2-3 CEQA  
EXEMPTION AND  
FONTANA UNION  
WATER COMPANY  
PROJECT APPROVAL

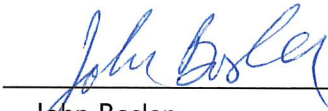
**On a motion by Director Kenley, and seconded by Director Gibboney to adopt Resolution No. 2020-2-3 finding the operations and maintenance of the existing Lytle Creek Intake Facility are exempt from the California Environmental Act and Approving the Project as submitted. Passed 5-0**

**PASSED 5-0**

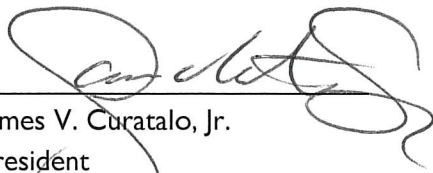
ADJOURNMENT

There being no further business to come before the Board, President Curatalo adjourned the meeting at 8:46 p.m.

ADJOURNED  
AT 8:46 p.m.

  
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John Bosler  
Secretary/General Manager

ATTEST:

  
\_\_\_\_\_  
James V. Curatalo, Jr.  
President