

Approved August 11, 2020

**MINUTES OF A REGULAR MEETING OF THE
CUCAMONGA VALLEY WATER DISTRICT
BOARD OF DIRECTORS
July 28, 2020**

A regular meeting of the Cucamonga Valley Water District Board of Directors was called to order at 6:03 p.m. by President Curatalo. Ms. Taya Victorino took roll call to ensure all Board Members were present in person or via teleconference.

CALL TO ORDER
6:03 p.m.

President Curatalo announced:

1) The meeting is being conducted by teleconference pursuant to the Brown Act waivers provided for under the Governor's Executive Orders in response to the COVID-19 State of Emergency.

2) The agenda states that there will be no public location for attending this meeting in person.

3) The agenda also states that the public may listen and provide comment telephonically by calling the number listed on the agenda.

President Curatalo led the Pledge of Allegiance.

In Attendance:

Board James V. Curatalo, Jr., President
Randall James Reed, Vice President (*via teleconference*)
Luis Cetina, Director
Mark Gibboney, Director
Kevin Kenley, Director

Staff John Bosler, General Manager/CEO
Jeff Ferre, BB&K, Legal Counsel (*via teleconference*)

Mike Bogin, Information Tech Specialist
Agnes Boros, Finance Manager (*via teleconference*)
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 Fillingier, Finance Supervisor
Eric Grubb, Government & Public Affairs Manager (*via teleconference*)
Carrie Guarino, Assistant General Manager
Rob Hills, Director of Operations
Robert Kalarsarinis, Customer Service Manager
Gidti Ludesirishoti, Associate Engineer(*via teleconference*)

Erin Morales, Government & Public Affairs Supervisor
Taya Victorino, Executive Assistant, Board of Directors

Guests Kathleen Tiegs, Past Board Member

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:

- As a reminder, the ACWA virtual conference begins tomorrow, July 29, 2020.
- I would like to invite a few members of staff up to provide the Board with some information only updates:

Mr. Chad Brantley provided a summary and highlights from the Monthly Financial Results Report provided in the agenda packet.

Ms. Erin Morales and Mr. Eduardo Espinoza provide a PowerPoint presentation and update on the Nitrate Treatment Facility Project, and highlighted the outreach campaign efforts underway to engage and educate customers on project details and benefits to the community.

- The Chino Basin Project (CBP) is slated to appear on the August 5, 2020 IEUA Board Meeting agenda. Board Members are invited to listen in if available.

GENERAL
MANAGER/CEO
REPORTS

CONSENT CALENDAR

- A) Approve Board Calendar of Events.
- B) Approve Cash & Investment Report for month ending June 30, 2020.
- C) Receive and File Monthly Financial Results Report for month ending May 31, 2020.
- D) Approve Cash Disbursements for month ending June 30, 2020.
- E) Receive and File July 2020 Government & Public Affairs Report.
- F) Receive and File Quarterly PARS Investment Report for quarter ending June 30, 2020.
- G) Adopt Resolution No. 2020-7-4 Amending Administrative Policy No. 2.8, Conflict of Interest Code.

CONSENT
CALENDAR

PASSED 5-0

On a motion by Vice President Reed , and seconded by Director Kenley to approve Consent Calendar Items as submitted by Roll Call Vote:

Ayes: Curatalo, Reed, Cetina, Gibboney, Kenley

Noes: None

Abstain: None

Passed 5-0.

UTILITY BILL PRESENTMENT CONTRACT EXTENSION

Mr. Robert Kalarsarinis presented the proposed extension to the InfoSend contract. InfoSend transforms our customers' bills into a modern, easy-to-read document. In December 2016 the Board approved our contract with InfoSend who provided the District several enhanced features that we were not receiving with our previous customer billing vendor. The proposed contract extension is \$75,000 a year for a total of \$150,000 for the two year extension.

UTILITY BILL
PRESENTMENT
CONTRACT
EXTENSION TO
INFOSEND

PASSED 5-0

On a motion by Director Gibboney, and seconded by Director Cetina to Approve a two-year contract extension with InfoSend for Utility Bill Presentment by Roll Call Vote:

Ayes: Curatalo, Reed, Cetina, Gibboney, Kenley

Noes: None

Abstain: None

Passed 5-0.

AMEND ADMINISTRATIVE POLICY NO. 1.8. CREDITS AND ADJUSTMENTS

Mr. Chad Brantley presented the proposed amendments to Administrative Policy No. 1.8. The purpose of this policy is to place limits on actions that staff can take to issue fees or credits by adopting prudent internal controls as it relates to the collection of District revenue. The proposed amendments are minor administrative revisions.

RESOLUTION NO.
2020-7-3 AMENDING
ADMINISTRATIVE
POLICY NO. 1.8,
CREDITS AND
ADJUSTMENTS

PASSED 5-0

On a motion by Director Gibboney, and seconded by Director Kenley to adopt Resolution No. 2020-7-3 Amending Administrative Policy No. 1.8, Credits and Adjustments by Roll Call Vote:

Ayes: Curatalo, Reed, Cetina, Gibboney, Kenley

Noes: None

Abstain: None

Passed 5-0.

BOARD COMMITTEE REPORT

A) July 7, 2020 Engineering Committee

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

BOARD COMMITTEE
REPORTS

B) July 8, 2020 Finance Committee

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

C) July 13, 2020 Government & Public Affairs Committee

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

BOARD MEMBER REPORTS

Vice President Reed

- Pleased that IEUA will address the CBP at their upcoming Board Meeting. Has stated his objections to the program during the Regional Sewerage Policy Committee Meetings.
- Remotely attended the Chino Basin Watermaster (CBWM) Board Meeting on July 23, 2020 where they discussed overages on legal fees for one of the pool groups. Any time public funds are involved, all parties should be informed of how they are spent and notified when spending exceeds the budget. Interested to see how CBWM will manage this matter moving forward.

Director Gibboney

- Nothing to report at this time.

Director Kenley

- Was elected to the CVWD Board almost 8 months ago and still think this is an incredible experience. CVWD staff is great and perform their jobs so well with a high level of integrity and professionalism. The management here impresses me with their ability to lead this district during the pandemic.

Director Cetina

- Serves as Vice President Reed's alternate on the IEUA Sewer Policy Committee and have noticed that the committee members are becoming much more engaged and starting a dialogue with IEUA.
- There is a map of California reservoirs on page 70 of the Government and Public Affairs Report provided in the Board agenda packet. The map shows the reservoirs almost at capacity which is worrisome because we are not moving water from the north. If it starts to rain and the reservoirs are full, then California releases the water to make room for snow pack and flood control purposes. Hopefully our regional and statewide leaders will provide solutions and not waste the water.

President Curatalo

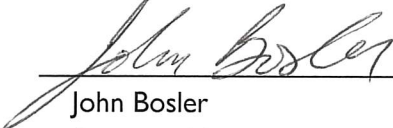
- COVID 19 restrictions have created an extraordinary situation for everyone. Staff has flexed well and provided the same quality and professionalism to the community, and the Board recognizes and appreciates that.

BOARD MEMBER
REPORTS

ADJOURNMENT

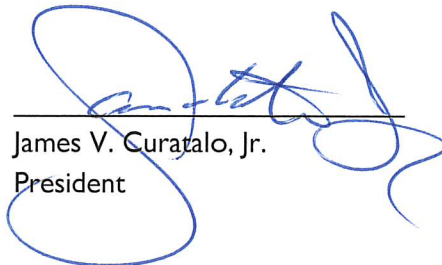
There being no further business to come before the Board, President Curatalo adjourned the meeting at 6:55 p.m. in honor of Teri Gonzalez who is retiring from the District after 30 years of service. Thank you Teri for your dedication. You will be missed.

ADJOURNED
AT 6:55 p.m.



John Bosler
Secretary/General Manager

ATTEST:



James V. Curatalo, Jr.
President