

MINUTES OF A BOARD WORKSHOP

June 13, 2017 at 4:00 P.M.

Directors Present:

Jay Bogh, President
Bruce Granlund, Vice President
Lonni Granlund, Director
Chris Mann, Director

Staff Present:

Allison Edmisten, Chief Financial Officer
Jennifer Ares, Water Resource Manager
Matthew Porras, Management Analyst
Kathryn Hallberg, Management Analyst
Mike Kosteletzky, Operations Manager
John Wrobel, Reg. and Environ. Control Manager

Directors Absent:

Tom Shalhoub, Director

Consulting Staff Present:

David Wysocki, Legal Counsel

Guests and Others Present:

Linda Shelton, Customer
Larry Anderson, Customer
Leonard Stephenson, San Geronio Pass Water Agency

- I. Call to Order - 4:00 p.m.
- II. Public Comments – Customer Larry Anderson commented on the vast benefits of the Recycled Water Fill Station and described how he personally utilizes the water resource made available to the public.
- III. Staff Report – Management Analyst Matthew Porras discussed the following topics:
 - The progress of the rock engraving project to honor John Hull and his work at the Recycled Water Fill Station. A dedication ceremony will be scheduled in the near future.
- IV. Capital Improvement Project Updates
 - A. Status Report on the Construction of the Site Improvements for the Recycled Water Booster Station 12.4.0 in Calimesa [Workshop Memorandum No. 17-080] - Management Analyst Matthew Porras provided an overview of the site improvements for RWB - 12.4.0 Recycled Water Booster Station.
 - B. Status Report on the Construction of Replacement Pipelines on Date Avenue, Dodd Street, Panorama Drive, Lennox Street, Verona Street, Calvin Street, and Vista Lane - Yucaipa [Workshop Memorandum No. 17-081] - Management Analyst Matthew Porras provided a status report on the construction of replacement pipelines on Date Avenue, Dodd Street, Panorama Drive, Lennox Street, Verona Street, Calvin Street, and Vista Lane.
- V. Administrative Issues
 - A. Overview of the Operating Budget and Capital Improvement Plan for Fiscal Year 2018 [Workshop Memorandum No. 17-082] - Chief Financial Officer Allison Edmisten provided an overview of the Operating Budget and Capital Improvement Plan for Fiscal Year 2018.

- B. Presentation of the Unaudited Financial Report for the Period Ending on May 31, 2017 [Workshop Memorandum No. 17-083] - Chief Financial Officer Allison Edmisten provided a presentation of the Unaudited Financial Report for the period ending on May 31, 2017.
- C. Overview of the Proposed Changes to the Credit Card Convenience Fees Charged to Customers [Workshop Memorandum No. 17-084] - Management Analyst Kathryn Hallberg provided an overview of the proposed changes to the credit card convenience fees charged to customers.
- D. Overview of a Disposal Plan for Surplus Vehicles and Equipment [Workshop Memorandum No. 17-085] - Management Analyst Matthew Porras provided an overview of a disposal plan for surplus vehicles and equipment.
- E. Review of a Proposed Property Transaction for the Sale of Two Properties (APNs 0303-191-313 and 0321-411-10) to the City of Yucaipa and the Purchase of a New Well Site from the City of Yucaipa [Workshop Memorandum No. 17-086] - Management Analyst Matthew Porras reviewed proposed property transaction for the sale of two properties (APNs 0303-191-313 and 0321-411-10) to the City of Yucaipa and the purchase of a new well site from the City of Yucaipa.
- F. Review of Proposed Changes to the Yucaipa Valley Water District Conflict of Interest Code [Workshop Memorandum No. 17-087] - Chief Financial Officer Allison Edmisten provided a review of proposed changes to the Yucaipa Valley Water District Conflict of Interest Code.
- G. Consideration of Establishing a Policy to Sell Recycled Water Hauling Containers to Customers Participating in the Recycled Water Fill Station Program [Workshop Memorandum No. 17-088] - Operations Manager Mike Kostelecky discussed the consideration of establishing a policy to sell recycled water hauling containers to customers participating in the Recycled Water Fill Station Program.
- H. Consideration of Amendments to the 2015 San Bernardino Valley Regional Urban Water Management Plan [Workshop Memorandum No. 17-089] - Water Resource Manager Jennifer Ares discussed the proposed amendments to the 2015 San Bernardino Valley Regional Urban Water Management Plan.
- I. Selection of a Candidate for the California Special District Association Board of Directors – Seat C [Workshop Memorandum No. 17-090] - Management Analyst Kathryn Hallberg discussed the selection of a candidate for the California Special District Association Board of Directors – Seat C.
- J. Purchase of a 2016 International DuraStar 4400 Cab and Chassis Equipped with a 10 foot, 5-yard Square Dump Bed for a sum not to exceed \$116,640 [Workshop Memorandum No. 17-091] - Regulatory and Environmental Control Manager John Wrobel discussed the purchase of a 5-yard dump truck.
- K. Review of Corporate Purchase Cards for Joseph Zoba, Kathryn Hallberg, and Matthew Porras from U.S. Bank [Workshop Memorandum No. 17-092] - Chief Financial Officer Allison Edmisten provided a review of corporate purchase cards for Joseph Zoba, Kathryn Hallberg, and Matthew Porras from U.S. Bank.
- VI. Director Comments
 - A. None.
- VII. Adjournment - The meeting was adjourned at 4:32 p.m.

Respectfully submitted,

Joseph B. Zoba, Secretary