

MINUTES OF A BOARD WORKSHOP

November 14, 2017 at 4:00 P.M.

Directors Present:

Lonni Granlund, Director
Chris Mann, Director
Tom Shalhoub, Director

Staff Present:

Allison Edmisten, Chief Financial Officer
Mike Kostelecky, Operations Manager
Jennifer Ares, Water Resource Manager
Kathryn Hallberg, Management Analyst
Ashley Gibson, Water Resource Supervisor
John Wrobel, Public Works Manager

Directors Absent:

Jay Bogh, President
Bruce Granlund, Vice President

Consulting Staff Present:

David Wysocki, Legal Counsel

Guests and Others Present:

- I. Call to Order - 4:00 p.m.
- II. Public Comments:
 - A. None.
- III. Staff Report:
 - Chief Financial Officer Allison Edmisten shared the upcoming Waterfix Summit meeting at San Gorgonio Pass Water Agency in Beaumont on Friday, November 17, 2017.
 - Chief Financial Officer Allison Edmisten discussed that the District staff will be scheduling a meeting of the Yucaipa Valley Water District Finance Corporation on December 5, 2017 the upcoming December 5, 2017.
 - Operations Manager Mike Kostelecky discussed the water mainline break on Saturday, November 12, 2017 which lead to the depletion of Reservoir 17.4 estimated to be 800,000 gallons of water, and 233 Boil Water Notices were handed out to impacted customers.
- IV. Operational Updates
 - A. Overview of the Status Report on the Development of a Comprehensive Database for Measuring and Monitoring Various Organizational Parameters [Workshop Memorandum No. 17-162] - Water Resource Manager Jennifer Ares provided an overview of the Development of a Comprehensive Database for Measuring and Monitoring Various Organizational Parameters.
- V. Capital Improvement Projects
 - A. Overview of the Authorization to Solicit Bids for the Construction of an 8-Inch Sewer Main in Yucaipa Boulevard [Workshop Memorandum No. 17-163] -

Management Analyst Kathryn Hallberg provided an overview of the Authorization to Solicit Bids for the Construction of an 8-Inch Sewer Main in Yucaipa Boulevard.

- B. Overview of the Status Report on the Construction of a Replacement Drinking Water Pipeline on Mountain View Lane - Yucaipa [Workshop Memorandum No. 17-164] - Management Analyst Kathryn Hallberg provided an overview on the Construction of a Replacement Drinking Water Pipeline on Mountain View Lane – Yucaipa.

VI. Administrative Issues

- A. Overview of a Request to Purchase District Property Located at 11355 Pendleton Avenue, Yucaipa (Assessor's Parcel Number 0321-411-10) by the City of Yucaipa [Workshop Memorandum No. 17-165] - Management Analyst Kathryn Hallberg provided an overview a Request to Purchase District Property Located at 11355 Pendleton Avenue, Yucaipa (Assessor's Parcel Number 0321-411-10) by the City of Yucaipa.
- B. Overview of a Presentation of the Unaudited Financial Report for the Period Ending on October 31, 2017 [Workshop Memorandum No. 17-166] - Chief Financial Officer Allison Edmisten provided an overview of the Unaudited Financial Report for the Period Ending on October 31, 2017.
- C. Overview of a Draft Resolution No. 2017-xx Establishing Employee Benefit, Administrative Overhead and Surcharge Factors [Workshop Memorandum No. 17-167] - Chief Financial Officer Allison Edmisten provided an overview of the Draft Resolution No. 2017-xx Establishing Employee Benefit, Administrative Overhead and Surcharge Factors.
- D. Overview of a Presentation of Proposed Budget Adjustments for Fiscal Year 2017-18 [Workshop Memorandum No. 17-168] - Chief Financial Officer Allison Edmisten provided an overview of the Proposed Budget Adjustments for Fiscal Year 2017-18.

VII. Director Comments – None.

VIII. Closed Session – None.

IX. Adjournment - The meeting was adjourned at 4:26 p.m.

Respectfully submitted,

Joseph B. Zoba, Secretary