

# MINUTES OF A BOARD WORKSHOP

November 13, 2018 at 4:00 P.M.

Directors Present:

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

Staff Present:

Jennifer Ares, Water Resource Manager  
Allison Edmisten, Chief Financial Officer  
Chelsie Fogus, Engineering Technician I  
Kathryn Hallberg, Implementation Manager  
Dustin Hochreiter, Senior Engineering Technician  
Mike Kostelecky, Operations Manager  
Matthew Porras, Implementation Manager  
Mike Rivera, Public Works Supervisor  
James Rowell, Interim Operations Manager  
Frank Sclafani, Administrative Clerk Intern  
John Wrobel, Public Works Manager  
Joseph Zoba, General Manager

Directors Absent:

None

Consulting Staff Present:

David Wysocki, Legal Counsel

Guests and Others Present:

David Duron, Customer  
Joyce McIntyre, Customer  
Linda Shelton, Customer  
Leonard Stephenson, San Geronio Pass Water Agency  
Renita Dukes, Vavrinek, Trine, Day & Company  
Phil White, Vavrinek, Trine, Day & Company

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- I. Call to Order - 4:00 p.m.
  - II. Public Comments - None
  - III. Staff Report - General Manager Joseph Zoba provided information about the following topics:
    - The meeting packet included an article from the Sacramento Bee titled “Did Gas, Homeless People and Sick Kids Kill California’s Water Bond?”. This article provides some insight and thoughts into the rejection of Proposition 3.
    - The next meeting of the Yucaipa Sustainable Groundwater Management Agency is scheduled for Wednesday, November 14, 2018 at 9:30 am.
    - The Crafton Hills College Foundation will be hosting the seventh annual Friends of Crafton Hills College Luncheon on Friday, November 30, 2018.
    - The District staff has transitioned to Basecamp software for the preparation of meeting packets. Due to an issue with the software, the audited financial statements were not included in the original packet. The audited financial statements have been distributed to the board members and public in advance of the workshop.

- IV. Presentations
  - A. Overview of the Audited Financial Statements for the Fiscal Year Ending on June 30, 2018 [Workshop Memorandum No. 18-245] - Chief Financial Officer Allison Edmisten introduced Phil White and Renita Dukes from Vavrinek, Trine, Day & Company. Phil White and Renita Dukes presented the audited financial report and responded to questions from the board members and the public.
  - B. Overview of the GASB 75 Compliance – Actuarial Report [Workshop Memorandum No. 18-246] - Chief Financial Officer Allison Edmisten reviewed the actuarial report required for GASB 75 compliance.
- V. Capital Improvement Projects
  - A. Status Report on the Construction of the Replacement of Drinking Water Pipelines on Douglas Street, Cornell Drive, Auburn Avenue, Citibank / Yucaipa Boulevard and Oak Glen Road [Workshop Memorandum No. 18-247] - Implementation Manager Matthew Porras provided an overview of the drinking water replacement pipelines under construction.
  - B. Status Report on the Construction of an 8-Inch Sewer Mainline in Yucaipa Boulevard [Workshop Memorandum No. 18-248] - Implementation Manager Matthew Porras provided an overview of the anticipated construction of the sewer mainline in Yucaipa Boulevard near Hampton Road.
- VI. Administrative Items
  - A. Presentation of the Unaudited Financial Report for the Period Ending on October 31, 2018 [Workshop Memorandum No. 18-249] - Chief Financial Officer Allison Edmisten provided an overview of the unaudited financial report.
  - B. Review of the Updated Personnel Manual for the Yucaipa Valley Water District [Workshop Memorandum No. 18-250] - Chief Financial Officer Allison Edmisten provided an overview of the updates to the District's personnel manual.
  - C. Ratification of the Issuance of a Class II Non-Significant Industrial User Discharge Permit to Skat-Trak Performance Products - Permit No. CP-003-03 [Workshop Memorandum No. 18-251] - Public Works Manager John Wrobel provided an overview of the pretreatment permit issued to Skat-Trak Performance Products.
  - D. Overview of Required Documents for a State Revolving Fund Loan for the Calimesa Recycled Water Pipeline Project [Workshop Memorandum No. 18-252] - General Manager Joseph Zoba provided an overview of the resolutions and documents needed to complete the State Revolving Fund loan process for the Calimesa Recycled Water Pipeline Project.
- VII. Director Comments - None
- VIII. Announcements - The future meetings were referenced on the workshop agenda.
- IX. Closed Session - A closed session was not conducted at this meeting.
- X. Adjournment - The meeting was adjourned at 4:40 p.m.

Respectfully submitted,

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Joseph B. Zoba, Secretary