

Approved August 14, 2018

**MINUTES OF A REGULAR MEETING OF THE
CUCAMONGA VALLEY WATER DISTRICT
BOARD OF DIRECTORS
July 24, 2018**

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
Luis Cetina, Vice President
Oscar Gonzalez, Director
Randall J. Reed, Director
Kathleen J. Tiegs, Director

Staff Martin Zvirbulis, General Manager/CEO
Tom Bunn, Lagerlof, Senecal, Gosney & Kruse, LLP, Special Legal Counsel
Jeff Ferre, BB&K, Legal Counsel

Agnes Boros, Accounting Supervisor
John Bosler, Assistant General Manager
Chad Brantley, Director of Finance and Technology Services
Frank Chu, Information Technology Manager
Cindy Cisneros, Executive Assistant, General Manager
Carrie Corder, Assistant General Manager
Brianna De La Cruz, Community & Outreach Intern
Eduardo Espinoza, Director of Engineering Services
Robert Kalarsarinis, Customer Service Manager
Robert Koczko, Construction & Maintenance Manager
Praseetha Krishnan, Associate Engineer
Gidti Ludesirishoti, Associate Engineer
Mike Maestas, Water Production Manager
Erin Morales, Lead Community Outreach Representative
Angelo Orioli, Customer Service Supervisor
Roberta Perez, Human Resources Manager
Taya Victorino, Executive Assistant, Board of Directors

Guests Fred Burkardt, Customer
Vikki Gerdes, Master Gardeners
Pamela Williams, Customer

ADDITIONS/DELETIONS TO THE AGENDA

Mr. Martin Zvirbulis announced that Item 4B is removed from the agenda.

ADDITIONS/
DELETIONS

PUBLIC COMMENT

None.

PUBLIC COMMENT

PRESENTATIONS

A) Water Savvy Landscape Contest Winners

Ms. Erin Morales gave a presentation on the winning landscapes of the District's 2018 Water Savvy Landscape Contest and the judges who participated. The Board and General Manager presented the winners and judges with certificates of recognition.

The Board collectively thanked the participants for creating beautiful landscapes that help educate the community on how to use water efficiently outdoors.

Ms. Vikki Gerdes thanked the District for its partnership with the Master Gardeners and for the education opportunities provided to the community through the numerous workshops the District offers.

GENERAL MANAGER/CEO REPORTS

A) District Updates

Mr. Martin Zvirbulis, General Manager/CEO, reported the following:

- The Cucamonga Water Tour is scheduled for Friday, September 21, 2018. Staff is finalizing plans for the tour which will include stops at Devil Canyon, the Lloyd Michael Water Treatment Plant and Environmental Learning Center, the Arthur Bridge Treatment Plant, and landscapes of our past Water Savvy Garden Contests.

GENERAL
MANAGER/CEO
COMMUNICATIONS

CONSENT CALENDAR

- A) Approve Minutes of the June 26, 2018 Regular Board Meeting.
- B) Approve Minutes of the July 10, 2018 Regular Board Meeting.
- C) Approve Board Calendar of Events.
- D) Approve Cash and Investment Report for month ending June 30, 2018.
- E) Receive and File Monthly Budget Report for month ending May 31, 2018.
- F) Receive and File June 2018 Water Production Report.
- G) Receive and File June 2018 Water Use Efficiency Report.
- H) Receive and File July 2018 Communications & Outreach Report.
- I) Receive and File July 2018 LAFCO Update.
- J) Receive and File Quarterly PARS Investment Report for quarter ended June 30, 2018.

CONSENT
CALENDAR

PASSED 5-0

- K) Adopt Resolution No. 2018-7-2 Amending Administrative Policy No. 1.1, Purchasing.
- L) Adopt Resolution No. 2018-7-3 Amending Administrative Policy No. 1.8, Credits & Adjustments.

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

PURCHASE OF REAL PROPERTY – APN 1074-101-21

Ms. Praseetha Krishnan gave a presentation on the proposed acquisition of property located adjacent to Reservoir 5B. Acquisition of this property satisfies the District's Water System Master Plan recommendation of additional storage at this site and meets the District's operational goal of distribution reliability. The sellers have accepted the purchase agreement in principle and upon approval by the Board, the District will enter into the sixty day escrow for a purchase price of \$999,500.

RESOLUTION NO.
2018-7-5
APPROVING
PURCHASE OF REAL
PROPERTY

PASSED 5-0

On a motion by Director Tiegs, and seconded by Vice President Cetina to adopt Resolution No. 2018-7-5 approving the purchase of real property and authorizing the General Manager/CEO to take all action necessary to complete the transaction as submitted. **Passed 5-0.**

INITIATION OF SURPLUS PROPERTY PROCEDURES

Mr. Gidti Ludesirishoti gave a presentation on the District's intent to declare the property at 9591 San Bernardino Road as surplus. The District strives to practice good stewardship of physical and financial resources and is exploring an opportunity to maximize the beneficial use of our properties. Adoption of the proposed resolution only allows the District to initiate the surplus procedures, it does not obligate the District to sell or lease the property.

ADOPT
RESOLUTION NO.
2018-7-4
DECLARING
SURPLUS PROPERTY

PASSED 5-0

Mr. Jeff Ferre replied to Director Reed that if an agency notifies the District of their interest, we then begin the appraisal process to assign a property value. For now, the Board is only initiating the surplus property procedures and proper notification.

On a motion by Director Gonzalez, and seconded by Director Reed to adopt Resolution No. 2018-7-4 declaring certain property as surplus and directing staff to implement the surplus property procedures as submitted. **Passed 5-0.**

CSDA 2018 BOARD OF DIRECTORS ELECTION

Ms. Carrie Corder gave a presentation on the California Special Districts Association (CSDA) 2018 Board of Directors Election. The District has the opportunity to cast a vote for Seat “A” of the Southern Network of the Board. The candidates are incumbent Jo MacKenzie from Vista Irrigation District and Joseph Kelly from Big Bear Airport District.

CSDA 2018 BOARD
OF DIRECTORS
BALLOT- JO
MACKENZIE

PASSED 5-0

Director Tiegs suggested the Board vote for Jo Mackenzie as she has served on the CSDA Board and is a great representative for Southern California special districts.

On a motion by Director Tiegs, and seconded by Director Reed to direct staff to cast the official ballot in favor of Jo Mackenzie for seat “A” of the Southern Network of the California Special Districts Association Board of Directors as submitted. **Passed 5-0.**

BOARD COMMITTEE REPORT

COMMITTEE
REPORTS

A) June 27, 2018 Human Resources/Risk Management Committee

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

B) July 3, 2018 Engineering Committee

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

C) July 5, 2018 Finance Committee

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

BOARD MEMBER REPORTS

BOARD MEMBER
REPORTS

Director Reed

- Recently visited family in Ashton, Oregon where all utilities are included on one bill. It was interesting to see how other states measure and itemize their utility bills.

Director Gonzalez

- Nothing to report at this time.

Director Tiegs

- Nothing to report at this time.

Vice President Cetina

- Commended staff for their work on the new customer bill. It is very thorough and breaks down the charges well.

President Curatalo

- Nothing to report at this time.

CLOSED SESSION

CLOSED SESSION

At 6:50 p.m. President Curatalo announced that after a brief recess a closed session would be held pursuant to:

CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9: Receipt of claim –

Claimant: Devyn A. Gutierrez

Closed session was called to order at 6:51 p.m.

In attendance were the entire Board, the General Manager, Legal Counsel (Ferre), the Assistant General Managers (Bosler, Corder), the Director of Engineering Services, the Director of Finance and Technology Services, the Executive Assistants (Cisneros, Victorino), the Human Resources Manager, and the Construction & Maintenance Manager.

RECONVENE/REPORT ON CLOSED SESSION

RECONVENE/
REPORT

The regular meeting reconvened at 6:59 p.m. at which time Mr. Jeff Ferre announced that the Board met in closed session and on a motion by Director Tiegs that was seconded by Vice President Cetina the Board approved unanimously to reject the claim and forward it to the Association of California Water Agencies/Joint Powers Insurance Authority to proceed on the Districts behalf.

ADJOURNMENT

ADJOURNED
AT 7:00 p.m.

There being no further business to come before the Board, President Curatalo adjourned the meeting at 7:00 p.m.

Martin E. Zvirbulis
Secretary/General Manager

ATTEST:

James V. Curatalo, Jr.
President