

Approved October 9, 2018

**MINUTES OF A REGULAR MEETING OF THE
CUCAMONGA VALLEY WATER DISTRICT
BOARD OF DIRECTORS
September 25, 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
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/CEO
Carrie Corder, Assistant General Manager
Kristeen Farlow, Communications & Outreach Manager
Eric Grubb, Principal Management Analyst
Jacob Johnson, Water Production & Controls Supervisor
Robert Kalarsarinis, Customer Service Manager
Katie Liebman, Community Outreach Representative
Gidti Ludesirishoti, Associate Engineer
Mike Maestas, Water Production Manager
Angelo Orioli, Customer Service Supervisor
Roberta Perez, Human Resources Manager
Taya Victorino, Executive Assistant, Board of Directors

Guests Erin Gilhuly, CV Strategies
Patrick Griffin, SDI Presence

ADDITIONS/DELETIONS TO THE AGENDA

None.

ADDITIONS/
DELETIONS

PUBLIC COMMENT

None.

PUBLIC COMMENT

PRESENTATIONS

A) Customer Service Week Proclamation

Ms. Katie Liebman gave a presentation on Customer Service Week, October 1-5, 2018. Customer Service Week allows the District to focus on customers and thank them for making conservation a way of life. This year Customer Service Week will be used to engage customers in community events, rebate programs, and youth education programs.

Ms. Liebman presented proclamation to the Board. The Board collectively expressed their appreciation of the CVWD customers and all they do to use water efficiently every day.

GENERAL MANAGER/CEO REPORTS

A) District Updates

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

- The District hosted the Cucamonga Water Tour on September 21, 2018. There were 45 attendees and the tour visited Devil Canyon, both CVWD treatment plants and other District facilities.
- Attended another great General Manager “ride-along” with the Water Production Division on August 30, 2018. Thank you to the team for diligently working to carry out CVWD’s mission.

GENERAL
MANAGER/CEO
COMMUNICATIONS

CONSENT CALENDAR

- A) Approve Minutes of the September 11, 2018 Regular Board Meeting.
- B) Approve Board Calendar of Events.
- C) Approve Cash and Investment Report for month ending August 31, 2018.
- D) Receive and File Year-End Budget Report for fiscal year ending June 30, 2018.
- E) Receive and File August 2018 Water Production Report.
- F) Receive and File September 2018 Communications & Outreach Report.
- G) Adopt a proclamation recognizing October 6-13, 2018 as Water Professionals Appreciation Week.
- H) Receive and File the Annual Travel Reimbursement Disclosure Report for FY2017-2018.
- I) Adopt Resolution No. 2018-9-2 Amending Administrative Policy No. 1.6. PARS Investment.
- J) Approve the issuance of a credit for existing capacity fees to Dedeaux Properties, LLC for PM9530 located at 9060 Rochester Avenue.

CONSENT
CALENDAR ITEMS
A-H

PASSED 5-0

CONSENT
CALENDAR ITEM I

PASSED 5-0

Director Reed requested Item I be pulled for discussion.

On a motion by Director Reed, and seconded by Vice President Cetina to approve Consent Calendar Items A-H as submitted. **Passed 5-0.**

Mr. Gidti Ludesirishoti replied to Director Reed that District policy requires any credit for existing capacity that exceeds \$10,000 be approved by the Board.

On a motion by Director Reed, and seconded by Director Tiegs to approve Consent Calendar Item I as submitted. **Passed 5-0**

VALUE OF WATER CAMPAIGN

Ms. Kristeen Farlow and Ms. Erin Gilhuly gave a presentation on the District's Value of Water Campaign. The goal of the campaign is to expose customers to behind the scenes efforts of the District, garner support for future projects, and connect customers to CVWD's planning efforts. Part of the process for this campaign was to conduct focus groups with several customers who provided feedback on how to execute and promote the campaign. Next steps are to build customer contact tools, develop collateral, ad buy, and launch the campaign.

VALUE OF WATER
CAMPAIGN

PASSED 5-0

On a motion by Director Gonzalez, and seconded by Vice President Cetina to approve the Value of Water outreach campaign as submitted. **Passed 5-0.**

FEDERAL LEGISLATIVE ADVOCACY PROPOSAL

Mr. Eric Grubb presented the proposed legislative advocacy service agreement with Best Best & Krieger (BB&K). The District currently uses the services of BB&K for federal advocacy on an as needed basis. Staff is proposing that the District enter into a one year agreement with BB&K to provide legislative advocacy services to the District at a cost of \$3,000 per month. Staff will work with BB&K to develop a task list of monthly action items.

AGREEMENT WITH
BEST BEST &
KRIEGER FOR
FEDERAL
LEGISLATIVE
ADVOCACY
SERVICES

Director Reed expressed his concerns with the need for a federal advocacy service at this time. He expressed the return on this type of investment is not clearly stated and the District already pays for similar services through other organizations that have federal representation. Regional goals are similar, and we could always hire or use federal representation from lobbyists retained by our regional agency.

PASSED 4-1-0
(Noes: Reed)

After considerable discussion **a motion was made by Director Tiegs, and seconded by Vice President Cetina** to approve the one-year agreement with Best Best & Krieger for Federal Legislative Advocacy Services as presented. **Passed 4-1-0. (Noes: Reed)**

BOOSTER AND WELL METERING IMPROVEMENTS – CP7836 AND 7841

Mr. Jacob Johnson gave a presentation on the proposed sole source purchase order for booster and well metering improvements for CP7841 and CP7836. The requested flow meters integrate information directly into SCADA without interpretation, resulting in more efficient operations and lower energy expenses. This project will also assist in eliminating possible calibration errors when submitting our annual water loss audit to the Department of Water Resources as mandated by SB555.

PURCHASE ORDER
FOR BOOSTER AND
WELL METERING
IMPROVEMENTS

PASSED 5-0

On a motion by Director Reed, and seconded by Director Gonzalez to approve the purchase order for CP7836 and CP7841 to Patten Systems, Inc. in the amount of \$123,948 as submitted. **Passed 5-0.**

ENTERPRISE SOFTWARE IMPLEMENTATION AWARD OF CONTRACT

Mr. Frank Chu and Mr. Patrick Griffin gave a presentation on the Enterprise Software Implementation Project. IT staff's goal is to implement a modern ERP software system to improve usability for staff and provide better service to our customers. The primary purpose of this implementation is to streamline current processes with upgraded software. After an extensive selection process, staff concludes that Tyler Technologies is the best value for the District. Staff would also like to use SDI's professional project management services to ensure a smooth transition to the new system.

PURCHASE ORDER
FOR BOOSTER AND
WELL METERING
IMPROVEMENTS

PASSED 5-0

On a motion by Vice President Cetina, and seconded by Director Reed to approve the purchase of Tyler Technologies ERP Solution and SDI Presence Project Management Services and authorize the GM/CEO to execute the purchase agreement with Tyler and Service Contract with SDI as submitted. **Passed 5-0.**

BOARD COMMITTEE REPORT

A) September 6, 2018 Finance Committee

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

COMMITTEE
REPORTS

BOARD MEMBER REPORTS

Director Reed

- Congratulated staff on another successful Cucamonga Water Tour. Pleased to see a bus full of engaged customers and stakeholders.

Director Gonzalez

- Attended the Association of San Bernardino County Special Districts meeting on September 17, 2018 with Director Reed. The dinner was hosted by East Valley Water District and their General Manager, John Mura, gave a presentation on one of their upcoming projects.

BOARD MEMBER
REPORTS

Director Tiegs

- Thanked staff for a very well facilitated Cucamonga Water Tour.

Vice President Cetina

- Nothing additional to report at this time.

President Curatalo

- Nothing additional to report at this time.

CLOSED SESSION

CLOSED SESSION

At 7:45 p.m. President Curatalo announced that after a brief recess a closed session would be held pursuant to:

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to paragraph (2) of subdivision
(d) of Government Code Section 54956.9: Receipt of Claim
Claimant: Moctezuma

Closed session was called to order at 7:51 p.m.

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

RECONVENE/REPORT ON CLOSED SESSION ITEM 9C

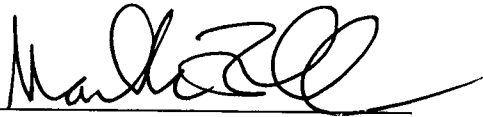
RECONVENE/
REPORT

The regular meeting reconvened at 8:00 p.m. at which time Mr. Jeff Ferre announced that the Board met in closed session and on a motion by Director Reed, seconded by President Curatalo the Board approved unanimously to reject the claim in its entirety so that ACWA/JPIA can assign a claim adjustor to proceed with the claim on the District's behalf.

ADJOURNMENT

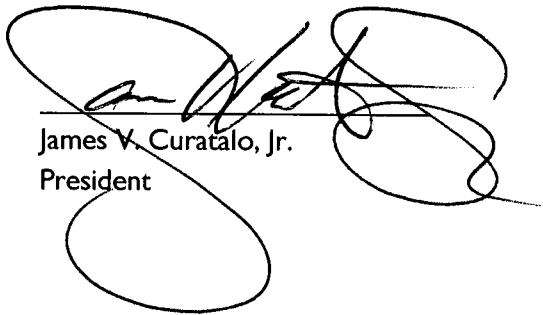
There being no further business to come before the Board, President Curatalo adjourned the meeting at 8:01 p.m.

ADJOURNED
AT 8:01 p.m.



Martin E. Zvirbulis
Secretary/General Manager

ATTEST:



James V. Curatalo, Jr.
President