

Approved May 13, 2020

**EAST VALLEY WATER DISTRICT
REGULAR BOARD MEETING
VIA TELECONFERENCE**

April 8, 2020

MINUTES

The Chairman of the Board called the meeting to order at 5:30 p.m. Vice Chairman Goodrich led the flag salute.

PRESENT: Directors: Carrillo, Coats, Goodrich, Morales, Smith

ABSENT: None

STAFF: John Mura, General Manager/CEO; Brian Tompkins, Chief Financial Officer; Jeff Noelte, Director of Engineering and Operations; Kelly Malloy, Director of Strategic Services; Justine Hendricksen, District Clerk; Shayla Antrim, Senior Administrative Assistant

LEGAL COUNSEL: Jean Cihigoyenetché

GUEST(s): Members of the public

PUBLIC COMMENTS

Chairman Smith declared the public participation section of the meeting open at 5:33 p.m.

There being no written or verbal comments, the public participation section was closed.

APPROVAL OF AGENDA

M/S/C (Carrillo-Goodrich) by unanimous roll call vote that the April 8, 2020 agenda be approved as submitted. Director Morales was absent from the vote.

Director Morales announced that he was present at 5:35 p.m.; he stated that he had technical difficulties connecting to the meeting.

DIRECTORS' FEES AND EXPENSES FOR FEBRUARY 2020

M/S/C (Coats-Goodrich) by unanimous roll call vote that the Board approve the Directors' fees and expenses for March 2020 as submitted. Director Morales was absent from the vote due to teleconference connection issues.

ELECTION FOR SPECIAL DISTRICT MEMBER OF LOCAL AGENCY FORMATION COMMISSION (LAFCO) FOR SAN BERNARDINO COUNTY

The General Manager/CEO provided background information on the services that San Bernardino County LAFCO provides and stated that there is one seat up for the position of Regular Special District Member.

Director Morales recommended that the Board consider voting for T. Milford Harrison of the San Bernardino Valley Municipal Water District, for Regular Special District Member of the LAFCO for San Bernardino County. He stated that he would represent the best interests of the District and that he is doing a great job at San Bernardino Valley Municipal Water District.

M/S/C (Morales-Goodrich) that the Board select T. Milford Harrison on the official ballot as the Regular Special District Member for the 2020 LAFCO Commission.

Roll call vote:

Director Morales - Yes
Vice Chairman Goodrich - Yes
Director Carrillo - Yes
Director Coats - Yes
Chairman Smith - Yes

MASTER SERVICES CONTRACTS FOR LAND SURVEYING SUPPORT SERVICES

The General Manager/CEO provided information regarding contracts for providing land surveying support services. He stated that in an effort to provide efficient access to engineering services that cannot be performed in-house, staff issued a Request for Qualifications to engage qualified firms to perform as-needed land surveying support services. He stated that on March 12, 2020, 12 proposals were received from qualified firms. An evaluation committee comprised of staff from the Engineering Department evaluated and scored the proposals with the intent of recommending multiple Master Services Contracts to the highest rated firms. Once under contract, Master Services Contractors will be able to compete for work presented as Task Orders through a letter proposal process. Staff rated the above listed recommended firms as the five highest rated for land surveying services based on their experience, proposed approach, quality of their proposal and costs.

M/S/C (Carrillo-Goodrich) by unanimous roll call vote that the Board authorize the General Manager/CEO to execute contracts for providing as-needed land surveying support services with the Altum Group, Guida Surveying Inc., Hernandez, Kroone and Associates, Krieger and Stewart Engineering Consultants, and Westland Group Inc., as submitted.

ADOPTION OF RESOLUTION 2020.07 - DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES

The General Manager/CEO stated that at the March 26, 2020 regular board meeting, the Governing Board took action to ratify the declaration of a local state of emergency. This action was the first of many steps to allow the District to become eligible for COVID-19 related expense reimbursements through the Federal Emergency Management Agency. This process requires extensive documentation and certification and provides a formal mechanism for the Governing Board to designate signature authority to staff on behalf of the District. In this case, the General Manager/CEO is listed as the primary signature, with the Chief Financial Officer and the Director of Strategic Services listed as approved alternates.

He stated that the District has initiated regular meetings to develop weekly goals and objectives, financial tracking procedures, increased community outreach, and implemented modifications to staffing in order to ensure that the District continues to provide world class service to our community.

M/S/C (Coats-Goodrich) by unanimous roll call vote that the Board adopt Resolution 2020.07 - Designation of Applicant's Agent Resolution for Non-State Agencies, delegating signature authority for the Federal Emergency Management Agency reimbursement process.

BOARD OF DIRECTORS' REPORTS

Director Carrillo reported on the following: April 1 he participated in a teleconference call with the General Manager/CEO to discuss District business; and April 7 he participated in a teleconference with the General Manager/CEO to review the agenda.

Director Morales had no reports at this time.

Director Coats reported that on April 7 he participated in the San Bernardino Valley Municipal Water District Board meeting.

Vice Chairman Goodrich reported on the following: March 27 he met with the General Manager/CEO to discuss District business; April 1 he attended a tour of the SNRC with the General Manager/CEO and received a District update on the status of COVID-19; and April 2 he met with the General Manager/CEO to review the agenda.

Chairman Smith reported on the following: March 27 he met with the General Manager/CEO to discuss District business; April 2 he participated in the San Bernardino Valley Water Conservation District Board meeting; April 2 he met with the General Manager/CEO to review the agenda; and April 8 he participated in the San Bernardino Valley Water Conservation District Board meeting.

Information only.

GENERAL MANAGER/CEO REPORT

The General Manager/CEO reported on the following:

- He stated that staff continues to provide essential services including answering customer calls, providing options for bill payments, fixing leaks, etc. He thanked staff for their continued dedication and hard work while the District adjusts to the changing situation.
- He stated that as part of the Districts commitment to public service, staff continues to hand out lunches to senior citizens in coordination with the Highland Senior Center and San Manuel Band of Mission Indians.
- The District was notified that Southern California Edison has a planned outage from 8-11am tomorrow at the Headquarters. Staff has an action plan in place in anticipation of a shut down. However, if it continues to rain the power outage will be canceled.
- The District will be conducting weekly All Hands employee meetings tomorrow via video conference.
- He thanked the public for their continued support during these trying times and for participating in the District's teleconferencing meetings. He stated that the District will continue to hold meetings via teleconference until further notice.

LEGAL COUNSEL REPORT

Legal Counsel stated that today the County released clarification on the order to wear facemasks, and he will continue to keep the District updated on Executive Orders coming from the Governor's office as they are issued related to COVID-19.

BOARD OF DIRECTORS' COMMENTS

Director Carrillo thanked the Legal Counsel for his update, and also thanked the General Manager/CEO for keeping him updated in regard to COVID-19 as it relates to the District.

Director Coats complimented staff for doing a great job during the pandemic. He stated that he received positive comments from the public regarding the District's COVID-19 outreach.

Director Morales commended staff for their participation in distributing meals to the public at the Highland Senior Center. He commended staff for providing information to the public and staff regarding the changing nature of the virus.

Chairman Smith wished everyone well and to stay safe.

Information only.

ADJOURN

The meeting adjourned at 6:00 p.m.



John Mura, Secretary



David E. Smith, Board President