



MINUTES
BOARD ADMINISTRATIVE COMMITTEE
REGULAR MEETING
MARCH 7, 2019
4:00 PM
CONF. RM. 217

COMMITTEE MEMBERS: Ronald W. Sullivan, President; Philip E. Paule, Vice President

STAFF: Paul D. Jones II, General Manager; Nick Kanetis, Deputy General Manager; Laura Nomura, Deputy General Manager; Joe Mouawad, Assistant General Manager of Planning, Engineering and Construction; Jeff Wall, Assistant General Manager of Operations and Maintenance; Laura Zamora, Director of Human Resources; Jolene Walsh, Senior Director of Public and Governmental Affairs; Charles Turner, Director of Finance; Dan Howell, Senior Director of Administrative Services; Doug Hefley, Director of Safety, Risk and Emergency Management; and Mike Malone, Senior Director of Information Systems

CALL TO ORDER

<i>Ronald W. Sullivan</i>	<i>President</i>
<i>Philip E. Paule</i>	<i>Vice President</i>
<i>Paul D. Jones II P.E.</i>	<i>General Manager (Absent)</i>
<i>Nick Kanetis</i>	<i>Deputy General Manager</i>
<i>Laura Nomura</i>	<i>Deputy General Manager</i>
<i>Joe Mouawad</i>	<i>Assistant General Manager</i>
<i>Jeff D. Wall P.E.</i>	<i>Assistant General Manager (Absent)</i>
<i>Laura Zamora</i>	<i>Director of Human Resources</i>
<i>Jolene Walsh</i>	<i>Sr. Director, Public & Gov't Affairs (Absent)</i>
<i>Charles Turner</i>	<i>Director of Finance</i>
<i>Daniel Howell</i>	<i>Sr. Director of Administrative Services (Absent)</i>
<i>Doug Hefley</i>	<i>Dir. of Safety, Risk & Emergency Mgmt (Absent)</i>
<i>Mike Malone</i>	<i>Sr. Director of Information Systems (Absent)</i>
<i>Chris Teague</i>	<i>Sr. Contracts Analyst</i>
<i>April Coady</i>	<i>Public Affairs Manager</i>

Other attendees included: Heidi Schoeppe, Matt Chesney, Brent Howard, Albert A. Webb Associates

I. PUBLIC COMMENTS

Any subject within the jurisdiction of EMWD. However, no action can be taken on any item discussed unless such action has been authorized under §54954.2(b)(2) of the Government Code. Speakers are required to limit comments to 3 minutes.

None

II. PROPOSED BOARD ITEMS - ACTION CALENDAR

- A. Adopt Two Proposed Resolutions of Intention of the Board of Directors of Eastern Municipal Water District in Connection with the Establishment of Community Facilities District No. 2018-82 (Aspen Pointe) (Nomura/Turner)

RESULT: RECOMMENDED FOR APPROVAL Next: 3/20/2019 9:00 AM

- B. Adopt a Proposed Resolution of Issuance of the Board of Directors of Eastern Municipal Water District Acting as the Legislative Body of Community Facilities District No. 2013-64 (Atherton and Terracina) Authorizing the Issuance of 2019 Special Tax Bonds and Approving Bond Documents as to Form (Nomura/Turner)

RESULT: RECOMMENDED FOR APPROVAL Next: 3/20/2019 9:00 AM

- C. Adopt a Proposed Resolution of the Board of Directors of Eastern Municipal Water District Declaring its Intention to Conduct Proceedings to Annex Property into EMWD CFD No. 2002-07 Improvement Area C (Pacific Mayfield), and Establish a Public Hearing Date of May 1, 2019, at 9:00 a.m. (Nomura/Turner)

RESULT: RECOMMENDED FOR APPROVAL Next: 3/20/2019 9:00 AM

- D. Approve Map and Legal Descriptions and Authorize Staff to Distribute Funds Necessary to Cover Agency Fees Pertinent to the Annexation; and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-27-19-2 and U-28-19-2 (Credits Holding, LLC) (Nomura/Howell)

RESULT: RECOMMENDED FOR APPROVAL Next: 3/20/2019 9:00 AM

- E. Approve Map and Legal Descriptions and Authorize Staff to Distribute Funds Necessary to Cover Agency Fees Pertinent to the Annexation; and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-29-18-5 and U-30-18-5 (Cristal Luna and Lorenzo Luna Pena) (Nomura/Howell)

RESULT: RECOMMENDED FOR APPROVAL Next: 3/20/2019 9:00 AM

- F. Approve Map and Legal Descriptions and Authorize Staff to Distribute Funds Necessary to Cover Agency Fees Pertinent to the Annexation; and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-35-19-1 and U-36-19-1 (Carminia Burgos and Felicita Burgos) (Nomura/Howell)

- RESULT: DISCUSSED AT COMMITTEE Next: 3/20/2019 9:00 AM**
- G. Adopt the Proposed Resolution Approving the Amended Classification and Salary Schedule (Jones/Zamora)

RESULT: RECOMMENDED FOR APPROVAL Next: 3/20/2019 9:00 AM

III. INFORMATION ITEMS / PRESENTATIONS

- A. Public and Governmental Affairs Highlights and Legislative Updates (Coady/Coats)

RESULT: RECOMMENDED FOR APPROVAL Next: 3/20/2019 9:00 AM

- B. Financial Operating and Capital Highlights Through the Second Quarter of Fiscal Year 2018-19 (Nomura/Turner)

RESULT: RECOMMENDED FOR APPROVAL Next: 3/20/2019 9:00 AM

IV. RECEIVE AND FILE

- A. Employee Reimbursement of at Least \$100 (AB1542) for January 2019 (Nomura/Turner)

RESULT: DISCUSSED AT COMMITTEE Next: 3/20/2019 9:00 AM

- B. Treasurer's Report for December 2018 (Nomura/Turner)

RESULT: DISCUSSED AT COMMITTEE Next: 3/20/2019 9:00 AM

- C. Treasurer's Report for January 2019 (Nomura/Turner)

RESULT: DISCUSSED AT COMMITTEE Next: 3/20/2019 9:00 AM

- D. Post Audit of Checks for the Month of January 2019 (Nomura/Turner)

RESULT: DISCUSSED AT COMMITTEE Next: 3/20/2019 9:00 AM

- E. Contracts Executed on Behalf of the District for January 2019 (Nomura/Howell)

RESULT: DISCUSSED AT COMMITTEE Next: 3/20/2019 9:00 AM

- F. Human Resources Staffing Status Update for January 2019 (Jones/Zamora)

RESULT: DISCUSSED AT COMMITTEE Next: 3/20/2019 9:00 AM

V. DIRECTOR'S COMMENTS / FUTURE AGENDA ITEM(S)

None

VI. CLOSED SESSION

None

VII. NEXT MEETING

Thursday, April 11, 2019, 7:30 a.m.