



MINUTES
BOARD ADMINISTRATIVE COMMITTEE
REGULAR MEETING
MAY 2, 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</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</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>April Coady</i>	<i>Public Affairs Manager</i>
<i>Charles Turner</i>	<i>Director of Finance</i>
<i>Daniel Howell</i>	<i>Sr. Director of Administrative Services</i>
<i>Doug Hefley</i>	<i>Dir. Safety, Risk & Emergency Mgmt. (Absent)</i>
<i>Mike Malone</i>	<i>Sr. Director of Information Systems</i>
<i>Thomas Hays</i>	<i>Financial Manager III</i>
<i>Charles Kamweru</i>	<i>Director of Customer Service</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. Approve and Authorize a Five-Year Agreement with Wurm's Janitorial Services, Incorporated, in the Not-to-Exceed, Full-Term Total of \$1,770,000 (Nomura/Howell)

RESULT: RECOMMENDED FOR APPROVAL Next: 5/15/2019 9:00 AM

B. Adopt a Proposed Resolution of the Board of Directors of Eastern Municipal Water District Approving a Joint Community Facilities Agreement as to Form for Moreno Valley Unified School District Community Facilities District No. 2018-1 (Nomura/Turner)

RESULT: RECOMMENDED FOR APPROVAL Next: 5/15/2019 9:00 AM

C. Approve and Authorize the Declaration of Surplus Equipment (Nomura/Howell)

RESULT: RECOMMENDED FOR APPROVAL Next: 5/15/2019 9:00 AM

III. INFORMATION ITEMS / PRESENTATIONS

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

RESULT: DISCUSSED AT COMMITTEE Next: 5/15/2019 9:00 AM

B. Eastern Municipal Water District's Enterprise Geographic Information System (GIS) Update (Nomura/Malone)

RESULT: DISCUSSED AT COMMITTEE Next: 5/15/2019 9:00 AM

C. Overview of SB998 - Discontinuation of Residential Water Service (Nomura/Howell)

RESULT: DISCUSSED AT COMMITTEE Next: 5/15/2019 9:00 AM

D. Apprenticeship Program (Jones/Zamora)

RESULT: DISCUSSED AT COMMITTEE Next: 5/15/2019 9:00 AM

IV. RECEIVE AND FILE

A. Fourth Quarter Report on Activities Related to Program Management of Community Facilities Districts and Assessment Districts (Nomura/Turner)

RESULT: REVIEWED AT COMMITTEE Next: 5/15/2019 9:00 AM

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

RESULT: REVIEWED AT COMMITTEE Next: 5/15/2019 9:00 AM

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

RESULT: REVIEWED AT COMMITTEE Next: 5/15/2019 9:00 AM

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

RESULT: REVIEWED AT COMMITTEE Next: 5/15/2019 9:00 AM

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

RESULT: REVIEWED AT COMMITTEE Next: 5/15/2019 9:00 AM

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

RESULT: REVIEWED AT COMMITTEE Next: 5/15/2019 9:00 AM

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

None

VI. CLOSED SESSION

None

VII. NEXT MEETING

Thursday, June 6, 2019, 4:00 p.m.