



**MINUTES**  
**BOARD ADMINISTRATIVE COMMITTEE**  
**REGULAR MEETING**  
**FEBRUARY 11, 2020**  
**4:00 PM**  
**CONF. RM. 217**

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**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; April Coady, 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>Charles Turner</i>	<i>Chief Financial Officer and Treasurer</i>
<i>Doug Hefley</i>	<i>Director of Safety, Risk and Emergency Mgmt</i>
<i>Mike Malone</i>	<i>Sr. Director of Information Systems</i>
<i>Daniel Howell</i>	<i>Sr. Director of Administrative Services</i>
<i>April Coady</i>	<i>Director of Public and Governmental Affairs</i>
<i>Danielle Coats</i>	<i>Legislative Analyst</i>

*Other attendees included: Matt Chesney and 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 a Proposed Resolution of the Board of Directors of Eastern Municipal Water District Approving a Joint Community Facilities Agreement as to Form with the City of Menifee Relating to City of Menifee Community Facilities District No. 2020-1 (McCall Mesa) (Nomura/Turner)

**RESULT: RECOMMENDED FOR APPROVAL Next: 2/19/2020 3:00 PM**

- B. Adopt a Proposed Resolution Amending the Supervisory and Confidential Classification and Salary Schedule (Jones/Zamora)

**RESULT: RECOMMENDED FOR APPROVAL Next: 2/19/2020 3:00 PM**

- C. Approve and Authorize the Map and Legal Description and Authorize Staff to Distribute Funds Necessary to Cover Agency Fees Pertinent to the Annexation, and Adopt Two Proposed Resolutions for Annexation of the 111th Fringe Area to Eastern Municipal Water District and The Metropolitan Water District of Southern California (Nomura/Howell)

**RESULT: RECOMMENDED FOR APPROVAL Next: 2/19/2020 3:00 PM**

- D. Approve Map and Legal Descriptions, and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-23-19-3 and U-24-19-3 to Improvement District Nos. U-23 and U-24 (Multiple Property Owners) (Nomura/Howell)

**RESULT: RECOMMENDED FOR APPROVAL Next: 2/19/2020 3:00 PM**

- E. Approve Map and Legal Descriptions, and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-23-19-4 and U-24-19-4 to Improvement District Nos. U-23 and U-24 (Forestar Real Estate Group, Inc.) (Nomura/Howell)

**RESULT: RECOMMENDED FOR APPROVAL Next: 2/19/2020 3:00 PM**

- F. Approve Map and Legal Descriptions, and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-25-19-6 and U-26-19-6 to Improvement District Nos. U-25 and U-26 (Woodside 05S, LP) (Nomura/Howell)

**RESULT: RECOMMENDED FOR APPROVAL Next: 2/19/2020 3:00 PM**

- G. Approve Map and Legal Descriptions, and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-31-19-7 and U-32-19-7 to Improvement District Nos. U-31 and U-32 (Josefina Mayoral) (Nomura/Howell)

**RESULT: RECOMMENDED FOR APPROVAL Next: 2/19/2020 3:00 PM**

- H. Approve Map and Legal Descriptions, and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-31-19-8 and U-32-19-8 to Improvement District Nos. U-31 and U-32 (Ernan Molina) (Nomura/Howell)

**RESULT: RECOMMENDED FOR APPROVAL Next: 2/19/2020 3:00 PM**

- I. Approve Map and Legal Descriptions, and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-31-19-9 and U-32-19-9 to Improvement District Nos. U-31 and U-32 (Richmond American Homes) (Nomura/Howell)

**RESULT: RECOMMENDED FOR APPROVAL Next: 2/19/2020 3:00 PM**

- J. Approve Map and Legal Descriptions, and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-31-19-10 and U-32-19-10 to Improvement District Nos. U-31 and U-32 (KB Home Coastal, Incorporated / Menifee 3A INV, LLC) (Nomura/Howell)

**RESULT: RECOMMENDED FOR APPROVAL Next: 2/19/2020 3:00 PM**

- K. Approve Map and Legal Descriptions, and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-35-19-8 and U-36-19-8 to Improvement District Nos. U-35 and U-36 (Sutter Mitland 01, LLC) (Nomura/Howell)

**RESULT: RECOMMENDED FOR APPROVAL Next: 2/19/2020 3:00 PM**

- L. Approve Map and Legal Descriptions, and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-35-19-9 and U-36-19-9 to Improvement District Nos. U-35 and U-36 (Wellquest Menifee, LLC) (Nomura/Howell)

**RESULT: RECOMMENDED FOR APPROVAL Next: 2/19/2020 3:00 PM**

- M. Approve Map and Legal Descriptions, and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-35-19-10 and U-36-19-10 to Improvement District Nos. U-35 and U-36 (Project Royal, LP) (Nomura/Howell)

**RESULT: RECOMMENDED FOR APPROVAL Next: 2/19/2020 3:00 PM**

### III. INFORMATION ITEMS / PRESENTATIONS

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

**RESULT: REVIEWED AT COMMITTEE Next: 2/19/2020 3:00 PM**

- B. Financial Participation Charges Update (Nomura/Turner)

**RESULT: REVIEWED AT COMMITTEE Next: 2/19/2020 3:00 PM**

**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: 2/19/2020 3:00 PM**

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

**RESULT: REVIEWED AT COMMITTEE Next: 2/19/2020 3:00 PM**

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

**RESULT: REVIEWED AT COMMITTEE Next: 2/19/2020 3:00 PM**

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

**RESULT: REVIEWED AT COMMITTEE Next: 2/19/2020 3:00 PM**

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

**RESULT: REVIEWED AT COMMITTEE Next: 2/19/2020 3:00 PM**

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

**RESULT: REVIEWED AT COMMITTEE Next: 2/19/2020 3:00 PM**

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

*None*

**VI. CLOSED SESSION**

*None*

**VII. NEXT MEETING**

Thursday, March 5, 2020, 4:00 p.m.