



MINUTES
BOARD ADMINISTRATIVE COMMITTEE
REGULAR MEETING
APRIL 1, 2021
4:00 PM
CONF. RM. 217

Please note this meeting will be conducted pursuant to the provisions of Executive Order N-25-30 issued by Governor Gavin Newsom on March 12, 2020, governing protocol for teleconferenced meetings. Certain board members may be calling in to this meeting by telephone. Any member of the public can observe and participate in this meeting by attending the meeting at 2270 Trumble Road, Perris, CA 92570. Any member of the public wishing to make any comments to the Board may do so in person or by using the following call-in number: (951) 384-0840 Conference ID: 269 956 44#

COMMITTEE MEMBERS: Philip E. Paule, Board President; David J. Slawson, Board Member

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; 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>Philip E. Paule</i>	<i>President</i>
<i>David J. Slawson</i>	<i>Board Member</i>
<i>Paul D. Jones II P.E.</i>	<i>General Manager (Remote)</i>
<i>Laura Nomura</i>	<i>Deputy General Manager</i>
<i>Nick Kanetis</i>	<i>Deputy General Manager (Absent)</i>
<i>Joe Mouawad</i>	<i>Assistant General Manager (Remote)</i>
<i>Jeff D. Wall P.E.</i>	<i>Assistant General Manager (Absent)</i>
<i>Laura Zamora</i>	<i>Director of Human Resources (Absent)</i>
<i>John Adams</i>	<i>Chief Financial Officer</i>
<i>Thomas Hays</i>	<i>Financial Manager III</i>
<i>Daniel Howell</i>	<i>Sr. Director of Administrative Services (Remote)</i>
<i>Mike Malone</i>	<i>Sr. Director of Information Systems (Remote)</i>
<i>April Coady</i>	<i>Director of Public and Governmental Affairs (Remote)</i>
<i>Doug Hefley</i>	<i>Dir. of Safety, Risk & Emergency Mgmt. (Absent)</i>
<i>Paula Allen</i>	<i>Human Resources Manager (Remote)</i>
<i>Michael Wayment</i>	<i>Business Systems Manager (Remote)</i>
<i>Jolene Walsh</i>	<i>Exec. Policy/Governmental Affairs Advisor (Remote)</i>

Other attendees included: Heidi Schoeppe, and Matt Chesney, Albert A. Webb Associates (Remote); Jim Zimmerman, Zimmerman Group (Remote); Bradley Neal, Stradling Yocca Carlson & Rauth (Remote); Richard Kikuchi, LSL CPAs & Advisors (Remote); Ana Sarabian, Fieldman, Rolapp & Associates (Remote)

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 Issuance of the Board of Directors of Eastern Municipal Water District Acting as the Legislative Body of Community Facilities District No. 2004-35 (Mountain Gate) Improvement Area D Authorizing the Issuance of its 2021 Special Tax Bonds and Approving Bond Documents as to Form (Nomura/Adams)

RESULT: RECOMMENDED FOR APPROVAL Next: 4/21/2021 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. 2018-82 (Aspen Pointe) Authorizing the Issuance of its 2021 Special Tax Bonds and Approving Bond Documents as to Form (Nomura/Adams)

RESULT: RECOMMENDED FOR APPROVAL Next: 4/21/2021 9:00 AM

- C. Adopt a Proposed Resolution of the Board of Directors of Eastern Municipal Water District Approving a Joint Community Facilities Agreement as to Form for City of Menifee Community Facilities District No. 2021-1 (Nomura/Adams)

RESULT: RECOMMENDED FOR APPROVAL Next: 4/21/2021 9:00 AM

- D. 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. 2021-91 (Prairie Crossing) (Nomura/Adams)

RESULT: RECOMMENDED FOR APPROVAL Next: 4/21/2021 9:00 AM

- E. Adopt a Proposed Resolution Amending the EMWD Administrative Code, Title 3 Article 8, Comprehensive Debt Policy (Nomura/Adams)

RESULT: RECOMMENDED FOR APPROVAL Next: 4/7/2021 9:00 AM

- F. Approve and Authorize a Three-Year Contract with Lance, Soll & Lunghard, LLP for Professional Auditing Services, with Two Optional Renewal Years (Nomura/Adams)

RESULT: RECOMMENDED FOR APPROVAL Next: 4/7/2021 9:00 AM

- G. Approve and Authorize a Lease Amendment with T-Mobile West Tower LLC, for an Additional Tenant at the District's Walnut Tank Facility (Nomura/Howell)

RESULT: RECOMMENDED FOR APPROVAL Next: 4/7/2021 9:00 AM

- H. Approve and Authorize a One-Year Extension and the Addition of \$272,000 to Agreement No. 102956 with Xerox Corporation for Document and Production Equipment Lease Services (Nomura/Howell)

RESULT: RECOMMENDED FOR APPROVAL Next: 4/7/2021 9:00 AM

- I. Approve Map and Legal Descriptions, and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-23-21-1 and U-24-21-1 to Improvement District Nos. U-23 and U-24 (Lennar Homes of California, Incorporated) (Nomura/Howell)

RESULT: RECOMMENDED FOR APPROVAL Next: 4/21/2021 9:00 AM

- J. Approve Map and Legal Descriptions, and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-27-21-1 and U-28-21-1 to Improvement District Nos. U-27 and U-28 (Duke Realty Webster Rider, LP) (Nomura/Howell)

RESULT: RECOMMENDED FOR APPROVAL Next: 4/21/2021 9:00 AM

- K. Approve Map and Legal Descriptions, and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-31-21-1 and U-32-21-1 to Improvement District Nos. U-31 and U-32 (Forterra Pipe and Precast, LLC) (Nomura/Howell)

RESULT: RECOMMENDED FOR APPROVAL Next: 4/21/2021 9:00 AM

- L. Approve Map and Legal Descriptions, and Adopt Two Proposed Resolutions for the Annexation of Parcel Nos. U-35-21-1 and U-36-21-1 to Improvement District Nos. U-35 and U-36 (Pulte Home Company, LLC, and Diamond Brothers Five Partnership) (Nomura/Howell)

RESULT: RECOMMENDED FOR APPROVAL Next: 4/21/2021 9:00 AM

- M. Approve and Authorize an Additional Appropriation of \$69,000 with eVerge Group LLC (eVerge) for a Total Three-Year Contract Amount of \$613,190 (Nomura/Malone)

RESULT: RECOMMENDED FOR APPROVAL Next: 4/7/2021 9:00 AM

III. INFORMATION ITEMS / PRESENTATIONS

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

RESULT: REVIEWED AT COMMITTEE Next: 4/21/2021 9:00 AM

IV. RECEIVE AND FILE

- A. Employee Reimbursements of at Least \$100 (AB1542) for February 2021 (Nomura/Adams)

RESULT: REVIEWED AT COMMITTEE Next: 4/21/2021 9:00 AM

- B. Treasurer's Report for February 2021 (Nomura/Adams)

RESULT: REVIEWED AT COMMITTEE Next: 4/21/2021 9:00 AM

- C. Post Audit of Checks for the Month of February 2021 (Nomura/Adams)

RESULT: REVIEWED AT COMMITTEE Next: 4/21/2021 9:00 AM

- D. Contracts Executed on Behalf of the District for February 2021 (Nomura/Howell)

RESULT: REVIEWED AT COMMITTEE Next: 4/21/2021 9:00 AM

- E. District Staffing Status Update for February 2021 (Nomura/Zamora)

RESULT: REVIEWED AT COMMITTEE Next: 4/21/2021 9:00 AM

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

Director Paule requested staff provide an informational item for the June 3, 2021 Board Administrative Committee meeting to evaluate costs and details for conducting webcasts for District Board Meetings along with an outline of what other agencies are doing as it relates to public meetings.

VI. CLOSED SESSION

None

VII. NEXT MEETING

Thursday, May 6, 2021, 4:00 p.m.