

Approved April 14, 2020

**MINUTES OF A REGULAR MEETING OF THE
CUCAMONGA VALLEY WATER DISTRICT
BOARD OF DIRECTORS
March 24, 2020**

A regular meeting of the Cucamonga Valley Water District Board of Directors was called to order at 6:00 p.m. by President Curatalo. Taya Victorino, Executive Assistant, ensured all Board Members were present (in person or via teleconference) by conducting roll call.

CALL TO ORDER
6:00 p.m.

President Curatalo announced:

1) The meeting is being conducted by teleconference pursuant to the Brown Act waivers provided for under the Governor's Executive Orders in response to the COVID-19 State of Emergency.

2) The agenda states that there will be no public location for attending this meeting in person.

3) The agenda also states that the public may listen and provide comment telephonically by calling the number listed on the agenda.

President Curatalo led the Pledge of Allegiance.

In Attendance:

Board James V. Curatalo, Jr., President
Randall James Reed, Vice President (*via teleconference*)
Luis Cetina, Director (*via teleconference*)
Mark Gibboney, Director (*via teleconference*)
Kevin Kenley, Director

Staff John Bosler, General Manager/CEO
Jeff Ferre, BB&K, Legal Counsel (*via teleconference*)

Mike Bogin, Information Technology Specialist
Chad Brantley, Director of Finance and Tech. Services (*via teleconference*)
Frank Chu, Information Technology Manager
Cindy Cisneros, Executive Assistant, General Manager
Eduardo Espinoza, Director of Engineering Services
Eric Grubb, Government & Public Affairs Manager (*via teleconference*)
Carrie Guarino, Assistant General Manager
Rob Hills, Director of Operations (*via teleconference*)
Taya Victorino, Executive Assistant, Board of Directors

- I) Adopt Resolution No. 2020-3-4 amending Administrative Policy No. 2.7, Social Media.
- J) Approve a two-year extension of the audit services contract with Davis Farr, LLP.

On a motion by Vice President Reed, and seconded by Director Gibboney to approve Consent Calendar Items as submitted by **Roll Call Vote:**

Ayes: Curatalo, Reed, Cetina, Gibboney, Kenley

Noes: None

Abstain: None

Passed 5-0.

LOCAL EMERGENCY DECLARATION

Mr. John Bosler presented the proposed local emergency declaration. The Board is asked to adopt three resolutions that will streamline the District's response to the COVID-19 state of emergency. He highlighted the precautions the District has already taken to protect employees and customers such as closing the campus to outside visitors and guests, allowing those staff members who can to work from home, and providing gloves and sanitizer to those who must report to the office.

Ms. Carrie Guarino provided information on the three actions staff is asking the Board to take tonight: 1) declare a local emergency allowing the District to work with the Office of Emergency Services (OES) to respond to this crisis, 2) assign the districts' designated agents as required by EOS, and 3) adopt federal procurement procedures to supplement the District's current purchasing procedures to ensure better chance of reimbursement through the federal government after the emergency.

Discussion ensued between the Board, staff and legal counsel regarding federal reimbursements, local versus federal government orders, wholesale water agency rates, and the effects this emergency may have on the District's financials.

On a motion by Director Cetina, and seconded by Director Kenley to adopt Resolution No. 2020-3-5 declaring a local emergency and ratifying and authorizing actions by the General Manager/CEO to respond to the COVID-19 State of Emergency as submitted by **Roll Call Vote:**

Ayes: Curatalo, Reed, Cetina, Gibboney, Kenley

Noes: None

Abstain: None

Passed 5-0.

LOCAL EMERGENCY
DECLARATION

RESOLUTION NOS.
2020-3-5, 2020-3-6,
AND 2020-3-7

PASSED 5-0

On a motion by Director Kenley, and seconded by Director Gibboney to adopt Resolution No. 2020-3-6 assigning the District's Designated Agents for all matters pertaining to state disaster assistance as submitted by **Roll Call Vote:**

Ayes: Curatalo, Reed, Cetina, Gibboney, Kenley

Noes: None

Abstain: None

Passed 5-0.

On a motion by Vice President Reed, and seconded by Director Cetina to adopt Resolution No. 2020-3-7 adopting Federal Procurement Procedures as submitted by **Roll Call Vote:**

Ayes: Curatalo, Reed, Cetina, Gibboney, Kenley

Noes: None

Abstain: None

Passed 5-0.

BOARD COMMITTEE REPORT

BOARD COMMITTEE REPORTS

A) March 3, 2020 Engineering Committee

Vice President Reed reported the notes accurately reflect what occurred at the meeting.

B) March 9, 2020 Government & Public Affairs Committee

Director Cetina reported the notes accurately reflect what occurred at the meeting.

C) March 11, 2020 Finance Committee

Vice President Reed reported the notes accurately reflect what occurred at the meeting.

BOARD MEMBER REPORTS

BOARD MEMBER REPORTS

Director Gibboney

- Commended staff for their efforts during the emergency. Even under these unprecedented circumstances it is amazing how much we are able to complete without being physically present. Water is critical and our response is a highlight of how well prepared we are as a district. Thank you to staff for doing such a great job under these circumstances.

Director Cetina

- Echoed Director Gibboney's comments regarding staff's dedication to their duties and the District and for continuing to provide quality water service to the community.

Vice President Reed

- Echoed Director Gibboney and Cetina's sentiments. These are different times we are facing; thank you to staff for your diligence in providing this service to our community. Thank you to the community for the patience and understanding during this time.

Director Kenley

- Thanked staff for the phenomenal job with adjusting to the circumstances. It is great to be able to tell our customers that they do not have to worry about clean water and a service they can rely on.
- Attended the ACWA Legislative Symposium March 11-12, 2020 with Vice President Reed, Director Cetina, Director Gibboney and staff. Thank you to staff for their diligent efforts while there and connecting the Board with legislators and key players in Sacramento while we were there.

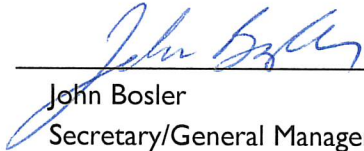
President Curatalo

- Thanked management and staff on behalf of the entire Board. The extra communication between the District, the city and our regional partners, and the effort to help each other in these times is inspiring. An emergency like this moves our previous philosophical conversations about our rates and reserve funds to the more physical realm. We are blessed with great supplies and assets, but the thing that is most vulnerable during something like this is our staff and the health of our staff. Great job by our General Manager, John, and his management team to take action to modify staff schedules and keep them healthy and safe.

ADJOURNMENT

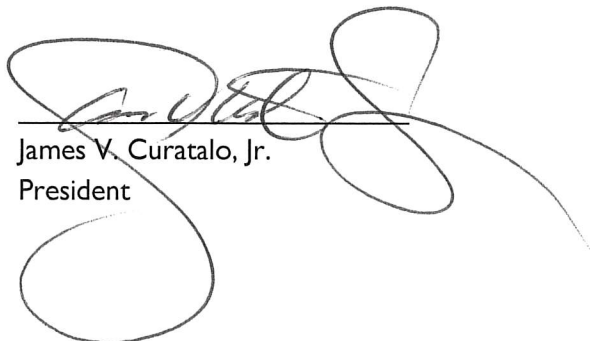
There being no further business to come before the Board, President Curatalo adjourned the meeting at 6:53 p.m. in honor of all the health care workers, firefighters, police officers and anyone on the front line treating those in need.

ADJOURNED
AT 6:53 p.m.



John Bosler
Secretary/General Manager

ATTEST:



James V. Curatalo, Jr.
President