moulton niguel water district

MINUTES OF THE REGULAR MEETING OF THE FINANCE & INFORMATION TECHNOLOGY BOARD OF DIRECTORS OF THE MOULTON NIGUEL WATER DISTRICT

February 20, 2019

A Regular Meeting of the Finance & Information Technology Board of Directors of the Moulton Niguel Water District was held at the District offices, 27500 La Paz Road, Laguna Niguel, California, at 8:30 AM on February 20, 2019. There were present and participating:

DIRECTORS

Duane Cave	Vice President
Richard Fiore	Director
Donald Froelich	Vice President/Chair
Kelly Jennings	Director
Gary Kurtz	Director
Bill Moorhead	Director
Brian Probolsky	President

Also present and participating were:

STAFF MEMBERS, LEGAL COUNSEL, AND MEMBERS OF THE PUBLIC

Joone Lopez	General Manager
Matt Collings	Assistant General Manager
Rod Woods	Director of Engineering
Drew Atwater	Director of Finance & Water Resources
Gina Hillary	Director of Human Resources
Todd Novacek	Director of Operations
Jose Solorio	Government Affairs Officer
Paige Gulck	Board Secretary
Tim Bonita	Recording Secretary
Trevor Agrelius	MNWD
Matthew Brown	MNWD
Johnathan Cruz	MNWD
Todd Dmytryshyn	MNWD
Jin Kim	MNWD
David Larsen	MNWD
Jane Nguyen	MNWD

Medha Patel	MNWD
Alex Thomas	MNWD
Sheldon Yu	MNWD
Carole Wayman-Piascik	MNWD
Ruben Smith	Alvarado Smith
Jeff Probst	Chandler Asset Management
Sara Raynor-Sanchez	Chandler Asset Management
Jayson Schmidt	Chandler Asset Management
John Thornton	Layton Construction
Glen Allen	Newport Real Estate Services

1. CALL MEETING TO ORDER

The meeting was called to order by Donald Froelich at 8:30 a.m.

2. APPROVE THE MINUTES OF THE JANUARY 16, 2019 FINANCE AND INFORMATION TECHNOLOGY BOARD OF DIRECTORS' MEETING

MOTION DULY MADE BY BRIAN PROBOLSKY AND SECONDED BY GARY KURTZ, MINUTES OF THE JANUARY 16, 2019 FINANCE AND INFORMATION TECHNOLOGY BOARD OF DIRECTORS' MEETING WERE APPROVED AS PRESENTED. THE VOTE WAS UNANIMOUS WITH DIRECTORS DUANE CAVE, RICHARD FIORE, DONALD FROELICH, KELLY JENNINGS, GARY KURTZ, BILL MOORHEAD, AND BRIAN PROBOLSKY ALL VOTING 'AYE'.

3. PUBLIC COMMENTS

Brian Probolsky stated that the OC Register published a story about an employee from John Wayne Airport who was killed when a tire exploded next to him. Brian emphasized that we should remind staff to be safety cautious and aware of their surroundings.

PRESENTATION ITEMS

4. Quarterly Investment Report - Chandler Asset Management

Jayson Schmidt from Chandler Asset Management introduced Jeff Probst and Kara Raynor-Sanchez who are also with his firm. Jeff Probst provided the Quarterly Investment Report. Key topics presented were the account profile and an economic update.

DISCUSSION ITEMS

5. Construction Manager at Risk Services for the Operations Center Consolidation and Improvements Project

Rod Woods provided information on the item. Staff recommends that the Board of Directors approve CMAR Services Agreement with Layton Construction; authorize the

General Manager or Assistant General Manager to execute the Agreement; and to authorize the Pre-Construction Phase 1 services in the amount of $60,000. Discussion ensued regarding the project.

6. Construction Contract Award for 2017-18 Electrical System Improvements - Potable Water

Sheldon Yu provided details on the item. Staff recommends that the Board of Directors award the construction services contract to Southern Contracting Company in the amount of $1,036,860; authorize the General Manager or Assistant General Manager to execute the contract; and to approve changes orders up to 10% of the contract value. Discussion ensued on this item.

7. Construction Contract Award for Hidden Hills Easement Pipeline Replacement

Todd Dmytryshyn provided information on the item. Staff recommends that the Board of Directors award the construction services contract to Paulus Engineering, Inc. in the amount of $371,555; authorize the General Manager or Assistant General Manager to execute the contract; and to approve change orders up to 10% of the contract value. Discussion ensued regarding the project.

8. Construction Contract Award for Rehabilitation of the Saddleback Reservoir

Alex Thomas provided details on the item. Staff recommends that the Board of Directors award the construction services contract to Advanced Industrial Coatings, Inc. in the amount of $745,400; authorize the General Manager or Assistant General Manager to execute the contract; and to approve change orders up to 10% of the contract value. Discussion ensued regarding the project details.

9. Professional Services Agreement for JDE Software Support Services

Matt Brown provided information on the item. Staff recommends that the Board of Directors approve a three-year Professional Services Agreement with EmeraldCube Solutions in the amount of $548,736 for software hosting, maintenance, and support services; authorize the General Manager or Assistant General Manager to execute the Agreement; and to approve amendments up to 10% of the contract value. Discussion ensued regarding agreement.

INFORMATION ITEMS

10. Monthly Financial Report

Trevor Agrelius provided the Monthly Financial Report.

Drew Atwater stated that the District was awarded the Distinguished Budget Presentation Award from the Government Finance Officers Association.

11. Future Agenda Items (Any items added under this section are for discussion at future meetings only)

None.

12. Late Items (Appropriate Findings to be Made)

None.

ADJOURNMENT

The meeting was adjourned at 10:05 a.m.

Respectfully submitted,

Tim Bonita
Recording Secretary