

**MINUTES
REGULAR BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
July 16, 2020**

Attendee Name	Present	Excused	Absent
Board of Directors			
Channing Hawkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael Taylor	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>
Kyle Crowther	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>
Clifford Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gregory Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Clarence Mansell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shamindra Manbahal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Naseem Farooqi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Peggy Asche	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lizett Santoro	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Albert Clinger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joanne Chan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cynthia Birts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jose Velasquez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Schaack	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Olson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal Counsel			
Robert Tafoya	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>

OPENING CEREMONIES

- Pledge of Allegiance - Led by Director Dr. Clifford Young.
- Opening Prayer - Led by Pastor Bratton, Greater Faith Grace Bible Church.
- Call to Order
- Roll Call of Board Members

ADOPT AGENDA

A motion to adopt the agenda was made by Director Greg Young and second by Director Dr. Clifford Young. The motion passed by the following vote:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gregory Young, Director
SECONDER:	Clifford Young, Director
AYES:	Channing Hawkins, Michael Taylor, Kyle Crowther, Clifford Young, Gregory Young

PUBLIC PARTICIPATION

There were no email comments or Zoom requests to speak.

PUBLIC HEARING

President Hawkins opened the Public Hearing at 8:01 p.m., stating that this was the time and place set for a duly noticed Public Hearing regarding the adoption of the 2020 Water Facilities Master Plan, which includes a five year Capital Improvement Program, for the West Valley Water District.

Acting Board Secretary Asche certified that all notices for the above hearing have been posted at the District Headquarters and District's website as well as published in the Fontana Herald News and Westside Story News of the Empire newspapers in accordance with California Law. No written responses have been received.

President Hawkins requested information leading up to the Public Hearing and the purpose of this meeting. Chief Financial Officer, Shamindra Manbahal stated that a draft 2020 Water Facilities Master Plan has been prepared to determine the future water demands and supply requirements for West Valley Water District. The plan identifies the water facilities needed to produce, deliver, store and transport this supply to our customers.

Within the Draft 2020 Water Facilities Master Plan is a five year Capital Improvement Program. The program identifies the infrastructure needed to be constructed within the next five years to continue to provide reliable service to our existing and projected new customers.

A copy of the Draft 2020 Water Facilities Master Plan has been provided to the planning agencies of each affected city and county within the District's jurisdiction for review and comment. This hearing is required by State law in order to receive input from interested parties.

Mr. Manbahal asked Linda Jadeski, Engineering Services Manager, to present the 2020 Water Facilities Master Plan. Mrs. Jadeski introduced via Zoom, Mr. Tony Akel, Akel Engineering, stating that this is the firm that provided services for the 2020 Water Facilities Master Plan and will be providing a brief presentation. Mr. Tony Akel thanked the Board and audience and stated that it was his pleasure to present the 2020 Water Facilities Master Plan. A

PowerPoint presentation was provided stating that the foundation for this update come from the 2012 Water Facilities Master Plan that Mrs. Jadeski was part of and noted that the work for it was very detailed. This plan is a normal update to the process with changes over the years, such as: growth, criteria, water conservation, etc. The objectives are to quantify and prioritize system capacity improvements. This Master Plan supports the growth known for the next five years. A calibrated hydraulic water model of the District's distribution system utilizing existing Geographic Information Systems data was provided. This plan will enable the District to strategize planning and budgeting efforts and to implement water system improvements that will maintain a high level of distribution reliability and efficiency for current demands, future growth, and emergency situations. Questions ensued with lengthy discussions.

Hearing no further comments, Chief Financial Officer, Shamindra Manbahal, stated that Staff is requesting that the Board of Directors receive and file the 2020 Water Facilities Master Plan and CIP into the record of the Public Hearing.

President Hawkins thanked Mr. Manbahal and stated that the Board hereby receives the 2020 Water Facilities Master Plan and receipt of the Plan is hereby entered into the record of this Public Hearing. At this time, President Hawkins asked are there any members of the public who wish to speak in favor of the matter. Hearing none. President Hawkins asked are there any speakers who wish to speak against the matter. Hearing none. The Public Hearing was closed at 8:34 p.m.

RECEIVE AND FILE THE 2020 WATER FACILITIES MASTER PLAN.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Greg Young, Director
SECONDER:	Clifford Young, Director
AYES:	Channing Hawkins, Michael Taylor, Kyle Crowther, Gregory Young, Clifford Young

PRESENTATION

Due to a lengthy meeting and the time, it was requested to table both presentations until the next regularly scheduled Board meeting.

- Special Districts Leadership Foundation (Our Commitment to Excellence).
- Update on the Oliver P. Roemer Water Filtration Facility Expansion Project.

CONSENT CALENDAR

- **PULL ITEMS NO. 7, 8 AND 9 FOR SEPARATE DISCUSSION**

Director Dr. Michael Taylor requested to pull Items No. 7 and 8 for separate discussion and approve the remaining Items. Vice President Kyle Crowther second the motion. Director

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Greg Young asked for a friendly amendment to pull Item No. 9 as well, because it refers to the 2020 Water Facilities Master Plan. Director Dr. Michael Taylor accepted his friendly amendment pulling Items No. 7, 8 and 9 for separate discussion and approving the remaining Items No. 1, 2, 3, 4, 5, 6, 10, 11 and 12. Vice President Crowther second the motion. The Board voted 4 to 1 to pass the substitute motion.

RESULT:	ADOPTED [4 TO 1]
MOVER:	Michael Taylor, Director
SECONDER:	Kyle Crowther, Vice President
AYES:	Channing Hawkins, Michael Taylor, Kyle Crowther, Gregory Young
NAYS:	Clifford Young

1. **TREASURER'S REPORT - JUNE 2020.**
2. **MONTHLY FINANCIAL REPORT - JUNE 2020.**
3. **MONTHLY CASH DISBURSEMENT REPORT - JUNE 2020.**
4. **JUNE 2020 - PURCHASE ORDER REPORT.**
5. **CONSIDER A BUDGET TRANSFER FROM THE CIP CONTINGENCY FUND TO THE WELL 41 ION EXCHANGE TREATMENT PROJECT.**
6. **CONSIDER A COMMON USE AGREEMENT WITH THE CITY OF RIALTO FOR THE CACTUS TRAIL.**

BUSINESS MATTERS

7. APPROVAL OF MEDIA RELATIONS POLICY

Director Greg Young motioned to table this item stating that there are some grammatical changes that need to be completed in this policy before approving. Director Dr. Clifford Young second the motion. Director Dr. Michael Taylor asked for a friendly amendment to approve this item and make the grammatical changes and bring those edits back for review at a later date. Director Greg Young accepted his friendly amendment approving the Media Relations Policy now and to make the grammatical changes for edits at a later date for review. Director Dr. Clifford Young second the motion and the Board voted unanimously to pass the substitute motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Taylor, Director
SECONDER:	Clifford Young, Director
AYES:	Channing Hawkins, Michael Taylor, Kyle Crowther, Gregory Young, Clifford Young

8. APPROVAL OF SOCIAL MEDIA POLICY

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Director Dr. Michael Taylor made a motion to approve the Social Media Policy. Vice President Kyle Crowther second the motion. Before a vote was taken Director Greg Young requested discussion stating he has some concerns with the Social Media Policy regarding the Board of Directors' Use section and would like clarification on what court case they were referring to as he has a private and public Facebook page. Mr. Tafoya, Legal Counsel, stated that there are court cases he can provide to him regarding this section. Mr. Tafoya stated that this section refers to private accounts and there are no concerns with that, only when it becomes public. The Board ensued in a lengthy discussion and a friendly amendment was accepted to pass the Social Media Policy with examples added to the Board of Directors' Use section. The Board voted unanimously to pass the substitute motion.

RESULT:	APPROVED [UNANIMOUSLY]
MOVER:	Michael Taylor, Director
SECONDER:	Kyle Crowther, Vice President
AYES:	Channing Hawkins, Michael Taylor, Kyle Crowther, Clifford Young, Gregory Young

9. ADOPT RESOLUTION NO. 2020-11 - WATER FACILITIES MASTER PLAN

Director Dr. Clifford Young motioned to adopt Resolution No. 2020-11 for the Water Facilities Master Plan. Director Greg Young second the motion. Hearing no discussion, the following vote was taken:

RESULT:	ADOPTED [3 TO 2]
MOVER:	Clifford Young, Director
SECONDER:	Greg Young, Director
AYES:	Clifford Young, Kyle Crowther, Gregory Young
ABSTAIN:	Michael Taylor, Channing Hawkins

10. APPROVAL OF PURCHASE ORDERS FOR FY20-21

The Board voted to approve this item during the adoption of the Consent Calendar.

11. APPROVAL OF PAYMENT TO THE KAUFMAN LAW FIRM FOR PROFESSIONAL SERVICES RENDERED IN JANUARY 2019, INVOICE NO. 10129, \$6,440.00 AND INVOICE NO. 10132, \$9,369.25.

The Board voted to approve this item during the adoption of the Consent Calendar.

12. APPROVAL OF PAYMENT TO ALBRIGHT, YEE & SCHMIT, APC FOR PROFESSIONAL SERVICES RENDERED IN MARCH 2019, INVOICE NO. 25749, \$2,448.92; JANUARY 2020, INVOICE NO. 26230, \$11,457.65; FEBRUARY 2020, INVOICE NO. 26258, \$744.75; AND MAY 2020, INVOICE NO. 26474, \$8,386.50.

The Board voted to approve this item during the adoption of the Consent Calendar.

REPORTS - LIMITED TO 5 MINUTES MAXIMUM (Presentations or handouts must be provided to Board Members in advance of the Board Meeting).

1. Board Members

- President Hawkins stated that tomorrow at 10:00 a.m. there will be a drive-up distribution of PPE's (hand sanitizers, cloth masks and facial shields) that the District was able to secure. The District has partnered with the Children's Fund of San Bernardino as well as other local non-profit organizations to distribute these products. He thanked the Public Affairs team for organizing this event.
- Director Greg Young thanked the Engineering Dept., Linda Jadeski and the Engineering Planning Committee for their hard work that was put into the Facilities Water Master Plan and also thanked Vice President Crowther stating that it has been a very long deliberative process and he greatly appreciates every person and their time.

2. Legal Counsel

- Mr. Tafoya reported out of Closed Session that there were no reportable actions taken.

3. General Manager

CLOSED SESSION

Mr. Tafoya reported out of Closed Session that there were no reportable actions taken.

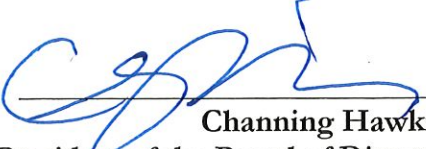
1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956 9: Number of Cases: Seven (7).
2. CONFERENCE WITH LABOR NEGOTIATOR (54957.6) District Negotiators; Martin Pinon, Robert Tafoya, Union Negotiators; Re: International Union of Operating Engineers, Local 12.
3. CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s): Assistant General Manager
4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Pursuant to Government Code Section 54957 Title(s): General Manager, General Counsel.
5. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE - (Government Code Section 54957(b))

ADJOURN

Hearing no further business, the meeting adjourned at 9:03 p.m.

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Channing Hawkins
President of the Board of Directors
of West Valley Water District

ATTEST:



Peggy Asche, Acting Board Secretary

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