



WEST VALLEY WATER DISTRICT  
855 W. BASE LINE ROAD, RIALTO, CA 92376  
PH: (909) 875-1804 FAX: (909) 875-1849

REGULAR BOARD MEETING  
AGENDA

THURSDAY, SEPTEMBER 17, 2020  
CLOSED SESSION - 6:00 PM • OPEN SESSION – 7:00 PM

BOARD OF DIRECTORS

Director, Channing Hawkins, President  
Director, Kyle Crowther, Vice President  
Director, Dr. Michael Taylor  
Director, Greg Young  
Director, Dr. Clifford Young

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"In order to comply with legal requirements for posting of agendas, only those items filed with the District Secretary's office by noon, on Wednesday a week prior to the following Thursday meeting, not requiring departmental investigation, will be considered by the Board of Directors."

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**Teleconference Notice:** In an effort to prevent the spread of COVID-19 (Coronavirus), and in accordance with the Governor's Executive Order N-29-20 and the order of the County of San Bernardino dated March 17, 2020, there will be no public location for attending this Board Meeting in person. Members of the public may listen and provide public comment via telephone by calling the following number and access code: Dial: (888) 475-4499, Access Code: 807-977-6383 or you may join the meeting using Zoom by clicking this link: <https://us02web.zoom.us/j/8079776383>. Public comment may also be submitted via email to the Public Affairs Manager, Naseem Farooqi at [nfarooqi@wvwd.org](mailto:nfarooqi@wvwd.org). The webinar will also be available for public viewing by visiting [www.wvwd.org](http://www.wvwd.org). If you require additional assistance, please contact [nfarooqi@wvwd.org](mailto:nfarooqi@wvwd.org).

OPENING CEREMONIES

Call to Order  
Pledge of Allegiance  
Opening Prayer  
Roll Call of Board Members

ADOPT AGENDA

## **PUBLIC PARTICIPATION**

*Any person wishing to speak to the Board of Directors on matters listed or not listed on the agenda, within its jurisdiction, is asked to complete a Speaker Card and submit it to the District Clerk. Each speaker is limited to three (3) minutes. Under the State of California Brown Act, the Board of Directors is prohibited from discussing or taking action on any item not listed on the posted agenda. Comments related to noticed Public Hearing(s) and Business Matters will be heard during the occurrence of the item.*

***Public communication is the time for anyone to address the Board on any agenda item or anything under the jurisdiction of the District. Also, please remember that no disruptions from the crowd will be tolerated. If someone disrupts the meeting, they will be removed.***

## **PRESENTATION**

1. Update On Telephone System & Internet Services Upgrades
2. Public Affairs Department Progress Update

## **CONSENT CALENDAR**

*All matters listed under the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the Board of Directors, Staff Member, or any member of the public request a specific item(s) be removed for separate action.*

### **Consideration of:**

1. August 6, 2020 - Regular Board Meeting Minutes. **(Page 6)**
2. Monthly Financial Report - August 2020. **(Page 13)**
3. Monthly Purchasing Report - August 2020. **(Page 16)**
4. Monthly Treasurer Report - August 2020. **(Page 22)**
5. Monthly Cash Disbursement Report - August 2020. **(Page 23)**
6. Bank Reconciliation Policy - August 2020. **(Page 35)**
7. Billing and Cash Receipts Policy. **(Page 50)**
8. Cisco Flex Maintenance and Support Agreement with ConvergeOne. **(Page 120)**
9. Grant of Easement from SRPF B/10336 Alder, LLC for Alder Commerce Center. **(Page 126)**
10. Water System Infrastructure Installation and Conveyance Agreement with Fontana 37, LLC (Tract 20018). **(Page 137)**

11. Water System Infrastructure Installation and Conveyance Agreement with Fontana 37, LLC (Tract 20018 OFFSITE). **(Page 169)**
12. Award of Contract for Zone 7 Pressure Regulation Valve and Main Line Improvements at Lytle Creek Road to El-Co Contractors, Inc. **(Page 194)**
13. Amendment to Task Order No. 1 with Engineering Resources of Southern California, Inc. for Construction Staking Services for Zone 7 Pressure Regulations Valve and Main Line Improvements at Lytle Creek Road. **(Page 196)**
14. Participation in the 2020 Upper Santa Ana River Watershed Integrated Regional Urban Water Management Plan. **(Page 206)**
15. Approve Change Order No. 1 for the design of Lord Ranch Site Grading and Pavement Improvement Project to Engineering Resources of Southern California, Inc. **(Page 212)**
16. Approve Change Order No. 1 for the Design of Lord Ranch 1.0 MG Welded Steel Reservoir Project to Engineering Resources of Southern California, Inc. **(Page 221)**
17. Approve Contact Amendment Letter for Laydown Area for the Casmalia Street Main Replacement Project for El-Co Contractor, Inc. **(Page 229)**
18. Approve the Inclusion of the Inland Empire Utilities Agency's Meter Equivalent Charge on West Valley Water District Water Billings. **(Page 234)**
19. Public Affairs Strategic Communication Plan. **(Page 243)**
20. Request to Lift Hiring Freeze for Critical Need Positions: Supervising Water System Operator (2), AWSO/WSO I – III and Associate Engineer with PE. **(Page 260)**
21. Request to Approve the Sequential Numbering of the Current Classification and Salary Schedule; and to Establish a 2.5% or 3.6% Annual Merit Increase Process. **(Page 262)**
22. Request to Approve Change in Organizational Structure of the Operations Department by Approving the Creation of a Separate Treatment Division and Reclassifying the Current Chief Water System Operator to Operations Manager for Treatment. **(Page 272)**
23. Request to Approve a Professional Services Agreement to Retain Services for 90-Days Term Limit to Perform Duties and Responsibilities of Supervising Water Quality Systems Operator-Water Quality. **(Page 274)**

## **BUSINESS MATTERS**

### **Consideration of:**

24. Approval of a Professional Services Agreement with Carollo Engineers to Execute the USEPA WIFIA and State Revolving Fund Loan Application Processes. **(Page 307)**

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

- 1. Board Members**
- 2. Legal Counsel**
- 3. General Manager**

**UPCOMING MEETINGS**

1. September 17, 2020 - West Valley Water District Board of Directors Regular Board Meeting at 7:00 p.m. (6:00 p.m. Closed Session), at District Headquarters
2. October 1, 2020 - San Bernardino Valley Municipal Water District Board of Directors Workshop-Resources at 2:00 p.m., 380 E. Vanderbilt Way, San Bernardino, CA 92408
3. October 5, 2020 - San Bernardino Valley Municipal Water District Basin Technical Advisory Committee at 1:30 p.m., 380 E. Vanderbilt Way, San Bernardino, CA 92408
4. October 6, 2020 - San Bernardino Valley Municipal Water District Regular Board Meeting at 2:00 p.m., 380 E. Vanderbilt Way, San Bernardino, CA 92408
5. October 8, 2020 - San Bernardino Valley Municipal Water District Board of Directors Workshop-Policy at 2:00 p.m., 380 Vanderbilt Way, San Bernardino, CA 92408
6. October 13, 2020 - San Bernardino Valley Municipal Water District Board of Directors Workshop-Engineering at 2:00 p.m., 380 E. Vanderbilt Way, San Bernardino, CA 92408
7. October 15, 2020 - San Bernardino Valley Municipal Water District Advisory Commission on Water Policy at 6:30 p.m., 380 Vanderbilt Way. San Bernardino, CA 92408
8. October 20, 2020 - San Bernardino Valley Municipal Water District Regular Board Meeting at 2:00 p.m., 380 E. Vanderbilt Way, San Bernardino, CA 92408

**CLOSED SESSION**

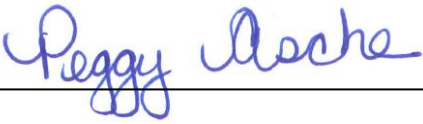
1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956 9: Number of Cases: Three (3)
2. CONFERENCE WITH LABOR NEGOTIATOR (54957.6) District Negotiators; Martin Pinon, Robert Tafoya, Union Negotiators; 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): Chief Financial Officer
5. REJECTION OF CLAIM – A Claim was filed against WVWD by Radivoi Nesity. claimant(s): Radivoi Nesity vs West Valley Water District; Claim No. 21-0178

## **ADJOURN**

### **DECLARATION OF POSTING:**

I declare under penalty of perjury, that I am employed by the West Valley Water District and posted the foregoing Agenda at the District Offices on September 14, 2020.



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Peggy Asche, Executive Assistant

### **Please Note:**

Material related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the District's office located at 855 W. Baseline, Rialto, during normal business hours. Also, such documents are available on the District's website at [www.wvwd.org](http://www.wvwd.org) subject to staff's ability to post the documents before the meeting.

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in the above-agendized public meeting should be directed to Peggy Asche, at least 72 hours in advance of the meeting to ensure availability of the requested service or accommodation. Ms. Asche may be contacted by telephone at (909) 875-1804 ext. 703, or in writing at the West Valley Water District, P.O. Box 920, Rialto, CA 92377-0920.