



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 1, 2022  
CLOSED SESSION - 6:00 PM • OPEN SESSION – 6:45 PM

BOARD OF DIRECTORS

Channing Hawkins, President  
Greg Young, Vice President  
Angela Garcia, Director  
Dan Jenkins, Director  
Kelvin Moore, Director

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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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On March 4, 2020, Governor Newsom declared a State of Emergency resulting from the threat of COVID-19. On September 16, 2021, Governor Newsom signed Assembly Bill No. 361 into law. Assembly Bill No. 361 amends Government Code section 54953(e) by adding provisions for remote teleconferencing participation in meetings by members of a legislative body, without the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions. The West Valley Water District adopted a resolution determining, by majority vote, that, as a result of the declared State of Emergency, the District is adopting the State protocol which allows meetings in person and/or via teleconference. Accordingly, it has been determined that all Board and Workshop meetings of the West Valley Water District will be held pursuant to Assembly Bill No. 361, the Brown Act and will be conducted via teleconference and 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: 840-293-7790 or you may join the meeting using Zoom by clicking this link: <https://us02web.zoom.us/j/8402937790>. Public comment may also be submitted via email to [administration@wvwd.org](mailto:administration@wvwd.org). If you require additional assistance, please contact [administration@wvwd.org](mailto:administration@wvwd.org).

## CALL TO ORDER

## 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 Acting Board Secretary, if you are attending in person. For anyone joining on Zoom, please wait for the Board President's instruction to indicate that you would like to speak. 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.***

## 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 4, 2022 - Minutes. **Pg. 9.**
2. August 18, 2022 - Minutes. **Pg. 14**
3. Approval of Payment to Tyler Technologies, for Annual Maintenance and Support Fees, Invoice 025-391033; \$41,943.33. **Pg. 19.**
4. Approval of a Three (3) Year Pricing Quote for Office 365 Licensing from CDW-G. **Pg. 23.**
5. Consider the Replacement of the Electrified Locking Hardware for Five (5) Doors at the FBR. **Pg. 28.**
6. July 2022 - Purchase Order Report. **Pg. 33.**
7. Treasurer's Report - July 2022. **Pg. 41.**

8. Cash Disbursements Report - July 2022. **Pg. 56.**
9. Monthly Revenue & Expenditures Report - July 2022. **Pg. 77.**
10. Funds Transfer - July 2022. **Pg. 82.**
11. Transfer of Unclaimed Funds into District General Fund. **Pg. 85.**
12. Bond Counsel for the Oliver P. Roemer Water Filtration Facility Upgrades and Expansion Project. **Pg. 97.**
13. Request for Fleet purchase with revised cost. **Pg. 99.**
14. Community Sponsorship Form. **Pg. 103.**
15. Social Media Policy. **Pg. 107.**
16. Geotechnical Services for the Cactus Avenue Pipeline Project. **Pg. 115.**
17. Professional Services for the Lord Ranch Facilities Project. **Pg. 159.**
18. Blanket Purchase Order for Cold Mix Temporary Asphalt for Backfilling. **Pg. 168.**
19. Reallocation of Task Budget and Activation of Contingency Funds for Carollo Engineers, Inc. **Pg. 170.**
20. Nearmap License Renewal and Digital Elevation Model Agreement for our Geographic Information System. **Pg. 172.**
21. Potential Annexation Into San Bernardino Valley Municipal Water District's Service Area. **Pg. 198.**
22. Approval of Payment to Varner & Brandt, for Professional Services rendered on July 31, 2022, Account No. 23767-0000 July 31, 2022 Invoice \$147.20. **Pg. 202.**
23. Approval of Payment to Leal - Trejo for Professional Services rendered in June 2022, Invoice No. 18931, 18933, 18934, 18930; totaling \$14,511.35. **Pg. 204.**
24. Staffing Plan Amendment: Public Affairs Intern. **Pg. 205.**
25. Sale of 24-inch Pipeline to the San Gabriel Valley Water Company. **Pg. 210.**

26. Adopt Resolution No. 2022-23 A Resolution Of The Board Of Directors Of The West Valley Water District Proclaiming A Local Emergency, Ratifying The Proclamation Of A State Of Emergency By Governor Gavin Newsom On March 4, 2020, And Authorizing Remote Teleconference Meetings Of The Legislative Bodies Of West Valley Water District For The Period September 14, 2022, Through October 14, 2022, Pursuant To Brown Act Provisions. **Pg. 212.**

## **BUSINESS MATTERS**

### **Consideration of:**

1. Financial Impact of Emergency Resolution to Waive Late Fees & suspend turn-offs for non-payment. **Pg. 214.**
2. Server and Software Upgrade for Supervisory Control and Data Acquisition (SCADA) System. **Pg. 216.**
3. Governance: Bylaws & Board of Directors Handbook. **Pg. 225.**

### **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. **General Manager**
3. **Legal Counsel**

## **UPCOMING MEETINGS**

- September 8, 2022 - External Affairs Committee Meeting at 6:00 PM
- September 12, 2022- Human Resources Committee Meetings at 6:00 PM
- September 13, 2022 - Safety & Technology Committee Meeting at 6:00 PM
- September 14, 2022 - Engineering, Operations & Planning Committee Meeting at 6:00 PM
- September 15, 2022 - Board of Directors Regular Board Meeting at 6:30 PM
- (Closed Session at 6:00 PM)
- September 27, 2022 - Policy Review Committee Meeting at 6:00 PM
- September 27, 2022 - Finance Committee Meeting at 6:30 PM

## **UPCOMING COMMUNITY EVENTS**

**WVWD - Upcoming Community Events - Public Affairs**

- Tuesday, September 6, 2022  
Colton Chamber of Commerce - Rise N Shine  
655 N. La Cadena Dr.  
Colton, CA 92324 Featuring Council Member Dr. G.  
9:00 a.m. - 10:00 a.m.
- Thursday, September 8, 2022  
Fontana Chamber Monthly Membership Luncheon  
11:30 a.m. - 1:00 p.m. - Speaker and location TBD
- Saturday, September 10<sup>th</sup>, 2022  
Chilling and Grilling Event (WVWD will have a Booth)  
11 a.m.- 3 p.m.  
Jesse Turner Center  
15556 Summit Ave.  
Fontana, CA 92336
- Wednesday, September 14, 2022  
Breakfast with Rialto Chamber  
7:30 a.m. - 9:00 a.m.  
Sammy's Café
- Saturday, September 17<sup>th</sup>, 2022  
2022 Pet A Palooza & Pollution Prevention Fair (WVWD will have a Booth)  
10:00 am - 1:00 pm  
Rialto City Hall  
150 S. Palm Avenue.  
Rialto, CA 92376
- Saturday, September 17<sup>th</sup>, 2022  
Landscape Basics (WVWD Workshop)  
10:00 a.m. - 1:00 p.m.  
West Valley Water District
- Friday, September 23, 2022  
Viva La Fiesta - Rialto (WVWD will have a Booth)  
6:00 p.m. - 9:00 p.m.  
Rialto City Park  
130 E. San Bernardino Ave.  
Rialto, CA 92376
- Saturday, October 1, 2022  
Fundamentos del Paisaje (WVWD Workshop)  
10:00 a.m. - 1:00 p.m.  
West Valley Water District

- Wednesday, October 5, 2022  
State of the County  
Main Event Starts at 5:30 p.m.
- Saturday, October 8<sup>th</sup>, 2022  
Let's Move on the Trail - Fontana (WVWD will have a Booth)  
9:00 am - 12:00 p.m.  
Fontana City Hall
- Wednesday, October 12, 2022  
Breakfast with Rialto Chamber  
7:30 a.m. - 9:00 a.m.  
Sammy's Café  
298 W. Base Line Rd. Rialto, CA 92376
- Thursday, October 13, 2022  
Fontana Chamber Monthly Membership Luncheon - Speaker and location TBD
- Saturday, October 22, 2022  
Irrigation and Water Capture (WVWD Workshop)  
10:00 a.m. - 1:00 p.m.  
West Valley Water District
- Saturday, November 5, 2022  
Oliver P. Roemer Community Tour (Tentative - WVWD will be hosting)  
9:00 a.m. - 11:00 a.m.  
Oliver P. Roemer Water Filtration Facility
- Saturday, November 12, 2022  
Irrigación y Colección de Agua (WVWD Workshop)  
10:00 a.m. - 1:00 p.m.  
West Valley Water District

## **UPCOMING EDUCATIONAL & TRAINING OPPORTUNITIES**

- November 29-December 1, 2022 - Association of California Water Agencies  
2022 Fall Conference (Indian Wells, CA)

## **CLOSED SESSION**

- CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Significant Exposure to Litigation Pursuant to Paragraph (2) of Subdivision (D) of Section 54956.9(B): Number of Cases: Two (3).
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Paragraph One (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Diana Gunn. vs. West Valley Water District, Case No. CIVSB2117195.
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Paragraph one (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Patricia Romero vs. West Valley Water District, Case No. CIVDS2024402.
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Paragraph one (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Naisha Davis vs. West Valley Water District et al. Case No. 20STCV0323.
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Paragraph One (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Nadia Loukeh. vs West Valley Water District, Case No. CIVSB2116242.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) Chief Financial Officer.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) Board Secretary.

## **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 August 29, 2022.**



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**Nancy Albitre, Acting Board Secretary**

**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 the Acting Board Secretary, Nancy Albitre, at least 72 hours in advance of the meeting to ensure availability of the requested service or accommodation. Ms. Albitre may be contacted by telephone at (909) 875-1804 ext. 346, or in writing at the West Valley Water District, P.O. Box 920, Rialto, CA 92377-0920.**