

**MINUTES**  
**REGULAR BOARD MEETING**  
of the  
**WEST VALLEY WATER DISTRICT**  
June 17, 2021

Attendee Name	Present	Excused	Absent
Board of Directors			
Channing Hawkins	<input checked="" type="checkbox"/> remote	<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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Attended Closed Session Only			
Gregory Young	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Attended Closed Session Only			
Staff			
Shamindra Manbahal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Van Jew	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>
Naseem Farooqi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Haydee Sainz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Peggy Asche	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jon Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joanne Chan	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>
Albert Clinger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jose Velasquez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Al Robles	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>
Legal Counsel			
Robert Tafoya	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**OPENING CEREMONIES**

Pledge of Allegiance - Led by Mr. Robert Tafoya, Legal Counsel.  
Opening Prayer - Led by Kelvin Moore, Loveland Church.  
Call to Order  
Roll Call of Board Members

**ADOPT AGENDA**

Director Dr. Michael Taylor motioned to adopt the agenda and Vice President Kyle Crowther second the motion. Hearing no discussion, the following vote was taken:

WVWD

Minutes: 6/17/21

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Taylor, Director
<b>SECONDER:</b>	Kyle Crowther, Vice President
<b>AYES:</b>	Channing Hawkins, Michael Taylor, Kyle Crowther
<b>EXCUSED:</b>	Clifford Young, Gregory Young

## **PUBLIC PARTICIPATION**

Ms. Peggy Asche, Board Secretary, stated that no requests were received to speak via email. President Hawkins asked at this time if anyone would like to address the Board. Hearing none, the public comment was closed.

## **PRESENTATION**

- **2020 INTEGRATED REGIONAL URBAN WATER MANAGEMENT PLAN UPDATE**

Ms. Laine Carlson, Water Systems Consulting, presented a brief presentation on the 2020 Upper Santa Ana River Watershed Integrated Regional Urban Water Management Plan. Stating that this plan evaluates the districts and the regions near term and long-term water service thrive ability under various conditions. It also demonstrates conservation efforts and outcome as well as meets the district's reporting requirements that is under the Urban Water Management Planning Act, which is required every five-years. This cycle of the Water Code also required adoption of a separate Water Shortage Contingency Plan. This plan describes the district's planned actions to prevent or respond to water shortage conditions, if occurred. The district in the past has participated in Regional Urban Water Management Plan as well as Regional Integrated Water Management Plan. For the first time in 2020, the Region decided to combine the two plans. The benefits of doing this includes better collaboration, single data set, efficiencies in terms of the cost and staff resources required to develop this plan. This plan serves multiple purposes, and it meets the Urban Water Management plan requirements for eleven Water Agencies, including the district. Parts 1 and 3 are applicable to the entire region. Part 2, Chapter 10 is the district's chapter and in Part 4, Appendix J are the district's appendices, which are what the Board is required to adopt. This concluded Ms. Carlson's presentation and she asked if there were any questions. Hearing none, the Public Hearing opened.

## **PUBLIC HEARING**

Mr. Robert Tafoya, Legal Counsel, opened the Public Hearing at 7:18 p.m., stating that this was the time and place set for a duly noticed Public Hearing regarding the adoption Part 1, Part 2 Chapter 10, Part 3 and Part 4 Appendix J, of the 2020 Upper Santa Ana River Integrated Regional Urban Water Management Plan.

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 Westside Story News

WVWD

Minutes: 6/17/21

of the Empire newspapers on June 3, 2021, and June 10, 2021, in accordance with California Law. No written responses have been received.

Mr. Robert Tafoya hereby receives Part 1, Part 2 Chapter 10, Part 3 and Part 4 Appendix J, of the 2020 Upper Santa Ana River Integrated Regional Urban Water Management Plan and receipt of the Plan is hereby entered into the record of this Public Hearing.

At this time, Mr. Robert Tafoya asked if there were any comments from the floor. Hearing no comments from the floor, via zoom or email, the Public Hearing was closed at 7:20 p.m.

### CONSENT CALENDAR

Director Dr. Michael Taylor motioned to adopt the Consent Calendar as presented and Vice President Kyle Crowther second the motion. Hearing no discussion, the following vote was taken:

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Taylor, Director
<b>SECONDER:</b>	Kyle Crowther, Vice President
<b>AYES:</b>	Michael Taylor, Kyle Crowther, Channing Hawkins
<b>EXCUSED:</b>	Clifford Young, Gregory Young

1. MAY 20, 2021 – REGULAR BOARD MEETING MINUTES.
2. MAY 22, 2021 - SPECIAL BOARD MEETING MINUTES.
3. APPROVAL OF MONTHLY FINANCIAL REPORTS FOR APRIL AND MAY 2021 (PO, TREASURER, CASH DISBURSEMENT, REVENUES & EXPENDITURES).
4. APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH JULIA SYLVA, PERSONNEL RELATED MATTER.
5. APPROVAL OF CONTRACT MANAGEMENT POLICY.
6. ADOPTING RESOLUTION NO. 2021-16 – SURPLUS PROPERTY POLICY.
7. ADOPTING RESOLUTION 2021-15 - AMENDING SCHEDULE OF CHARGES FOR THE HOURLY LABOR AND VEHICLE/EQUIPMENT HOURLY RATES FOR WATER SERVICE REGULATIONS.
8. APPROVAL OF BULK METER PURCHASE.
9. APPROVAL OF BLANKET PURCHASE ORDERS FOR FY 2021-22.
10. APPROVAL OF AN AGREEMENT WITH GOLDEN STAR TECHNOLOGIES TO UPGRADE THE BOARD ROOM AUDIO VISUAL SYSTEM.

WVWD

Minutes: 6/17/21



11. **ADOPTING RESOLUTION 2021-14 - ADOPTING THE DESIGN BUILD DELIVERY METHOD FOR THE OLIVER P. ROEMER WATER FILTRATION FACILITY EXPANSION PROJECT.**
12. **APPROVAL OF CHANGE ORDER NO. 3 FOR THE DESIGN OF LORD RANCH PUMP STATION 4-3 PROJECT FOR ENGINEERING RESOURCES OF SOUTHERN CALIFORNIA, INC.**
13. **ADOPTING ORDINANCE NO. 88: SETTING THE NUMBER OF SERVICE CONNECTIONS AND METERS TO BE PROVIDED BY SOUTHERN CALIFORNIA EDISON AT THE DISTRICT'S PUMP STATION 7-2 SITE.**

**BUSINESS MATTERS**

14. **INTERVIEWING, DISCUSSION & SELECTING A WEBSITE REDESIGN VENDOR AND APPROVAL OF AGREEMENT.**

At this time, Mr. Shamindra Manbahal, Acting General Manager stated that RFPs were sent out electronically to consultants/firms registered on PlanetBids for website redesign and development. The district received seven (7) proposals; however, after an internal review, the Evaluation Committee selected only two firms. These two firms will provide a brief presentation to the Board. The first presentation was provided by 360 Pacific and the second vendor was Planeteria Media.

After hearing the presentations and staff recommendations, Director Dr. Michael Taylor motioned to approve 360 Pacific as the website redesign vendor and approve agreement. Vice President Kyle Crowther second the motion and hearing no discussion, the following vote was taken:

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Taylor, Director
<b>SECONDER:</b>	Kyle Crowther, Vice President
<b>AYES:</b>	Channing Hawkins, Michael Taylor, Kyle Crowther
<b>EXCUSED:</b>	Clifford Young, Gregory Young

15. **RESOLUTION NO. 2021-8, ADOPTING WATER SHORTAGE CONTINGENCY PLAN.**

Director Dr. Michael Taylor motioned to adopt and pass Items No. 15 and 16 in a single vote. Vice President Kyle Crowther second the motion. Hearing no discussion, the following vote was taken:

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Taylor, Director
<b>SECONDER:</b>	Kyle Crowther, Vice President
<b>AYES:</b>	Channing Hawkins, Michael Taylor, Kyle Crowther
<b>EXCUSED:</b>	Clifford Young, Gregory Young

**16. RESOLUTION 2021-9, ADOPTING 2020 UPPER SANTA ANA RIVER WATERSHED INTEGRATED REGIONAL URBAN WATER MANAGEMENT PLAN.**

Director Dr. Michael Taylor motioned to adopt and pass Items No. 15 and 16 in a single vote. Vice President Kyle Crowther second the motion. Hearing no discussion, the following vote was taken:

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Taylor, Director
<b>SECONDER:</b>	Kyle Crowther, Vice President
<b>AYES:</b>	Channing Hawkins, Michael Taylor, Kyle Crowther
<b>EXCUSED:</b>	Clifford Young, Gregory Young

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

**1. Board Members**

- Director Dr. Michael Taylor reported that a commander during his time as Chief of Police suddenly passed away while on vacation. Would like to close the meeting in remembrance of him, Joe Bartolotti.
- President Hawkins wished all the fathers “Happy Father’s Day”. He mentioned that the restriction of wearing mask orders was lifted on June 15<sup>th</sup>. President Hawkins asked Shamindra Manbahal to conduct a research with our Human Resources Dept., regarding the possibility of bringing back employees to full capacity as well as opening the customer service department to the public.

**2. General Manager**

- Mr. Shamindra Manbahal also wished all fathers “Happy Father’s Day”. The Human Resources Department hosted a Father’s Day luncheon today. Also, provided a brief overview of what the district has accomplished for the FY 2020-21 noting that the district navigated through the 2020 pandemic and economic crisis.

**3. Legal Counsel**

- Mr. Robert Tafoya reported out of Closed Session stating that the Board considered multiple items; however, the Board took final action on one item. Director Dr. Michael Taylor motioned to reimburse the death benefits to Bob Christman’s family immediately and for the district to notify the insurance company to recover those funds. Vice President Kyle Crowther second the motion. Vote: 5 to 0

Clifford Young	Yes
Greg Young	Yes
Dr. Michael Taylor	Yes
Kyle Crowther	Yes
Channing Hawkins	Yes

WVWD


Minutes: 6/17/21

## 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: Four (4).
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Naisha Davis v. West Valley Water District et al. Case No. 20STCV0323.
- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – San Bernardino County v. West Valley Water District et al. Case No. CIV SB 2113136.
- CONFERENCE WITH LABOR NEGOTIATOR (54957.6) DISTRICT NEGOTIATORS; Shamindra Manbahal, Haydee Sainz, Robert Tafoya, Union Negotiators; re: International Union of Operating Engineers, Local 12.
- PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Pursuant to Government Code Section 54957 Title(s): General Counsel.

## ADJOURN


There being no further business, the meeting adjourned at 8:00 p.m.



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

ATTEST:



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Peggy Asche, Board Secretary

WVWD

Minutes: 6/17/21