

MINUTES
REGULAR BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
January 20, 2022

| 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"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Gregory Young | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Angela Garcia | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vacant Seat | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Staff | | | |
| Shamindra Manbahal | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Van Jew | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Naseem Farooqi | <input checked="" type="checkbox"/> remote | <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"/> | <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"/> |
| Legal Counsel | | | |
| Robert Tafoya | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

OPENING CEREMONIES

Pledge of Allegiance - Led by Vice President Dr. Michael Taylor.
Opening Prayer - Led by Pastor Day, Sunrise Church.
Call to Order
Roll Call of Board Members

ADOPT AGENDA

Director Greg Young motioned to adopt the agenda as is and Director Angela Garcia second the motion. Hearing no discussion, the following vote was taken:

WVWD

Minutes: 1/20/22

| | |
|------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOVER: | Gregory Young, Director |
| SECONDER: | Angela Garcia, Director |
| AYES: | Channing Hawkins, Angela Garcia, Michael Taylor, Gregory Young |
| ABSENT: | None |

PUBLIC PARTICIPATION

Peggy Asche, Board Secretary, stated that no requests were received to speak via email. President Channing Hawkins inquired if anyone from the public would like to speak. There were no comments.

CEREMONIAL RECOGNITION

President Hawkins stated that the Oath of Office was presented to Director Angela Garcia at the last Special Board meeting. However, a special ceremonial recognition is going to be presented by her husband, Peter Garcia, and daughter today. The Oath of Office was presented again by her husband and all congratulated and welcomed Director Angela Garcia to the Board.

PRESENTATION

- **Winners of the Calendar Poster Contest.**

Mr. Shamindra Manbahal, General Manager, welcomed all parents, teachers and children in the audience to the festive event. There were more than seventy-five (75) entries which were posted on a wall at the District for all employees to vote. Twelve (12) pictures were chosen and will be in the 2022 Calendar. Mr. Manbahal asked the twelve students to come up and receive a certificate and thanked the parents and educators for encouraging their children to participate in the Water Conservation Poster Contest. After the awards, pictures were taken with the Board members.

- **Fiscal Year 2020/21 Audit Report.**

Mr. Ken Pun, Auditor from Pun Group, presented a PowerPoint presentation on the financial audit results of the Annual Comprehensive Financial Report. The Report is on control over financial reporting and on compliance in accordance with Government Auditing Standards. Mr. Pun stated that he is happy to present the audit results stating that financial statements are fairly presented in all material respects, significant accounting policies have been consistently applied, estimates are reasonable, and disclosures are properly reflected in the financial statements. He is pleased to announce for the fiscal year 2020/21 that there are no communicating internal control related matters identified in the audit. This concluded his presentation and asked if there were any questions. President Hawkins thanked him for his presentation and happy to hear where the District is now compared to past.

CONSENT CALENDAR

Director Greg Young motioned to adopt the Consent Calendar and Director Angela Garcia second the motion. Hearing no discussion, the following vote was taken:

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| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Gregory Young, Director |
| SECONDER: | Angela Garcia, Director |
| AYES: | Channing Hawkins, Angela Garcia, Michael Taylor, Gregory Young |
| ABSENT: | None |

1. FISCAL YEAR 2020-21 ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR).
2. FISCAL YEAR 2020-21 POPULAR ANNUAL FINANCIAL REPORT (PAFR).
3. APPROVAL OF MONTHLY FINANCIAL REPORTS FOR DECEMBER 2021 (PO, TREASURER, CASH DISBURSEMENT, FUNDS TRANSFER, REVENUES & EXPENDITURES).
4. SALARY SCHEDULE Y-RATE PURCHASING/INVENTORY SPECIALIST.
5. WATER SYSTEM INFRASTRUCTURE INSTALLATION AND CONVEYANCE AGREEMENT WITH LS-FONTANA, LLC FOR TTM 20010 (LOTS 1-155) FOR MONARCH HILLS DEVELOPMENT.
6. CONSIDER WATER SYSTEM INFRASTRUCTURE INSTALLATION AND CONVEYANCE AGREEMENT AND RECORDATION OF WATER EASEMENT WITH LS-FONTANA, LLC FOR TTM 20069 AND 20070 (LOTS 234-236) FOR MONARCH HILLS DEVELOPMENT.
7. WATER SYSTEM INFRASTRUCTURE INSTALLATION AND CONVEYANCE AGREEMENT AND A QUITCLAIM DEED WITH I-15 LOGISTICS, LLC FOR I-15 LOGISTICS CENTER.
8. RECORDATION OF WATER EASEMENT WITH LS-FONTANA, LLC FOR TTM 20010 (LOTS 1-233) FOR MONARCH HILLS DEVELOPMENT.
9. NON-INTERFERENCE LETTER FOR TENTATIVE PARCEL MAP NO. 37528.
10. NON-INTERFERENCE LETTER FOR TRACT 20092 RIVER RANCH.
11. PURCHASE AND INSTALL IRON FENCE AT THE WELL 33 SITE.
12. APPROVAL OF PAYMENT TO IVIE MCNEILL WYALL PURCELL & DIGGS, FOR PROFESSIONAL SERVICES RENDERED IN NOVEMBER 2021, DAVIS V. WVWD, INVOICE NO. 745791; \$7,165.00.

WVWD

Minutes: 1/20/22

13. APPROVAL OF PAYMENT TO IVIE MCNEILL WYALL PURCELL & DIGGS, FOR PROFESSIONAL SERVICES RENDERED IN NOVEMBER 2021, ROMERO V. WVWD, INVOICE NO. 745792; \$354.46.
14. APPROVAL OF PAYMENT TO IVIE MCNEILL WYALL PURCELL & DIGGS, FOR PROFESSIONAL SERVICES RENDERED IN NOVEMBER 2021, LOUKEH V. WVWD, INVOICE NO. 745793; \$5,890.00.
15. APPROVAL OF PAYMENT TO IVIE MCNEILL WYALL PURCELL & DIGGS, FOR PROFESSIONAL SERVICES RENDERED IN NOVEMBER 2021, GENERAL MATTERS, INVOICE NO. 745790; \$1,000.00.
16. APPROVAL OF PAYMENT TO REED & DAVIDSON, LLP, FOR PROFESSIONAL SERVICES RENDERED IN DECEMBER 2021, INVOICE NO. 42945; \$3,430.54.

BUSINESS MATTERS

17. ADOPT RESOLUTION NO. 2022-3, AMENDING SCHEDULE “B” STANDING COMMITTEES AND “C” OUTSIDE MEETINGS OF ORDINANCE NO. 86, COMPENSATION AND POLICIES RELATED TO THE BOARD.

The Board of Directors began discussion on amending the committee assignments due to a newly appointed Board of Director. This amendment will be temporary until the new Board of Director for Division 3 is appointed. Listed below are the agreed committee assignments with the first name indicating the Chair of the committee:

Executive Committee

Channing Hawkins, Dr. Michael Taylor

Finance Committee

Dr. Michael Taylor, Greg Young

Safety and Technology Committee

Dr. Michael Taylor, Greg Young

Policy Review & Oversight Committee

Greg Young, Dr. Michael Taylor

Human Resources Committee

Dr. Michael Taylor, Channing Hawkins

Engineering, Opr. & Planning Committee

Greg Young, Angela Garcia

External Affairs Committee

Channing Hawkins, Angela Garcia

Rialto Basin Groundwater Council

Greg Young, Dr. Michael Taylor

SB Valley Municipal Water Board Mtgs.

Dr. Michael Taylor

ACWA/JPIA

Channing Hawkins, Dr. Michael Taylor

Bloomington MAC

Greg Young

ACWA

All Directors

WVWD

Minutes: 1/20/22

Director Greg Young motioned to adopt Resolution No. 2022-3 amending Schedule “B” Standing Committees and Schedule “C” Outside Meetings with the above designated committee representatives, as discussed temporarily. Vice President Dr. Michael Taylor second the motion which passed as follows:

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| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Greg Young, Director |
| SECONDER: | Michael Taylor, Director |
| AYES: | Channing Hawkins, Angela Garcia, Michael Taylor, Gregory Young |
| ABSENT: | None |

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 Angela Garcia thanked the Board members, her family and friends that are in the audience stating that she is honored to be part of the Board for representing Division 1.
- Director Greg Young welcomed Angela Garcia and stated that he is looking forward to working with her on the Engineering, Operations & Planning Committee. Also, congratulated the Poster Contest winners and thanked Scott Olson and Naseem Farooqi for all the hard work that was done for this event.
- President Channing Hawkins congratulated Director Garcia again and thanked her family and friends who supported her. Thanked all the kids who participated in the Poster Contest.

2. General Manager

- Shamindra Manbahal welcomed Director Garcia and stated that he is looking forward to working with her. Also, thanked and congratulated the Finance Team for an excellent job for shielding the District’s internal controls. He is pleased to announce a letter that was received from the JPIA with a special recognition award commending the District on reducing its claims. Mr. Manbahal stated that this is a testament to Board members. The Board’s leadership and commitment to safety as well as all employees in helping reduce the claims.

3. Legal Counsel

- Mr. Robert Tafoya reported out of Closed Session stating that multiple items were considered, and direction was given to staff; however, no reportable actions were taken.

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 (2).

WWWD

Minutes: 1/20/22

ADJOURN

There being no further business, the meeting adjourned at 7:06 p.m.



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

ATTEST:



Peggy Asche, Board Secretary

WVWD

Minutes: 1/20/22