



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, DECEMBER 15, 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

"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."

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. If you require additional assistance, please contact administration@wvwd.org.

OPENING CEREMONIES

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

OATH OF OFFICE

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.

PRESENTATIONS

None.

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. October 15, 2022 - Special Board Meeting Minutes. **p. 6**
2. October 19, 2022 - Special Board Meeting Minutes. **p. 9**
3. October 20, 2022 - Regular Board Meeting Minutes. **p. 12**
4. October 27, 2022 - Special Board Meeting Minutes. **p. 17**
5. November 3, 2022 – Regular Board Meeting Minutes. **p. 20**
6. November 17, 2022 – Regular Board Meeting Minutes. **p. 25**

7. November 18 & 19, 2022 - Special Board Meeting Minutes. **p. 30**
8. Rejection of Claim #23-0317. **p. 33**
9. Approval of Employment Agreement with Elvia Dominguez for the Position of Board Secretary. **p. 36**
10. Rescheduling of the January 5, 2023 Board Meeting. **p. 45**
11. Grant of Easement at Well 5A. **p. 46**
12. Approval of Payment to Willie W. Williams for Professional Services, for August 2022, Invoice No. 715 for \$5,615.00. **p. 55**

BUSINESS MATTERS

Consideration of:

13. Annual Board of Directors Reorganization. **p. 56**

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

- December 21, 2022 - Special Finance Committee Meeting at 6:00 p.m.
- December 22, 2022 - Special External Affairs Committee Meeting at 6:00 p.m.

UPCOMING COMMUNITY EVENTS

- December 17, 2022 - Christmas Drive - Smile America, Abdi Foundation at Warner Elementary School, 10510 E. Rialto Ave, Rialto, CA 92376, 10:00 am - 2:00 pm
- January 12, 2023 - Fontana Chamber Luncheon featuring Van Jew, West Valley Water District
- February 16, 2023 - Fontana State of the City, TBD
- Saturday, April 22, 2023 - Earth Day 2023 - Information to come

UPCOMING EDUCATIONAL & TRAINING OPPORTUNITIES

- January 19, 2023 - Upper Santa River Division 1 Water Forum (with Director June Hayes of San Bernardino Valley Municipal Water District) - Hilton Garden Inn Fontana
- February 28 - March 2, 2023: ACWA DC 2023 - Washington D.C.
- March 23: ACWA 2023 Legislative Symposium - Sacramento, CA
- Saturday, April 22, 2023 - Earth Day 2023 - Information to come
- May 16 - 17, 2023: CSDA Special Districts Legislative Days - Sacramento, 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 (2).
- 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: 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: 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 - EXISTING LITIGATION - Pursuant to Paragraph One (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Julianna Zavala. vs West Valley Water District, Case No. CIVSB2117197.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) Board Secretary.
- CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 Appointment /Employment of a Public Employee - Legal Counsel
- CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 - Public Employee Performance Evaluation - Acting General Manager.

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 December 12, 2022.



Jon Stephenson, 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 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, Jon Stephenson, at least 72 hours in advance of the meeting to ensure availability of the requested service or accommodation. Mr. Stephenson may be contacted by telephone at (909) 875-1804 ext. 303, or in writing at the West Valley Water District, P.O. Box 920, Rialto, CA 92377-0920.

**MINUTES
SPECIAL BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
October 15, 2022**

Board of Directors	Present	Excused	Absent
Channing Hawkins	<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"/>
Dan Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Van Jew	<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 type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Linda Jadeski	<input type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Socorro Pantaleon	<input type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Haydee Sainz	<input type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Jose Velasquez	<input type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Albert Clinger	<input type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Legal Counsel			
Robert Tafoya	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OPENING CEREMONIES

Call to Order - 8:50 a.m. by President Channing Hawkins.
 Pledge of Allegiance - Led by Vice President Gregory Young.
 Opening Prayer - Led by Director Kelvin Moore.
 Roll Call of Board Members

ADOPT AGENDA

Vice President Gregory Young motioned to adopt the agenda and Director Dan Jenkins seconded the motion. The following vote was taken:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gregory Young, Vice President
SECONDER:	Dan Jenkins, Director
AYES:	Channing Hawkins, Gregory Young, Angela Garcia, Dan Jenkins, Kelvin Moore

WVWD

Minutes: 10/15/22

PUBLIC PARTICIPATION

President Channing Hawkins inquired about whether any public comments or requests to speak were received via email, voice mail, telephone calls or any other method. Jon Stephenson, Acting Board Secretary, reported that no public comments or requests to speak were received. There were no members of the public in attendance and therefore, no public comments are recorded for this meeting.

CONSENT CALENDAR

NONE

BUSINESS MATTERS

NONE

CLOSED SESSION

- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) Chief Financial Officer.

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

1. Board Members

- There were no reports by any Board members.

2. Legal Counsel

- Mr. Robert Tafoya, Legal Counsel, reported out of Closed Session that no reportable actions were taken.

3. General Manager

- Mr. Van Jew, Acting General Manager, reported that staff had completed the FY 2023 Budget Books and that copies were on the dais.

WVWD

Minutes: 10/15/22

ADJOURN

There being no further business, the meeting adjourned at 10:54 a.m.

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

ATTEST:

Jon Stephenson, Acting Board Secretary

WVWD

Minutes: 10/15/22

MINUTES
SPECIAL BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
October 19, 2022

Board of Directors	Present	Excused	Absent
Channing Hawkins	<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"/>
Dan Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Van Jew	<input checked="" type="checkbox"/> Remote	<input type="checkbox"/>	<input type="checkbox"/>
Jon Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joanne Chan	<input type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Linda Jadeski	<input type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Socorro Pantaleon	<input type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Haydee Sainz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jose Velasquez	<input type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Albert Clinger	<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

Call to Order - 6:03 p.m. by President Channing Hawkins.
Pledge of Allegiance - Led by Vice President Gregory Young.
Opening Prayer - Led by Director Kelvin Moore.
Roll Call of Board Members

ADOPT AGENDA

Vice President Gregory Young motioned to adopt the agenda and Director Kelvin Moore seconded the motion. The following vote was taken:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gregory Young, Vice President
SECONDER:	Kelvin Moore, Director
AYES:	Channing Hawkins, Gregory Young, Angela Garcia, Dan Jenkins, Kelvin Moore

WVWD

Minutes: 10/19/22

PUBLIC PARTICIPATION

President Channing Hawkins inquired about whether any public comments or requests to speak were received via email, voice mail, telephone calls or any other method. Jon Stephenson, Acting Board Secretary, reported that no public comments or requests to speak were received. There were no members of the public in attendance and therefore, no public comments are recorded for this meeting.

CONSENT CALENDAR

NONE

BUSINESS MATTERS

NONE

CLOSED SESSION

- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT
- Pursuant to Government Code Section 54957, Title(s) Board Secretary.

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

1. Board of Directors

- There were no reports by any Board members.

2. General Manager

- Mr. Van Jew, Acting General Manager, reported that he anticipated concluding his jury service next week.

3. Legal Counsel

- Mr. Robert Tafoya, Legal Counsel, reported out of Closed Session that no reportable actions were taken.

WVWD

Minutes: 10/19/22

ADJOURN

There being no further business, the meeting adjourned at 9:16 p.m.

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

ATTEST:

Jon Stephenson, Acting Board Secretary

WVWD

Minutes: 10/19/22

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

Board of Directors	Present	Excused	Absent
Channing Hawkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gregory Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dan Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Angela Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Van Jew	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>
Haydee Sainz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nancy M. Albitre	<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"/> remote	<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"/>
Socorro Pantaleon	<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

Call to Order – 7:25 p.m. by President Channing Hawkins
Pledge of Allegiance – Vice President Gregory Young
Opening Prayer – Elder Brett Dune, Sunrise Church
Roll Call of Board Members

ADOPT AGENDA

Vice President Young motioned to adopt agenda and Director Dan Jenkins seconded the motion. The following vote was taken:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gregory Young, Vice President
SECONDER:	Dan Jenkins, Director
AYES:	Dan Jenkins, Angela Garcia, Kevin Moore, Gregory Young, Channing Hawkins
NOES:	None
EXCUSED:	None

PUBLIC PARTICIPATION

President Channing Hawkins inquired about whether any public comments or requests to speak were received via email, voice mail, telephone calls or any other method. Nancy Albitre, Acting Board Secretary, reported that no public comments or requests to speak were received. President Hawkins inquired whether anyone from the public would like to speak. There were no public comments.

PRESENTATIONS

Telat Yalcin, GIS Administrator, gave a brief presentation on the District’s Geographic Information Systems (GIS). GIS connects data to a map, integrating location data (where things are) with all types of other descriptive information (what things are like there). Mr. Yalcin described some GIS workflows and benefits. Mr. Yalcin also provided some examples of how GIS is used by staff.

CONSENT CALENDAR

Vice President Young motioned to adopt the consent calendar and Director Angela Garcia seconded the motion. The following vote was taken:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gregory Young, Vice President
SECONDER:	Angela Garcia, Director
AYES:	Kelvin Moore, Angela Garcia, Dan Jenkins, Gregory Young, Channing Hawkins
NOES:	None
EXCUSED:	None

1. Bunker Hill Well Site Evaluation Ph2.
2. Soft Start Motor Drive for 4-1 Pump Station.
3. Cactus Basin 2 Maintenance Activities.
4. Architectural Services for Building “C” Improvements.
5. Ultraviolet Transmittance Meter for the Oliver P. Roemer Water Filtration Plant.
6. Post Water-Main Break Street Repairs.
7. Disposable Cartridge Filters for Ion Exchange Treatment Systems.
8. Water Supply Assessment for Pepper 210 Commerce Center.
9. Grant of Easement for the Oliver P. Roemer Upgrade and Expansion Project.

- 10. Water System Infrastructure Install and Conveyance Agreement with Lennar.
- 11. Contract Amendment: Classification and Compensation Study.
- 12. Approval of Payment to Julia Sylva, Law Professional Services, in September 2022, Invoice No. 10159 for \$3,220.00.
- 13. Approval of Payment to Hunt Ortmann, Professional Services, in September 2022, Invoice No. 95789 for \$4,818.00.

BUSINESS MATTERS

Consideration of:

- 14. Award of Contract for the Construction of the Oliver P. Roemer Water Filtration Facility Upgrade and Expansion Project.

Acting General Manager, Van Jew introduced Linda Jadeski, Director of Engineering, to give a brief presentation regarding the award of Contract for the Construction of the Oliver P. Roemer Water Filtration Facility Upgrade and Expansion Project. Ms. Jadeski gave the Board an overview of the project details, main project elements, funding status, and recent project milestones. Mr. Paul Hermann from GHD Inc., (the District’s design build consultant), gave the Board an overview of the selection criteria.

Ms. Jadeski recapped staff’s recommendation to award the Design Build contract to PCL Construction, Inc. in the amount of \$59,116,871.00 for the design and construction of the Oliver P. Roemer Upgrade and Expansion Project. The Board asked several questions, which were answered by Mr. Darren Wright, the Design Build Project Manager from PCL.

Vice President Greg Young motioned to award the Contract for the Construction of the Oliver P. Roemer Water Filtration Facility Upgrade and Expansion Project to PCL. Director Angela Garcia seconded the motion. The following vote was taken:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gregory Young, Vice President
SECONDER:	Angela Garcia, Director
AYES:	Kelvin Moore, Angela Garcia, Dan Jenkins, Gregory Young, Channing Hawkins
NOES:	None
EXCUSED	None

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

1. Board of Directors

- Vice President Young expressed his gratitude for the thoughts and prayers he received for the passing of his grandmother. Vice President Young also stated that he may not be able to attend the next Board of Directors meeting due to a work conference.
- President Hawkins wished everyone a safe Halloween.

2. General Manager

- Mr. Jew expressed his appreciation to Ms. Jadeski for her hard work and dedication in bringing the Oliver P. Roemer Water Filtration Facility Upgrade and Expansion Project to the Board.
- Mr. Jew informed the Board that a telecommunications contractor broke one of the water pipelines on Euclid Avenue between Baseline and the 210 Freeway. Meter staff went door-to-door to notify the 30 homes that were affected. The break resulted in low water pressure, but no loss of water service. Maintenance staff repaired the break and service was returned to normal in about 3.5 hours.
- Mr. Jew reported that earlier in the day, WWWD staff participated in the Great California ShakeOut.

3. General Counsel

- Mr. Robert Tafoya, Legal Counsel, reported out of Closed Session stating that multiple items were considered; however, no reportable actions were taken.

CLOSED SESSION

The Board entered into Closed Session at 6:01 p.m. as provided in the Ralph M. Brown Act Government Code Section 54956.8 to discuss the following items listed on the agenda:

- 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).
- 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.

WWWD

Minutes: 10/20/22

- 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.
- CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 - Public Employee Performance Evaluation - General Counsel.

ADJOURN

There being no further business, the meeting adjourned at 8:13 p.m.

ATTEST:

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

Nancy M. Albitre
Acting Board Secretary

**MINUTES
SPECIAL BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
October 27, 2022**

Board of Directors	Present	Excused	Absent
Channing Hawkins	<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"/>
Dan Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Van Jew	<input checked="" type="checkbox"/> Remote	<input type="checkbox"/>	<input type="checkbox"/>
Joanne Chan	<input type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Linda Jadeski	<input type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Socorro Pantaleon	<input type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Haydee Sainz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jon Stephenson	<input type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Jose Velasquez	<input type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Albert Clinger	<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

Call to Order - 5:30 p.m. by President Channing Hawkins.
 Pledge of Allegiance - Led by Vice President Gregory Young.
 Opening Prayer - Led by Director Kelvin Moore.
 Roll Call of Board Members

ADOPT AGENDA

Vice President Young motioned to adopt the agenda and Director Angela Garcia seconded the motion. The following vote was taken:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gregory Young, Vice President
SECONDER:	Angela Garcia, Director
AYES:	Channing Hawkins, Gregory Young, Angela Garcia, Dan Jenkins, Kelvin Moore

WVWD

Minutes: 10/27/22

PUBLIC PARTICIPATION

President Channing Hawkins inquired about whether any public comments or requests to speak were received via email, voice mail, telephone calls or any other method. Haydee Sainz, Acting Board Secretary, reported that no public comments or requests to speak were received. There were no members of the public in attendance and therefore, no public comments are recorded for this meeting.

CONSENT CALENDAR

NONE

BUSINESS MATTERS

NONE

CLOSED SESSION

- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT
- Pursuant to Government Code Section 54957, Title(s) Board Secretary.

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

1. Board Members

- There were no reports by any Board members.

2. General Manager

- Acting General Manager, Van Jew reported that there was an oil spill at approximately Jurupa and Lilac in Bloomington. The oil spilled into a storm drain and there was no impact to the District's water system.

3. Legal Counsel

- Mr. Robert Tafoya, Legal Counsel, reported out of Closed Session that no reportable actions were taken.

WVWD

Minutes: 10/27/22

ADJOURN

There being no further business, the meeting adjourned at 7:23 p.m.

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

ATTEST:

Haydee Sainz, Acting Board Secretary

WVWD

Minutes: 10/27/22

MINUTES
REGULAR BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
November 3, 2022

Board of Directors	Present	Excused	Absent
Channing Hawkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gregory Young	<input checked="" type="checkbox"/> _remote	<input type="checkbox"/>	<input type="checkbox"/>
Dan Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Angela Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Van Jew	<input checked="" type="checkbox"/> _remote	<input type="checkbox"/>	<input type="checkbox"/>
Haydee Sainz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nancy M. Albitre	<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"/>
Socorro Pantaleon	<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

Call to Order – 7:18 p.m. by President Channing Hawkins
Pledge of Allegiance – Director Kelvin Moore
Opening Prayer – Director Moore
Roll Call of Board Members

ADOPT AGENDA

Director Angela Garcia motioned to adopt agenda and Director Dan Jenkins seconded the motion. The following vote was taken:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Angela Garcia, Director
SECONDER:	Dan Jenkins, Director
AYES:	Dan Jenkins, Angela Garcia, Kevin Moore, Gregory Young, Channing Hawkins
NOES:	None
EXCUSED:	None

PUBLIC PARTICIPATION

Nancy Albitre, Acting Board Secretary, stated that no requests were received to speak. President Channing Hawkins inquired if anyone from the public would like to speak. There were no public comments.

PRESENTATIONS

None.

CONSENT CALENDAR

Director Jenkins motioned to adopt the consent calendar and Director Moore seconded the motion. The following vote was taken:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Jenkins, Director
SECONDER:	Kelvin Moore, Director
AYES:	Kelvin Moore, Angela Garcia, Dan Jenkins, Gregory Young, Channing Hawkins
NOES:	None
EXCUSED:	None

1. Holiday Schedule 2023.
2. Legislative Principles 2022.
3. Purchase Order Report - September 2022.
4. Treasurer's Report - September 2022.
5. Monthly Revenue & Expenditures Report - September 2022.
6. Cash Disbursements Report - September 2022.
7. Funds Transfer - September 2022.
8. Adopt Resolution No. 2022-28 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 November 14, 2022, Through December 14, 2022, Pursuant To Brown Act Provisions.
9. Approval of Employment Agreement with William F. Fox for the Position of Chief Financial Officer.

10. Approval of Payment to Liebert Cassidy Whitmore for Professional Services, for September 2022, Invoice No. 226504 for \$3,231.00.

BUSINESS MATTERS

Consideration of:

11. Purchasing / Procurement Policy

Acting General Manager, Van Jew introduced Jose Velasquez, Director of Finance to provide a brief presentation regarding the Proposed Revised Purchasing/Procurement Policy. Mr. Velasquez informed the Board that the proposed updates to the policy would amend authorization levels and limits to improve workflow efficiency and timely procurement of supplies and services. It would also expand the definition of the emergency to include “to avert a significant negative financial impact to the District”.

Director Moore motioned to approve Purchasing and Procurement Policy and Director Jenkins seconded the motion. The following vote was taken:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kelvin Moore, Director
SECONDER:	Dan Jenkins, Director
AYES:	Kelvin Moore, Angela Garcia, Dan Jenkins, Gregory Young, Channing Hawkins
NOES:	None
EXCUSED	None

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

1. Board of Directors

- Director Garcia reported that the External Affairs department received the Association of California Water Agencies, (ACWA), 2022 Rising Star Special Outreach Award and expressed her gratitude to the External Affairs staff for their outreach.
- President Hawkins also congratulated the External Affairs Department and expressed his appreciation of their hard work. He also wanted to recognize Veterans Day and expressed his thanks to his family, friends and colleagues who have served our country with sacrifice and dedication.

2. General Manager

- Mr. Jew informed the Board of a water main break and displayed how it was repaired. Mr. Jew announced that the ACWA Region 9 has two board vacancies and applications are being accepted if the Board was interested. He reminded the Board that the ACWA 2022 Fall Conference & Exhibition was scheduled for November 29 thru December 1, 2022. Mr. Jew also recognized Socorro Pantaleon, Acting Government and Legislative Affairs Manager for her contributions towards earning the ACWA 2022 Rising Star Award and invited her to

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provide a brief report to the Board. Ms. Pantaleon reported that ACWA would be recognizing WWWD for award at the AWCA 2022 Fall Conference on November 30th and invited the Board to reach out to the Board Secretary if they were interested in attending.

3. General Counsel

- Mr. Robert Tafoya, Legal Counsel reported out of Closed Session stating that multiple items were considered; 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).
- 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: Nadia Loukeh. vs. West Valley Water District, Case No. CIVSB2116242.
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Paragraph One (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Julianna Zavala. vs. West Valley Water District, Case No. CIVSB2117197.
- 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.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) General Manager.
- CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 - Appointment, Employment, Evaluation of Performance, Discipline, or Dismissal of a Public Employee - General Counsel.

ADJOURN

There being no further business, the meeting adjourned at 8:13 p.m.

ATTEST:

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

Nancy M. Albitre
Acting Board Secretary

MINUTES
REGULAR BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
November 17, 2022

Board of Directors	Present	Excused	Absent
Channing Hawkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gregory Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dan Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Angela Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Van Jew	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Haydee Sainz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nancy M. Albitre	<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"/> remote	<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"/>
Socorro Pantaleon	<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

Call to Order – 7:22 p.m. by President Channing Hawkins.
Pledge of Allegiance – Vice President Gregory Young
Opening Prayer – Elder Townsend, Sunrise Church
Roll Call of Board Members

ADOPT AGENDA

Vice President Young motioned to adopt agenda and Director Kelvin Moore seconded the motion. The following vote was taken:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gregory Young, Vice President
SECONDER:	Kevin Moore, Director
AYES:	Dan Jenkins, Angela Garcia, Kevin Moore, Gregory Young, Channing Hawkins
NOES:	None
EXCUSED:	None

PUBLIC PARTICIPATION

President Channing Hawkins inquired about whether any public comments or requests to speak were received via email, voice mail, telephone calls or any other method. Nancy Albitre, Acting 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.

- Director June Hayes, from San Bernardino Valley Municipal Water District, informed the Board that she would be hosting a forum on January 19, 2023 called The Changing Role of Wastewater in the Watershed. Director Hayes invited the Board to attend.

PRESENTATIONS

None.

CONSENT CALENDAR

Vice President Young motioned to adopt the consent calendar and Director Dan Jenkins seconded the motion. The following vote was taken:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gregory Young, Vice President
SECONDER:	Dan Jenkins, Director
AYES:	Kelvin Moore, Angela Garcia, Dan Jenkins, Gregory Young, Channing Hawkins
NOES:	None
EXCUSED:	None

1. Minutes - Special Board Meeting for July 27, 2022.
2. Rejection of Claim #23-0222: Jim Hamilton v. West Valley Water District.
3. Purchase of Laptops to Support the SCADA Upgrade Project.
4. Potential Holiday Closure 2022.
5. Clarifier Repairs at the Oliver P. Roemer Water Treatment Plant.
6. Reduced Pressure Backflow Preventers.
7. Water System Infrastructure Installation and Conveyance Agreement, Out-of-Agency Service Agreement, Plan for Service and Resolution 2022-29 for GATX Corporation.
8. Approval of Payments to Albright, Yee, & Schmit, Professional Services, for September 2022, Invoice Nos. 27701 and 27753 totaling \$37,532.50.
9. Approval of Payment to Carpenter, Rothans & Dumont, for Professional Services, dated September 2022, Invoice No. 42227 for \$252.50, respectively.
10. Approval of Payments to Ivie McNeill Watt Purcell & Diggs, Professional Services

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11. Approval of Payments to Julia Sylva, for Professional Services, for October 2022, Invoice Nos. 10179 and 10180 for \$4,026.50 and \$3,210.00, respectively.
12. Approval of Payments to Leal Trejo, for Professional Services, for July 2022, and August 2022, Invoice Nos. 18932, 18972, 18977, 18978, 18979, 18981, 18980, 18976, 18982, and 19005, \$2,012.50, \$2,812.50, \$4,117.50, \$3,185.00, \$161.9, \$1,853.50, \$1,397.50, \$2,680.00, \$22,154.50, and \$26.00, respectively
13. Approval of Payments to Liebert Cassidy Whitmore, for Professional Services, for September 2022, Invoice Nos. 226720, and 226748, for \$212.50 and \$1,100.00, respectively.
14. Approval of Payment to Shaw Law Group for Professional Services, for September 2022, Invoice No. 41444 for \$829.50, respectively.
15. Approval of Payment to Tafoya Law Group for Professional Services, for August 2022, Invoice No. 22-1008 for \$27,804.50, respectively.

BUSINESS MATTERS

Consideration of:

16. Employees Survey

Acting General Manager, Van Jew introduced Haydee Sainz, Human Resources & Risk Manager to provide a brief presentation of the Employees Survey. Ms. Sainz informed the Board that the Employee Survey is an employee satisfaction metric and is typically used by other agencies. Ms. Sainz requested that the Board provide direction to staff on what the Board would like to see addressed. A brief discussion ensued and the Board provide their input. No motions or votes ensued.

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

1. Board of Directors

- Vice President Young wished everyone Happy Thanksgiving.
- President Hawkins wished everyone Happy Thanksgiving and congratulated the three Directors for being re-elected, Director Moore, Director Jenkins, and Director Angela Garcia.
- Director Garcia congratulated Director Moore and Director Jenkins for being re-elected.

2. General Manager

Van Jew, Acting General Manager introduced Mr. William Fox, as the new Chief Financial Officer. Mr. Jew informed the Board that the current Capital Improvement Program (CIP) covers through Fiscal Year 2023-24 and that staff is working on a 10-Year CIP update. Mr. Jew reported that the District had vandalism damage to three facilities and will need to make

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Minutes: 11/17/22

repairs. Mr. Jew reported in Closed Session, Mr. Robert Tafoya, General Counsel submitted his resignation and the Board voted 5-0 to accept his resignation effective December 1, 2022. Also, in Closed Session the Board voted 5-0 to appoint Alvarez-Glasman and Covin to be our Interim General Counsel.

3. Legal Counsel

- Mr. Robert Tafoya, Legal Counsel reported out of Closed Session stating that multiple items were considered; 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).
- 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: Nadia Loukeh. vs West Valley Water District, Case No. CIVSB2116242.
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Paragraph One (1) of Subdivision (d) of the Government Code Section 54956.9 Case Name: Julianna Zavala. vs West Valley Water District, Case No. CIVSB2117197.
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Gov. Code §54956.9[d][1]) CBMWD v. City of Chino et al. (Superior Court of California, County of San Bernardino, Case Number RCV 51010)
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) General Manager.
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s) Board Secretary.
- CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 Appointment /employment of a public employee – General Counsel
- CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 - Public Employee Performance Evaluation – Acting General Manager.

ADJOURN

There being no further business, the meeting adjourned at 7:50 p.m.

ATTEST:

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

Nancy M. Albitre
Acting Board Secretary

**MINUTES
SPECIAL BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
November 18, 2022**

Attendee Name	Present	Absent	Late
Channing Hawkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Angela Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelvin Moore	<input type="checkbox"/>	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/>
Dan Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gregory Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Van Jew	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
William Fox	<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"/>
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Socorro Pantaleon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Haydee Sainz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jose Velasquez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

and November 19, 2022

Attendee Name	Present	Absent	Late
Channing Hawkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Angela Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dan Jenkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gregory Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Van Jew	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
William Fox	<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"/>
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Socorro Pantaleon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Haydee Sainz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jose Velasquez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Minutes: 11/18/22 and 11/19/22

OPENING CEREMONIES

Call to Order - 1:00 p.m. by President Channing Hawkins.
Pledge of Allegiance - Led by Vice President Gregory Young
Opening Prayer - Led by President Channing Hawkins
Roll Call of Board Members

ADOPT AGENDA

Vice President Gregory Young motioned to adopt the agenda as presented and Director Dan Jenkins seconded the motion. Hearing no discussion, the following vote was taken:

RESULT:	APPROVED [4-0]
MOVER:	Gregory Young, Vice President
SECONDER:	Dan Jenkins, Director
AYES:	Angela Garcia, Dan Jenkins, Gregory Young, Channing Hawkins
NOES:	None
ABSENT:	Kelvin Moore

PUBLIC PARTICIPATION

President Channing Hawkins inquired about whether any public comments or requests to speak were received via email, voice mail, telephone calls or any other method. Jon Stephenson, Acting Board Secretary, reported that no public comments or requests to speak were received. There were no members of the public in attendance and therefore, no public comments are recorded for this meeting.

DISCUSSION

- 1. **Strengthen the Leadership Team.**
- 2. **Set Long Term Goals.**
- 3. **Identify Key Strategies.**
- 4. **Establish Clear Priorities.**

President Channing Hawkins offered some opening comments to acknowledge some of the challenges that the District has faced, some of the recent accomplishments, and the opportunities moving forward.

Acting General Manager Van Jew provided a brief recap of the strategic planning process and how we arrived to this point in the process.

WVWD

Minutes: 11/18/22 and 11/19/22

Mr. Greg Larson facilitated the meeting and progressed through agenda items 1 & 2 on the first day. Items 3 & 4 were the focus for the second day. Mr. Larson stated that a draft Strategic Plan will be prepared and submitted for consideration at a future Board meeting.

The Board of Directors took no action at this Special Meeting, as no motions or votes ensued.

ADJOURN

On November 18th, the meeting recessed at 4:04 p.m. On November 19th, the meeting reconvened at 8:45 a.m. and adjourned at 2:20 p.m.

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

ATTEST:

Jon Stephenson, Acting Board Secretary

WVWD

Minutes: 11/18/22 and 11/19/22



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: December 15, 2022
TO: Board of Directors
FROM: Van Jew, Acting General Manager
SUBJECT: REJECTION OF CLAIM #23-0317

DISCUSSION:

Ms. Deborah Price, a claimant, alleges that on September 16, 2022, at 11:25 a.m. a District fire hydrant was struck by a third party (unknown). The claimant's vehicle was parked across the street from the fire hydrant and allegedly was damaged by the water and debris shooting out of the displaced hydrant. The claimant alleges her vehicle sustained property damage amounting to \$190.00.

The Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA) has recommended the District reject the claim because it was caused, not by the District, but by the criminal acts (i.e., hit and run) of the third party, who hit the fire hydrant. Once this Claim #23-0317 is rejected, a rejection letter will be sent after which time, the claimant has 6 months from the date of the letter to file a claim in court, if they so choose.

FISCAL IMPACT:

No fiscal impact of claim denial.

STAFF RECOMMENDATION:

Reject the claim by Ms. Deborah Price as recommended by ACWA JPIA.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

VJ:hms

ATTACHMENT(S):

1. Request For BOD Rejection Of Claim -Deborah Price 11.16.22



REQUEST FOR REJECTION OF CLAIM

Claimant Information		
Claimant Name: Deborah Price	JPIA Claim #: 23-0317	Date of Incident: 9/16/2022
Claimant Address: 1441 N. Millard Avenue Apt. 1		Amount of Claim: \$ 190.00
Location of Incident: 19408 Jurupa Avenue, Bloomington, CA 92316		
General Description of Claim: Claimant alleges that a fire hydrant that was struck by a third party caused damage to her parked car. The windshield was broken and the paint on her car was damaged.		

Claim Details:
<p>Claimant alleges that on September 16, 2022 at 11:25 a.m. a third party struck a District fire hydrant and caused damage to her vehicle.</p>

Reason For Request Of Claim Denial:
<p>Staff has been instructed by ACWA Joint Powers Insurance Authority to reject the claim.</p>

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement") is entered into this 5th day of January 2023 ("Effective Date") by and between WEST VALLEY WATER DISTRICT, a public agency of the State of California ("District"), acting by and through its Board of Directors, and ELVIA DOMINGUEZ ("Dominguez"). The District and Dominguez may be collectively referred to as the "Parties" and individually as a "Party."

RECITALS

- A. District is a county water district organized and operating pursuant to law found in *Water Code Sections 30000, et seq.*
- B. District desires to engage the services of Dominguez as the ("Board Secretary") and Dominguez desires to perform the services of the Board Secretary.
- C. Dominguez represents and warrants that she has the skill and ability to serve as Board Secretary and wishes to accept such employment.
- D. The Parties now desire to enter into this Agreement for the purpose of setting forth the terms and conditions upon which Dominguez shall render certain services to District as Board Secretary.

NOW, THEREFORE, THE PARTIES HERETO HEREBY AGREE AS FOLLOWS:

1. This Agreement has no specific term because Dominguez is an "AT WILL" employee which means that Dominguez works at the will of the District and can be terminated at any time for any reason or no reason at all per the terms set forth in this Agreement.
2. (a) The District employs Dominguez beginning January 5, 2023, subject to a twelve (12) month probationary period from the date of appointment of Dominguez as its Board Secretary. It is expressly understood that Dominguez, in her capacity as Board Secretary, is a contracted "AT WILL" employee serving at the pleasure of the Board of Directors /West Valley Water District, subject to the provisions set forth herein. Dominguez agrees to observe and comply with the rules and regulations of the District as adopted by the Board respecting performance of her duties and to carry out and perform orders, directives and policies of the District as they may be, from time to time, stated to her either orally or in writing by a majority of the Board.
 - (b) Dominguez shall be the Board Secretary of the District and shall perform such duties and services as shall be necessary and advisable to manage and conduct the business of the District, subject at all times to all applicable law(s) and Board decisions, as well as the consent, approval and direction of the Board.

Dominguez will devote her full time and attention to the performance of her duties and to District business affairs. Dominguez shall report to the General Manager and District's offices for work under the District's work schedules and at such other times as may be necessary to discharge her duties, except when away on District business, or as otherwise excused such as vacations and

holidays. Notwithstanding the foregoing, Dominguez agrees that she will report to work when necessary to District's operations, regardless of regularly scheduled hours to the extent such attendance is reasonably possible.

(c) Dominguez may devote a reasonable amount of time to professional water district and community related activities, so long as the time devoted to these other activities does not interfere with the performance of her duties to the District. Participation at those professional and other organizational activities will be subject to review and approval by the Board.

(d) Within the limits of fiscal ability, and so long as the time devoted to these other activities does not interfere with the performance of her duties to the District, based on the sole determination of the General Manager and the Board, the District hereby agrees to budget a reasonable amount as determined by the Board and for the payment of travel and subsistence expenses of EMPLOYEE for educational courses, conferences, institutes and seminars that are necessary for EMPLOYEE'S professional development and for the good of District and for official travel, meetings, and occasions sufficient to continue the professional development of EMPLOYEE and to adequately pursue necessary official and other functions on behalf of the District. Participation at those professional and other organizational activities will be subject to prior review and prior approval by the Board. EMPLOYEE shall submit all such expenses to the Board for approval in accordance with the District "PERSONNEL POLICIES AND PRACTICES" and subject to limitations as specified therein.

3. (a) District shall compensate Dominguez for the services performed pursuant to this Agreement in the annual sum of One Hundred Twenty Three Thousand Nine Hundred Eighty Nine Dollars (\$123,989), payable in installments at the same time as other employees of the District are paid. This salary shall be effective January 5th, 2023. District shall have the right to deduct or withhold from compensation due Dominguez hereunder any and all sums required for federal income and social security taxes, if any, and all state or local taxes now applicable or that may be enacted and become applicable in the future. Dominguez will receive all benefits contained in Exhibit "1" titled "West Valley Water District Summary of Benefits."

(b) In or about January of each year, or as soon as practicable, the Board shall evaluate the performance of Dominguez and other relevant factors and shall consider making adjustments in the annual salary of Dominguez, as the Board may deem appropriate, in its sole and absolute discretion, in accordance with such evaluation. The Board shall meet and confer with Dominguez regarding such evaluation and the conclusions to be reached therefrom. However, it is understood that the District makes no commitment to increase or decrease Dominguez 's salary at any particular time on any regular basis.

(c) As an exempt managerial employee, under no circumstances will Dominguez be entitled to any overtime pay, regardless of the number of hours she may work in any work week.

(d) District will provide Dominguez with a District cellular telephone, laptop computer, iPad, and such other technical equipment ("Technical Equipment") as may be necessary for the performance of her duties, at District cost and expense. The District will provide Dominguez with an office and provide administrative support with pool secretarial assistance.

The District will provide Dominguez with Technical Equipment as part of her employment as the Board Secretary. During Dominguez's employment, District shall refresh and replace said Technical Equipment periodically in accordance with District policy. In addition, District shall budget and pay Dominguez's professional dues and subscriptions necessary for continued full participation in approved national, regional, state, and local associations and organizations necessary and desirable for continued professional growth and advancement for the good of the District.

(e) Dominguez will not be assigned a District vehicle nor is entitled to vehicle allowance. Dominguez can use a "pool vehicle" for District business, as needed

(f) Dominguez will be entitled to receive the same paid holidays as provided the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".

(g) The District has established a 457 and 401(a) Plan pursuant to the Internal Revenue Code and the regulations promulgated thereunder. Dominguez may participate in such 457 and/or 401(a) Plans with her own funds, as she may determine from time to time. The District will contribute \$1 for every \$1 that Dominguez contributes up to a total of \$5,000 per fiscal year. Employee is also eligible for all other matching contributions the District offers as outlined in the "Personnel Policies and Practices."

(h) Dominguez and her dependents (including her spouse) will be entitled to the same life insurance, accidental death and dismemberment insurance and long-term disability benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".

(i) Dominguez and her dependents (including her spouse) shall be entitled to the same medical insurance benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".

(j) Dominguez and her dependents (including her spouse) will be entitled to the same vision care and dental insurance benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".

(k) Dominguez will be entitled to the same PERS retirement programs and education assistance programs as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".

(l) Dominguez will be entitled to the same leaves of absence (e.g., vacation, sick) as provided to the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".

(m) INTENTIONALLY BLANK.

(n) Dominguez will be entitled to the same social security benefits and any

other like or kind benefits as the District's regular fulltime employees per the terms and conditions of the current approved District's "PERSONNEL POLICIES AND PRACTICES".

(o) Tuition and Fees Reimbursement. West Valley Water District will reimburse the Board Secretary for educational tuition and fees solely for the Board Secretary's education. One hundred percent of fees will be eligible for reimbursement each fiscal year, not to exceed \$5,000.00. The Board Secretary shall successfully complete the course(s) with an "A" or equivalent passing grade. Failure to successfully complete the course(s) will result in no reimbursement. Items subject to reimbursement shall include fees actually paid by the employee such as registration fees, tuition (educational fees), books, parking, and laboratory fees. Proof of payment will be required to reimburse the Board Secretary for these items.

4. (a) Dominguez serves at the will and pleasure of the Board. The Board and/or District may terminate this Agreement, in whole or in part, upon a vote of at least three (3) of the five (5) members of the Board (i) with cause or (ii) without cause. Notwithstanding the foregoing, this Agreement shall terminate on the death, retirement, or permanent disability of Dominguez .

(b) In the event the District terminates Dominguez 's employment without cause, and if Dominguez executes a full release of all claims against the District including, but not limited to a Civil Code section 1542 release, then and only then Dominguez shall be entitled to a severance pay equal to only four (4) months of her yearly salary at the rate in effect at the time of termination. No benefits of any kind are to be included in any severance calculation, except as required by California law.

(c) In exchange for the severance pay set forth in subsection (b) above, Dominguez hereby expressly waives any right she may have under any applicable law, District policy or otherwise to challenge or appeal her termination.

(d) In the event Dominguez 's employment is terminated by the District for cause, she will not be entitled to severance pay. The term "cause", although non-inclusive, can mean any of the following as determined by the Board: (i) willful damage to District property; (ii) a material breach by Dominguez of the terms of her employment; (iii) willful violation of conflict of interest; (iv) acts of dishonesty, (v) insubordination, (vi) misappropriation, embezzlement, intentional fraud, (vii) dereliction of duty, (viii) conviction of any felony or misdemeanor, and any similar misconduct by Dominguez . Upon termination for cause, Dominguez shall be entitled to receive all compensation earned but unpaid, for actual work performed as of the date of termination for cause and for accrued vacation time plus all compensation required by California law.

5. (a) Dominguez is an "AT WILL" employee of the District and shall serve at the pleasure of the District and nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the District to terminate the services of Dominguez for any reason, or no reason at all, with or without cause, at any time, subject only to California law and the provisions set forth in this Agreement.

(b) Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of Dominguez to resign at any time from her position with the District.

(c) In the event the District terminates Dominguez 's employment pursuant to this Agreement, and if Dominguez is not otherwise in breach of the terms of this Agreement, and if Dominguez executes a written waiver of any and all claims Dominguez may have against the District, including but not limited to a Civil Code Section 1542 waiver, then the District shall pay a severance equal to a lump sum payment equal to four (4) months' base salary as indicated in paragraph 4(b). The District shall be relieved of any obligation to pay severance pay if Dominguez fails to execute a waiver as described above or if Dominguez is terminated for cause as defined in paragraph 4(d) in carrying out the duties obligated under this Agreement or if Dominguez is convicted of any felony or misdemeanor.

6. Dominguez may resign at any time. In the event of death, illness, or incapacity (as discussed in subsection 4(a) above), Dominguez shall not be entitled to any severance pay.

7. Dominguez will be reimbursed for reasonable and appropriate District related business and/or travel expenses in connection with the performance of her duties under this Agreement and in accordance with the District's general policies on business expenses.

8. (a) If any provision of this Agreement shall be ruled by a court of law to be invalid, illegal or unenforceable, the Parties shall: (i) promptly negotiate a substitute for the provision which shall, to the greatest extent legally permissible, effectuate the intent of the parties in the invalid, illegal or unenforceable provision, and (ii) negotiate such changes in, substitutions for or additions to the remaining provisions of this Agreement as may be necessary in addition to and in conjunction with subsection (i) above to give effect to the intent of the Parties without the invalid, illegal or unenforceable provision. To the extent the Parties are unable to negotiate such changes, substitutions or additions as set forth in the preceding sentence, and the intent of the Parties with respect to the essential terms of the Agreement may be carried out without the invalid, illegal or unenforceable provision, the balance of this Agreement shall not be affected, and this Agreement shall be construed and enforced as if the invalid, illegal or unenforceable provision did not exist.

(b) This Agreement may be signed and delivered in any number of counterparts, each of which, when signed and delivered, shall be an original, but all of which shall together constitute one and the same Agreement.

(c) This Agreement contains the entire agreement between the Parties with respect to the subject matter of this Agreement and any agreement or representation with respect to the same or the obligations of either Party with respect to the same which is not expressly provided in this Agreement or in a written document which is signed by the Party to be charged, shall be null and void.

(d) This Agreement may not be amended except by a subsequent writing which is signed by the Parties.

(e) The Recitals set forth herein are incorporated herein and are an operative part of this Agreement.

(f) This Agreement shall be governed by and construed in accordance with the laws of the State of California.

(g) If any action in law or equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, each Party shall pay its attorneys' fees.

(h) No official or employee of the District shall be personally liable to Dominguez in the event of any default or breach by District or for any amount which may become due to Dominguez or for any breach of the terms of this Agreement.

(i) No director, officer or employee of the District shall have any financial interest, direct or indirect, in this Agreement nor shall any such director, officer or employee participate in any decision relating to this Agreement which affects his/her financial interest or the financial interest of any corporation, partnership, entity or association in which he/she is directly or indirectly interested, in violation of any state or federal statute or regulation. Dominguez warrants that she has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

(j) Dominguez recognizes the relations of trust and confidence that are established by this Agreement, and covenants with the District to furnish her best skill and judgment, and to actively cooperate and assist in furthering the best interests of the District in all matters pertaining to the services provided herein.

(k) Each Party represents and warrants to the other Party that all necessary action has been taken by such Party to authorize the undersigned to execute this Agreement and to bind it to the performance of its obligations hereunder.

(l) Dominguez may not assign this Agreement in whole or in part. Any attempted assignment shall be null and void.

(l) Dominguez acknowledges that she has read this Agreement and understands all of its terms, and that this Agreement is being executed voluntarily, without duress, and with full knowledge of its legal significance. Dominguez further acknowledges that she had the opportunity to consult with and obtain independent advice from her attorney regarding this Agreement regarding the legal consequences of entering into it, and she has entered into it based on her judgment and not based on any representations of promises other than those contained in this Agreement.

IN WITNESS WHEREOF, the Parties have hereunto set their hands on the first day date above written.

WEST VALLEY WATER DISTRICT,
A Public Agency of the State of California

Dated: _____, 2022

By: _____
Channing Hawkins, President

Dated: _____, 2022

By: _____
Van Jew, Acting General Manager

Dated: _____, 2022

By: _____
Nancy Albitre, Acting Secretary to the Board

Dated: _____, 2022

Elvia Dominguez

APPROVED AS TO FORM

Dated: _____, 2022

By: _____
Vincent C. Ewing, Interim General
Counsel

EXHIBIT “1”

West Valley Water District
Summary of Benefits

West Valley Water District Summary of Benefits

1. Health Insurance - Becomes effective the first of the following month after date of hire for self and family.
2. Dental Insurance - Becomes effective the first of the following month after date of hire for self and family. Coverage includes orthodontic benefits after one year of employment.
3. Vision Service Plan- Becomes effective the first of the following month after date of hire for self and family.
4. Long-Term Disability Plan - Becomes effective the first of the following month after thirty (30) days of employment.
5. Life Insurance Plan – Becomes effective the first of the following month after thirty (30) days of employment. The coverage through The Standard provides a flat amount policy for both Basic Life and AD&D covered for \$225,000.
6. Employee Assistance Program (EAP) – Becomes effective the first of the following month after thirty (30) days of employment.
7. Tuition Reimbursement Program – Up to \$5,000 annual tuition per fiscal year.
8. Sick Leave – 96 hours of sick leave per year
9. District employees receive 12 holidays per year plus two (2) floater holidays.
10. Annual Vacation Accrual: 80 hours
11. Administrative Leave: 80 hours.

(District pays the total cost of the above benefits)

12. Public Employees' Retirement System (PERS) – effective first day of work. Under the Public Employees' Pension Reform Act (PEPRA) of 2013, new members will be provided the 2% at 62 retirement formula with an employee contribution of 6.75% of the annual salary. However, if confirmed as a Classic Employee with PERS, your formula will be 2% at 55 and District will pay both the Employer and Employee portion of this benefit.
13. Social Security and Medicare – employees contribute their portion of this benefit.

In addition, a 457 retirement plan, supplemental Insurance and credit union services are offered for voluntary participation.



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: December 15, 2022
TO: Board of Directors
FROM: Van Jew, Acting General Manager
SUBJECT: RESCHEDULING OF THE JANUARY 5, 2023 BOARD MEETING

DISCUSSION:

Given the slower pace of the holiday and new year season coupled with staff returning from the holidays on January 3, 2023, it is anticipated that there will potentially be a lack of business to conduct at the normally scheduled Board meeting on January 5, 2023. Rescheduling that Board meeting to January 12, 2023, would give staff more time to identify more topics to be brought before the Board and gives staff more time to develop those topics.

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Reschedule the January 5, 2023, Board meeting to January 12, 2023.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

VJ:js



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: December 15, 2022
TO: Board of Directors
FROM: Van Jew, Acting General Manager
SUBJECT: GRANT OF EASEMENT AT WELL 5A

BACKGROUND:

West Valley Water District (“District”) is the owner of land located at the intersection of Crater Avenue and Ozark Way, within Tract 20206 in the City of Rialto (“City”), known as Well 5A, as shown in **Exhibit A**. Well 5A was the subject of a property exchange agreement which was previously approved by the Board of Directors on June 16, 2022, between the District and AG Essential Housing CA 4, LP, to consolidate Well 5A and Lot B into a single District owned lot. During the property exchange, it was noted that a dedicated public utility easement which was recorded with the original tract map omitted the 88.19-foot frontage along Well 5A. To remedy this, Southern California Edison Company (“SCE”), is requesting a six-foot wide utility easement in front of Well 5A for the construction of this new underground electrical conduit, in accordance with the development standards of the City, which requires existing overhead electrical wire and future proposed electrical facilities, to be underground and placed within public right of way or dedicated utility easements throughout the tract.

Attached as **Exhibit B** is a copy of the proposed Grant of Easement, showing the full extent of the easement and legal description.

FISCAL IMPACT:

No fiscal impact to the District.

STAFF RECOMMENDATION:

Execute the Grant of Easement from West Valley Water District to Southern California Edison Company at Well 5A.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

DG:ls

ATTACHMENT(S):

1. Exhibit A - Aerial Map
2. Exhibit B - Grant of Easement

EXHIBIT A

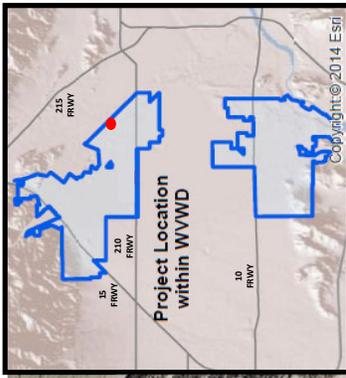


Exhibit A
Well 5A at River Ranch Tract 20206



EXHIBIT B

RECORDING REQUESTED BY


**SOUTHERN CALIFORNIA
EDISON**

An EDISON INTERNATIONAL Company

WHEN RECORDED MAIL TO

SOUTHERN CALIFORNIA EDISON COMPANY

2 INNOVATION WAY, 2nd FLOOR
POMONA, CA 91768

Attn: Title and Real Estate Services

Mail Tax Statements to: N/A

SPACE ABOVE THIS LINE FOR RECORDER'S USE

SCE Doc. No.

**GRANT OF
EASEMENT**

DOCUMENTARY TRANSFER TAX \$ NONE VALUE AND CONSIDERATION LESS THAN \$100.00)	DISTRICT Foothill	SERVICE ORDER TD1901004	SERIAL NO.	MAP SIZE
SCE Company SIG. OF DECLARANT OR AGENT DETERMINING TAX FIRM NAME	GVM MT-6678-C1 APN 0264-792-04	APPROVED: VEGETATION & LAND MANAGEMENT	BY SLS/JP	DATE 12/1/2022

WEST VALLEY WATER DISTRICT, a county water district (hereinafter referred to as "Grantor"), hereby grants to SOUTHERN CALIFORNIA EDISON COMPANY, a corporation, its successors and assigns (hereinafter referred to as "Grantee"), an easement and right of way to construct, use, maintain, operate, alter, add to, repair, replace, reconstruct, inspect and remove at any time and from time to time underground electrical supply systems and communication systems (hereinafter referred to as "systems"), consisting of wires, underground conduits, cables, vaults, manholes, handholes, and including above-ground enclosures, markers and concrete pads and other appurtenant fixtures and equipment necessary or useful for distributing electrical energy and for transmitting intelligence, data and/or communications (eg. through fiber optic cable), in, on, over, under, across and along that certain real property in the County of San Bernardino, State of California, described as follows:

FOR LEGAL DESCRIPTION, SEE EXHIBITS "A" AND "B", BOTH ATTACHED HERETO AND MADE A PART HEREOF.

Grantor further grants, bargains, sells and conveys unto the Grantee the right of assignment, in whole or in part, to others, without limitation, and the right to apportion or divide in whatever manner Grantee deems desirable, any one or more, or all, of the easements and rights, including but not limited to all rights of access and ingress and egress granted to the Grantee by this Grant of Easement.

Grantor agrees for himself, his heirs and assigns, not to erect, place or maintain, nor to permit the erection, placement or maintenance of any building, planter boxes, earth fill or other structures except walls and fences on the above described real property. The Grantee, and its contractors, agents and employees, shall have the right to trim or cut tree roots as may endanger or interfere with said systems and shall have free access to said systems and every part thereof, at all times, for the purpose of exercising the rights herein granted; provided, however, that in making any excavation on said property of the Grantor, the Grantee shall make the same in such a manner as will cause the least injury to the surface of the ground around such excavation, and shall replace the earth so removed by it and restore the surface of the ground to as near the same condition as it was prior to such excavation as is practicable.

EXECUTED this ____ day of _____, 20__.

GRANTOR

WEST VALLEY WATER DISTRICT, a county water district

Signature

Print Name

Title

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of _____)

On _____ before me, _____, a Notary Public, personally appeared

_____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

EXHIBIT "A"

EASEMENT LEGAL DESCRIPTION

THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF RIALTO, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, BEING A 6.00 FOOT WIDE STRIP OF LAND LYING WITHIN A PORTION OF WELL SITE NO. 5A PER DOCUMENT NO. 2015-0514444 OF OFFICIAL RECORDS, RECORDED ON NOVEMBER 24, 2015, AND SHOWN AS BALANCE OF WVWD WELL NO. 5A EXCEPTION ON TRACT MAP NO. 20206, AS PER MAP ON FILE IN BOOK 364, PAGES 1 THROUGH 6 OF MAPS, INCLUSIVE, BOTH IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, THE SOUTHWESTERLY SIDELINE OF SAID STRIP IS DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE NORTHWESTERLY LINE OF SAID WELL SITE NO. 5A WITH THE NORTHEASTERLY LINE OF CRATER AVENUE, 46.00 FEET WIDE, AS SHOWN ON SAID MAP;

THENCE SOUTHEASTERLY ALONG SAID NORTHEASTERLY LINE, SOUTH 35°56'15" EAST, 88.19 FEET TO THE SOUTHEASTERLY LINE OF SAID WELL SITE NO. 5A AND THE **TERMINATION** OF SAID LINE.

THE NORTHEASTERLY SIDELINE OF SAID STRIP TO BE LENGTHENED OR SHORTENED TO TERMINATE NORTHWESTERLY IN SAID NORTHWESTERLY LINE AND SOUTHEASTERLY IN SAID SOUTHEASTERLY LINE.

CONTAINS 528 S.F., MORE OR LESS.

AS SHOWN ON EXHIBIT "B" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE.

PREPARED BY ME OR UNDER MY SUPERVISION


ROBERT JOHN DAWSON, PLS

11-30-22
DATE



EXHIBIT "B"



SAN BERNARDINO COUNTY
FLOOD CONTROL DISTRICT
BOOK 5367 / PAGE 553 O.P.

LOT 21
M.B. 364/1-6

LOT "B"
M.B. 364/1-6

LOT "B"
M.B. 364/1-6

BALANCE OF WWD WELL
SITE NO. 5A EXCEPTION PER
DOC. NO. 2015-0514444 AND
M.B. 364/1-6 RECORDS OF
SAN BERNARDINO COUNTY

LOT "B"
M.B. 364/1-6

LOT 20
M.B. 364/1-6

23'

P.O.B.

6.00'

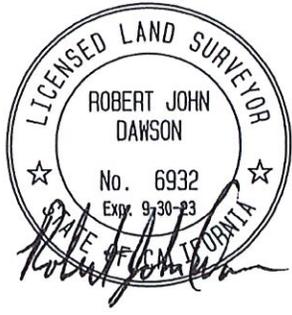
S 35°55'15" E 88.19'

6.00'

P.O.T.

23'

CL CRATER AVE.



LEGEND

- P.O.B. INDICATES POINT OF BEGINNING
- P.O.T. INDICATES POINT OF TERMINATION
- INDICATES LIMITS OF EASEMENT
- ▨▨▨▨ INDICATES AREA OF EASEMENT
- △ INDICATES EXISTING 3' EASEMENT PER M.B. 364/1-6

PLAN PREPARED BY:

DAWSON SURVEYING, INC.
LAND SURVEYORS
575 E. CARREON DR COLTON, CA 92324
PHONE: 909-430-0016 EMAIL: ROBERTD@DSILS.COM

EASEMENT PLAT

PORTION OF WELL SITE 5A
DOC. NO. 2015-0514444
RECORDS OF RIV. CO.

W.O.	417.86
BY:	RJD
DATE:	11/30/22
SCALE:	N.T.S.
PAGE:	1 OF 1



INVOICE

Invoice # 715
Date: 08/30/2022
Due On: 09/29/2022

Law Office of Willie Williams

10621 Church Street, Suite 110
Rancho Cucamonga, CA 91730

West Valley Water District

469.001

Nadia Loukeh v. West Valley Water District, et al.

- This invoice was reviewed by R. Zafra on 11/3 by email, where he recommended putting it in line for Board review & approval. - No exceptions taken
VJ
mlb22

Date	Notes	Quantity	Rate	Total
------	-------	----------	------	-------

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
715	09/29/2022	\$5,615.00	\$0.00	\$5,615.00
			Outstanding Balance	\$5,615.00
			Total Amount Outstanding	\$5,615.00



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: December 15, 2022
TO: Board of Directors
FROM: Van Jew, Acting General Manager
SUBJECT: ANNUAL BOARD OF DIRECTORS REORGANIZATION

BACKGROUND:

At its October 6, 2022 Board meeting, the Board of Directors adopted an updated version of the Board of Directors Policies and Procedures Manual. Section 7.4 of that document states that an annual election be held at which time the Board President and Board Vice President positions would be filled.

For reference, Section 7.4, “Annual Organizational Meeting,” of the Board of Directors Policies and Procedures Manual, is attached as **Exhibit A**.

FISCAL IMPACT:

There is no fiscal impact.

STAFF RECOMMENDATION:

Consider electing a President and Vice President of the Board.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

VJ:js

ATTACHMENT(S):

1. Exhibit A - Section 7.4

Exhibit A

Section 7.4 of the “Board of Directors Policies and Procedures Manual” (version October 6, 2022)

Section 7.4 of the “Board of Directors Policies and Procedures Manual” (version October 6, 2022)

7.4 ANNUAL ORGANIZATIONAL MEETING

The Board of Directors shall hold an annual election at its first regular meeting in December on or after the first Friday of the month. At this meeting of the Board, the Officer Positions shall proceed as follows:

- a. The Position of Board President shall be for a maximum of two (2) one (1) year terms at which point the position will rotate to the Vice President to serve as the next President.
- b. A Board member can choose to only serve a single term or request not to serve as an officer if that is their desire. However it is strongly encouraged that every board member serve if able to do so.
- c. The Position of Vice President shall be considered vacant when the current Vice President has rotated into the role of President of the Board.
- d. The Board shall consider another member to fill the vacancy of Vice President with particular emphasis on selecting a member who has not previously served in an officer role.
- e. Once a new Vice President has been selected they shall serve in that capacity until the President’s service is concluded and the Vice President then becomes the next President.