

MINUTES
REGULAR BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
February 16, 2017

PRESENT **ABSENT**

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DIRECTORS

Dr. Clifford Young, Sr., President
Linda Gonzalez, Vice President
Gregory Young, Director
Donald Olinger, Director

STAFF

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Matthew H. Litchfield, P.E., General Manager
Robert Christman, Interim Chief Financial Officer
Karen Logue, Human Resources/Risk Manager
Wendy Strack, External Affairs Manager
Linda Jadeski, Engineering Services Manager
Jon Stephenson, Business Systems Manager
Joanne Chan, Operations Manager
Shanae Smith, Board Secretary
Rosa Gutierrez, Associate Engineer
Michelle Adams, Public Affairs Analyst
Lauren Albrecht, Public Affairs Analyst
Daisy Farias, Water Conservation Specialist

LEGAL

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David J. Olivas, Tafoya & Garcia, LLP

VISITORS

Danielle Maurizio
Anthony and Diana Araiza
Tom Shalhoub, Director, Yucaipa Valley Water District

The Regular meeting of the Board of Directors was called to order by Dr. Clifford Young, Sr., at 6:00 p.m. at the District Headquarters, 855 W. Baseline Road, Rialto, CA.

OPENING CEREMONIES

Pledge of Allegiance – Director Gregory Young
Opening Prayer – Director Donald Olinger
Roll Call of Board Members – Quorum

ADOPT AGENDA

Director Young made a motion to Adopt the Agenda, seconded by Vice President Gonzalez. The motion carried by the following unanimous vote:

Ayes:	Directors: Gonzalez, Olinger, Young, Young, Sr.
Noes:	Directors: None
Absent:	Directors: None
Abstain:	Directors: None

PUBLIC PARTICIPATION

President Young indicated that any person wishing to speak to the West Valley Water District (“District”) Board of Directors (“Board”) on matters listed or not listed on the agenda, within its jurisdiction, is asked to complete a Speaker Card and submit it to the District Clerk. Each speaker is limited to three (3) minutes. Under the State of California Brown Act, the Board 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.

Mrs. Diana Araiza of Date Avenue commented that her remarks at this time concerned Clifford Young only. I have been going through some paperwork and I see that on or before the last Board meeting in August 2016, you added to the agenda in the Consent Calendar, a motion to include mandatory long term care for all directors, spouses and dependent children through CALPERS and paid 100% by the District. That is a nice perk for you Director Young, since you are the only Board member who is a member in CALPERS and legally receive the funds at \$527.91 per month. Mrs. Araiza went on to remark that she was willing to give up the rest of her time if President Young would like to answer. Do the other Board members have this long-term care? Are they aware of it? Do they know what it is about? I thought not. I know that they’ve offer this to employees in the District over the years, and in fact, two (2) former employees did take advantage of it, but they had to pay for it out of their own pockets. They did not get paid for. I could give you the names of those two (2), but you could look it up. Mr. Young has tried his whole tenure to plant the seeds that while Mr. Araiza was the general manager, money was disappearing, under the table. Mrs. Araiza concluded by stating she thinks that is more likely to be happening now. President Young stated that he would not speak to false information.

CLOSED SESSION

At 6:04 p.m., the Board adjourned to Closed Session to discuss the following:

- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Pursuant to Government Code Section 54956.9(d)(2) – Number of Cases: one (1)
- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION - Pursuant to Government Code Section 54956.9(d)(1):
San Bernardino Valley Municipal Water District, et al., v Fontana Union Water Company, et al.; Case No. CIVDS1311085

At 6:38 p.m., Legal Counsel, David J. Olivas reported the following out of Closed Session:

The District Board met in Closed Session in pursuant to Government Code Section 54956.9(d)(2) - ANTICIPATED LITIGATION: No action was taken on that matter.

Mr. Olivas reported the Board also met to discuss Existing Litigation - San Bernardino Valley Municipal Water District, et al., v Fontana Union Water Company, et al.; Case No. CIVDS1311085.

The District Board was updated by Special Counsel Paul Rigali.

CONSENT CALENDAR

A motion was made by Director Young to Approve the Consent Calendar with corrections to the Master Calendar of Events to indicate approval of his attendance at the March 7, 2017 Bloomington Municipal Advisory Council (MAC) meeting, seconded by Director Olinger. Vice President Gonzalez amended the motion to pull items No. 1 and 2, Minutes of the February 2, 2017 and Minutes of the February 3, 2017 meeting. The maker of the motion approved the amendment. The motion carried by the following unanimous vote:

Ayes:	Directors: Gonzalez, Olinger, Young, Young, Sr.
Noes:	Directors: None
Absent:	Directors: None
Abstain:	Directors: None

CONSENT CALENDAR cont.

A motion was made by Director Young to approve the Minutes of February 2, 2017 regular Board meeting and Minutes of the February 3, 2017 special Board meeting, seconded by Director Olinger. The motion carried by the following vote:

Ayes: Directors: **Olinger, Young, Young, Sr.**
Noes: Directors: **None**
Absent: Directors: **None**
Abstain: Directors: **Gonzalez**

PUBLIC HEARING

None

BUSINESS MATTERS

- 1. Adopt Resolution No. 2017-2 and Resolution No. 2017-3, Authorizing Support of Two (2) State Water Resources Control Board Drinking State Revolving Fund (SRF) Financial Security Packages – Well No. 36 and Well No. 39** – Following discussion, a motion was made by Director Young to Adopt Resolution No. 2017-2 and Resolution No. 2017-3, Authorizing Support of Two (2) State Water Resources Control Board Drinking State Revolving Fund (SRF) Financial Security Packages – Well No. 36 and Well No. 39, seconded by Director Olinger. The motion carried by the following unanimous vote:

Ayes: Directors: **Gonzalez, Olinger, Young, Young, Sr.**
Noes: Directors: **None**
Absent: Directors: **None**
Abstain: Directors: **None**

- 2. Adopt Resolution No. 2017-4, Concurring in Nomination Ms. Melody McDonald to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (“ACWA/JPIA”) Joint Powers** – Following discussion, a motion was made by Vice President Gonzalez to Adopt Resolution No. 2017-4, Concurring in Nomination Ms. Melody McDonald to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (“ACWA/JPIA”), seconded by Director Young. The motion carried by the following unanimous vote:

Ayes: Directors: **Gonzalez, Olinger, Young, Young, Sr.**
Noes: Directors: **None**
Absent: Directors: **None**
Abstain: Directors: **None**

3. **Adopt Resolution No. 2017-5, Concurring in Nomination Ms. Kathleen J. Tiegs to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (“ACWA/JPIA”)** – Following discussion, a motion was made by Vice President Gonzalez to Adopt Resolution No. 2017-5, Concurring in Nomination Ms. Kathleen J. Tiegs to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (“ACWA/JPIA”), seconded by Director Young. The motion carried by the following unanimous vote:

Ayes: Directors: **Gonzalez, Olinger, Young, Young, Sr.**
Noes: Directors: **None**
Absent: Directors: **None**
Abstain: Directors: **None**

4. **Approval of J.P. Morgan Chase for General Banking Services** – Director Young made a motion to Approve J.P. Morgan Chase for General Banking Services, seconded by Director Olinger. President Young took questions and comments from members of the Board. President Young announced the local representative, Yolanda Anya, a Government Relationship Manager for Chase. Ms. Anya stated she would be the local contact for any District needs and explained the process of changing banking services. Ms. Anya took questions from the Board. Following discussion, the motion carried by the following unanimous vote:

Ayes: Directors: **Gonzalez, Olinger, Young, Young, Sr.**
Noes: Directors: **None**
Absent: Directors: **None**
Abstain: Directors: **None**

5. **Approval of the Mid-Year Capital Improvement Budget Adjustments** - Following discussion, a motion was made by Director Young to Approve the Mid-Year Capital Improvement Budget Adjustments, seconded by Director Olinger. The motion carried by the following unanimous vote:

Ayes: Directors: **Gonzalez, Olinger, Young, Young, Sr.**
Noes: Directors: **None**
Absent: Directors: **None**
Abstain: Directors: **None**

6. **Approval of Purchase of Two (2) 2017 Chevrolet Silverado Trucks** – Following discussion, a motion was made by Vice President Gonzalez to Approve the Purchase of Two (2) 2017 Chevrolet Silverado Trucks, seconded by Director Young. The motion carried by the following unanimous vote:

Ayes: Directors: **Gonzalez, Olinger, Young, Young, Sr.**
Noes: Directors: **None**
Absent: Directors: **None**
Abstain: Directors: **None**

7. **Approval of the Enterprise Fleet Management Lease Program Pay Down** – Following discussion, a motion was made by Vice President Gonzalez to Approve the Enterprise Fleet Management Lease Program Pay Down, seconded by Director Olinger. The motion carried by the following unanimous vote:

Ayes: Directors: **Gonzalez, Olinger, Young, Young, Sr.**
Noes: Directors: **None**
Absent: Directors: **None**
Abstain: Directors: **None**

8. **Approval of First Amendment to the Memorandum of Understanding with the Santa Ana Watershed Project Authority Regarding Administration of the WaterSmart Grant Awarded to the West Valley Water District** – Following discussion, a motion was made by Vice President Gonzalez to Approve the First Amendment to the Memorandum of Understanding with the Santa Ana Watershed Project Authority (SAWPA) Regarding Administration of the WaterSmart Grant Awarded to the West Valley Water District, seconded by Director Young. The motion carried by the following unanimous vote:

Ayes: Directors: **Gonzalez, Olinger, Young, Young, Sr.**
Noes: Directors: **None**
Absent: Directors: **None**
Abstain: Directors: **None**

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

1. Board Reports

Vice President Gonzalez reported on the following:

- a. Thanked everyone for attending the meeting. Vice President Gonzalez stated she see more of the West Valley Water District family out there and thanked the ladies for coming and everyone there, including Operations Manager, Joanne Chan.
- b. Feb. 14th – Attended the County Board of Supervisors meeting.
- c. Wished everyone a Happy Belated Valentine’s Day.

Director Olinger reported on the following:

- a. Commented on the External Affairs Committee report and thanked External Affairs Manager, Ms. Wendy Strack for her efforts.

Director Young reported on the following:

- a. Thanked everyone for attending the meeting with the storm coming up. Thanked Interim Chief Financial Officer (CFO), Mr. Bob Christman for all of his hard work. Director commented that when he was going through the agenda and seeing some of these items being discussed at the Finance Committee level, he still remember when Mr. Christman was brought in as a consultant to assist with the bond refinance and he stepped up and helped us out further by becoming Interim Chief Financial Officer (CFO). Mr. Christman saved millions of dollars on the bond refinance, then helped us close out some Mello-Roos districts, now we are saving money on our lease program and we are saving money on switching banking. Director Young concluded by commenting that Mr. Christman continues to find ways to save the District ratepayers money and he wanted to congratulate and thank him for that.

President Young had no report.

2. Legal Counsel/Consultants

In response to the letter sent to the County Board of Supervisors regarding the District’s Board vacancy, deadlock appointment vacancy at this District Board level, the County Board of Supervisors issued a Notice of Vacancy for the Board of Directors with the West Valley Water District. There is an application process, with a deadline of February 24, 2017, at 5:00 p.m. An appointment will be made on March 7, 2017. A discussion ensued regarding the ad-hoc committee process related to the candidates.

3. General Manager

Mr. Litchfield reported on the following:

- a. Introduced two (2) newest members to the District, 1) Ms. Rosa Gutierrez, Associate Engineer; and 2) Ms. Michelle Adams, Public Affairs Analyst. The Board welcomed and thanked members of the Engineering and External Affairs Department teams.

4. Interim Chief Financial Officer

Mr. Christman reported on the following:

- a. Members of the Board were asked to stay behind and sign important documents.

5. Operations Manager

Ms. Joanne Chan reported on the following:

- a. The Oliver P. Roemer Water Treatment Plant (OPRWTP) is producing 3.2 mgd.
- b. Lytle Creek flow is at 3.2 mgd.
- c. Due to low water demand, the District is not currently taking any State Water Project (SWP) water.
- d. The FBR Treatment Plant is treating 2.9 mgd.

6. Treasurer

No report.

7. Engineering Services Manager

Ms. Linda Jadeski reported on the following:

- a. Kick-off meeting held this week for the Inland Valley Development Agency (“IVDA”) Well Investigation Project, which will commence in the next couple of weeks.

8. External Affairs

Ms. Strack reported on the following:

- a. Education Programs Update – Currently evaluating the adult programs that were under contract with the Inland Empire Utilities Resource Conservation District (“IERCD”) conservation related community groups such as, Rotary and Kiwanis. Ms. Strack encouraged Board members to advise of any chamber groups desired to reach out to.

- b. Website Re-Design Timeline Update – The Request for Proposal (RFP) is currently on Planet Bids and proposals are due on March 2nd. Anticipate bringing something to the Board for action in April 2017 and kicking-off the redesign in May 2017.

9. Human Resources/Risk Manager

Ms. Karen Logue reported on the following:

- a. Human Resources (HR) Department Audit Update – One hundred forty six recommendations were made. Of those One hundred forty six recommendations, approximately fifty-three were high priority items. A voluntarily questionnaire will accompany payroll checks, two (2) weeks from today, with the request for each employee to voluntarily self-identify their race. This is a very confidential process.

10. Business Systems Manager

No report.

11. Board Secretary

No report.

FUTURE AGENDA ITEMS

President Young led a discussion with the Board regarding conflicts in schedules and the need to reschedule the first regular Board meeting in March. After discussion, the Board agreed to reschedule the meeting for Friday, March 10, 2017 at 6:00 p.m. at District Headquarters.

INFORMATION

None.

THERE BEING NO FURTHER BUSINESS, PRESIDENT YOUNG MOVED TO ADJOURN THE MEETING AT 7:21 P.M.

Dr. Clifford Young, Sr.
President of the Board of Directors
of West Valley Water District

ATTEST:

Shanae Smith, Board Secretary