

**MINUTES**  
**REGULAR BOARD MEETING**  
of the  
**WEST VALLEY WATER DISTRICT**  
**October 1, 2020**

<b>Attendee Name</b>	<b>Present</b>	<b>Excused</b>	<b>Absent</b>
Board of Directors			
Channing Hawkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael Taylor	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>
Kyle Crowther	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>
Clifford Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gregory Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Clarence Mansell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shamindra Manbahal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Naseem Farooqi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Peggy Asche	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Martin Pinon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maisha Mesa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jon Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joanne Chan	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rosa Gutierrez	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>
Albert Clinger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jose Velasquez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal Counsel			
Robert Tafoya	<input checked="" type="checkbox"/> remote	<input type="checkbox"/>	<input type="checkbox"/>

**OPENING CEREMONIES**

Call to Order  
Pledge of Allegiance - Led by Director Dr. Clifford Young  
Opening Prayer - Led by Pastor Bratton, Greater Faith Grace Bible Church  
Roll Call of Board Members

**ADOPT AGENDA**

Director Greg Young motioned to adopt the agenda and Director Dr. Clifford Young second the motion. Hearing no further discussion, the following vote was taken:

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

## **PUBLIC PARTICIPATION**

Mr. Naseem Farooqi, Public Affairs Manager, stated that three letters were received and read to the Board of Directors. The letters were from Dr. Jean Peacock, Mr. Hardy Brown, and Maricela Ferguson. There were no other letters/email comments or zoom requests to speak.

President Hawkins reported that he would like to make a brief statement stating that tonight's Board of Directors meeting is another significant step towards the District moving forward. There is an opportunity to strengthen and support the workforce at the District. There are a number of considerations tonight to approve, which are agreements, including appointing a new Assistant General Manager, Board Secretary, and elevating the Chief Financial Officer. Also, a Memorandum of Understanding with the International Union of Operating Engineers, Local 12 was ratified, which will represent our non-management employees including our Water Treatment Operators, Accountants, Customer Service Representatives, and many others totaling over 70% of our workforce. Now is the time to ensure our employees the stability for years to come. The Board has collaborated and worked through the differences to provide an agreement that allows the focus on meeting the needs of our ratepayers and communities. To all employees, President Hawkins expressed his appreciation stating that he had the opportunity recently to work with some field employees to get merely a glimpse into their professionalism, skills, dedication and tiring day that is provided to our ratepayers to ensure the safety and quality of their water.

## **PRESENTATION**

None.

## **CONSENT CALENDAR**

Director Greg Young motioned to adopt the Consent Calendar with the exception of moving Items No. 3 and 4 for separate consideration. Director Dr. Clifford Young second the motion and the following vote was taken:

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

- 1. PROFESSIONAL SERVICES AGREEMENT AND TASK ORDER NO. 1 WITH ROBERT D. NIEHAUS, INC. FOR THE PREPARATION OF A DEVELOPMENT IMPACT FEE STUDY.**

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**2. DISPOSE OF OLD SURPLUS FURNITURE AND EQUIPMENT.**

**3. LEAL-TREJO INVOICE NO. 18086, \$10,612.50.**

The Board voted unanimously to move Items No. 3 and 4 for separate consideration to Business Matters during the adoption of the Consent Calendar.

**4. SMITH LAW OFFICES, LLP-INVOICE NO. 2948, \$11,411.25.**

The Board voted unanimously to move Items No. 3 and 4 for separate consideration to Business Matters during the adoption of the Consent Calendar.

**5. WVWD FACILITIES NAMING POLICY.**

**6. BOARD OF DIRECTORS REGULAR MEETING MINUTES FOR SEPTEMBER 3, 2020.**

**7. APPROVAL OF USEPA LETTER OF INTEREST FUNDING REQUEST AMOUNT.**

**BUSINESS MATTERS**

**3. LEAL-TREJO INVOICE NO. 18086, \$10,612.50.**

Director Dr. Michael Taylor motioned to approve Items No. 3 and 4 in one vote. Vice President Kyle Crowther second the motion. Hearing no discussion, the following vote was taken:

<b>RESULT:</b>	<b>APPROVED [3 to 2]</b>
<b>MOVER:</b>	Michael Taylor, Director
<b>SECONDER:</b>	Kyle Crowther Vice President
<b>AYES:</b>	Channing Hawkins, Michael Taylor, Kyle Crowther
<b>ABSTAIN:</b>	Greg Young, Clifford Young

**4. SMITH LAW OFFICES, LLP-INVOICE NO. 2948, \$11,411.25.**

Director Dr. Michael Taylor motioned to approve Items No. 3 and 4 in one vote. Vice President Kyle Crowther second the motion. Hearing no discussion, the following vote was taken:

<b>RESULT:</b>	<b>APPROVED [3 to 2]</b>
<b>MOVER:</b>	Michael Taylor, Director
<b>SECONDER:</b>	Kyle Crowther Vice President
<b>AYES:</b>	Channing Hawkins, Michael Taylor, Kyle Crowther
<b>ABSTAIN:</b>	Greg Young, Clifford Young

**7. MEMORANDUM OF UNDERSTANDING WITH INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 12.**

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Director Dr. Clifford Young motioned to approve Business Items No. 7, 8, 9 and 10 in one vote. Vice President Kyle Crowther second the motion. Director Greg Young inquired if Item No. 10 was going to be discussed and President Hawkins stated yes. The motion was approved by the following vote:

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

**8. EMPLOYMENT CONTRACT – CHIEF FINANCIAL & ADMINISTRATIVE OFFICER**

Director Dr. Michael Taylor motioned to approve Business Items No. 7, 8, 9 and 10 in one vote. Vice President Kyle Crowther second the motion. Director Greg Young inquired if Item No. 10 was going to be discussed and President Hawkins stated yes. The motion was approved by the following vote:

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

**9. EMPLOYMENT AGREEMENT- ASSISTANT GENERAL MANAGER**

Director Dr. Michael Taylor motioned to approve Business Items No. 7, 8, 9 and 10 in one vote. Vice President Kyle Crowther second the motion. Director Greg Young inquired if Item No. 10 was going to be discussed and President Hawkins stated yes. The motion was approved by the following vote:

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

**10. PROCLAMATION FOR MR. DONALD GRIGGS**

Director Dr. Michael Taylor motioned to approve Business Items No. 7, 8, 9 and 10 in one vote. Vice President Kyle Crowther second the motion. Director Greg Young inquired if Item No. 10 was going to be discussed and President Hawkins stated yes.

At this time, President Hawkins thanked Director Greg Young, Secretary Asche as they largely led and drafted the proclamation. Therefore, he asked that Director Greg Young present the Proclamation on behalf of the Board of Directors. Director Greg Young thanked Secretary

Asche and Naseem Farooqi, Public Affairs Manager for their help putting the Proclamation together. Director Greg Young then read the following:

**HONORING DONALD GRIGGS**

**WHEREAS**, Donald Griggs has honorably served the community of Rialto as a champion for diversity and minority representation through his distinguished leadership of numerous organizations including but not limited to the Rialto Black History Committee and the Westside Action Group.

**WHEREAS**, in addition to his community organization work, he was an avowed advocate for minority participation in the Boy Scouts of America.

**WHEREAS**, he spent 40 years of his life fighting every day to improve the political and economic condition of Black Americans across the county.

**WHEREAS**, his leadership and unyielding tenacity for advancing civil rights and equity led to improvements and victories for every Rialto resident.

**WHEREAS**, he honorably served his country as a member of the United States Armed Forces.

**WHEREAS**, he dedicated his final years to improving and engaging in policy discussions to protect, preserve, and heal the West Valley Water District.

**WHEREAS**, we hope to mark the sad occasion of his passing by honoring his life and legacy of leadership and service to the community he loved.

**NOW, THEREFORE, BE IT RESOLVED**, by the West Valley Water District Board of Directors that we hereby honor Donald Griggs on this 1<sup>st</sup> day of October, 2020 for all his years of service to the City of Rialto and the larger community.

Director Greg Young said that unfortunately Mrs. Griggs was not able to attend the meeting tonight, but the Proclamation will be delivered to her home. President Hawkins reported that after the Special Board Meeting on September 22, 2020, there was a consensus to place the Facilities Naming Policy on the agenda tonight and it was approved. The District will follow-up and invite all members of the District to contact their Board member who is in their division if interested in participating.

Hearing no further discussion, the motion was approved by the following vote:

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

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

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**1. Board Members**

- Director Greg Young asked, if possible, that the General Manager prepare a list of facilities that would be appropriate for the Naming Policy by the next Board meeting.

No reports.

**2. Legal Counsel**

See below

**3. General Manager**

No report.

**CLOSED SESSION**

Mr. Robert Tafoya reported out of Closed Session stating that several items were considered, but only one final action was taken and that was to appoint Peggy Asche as Board Secretary.

- CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54954 9: Number of Cases: Three (3)
- CONFERENCE WITH LABOR NEGOTIATOR (54957.6) District Negotiators; Martin Pinon, Robert Tafoya, Union Negotiators; Re: International Union of Operating Engineers, Local 12
- CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957, Title(s): Assistant General Manager & Chief Financial & Administrative Officer

**ADJOURN**

There being no further business, the meeting adjourned at 7:46 p.m.



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

**ATTEST:**



**Peggy Asche, Board Secretary**

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