

**MINUTES**  
**SPECIAL BOARD MEETING**  
of the  
**WEST VALLEY WATER DISTRICT**  
**June 29, 2022**

Board of Directors	Present	Excused	Absent
Channing Hawkins	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gregory Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Angela Garcia	<input checked="" type="checkbox"/> remote	<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"/>
Peggy Asche	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jon Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joanne Chan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Albert Clinger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jose Velasquez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal Counsel			
Robert Tafoya	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Director Greg Young announced that due to the absence of President Channing Hawkins, he will be conducting the Special Board meeting.

**OPENING CEREMONIES**

- Pledge of Allegiance – Director Kelvin Moore
- Opening Prayer – Pastor Elder Vernal Townsend, Sunrise Church
- Call to Order
- Roll Call of Board Members

**ADOPT AGENDA**

Director Kelvin Moore motioned to adopt the agenda and Director Angela Garcia second the motion. The following vote was taken:

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kelvin Moore, Director
<b>SECONDER:</b>	Angela Garcia, Director
<b>AYES:</b>	Gregory Young, Angela Garcia, Kelvin Moore
<b>NOES:</b>	None
<b>EXCUSED:</b>	Channing Hawkins

**PUBLIC PARTICIPATION**

There were no comments.

**CONSENT CALENDAR**

At this time, Acting General Manager, Van Jew, announced that there was an error on the agenda and requested the two Consent Calendar items be moved to Business Matters for discussion. Director Kelvin Moore motioned to adopt the Consent Calendar as amended moving two items to Business Matters for discussion. Director Greg Young second the motion and the following vote was taken:

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kelvin Moore, Director
<b>SECONDER:</b>	Greg Young, Director
<b>AYES:</b>	Angela Garcia, Kelvin Moore, Gregory Young
<b>NOES:</b>	None
<b>EXCUSED:</b>	Channing Hawkins

**BUSINESS MATTERS**

- 1. ADOPTING RESOLUTION NO. 2022-17, ADOPTING THE ANNUAL OPERATING AND CAPITAL IMPROVEMENT, STAFFING PLAN AND SALARY SCHEDULE BUDGET FOR 2022-23.**

Mr. Jose Velasquez presented a PowerPoint presentation for the proposed Budget for Fiscal Year 2022-23. Mr. Van Jew reported that at the time of the posting of the agenda package, the Staffing Plan, Organizational Chart, and Salary Schedule was not available to be included; however, at tonight’s meeting attached as Exhibit B and C is a Staffing Plan, Organizational Chart, and Salary Schedule. It has been posted on the District’s website, and the Board members have received a copy. The Staffing Plan is consistent with the previous representations. Director Greg Young thanked Mr. Van Jew and Jose Velasquez and the team for the hard work that was put into the Budget. Director Angela Garcia inquired about the Organizational Chart asking what positions were changed. Mr. Van Jew stated that two Director positions are being eliminated and two new Manager positions are being created. The two that are being eliminated are the Director of Human Resources & Risk Management and the other title is the Director of Government & Legislative Affairs. The

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new positions and titles recommended are Human Resources & Risk Manager and Government and Legislative Affairs Manager. The Operation Manager position is also being eliminated, which is currently vacant. Two new positions are being created which are Water System Operator I and Facilities Maintenance Technician. The other recommended change is moving the Meter Department from under the Director of General Services to under the Director of Operations.

Director Angela Garcia recommended and made a motion to have all Director positions go back to Manager positions and allow the new General Manager to make recommendations. Motion died for lack of a second vote.

<b>RESULT:</b>	<b>DEFEATED</b>
<b>MOVER:</b>	Angela Garcia, Director
<b>SECONDER:</b>	None
<b>AYES:</b>	None
<b>EXCUSED:</b>	Channing Hawkins

At this time, Director Angela Garcia asked the Acting General Manager why those two positions were eliminated. Mr. Van Jew stated that currently there are six Director positions, and his direction was to reevaluate the Organizational Chart and felt that it was too top heavy.

Director Kelvin Moore motioned to approve the Annual Operating Capital and Improvement Budget effective July 1, 2022, and the Staffing Plan effective July 15, 2022. Director Angela Garcia second the motion and the following vote was taken:

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kelvin Moore, Director
<b>SECONDER:</b>	Angela Garcia, Director
<b>AYES:</b>	Angela Garcia, Kelvin Moore, Gregory Young
<b>NOES:</b>	None
<b>EXCUSED:</b>	Channing Hawkins


## **2. APPROVAL OF FISCAL YEAR 2022-23 BLANKET PURCHASE ORDERS.**

Director Kelvin Moore motioned to approve the Fiscal Year 2022-23 Blanket Purchase Orders and Director Angela Garcia second the motion. The following vote was taken:

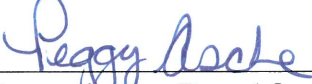
<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Kelvin Moore, Director
<b>SECONDER:</b>	Angela Garcia, Director
<b>AYES:</b>	Angela Garcia, Kelvin Moore, Gregory Young
<b>NOES:</b>	None
<b>EXCUSED:</b>	Channing Hawkins

**ADJOURN**

There being no further business, the meeting adjourned at 6:32 p.m.

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

**ATTEST:**

  
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**Peggy Asche, Board Secretary**