



WEST VALLEY WATER DISTRICT
855 W. BASE LINE ROAD, RIALTO, CA 92376
PH: (909) 875-1804 FAX: (909) 875-1849

***AMENDED - REGULAR BOARD MEETING
AGENDA**

**THURSDAY, JULY 7, 2022
CLOSED SESSION - 6:00 PM • OPEN SESSION – 6:45 PM**

BOARD OF DIRECTORS

Channing Hawkins, President
Vacant, Vice President
Greg Young, Director
Angela Garcia, 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, a meeting in person would present imminent risks to the health or safety of attendees. 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. There will be no public access to the meeting venue. 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 the Board Secretary, Peggy Asche at 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

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 District Clerk. 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.

PRESENTATION

- Honoring Peggy Asche on Her Retirement.
- Rialto High School Inland Solar Challenge

PUBLIC HEARING

Now is the time and place as specified in the Notice dated June 16, 2022, and June 23, 2022, in the West Side Story Newspaper and the San Bernardino Sun, to hold the Public meeting concerning the 2022 Public Health Goal Report.

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. May 19, 2022 – Regular Board Meeting Minutes. **(Page No. 7)**
2. May 19, 2022 – Special Board Meeting Minutes. **(Page No 11)**
3. June 2, 2022 – Regular Board Meeting Minutes. **(Page No. 14)**
4. June 16, 2022 – Regular Board Meeting Minutes. **(Page No. 19)**
5. June 18, 2022 – Special Board Meeting/Workshop Minutes. **(Page No. 24)**
6. June 28, 2022 – Special Board Meeting Minutes. **(Page No. 26)**

7. June 29, 2022 – Special Board Meeting Minutes. **(Page No. 28)**
8. Adopt Resolution No. 2022-14, Amending Schedule of Charges for the Hourly Labor and Vehicle/Equipment Hourly Rates for Water Service Regulations. **(Page No. 32)**
9. Adopt Resolution No. 2022-15, A Resolution of the Board of Director of the West Valley Water District Honoring Peggy Asche on Her Retirement. **(Page No. 37)**
10. Adopt Resolution No. 2022-16, 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 July 14, 2022, through August 14, 2022, Pursuant to Brown Act Provisions. **(Page No. 40)**
11. 2022 Public Health Goal Report – Receive and File. **(Page No. 42)**
12. Upgrade of the Electrical Panel in the District Server Room. **(Page No. 63)**
13. Approval of Payment to Hunt Ortmann Palffy Nieves, for Professional Services rendered in May 2022, Invoice No. 93587; \$19,856.00. **(Page No. 71)**
14. Approval of Payment to Liebert Cassidy Whitmore, for Professional Services rendered in April 2022, Invoice No. 218491; \$315.50. **(Page No. 72)**
15. Approval of Payment to Liebert Cassidy Whitmore, for Professional Services rendered in March 2022, Invoice No. 216698; \$2,732.00. **(Page No. 73)**
16. Approval of Payment to Liebert Cassidy Whitmore, for Professional Services rendered in March 2022, Invoice No. 216699; \$1,481.50. **(Page No. 74)**
17. Approval of Payment to Liebert Cassidy Whitmore, for Professional Services rendered in March 2022, Invoice No. 216700; \$429.00. **(Page No. 75)**
18. Approval of Payment to Liebert Cassidy Whitmore, for Professional Services rendered in August 2021, Invoice No. 203574; \$858.00. **(Page No. 76)**
19. Approval of Payment to Tafoya Law Group, APC, for Professional Services rendered in May 2022, Invoice No. 22-1005; \$20,976.00. **(Page No. 77)**
20. **Ratification and Amendment of Agreement to Perform the Classification and Compensation Study. (Page No. 78)**

BUSINESS MATTERS

Consideration of:

21. Discussion Regarding \$11 Million Transfer to LAIF. **(Page No. 103)**
22. Plan of Action to Reopen the District. **(Page No. 105)**
23. Filling Board of Director Vacancy Seat for Division 2. **(Page No. 114)**

24. West Valley Water District Board of Directors - Selection of Vice President.

25. * Reconsideration of Adopting Resolution No. 2022-17, Adopting the Annual Operating and Capital Improvement, Staffing Plan and Salary Schedule Budget for 2022-23.

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

1. July 11, 2022 – West Valley Water District Human Resources Committee Meeting at 6:00 p.m., at District Headquarters.
2. July 12-14, 2022 – ACWA Washington D.C. Water Conference.
3. July 13, 2022 - West Valley Water District Engineering, Operations & Planning Committee at 6:00 p.m., at District Headquarters.
4. July 14, 2022 – West Valley Water District External Affairs Committee Meeting at 6:00 p.m., at District Headquarters.
5. July 19, 2022 - West Valley Water District Special Safety & Technology Committee Meeting at 6:00 p.m., at District Headquarters.
6. July 19, 2022- San Bernardino Valley Municipal Water District Regular Board Meeting at 2:00 p.m., 380 E. Vanderbilt Way, San Bernardino, CA 92408.
7. July 21, 2022 – West Valley Water District Regular Board of Directors Meeting at 6:00 p.m. at District Headquarters.
8. July 26, 2022 - West Valley Water District Policy Review & Oversight Committee Meeting at 6:00 p.m., at District Headquarters.
9. July 27, 2022 - West Valley Water District Finance Committee Meeting at 1:00 p.m., at District Headquarters.
10. August 4, 2022 - West Valley Water District Regular Board of Directors Meeting at 6:00 p.m. at District Headquarters.

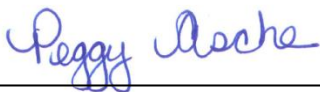
CLOSED SESSION

- 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: Three (3).
- CONFERENCE WITH LABOR NEGOTIATOR (54957.6) DISTRICT NEGOTIATORS; Van Jew, Haydee Sainz, Robert Tafoya, Union Negotiators; re: International Union of Operating Engineers, Local 12.
- 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 v. 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: 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 v. West Valley Water District et al. Case No. 20STCV0323.

ADJOURN

DECLARATION OF POSTING:

I declare under penalty of penalty that I am employed by the West Valley Water District and posted the foregoing Agenda at the District Offices on July 5, 2022.



Peggy Asche, 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 Peggy Asche, at least 72 hours in advance of the meeting to ensure availability of the requested service or accommodation. Ms. Asche may be contacted by telephone at (909) 875-1804 ext. 703, or in writing at the West Valley Water District, P.O. Box 920, Rialto, CA 92377-0920.

MINUTES
REGULAR BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
May 19th, 2022

Attendee Name	Present	Excused	Absent
Board of Directors			
Channing Hawkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael Taylor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gregory Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Angela Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Van Jew	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Naseem Farooqi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maisha Mesa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joanne Chan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Albert Clinger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Jon Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Haydee Sainz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal Counsel			
Robert Tafoya	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OPENING CEREMONIES

Pledge of Allegiance led by Vice President Michael Taylor
Opening Prayer led by Pastor Vernall Townsend
Call to Order
Roll Call of Board Members

WVWD

Minutes: 5/19/22

ADOPT AGENDA

A motion to adopt the agenda was made by Director Greg Young and second by Director Angela Garcia. The motion passed by the following vote:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg Young, Director
SECONDER:	Michael Taylor, Director
AYES:	Channing Hawkins, Angela Garcia, Michael Taylor, Gregory Young, Kelvin Moore

PUBLIC PARTICIPATION

Director June Hayes from San Bernardino Valley Municipal Water District presented a PowerPoint on Revenue Sources.

CONSENT CALENDAR

A motion to approve the consent calendar was made by Vice President Michael Taylor and second by Director Greg Young. The motion passed by the following vote:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Taylor, Director
SECONDER:	Greg Young, Director
AYES:	Channing Hawkins, Angela Garcia, Michael Taylor, Gregory Young, Kelvin Moore

1. MARCH 17, 2022- REGULAR BOARD MEETING MINUTES.
2. CONSIDER AMENDMENT NO.1 WITH TOM DODSON AND ASSOCIATES FOR THE 24-INCH TRANSMISSION MAIN PEPPER AVENUE AND I-10 RAILWAY.
3. CONSIDER AWARD OF CONTRACT TO MIKE ROQUET CONSTRUCTION, INC. FOR ALDER AVENUE PAVING.
4. CONSIDER AMENDMENT 2 TO TASK ORDER 1 WITH HUNT ORTMANN PALFFY NIEVES DARLING & MAH, INC. FOR PROFESSIONAL LEGAL SERVICES FOR THE OLIVER P. ROEMER WATER FILTRATION FACILITY EXPANSION PROJECT.
5. CONSIDER A JOINT COMMUNITY FACILITIES AGREEMENT AND ACQUISITION AND FUNDING AGREEMENT FOR THE NARRA HILLS DEVELOPMENT.

WVWD

Minutes: 5/19/22

6. APPROVAL OF PAYMENT TO LIEBERT CASSIDY WHITMORE, FOR PROFESSIONAL SERVICES RENDERED IN SEPTEMBER 2021, INVOICE NO. 206655; \$1,483.00.
7. APPROVAL OF PAYMENT TO LIEBERT CASSIDY WHITMORE, FOR PROFESSIONAL SERVICES RENDERED IN SEPTEMBER 2021, INVOICE NO. 206656; \$39.00.
8. APPROVAL OF PAYMENT TO LIEBERT CASSIDY WHITMORE, FOR PROFESSIONAL SERVICES RENDERED IN DECEMBER 2021, INVOICE NO. 211605; \$1,702.50.

BUSINESS MATTERS

NONE.

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

1. Board Members

- President Channing Hawkins announced that Assistant General Manager, Van Jew, will be acting General Manager effective immediately.

2. Legal Counsel

- Legal counsel reported out of closed session that the board accepted a settlement of \$13M by a vote 5-0 from the Dow Chemical Company and that approximately \$10M would be coming to the District.

3. General Manager

- Van Jew reported that Raytheon/UTC sent a letter proposing a new technology. Will be meeting with them soon. Also reported on the 5-Party Agreement. Explained that only a 1 year term was approved at this time.

CLOSED SESSION

- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION- West Valley Water District v. The Dow Chemical Company, et al., San Bernardino Superior Court, Judicial Council Coordination Proceeding No. 4435, Case No. CGC-21-590529.

WVWD

Minutes: 5/19/22

- CONFERENCE WITH LEGAL COUNSEL – PUBLIC EMPLOYEE APPOINTMENT – Pursuant to Government Code Section 54957: Title(s) Chief Financial Officer.
- 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: Five (5).
- 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 v. West Valley Water District et al. Case No. 20STCV0323.

ADJOURN

Hearing no further business, meeting adjourned at 7:51 p.m.

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

ATTEST:

Maisha Mesa, Executive Assistant

WVWD

Minutes: 5/19/22

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

Attendee Name	Present	Excused	Absent
Board of Directors			
Channing Hawkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael Taylor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gregory Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Angela Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelvin Moore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Van Jew	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Naseem Farooqi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maisha Mesa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joanne Chan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Albert Clinger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Jon Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Haydee Sainz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal Counsel			
Robert Tafoya	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OPENING CEREMONIES

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

WVWD

Minutes: 5/19/22

ADOPT AGENDA

A motion to adopt the agenda was made by Vice President Dr. Michael Taylor and second by Director Greg Young. The motion passed by the following vote:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dr. Michael Taylor, Director
SECONDER:	Greg Young, Director
AYES:	Channing Hawkins, Angela Garcia, Michael Taylor, Gregory Young, Kelvin Moore

PUBLIC PARTICIPATION

N/A

CONSENT CALENDAR

N/A

BUSINESS MATTERS

N/A

CLOSED SESSION

- **PUBLIC EMPLOYEE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 54957 (GENERAL MANAGER)**
- **DISMISSAL, DISCIPLINE, RELEASE PURSUANT TO GOVERNMENT CODE SECTION 54957**

Legal Counsel reported out of closed session:

In closed session, Vice President Dr. Michael Taylor motioned to accept a severance package for General Manager, Shamindra Manbahal. Second by Director Greg Young. Package includes vacation & administrative leave. The board voted unanimously.

ADJOURN

There being no further business, the meeting adjourned at 6:24 p.m.

WVWD

Minutes: 5/19/22

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

ATTEST:

Maisha Mesa, Executive Assistant

WVWD

Minutes: 5/19/22

MINUTES
REGULAR BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
June 2, 2022

Attendee Name	Present	Excused	Absent
Board of Directors			
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"/>
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"/>
Naseem Farooqi	<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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Legal Counsel			
Robert Tafoya	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OPENING CEREMONIES

- Pledge of Allegiance - Led by Director Young
- Opening Prayer - Led by Pastor Elder Townsend, Sunrise Church
- Call to Order
- Roll Call of Board Members

ADOPT AGENDA

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

WVWD

Minutes: 6/2/22

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

PUBLIC PARTICIPATION

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

PRESENTATION

- **Oliver P. Roemer Water Filtration Facility Expansion Update.**

Linda Jadeski, Director of Engineering, provided a brief update on the Oliver P. Roemer Water Filtration Facility Expansion project stating that the RFP’s have just been issued. There were over 300 questions and 6 addendums based on those questions to the 3 Design Build Teams. The deadline to submit proposals is June 3, 2022. This concluded Ms. Jadeski’s presentation.

CONSENT CALENDAR

Director Greg Young motioned to adopt the Consent Calendar as presented and Director Kelvin Moore second the motion. Hearing no discussion, the following vote was taken:

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

1. **APRIL 7, 2022 - REGULAR BOARD MEETING MINUTES.**
2. **APRIL 21, 2022 - REGULAR BOARD MEETING MINUTES.**
3. **ADOPT RESOLUTION NO. 2022-13, 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 JUNE 14, 2022, THROUGH JULY 14, 2022, PURSUANT TO BROWN ACT PROVISIONS.**

WVWD

Minutes: 6/2/22

- 4. **APPROVAL OF PAYMENT TO HUNT ORTMANN PALFFY NIEVES, FOR PROFESSIONAL SERVICES RENDERED IN APRIL 2022, INVOICE NO. 93055; \$11,534.00.**

BUSINESS MATTERS

- 5. **CLASSIFICATION & COMPENSATION STUDY UPDATE.**

Haydee Sainz, Director of Human Resources and Risk Management, reported that currently CPS is awaiting direction on the efforts they provided the District. The Classification study has been implemented and it is approximately a month away from being completed. The next phase will be the compensation study which will take approximately six months to complete. Once finalized, the bargaining group for the employees will be presented to the Board of Directors as deemed appropriate. Currently waiting for direction from the Board on proceeding. President Channing Hawkins stated that the Board would like to be appropriately briefed on the study and feels that the bargaining unit of the study should be discussed in Closed Session for potential impact to labor negotiations. Legal Counsel, Mr. Robert Tafoya, agreed that at this point due to staff seeking direction and before some issues that need to be discussed before direction can be given that could impact labor negotiations. Discussion ensued regarding the classification and compensation study and after a lengthy discussion it was decided to table this item until the next regularly scheduled Board meeting. No vote was taken.

- 6. **DISCUSSION OF FILLING BOARD OF DIRECTOR VACANCY SEAT FOR DIVISION 2.**

Mr. Robert Tafoya, Legal Counsel, reported that there has been some discussion on filling the Board vacancy. In the past, the position has been filled by selection by the Board and if the Board cannot come to a majority vote, the County of San Bernardino Board of Supervisors would select a person. However, the Board members are requesting recommendations from the Election Lawyer Firm. Discussion ensued and this item was tabled. No vote was taken.

- 7. **ADOPT RESOLUTION NO. 2022-11, AMENDING SCHEDULE “B” STANDING COMMITTEES AND SCHEDULE “C” OUTSIDE MEETINGS OF ORDINANCE NO. 86, COMPENSATION AND POLICIES RELATED TO BOARD ACTIVITIES.**

The Board of Directors began discussion on amending the committee assignments due to Vice President Dr. Michael Taylor’s resignation. This amendment will be temporary until the new Board of Director for Division 2 is appointed. Listed below are the agreed committee assignments with the first name indicating the Chair of the committee:

Executive Committee

President and Vice President

Finance Committee

Greg Young, Angela Garcia

Human Resources Committee

Kelvin Moore, Channing Hawkins

Engineering, Opr. & Planning Committee

Greg Young, Angela Garcia

WVWD

Minutes: 6/2/22

Safety and Technology Committee

Greg Young, Kelvin Moore

External Affairs Committee

Angela Garcia, Channing Hawkins

Policy Review & Oversight Committee

Greg Young, Kelvin Moore

Rialto Basin Groundwater Council

Greg Young, Kelvin Moore

Bloomington MAC

Greg Young, Angela Garcia

SB Valley Municipal Water Board Mtgs.

Channing Hawkins

ACWA/JPIA

Channing Hawkins, General Manager

Director Greg Young motioned to adopt Resolution No. 2022-11 and amending Schedule “B” Standing Committees and Schedule “C” Outside Meetings with the above designated committee representatives, as discussed temporarily. Director Kelvin Moore second the motion which passed as follows:

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

RECESS INTO CLOSED SESSION

The Board entered into Closed Session at 6:29 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: Five (5).
- 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 v. West Valley Water District et al. Case No. 20STCV0323.

RECONVENE THE MEETING

The Board reconvened the meeting at 9:02 p.m.

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

WVWD

Minutes: 6/2/22

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

1. Board Members

No reports from the Board members.

2. Acting General Manager

- Van Jew stated that the Board Secretary, Peggy Asche, had an announcement.

At this time, Board Secretary, Peggy Asche, announced that after 40 ½ years working at the District, it was time to retire and thanked the Board for their support and the opportunities that she experienced while working at West Valley Water District. Her official date of retirement is July 7, 2022.

3. Legal Counsel

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

ADJOURN

There being no further business, the meeting adjourned at 9:07 p.m.

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

ATTEST:

Peggy Asche, Board Secretary

MINUTES
REGULAR BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
June 16, 2022

Attendee Name	Present	Excused	Absent
Board of Directors			
Channing Hawkins	<input checked="" type="checkbox"/> remote	<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"/>
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"/>
Naseem Farooqi	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Haydee Sainz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Peggy Asche	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda Jadeski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jon Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joanne Chan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Albert Clinger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jose Velasquez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal Counsel			
Robert Tafoya	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OPENING CEREMONIES

Pledge of Allegiance – Led by Director Greg Young
Opening Prayer - Led by Pastor Vernall Townsend, Sunrise Church
Call to Order
Roll Call of Board Members

• ADD ONE EMERGENCY ITEM TO THE AGENDA UNDER BUSINESS MATTERS AS NO. 20 AS FOLLOWS:

- **Emergency Water Treatment Chemical Supply for the FBR Treatment System.**

Director Greg Young motioned to add one emergency item to the agenda under Business Matters as No. 20 and Director Kelvin Moore second the motion. Hearing no discussion, the following vote was taken:

WVWD

Minutes: 6/16/22

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

ADOPT AGENDA

Director Greg Young motioned to adopt the agenda as amended and Director Kelvin Moore second the motion. Hearing no discussion, the following vote was taken:

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

PUBLIC PARTICIPATION

Peggy Asche, Board Secretary, reported that she received one request via email to speak to the Board. Mr. Leonard Cross, I.U.O.E. Local Union No. 12 addressed the Board asking for the status of the Classification and Compensation study. There were no other comments.

PRESENTATION

- **Oliver P. Roemer Water Filtration Facility Expansion Update.**

Linda Jadeski, Director of Engineering, provided a brief update on the Oliver P. Roemer Water Filtration Facility Expansion project stating that three proposals were received on June 3rd. The proposals include Design Build Team members experience with similar projects, Technical approach, Construction & Start-Up process, and Fixed Fee. Technical Evaluation Panel will be conducting interviews with the Design Build Teams, followed up by final Scoring. Recommendations will be brought to the Committees in August and then to the full Board of Directors for approval. This concluded Ms. Jadeski’s presentation.

CONSENT CALENDAR

Director Greg Young motioned to adopt the Consent Calendar as presented and Director Kelvin Moore second the motion. Hearing no discussion, the following vote was taken:

WVWD

Minutes: 6/16/22

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

1. **May 12, 2022 – Regular Board Meeting minutes.**
2. **Approval of Monthly Financial Reports for April 2022 (PO, Treasurer, Cash Disbursement, Revenues & Expenditures.**
3. **Exchange Agreement with AG Essential Housing CA 4, L.P. and Lennar Homes of California.**
4. **Revised Hydrant Meter Rental Form.**
5. **The First Amendment to Purchase and Sale Agreement and Joint Escrow Instructions to Zone 6 Property for Well Site.**
6. **Grant of Easement from West Valley Water District to Riverside Highland Water Company.**
7. **Award of Contract for Construction, Construction Management and Inspection Services of Santa Ana Avenue Transmission Main Project Phase II.**
8. **Water Resources Update.**
9. **2021 Water Quality Report Update.**
10. **FY 2022-2023 Monitoring Well Sampling.**
11. **Approval of Payment to Liebert Cassidy Whitmore, for Professional Services rendered in April 2022, Invoice No. 218489; \$2,106.50.**
12. **Approval of Payment to Liebert Cassidy Whitmore, for Professional Services rendered in April 2022, Invoice No. 218490; \$855.00.**
13. **Approval of Payment to Liebert Cassidy Whitmore, for Professional Services rendered in April 2022, Invoice No. 218491; \$315.50.**
14. **Approval of Payment to Carpenter, Rothans & Dumont LLP, for Professional Services rendered, Invoice No. 41104; \$974.99.**
15. **Approval of Payment to Carpenter, Rothans & Dumont LLP, for Professional Services rendered, Invoice No. 40311; \$7,460.28.**

WVWD

Minutes: 6/16/22

- 16. **Approval of Payment to Carpenter, Rothans & Dumont LLP, for Professional Services rendered, Invoice No. 40567; \$4,879.00.**
- 17. **Approval of Payment to Tafoya Law Group, APC, for Professional Services rendered in April 2022, Invoice No. 21-1004; \$17,827.50.**

BUSINESS MATTERS

18. DISCUSSION TO REOPEN THE DISTRICT.

Acting General Manager, Van Jew, reported that Staff is looking for direction to potentially reopen the District to the public. This would include opening the Board and Committee meetings to the public as well as the customer service counter. After further discussion, direction was given to the Acting General Manager to present a plan with his direction of opening the customer service area and appropriate protocols for opening up the Board and Committee meetings for the public to attend in person at the next regularly scheduled Board meeting. No vote was taken.

19. DISCUSSION OF FILLING BOARD OF DIRECTOR VACANCY SEAT FOR DIVISION 2.

Legal Counsel, Robert Tafoya, reported that he was given direction at the last Board meeting to reach out to the Election Lawyers regarding a second opinion whether or not the Board vacancy can be filled by appointment or if there are restrictions for Division 2. After speaking with the Election Lawyers, Mr. Tafoya was told orally that the District is not limited to appointing a Director. Once he receives confirmation in writing, he will present it to the Board members. Also, one of the Election Lawyers will provide a presentation at the next regularly scheduled Board meeting. No vote was taken.

20. EMERGENCY WATER TREATMENT CHEMICAL SUPPLY FOR THE FBR TREATMENT SYSTEM.

Director Greg Young, motioned to approve purchasing the chemical supply (ACH) in the amount of \$29,820.00 from Sterling Water Technologies. Director Angela Garcia second the motion and the following vote was taken:

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

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

1. Board Members

- President Channing Hawkins wished all the fathers a Happy Father's Day. On Monday, IE Works graduated 15 graduates from its apprenticeship program.
- Director Angela Garcia encouraged all those who attended the Board meeting tonight via Zoom, that they attend in person, hopefully soon.
- Director Greg Young echoed President Hawkins on wishing all a Happy Father's Day and a happy Juneteenth. Thanked all who attended via Zoom.
- Director Kelvin Moore also thanked all who attended via Zoom and stated that he is looking forward to seeing them in person.

2. General Manager

- Acting General Manager, Van Jew, reminded all that this Saturday at 8:00 a.m., is the Budget Workshop. A hard copy of the Budget was provided to all Board members on the dais. Also, Riverside Highland Water Company reached out to the District for possibly an emergency water supply need. The District does have accessible supply to provide them.

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

1. 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: Five (5).

ADJOURN

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

ATTEST:

Peggy Asche, Board Secretary

WVWD

Minutes: 6/16/22

MINUTES
SPECIAL BOARD MEETING/WORKSHOP
of the
WEST VALLEY WATER DISTRICT
June 18, 2022

Attendee Name	Present	Excused	Absent
Board of Directors			
Channing Hawkins	<input checked="" type="checkbox"/> remote	<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"/>
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"/>
Naseem Farooqi	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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

Pledge of Allegiance – Led by Director Greg Young
Opening Prayer – Led by Director Kelvin Moore
Call to Order
Roll Call of Board Members

PUBLIC PARTICIPATION

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

WVWD

Minutes: 6/18/22

DISCUSSION

1. REVIEW FISCAL YEAR 2022-23 OPERATING & CAPITAL BUDGET.

President Channing Hawkins welcomed all to the FY 2022-23 Budget Workshop. Acting General Manager, Van Jew, reported that there is a short presentation to the Board to introduce this Budget. The Budget that is being proposed for next year is \$65,314,874. This proposed budget is approximately 8.6% less than the current budget. There are three major components to this budget, as follows: 1). Grand total expenses (operating expenses & interest on long term debt); 2). Capital improvement projects; 3). Debt service. Director Angela Garcia asked Mr. Van Jew to explain how the District is requesting less money for this year than last year and does it include inflation that is occurring now. Mr. Van Jew stated that the Capital Improvement program is going down about 20.9% and is currently about \$40 million and the District is projecting a \$31.7 million dollar Capital Improvement program which is a drop of about \$9 million. In 2020 a Water Facilities Master Plan was completed which looks into the future of about five years viewing what Capital Improvement projects are needed. The five-year average identified a plan to build about \$30 million worth of projects per year to keep up with development, replacement infrastructure, and/or new infrastructure. The District is proposing to go back closer to the 2020 Water Facilities Master Plan that was identified. Mr. Van Jew asked if there were any questions. Director Greg Young stated that he does have a few questions throughout the Budget review. The Board members went page by page of the Budget and questions ensued. Recommendations were given to the Acting General Manager to make these changes and bring back to a Board meeting for approval.

ADJOURN

There being no further business, the meeting adjourned at 10:00 p.m.

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

ATTEST:

Peggy Asche, Board Secretary

WVWD

Minutes: 6/18/22

MINUTES
SPECIAL BOARD MEETING
of the
WEST VALLEY WATER DISTRICT
June 28, 2022

Attendee Name	Present	Excused	Absent
Board of Directors			
Channing Hawkins	<input checked="" type="checkbox"/> remote	<input 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"/>
Peggy Asche	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Albert Clinger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal Counsel			
Robert Tafoya	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OPENING CEREMONIES

- Pledge of Allegiance – Led by Director Greg Young
- Opening Prayer – Led by Pastor Jackson, Loveland Church
- Call to Order
- Roll Call of Board Members

ADOPT AGENDA

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

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

PUBLIC PARTICIPATION

There were no comments.

WVWD

Minutes: 6/28/22

CONSENT CALENDAR

None

RECESS INTO CLOSED SESSION

The Board entered into Closed Session at 6:08 p.m. as provided in the Ralph M. Brown Act Government Code Section 54956.8 to discuss the following items listed on the agenda:

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: Three (3).
- CONFERENCE WITH LABOR NEGOTIATOR (54957.6) DISTRICT NEGOTIATORS; Van Jew, Haydee Sainz, 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) General Manager.
- 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.

RECONVENE/REPORT ON CLOSED SESSION

The Board reconvened the meeting at 8:25 p.m.

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

ADJOURN

There being no further business, the meeting adjourned at 8:27 p.m.

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

ATTEST:

Peggy Asche, Board Secretary

WVWD

Minutes: 6/28/22

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:

WVWD

Minutes: 6/29/22

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

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

WVWD

Minutes: 6/29/22

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.

RESULT:	DEFEATED
MOVER:	Angela Garcia, Director
SECONDER:	None
AYES:	None
EXCUSED:	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:

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

WVWD

Minutes: 6/29/22

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

ADJOURN

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

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

ATTEST:

Peggy Asche, Board Secretary

WVWD

Minutes: 6/29/22



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: July 7, 2022
TO: Board of Directors
FROM: Van Jew, Acting General Manager
SUBJECT: ADOPT RESOLUTION 2022-14 AMENDING SCHEDULE OF CHARGES FOR THE HOURLY LABOR AND VEHICLE/EQUIPMENT HOURLY RATES FOR WATER SERVICE REGULATIONS

BACKGROUND:

Each fiscal year, the West Valley Water District (“District”) reviews the labor and equipment average hourly rate and makes adjustments for inflation. The hourly rates are used if and when the District has to charge for damages to District property and for general cost recovery purposes.

DISCUSSION:

The District must amend the Hourly Labor Rate and the Vehicle and Equipment Hourly Rate, attached as Exhibit A and Exhibit B, respectively, as stated in the District Water Service Regulations Schedules of Rates and Charges, Article 20, Sections 2023 and 2024:

2023. HOURLY LABOR RATE. Hourly labor rates are adjusted on an annual basis by averaging Employee’s salaries and benefit. (**Exhibit A**).
- 2024 VEHICLE/EQUIPMENT HOURLY RATE. The hourly rate is established utilizing the State of California Surcharge and Equipment Rental Rate on an annual basis, prior to the Beginning of the fiscal year. (**Exhibit B**)

FISCAL IMPACT:

There is no fiscal impact to this action.

STAFF RECOMMENDATION:

Adopt Resolution 2022-14, (**Exhibit C**) amending Article 20, Schedule of Charges per Water Service Regulations

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

VJ:hs

ATTACHMENT(S):

1. Resolution FY2022-2023 Billing rates 2022-14
2. Exhibit A SCHEDULE OF CHARGES 2023
3. Exhibit B SCHEDULE OF CHARGES 2023

**RESOLUTION NO. 2022-14
A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE WEST VALLEY WATER DISTRICT AMENDING ARTICLE 20, SCHEDULE OF
CHARGES OF RESOLUTION NO. 2022-14**

WHEREAS, West Valley Water District (District) Water Service Regulations, Article 8, Section 804, “Damages to Water System Facilities, “requires that anyone creating damage to any portion of the District’s facilities shall be liable for the repair and or replacement of the damaged facilities, plus any and all administration charges and overhead, and

WHEREAS, the District has agreements, unrelated to damage liability, that include the District’s labor, material, administrative and/or overhead costs; and

WHEREAS, the District uses an average hourly rate of salary and benefits for cost recover purposes; and

WHEREAS, the District uses the hourly cost of vehicles and equipment per the State of California, Labor Surcharge and Equipment Rental Rates for cost recovery purposes; and

WHEREAS, the Board of Directors recently approved the budget which included salaries and benefits; and

WHEREAS, the Board of Directors of the West Valley Water District deem it proper and necessary to amend Article 20, Schedule of Charges, of the Water Service Regulations in order to update and use the most current hourly rates for cost recovery purposes.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the West Valley Water District does hereby amend Article 20, Schedule of Charges of the Water Service Regulations as indicated in Exhibit A and B attached.

BE IT RESOLVED that said Resolution shall be effective July 1, 2022.

ADOPTED, SIGNED AND APPROVED THIS ____ DAY OF _____, 2022 BY THE FOLLOWING VOTE:

**AYES: DIRECTORS:
NOES: DIRECTORS:
ABSENT: DIRECTORS:
ABSTAIN: DIRECTORS:**

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

ATTEST:

Peggy Asche
Board Secretary

Water Service Regulations - Article 2023. Hourly Labor Rate.
Exhibit "A"
Fiscal Year 2022-2023

Description	Totals		Averages	
	Annual	Hourly	Annual	Hourly
Salary & Wages	4,525,573.57	2,175.76	92,358.64	44.40
FICA Tax	277,919.17	133.61	5,671.82	2.73
Medicare Tax	67,285.05	32.35	1,373.16	0.66
Longevity Pay	8,175.00	3.93	166.84	0.08
Bilingual & Class A Stipend Pay	11,050.00	5.31	225.51	0.11
Deferred Comp Match	95,550.00	45.94	1,950.00	0.94
Health Insurance	1,037,165.35	498.64	21,166.64	10.18
Dental Insurance	69,681.02	33.50	1,422.06	0.68
Vision Insurance	12,776.40	6.14	260.74	0.13
Life/LTD Insurance	39,059.37	18.78	797.13	0.38
Employee Assistance Program	1,469.41	0.71	29.99	0.01
PERS EPMC	161,203.57	77.50	3,289.87	1.58
PERS Employer Contributions	405,157.14	194.79	8,268.51	3.98
PERS UAL Prepayment	342,912.58	164.86	6,998.22	3.36
Workers' Compensation Insurance	157,307.93	75.63	3,210.37	1.54
Sub-total Benefits	<u>2,686,711.99</u>	<u>1,291.69</u>	<u>54,830.86</u>	<u>26.36</u>
Total Salary & Benefits	<u><u>7,212,285.56</u></u>	<u><u>3,467.45</u></u>	<u><u>147,189.50</u></u>	<u><u>70.76</u></u>

Water Service Regulations - Article 2024. Vehicle/Equipment Hourly Rate.
Exhibit "B"
Fiscal Year 2022 - 2023

(All Rates from the **State of California, Labor Surcharge & Equipment Rental Rates**, Effective April 1, 2022 through March 31, 2023)

Cal Trans Pg #	Class	Make	Code	CalTrans Equipment Description	WVWD Equipment Description	Hourly Rate	*O.T. Factor	O.T. Rate
1	AIRCP	PORT	004-016	Air Compressor 40 - 160 C.F.M.	Air Compressor 150 C.F.S.	19.16	0.87	16.67
1	AIRTO	ATOL	60	Air tools 60 lbs & over	Jack Hammer (60lb. & Over)	1.61	0.42	0.68
1	AIRTO	ATOL	40-60	Air tools 40 - 60 lbs	Jack Hammer (40lb. To 60lb.)	1.14	0.41	0.47
4	BRMSW	SWSP	6-9	Sweepers - Self Propelled	Street Sweeper Ride Along	102.80	0.86	88.41
4	COMHG	COMP	0-250	Hand guided compactor 0 - 250 lbs	Gas powered Tamper	4.07	0.81	3.30
4	COMHG	COMP	250	Hand guided compactor 250 & Higher	Vibratory Plate Compactor	9.89	0.81	8.01
5	CONMX	SORP	0-3.5	Concrete Mixer 0 - 3.5 cu.ft.	Concrete Mixer	2.20	0.89	1.96
6	ELGEN	GEN	003-008	Generator 3 - 7.5 kW	Generator (4kw)	4.17	0.88	3.67
6	ELGEN	GEN	200-300	Generator 200 - 300 kW	200 kw Generator (Port.)	90.99	0.88	80.07
6	ELGEN	GEN	300-400	Generator 300 - 400 kW	300 kw Generator (Port.)	124.14	0.88	109.24
6	ELGEN	LITE	2 Light	Two (2) Light Stands	Two (2) Light Stands	4.27	0.88	3.76
6	ELTOL	TOOL	045-060	Electric Powered Hand Tools over 450 to 600	Electric Powered Hand Tools	0.32	0.42	0.13
17	LDRRT	CASE	1677	480LL	480LL Skip Loader	40.88	0.89	36.38
17	LDRRT	CASE	1742	580 Super K w/ backhoe	580K Case Backhoe (new)	41.39	0.89	36.84
17	LDRRT	CAT	1861M4	420D 4WD w/ backhoe	420 E 4WD w/Backhoe	49.65	0.89	44.19
21	NONOP	MISC	0220	Plate, 25mm thick, per 9.3 sm (Plate, 1" thick, per 100 sf)	Road Plates (1") per day	1.45	1.00	1.45
23	PUMWA	APMP	030-050	Water hose pump 30K - 50K gallons/hr	Portable Water Pump	23.93	0.68	16.27
23	PUMWA	OUHS	0-2.5	50 lengths of hose, 0 - 2.5 inches in diameter	Fire hose 2 1/2" x 50'	0.05	0.68	0.03
29	SAWCO	ABOP	10-20	Concrete & Masonry Saw 10 - 20 hp	Concrete Saw	7.67	0.84	6.44
32	TRAF A	FLAS	RM	Flashing Arrow Sign (roof mounted)	Flashing Arrow Sign (roof mounted)	0.94	0.70	0.66
32	TRAF A	FLAS	TM	Flashing Arrow Sign (trailer mounted)	Flashing Arrow Sign (trailer mounted)	3.48	0.70	2.44
32	TRAF C	1BAR	A1	Barricades with flasher	Barricades with flasher	0.52	1.00	0.52
32	TRAF C	3DEL	100	Portable Delineator	Delineator	26.68	1.00	26.68
32	TRAF C	6FSS	EACH	Flag/Sign Stand	Sign Stands	3.01	1.00	3.01
33	TRAIL	LB-A	100	Trailer two (2) Axles - four (4) tires per axle.	Trailer two (2) Axles LB-A	15.67	0.65	10.19
33	TRAIT	TB-2	18-20	Tilt Bed 2 axle trailer 18 - 20 Tons	*Tilt Bed two (2) Axle Trailers	6.17	0.65	4.01
34	TRUCK	T&TT	06-12	Cars, Trucks 7,000 - 12,000 lbs	1 Ton Service Truck	28.65	0.88	25.21
34	TRUCK	T&TT	06-12	Cars, Trucks 7,000 - 12,000 lbs	2000 Gallon Water Truck	28.65	0.88	25.21
34	TRUCK	T&TT	00-06	Cars, Trucks 1,500 lbs and lighter	Field Service Truck	25.30	0.88	22.26
35	TRUON	TRUN	2AXL	Trucks, Dump, On-Highway 2 axles	Two (2) Axles Dump Trucks	51.07	0.83	42.39
35	WELD	AWM	0-250	Arc Welder 0-250 amps	Arc Welder 0-250	6.19	0.83	5.14
35	WELD	GWO	ALL	Gas Welding Outfit (all)	Gas Welder (torches)	0.29	0.83	0.24

* The Hourly Rate includes both fixed and variable costs. Variable costs change relative to the level of activity, (for example electric costs). Fixed costs do not change relative to the level of activity, (for example monthly rent). The O.T. Factor reflects only the variable cost portion of the hourly rate. In order to avoid duplication of charges for the fixed cost portion, the O.T. Factor is multiplied by the Hourly Rate to calculate the O.T. Rate.



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: July 7, 2022
TO: Board of Directors
FROM: Van Jew, Acting General Manager
SUBJECT: RESOLUTION NO. 2022-15 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WEST VALLEY WATER DISTRICT HONORING PEGGY ASCHE ON HER RETIREMENT

BACKGROUND:

Recognition of Peggy Asche's tenured career with West Valley Water District (WVWD) is being recognized. Over the past 40 years she has served in various capacities throughout the District and has demonstrated exemplary public service to the District and its ratepayers. This feat is remarkable and truly admirable.

Peggy began her career with the District in 1981, she has proven to be a dedicated public servant with high esteem for professionalism. She is skilled and meticulous in carrying out her assigned tasks and is a tireless advocate for WVWD and the communities it serves.

DISCUSSION:

Resolution #: 2022-15 will recognize and celebrate the great work of Mrs. Asche and memorialize her dedication over the past 40 years and the legacy she leaves at WVWD.

FISCAL IMPACT:

No fiscal impact

STAFF RECOMMENDATION:

Approve Resolution#: 2022-15 to recognize Peggy Asche's 40 years of dedicated service to the District and its ratepayers.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

VJ:hs

ATTACHMENT(S):

1. Resolution No. 2022-15

**RESOLUTION NO. 2022-15
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE WEST VALLEY WATER DISTRICT
HONORING PEGGY ASCHE ON HER RETIREMENT**

WHEREAS, Peggy Asche has been employed with the West Valley Water District ("District") since December 10, 1981; and

WHEREAS, she has completed over 40 years of service with the District and its residents; and

WHEREAS, the District Board of Directors appreciates Peggy Asche’s dedicated service that has allowed the District to grow during her career with us; and

WHEREAS, Peggy Asche began her career with the District as a General Office Clerk in December 1981. Peggy’s warm presence, quick wit and commitment to the District’s ratepayers helped her excel in her job duties, ultimately advancing her to her current position as Board Secretary.

WHEREAS, Peggy Asche is recognized by her peers for being professional, hardworking, dependable and enthusiastic; and

WHEREAS, The Board of Directors of the West Valley Water District commend Peggy Asche for her public service and wish her a long and enjoyable retirement with her family.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of West Valley Water District does officially commend and congratulate Peggy Asche for her tremendous display of personal dedication, diligence and perseverance in devoting tireless efforts toward the achievement of the goals of West Valley Water District. It is with great appreciation and admiration that the Board of Directors wish her continued success in her future endeavors.

ADOPTED, SIGNED, AND APPROVED THIS 7th DAY OF JULY, 2022 BY THE FOLLOWING VOTE:

**AYES: DIRECTORS:
NOES: DIRECTORS:
ABSENT: DIRECTORS:
ABSTAIN: DIRECTORS:**

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

ATTEST:

Peggy Asche, Board Secretary

RESOLUTION NO. 2022-16
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 JULY 14, 2022, THROUGH AUGUST 14, 2022,
PURSUANT TO BROWN ACT PROVISIONS

WHEREAS, West Valley Water District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the West Valley Water District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Gov't Code § 54950 et seq.), so that any member of the public may attend, participate, and watch the district's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54950(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the district's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or the state of emergency continues to directly impact the ability of the members to meet safely in person; and

WHEREAS, such conditions now exist in the district, specifically, a state of emergency has been proclaimed due to an outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19); and

WHEREAS, the Board of Directors has determined that the state of emergency continues to directly impact the ability of the members to meet safely in person; and

WHEREAS, the Board of Directors does hereby find that the current state of emergency with respect to COVID-19, local official recommendations to promote social distancing, and conditions causing imminent risk to the health and safety of attendees have caused, and will continue to cause, conditions of peril to the safety of persons with the district that are likely to be beyond the control of services, personnel, equipment, and facilities of the district, and desires to

proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of West Valley Water District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953;

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WEST VALLEY WATER DISTRICT as follows:

Section 1. Recitals The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the district and declares that meeting in person would not comply with local official recommendations to promote social distancing and would present imminent risk to the health and safety of attendees.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of a State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The General Manager and legislative bodies of the West Valley Water District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect on July 14, 2022, and shall be effective until the earlier of (a) August 14, 2022, or (b) such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the West Valley Water District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

ADOPTED, this 7th day of July, 2022.

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

Peggy Asche
Board Secretary



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: July 7, 2022
TO: Board of Directors
FROM: Van Jew, Acting General Manager
SUBJECT: 2022 PUBLIC HEALTH GOAL REPORT UPDATE

BACKGROUND:

Effective July 1, 1998, Section 116470(b) of the California Health and Safety Code (HCS) has required all public water systems with more than 10,000 service connections to prepare a Public Health Goal (PHG) Report by July 1st, every three years. The PHG report contains information concerning the health risks, treatment technologies and treatment costs associated with drinking water contaminants that have exceeded a PHG. PHGs represent the level of a contaminant in drinking water below which there is no known or expected significant risk to health. PHGs are not enforceable and are not required to be met by public water systems.

DISCUSSION:

The 2022 PHG Report has been prepared to address the requirements set forth in HSC §116470(b), attached as **Exhibit A**. Attached as **Exhibit B** is the 2022 PHG Report. It is based on water quality analyses performed during calendar years 2019, 2020, and 2021. The 2022 PHG Report is designated to be as informative as possible, without unnecessary duplication of information contained in the Consumer Confidence Report, which is to be distributed to customers by July 1st annually.

There are no regulations that set the requirements or methodology for preparing PHG reports. However, the Association of California Water Agencies (ACWA) has prepared suggested guidelines for water systems to use in preparing PHG reports. The ACWA guidelines were used in the preparation for the 2022 PHG Report and determination of cost estimates for best available treatment technology. A public notice was posted in a newspaper in June 2022 (HSC §116470(c)) and a public hearing will be held on July 7, 2022 at a regular Board meeting to accept and respond to public comments on the report.

Attached as **Exhibit C** is the Public Hearing Notice posted in the West Side Story Newspaper on June 16, 2022. Attached as **Exhibit D** is the Public Hearing Notice proof for the posting in the San Bernardino Sun Newspaper.

FISCAL IMPACT:

No fiscal impact.

STAFF RECOMMENDATION:

That the Board of Directors receive and file this item.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

VJ;jh

ATTACHMENT(S):

1. Exhibit A - California Health and Safety Code 116470 (b) & (c)
2. Exhibit B - 2022 Public Health Goal Report
3. Exhibit C - Public Notice WSS
4. Exhibit D - Public Notice Proof-SB Sun

Exhibit A

California Health and Safety Code 16470 (b) & (c)

116470(b) On or before July 1, 1998, and every three years thereafter, public water systems serving more than 10,000 service connections that detect one or more contaminants in drinking water that exceed the applicable public health goal, shall prepare a brief written report in plain language that does all of the following:

- (1) Identifies each contaminant detected in drinking water that exceeds the applicable public health goal.
- (2) Discloses the numerical public health risk, determined by the office, associated with the maximum contaminant level for each contaminant identified in paragraph (1) and the numerical public health risk determined by the office associated with the public health goal for that contaminant.
- (3) Identifies the category of risk to public health, including, but not limited to, carcinogenic, mutagenic, teratogenic, and acute toxicity, associated with exposure to the contaminant in drinking water, and includes a brief plainly worded description of these terms.
- (4) Describes the best available technology, if any is then available on a commercial basis, to remove the contaminant or reduce the concentration of the contaminant. The public water system may, solely at its own discretion, briefly describe actions that have been taken on its own, or by other entities, to prevent the introduction of the contaminant into drinking water supplies.
- (5) Estimates the aggregate cost and the cost per customer of utilizing the technology described in paragraph (4), if any, to reduce the concentration of that contaminant in drinking water to a level at or below the public health goal.
- (6) Briefly describes what action, if any, the local water purveyor intends to take to reduce the concentration of the contaminant in public drinking water supplies and the basis for that decision.

116470(c) Public water systems required to prepare a report pursuant to subdivision (b) shall hold a public hearing for the purpose of accepting and responding to public comment on the report. Public water systems may hold the public hearing as part of any regularly scheduled meeting.

EXHIBIT B



2022 Public Health Goal Report

Report Prepared by
West Valley Water District

INTRODUCTION

Background

Under the Calderon-Sher Safe Drinking Water Act of 1996 (the Act), public water systems with more than 10,000 service connections are required to prepare a report every three years for contaminants that exceed their respective Public Health Goals (PHG). This document contains health risk information on regulated drinking water contaminants to assist public water systems in preparing these reports. A PHG is the concentration of a contaminant in drinking water that poses no significant health risk if consumed for a lifetime. PHGs are developed and published by the office of Environmental Health Hazard Assessment (OEHHA) using current risk assessment principles, practices, and methods.

The purpose of the PHG Report, as stated in Health and Safety Code (HSC) §116470, is to:

1. Identify each contaminant detected that exceeds the established PHG.
2. Disclose the numerical public health risk associated with contaminant levels associated with the maximum contaminant level (MCL) and PHG. Numerical public health risks are determined by OEHHA (HSC §116365).
3. Identify the category of risk to public health associated with exposure to the contaminant in drinking water.
4. Describe the best available technology (BAT), if commercially available, that could remove or reduce contaminants that exceeded the PHGs.
5. Provide an estimated total cost and cost per customer for implementing the best available technology to reduce the contaminant concentration at a level equal to or below the PHG.
6. Describe the action that will be taken by the water system to reduce the contaminant concentration, if any, and the reasoning for that decision.

West Valley Water District (WVWD) has prepared the 2022 PHG Report to comply with the requirements of HSC §116470. Only contaminants that have a primary drinking water standard (PDWS) MCL, were detected at levels above the detection limit for purposes of reporting (DLR) requirements are included in this report.

WHAT ARE PHGs?

California drinking water standards are established by the USEPA and State Water Resources Control Board's Division of Drinking Water (DDW). MCLs are the highest level of contaminants allowed in drinking water. PDWS MCLs are set as close to PHGs or MCLGs as economically and technologically feasible and are set for contaminants that affect health. Secondary MCLs are set to protect the odor, taste, and appearance of drinking water.

In comparison, PHGs are set by OEHHA and are based solely on health-risk considerations. None of the practical risk-management factors that are considered by the USEPA and DDW in setting the MCLs are

considered in setting the PHGs. Risk-management factors used in setting MCLs include analytical detection capabilities, available treatment technologies, benefits, and costs. PHGs are not enforceable and are not required to be met by any public water system. MCLGs are the federal equivalent to PHGs.

Water Quality Data Considered

For the 2022 PHG Report, WVWD has considered and evaluated all water quality data from 2019 to 2021. Summaries of this data can be viewed in the 2019, 2020, and 2021 Water Quality Reports which were made available to all WVWD customers. Water Quality Reports can be viewed at WVWD's website through the following link <https://wvwd.org/about/transparency/>.

Guidelines Followed

The Association of California Water Agencies (ACWA) formed a workgroup, which prepared guidelines for water utilities to use in preparing PHG reports. ACWA's April 2022 Public Health Goals Report Guidance document was used in preparation of this report. No guidance was available from state regulatory agencies.

Best Available Treatment Technology and Cost Estimates

Both the USEPA and DDW adopt Best Available Technologies (BATs), which are the best-known methods of reducing contaminant levels to the MCL. Costs can be estimated for such technologies. However, since many PHGs and all MCLGs are set much lower than the MCL, it is not always possible or feasible to determine what treatment is needed to further reduce a constituent down to or near the PHG or MCLG, many of which are set at zero. Estimating the costs to reduce a constituent to zero is difficult, if not impossible, because it is not possible to verify by analytical means that the level has been lowered to zero. This is because the DLRs for contaminants can be greater than the PHG or MCLG, meaning that detecting levels of contaminants at concentrations equal to the PHG, MCLG, or to a level of zero is not practical. In some cases, installing treatment to try and further reduce very low levels of one constituent may have adverse effects on other aspects of water quality.

Please note, all cost estimates provided in this report are highly speculative and theoretical, and actual costs can be far greater. Estimated costs include annualized capital, operations, and maintenance costs. AWWA's Cost Estimates for Treatment Technologies were used to determine the estimated costs. All costs were estimated based on average water productions from 2019 to 2021 for each of the sources that exceeded the PHG or MCLG.

Constituents Detected that Exceed a PHG or MCLG

The following is a discussion of contaminants that were detected in one or more of our drinking water sources at levels above the PHG or MCLG.

Inorganic Contaminants

Arsenic

The source of arsenic in water supplies is mainly from erosion of natural deposits, runoff from orchards, and glass and electronic production wastes. The PHG for arsenic is 0.004 µg/L and the MCL is 10 µg/L. Arsenic has been detected at levels above the PHG in 7 of 18 of WVWD's groundwater wells between 2019 and 2021. Detected levels of arsenic were below the MCL at all times. WVWD is in full compliance with arsenic drinking water standards. The maximum arsenic concentrations for the wells were as follows:

1. Well 1A – 4.5 µg/L
2. Well 2 (Treated) – 5.9 µg/L
3. Well 4A – 8.9 µg/L
4. Well 5 – 3.9 µg/L
5. Well 7 – 5.7 µg/L
6. Well 8A – 4.8 µg/L
7. Well 15 – 2.2 µg/L

Category of Health Risk

The category of health risk associated with arsenic and the reason that a drinking water standard was adopted for it is that some people who drink water containing arsenic in excess of the MCL over many years may experience skin damage or circulatory system problems and may have an increased risk of getting cancer (CCR, Title 22, Appendix 64465-D).

Numerical Health Risk

The numerical health risk for arsenic at the PHG of 0.004 µg/L is one excess cancer case per million people over a lifetime of exposure. The numerical health risk for arsenic at the MCL of 10 µg/L is 2.5 excess cancer cases per 1,000 people over a lifetime of exposure.

BATs and Estimated Cost

Based on CCR, Title 22, Table 64447.2-A – BATs for lowering arsenic below the PHG are:

- Activated Alumina
- Blending
- Coagulation/Flocculation
- Electrodialysis
- Ion Exchange
- Oxidation/Filtration
- Reverse Osmosis

Since arsenic concentrations are already below the MCL, implementing BAT is not required. The estimated cost to install and operate BATs for reducing arsenic concentrations below the PHG range from an annual cost of \$1,742,695.81 to \$3,756,477.63. The annual cost per service connection, or per customer, would range from \$73.86 to \$159.22.

Lead

The source of lead in water supplies is mainly from internal corrosion of household water plumbing systems, discharges from industrial manufacturers, and erosion of natural deposits. The PHG for lead is 0.2 µg/L and the MCL has an Action Level (AL) of 15 µg/L. The AL is the level of concentration of a harmful or toxic substance or contaminant that, when exceeded, is considered sufficient to warrant regulatory or remedial action. Lead has been detected in 2 of 18 of WVWD's groundwater wells between 2019 and 2021. Detected levels of lead were below the MCL at all times. WVWD is in full compliance with lead drinking water standards. The maximum lead concentrations for the wells are as follows:

- Well 24 – 0.51 µg/L
- Well 41 – 2.0 µg/L

Category of Health Risk

The category of health risk associated with lead and the reason a drinking water standard was adopted for it is that infants and children who drink water containing lead in excess of the action level may experience delays in their physical or mental development. Children may show slight deficits in attention span and learning abilities. Adults who drink this water over many years may develop kidney problems or high blood pressure (22 CCR, Appendix 64465-D).

Numerical Health Risk

The numerical health risk for lead at the PHG of 0.2 µg/L is less than one in one million adults over a lifetime of exposure. The numerical health risk for lead at the AL of 15 µg/L is two cases per one million adults over a lifetime of exposure. There are no available numerical health risks factors for the effects on infants or children.

BATs and Estimated Cost

While not precisely stated in the regulations, the best available technology for lead is optimized corrosion control (ACWA's April 2022 PHG Report Guidance) until lead plumbing can be replaced. West Valley Water District already monitors the corrosivity of the water we provide to our customers and optimizes corrosion control.

Since lead concentrations are already below the MCL, implementing BAT is not required. The estimated cost to install and operate BATs for reducing lead concentrations below the PHG has an annual cost of approximately \$44,182.95. The annual cost per service connection, or per customer, would be approximately \$1.87. to \$114.18.

Nickel

The source of nickel in water supplies is mainly from erosion of natural deposits and discharge from metal factories. The PHG for nickel is 12 µg/L and the MCL is 100 µg/L. Nickel has been detected at levels above the PHG in 3 of 18 of WVWD's groundwater wells and in one well that is part of the Baseline Feeder system, which WVWD operates, between 2019 and 2021. Detected levels of nickel were below the MCL at all times. WVWD is in full compliance with nickel drinking water standards. The maximum nickel concentrations for the wells are as follows:

- Well 7 – 18 µg/L
- Well 42 – 23 µg/L
- 9th Street North Well – 19 µg/L

Category of Health Risk

The category of health risk associated with nickel and the reason that a drinking water standard was adopted is that for it is that some people who drink water containing nickel in excess of the MCL over many years may experience liver and heart effects (22 CCR, Appendix 64465-D).

Numerical Health Risk

Not Applicable.

BATs and Estimated Cost

Based on CCR, Title 22, Table 6447.2-A – BATs for lowering nickel below the PHG are:

- Ion exchange
- Reverse osmosis

Since Nickel concentrations are already below the MCL, implementing BAT is not required. The estimated cost to install and operate the BATs for reducing arsenic concentrations below the PHG range from an annual cost of \$2,228,943.96 to \$3,179,523.00. The annual cost per service connection, or per customer, would range from \$94.47 to \$134.77.

Perchlorate

Perchlorate is an inorganic chemical used in solid rocket propellant, fireworks, explosives, flares, matches, and a variety of industries. It usually gets into drinking water as a result of environmental contamination from historic aerospace or other industrial operations that used or use, store or dispose of perchlorate and its salts. The PHG for perchlorate is 1 µg/L and the MCL is 6 µg/L. Perchlorate has been detected at levels above the PHG in 3 of 18 WVWD's groundwater wells between 2019 and 2022. Detected levels of perchlorate were below the MCL at all times. WVWD is in full compliance with perchlorate drinking water standards. The maximum perchlorate levels for the wells are as follows:

- Well 15 – 2 µg/L
- Well 33 – 4.2 µg/L
- Well 41 (Treated) – 2.2 µg/L

Category of Health Risk

Perchlorate has been shown to interfere with uptake of iodide by the thyroid gland, and to thereby reduce the production of thyroid hormones, leading to adverse effects associated with inadequate hormone levels. Thyroid hormones are needed for normal growth and development in the infant and child. In

adults, thyroid hormones are needed for normal metabolism and mental function (22 CCR, Appendix 64465-D).

Numerical Health Risk

Not Applicable.

BAT and Estimated Cost

Based on CCR, Title 22, Table 6447.2-A – BATs for lowering perchlorate below the PHG are:

- Ion exchange
- Biological Fluidized Bed Reactor

WVWD provides Ion Exchange for the removal of perchlorate for Well 41. In addition, Well 33 has the ability to be treated through WVWD's Fluidized Bed Reactor (FBR) groundwater treatment plant for the removal of perchlorate. The estimated cost for additional treatment for reducing perchlorate concentrations below the PHG range from an annual cost of \$674,046.78 to \$2,111,352.40. The annual cost per service connection, or per customer would range from \$28.57 to \$89.49.

Volatile Organic Compound Contaminants

Tetrachloroethylene (PCE)

The source of PCE in water supplies is mainly from discharge from factories, dry cleaners and auto shops (metal degreaser). The PHG for PCE is 0.06 µg/L and the MCL is 5 µg/L. PCE has been detected at levels above the PHG in 5 out of 18 WVWD's groundwater wells and two wells that are part of the Baseline Feeder system, which WVWD operates, between 2019 and 2021. Detected levels of PCE were below the MCL at all times. WVWD is in full compliance with PCE drinking water standards. The maximum PCE levels for the wells are as follows:

- Well 15 – 0.51 µg/L
- Well 17 – 1.2 µg/L
- Well 42 – 0.80 µg/L
- 9th Street North – 0.69 µg/L
- 9th Street South – 0.82 µg/L

Category of Health Risk

The category of health risk associated with PCE and the reason that a drinking water standard was adopted for it is that some people who drink water containing Tetrachloroethylene in excess of the MCL over many years may experience liver problems and have an increased risk of getting cancer. (22 CCR, Appendix 64465-E).

Numerical Health Risk

The numerical health risk for PCE at the PHG of 0.06 µg/L is one excess cancer case per million people over a lifetime of exposure. The numerical health risk for PCE at the MCL of 5 µg/L is eight excess cancer cases per one hundred thousand people over a lifetime of exposure.

BATs and Estimated Cost

Based on CCR, Title 22, Table 64447.4-A – BATs for lowering PCE below the PHG are:

- Granular activated carbon (GAC)
- Packed tower aeration

Since PCE concentrations are already below the MCL, implementing BAT is not required. The estimated cost to install and operate the BATs for reducing PCE concentrations below the PHG range from an annual cost of \$2,427,494.60 to \$2,655,072.22. The annual cost per service connection, or per customer, would range from \$102.89 to \$112.54.

Radiological Contaminants

Gross Alpha Particle Activity

The source of gross alpha particle activity in water supplies is mainly from the erosion of natural deposits. A PHG for gross alpha particles has not been established. The MCLG for gross alpha particles is 0 pCi/L and the MCL is 15 pCi/L. Gross alpha particles have been detected above the MCLG between 2019 and 2021 in 5 of 18 WVWD's groundwater wells and one well that are a part of the Baseline Feeder system, which WVWD operates. Detected levels of gross alpha particles were below the MCL at all times. WVWD is in full compliance with gross alpha particle drinking water standards. The maximum gross alpha particle concentrations for the wells were as follows:

- Well 1A – 4.8 pCi/L
- Well 7 – 3.9 pCi/L
- Well 15 – 4.7 pCi/L
- Well 30 – 3.3 pCi/L
- Well 33 – 3.1 pCi/L
- 9th Street South – 3.5 pCi/L

Category of Health Risk

The category of health risk associated with gross alpha particles and the reason that a drinking water standard was adopted for it is that some people who drink water containing alpha emitters in excess of the MCL over many years may have an increased risk of getting cancer (22 CCR, Appendix 64465-C).

Numerical Health Risk

The numerical health risk for gross alpha particles at the MCLG of 0 pCi/L is zero. The numerical health risk for gross alpha particles at the MCL of 15 pCi/L is one excess cancer case per one thousand people over a lifetime of exposure.

BAT and Estimated Cost

Based on CCR, Title 22, Table 6447.3-A – BAT for lowering gross alpha particle activity below the PHG is reverse osmosis. Since gross alpha particle activity are already below the MCL, implementing BAT is not required. The estimated cost to install and operate the BAT for reducing gross alpha particle activity concentrations below the PHG range from an annual cost of \$12,415,946.16 to \$21,755,869.63. The annual cost per service connection, or per customer, would range from \$526.26 to \$922.13.

RADIUM 226

The source of Radium 226 in water supplies is mainly from the erosion of natural deposits. A PHG for Radium 226 is 0.05 pCi/L and the MCL is 5 pCi/L (combined Ra²²⁶⁺²²⁸). Radium 226 has been detected above the PHG between 2019 and 2021 in 1 of 18 WVWD's groundwater wells. Detected levels of Radium 226 were below the MCL at all times. WVWD is in full compliance with Radium 226 drinking water standards. Radium 226 was detected in Well 33 at a maximum concentration of 1.3 pCi/L.

Category of Health Risk

The category of health risk associated with Radium 226 and the reason that a drinking water standard was adopted for it is that some people who drink water containing Radium 226 in excess of the MCL over many years may have an increased risk of getting cancer (22 CCR, Appendix 64465-C).

Numerical Health Risk

The numerical health risk for Radium 226 at the PHG of 0.05 pCi/L is one excess cancer case per one million people over a lifetime of exposure. The numerical health risk for Radium 226 at the MCL of 5 pCi/L is one excess cancer case per ten thousand people over a lifetime of exposure.

BAT and Estimated Cost

Based on CCR, Title 22, Table 6447.3-A – BAT for lowering Radium-226 below the PHG are:

- Ion exchange
- Reverse osmosis
- Lime softening

Since Radium-226 is already below the MCL, implementing BAT is not required. The estimated cost to install and operate the BAT for reducing gross alpha particle activity concentrations below the PHG range from an annual cost of \$429,415.42 to \$752,444.13. The annual cost per service connection, or per customer, would range from \$18.320 to \$31.89.

RADIUM 228

The source of Radium 228 in water supplies is mainly from the erosion of natural deposits. A PHG for Radium 228 is 0.019 pCi/L and the MCL is 5 pCi/L (combined Ra²²⁶⁺²²⁸). Radium 228 has been detected above the PHG between 2019 and 2021 in 4 of 18 WVWD's groundwater wells. Detected levels of Radium 228 were below the MCL at all times. WVWD is in full compliance with Radium 228 drinking water standards. The maximum Radium 228 concentrations for the wells were as follows:

- Well 7 – 1.8 pCi/L
- Well 11 – 1.4 pCi/L
- Well 15 – 1.5 pCi/L
- Well 33 – 1.4 pCi/L

Category of Health Risk

The category of health risk associated with Radium 228 and the reason that a drinking water standard was adopted for it is that some people who drink water containing Radium 228 in excess of the MCL over many years may have an increased risk of getting cancer (22 CCR, Appendix 64465-C).

Numerical Health Risk

The numerical health risk for Radium 228 at the PHG of 0.019 pCi/L is one excess cancer case per one million people over a lifetime of exposure. The numerical health risk for Radium 228 at the MCL of 5 pCi/L (combined Ra²²⁶⁺²²⁸) is three excess cancer cases per ten thousand people over a lifetime of exposure.

BAT and Estimated Cost

Based on CCR, Title 22, Table 64447.3-A – BAT for lowering Radium 228 below the PHG are:

- Ion exchange
- Reverse osmosis
- Lime softening

Since Radium 228 is already below the MCL, implementing BAT is not required. The estimated cost to install and operate the BAT for reducing Radium 228 concentrations below the PHG range from an annual cost of \$2,469,718.80 to \$4,327,570.32. The annual cost per service connection, or per customer, would range from \$104.68 to \$183.43.

URANIUM

The source of uranium in water supplies is mainly from the erosion of natural deposits. The PHG for uranium is 0.43 pCi/L and the MCL is 20 pCi/L. Uranium has been detected at levels above the PHG between 2019 and 2021 in 12 of 18 WVWD's groundwater wells. Detected levels of uranium were below the MCL at all times. WVWD is in full compliance with uranium drinking water standards. The uranium concentrations for the wells were as follows:

- Well 1A – 4.9 pCi/L
- Well 4A – 2.5 pCi/L
- Well 5A – 2.4 pCi/L
- Well 7 – 1.7 pCi/L
- Well 8A – 1.9 pCi/L
- Well 11 – 3.0 pCi/L
- Well 15 – 4.5 pCi/L
- Well 24 – 2.8 pCi/L

- Well 30 – 3.1 pCi/L
- Well 33 – 2.6 pCi/L
- Well 41 – 2.0 pCi/L
- Well 42 0 3.2 pCi/L

Category of Health Risk

The category of health risk with uranium and the reason that a drinking water standard was adopted for it is that some people who drink water containing uranium in excess of the MCL over many years may have kidney problems or an increased risk of getting cancer (22 CCR, Table 64465-C).

Numerical Health Risk

The numerical health risk for uranium at the PHG of 0.43 pCi/L is one excess cancer case per million people over a lifetime of exposure. The numerical health risk for uranium at the MCL of 20 pCi/L is five excess cancer cases per one hundred thousand people over a lifetime of exposure.

BAT and Estimated Cost

Based on CCR, Title 22, Table 64447.3-A – BAT for lowering uranium below the PHG is reverse osmosis. Other BATs exist, however, since some of the same wells have gross alpha particle activity above the PHG, and only reverse osmosis is listed as a BAT for gross alpha particles, no other BATs were considered. Uranium concentrations are already below the MCL, so implementing BAT is not required. The estimated cost to install and operate the BAT for reducing uranium concentrations below the PHG range from an annual cost of \$13,615,133.48 to \$23,857,148.31. The annual cost per service connection, or per customer would range from \$577.08 to \$1,011.20.

RECOMMENDATIONS FOR FURTHER ACTION

The drinking water quality of West Valley Water District meets all State of California, DDW and USEPA Drinking Water Standards set to protect public health. To further reduce the levels of the constituents identified in this report that are already significantly below the health-based Maximum Contaminant Levels established to provide “safe drinking water”, additional costly treatment processes would be required. The effectiveness of the treatment process to provide any significant reductions in constituent levels at these already low values is uncertain. The health protection benefits of these further hypothetical reductions are not at all clear and may not be quantifiable. The money that would be required for these additional treatment processes might provide greater public health protection benefits if spent on other water system operations, surveillance, and monitoring programs. Therefore, no action is proposed, except to continue meeting all State of California, DDW and USEPA Drinking Water Standards set forth to protect public health.

Exhibit C

CLASSIFIED LEGAL SECTION

FICTITIOUS BUSINESS NAME STATEMENT: 2022000493. The following persons are doing business as: CABLE-JOHN PRODUCTS/ GS AUDIO/ 12MAX MOBILE ELECTRONICS JS POWER/ 12VMAX ELECTRONICS, 1660 S GROVE AVE., #10, ONTARIO, CA 91761. Mailing Address: 6637 COYOTE TRAIL LN, EASTVALE, CA 92880. Number of Employees (Optional): 3. County of Principal Place of Business: SAN BERNARDINO. This business is conducted by: A CORPORATION. Name of corporation or limited liability company: CDC INC., 1610 S GROVE AVE., #B., ONTARIO, CA 91761. STATE OF INC./ORG./REG. CA. INC./ORG./REG. NO: C3174850 declares all information in this statement is true and correct. Began Transacting Business: DEC 29, 2008. This statement was filed with the County Clerk of San Bernardino on 05/17/2022. I hereby certify that this copy is a correct copy of the original statement on file in my office. COUNTY CLERK DEPUTY SANJ2511

NOTICE: THIS FICTITIOUS BUSINESS NAME STATEMENT EXPIRES FIVE YEARS FROM THE DATE WAS FILED IN THE OFFICE OF THE COUNTY CLERK. A NEW FICTITIOUS BUSINESS NAME STATEMENT MUST BE FILED BEFORE THAT TIME. THE FILING OF THIS STATEMENT DOES NOT ITSELF AUTHORIZE THE USE IN THIS STATEMENT OF FICTITIOUS BUSINESS IN VIOLATION OF THE RIGHTS OF UNDER FEDERAL, STATE, OR COMMON LAW (SEE SECTION 14400, ET SEQ., BUSINESS AND PROFESSIONS CODE). Run Dates: 05/26 - 06/02 - 06/09 - 06/16/2022. WSS#: 22-051

NOTICE OF PETITION TO ADMINISTER ESTATE OF: ANTONIO CONTRERAS RODARTE. CASE#: PROB2100615 PARTY WITHOUT ATTORNEY. BELINDA RODARTE ADDRESS: 5777 IRONWOOD ST., SAN BERNARDINO, CA 92408. TELEPHONE: (909) 685-1442. FAX NO (Optional): EMAIL: boomboom1364@gmail.com

SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN BERNARDINO 247 WEST 3RD STREET, SAN BERNARDINO, CA 92415. MAILING ADDRESS: SAME. BRANCH NAME: PROBATE - SAN BERNARDINO JUSTICE CENTER. TO ALL HEIRS, BENEFICIARIES, CREDITORS, CONTINGENT CREDITORS, AND PERSONS WHOM OTHERWISE BE INTERESTED IN THE WILL OR ESTATE OR BOTH, OF ANTONIO CONTRERAS RODARTE (A PETITION OF PROBATE HAS BEEN FILED BY BELINDA RODARTE in the Superior Court of California, County of San Bernardino. The Petition for Probate requests that BELINDA RODARTE be appointed as personal representative to administer decedent's estate of the decedent. The petition requests authority to administer the estate under the Independent Administration of Estates Act. (This authority will allow the personal representative to take many actions without obtaining court approval. Before taking certain very important actions, however, the personal representative will be required to give notice to interested persons unless they have waived notice or consented to the proposed action.) The independent administration authority will be granted unless a person files an objection to the petition and shows good cause why the court should not grant the authority. A HEARING ON THE PETITION WILL BE HELD IN THIS COURT AS FOLLOWS: Date: 06/27/2022 Time: 9:00 A.M. Dept: S-37. The address of the court is same as noted above. If you object to the granting of the petition, you should appear at the hearing and state your objections with the court before the hearing. Your appearance may be in person or by your attorney. If you are a creditor or a contingent creditor of the decedent, you must file your claim with the court and mail a copy to the personal representative appointed by the court within the later of either (1) four months from the date of first issuance of letters to a general personal representative, as defined in section 58(b) of the California Probate Code, or (2) 60 days from the date of mailing or personal delivery to you of a notice under section 9052 of the California Probate Code. Other California statutes and legal authority may affect your rights as a creditor. You may want to consult with an attorney knowledgeable in California law. You may examine the file kept by the court. If you are a person interested in the estate, you may file

with the court a Request for Special Notice (form DE-154) of the filing of an inventory and appraisal of the decedent's or of any petition or account as provided in Probate Code section 1250. A Request for Special Notice form is available from the court clerk. PETITIONER: JORGE R. GUADIAN. ADDRESS: 4309 FREMONT DR., KILLEEN TX 76549. TELEPHONE: (254) 661-7694. EMAIL: jr_guadian@gmail.com. Run Dates: 06/02 - 06/09 - 06/16/2022. WSS#: 22-054

FICTITIOUS BUSINESS NAME STATEMENT: 20220004260. The following persons are doing business as: WOLF CO., 771 W FOOTHILL BLVD, UPLAND, CA 91786. Mailing Address: 2560 COLLEGE LN, LA VERNE, CA 91750. 3756 Number of Employees (Optional): 1. County of Principal Place of Business: SAN BERNARDINO. This business is conducted by: AN INDIVIDUAL. Name of Individual Registrant: KRISTENE M DUN, 2560 COLLEGE LN, LA VERNE, CA 91750. 3756 declares all information in this statement is true and correct. Began Transacting Business: NOT APPLICABLE. This statement was filed with the County Clerk of San Bernardino on 05/20/2022. I hereby certify that this copy is a correct copy of the original statement on file in my office. COUNTY CLERK DEPUTY SANJ1677

NOTICE OF PETITION TO ADMINISTER ESTATE OF: RUBEN M. GUADIAN. CASE#: PROB2200758 ATTORNEY OR PARTY WITHOUT ATTORNEY: JORGE R. GUADIAN. PRO PER ADDRESS: 4309 FREMONT DR. KILLEEN, TX 76549. TELEPHONE: (254) 661-7694. FAX NO (Optional): EMAIL: jr_guadian@gmail.com. THE SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN BERNARDINO 247 WEST THIRD STREET, SAN BERNARDINO, CA 92415. MAILING ADDRESS: SAME. BRANCH NAME: SAN BERNARDINO DISTRICT - PROBATE DIVISION. TO ALL HEIRS, BENEFICIARIES, CREDITORS, CONTINGENT CREDITORS, AND PERSONS WHOM OTHERWISE BE INTERESTED IN THE WILL OR ESTATE OF RUBEN M. GUADIAN. A PETITION OF PROBATE HAS BEEN FILED BY JORGE R. GUADIAN in the Superior Court of California, County of San Bernardino. The Petition for Probate requests that JORGE R. GUADIAN be appointed as personal representative to administer decedent's estate of the decedent. The petition requests authority to administer the estate under the Independent Administration of Estates Act. (This authority will allow the personal representative to take many actions without obtaining court approval. Before taking certain very important actions, however, the personal representative will be required to give notice to interested persons unless they have waived notice or consented to the proposed action.) The independent administration authority will be granted unless a person files an objection to the petition and shows good cause why the court should not grant the authority. A HEARING ON THE PETITION WILL BE HELD IN THIS COURT AS FOLLOWS: Date: 06/27/2022 Time: 9:00 A.M. Dept: S-37. The address of the court is same as noted above. If you object to the granting of the petition, you should appear at the hearing and state your objections with the court before the hearing. Your appearance may be in person or by your attorney. If you are a creditor or a contingent creditor of the decedent, you must file your claim with the court and mail a copy to the personal representative appointed by the court within the later of either (1) four months from the date of first issuance of letters to a general personal representative, as defined in section 58(b) of the California Probate Code, or (2) 60 days from the date of mailing or personal delivery to you of a notice under section 9052 of the California Probate Code. Other California statutes and legal authority may affect your rights as a creditor. You may want to consult with an attorney knowledgeable in California law. You may examine the file kept by the court. If you are a person interested in the estate, you may file

with the court a Request for Special Notice (form DE-154) of the filing of an inventory and appraisal of the decedent's or of any petition or account as provided in Probate Code section 1250. A Request for Special Notice form is available from the court clerk. PETITIONER: BELINDA RODARTE. ADDRESS: 5777 IRONWOOD ST., SAN BERNARDINO, CA 92408. TELEPHONE: (909) 685-1442. FAX NO (Optional): EMAIL: boomboom1364@gmail.com

FICTITIOUS BUSINESS NAME STATEMENT: 20220004748. The following persons are doing business as: DAYBREAK STUDIES LLC, 560 N. ARROWHEAD AVE., SUITE 2, SAN BERNARDINO, CA 92401. Mailing Address: PO BOX 3126 SAN BERNARDINO, CA 92413. Number of Employees (Optional): 1. County of Principal Place of Business: SAN BERNARDINO. This business is conducted by: A LIMITED LIABILITY COMPANY. Name of Corporation or Limited Liability Company: DAY BREAK STUDIES LLC, 360 EAST STATION, SUITE 200, 3113 AZUSA, CA 91702. STATE OF INC./ORG./REG. CA. INC./ORG./REG. NO: 202104111233 declares all information in this statement is true and correct. Began Transacting Business: NOT APPLICABLE. This statement was filed with the County Clerk of San Bernardino on 05/17/2022. I hereby certify that this copy is a correct copy of the original statement on file in my office. COUNTY CLERK DEPUTY SANJ2530

with the court a Request for Special Notice (form DE-154) of the filing of an inventory and appraisal of the decedent's or of any petition or account as provided in Probate Code section 1250. A Request for Special Notice form is available from the court clerk. PETITIONER: JORGE R. GUADIAN. ADDRESS: 4309 FREMONT DR., KILLEEN TX 76549. TELEPHONE: (254) 661-7694. EMAIL: jr_guadian@gmail.com. Run Dates: 06/02 - 06/09 - 06/16/2022. WSS#: 22-054

FICTITIOUS BUSINESS NAME STATEMENT: 20220004260. The following persons are doing business as: WOLF CO., 771 W FOOTHILL BLVD, UPLAND, CA 91786. Mailing Address: 2560 COLLEGE LN, LA VERNE, CA 91750. 3756 Number of Employees (Optional): 1. County of Principal Place of Business: SAN BERNARDINO. This business is conducted by: AN INDIVIDUAL. Name of Individual Registrant: KRISTENE M DUN, 2560 COLLEGE LN, LA VERNE, CA 91750. 3756 declares all information in this statement is true and correct. Began Transacting Business: NOT APPLICABLE. This statement was filed with the County Clerk of San Bernardino on 05/20/2022. I hereby certify that this copy is a correct copy of the original statement on file in my office. COUNTY CLERK DEPUTY SANJ1677

FICTITIOUS BUSINESS NAME STATEMENT: 20220004669. The following persons are doing business as: CELEBRITY TREATMENTS, 9431 HAVEN AVE., #100, RANCHO CUCAMONGA, CA 91730. Mailing Address: 10210 PRIMROSE AVE., HESPERIA, CA 92345. Number of Employees (Optional): County of Principal Place of Business: SAN BERNARDINO. This business is conducted by: AN INDIVIDUAL. Name of Individual Registrant: LINDA C ZARATE, 10210 PRIMROSE AVE., HESPERIA, CA 92345 declares all information in this statement is true and correct. Began Transacting Business: MAY 11, 2022. This statement was filed with the County Clerk of San Bernardino on 05/13/2022. I hereby certify that this copy is a correct copy of the original statement on file in my office. COUNTY CLERK DEPUTY SANJ2457

FICTITIOUS BUSINESS NAME STATEMENT: 20220005629. The following persons are doing business as: SALUD ES VIDA, 413 S. RIVERSIDE AVE., RIALTO, CA 92376. Mailing Address: Number

of Employees (Optional): 4. County of Principal Place of Business: SAN BERNARDINO. This business is conducted by: AN INDIVIDUAL. Name of Individual Registrant: JUAN GOYTORTUA ALMANZA, 710 S. RIVERSIDE AVE., RIALTO, CA 92376 declares all information in this statement is true and correct. Began Transacting Business: JUN 07, 2022. This statement was filed with the County Clerk of San Bernardino on 06/08/2022. I hereby certify that this copy is a correct copy of the original statement on file in my office. COUNTY CLERK DEPUTY SANJ2530

FICTITIOUS BUSINESS NAME STATEMENT: 20220004006. The following persons are doing business as: ONTARIO CHINO DENTAL CENTER, 203 WEST FRANCIS ST., ONTARIO, CA 91762. Mailing Address: Number of Employees (Optional): 4. County of Principal Place of Business: SAN BERNARDINO. This business is conducted by: A CORPORATION. Name of Corporation or Limited Liability Company: SCORPION ENTERPRISES, INC., 1131 W 6TH ST STE 230, ONTARIO, CA 91762. STATE OF INC./ORG./REG. CA. INC./ORG./REG. NO: C4668819 declares all information in this statement is true and correct. Signature: ARON CORRAL. Printed Title: PRESIDENT. Began Transacting Business: NOT APPLICABLE. This statement was filed with the County Clerk of San Bernardino on 04/28/2022. I hereby certify that this copy is a correct copy of the original statement on file in my office. COUNTY CLERK DEPUTY SANJ2284

FICTITIOUS BUSINESS NAME STATEMENT: 20220004669. The following persons are doing business as: CELEBRITY TREATMENTS, 9431 HAVEN AVE., #100, RANCHO CUCAMONGA, CA 91730. Mailing Address: 10210 PRIMROSE AVE., HESPERIA, CA 92345. Number of Employees (Optional): County of Principal Place of Business: SAN BERNARDINO. This business is conducted by: AN INDIVIDUAL. Name of Individual Registrant: LINDA C ZARATE, 10210 PRIMROSE AVE., HESPERIA, CA 92345 declares all information in this statement is true and correct. Began Transacting Business: MAY 11, 2022. This statement was filed with the County Clerk of San Bernardino on 05/13/2022. I hereby certify that this copy is a correct copy of the original statement on file in my office. COUNTY CLERK DEPUTY SANJ2457

FICTITIOUS BUSINESS NAME STATEMENT: 20220004006. The following persons are doing business as: ONTARIO CHINO DENTAL CENTER, 203 WEST FRANCIS ST., ONTARIO, CA 91762. Mailing Address: Number of Employees (Optional): 4. County of Principal Place of Business: SAN BERNARDINO. This business is conducted by: A CORPORATION. Name of Corporation or Limited Liability Company: SCORPION ENTERPRISES, INC., 1131 W 6TH ST STE 230, ONTARIO, CA 91762. STATE OF INC./ORG./REG. CA. INC./ORG./REG. NO: C4668819 declares all information in this statement is true and correct. Signature: ARON CORRAL. Printed Title: PRESIDENT. Began Transacting Business: NOT APPLICABLE. This statement was filed with the County Clerk of San Bernardino on 04/28/2022. I hereby certify that this copy is a correct copy of the original statement on file in my office. COUNTY CLERK DEPUTY SANJ2284

DATE WAS FILED IN THE OFFICE OF THE COUNTY CLERK. A NEW FICTITIOUS BUSINESS NAME STATEMENT MUST BE FILED BEFORE THAT TIME. THE FILING OF THIS STATEMENT DOES NOT ITSELF AUTHORIZE THE USE IN THIS STATEMENT OF FICTITIOUS BUSINESS IN VIOLATION OF THE RIGHTS OF UNDER FEDERAL, STATE, OR COMMON LAW (SEE SECTION 14400, ET SEQ., BUSINESS AND PROFESSIONS CODE). Corrected Run Dates: 06/09/06/16 - 06/23 - 06/30/2022. Corrected Run Dates: 04/14/04/21 - 04/28 - 05/05/2022. Corrected Run Dates: 03/10/03/17 - 03/24 - 03/31/2022. Corrected Run Dates: 02/03/02/10 - 02/17 - 02/24/2022. Original Run Dates: 11/25 - 12/02 - 12/9/12/16/2021. WSS#: 21-174

FICTITIOUS BUSINESS NAME STATEMENT: 20220004006. The following persons are doing business as: ONTARIO CHINO DENTAL CENTER, 203 WEST FRANCIS ST., ONTARIO, CA 91762. Mailing Address: Number of Employees (Optional): 4. County of Principal Place of Business: SAN BERNARDINO. This business is conducted by: A CORPORATION. Name of Corporation or Limited Liability Company: SCORPION ENTERPRISES, INC., 1131 W 6TH ST STE 230, ONTARIO, CA 91762. STATE OF INC./ORG./REG. CA. INC./ORG./REG. NO: C4668819 declares all information in this statement is true and correct. Signature: ARON CORRAL. Printed Title: PRESIDENT. Began Transacting Business: NOT APPLICABLE. This statement was filed with the County Clerk of San Bernardino on 04/28/2022. I hereby certify that this copy is a correct copy of the original statement on file in my office. COUNTY CLERK DEPUTY SANJ2284

FICTITIOUS BUSINESS NAME STATEMENT: 20220004006. The following persons are doing business as: ONTARIO CHINO DENTAL CENTER, 203 WEST FRANCIS ST., ONTARIO, CA 91762. Mailing Address: Number of Employees (Optional): 4. County of Principal Place of Business: SAN BERNARDINO. This business is conducted by: A CORPORATION. Name of Corporation or Limited Liability Company: SCORPION ENTERPRISES, INC., 1131 W 6TH ST STE 230, ONTARIO, CA 91762. STATE OF INC./ORG./REG. CA. INC./ORG./REG. NO: C4668819 declares all information in this statement is true and correct. Signature: ARON CORRAL. Printed Title: PRESIDENT. Began Transacting Business: NOT APPLICABLE. This statement was filed with the County Clerk of San Bernardino on 04/28/2022. I hereby certify that this copy is a correct copy of the original statement on file in my office. COUNTY CLERK DEPUTY SANJ2284

FICTITIOUS BUSINESS NAME STATEMENT: 20220004006. The following persons are doing business as: ONTARIO CHINO DENTAL CENTER, 203 WEST FRANCIS ST., ONTARIO, CA 91762. Mailing Address: Number of Employees (Optional): 4. County of Principal Place of Business: SAN BERNARDINO. This business is conducted by: A CORPORATION. Name of Corporation or Limited Liability Company: SCORPION ENTERPRISES, INC., 1131 W 6TH ST STE 230, ONTARIO, CA 91762. STATE OF INC./ORG./REG. CA. INC./ORG./REG. NO: C4668819 declares all information in this statement is true and correct. Signature: ARON CORRAL. Printed Title: PRESIDENT. Began Transacting Business: NOT APPLICABLE. This statement was filed with the County Clerk of San Bernardino on 04/28/2022. I hereby certify that this copy is a correct copy of the original statement on file in my office. COUNTY CLERK DEPUTY SANJ2284

FICTITIOUS BUSINESS NAME STATEMENT: 20220004006. The following persons are doing business as: ONTARIO CHINO DENTAL CENTER, 203 WEST FRANCIS ST., ONTARIO, CA 91762. Mailing Address: Number of Employees (Optional): 4. County of Principal Place of Business: SAN BERNARDINO. This business is conducted by: A CORPORATION. Name of Corporation or Limited Liability Company: SCORPION ENTERPRISES, INC., 1131 W 6TH ST STE 230, ONTARIO, CA 91762. STATE OF INC./ORG./REG. CA. INC./ORG./REG. NO: C4668819 declares all information in this statement is true and correct. Signature: ARON CORRAL. Printed Title: PRESIDENT. Began Transacting Business: NOT APPLICABLE. This statement was filed with the County Clerk of San Bernardino on 04/28/2022. I hereby certify that this copy is a correct copy of the original statement on file in my office. COUNTY CLERK DEPUTY SANJ2284

NOTICE OF PUBLIC HEARING: 2022 Public Health Goal Report. NOTICE IS HEREBY GIVEN that a public hearing will be held before the Board of Directors of West Valley Water District (District) on Thursday, July 7, 2022, at 6 PM electronically on Zoom, to receive comments on the District's 2022 Public Health Goal Report. The California Health and Safety Code requires water systems serving more than 10,000 service connections to prepare a written report every three years that documents detections of constituents in drinking water that exceed a Public Health Goal. The 2022 Public Health Goal Report is available for viewing on the District's website at www.wvwd.org. Any questions or comments regarding the 2022 Public Health Goal Report must be received by the District no later than 4 p.m. on July 7, 2022, and should be directed to: Janet Harmon, Water Quality Supervisor, at jharmon@wvwd.org. Members of the public will also be able to provide public comment at the hearing. SUMMONS (Family Law) - [CITACION Derecho familiar] CASE #: 22D002503 PETITIONER NAME IS: Nombre del demandante: EUN CHUELL JUNG. THE NAME AND ADDRESS OF THE COURT ARE (EL nombre y direccion de la corte son): SUPERIOR COURT OF CALIFORNIA, COUNTY OF ORANGE, 341 THE CITY DRIVE SOUTH, ORANGE, CA 92668. THE NAME, ADDRESS, AND TELEPHONE NUMBER OF THE PETITIONER'S ATTORNEY, OR THE PETITIONER WITHOUT AN ATTORNEY, ARE: (El nombre, direccion y numero de telefono del abogado del demandante, o del demandante si no tiene abogado, son): EUN CHUELL JUNG, IN PRO PER, 12600 BROOKHURST ST #103, GARDEN GROVE, CA 92840. (Address: 12600 BROOKHURST ST #103, GARDEN GROVE, CA 92840. Telephone: (714) 537-8809. NOTICE TO RESPONDENT: AVISO AL DEMANDADO (Nombre): HAE RAN JUNG. You have been sued. Read the information below and on the next page. Lo ha demandado. Lea la informacion a continuacion en la pagina siguiente. You have 30 CALENDAR DAYS after this Summons and Petition are served on you to file a Response (form FL-120) at the court and have a copy served on the petitioner. A letter, phone call, or court appearance will not protect you. If you do not file your Response on time, the court may make orders affecting your marriage or domestic partnership, your property, and custody of your children. You may be ordered to pay support and attorney fees and costs. For legal advice, contact a lawyer immediately. Get help finding a lawyer at the California Courts Online Self-Help Center (www.courts.ca.gov/selfhelp), at the California Legal Services website (www.lawhelp.ca.gov), or by contacting your local county bar association. NOTICE - RESTRANING ORDERS ARE ON PAGE 2: These restraining orders are effective against both spouses or domestic partners until the petition is dismissed, a judgment is entered, or the court makes further orders. They are enforceable anywhere in California by any law enforcement officer who has received or seen a copy of them. FEE WAIVER: If you cannot pay the filing fee, ask the clerk for a fee waiver form. The court may order you to pay back all or part of the fees and costs that the court waived for you or the other party. STANDARD FAMILY LAW RESTRANING ORDERS - Starting immediately, you and your spouse or domestic partner are restrained from: (1) removing the minor children of the parties from the state or applying for a new or replacement passport for those minor children without the prior written consent of the other party or an order of the court; (2) cashing, borrowing against, canceling, transferring, disposing of, or chang-

NOTICE OF PUBLIC HEARING: 2022 Public Health Goal Report. NOTICE IS HEREBY GIVEN that a public hearing will be held before the Board of Directors of West Valley Water District (District) on Thursday, July 7, 2022, at 6 PM electronically on Zoom, to receive comments on the District's 2022 Public Health Goal Report. The California Health and Safety Code requires water systems serving more than 10,000 service connections to prepare a written report every three years that documents detections of constituents in drinking water that exceed a Public Health Goal. The 2022 Public Health Goal Report is available for viewing on the District's website at www.wvwd.org. Any questions or comments regarding the 2022 Public Health Goal Report must be received by the District no later than 4 p.m. on July 7, 2022, and should be directed to: Janet Harmon, Water Quality Supervisor, at jharmon@wvwd.org. Members of the public will also be able to provide public comment at the hearing. SUMMONS (Family Law) - [CITACION Derecho familiar] CASE #: 22D002503 PETITIONER NAME IS: Nombre del demandante: EUN CHUELL JUNG. THE NAME AND ADDRESS OF THE COURT ARE (EL nombre y direccion de la corte son): SUPERIOR COURT OF CALIFORNIA, COUNTY OF ORANGE, 341 THE CITY DRIVE SOUTH, ORANGE, CA 92668. THE NAME, ADDRESS, AND TELEPHONE NUMBER OF THE PETITIONER'S ATTORNEY, OR THE PETITIONER WITHOUT AN ATTORNEY, ARE: (El nombre, direccion y numero de telefono del abogado del demandante, o del demandante si no tiene abogado, son): EUN CHUELL JUNG, IN PRO PER, 12600 BROOKHURST ST #103, GARDEN GROVE, CA 92840. (Address: 12600 BROOKHURST ST #103, GARDEN GROVE, CA 92840. Telephone: (714) 537-8809. NOTICE TO RESPONDENT: AVISO AL DEMANDADO (Nombre): HAE RAN JUNG. You have been sued. Read the information below and on the next page. Lo ha demandado. Lea la informacion a continuacion en la pagina siguiente. You have 30 CALENDAR DAYS after this Summons and Petition are served on you to file a Response (form FL-120) at the court and have a copy served on the petitioner. A letter, phone call, or court appearance will not protect you. If you do not file your Response on time, the court may make orders affecting your marriage or domestic partnership, your property, and custody of your children. You may be ordered to pay support and attorney fees and costs. For legal advice, contact a lawyer immediately. Get help finding a lawyer at the California Courts Online Self-Help Center (www.courts.ca.gov/selfhelp), at the California Legal Services website (www.lawhelp.ca.gov), or by contacting your local county bar association. NOTICE - RESTRANING ORDERS ARE ON PAGE 2: These restraining orders are effective against both spouses or domestic partners until the petition is dismissed, a judgment is entered, or the court makes further orders. They are enforceable anywhere in California by any law enforcement officer who has received or seen a copy of them. FEE WAIVER: If you cannot pay the filing fee, ask the clerk for a fee waiver form. The court may order you to pay back all or part of the fees and costs that the court waived for you or the other party. STANDARD FAMILY LAW RESTRANING ORDERS - Starting immediately, you and your spouse or domestic partner are restrained from: (1) removing the minor children of the parties from the state or applying for a new or replacement passport for those minor children without the prior written consent of the other party or an order of the court; (2) cashing, borrowing against, canceling, transferring, disposing of, or chang-

NOTICE OF PUBLIC HEARING: 2022 Public Health Goal Report. NOTICE IS HEREBY GIVEN that a public hearing will be held before the Board of Directors of West Valley Water District (District) on Thursday, July 7, 2022, at 6 PM electronically on Zoom, to receive comments on the District's 2022 Public Health Goal Report. The California Health and Safety Code requires water systems serving more than 10,000 service connections to prepare a written report every three years that documents detections of constituents in drinking water that exceed a Public Health Goal. The 2022 Public Health Goal Report is available for viewing on the District's website at www.wvwd.org. Any questions or comments regarding the 2022 Public Health Goal Report must be received by the District no later than 4 p.m. on July 7, 2022, and should be directed to: Janet Harmon, Water Quality Supervisor, at jharmon@wvwd.org. Members of the public will also be able to provide public comment at the hearing. SUMMONS (Family Law) - [CITACION Derecho familiar] CASE #: 22D002503 PETITIONER NAME IS: Nombre del demandante: EUN CHUELL JUNG. THE NAME AND ADDRESS OF THE COURT ARE (EL nombre y direccion de la corte son): SUPERIOR COURT OF CALIFORNIA, COUNTY OF ORANGE, 341 THE CITY DRIVE SOUTH, ORANGE, CA 92668. THE NAME, ADDRESS, AND TELEPHONE NUMBER OF THE PETITIONER'S ATTORNEY, OR THE PETITIONER WITHOUT AN ATTORNEY, ARE: (El nombre, direccion y numero de telefono del abogado del demandante, o del demandante si no tiene abogado, son): EUN CHUELL JUNG, IN PRO PER, 12600 BROOKHURST ST #103, GARDEN GROVE, CA 92840. (Address: 12600 BROOKHURST ST #103, GARDEN GROVE, CA 92840. Telephone: (714) 537-8809. NOTICE TO RESPONDENT: AVISO AL DEMANDADO (Nombre): HAE RAN JUNG. You have been sued. Read the information below and on the next page. Lo ha demandado. Lea la informacion a continuacion en la pagina siguiente. You have 30 CALENDAR DAYS after this Summons and Petition are served on you to file a Response (form FL-120) at the court and have a copy served on the petitioner. A letter, phone call, or court appearance will not protect you. If you do not file your Response on time, the court may make orders affecting your marriage or domestic partnership, your property, and custody of your children. You may be ordered to pay support and attorney fees and costs. For legal advice, contact a lawyer immediately. Get help finding a lawyer at the California Courts Online Self-Help Center (www.courts.ca.gov/selfhelp), at the California Legal Services website (www.lawhelp.ca.gov), or by contacting your local county bar association. NOTICE - RESTRANING ORDERS ARE ON PAGE 2: These restraining orders are effective against both spouses or domestic partners until the petition is dismissed, a judgment is entered, or the court makes further orders. They are enforceable anywhere in California by any law enforcement officer who has received or seen a copy of them. FEE WAIVER: If you cannot pay the filing fee, ask the clerk for a fee waiver form. The court may order you to pay back all or part of the fees and costs that the court waived for you or the other party. STANDARD FAMILY LAW RESTRANING ORDERS - Starting immediately, you and your spouse or domestic partner are restrained from: (1) removing the minor children of the parties from the state or applying for a new or replacement passport for those minor children without the prior written consent of the other party or an order of the court; (2) cashing, borrowing against, canceling, transferring, disposing of, or chang-

NOTICE OF PUBLIC HEARING: 2022 Public Health Goal Report. NOTICE IS HEREBY GIVEN that a public hearing will be held before the Board of Directors of West Valley Water District (District) on Thursday, July 7, 2022, at 6 PM electronically on Zoom, to receive comments on the District's 2022 Public Health Goal Report. The California Health and Safety Code requires water systems serving more than 10,000 service connections to prepare a written report every three years that documents detections of constituents in drinking water that exceed a Public Health Goal. The 2022 Public Health Goal Report is available for viewing on the District's website at www.wvwd.org. Any questions or comments regarding the 2022 Public Health Goal Report must be received by the District no later than 4 p.m. on July 7, 2022, and should be directed to: Janet Harmon, Water Quality Supervisor, at jharmon@wvwd.org. Members of the public will also be able to provide public comment at the hearing. SUMMONS (Family Law) - [CITACION Derecho familiar] CASE #: 22D002503 PETITIONER NAME IS: Nombre del demandante: EUN CHUELL JUNG. THE NAME AND ADDRESS OF THE COURT ARE (EL nombre y direccion de la corte son): SUPERIOR COURT OF CALIFORNIA, COUNTY OF ORANGE, 341 THE CITY DRIVE SOUTH, ORANGE, CA 92668. THE NAME, ADDRESS, AND TELEPHONE NUMBER OF THE PETITIONER'S ATTORNEY, OR THE PETITIONER WITHOUT AN ATTORNEY, ARE: (El nombre, direccion y numero de telefono del abogado del demandante, o del demandante si no tiene abogado, son): EUN CHUELL JUNG, IN PRO PER, 12600 BROOKHURST ST #103, GARDEN GROVE, CA 92840. (Address: 12600 BROOKHURST ST #103, GARDEN GROVE, CA 92840. Telephone: (714) 537-8809. NOTICE TO RESPONDENT: AVISO AL DEMANDADO (Nombre): HAE RAN JUNG. You have been sued. Read the information below and on the next page. Lo ha demandado. Lea la informacion a continuacion en la pagina siguiente. You have 30 CALENDAR DAYS after this Summons and Petition are served on you to file a Response (form FL-120) at the court and have a copy served on the petitioner. A letter, phone call, or court appearance will not protect you. If you do not file your Response on time, the court may make orders affecting your marriage or domestic partnership, your property, and custody of your children. You may be ordered to pay support and attorney fees and costs. For legal advice, contact a lawyer immediately. Get help finding a lawyer at the California Courts Online Self-Help Center (www.courts.ca.gov/selfhelp), at the California Legal Services website (www.lawhelp.ca.gov), or by contacting your local county bar association. NOTICE - RESTRANING ORDERS ARE ON PAGE 2: These restraining orders are effective against both spouses or domestic partners until the petition is dismissed, a judgment is entered, or the court makes further orders. They are enforceable anywhere in California by any law enforcement officer who has received or seen a copy of them. FEE WAIVER: If you cannot pay the filing fee, ask the clerk for a fee waiver form. The court may order you to pay back all or part of the fees and costs that the court waived for you or the other party. STANDARD FAMILY LAW RESTRANING ORDERS - Starting immediately, you and your spouse or domestic partner are restrained from: (1) removing the minor children of the parties from the state or applying for a new or replacement passport for those minor children without the prior written consent of the other party or an order of the court; (2) cashing, borrowing against, canceling, transferring, disposing of, or chang-

NOTICE OF PUBLIC HEARING: 2022 Public Health Goal Report. NOTICE IS HEREBY GIVEN that a public hearing will be held before the Board of Directors of West Valley Water District (District) on Thursday, July 7, 2022, at 6 PM electronically on Zoom, to receive comments on the District's 2022 Public Health Goal Report. The California Health and Safety Code requires water systems serving more than 10,000 service connections to prepare a written report every three years that documents detections of constituents in drinking water that exceed a Public Health Goal. The 2022 Public Health Goal Report is available for viewing on the District's website at www.wvwd.org. Any questions or comments regarding the 2022 Public Health Goal Report must be received by the District no later than 4 p.m. on July 7, 2022, and should be directed to: Janet Harmon, Water Quality Supervisor, at jharmon@wvwd.org. Members of the public will also be able to provide public comment at the hearing. SUMMONS (Family Law) - [CITACION Derecho familiar] CASE #: 22D002503 PETITIONER NAME IS: Nombre del demandante: EUN CHUELL JUNG. THE NAME AND ADDRESS OF THE COURT ARE (EL nombre y direccion de la corte son): SUPERIOR COURT OF CALIFORNIA, COUNTY OF ORANGE, 341 THE CITY DRIVE SOUTH, ORANGE, CA 92668. THE NAME, ADDRESS, AND TELEPHONE NUMBER OF THE PETITIONER'S ATTORNEY, OR THE PETITIONER WITHOUT AN ATTORNEY, ARE: (El nombre, direccion y numero de telefono del abogado del demandante, o del demandante si no tiene abogado, son): EUN CHUELL JUNG, IN PRO PER, 12600 BROOKHURST ST #103, GARDEN GROVE, CA 92840. (Address: 12600 BROOKHURST ST #103, GARDEN GROVE, CA 92840. Telephone: (714) 537-8809. NOTICE TO RESPONDENT: AVISO AL DEMANDADO (Nombre): HAE RAN JUNG. You have been sued. Read the information below and on the next page. Lo ha demandado. Lea la informacion a continuacion en la pagina siguiente. You have 30 CALENDAR DAYS after this Summons and Petition are served on you to file a Response (form FL-120) at the court and have a copy served on the petitioner. A letter, phone call, or court appearance will not protect you. If you do not file your Response on time, the court may make orders affecting your marriage or domestic partnership, your property, and custody of your children. You may be ordered to pay support and attorney fees and costs. For legal advice, contact a lawyer immediately. Get help finding a lawyer at the California Courts Online Self-Help Center (www.courts.ca.gov/selfhelp), at the California Legal Services website (www.lawhelp.ca.gov), or by contacting your local county bar association. NOTICE - RESTRANING ORDERS ARE ON PAGE 2: These restraining orders are effective against both spouses or domestic partners until the petition is dismissed, a judgment is entered, or the court makes further orders. They are enforceable anywhere in California by any law enforcement officer who has received or seen a copy of them. FEE WAIVER: If you cannot pay the filing fee, ask the clerk for a fee waiver form. The court may order you to pay back all or part of the fees and costs that the court waived for you or the other party. STANDARD FAMILY LAW RESTRANING ORDERS - Starting immediately, you and your spouse or domestic partner are restrained from: (1) removing the minor children of the parties from the state or applying for a new or replacement passport for those minor children without the prior written consent of the other party or an order of the court; (2) cashing, borrowing against, canceling, transferring, disposing of, or chang-

KCAA RADIO 102.3 FM | 1050 AM | 106.5 FM. Tune into the station that leaves no listener behind, KCAA 1050-AM! Advertise your company or product on KCAA 1050-AM. Call the KCAA business office at 909-885-8497. For program information and live Internet streaming, log on to www.kcaaradio.com. Packet Pg. 59

2022 Public Health Goal Report

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Board of Directors of West Valley Water District (District) on Thursday, July 7, 2022, at 6 PM electronically on Zoom, to receive comments on the District's 2022 Public Health Goal Report. The California Health and Safety Code requires water systems serving more than 10,000 service connections to prepare a written report every three years that documents detections of constituents in drinking water that exceed a Public Health Goal.

The 2022 Public Health Goal Report is available for viewing on the District's website at www.wvwd.org.

Any questions or comments regarding the 2022 Public Health Goal Report must be received by the District no later than 4 p.m. on July 7, 2022, and should be directed to: Janet Harmon, Water Quality Supervisor, at jharmon@wvwd.org. Members of the public will also be able to provide public comment at the hearing.

Exhibit D

CALIFORNIA NEWSPAPER SERVICE BUREAU

DAILY JOURNAL CORPORATION

Mailing Address : 915 E FIRST ST, LOS ANGELES, CA 90012
Telephone (800) 788-7840 / Fax (800) 464-2839
Visit us @ www.LegalAdstore.com

MARY JO HARTLEY
WEST VALLEY WATER DIST/BD OF DIRECTORS
P.O. BOX 920
RIALTO, CA 92377

SBS# 3598273

NOTICE OF PUBLIC HEARING 2022 Public Health Goal Report

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Board of Directors of West Valley Water District (District) on Thursday, July 7, 2022, at 6 PM electronically on Zoom, to receive comments on the District's 2022 Public Health Goal Report. The California Health and Safety Code requires water systems serving more than 10,000 service connections to prepare a written report every three years that documents detections of constituents in drinking water that exceed a Public Health Goal.

The 2022 Public Health Goal Report is available for viewing on the District's website at www.wvwd.org. Any questions or comments regarding the 2022 Public Health Goal Report must be received by the District no later than 4 p.m. on July 7, 2022, and should be directed to: Janet Harmon, Water Quality Supervisor, at iharmon@wvwd.org. Members of the public will also be able to provide public comment at the hearing.
6/23, 6/24, 6/25, 6/26, 6/27, 6/28, 6/29, 6/30, 7/1, 7/2/22

SBS-3598273#

COPY OF NOTICE

Notice Type: HRG NOTICE OF HEARING

Ad Description
2022 Public Health Goal Report

To the right is a copy of the notice you sent to us for publication in the SAN BERNARDINO COUNTY SUN. Please read this notice carefully and call us with any corrections. The Proof of Publication will be filed with the County Clerk, if required, and mailed to you after the last date below. Publication date(s) for this notice is (are):

06/23/2022 , 06/24/2022 , 06/25/2022 , 06/26/2022 , 06/27/2022 , 06/28/2022 ,
06/29/2022 , 06/30/2022 , 07/01/2022 , 07/02/2022

The charge(s) for this order is as follows. An invoice will be sent after the last date of publication. If you prepaid this order in full, you will not receive an invoice.

Publication	\$1188.00
Total	\$1188.00





**BOARD OF DIRECTORS
STAFF REPORT**

DATE: July 7, 2022
TO: Board of Directors
FROM: Van Jew, Acting General Manager
SUBJECT: UPGRADE OF THE ELECTRICAL PANEL IN THE DISTRICT SERVER ROOM

BACKGROUND:

This project involves an upgrade to the electrical panel in the District's server room. The existing panel is at capacity and cannot accommodate the addition of any additional equipment.

DISCUSSION:

Information Technology staff worked with the District's Electrical & Instrument Specialist to develop the specifications for the upgrade and then obtained three quotes for the project, (see **Attachments A, B, & C**). The table below reflects the results:

Contractor	Price
Rancho Pacific Electric Construction, Inc.	\$11,500.00
Hydro Industrial Electric Corp.	\$14,650.00
KSM Electric Inc.	\$20,397.99

Staff's first choice is Rancho Pacific Electric Construction, Inc. as their quote met the project specifications and was the lowest at \$11,500.00.

FISCAL IMPACT:

The FY 2021 – 2022 Capital Budget includes \$15,000.00 for W19050 Electrical Panel Upgrade - Server Room.

STAFF RECOMMENDATION:

Staff recommends that the Board of Directors authorize staff to retain Rancho Pacific Electric Construction, Inc. in the amount of \$11,500 to upgrade the electrical panel in the District's server room.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

VJ:js

ATTACHMENT(S):

1. Attachment A - Rancho Pacific Electric Construction Inc
2. Attachment B - Hydro Industrial Electric Corp
3. Attachment C - KSM Electric Inc

MEETING HISTORY:

06/14/22 Safety and Technology Committee REFERRED TO BOARD

Attachment – A

Rancho Pacific Electric Construction, Inc.

\$11,500.00

Attachment – B

Hydro Industrial Electric Corp.

\$14,650.00

Attachment – C

KSM Electric Inc.

\$20,397.99

KSM Electric Inc.

1090 5th Street Unit 114

Calimesa, Ca. 92320

Phone # (909)795-8886 Fax # (909)795-8884

Quote

Date	Quote #
3/16/2022	651

Name / Address
West Valley Water District 855 W. Base Line Road Rialto, Ca. 92377

Ship To
West Valley Water District 855 W. Base Line Road Rialto, Ca. 92377

Terms	FOB	Project
Net 30	Job Site	IT Room Sub Panel

Description	Qty	Rate	Total
Quote to Install 1 - 100 amp 3 phase 4 wire 120/240 volt Sub Panel. Quote to include: Supply and install 1 Square D 3 Phase 4 Wire 120/240 volt Lighting panel Surface Mount - with 100 amp main breaker. Supply and install New 100 amp 3 pole sub Breaker in existing customer distribution panel. Supply and install approximately 100 feet of 2" EMT from existing distribution panel to proposed sub panel. Includes all fittings and mounting hardware required. Supply and install approximately 560 feet of #4 THHN with 140 feet #8. Square D 42 circuit 100 amp 3 Phase 4 Wire Sub-Panel	1	4,253.00	4,253.00
Conduit, Fittings and mounting hardware	1	3,589.00	3,589.00
Wire and connectors	1	2,945.00	2,945.00
Field Service Labor / Journeyman Electrician	65	135.00	8,775.00
Sales Tax	1	835.99	835.99

Thank you for your business.

Total

\$20,397.99

HUNT ORTMANN PALFFY NIEVES
DARLING & MAH, INC.
301 N. LAKE AVE
7TH FLOOR
PASADENA, CA 91101
(626) 440-5200

WEST VALLEY WATER DISTRICT
Attn: Accounts Payable
P.O. BOX 190
RIALTO, CA 92377

June 14, 2022

Account # 7473.002
Invoice # 93587

In Reference to: Contracts

FOR PROFESSIONAL SERVICES RENDERED THROUGH 05/31/2022 SUMMARY OF FEES AND COSTS:

Total Fees:	\$19,856.00
Total Costs:	\$0.00
<u>Total Balance Due</u>	<u>\$19,856.00</u>

LCW LIEBERT CASSIDY WHITMORE

A PROFESSIONAL LAW CORPORATION

6033 W. Century Boulevard
5th Floor
Los Angeles, CA 90045
310-981-2000
Fed. Tax I.D. #95-3658973

West Valley Water District
Haydee Sainz
Human Resources & Risk Management Manager
855 W. Baseline Road
Rialto, CA 92377

Handwritten notes:
OK
Net
6/14/22

Attorney – Client Privilege

Invoice 218491
April 30, 2022

Client/Matter No.: WE126-00009
Re: Paul Becker 2020 Complaint & Investigation

Billing Summary

Total Fees	\$39.00
Total Costs	\$276.50
Total Charges	\$315.50

LCW LIEBERT CASSIDY WHITMORE

A PROFESSIONAL LAW CORPORATION

6033 W. Century Boulevard
5th Floor
Los Angeles, CA 90045
310-981-2000
Fed. Tax I.D. #95-3658973

West Valley Water District
Haydee Sainz
Human Resources & Risk Management Manager
855 W. Baseline Road
Rialto, CA 92377

MS
6/16/22
MS

Attorney – Client Privilege

Invoice 216698
March 31, 2022

Client/Matter No.: WE126-00001
Re: General

Billing Summary

Total Fees	\$2,732.00
Total Costs	\$0.00
Total Charges	\$2,732.00

LCW LIEBERT CASSIDY WHITMORE

A PROFESSIONAL LAW CORPORATION

6033 W. Century Boulevard
5th Floor
Los Angeles, CA 90045
310-981-2000
Fed. Tax I.D. #95-3658973

Attorney – Client Privilege

West Valley Water District
Haydee Sainz
Human Resources & Risk Management Manager
855 W. Baseline Road
Rialto, CA 92377

MS
6/16/22
oh

Invoice 216699
March 31, 2022

Client/Matter No.: WE126-00008
Re: Paul Becker 2022 Complaint & Investigation

Billing Summary

Total Fees	\$1,481.50
Total Costs	\$0.00
Total Charges	\$1,481.50

LCW LIEBERT CASSIDY WHITMORE

A PROFESSIONAL LAW CORPORATION

6033 W. Century Boulevard
5th Floor
Los Angeles, CA 90045
310-981-2000
Fed. Tax I.D. #95-3658973

Attorney – Client Privilege

West Valley Water District
Haydee Sainz
Human Resources & Risk Management Manager
855 W. Baseline Road
Rialto, CA 92377

Invoice 216700
March 31, 2022

Client/Matter No.: WE126-00009
Re: Paul Becker 2020 Complaint & Investigation

Billing Summary

Total Fees	\$429.00
Total Costs	\$0.00
Total Charges	\$429.00

Handwritten in blue ink:
JK
7/16/22
6/16/22

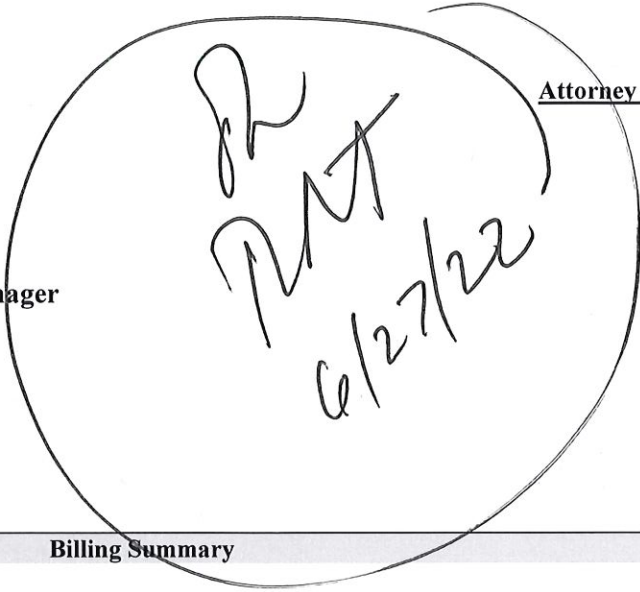
LCW LIEBERT CASSIDY WHITMORE

A PROFESSIONAL LAW CORPORATION

6033 W. Century Boulevard
5th Floor
Los Angeles, CA 90045
310-981-2000
Fed. Tax I.D. #95-3658973

West Valley Water District
Haydee Sainz
Human Resources & Risk Management Manager
855 W. Baseline Road
Rialto, CA 92377

Client/Matter No.: WE126-00003
Re: Personnel Rules Audit



Attorney – Client Privilege

Invoice 203574
August 31, 2021

Billing Summary

Total Fees	\$858.00
Total Costs	\$0.00
Total Charges	\$858.00



**TAFOYA LAW
GROUP, APC**

316 W. 2nd St. • Suite 200
Los Angeles, CA 90012
Office 213.617.0600

Statement No.: 22-1005
Date: May 2022
Billing Period: May 1, 2022-May 31, 2022

Bill to: West Valley Water District
855 West Base Line Road
Rialto, California 92376

PROFESSIONAL SERVICES

Total Fees for May 2022:	\$	20,976.00
Total Costs for May 2022:	\$	<u> -</u>
Total for May 2022:	\$	20,976.00

[Handwritten signature]
6/30/22



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: July 7, 2022
TO: Board of Directors
FROM: Van Jew, Acting General Manager
SUBJECT: RATIFICATION OF AGREEMENT TO PERFORM THE DISTRICT
 WIDE CLASSIFICATION AND COMPENSATION STUDY

BACKGROUND:

West Valley Water District (“District”) conducted a comprehensive Classification and Compensation study in 2017. Although the study was completed, it was not fully implemented and thereby created inconsistencies and inaccuracies in the current classification schedule. The last Classification and Compensation Study that was completed and implemented District-wide was in 2010.

Based on industry standard and best practices a comprehensive Classification and Compensation study should be conducted every three to five years. The Director of Human Resources & Risk Management was tasked with assessing the current adopted job specifications and salary schedule.

On August 5, 2021, the Board of Directors approved and awarded a contract to Segal Consultants to conduct a comprehensive Classification and Compensation Study.

DISCUSSION:

In October 2021, after lengthy discussions with Segal Consultants (Segal) regarding contract language the firm decided not to move forward with conducting the study and staff moved forward with retaining CPS HR Consultants (CPS) on December 16, 2021, in the amount of \$115,000 to do the work in place of Segal.

CPS was ranked 2nd in the proposal evaluation process. They are a joint powers authority, and as such, they provide services exclusively to public agencies and non-profits and are familiar with processes of water agencies. In addition, CPS has conducted hundreds of classification and compensation related studies for cities, counties, courts, special districts, water and utilities, and higher education institutions. They recently conducted a total compensation study for the Cucamonga Valley Water District, Santa Clarita Valley Water District, and Long Beach Water Department.

On February 7, 2022, CPS notified staff that upon review of the initial scope there was a need to amend the scope, which affected the cost. CPS advised that in order to complete a comprehensive classification study they needed to account for 71 classifications vs. 50 as previously stated. The initial cost was \$115,000. The additional cost is \$23,905, which brings the total cost to \$138,905.

This is as a result of the need to establish divisional duties and responsibilities specific to Production, Maintenance, Distribution, Water Quality and Meters. By including this component, it realigns and separates the essential duties of each, which provides a clear understanding of the duties, allows for training opportunities specific to the duties and responsibilities, which can lead to promotional opportunities for employees that seek to move up in the organization, and most importantly the job specification will reflect the requirements for each as it pertains to the California State Water Resources Control Board – Water Boards. The updated CPS proposal is as attached.

Now, staff is presenting this item for Board approval to ratify the original contract amount of \$115,000 and amend the contract by \$23,905 to bring the contract to a new grand total of \$138,905. The study will also satisfy the obligation within the Memorandum of Understanding between West Valley Water District and the International Union of Operating Engineers Local Union #12.

The results of the study will be presented to the District Board, the bargaining group, and employees as appropriate. This study is estimated to take no more than six (6) months to complete.

FISCAL IMPACT:

The cost of this study is \$138,905. Funding is included in FY 2022-23 approved budget.

STAFF RECOMMENDATION:

Ratify the original contract with CPS HR Consulting in the amount of \$115,000 and authorize an additional \$23,905 to address the additional scope, bringing the total cost of the Comprehensive Classification and Compensation Study to \$138,905.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

VJ:hs

ATTACHMENT(S):

1. _REVISED Proposal West Valley Water Full Class-Total Comp 2.7.2022

PROPOSAL

West Valley Water District

Comprehensive Classification and Compensation Study

Originally submitted: November 10, 2021

Updated: February 3, 2022

SUBMITTED BY:

VICKI QUINTERO BRASHEAR
Director of Products and Services

CPS HR Consulting
2450 Del Paso Road, Suite 220
Sacramento, CA 95834
P: 916-471-3481
vbrashear@cpsshr.us
Tax ID: 68-0067209

www.cpsshr.us



Your Path to Performance



Table of Contents

- Section One - Cover Letter..... 1
 - Our Understanding of the Scope of Work..... 1
- Section Two - Experience and Qualifications 2
 - Distinguishing Characteristics..... 3
 - Similar Work/Case Studies..... 3
 - Project List 3
 - Partial Five-Year Listing 4
 - Key Personnel..... 5
 - Consultants and Roles..... 5
 - Project Team Résumés 5
- Section Three - Approach to Total Compensation Study 8
 - Statement of Methods and Procedures..... 8
 - Classification Study Workplan 8
 - Systems Maintenance Training 11
 - Compensation Study Workplan..... 11
 - Proposed Timeline 16
- Section Four – References 17
 - References (Exhibit A)..... 17
- Required Exhibits 18
 - List of Subcontractors (Exhibit B) 18
 - Vendor Business Information (Exhibit C) 18



Fee Proposal (Exhibit D) 19

 Pricing Assumptions 19

 Billing Terms..... 20

Additions, Deletions and/or Exceptions (Exhibit E) 20



Section One - Cover Letter

February 3, 2022

West Valley Water District
855 W Base Line Rd
Rialto, CA 92376

Subject: Request for Proposal – Comprehensive Classification and Compensation Study

CPS HR Consulting (CPS HR) is pleased to submit this updated proposal to the West Valley Water District (WVWD/District) to provide comprehensive classification and compensation study services for the District's employees. With a rich history of assisting government agencies with their compensation studies, we at CPS HR are confident that we can provide expert solutions to meet the District's requirements and objectives.

Our Understanding of the Scope of Work

CPS HR understands that the District is seeking a consulting firm to conduct a District-wide classification and compensation study which includes salary and benefits. This budget assumes:

- Classification study - Up to **71** classifications and up to **79** incumbents
- Compensation study - Total Compensation (salary and benefits); Up to **47** benchmark classifications (recommended); Labor market pool of up to **8** agencies (research and recommendations conducted by CPS HR)

Capacity and Availability

The designated project team is available to integrate project assignments into their existing workload. We pledge our commitment to perform this work in an efficient and timely manner for any and all of the services we present in the Scope of Services section of this proposal. Our CPS HR Project Team will focus on maintaining open communication with the District's designated staff to ensure that this project preserves its focus, the District's objectives are met, and all deliverables adhere to the confirmed timeline and budget.

CONTACT INFORMATION	
Proposal/RFP Process Contact and Contract Authorized Representative	Vicki Quintero Brashear, Director of Products and Services (916) 471-3481; vbrashear@cpshr.us

Thank you for this opportunity; we very much look forward to working with the West Valley Water District. Should you have any questions, please do not hesitate to contact **me at the contact information above**. I am duly authorized by CPS HR Consulting to solicit business and enter into contracts for our organization.

Sincerely,

Vicki Quintero Brashear, Director of Products and Services

Section Two - Experience and Qualifications

CPS HR is an innovative, client-centered human resources and management consulting firm specializing in solving the unique problems and challenges faced by government and non-profit agencies. As a self-supporting public agency, we understand the needs of public sector clients and have served as a trusted advisor to our clients *since 1985*. ***Our mission is to promote human resource excellence in the public sector and our vision is to enable people to realize the promise of public service.***

ORGANIZATION IDENTIFICATION INFORMATION	
Legal Name and DBA	Cooperative Personnel Services dba CPS HR Consulting
Main Office	2450 Del Paso Road, Suite 220, Sacramento, CA 95834 Main: (800) 822-4277; FAX: (916) 263-3613; WEB: www.cpshr.us <i>*Primary location from which services will be provided with support from regional office and consultants located in Southern CA.</i>
Regional Offices	100 Congress Avenue, Suite 2000, Austin, TX 78701 4 West Dry Creek Circle, Suite 100, Littleton, CO 80120 1968 S. Coast Hwy # 961, Laguna Beach, CA 92651
Year Established	1985
Size/#of EEs	Approx. 89 FTEs
Federal Tax ID#/TIN/EIN	68-0067209
Type of Organization	Joint Powers Authority (Public Agency)*

CPS HR's core competency is its knowledge of and expertise in the public sector. As a public agency, we understand the challenges and issues facing our client base. We provide best practice expertise that is unique because CPS HR believes in an integrated, systems-based approach to human resources. Our consultants understand that the multiple functional human resources disciplines (including classification and compensation) work together to foster an optimal Human Resource system.

With more than 90 full-time employees as well as 200+ project consultants and technical experts nationwide, CPS HR delivers breakthrough solutions that help public sector organizations impact the communities they serve. CPS HR has worked with more than 1,200 government and public/non-profit clients ***throughout the United States and Canada.***

Joint Powers Authority. Cooperative Personnel Services, doing business as CPS HR Consulting, is a national firm and is a governmental Joint Powers Authority (JPA) of the State of California. A JPA is a public agency created pursuant to the Joint Exercise of Powers Act (Government Code 6500 et seq). This Act allows two or more government agencies to establish a new public entity authorized to exercise those powers jointly held. A JPA is an instrumentality of a state or a political subdivision of a state and is not a registered corporation of any state. Cooperative Personnel Services was established under a "Joint Powers Agreement" by the State Personnel Board of the State of California, the counties of Sacramento and Sonoma, the Hayward Unified School District, the City of Anaheim, and the East Bay Municipal Utility District, and its purpose is to provide the opportunity for the joint powers "to discuss, study and solve common or similar problems with respect to modern human resource and related management processes."

*Proposal to the West Valley Water District v.2
Comprehensive Classification and Total Compensation Study*

Distinguishing Characteristics

Depth of experience working in public agencies. CPS HR is a joint powers authority, and as such, our charter mandates that we provide services exclusively to public agencies and non-profits. CPS HR has conducted hundreds of classification and compensation related studies for cities, counties, courts, special districts, water and utilities, and higher education institutions.

Automated Solution. CPS HR utilizes a proprietary system called Comp Calculator for the management and analysis of compensation survey data. The Comp Calculator is a web-based program that allows for the data entry of survey data on an agency-by-agency basis and then generates a separate datasheet within Excel for each surveyed classification. We can also provide access to shared documents through our SharePoint™ website and use MS Teams for collaboration.

Quality and tailored services. CPS HR delivers quality and tailored classification and compensation services to better meet each client's unique study goals and objectives.

Our familiarity and extensive experience in Southern California.

We have developed a thorough familiarity with regional issues such as housing costs, transportation, demographics, employment rates, and economic conditions from several consulting engagements throughout Southern California. These engagements include multiple classification and compensation studies for the cities of Anaheim, Vista, Encinitas, Huntington Beach, and Thousand Oaks to just name a few; as well as the counties of Orange, San Luis Obispo, Ventura; and special districts such as San Diego Association of Governments, Superior Court of California–County of Orange, Mojave Water Agency, OCTA, OCFA, and Ventura Regional Sanitation District. Possessing this in-depth experience with the region, combined with our overall classification and compensation experience, strengthens our understanding of the District's needs and what is required to meet your unique objectives.

Similar Work/Case Studies

CPS HR was retained by the **Cucamonga Valley Water District** to conduct a total compensation study for 61 benchmark classifications. The objective of the study was to determine the competitiveness of the District's compensation plan in the labor market. To achieve this, a labor market of 16 comparable agencies was identified, and base salary and total compensation data was collected and analyzed. The pandemic significantly delayed the project, but we maintained in continual contact with the District's point of contact, who remained constant. There was considerable District interest in how to report data stemming from the internal equity analysis, with CPS HR approving the District's requests for changes.

Project List

We have conducted hundreds of classification and compensation studies for municipal agencies, special districts, and higher education. Due to the significant number of projects, we provided a partial list of public agencies for which we have provided classification and compensation services in the table which follows.

*Proposal to the West Valley Water District v.2
Comprehensive Classification and Total Compensation Study*

Partial Five-Year Listing

Partial Public Agency Classification and Compensation Five Year Listing *CPS HR has provided multiple services to these agencies	
Alameda Corridor East Construction Authority	Montgomery College, MD
Amador-Tuolumne Community Action Agency	Morgan, County of (CO)
American Canyon, City of*	Napa County Transportation & Planning Agency
Anaheim, City of*	Oakdale, City of
Ashland, City of	Orange, County of*
Association of Bay Area Governments*	Otero, County of (CO)
Austin Energy	Petaluma, City of
Bell, City of*	Placer, County of*
Berkeley, City of*	Redding, City of (Electric Utility)
Bernalillo, County of*	Regional Transportation Commission, NV
Brawley, City of	Rio Dell, City of*
California Bureau of State Audits	Rocklin, City of*
California Dept of Corrections and Rehabilitation	Roseville, City of (Electric Utility Department)
California Department of Energy	Routt, County of (CO)
California Department of Food and Agriculture	Sacramento Municipal Utility District
California Department of Human Resources	Sacramento, County of*
California Department of Real Estate	San Diego Association of Governments
California Office of the Chief Information Officer	San Diego County Water Authority
California Seismic Safety Commission	San Joaquin Regional Rail Commission
California State University, Sacramento	San Joaquin, County of*
Clark, County of*	San Luis Obispo, County of
Colorado River Fire Protection (CO)	Santa Cruz Metropolitan Transit District
Contra Costa, County of	Santa Cruz Regional Transportation Commission
Douglas, County of (CO)	Santa Cruz Unified School District
Eureka, City of	Sheridan, City of (CO)
Glenn, County of*	Sierra Nevada Conservancy
Greater Los Angeles County Vector Control District	Stanislaus, County of*
Housing Authority of Santa Clara	State Bar of California
Imperial, County of	Superior Court of California, Orange County
Jurupa Community Services District	Tehachapi, City of
Los Angeles Co Employees Retirement Assoc.*	Ventura, County of*
Los Angeles Department of Water and Power	Vista, City of*
Madera, City of	Waxahachie, City of
Mojave Water Agency*	Western Area Power Administration
Monterey Peninsula Airport District	Yosemite Community College*
Monterey, County of*	

*Proposal to the West Valley Water District v.2
Comprehensive Classification and Total Compensation Study*

Key Personnel

Consultants and Roles

CPS HR has a uniquely qualified team of professionals to assist the District with its studies. Our team of professionals have decades of combined experience in providing job evaluation and compensation studies. We are committed to meeting the highest professional standards of quality. Each of the team members has broad and deep experience in public sector classification and compensation systems and analysis and are readily available to assist the District with this project. Brief résumés of our Project Team Members follow.

Project Team Résumés

Suzanne Ansari, B.A.

Ms. Ansari is a Senior HR Consultant with CPS HR Consulting, and her human resources experience includes classification and compensation, recruiting, training, program development, employee relations, benefits, safety and compliance. She has participated in multiple classification and compensation studies and has prepared over a thousand job descriptions. She also participates in the research of salary and benefits surveys. Ms. Ansari has completed the Merit System Training Academy and was a guest speaker on Classification and Compensation topics at the California School Personnel Commissioners Association (CSPCA) conference. She previously worked for the Orange County Office of Education. Ms. Ansari is a member of the Society for Human Resource Management (SHRM) and has published several articles for local Orange County based newspapers.

Related Experience

- Performs a variety of complex, analytical and professional human resources consulting functions in support of classification, compensation, job analysis and organizational studies
- Develops over a thousand job descriptions in accordance with applicable laws, codes, policies and procedures including ADA
- Conducts multi-level salary, compensation systems evaluations and benefits surveys of organizations including school districts, superior courts, county offices of education, cities, tribal agencies, colleges, other governmental and non-governmental entities
- Participates in the research, analysis and assembly of a variety of technical information including classification realignments, merit pay, equity adjustments, promotional increases and salary decreases
- Develops and conducts informational seminars, trainings, orientations, study briefings and presentations on behalf of the firm

Education

- B.A., Speech Communication with minor in Education, University of Alaska

Professional Affiliations

- Society for Human Resources Management Professional Member
- Business Networking International member
- Public Relations Society of America-Orange County member

*Proposal to the West Valley Water District v.2
Comprehensive Classification and Total Compensation Study*

Michelle Garbato, M.A., SPHR, Project Consultant

Ms. Garbato is a Principal HR Consultant with CPS HR Consulting. She brings over 12 years of progressive experience in public sector human resources at the state and local levels. A consultant and change agent, she has extensive experience partnering with clients and creating and implementing innovative solutions to attract and retain highly qualified employees. She has a talent for managing large scale projects while balancing multiple stakeholder interests and ensuring quality and compliance. She has led statewide initiatives impacting over 200 state agencies and has been responsible for upholding the merit principle for over 220,000 employees. A firm believer in professional growth through education and training, she remains active within the field and holds various human resources certifications and credentials.

Related Experience

- Generalist and Specialist Human Resources experience with expertise in Recruitment & Selection and Classification & Compensation
- Current Project Manager for classification and compensation studies for public sector clients (state, local and special districts)
- Conduct position/classification analysis, working out of class, salary surveys, developing classification specifications and duty statements, etc.; complete statewide job analyses and exam development for a variety of classification levels and types
- Provide consultative services at state and local organizations; conduct audits, resulting in updates to CA Government Code Section 18661 (creating a Compliance Unit)
- Experience as Lead Trainer & Subject Matter Expert (e.g., job analysis, exam development, orientation and stakeholder sessions)

Education and Certifications

- M.A., Industrial/Organizational Psychology, California State University, Sacramento, CA
- B.S., Psychology, Rochester Institute of Technology, Rochester, NY
- Senior Professional in Human Resources (SPHR), Human Resources Certification Institute
- Certified Professional (IPMA-CP), International Public Management Association-Human Resources, in progress
- Labor Relations Academy Masters Certification (CLRM), California Public Employers Labor Relations Association, in progress
- Classification & Compensation, Recruitment & Selection, and Workforce & Succession Planning State Credentials, California Department of Human Resources

Igor Shegolev, M.S., SPHR, Technical Specialist

Mr. Shegolev, SPHR is a compensation and human resources practitioner with extensive experience in managing HR activities and teaching graduate business courses. For the last two decades, he has held executive jobs in compensation and HR management in government and the healthcare industry. He has worked with a broad spectrum of organizations providing advanced and effective solutions in compensation management, total rewards, and employment analytics.

*Proposal to the West Valley Water District v.2
Comprehensive Classification and Total Compensation Study*

Related Experience

- Served as an independent consultant and expert advisor for various projects related to compensation, classifications, employment databases, record keeping, total rewards, executive compensation, policy development and benefits designs.
- Advised companies and government entities on retirement plan design, executive compensation, development of incentive and variable pay structures, classification structure, HRIS systems and databases. Lead team of independent contractors.
- Taught graduate and undergraduate courses in human resources management, economics, organizational behavior, business ethics and employment law.
- Directed development and implementation of compensation and benefits strategies, policies and practices of the Healthcare Network (three hospitals, surgery group and physician group (4,200 employees); oversaw compensation, benefits and HRIS strategies, policies and practices of the 650-bed nonprofit (3,500 employees) hospital.
- Participated in development of organizational strategy and strategic initiatives as a member of executive team.

Education

- M.S., Troy University, Troy, AL

Professional Affiliations

- Member, World At Work
- Member, SHRM-GT
- Member, Arizona Total Rewards Association

Section Three - Approach to Total Compensation Study

Statement of Methods and Procedures

Classification Study Workplan

Task 1.1 – Receive and Review Background Materials. Upon contract execution, CPS HR will gather background information including the following materials: 1. Organizational Charts; 2. Classification Specifications (Electronic copies); 3. Relevant Policies and Procedures; 4. Memorandums of Understanding, as applicable; 5. Past Classification and Compensation Studies; 6. District’s Mission, Vision, and Values statements.

Task 1.2 – Initial Project Meeting. The CPS HR Project Manager will meet with the District’s Internal Project Manager, HR Staff, and designated key stakeholders, including executive management and labor representatives, to initiate the project by confirming study goals, objectives, tasks to be performed, and methodologies. During this meeting, CPS HR and the District will also discuss and agree upon a communication plan for this study, since open and consistent communication is a key element in project acceptance and success.

Task 1.3 – Develop Job Evaluation Tool. CPS HR will use an online tool to ensure valid information is gathered, analyzed, and documented consistently from incumbents regarding their current classifications. This activity includes finalizing a Position Description Questionnaire (PDQ) for approval by the District, and distribution of the PDQ to study participants. The PDQ is designed to capture specific information, and to be used in studies with multiple analytical goals such as position allocation and classification specification development/revisions.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- For purposes of creating a cost-effective response, our pricing assumes the District will utilize CPS HR’s PDQ with minor (3-4) edits. Additional hours spent on the task will be contracted separately.
- The PDQ will be provided in English in an online survey format. All surveys must be completed online.

Task 1.4 – Conduct Orientation Sessions. The CPS HR Project Manager will draft a letter to be sent via e-mail to all employees included in the study and invite them to attend a study orientation session. The purpose of the orientation session is to (i) communicate study goals, methodology, and processes; (ii) provide the PDQ and explain to employees how the document should be completed; (iii) explain the role of employees, supervisors, and managers in the study; and (iv) respond to employee questions regarding the study process.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- For purposes of this scope of work, we have planned for two (2) one-hour **virtual orientation sessions** to be conducted **via videoconference**, one of which can be recorded by CPS HR for viewing by individuals who are not able to attend the scheduled sessions. The orientation sessions will take place over the course of the same week at times that are mutually agreeable.

Task 1.5 – PDQ Completion. Incumbents will have the opportunity to provide information on the duties and responsibilities as it relates to job specifications, duties not covered in the job specification, minimum qualifications, and working conditions and physical demands. Each incumbent’s supervisor will then

*Proposal to the West Valley Water District v.2
Comprehensive Classification and Total Compensation Study*

review the collected data to ensure that the incumbent has accurately and sufficiently captured all pertinent information on job context and work output.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- All surveys must be completed online, including supervisor and manager comments/approval.
- Links to surveys will be sent via e-mail by CPS HR. A complete roster, including employee name and e-mail address (among other data points), will be uploaded to the shared online site by District staff using a Microsoft Excel template provided by CPS HR.
- **Responsiveness of study participants is absolutely critical to maintaining the agreed timeline.** An amended timeline will be provided by the CPS HR Project Manager if the online PDQ completion date is pushed out. Any contract amendment needed due to timeline shift will be discussed with the District at the appropriate point.

Task 1.6 – Receive and Review PDQs/Prepare for Job Evaluation Interviews. The CPS HR Project Team will thoroughly review each PDQ to obtain an understanding of the duties and responsibilities assigned to each position. Job evaluation interview questions for study employees will be developed based upon the results of the documentation review. CPS HR Project Team members will develop an interview schedule and will coordinate the schedule with the District’s designated staff member.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

For purposes of creating a cost-effective response, our pricing assumes that:

- up to **70%** of incumbents will provide completed PDQs. Therefore, project staff will review up to **56** returned PDQs
- project staff will create interview questions for up to **60%** of the respondents (or **34** incumbents)
- up to **20** supervisor interviews will be conducted
- CPS HR Project Team members will develop an interview schedule in coordination with the District. CPS HR will also set up an online scheduling system for incumbents to view the schedule and sign up for his/her preferred time slot.

Task 1.7 – Conduct Job Evaluation Interviews. In addition to the PDQs, job evaluation interviews will be conducted with selected incumbents to ensure the CPS HR Project Team has a complete understanding of the duties and responsibilities assigned to each position. Incumbents to be interviewed, or invited to participate in a focus group, is determined by CPS HR during the PDQ review. Additionally, interviews with supervisors or managers may also be held to further clarify information documented on their subordinate employees’ PDQs. For planning purposes, each interview session will take up to sixty (60) minutes via video or telephone conference. **For purposes of this costing, reschedules for missed interviews has not been estimated.**

Task 1.8 – Physical Requirements Review. The CPS HR Project Team will review each classification's core functions. CPS HR will prepare a questionnaire as part of the data collection effort to gather information about the physical demands and working conditions. In addition, the CPS HR Project Team will capture data through the PDQs about core functions.

Task 1.9 – Analyze Classification Data. The CPS HR Project Team will analyze all information collected from the incumbents and their supervisor, and any job evaluation interviews to identify the job level, scope, typical duties, requisite knowledge, skills, abilities, and other job-related characteristics of each

*Proposal to the West Valley Water District v.2
Comprehensive Classification and Total Compensation Study*

position. This analysis will be used to develop recommendations regarding classification concepts and a classification structure that aligns with current business needs.

Classification concepts serve as the foundation for a classification plan by identifying the nature and level of jobs, with clear definitions of the differences between them. Classification concepts will also provide the framework for the consolidation of existing classifications, the elimination of classifications and/or the creation of new classifications where appropriate, and the revision and development of classification specifications to ensure they properly identify scope and level of authority relative to other classifications and to ensure that there is consistent titling within the classification plan. Classification concepts include:

- Definition of classification levels, such as entry, journey, advanced journey, and supervisory
- Definition of nature of work, e.g., clerical, technical, professional, supervisory, and management
- Titling protocols and standards within the classification structure
- Flexible staffing, where applicable
- The use and application of common classification allocation factors such as decision-making, scope and complexity, contact with others, supervision received and exercised, and knowledge, skills, and abilities

Task 1.10 – Prepare, Submit, and Present Draft Classification Report. The CPS HR Project Team will prepare a draft classification report which will include the methodology, findings, and recommended changes to the classification structure. CPS HR will present the draft report to the District’s Internal Project Manager and designated stakeholders.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- Costs assume one meeting, for up to two hours, with primary District Project Manager/HR staff to discuss the Draft Classification Report, including the Draft Classification Structure.
- As the District conducts its review of the Draft Report and Draft Structure, client comments and questions will be captured in a single document provided on the online shared drive.

Task 1.11 – Revise Classification Specifications. Once the District has approved the classification study findings, the classification specifications will be revised/created accordingly. The format for classification specification revisions will be submitted to the District for approval. Our methodology for this task will result in:

- Accurately identifying the specific essential duties and responsibilities; required knowledge, skills, and abilities; minimum education and experience requirements; and minimum special qualifications for each position in the study.
- Reviewing, revising, editing, and developing written classification specifications for each study classification that clearly specify and describe a general statement of duties; any distinguishing features of the class; essential duties, knowledge, skills, and abilities; acceptable minimum education and experience; and required special training and certifications.
- Describing the typical work environment for the classification.

CPS HR will provide the revised classification specifications to the District’s Internal Project Manager for review and feedback. Upon finalization of the classification specifications, CPS HR will proceed with preparing the Final Classification Report.

*Proposal to the West Valley Water District v.2
Comprehensive Classification and Total Compensation Study*

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- Classification specifications will be uploaded to the shared online site. Documents will be marked “Draft” and provided in Microsoft Word with several views – “with mark-up” and “without mark-up.” This will allow the District to easily view tracked changes. Edits and comments made by both parties will be captured in these online shared documents. CPS HR will post finalized versions of classification specifications in both Microsoft Word and Adobe PDF marked “Final.”
- As the District conducts its review of the Draft Classification Specifications, client comments and questions will be captured in a single document (or in the Class Spec itself using the “Comments” or “Track Changes” functions) provided on the online shared drive.

Task 1.12 – Prepare, Submit, and Present Final Classification Report. CPS HR will prepare a final classification report upon receiving feedback from the District on the draft report and the revised classification specifications. The District will be responsible for approving and implementing classification specification content changes through their standard process, including any necessary notifications to employees, employee representatives, or the Department of Human Resources.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- Costs assume one virtual meeting (with the Project Manager in person), for up to 1.5 hours, with primary District stakeholders to present the Final Classification Report.
- We will also be available for an additional virtual meeting to present to other stakeholders, at the request of the District.

Systems Maintenance Training

Tasks 1.13 – Classification System Training. CPS HR recognizes the District’s desire for a permanent system that allows the agency to confidently classify and reclassify positions and maintain its classification system. The classification plan developed by CPS HR over the course of this study will create the foundation for this system. In addition, the training provided by CPS HR on the methodologies implemented over the course of the study will provide the District with the processes and systems to effectively maintain the classification plan developed.

To formally capture learning, at the conclusion of the study, the CPS HR Project Manager will conduct one virtual training session (up to 2 hours; with a manual) on the underpinnings and maintenance of the classification system with selected staff. The goal is to provide the District with the tools necessary for the continued maintenance of the classification system to ensure consistent application.

We are able to record the training session and provide the recording for ongoing use by the District.

Compensation Study Workplan

The compensation work plan outlined in this section is intended to define all tasks within a base salary and comprehensive total compensation study from labor market selection to final reports, and the types of deliverables associated with each task. CPS HR identifies data points collected for base salary studies in addition to total compensation studies.

Task 2.1 – Review the District’s Background Materials. Upon contract execution, CPS HR will request background information from the District to ensure our Project Manager and Project Team are prepared

*Proposal to the West Valley Water District v.2
Comprehensive Classification and Total Compensation Study*

for initial meetings. Examples include: 1. Compensation philosophy and strategy; 2. Salary schedules; 3. Benefits summaries; 4. Budget Information; 5. Memorandums of Understanding (MOUs); 6. Compensation policies and procedures, past studies; and 7. Other documents relevant to the study.

Task 2.2 – Initial Project Meeting/Labor Market Agency and Benchmark Selection Discussions. The CPS HR Project Manager will meet with the District’s Internal Project Manager and any other designated stakeholders, including executive management and labor representatives, to discuss the study methodologies, deliverables, timelines, communication, and data collection methods. The CPS HR Project Manager will determine the District’s compensation philosophy in this meeting to obtain direction and consensus. Additionally, the CPS HR Project Manager will be available to conduct a workshop with these key stakeholders to discuss the following elements of compensation policy:

- Labor Market Agency Selection - This section of the workshop focuses on the typical labor market selection criteria and the process by which CPS HR will evaluate and prepare recommendations for the District’s labor market agencies; such selection criteria typically includes: (i) Geographic Proximity, (ii) Services provided, (iii) Past labor market agency practices, (iv) Cost of Living/Cost of Wages, and (v) Size of the organization (measures may include number of employees or population).
- Additional workshop topics are
 - Labor market position (i.e., median, mean, or other percentile)
 - Benchmark classifications to be selected based on the following criteria:
 - They should be classifications for which counterparts can readily be found in surveyed employers so that sufficient compensation data can be gathered. Classifications which have a large number of comparables from other agencies are generally selected as benchmark classifications.
 - Benchmark classifications should have significant relationships to other classifications in their occupational group. This ensures they will make good reference points in relating and establishing salaries for other classifications within their occupational groups.
 - Elements of total compensation to be surveyed

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- It is assumed that no more than **47** benchmark classifications will be identified for the complement of the classification structure resulting from the classification study.
- It is assumed that no more than **8** labor market agencies will be selected for comparison by the District.

Task 2.3 – Design, Develop, and Distribute the Survey Instrument. The CPS HR Project Team will develop a comprehensive survey instrument to ensure the effective collection of compensation data from each of the survey agencies. For a *total compensation* study, the following elements of total compensation are added to the base salary survey: (i) Cash add-ons premium pays such as longevity pay and deferred compensation; (ii) Agency contribution to medical, dental, and vision programs; (iii) Agency contributions to defined-benefit retirement programs and Social Security practices; and (iv) Paid time off practices such as Holiday leave, vacation and sick leave, and administrative leave. Additional benefits and/or policies can be collected as agreed.

*Proposal to the West Valley Water District v.2
Comprehensive Classification and Total Compensation Study*

Task 2.4 – Review, Analyze, and Validate Labor Market Survey Data. We begin labor market data collection by researching available information online to make preliminary classification matches and obtain benefits data. The CPS HR Project Team will reach out to labor market agencies to confirm and/or complete survey data after completing as much pre-work as possible. We find that this initial collection effort results in greater participation from the labor market agencies. Once we have completed our survey analysis tasks, the CPS HR Project Manager will audit the final data as part of our quality review process.

Classification matching includes reviewing agency background materials such as copies of classification specifications, organization charts, staffing information, and other useful materials to substantiate the accuracy of the comparability of the matches. It is critical that the CPS HR Project Team review such documents since titles alone can often be misleading and should not be relied upon.

To determine whether a match from a labor market agency is comparable to the District’s benchmark, CPS HR utilizes a whole job analysis methodology; this commonly used methodology analyzes the job as a whole, rather than by individual factors, by evaluating the core duties and responsibilities, the nature and level of work performed, and the minimum qualifications to determine whether the classification is comparable enough to be utilized as a match.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- Should any labor market agencies be non-responsive to requests for information, we will provide the District with contact information and request that they use their professional contacts to follow up on CPS HR’s behalf. We have found this approach to be beneficial.
- At an additional cost, the District may add additional labor market agencies should any in the initial selection be non-responsive or not provide sufficient matches.
- **Responsiveness of labor market agencies is absolutely critical to maintaining the agreed timeline.** An amended timeline will be provided by the CPS HR Project Manager if the data collection period is pushed out.

Task 2.5 – Design and Develop Data Spreadsheets. CPS HR will develop an individual data sheet for each survey classification that presents the comparable classification used in each agency with the relevant data associated with that classification, such as the position ranking within the labor market and salary range minimum and maximum.

The labor market data analyses will be conducted based upon the labor market position affirmed within the District’s compensation philosophy (e.g., median, mean, or other percentile). Each comparable match for each survey classification is reported in the relevant data sheet for full disclosure and review by others. We find this level of transparency in matching provides for a better understanding and acceptance of study results.

Task 2.6 – Conduct Benefits Analysis. The benefit data submitted from the labor market agencies will be analyzed quantitatively and qualitatively.

In the quantitative analysis, specific benefits will be incorporated into the base salary data sheets to provide a total compensation analysis. This analysis of program costs will provide the District with an understanding of how the study classes compare against their market when the costs of benefits programs are taken into consideration. Within these data sheets, four different analyses can be conducted based on how our clients wish to view the data:

*Proposal to the West Valley Water District v.2
Comprehensive Classification and Total Compensation Study*

1. An analysis of the survey classification's position within the labor market for base salary
2. An analysis of the survey classification's position within the labor market when the cost of cash add-ons is taken into consideration (total cash)
3. An analysis of the survey classification's position within the labor market when the cost of cash add-ons and health programs are taken into consideration
4. An analysis of the survey classification's position within the labor market when the cost of cash add-ons, health program costs, and retirement contributions are taken into consideration (total compensation)

The qualitative analysis will include a write-up of the general trends of benefits offered across the agencies as well as summary tables showing the practices of each agency.

Task 2.7 – Conduct Internal Equity Analysis/Prepare Draft Salary Recommendations. A comprehensive and balanced pay program is the result of the analysis of external labor market data, combined with an analysis of important internal relationships that reflect the District's value system of jobs.

With the whole job methodology, the internal pay relationship analysis for non-benchmark classifications will involve several steps to arrive at sound and equitable relationships. Among others, the most important of these steps will include: 1. Analysis of pay relationships based on the outcome of the classification study; 2. Development of consistent, uniform, and realistic guidelines for determining internal relationships including span of control, nature and level of work performed and related components; and 3. Recommendation of equitable and appropriate internal relationship differentials based on the above.

Provided below is the methodology CPS HR utilizes for establishing salary levels for benchmark and non-benchmark classifications in our compensation studies. This methodology would be applied to all the District study classifications.

1. Conduct a comprehensive understanding of the District's approach to identify the benchmark classifications to be used in the salary setting process.
2. Establish salary recommendations for these benchmark classifications by setting the salary level based on the market data.
3. Conduct a comprehensive review of the District's current internal alignment differentials to determine what their practices are, and if they should be adjusted.
4. Apply recommended internal differentials within job families to build the salary recommendations for classifications which have significant relationships to each other because they are in the same job series or family.
5. Determine the remaining classifications that are not benchmark classifications, or classes that minimal comparable data was available for, and are also not part of a job series or family. These classifications are then reviewed to determine which classifications are the subject classifications currently internally aligned with and whether that relationship should be changed. Evaluation factors include the nature and level of work performed, as well as the minimum qualifications.

The salary recommendations for each study classification will display the following information: (i) Classification title; (ii) Current monthly range maximum; (iii) Recommended monthly range maximum;

*Proposal to the West Valley Water District v.2
Comprehensive Classification and Total Compensation Study*

and (iv) The percentage difference and/or dollar amount difference between the current and recommended monthly range maximum and the steps within a range, if desired. This information will provide the District with the percentage and dollar amount of any increase on a classification-by-classification basis.

Task 2.8 – Prepare and Present Draft Compensation Report. The CPS HR Project Team will develop a Draft Compensation Report detailing the results of the labor market survey and a suggested implementation plan to address salary range changes. This draft report will comprise the following: 1. Scope of the study; 2. Labor market agencies, including the comparable characteristics (e.g., size, scope of services, number of employees, etc.); 3. Study benchmarks, including methodology utilized to identify benchmarks; 4. Labor market data analysis/methodologies; 5. Results of the base salary survey; 6. Results of the benefits analyses; 7. Results of the total compensation analysis; 8. Salary recommendations for all classifications; and 9. Implementation methods¹

CPS HR will review the draft report with the Internal Project Manager and designated stakeholders.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- Costs assume one virtual meeting, for up to two hours, with primary District Project Manager/HR staff to discuss the Draft Compensation Report.
- As the District conducts its review of the Draft Report, client comments and questions will be captured in a single document provided on the online shared drive.

Task 2.9 – Research and Resolve Issues/Prepare and Present the Final Compensation Report. Based upon the District’s review of the Draft Compensation Report, the CPS HR Project Team will follow-up and resolve any outstanding compensation issues. CPS HR will prepare a final compensation report and will discuss it with the Internal Project Manager and designated stakeholders.

Client Responsibilities and/or Pricing Assumptions Associated with Task:

- Costs assume one meeting, for up to 1.5 hours, with primary District stakeholders to present the Final Compensation Report.
- We will also be available for an additional virtual meeting to present to other stakeholders, at the request of the District.

¹ It is CPS HR’s standard practice to assist our clients with evaluating and developing a method to implement compensation changes that are identified as a result of the study and this is included within the proposed budget. Our salary recommendations will provide the District with the percentage of pay required to maintain each classification at the desired market position, as well as an average percentage of all classifications within the compensation plan. CPS HR can also provide information on typical implementation strategies such as Step-to-Step and Closest Dollar. However, CPS HR does not provide a detailed analysis of individual employee implementation and costs since our clients typically utilize their own systems for that purpose.

Proposal to the West Valley Water District v.2
Comprehensive Classification and Total Compensation Study

Proposed Timeline

Commented [VQB1]: @Jessica Pascual you are updating this section

Classification Study – from receipt of Notice to Proceed/Fully Executed Contract	Week #
Receive and Review Background Materials	1
Initial Project Meeting	2
Develop Job Evaluation Tool (PDQ); Receive Approval from Stakeholders	3
Conduct Orientation Sessions	4
PDQ Completion by Incumbents	5
Supervisor Review Process/Review PDQs and Supervisor Comments/Prepare for Job Evaluation Interviews/	6-10
Conduct Job Evaluation Interviews	10-11
Classification/Physical Req Analysis; Prepare, Submit, Present Draft Class Report	11-14
Client Review and Feedback Period	15
Revisions to Report/Update Classification Specifications; Client Review of Specs	16-20
Prepare, Submit, and Present Final Classification Report	21-23
Implementation and Systems Maintenance Training	Upon Completion

Total Compensation Study – upon completion of Classification Study	Week #
Review the District's Background Materials; Labor Market Agency Research	1
Initial Project Meeting, Labor Market Agency Confirmation, and Benchmark Selection	2-3
Design, Develop, and Distribute Survey Instrument	4
Collect, Analyze, and Validate Labor Market Survey Data; Conduct Job Matching Process	5-14
Client Review of Preliminary Matches; Provides Feedback	15
Design and Develop Data Spreadsheets/Benefits Analysis	16-18
Prepare Draft Salary Recommendations and Draft Compensation Report/Conduct Internal Equity Analysis	19
Client Review and Feedback Period	20-22
Research and Resolve Issues/Prepare and Present Final Compensation Report	23-24

Section Four – References

References (Exhibit A)

EXHIBIT A REFERENCES	
Proposer shall provide a minimum of three (3) Customer References with two (2) or more years' experience with the Proposer. Local and similar size contract references are preferred.	
REFERENCE #1	
NAME OF FIRM	Santa Clarita Valley Water Agency
ADDRESS	27234 Bouquet Canyon Rd.
CITY, STATE, ZIP CODE	Santa Clarita, CA 91350
TELEPHONE #	(661) 297-1600 ext. 235
CONTACT	Aristea Mantis, Human Resources, Supervisor
E-MAIL ADDRESS	amantis@scvwa.org
PROJECT NAME	Conducted classification and total compensation study with FLSA analysis and allocation recommendations for 208 incumbents across 86 classifications; 40 benchmark classifications and 12 comparable agencies.
COMPLETION DATE	2019-2021
APPROX. COST	\$162,890
REFERENCE #2	
NAME OF FIRM	Long Beach Water District
ADDRESS	1800 East Wardlow Road
CITY, STATE, ZIP CODE	Long Beach, CA 90807
TELEPHONE #	(562) 570-2364
CONTACT	Ken Bott, Director of Administration
E-MAIL ADDRESS	Kenneth.Bott@lbwater.org
PROJECT NAME	Conducted a classification study for 25 incumbents across 34 classifications.
COMPLETION DATE	2019-2020
APPROX. COST	\$28,000
REFERENCE #3	
NAME OF FIRM	Cucamonga Valley Water District
ADDRESS	10440 Ashford Street
CITY, STATE, ZIP CODE	Rancho Cucamonga, CA 91730
TELEPHONE #	(909) 987-2591 ext 7410
CONTACT	Roberta Perez
E-MAIL ADDRESS	Robertap@cvwdwater.com
PROJECT NAME	Conducted total compensation study for 61 benchmark classifications; a labor market of 16 comparable agencies was identified, and base salary and total compensation data was collected and analyzed.
COMPLETION DATE	2019-2020
APPROX. COST	\$39,955

*Proposal to the West Valley Water District v.2
Comprehensive Classification and Total Compensation Study*

Required Exhibits

NOTE: References (Exhibit A) is provided under **Section Four – References** as we understand this section is part of the 20-page limit and the following additional Exhibits are not.

List of Subcontractors (Exhibit B)

Each of our team members has broad and deep experience in public sector classification and total compensation systems and analysis, therefore, we do not have the need to include any subcontractors on this project.

Vendor Business Information (Exhibit C)

EXHIBIT C

PROPOSER'S BUSINESS INFORMATION

All Proposers shall submit the information as requested below.

1. Length of time your firm has been in business: 35 years, est. 1985
2. Length of time at current location: 3.5 years
3. List types and business license number(s) (write N/A if not applicable): N/A We are filed under the California Secretary of State as a Joint Powers Authority (JPA).
4. California State Contractor's License number (write N/A if not applicable): N/A
5. Names and titles of all officers of the firm:

Title	Name
Chief Executive Officer	Jerry Greenwell
Marketing and Business Development Director	Geralyn Gorshing
Director of Products and Services	Vicki Quintero Brashear
Senior Practice Leader, Products and Services	Melissa Asher
Senior Practice Leader, Products and Services	Jeff Hoye
Practice Leader, State Government Services	Dave Rechs
Chief Financial Officer	Sandy MacDonald-Hopp
Information Technology Director	Gregory Roberson

6. Is your firm a sole proprietorship doing business under a different name? No
7. If yes, please indicate sole proprietorship name and the name you are doing business under: N/A
8. Please indicate your Federal Tax Number: 68-0067209
9. Is your firm incorporated? No
10. Name and remittance address that will appear on invoices: Cooperative Personnel Services dba CPS HR Consulting; Dept #: 34327, PO Box 39000; San Francisco, CA 94139
11. Physical Address: 2450 Del Paso Road, Suite 220, Sacramento, CA 95834

Proposal to the West Valley Water District v.2
 Comprehensive Classification and Total Compensation Study

Fee Proposal (Exhibit D)

WEST VALLEY WATER DISTRICT EXHIBIT D RFP PRICE FORM			
Item	Description	Price	Hours
1	Fee Proposal	\$138,905	1,203.50 Proposed Hours
2	Travel & Misc. Expenses	\$0	N/A
3	Total, Not to Exceed Fee Proposal	\$138,905	N/A

The Project shall begin no more than 21 days after execution of agreement and issuance of Purchase Order.

Fee Proposal – A schedule of hourly rates shall be included with this exhibit in your; rates for all sub-consultants, and percentage markup of reimbursable expenses, if any shall be included with the proposal. The rates shall be valid for the term of the contract.

The consultant should assume hours sufficient to meet with staff and be present at public meetings as needed. The proposed budget is intended to be a not-to-exceed amount. Identify any reimbursable expenses and provide an estimated budget for any such costs.

Price(s) shall include **all** labor, equipment, materials, transportation, overhead, travel, profit, insurance, sales and other taxes, licenses, incidentals, and all other related costs necessary to meet the work requirements.

The Proposer, declares that the only persons or parties interested in this proposal is made without collusion with any person, firm or corporation. Your submittal of this document, should you be awarded the contract as defined in this RFP, signifies that you have fully read and understood this proposal and will comply with all specifications, conditions, unit prices, terms, and delivery of the proposal unless otherwise noted in the “exceptions” portion of the proposal.

Pricing Assumptions

General Scope	
Number of Classifications	Up to 71
Number of Incumbents	Up to 79
Number of Benchmarks	Up to 47
Number of Labor Markets	Up to 8
Not included in the fixed fee:	
Materials Production	CPS HR provides all documents electronically. Hard copy printing of documents for this engagement will be the responsibility of the District.
Consultant Travel Expenses	We have not provided for travel costs since all work will be conducted virtually through the use of tele- and web-conferences and the sharing of documents through an online portal provided by CPS HR.

Proposal to the West Valley Water District v.2
Comprehensive Classification and Total Compensation Study

Billing Terms

CPS HR will bill in equal installments at the following milestones:

CLASSIFICATION: 1. Provision of PDQ link to incumbents, 2. Completion of job evaluation interviews, 3. Submission of draft classification report, 4. Submission of final classification report

COMPENSATION: 1. Final selection of labor market agencies & benchmarks, 2. Provision of draft matches, 3. Submission of draft compensation report, 4. Submission of final compensation report

It is assumed that the District will be responsive to the delivery of all draft deliverables and all subsequent revisions as defined in the agreed upon project timeline. **Unanticipated revisions or delays to the project timeline could result in a need for an addendum to the contract related to contract end date, staff assignments, and/or pricing. Any addenda will be discussed in a timely manner with the District.**

Hourly Rates for Additional Services

A rate schedule follows for any additional work desired by the District that is not specified in the work plans prepared for this proposal.

Project Staffing Category	Rate/hr	Staffing Category	Rate/hr
Project Manager	\$145	Sr. Consultant/Sr. Program Manager	\$120
Principal Consultant/Tech Specialist	\$140	Administrative Technician	\$80

Additions, Deletions and/or Exceptions (Exhibit E)

Please state any and all Additions, Deletions and Exceptions (if none write N/A below) that you are taking to any portion of this proposal. If not addressed below, then West Valley Water District assumes that the vendor will adhere to all terms and conditions listed.

N/A

The CPS HR Contracts Manager and our insurance broker have reviewed the sample agreement. We can accept the terms and conditions set forth with no exceptions and two notations: 1) We do not own any automobiles; 2) Our self-insured retention is \$50,000.



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: July 7, 2022
TO: Board of Directors
FROM: Van Jew, Acting General Manager
SUBJECT: WEST VALLEY WATER DISTRICTS TRANSFER FUNDS TO/FROM
 GENERAL AND INVESTMENT ACCOUNTS - JUNE 2022

BACKGROUND:

At the August 20, 2020, Board of Directors meeting, the WVWD Board of Directors approved and authorized the Chief Financial Officer to transfer funds in/out of the District's Chase account to/from the District's investment accounts to take advantage of potential interest earnings. At this meeting, the WVWD Board also requested that the CFO provide a detailed report of all transfers every month and include this report in the monthly financial reports presented to the Board.

Per Section 5 Delegation of Authority of the District's investment policy, Authority to manage the District's investment program is derived from California Government Code, Section 53607. Management responsibility for the investment program is hereby delegated to the General Manager and Chief Financial Officer, who shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials, and their procedures in their absence.

DISCUSSION:

Based on the District's investment policy, "Securities placed in a collateral pool must provide coverage for at least 100 percent of all deposits placed in that institution." As of June 30, 2022, the District maintained balances within the FDIC limit of \$250,000 for each bank account, except for the Chase General Governmental Checking account. The Chase General Governmental Checking account holds funds for operational purposes. It typically carries a balance of at least \$1.5 million, representing funding for one payroll and one accounts payable check run. In June, the District collected over \$10 million of capacity charges and development fees. In an effort to reduce the excess funds in the general checking account, District staff would like to transfer the excess funds of \$11 million to the LAIF account.

Local Agency Investment Fund (LAIF)

The State of California, Local Agency Investment Fund (LAIF) processes a same-day transaction if notified

by 10:00 am. This ability satisfies the investment requirement of 24-hour liquidity as stipulated in the investment policy for the District. Per Section 9.2 of the District's investment policy, the maximum

percentage of investments in the State of California, Local Agency Investment Fund is unlimited. The District's investment policy is also in accordance with the State of California's Local Agency Investment Guidelines (Government Code Section 16429.1) concerning the Local Agency Investment Fund. These guidelines establish no maximum specified percentage of the District's investment portfolio while dictating no maximum maturity date for LAIF investments. Per the Standard and Poor's rating system, California's Current Credit Rating is AA-, identifying the credit quality of the fund's portfolio performance as strong. As of May 31, 2022, the District's Local Agency Investment Fund balance represents 53.0% of the District's entire portfolio. Therefore, the District is following the investment policy as well as the standards of the Local Agency Investment Guidelines. Based on the LAIF performance report for the month ending May 31, 2022, LAIF investments had a net yield of 0.684%.

FISCAL IMPACT:

Potential interest earnings on funds invested/transferred.

STAFF RECOMMENDATION:

Approve the transfer of \$11 million from the District's General Checking account to the District's interest earning account LAIF account.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

VJ:jv



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: July 7, 2022
TO: Board of Directors
FROM: Van Jew, Acting General Manager
SUBJECT: PLAN OF ACTION, DISTRICT REOPENING

BACKGROUND:

On March 4, 2020, Governor Newsom declared a State of Emergency resulting from the threat of the Novel Coronavirus (COVID-19). In response to this order, the Board of Directors declared a local State of Emergency, stopping in-person public access to the West Valley Water District (District). During this time, protocols were put into place to continue to provide methods of communication to and from ratepayers, including the ability to pay bills, set up service and virtually attend public board meetings.

DISCUSSION:

At the June 16, 2022 Board of Directors Meeting, careful consideration was made by the Board on whether to reopen to the public and staff was tasked with developing a plan of action to potentially reopen the District (Plan). Specifically, the Plan (attached **Exhibit A**) addresses reopening the public service counter to the public during normal business hours and to resume in-person attendance by the public at Board and Committee meetings. The Plan also identifies July 18, 2022 as the potential reopening date.

At tonight's Board meeting, staff will be making a presentation of the Plan. Staff has also been diligently monitoring CDC, state and local guidelines on COVID-19 to ensure that reopening the District to the public is done with the utmost regard for health and safety for both staff and ratepayers. To continue our mission in providing world class customer service, the District will make available hand sanitizer stations, masks and gloves for District visitors and recommend social distancing practices such as

FISCAL IMPACT:

The Plan proposes utilizing \$1,000 for signage consistent with CDC recommendations and guidance, hand sanitizer for the public, and for a modest ribbon cutting to welcome back the public. Funds are available in the FY 2022-23 Operating Budget.

STAFF RECOMMENDATION:

Staff recommends that the Board of Directors approve implementing the reopening the District in accordance with the Plan as attached as Exhibit A.

Respectfully Submitted,

Van Jew

Van Jew, Acting General Manager

VJ: sp

ATTACHMENT(S):

1. District Reopening - Staff recommendation

Plan of Action

July 7, 2022



District Reopening



Table of Contents

- 01** Recommendation
- 02** Background
- 03** Timeline for Reopening
- 04** Staff Strategy
- 05** Costs



Recommendation

WVWD staff recommends that the board moves to reopen the District to the public, including the reopening of the customer service lobby and public Board and Committee meetings, effective July 18, 2022.

Background

On March 4, 2020, Governor Newsom declared a State of Emergency resulting from the threat of COVID-19.

In response to this order, the West Valley Water District Board of Directors declared a local state of emergency on **March 19, 2020** that closed both the customer service lobby to the public, as well as the ability for the public to attend board meetings in person



Timeline for Reopening

Under direction from the West Valley Board of Directors, staff has created the following plan of action to reopen the District:

On July 7, staff will recommend to the Board of Directors that they move to reopen the district on Monday, **July 18.**

Pending approval, the customer service lobby will reopen to the public on July 18, during normal business hours.

On July 21, in-person attendance at public board meetings will be permitted. Prior to the evening's Board of Directors meeting, staff proposes a ribbon cutting ceremony to formally unveil the remodeled customer service lobby.

Highlights

July 7

Board approves reopening of district

July 18

Customer service lobby to reopen to public

July 21

Board Meeting open to in-person attendance; Ribbon-cutting ceremony

3

Staff Strategy

Pending direction from the Board of Directors, staff has been preparing for the District reopening by:

1. purchasing necessary equipment, such as hand sanitizing stations for ratepayers; and
2. signage to ensure the safety of both staff and ratepayers; including: CDC guidelines/recommendations, "maximum occupancy", "Please maintain 6 foot distance" and "Please wait here for next available associate" signs;
3. updating district language across outreach materials, including but not limited to Board/Committee meeting agendas, the District website, flyers and handouts; and
4. reviewing current in-person and telecommuting staff schedules to ensure that the needs of the public are met.



Costs

**** COSTS ARE ESTIMATES**

Customer Service Lobby Signage

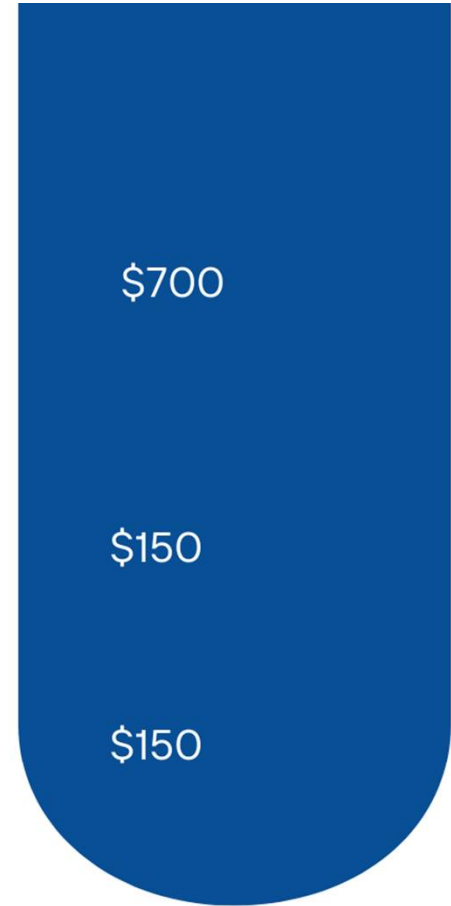
CDC Guidelines/ recommendations, "Maximum occupancy", "Please maintain 6 foot distance", "Please wait here for next available associate"

Customer Service Lobby Equipment

Hand sanitizing stations for ratepayers

Ribbon Cutting Ceremony

Ceremonial necessities, refreshments



**ESTIMATED
TOTAL COST:**

\$1,000





TAFOYA LAW GROUP, APC

316 West 2nd Street, Suite 200
Los Angeles, California 90012
Telephone: 213.617.0600

MEMORANDUM

DATE: June 30, 2022

TO: Board of Directors

FROM: Robert Nacionales Tafoya

CC: Van Jew

RE: Memorandum to the Board Regarding Director Vacancy

BACKGROUND:

The purpose of this memorandum is to provide the Board with information concerning the current vacancy on the Board before the expiration of a director's term and the manner in which such a vacancy may be filled. The vacancy was created by Dr. Michael Taylor written resignation from Dr. Taylor's position, in Division 2, before the expiration of his term in November 2022.

Under Government Code Section 1770(c), a Director's seat on the Board becomes vacant upon the resignation of the incumbent before the expiration of his or her term of office.

Water Code Section 71254 provides the method for filling vacancies on the Board and states that all such vacancies "shall be filled pursuant to Section 1780 of the Government Code, by a qualified person, who shall be a resident of, and otherwise qualified to be a director from, the division in which the vacancy occurred." The actual text of Government Code Section 1780 is attached hereto.

Government Code Section 1780(c) allows the remaining Board members of the District to fill the vacancy by appointment. In order to do so, the District must first notify the county elections official of the vacancy no later than fifteen (15) days following either the date on which the Board is notified of the vacancy or the effective date of the vacancy, whichever is later (i.e., on or before January 18, 2022). Government Code:, Section 1780(b). The District must also post a Notice of the vacancy at least fifteen (15) days before an appointment is made in at least three (3) conspicuous places within the District. The appointment to the vacancy must be made within sixty (60) days following the effective date of the vacancy (i.e., on or before **July 28, 2022**).

Re: Board Vacancy
 June 30, 2022
 Page 2 of 2

Government Code Section 1780(d)(I). If the vacancy is not filled by the District, the San Bernardino County Board of Supervisors may fill the vacancy within ninety (90) days of the vacancy. Government Code Section 1780(:t)(1).

With respect to the period of time in which the appointment shall be in effect, Government Code Sections 1780(d)(2) and (3) provide as follows: ·

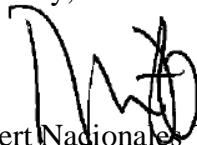
“(2) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy and thereafter until the person who is elected at that election to fill the vacancy has been qualified The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

(3) If the vacancy occurs in the first half of a term of office. but less than 130 days prior to the next general district election or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.” (Emphasis added.)

Thus, even though Dr. Taylor’s term on the Board was scheduled to expire following the election in November of 2022, since that seat has become vacant during the last half of his term of office and more than 130 days before the next general district election, then by operation of Government Code Section 1780(d)(2) any person appointed to fill the vacancy created by Dr. Taylor’s resignation would only serve on the Board until the next election in November 2022 upon which time the appointed person would have to run for the remainder of the term for Division 2. The person elected to Division 2 in November 2022 would serve until November 2026.

If the Board has any questions or comments regarding this information. please feel free to address them to this office as appropriate.

Sincerely,



Robert Nacionales Tafoya,
 General Counsel

EXHIBIT A

California Government Code Section 1780

- (a) Notwithstanding any other provision of law, a vacancy in any elective office on the governing board of a special district, other than those specified in Section 1781, shall be filled pursuant to this section.
- (b) The district shall notify the county elections official of the vacancy no later than 15 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later.
- (c) The remaining members of the district board may fill the vacancy either by appointment pursuant to subdivision (d) or by calling an election pursuant to subdivision (e).
- (d) (1) The remaining members of the district board shall make the appointment pursuant to this subdivision within 60 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later. The district shall post a notice of the vacancy in three or more conspicuous places in the district at least 15 days before the district board makes the appointment. The district shall notify the county elections official of the appointment no later than 15 days after the appointment.
- (2) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.
- (3) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.
- (e) (1) In lieu of making an appointment the remaining members of the board may within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, call an election to fill the vacancy.
- (2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the district board calls the election.
- (f) (1) If the vacancy is not filled by the district board by appointment, or if the district board has not called for an election within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, then the city council of the city in which the district is wholly located, or if the district is not wholly located within a city, the board of supervisors of the county representing the larger portion of the district area in which the election to fill the vacancy will be held, may appoint a person to fill the vacancy within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, or the city council or board of supervisors may order the district to call an election to fill the vacancy.
- (2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the city council or board of supervisors calls the election.
- (g) (1) If within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, the remaining members of the district board or the appropriate board of supervisors or city council have not filled the vacancy and no election has been called for, then the district board shall call an election to fill the vacancy.
- (2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the district board calls the election.
- (h) (1) Notwithstanding any other provision of this section, if the number of remaining members of the district board falls below a quorum, then at the request of the district secretary or a remaining member of the district board, the appropriate board of supervisors or the city council shall promptly appoint a person to fill the vacancy, or may call an election to fill the vacancy.
- (2) The board of supervisors or the city council shall only fill enough vacancies by appointment or by election to provide the district board with a quorum.
- (3) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold the office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.
- (4) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.
- (5) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is held 130 or more days after the date the city council or board of supervisors calls the election.

EXHIBIT B

NOTICE OF VACANCY

Office of Director, Division 2 West Valley Water District

PLEASE TAKE NOTICE of the vacancy in the office of Director of Division 2 of the West Valley Water District (“WVWD”). This vacancy results from the resignation of Dr. Michael Taylor on or about May 28, 2022.

Pursuant to Water Code Section 60144 and Government Code Section 1780, the WVWD Board of Directors has determined to fill the vacancy in the office of Division 2 appointment.

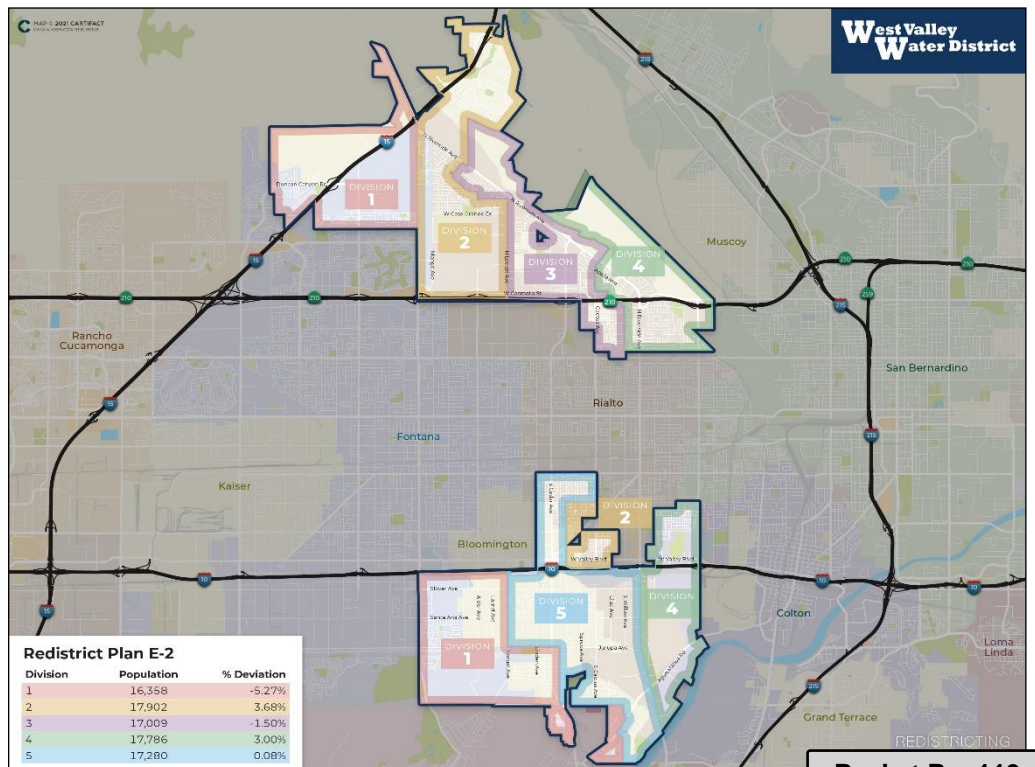
Any person interested in being considered for appointment to this office must submit a letter of interest and resume to the WVWD *no later than 5:00 p.m. on Tuesday, July 26, 2022*, at the following address:

West Valley Water
District 855 West
Baseline Road Rialto,
CA 92376
Attn: Van Jew, Acting General Manager

To be eligible for an appointment to the office of the Director of Division 2, an interested person must be a registered voter and a resident of Division 2 at the time of the appointment. Division 2 includes the City of Rialto (see map below).

The WVWD Board of Directors may interview potential Division 2 appointees at a Special Meeting at a time and date to be determined. The Board anticipates that a final decision on the appointment may be made a WVWD Special Board Meeting scheduled at a date to be determined, although the WVWD reserves all rights to make a legal and proper appointment on any date consistent with applicable law.

Mr. Van Jew
Acting General Manager



Date Posted: July 11, 2022