



**WEST VALLEY WATER DISTRICT
855 W. Base Line Road Rialto, CA**

**NOTICE OF CALL OF
AND AGENDA FOR
SPECIAL MEETING
(Government Code § 54956(a))**

PLEASE TAKE NOTICE that the President of Directors of the West Valley Water District has called a Special Meeting of the Board of Directors for

6:00 P.M. on THURSDAY, MARCH 29, 2018,

at District Headquarters located at 855 W. Base Line Road, Rialto, CA 92376. The only items of business to be considered at this Special Meeting are as set so forth in the following agenda:

**SPECIAL MEETING
AGENDA**

Thursday, March 29, 2018 – 6:00 P.M.

"In order to comply with legal requirements for posting of agendas, only those items listed in this NOTICE OF CALL AND AGENDA FOR SPECIAL MEETING will be considered by the Board of Directors."

OPENING CEREMONIES

Pledge of Allegiance
Opening Prayer
Call to Order
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. No person will be allowed to make comments at any other time in the meeting except if there is a Public Hearing. Also, please remember that no disruptions from the crowd will be tolerated. If someone disrupts the meeting, they will be removed.

BUSINESS MATTERS

Consideration of:

1. FY 2018 Mid-Year Budget Review.
2. Approval of Albright, Yee & Schmit, APC for professional services rendered for the month of February, 2018; Invoice No. 24912: \$37,604.64.
3. Approval of Eadie & Payne, LLP for special audit services progress billing - per engagement letter dated January 22, 2018, 2018; Invoice No. 132687: \$21,405.00.
4. Approval of Kaufman Law Firm for professional services rendered for the month of January and February, 2018; Invoice No. 10111 and Invoice No. 10112: \$45,342.75.
5. Agreement for Professional Services with Edward Lasak.

INFORMATION

6. 15% Rebate Program Update

CLOSED SESSION

- Public Employee Appointment - Pursuant to Government Code Section 54957 - Title: Chief Financial Officer
- Public Employee Appointment - Pursuant to Government Code Section 54957 - Title: Assistant General Manager for Public Affairs
- PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE Pursuant to Cal.Gov. Code Section 54957 Title: Human Resources Manager

- PUBLIC EMPLOYEE PERFORMANCE EVALUATION Pursuant to Cal. Gov. Code Section 54957 Title(s): Interim General Manager, Interim Board Secretary
- CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: Number of Cases: six (6)

ADJOURN

DECLARATION OF POSTING:

I declare under penalty of perjury, that I am employed by the West Valley Water District and posted the foregoing special Agenda at the District Offices on March 28, 2018.



Crystal L. Escalera, Interim 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 Crystal Escalera, at least 72 hours in advance of the meeting to ensure availability of the requested service or accommodation. Ms. Escalera may be contacted by telephone at (909) 875-1804 ext. 704, or in writing at the West Valley Water District, P.O. Box 920, Rialto, CA 92377-0920.



FINANCE DEPARTMENT
 MONTHLY CAPITAL IMPROVEMENT PLAN STATUS REPORT
 AS OF FEBRUARY 26, 2018

Project Number	Description	FY 2018 Amended Budget	Proposed		YTD Activity	Encumb.	YTD Activity & Encumb. Total	Remaining Balance	% Activity
			FY2018 Mid Year Adjust 2-27	FY2018 Mid Year Amended Budget					
REPLACEMENT / REHABILITATION OF SYSTEM ASSETS									
W17003	Well Characterization Study - Abandoned Wells	159,783	20,000	179,783	27,030	142,967	169,998	9,785	94.6%
W17025	Fixed Bed Reactor Design and Equipment Procurement	497,831		497,831	100,356	397,475	497,831	-	100.0%
W18001	Annual R/R - Wells and Pumping Equipment	232,925	300,000	532,925	66,085	168,000	234,085	298,840	43.9%
W18002	Annual R/R - Booster Pumps	154,375	(104,375)	50,000	8,289	-	8,289	41,711	16.6%
W18003	Annual R/R - Cla-Vals	50,000		50,000	44,223	5,777	49,999	1	100.0%
W18004	Roemer Effluent Pump Replacement	190,000		190,000	54,108	131,456	185,564	4,436	97.7%
W18005	Annual R/R - Reservoir Inspection, Cleaning, and Repairs.	200,000	200,000	400,000	17,810	12,570	30,380	369,620	7.6%
W18006	Rehabilitate both the interior and exterior of reservoir 4-3.	1,125,000	(120,000)	1,005,000	-	970,905	970,905	34,095	96.6%
W18007	Reservoir R2-3 Site Upgrades & V-Ditch and Catch basin Repairs.	250,000		250,000	42,117	22,703	64,820	185,180	25.9%
W17011	Water Main Replacements - Casmalia	100,000		100,000	-	22,000	22,000	78,000	22.0%
W17012	Bloomington Alley Way Main Replacement Phase 3, 4 and 5 & Zone 2 24" Transmission	-		-	-	-	-	-	0.0%
W17033	Zone 6 Transmission Main - 12" in Persimmon & Summit Avenue	100,000	1,240,198	1,340,198	50,217	26,433	76,650	1,263,548	5.7%
W17034	Zone 3 Distribution Pipeline Replacement - 8" in Valley/Pomona	1,066,000	(937,817)	128,183	78,044	40,139	118,183	10,000	92.2%
W17007	Annual R/R - SCADA & Metering to Non-Metered Pump	11,865		11,865	-	11,865	11,865	-	100.0%
W17021	Pump Station & Well Buildings Rehabilitation	32,752		32,752	32,752	-	32,752	-	100.0%
W18008	Annual R/R - Large Meter Vault Lid Replacement	15,000	10,000	25,000	-	-	-	25,000	0.0%
W18009	Annual R/R - Water Meter Replacement	329,250	(10,000)	319,250	249,684	(0)	249,684	69,566	78.2%
W18010	Annual R/R - System Valve Replacement	175,000	(30,000)	145,000	25,660	109,550	135,210	9,790	93.2%
W18011	Annual R/R - Fire Hydrant Replacement	75,000		75,000	54,053	20,939	74,992	9	100.0%
W18012	Annual R/R - Plastic Service Lateral Renewal Program	50,000		50,000	-	-	-	50,000	0.0%
W18013	Annual R/R - Plant Valve Replacement	30,148	(30,000)	148	-	-	-	148	0.0%
W18014	Annual R/R - Upgrade Plant Gates to Auto Openers	20,000		20,000	-	17,900	17,900	2,100	89.5%
W18015	Annual R/R - Yard Piping Recoating	57,700		57,700	-	57,700	57,700	-	100.0%
W18016	Roemer WFF - Filter Media Replacement	167,884		167,884	106,537	56,116	162,653	5,231	96.9%
W18017	Roemer WFF - Valve Controller/Actuator Replacement	42,000		42,000	2,894	38,971	41,865	135	99.7%
W18018	Annual R/R - Roemer Facilities	75,000		75,000	48,033	27,650	75,683	(683)	100.9%
W18019	Pump Station & Well Buildings Rehabilitation	80,000	(13,200)	66,800	-	16,150	16,150	50,650	24.2%
W18020	District Headquarters	194,747		194,747	147,728	55,051	202,779	(8,032)	104.1%
SUBTOTAL FOR REPLACEMENT / REHABILITATION OF SYSTEM ASSETS		5,482,260	524,806	6,007,066	1,155,621	2,352,315	3,507,936	2,499,129	58.4%



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Project Number	FY 2018 Amended Budget	Proposed		YTD Activity	Encumb.	YTD Activity & Encumb. Total	Remaining Balance	% Activity
		FY2018 Mid Year Adjust 2-27	FY2018 Mid Year Amended Budget					
NEW SYSTEM ASSETS								
W16002	993,974	(149,006)	844,968	844,968	-	844,968	-	100.0%
W18036	200,000	(100,000)	100,000	-	-	-	100,000	0.0%
W15004	66,629	20,000	86,629	2,196	-	2,196	84,433	2.5%
W18021	169,839		169,839	-	169,839	169,839	-	100.0%
W18022	400,000	50,000	450,000	-	-	-	450,000	0.0%
W15003	6,000		6,000	450	-	450	5,550	7.5%
W15008	50,000		50,000	1,221	53,324	54,545	(4,545)	109.1%
W14003	50,000	(12,000)	38,000	-	-	-	38,000	0.0%
W15007	1,250,000	(32,000)	1,218,000	1,176	-	1,176	1,216,824	0.1%
W18023	200,000	(200,000)	-	-	-	-	-	0.0%
W10001	320,000		320,000	177,270	142,830	320,100	(100)	100.0%
W17035	150,000		150,000	66,251	82,649	148,900	1,100	99.3%
W18024	100,000	52,976	152,976	1,900	-	1,900	151,076	1.2%
W16001	100,000		100,000	12,397	5,000	17,397	82,603	17.4%
W17042	145,928		145,928	63,199	73,786	136,985	8,943	93.9%
W18025	146,953		146,953	110,741	16,633	127,374	19,579	86.7%
W15006	32,809	7,000	39,809	868	3,000	3,868	35,941	9.7%
W18026	54,852		54,852	-	-	-	54,852	0.0%
W18027	40,000	60,000	100,000	-	-	-	100,000	0.0%
W18028	40,000	10,000	50,000	7,150	0	7,150	42,850	14.3%
W17043	79,766		79,766	79,766	-	79,766	0	100.0%
W17030	20,000	(20,000)	-	-	-	-	-	0.0%
W18029	75,000		75,000	-	-	-	75,000	0.0%
W18030	31,000	(9,776)	21,224	21,224	-	21,224	(0)	100.0%
W18031	52,304		52,304	52,304	-	52,304	-	100.0%
W18032	7,065		7,065	7,593	-	7,593	(528)	107.5%
W18033	135,000	(135,000)	-	-	-	-	-	0.0%
W17038	6,598		6,598	62	-	62	6,536	0.9%
W18034	35,000	10,000	45,000	-	-	-	45,000	0.0%
W17039	32,000	(12,000)	20,000	-	-	-	20,000	0.0%
W17040	493,179		493,179	53,359	39,450	92,809	400,370	18.8%
W17041	19,000	(5,000)	14,000	-	13,039	13,039	961	93.1%
W18035	350,000		350,000	-	-	-	350,000	0.0%
W18037	23,000		23,000	22,738	-	22,738	262	98.9%
W18038	22,324		22,324	-	22,318	22,318	6	100.0%
W18039	5,572		5,572	-	5,572	5,572	0	100.0%
W18040	15,025		15,025	-	15,025	15,025	-	100.0%
SUBTOTAL FOR NEW SYSTEM ASSETS								
	5,918,817	(464,806)	5,454,011	1,526,832	642,464	2,169,295	3,284,715	39.8%
GRAND TOTAL								
	11,401,077	60,000	11,461,077	2,682,453	2,994,779	5,677,231	5,783,844	49.5%
CONTINGENCY								
	\$0		\$1,098,025					



MID-YEAR REVIEW
AS OF FEBRUARY 15, 2018

MONTHLY FINANCIAL SUMMARY	FY 2017-18 Adopted Budget	FY 2017-18 Budget Adj.'s	FY 2017-18 Amended Budget	New FY 17-18 Projected Budget	Mid-Year Adjustments to Budget	Excluding OPEBs	Variance To Amended Budget
Revenues:							
Water consumption sales	14,616,246	0.00	14,616,246	17,923,365	3,307,119		Formula: (YTD/7*12*.90)
Water service charges	7,221,645	0.00	7,221,645	7,016,422	(205,223)		Formula: (YTD/7*12)
Taxes, Money & Property	1,620,082	0.00	1,620,082	2,062,113	442,031		Formula: (YTD/7*12*.90)
Other Charges	753,825	0.00	753,825	998,389	244,564		Formula: (YTD/7*12*.90)
Reimbursements	2,227,500	0.00	2,227,500	2,227,500	-		On Budget
Administrative Charges	389,775	0.00	389,775	389,775	-		On Budget
Total Revenues	26,829,073	0.00	26,829,073	30,617,565	3,788,492		Up 14.1% over budget
Expenditures							
Pumping	2,901,150	0.00	2,901,150	3,116,150	215,000		Up 7.4% reflecting increased revenue
Water quality	475,880	(21,500.00)	454,380	449,380	(5,000)		
Water treatment	3,950,892	103,897.00	4,054,789	4,049,789	(5,000)		
Transmission and distribution	1,916,700	0.00	1,916,700	2,203,700	287,000		Up 15% reflecting increased revenue - domestic mains
Customer Service	815,430	3,000.00	818,430	848,430	30,000		Up 3.7% due to new, unbudgeted lock box fees
Meters	806,010	0.00	806,010	793,010	(13,000)		
Billing	507,155	0.00	507,155	507,155	-		
Accounting	650,949	0.00	650,949	693,949	43,000		Up 6.6% due to increased audit fees
Purchasing	363,301	0.00	363,301	363,301	-		
Administration	2,042,295	0.00	2,042,295	2,042,295	-		
Board of Directors	235,000	(3,000.00)	232,000	222,000	(10,000)		
Engineering	1,259,880	0.00	1,259,880	1,205,880	(54,000)		Down 4.3% due to less compensation
Source of supply	1,685,692	0.00	1,685,692	1,760,692	75,000		Up 4.4% reflecting increased revenue.
Information Technology	958,328	0.00	958,328	949,328	(9,000)		
Human Resources	615,929	38,820.00	654,749	615,749	(39,000)		Down 6% due to less than planned training & awards
External Affairs/Conservation	994,865	95,200.00	1,090,065	1,057,065	(33,000)		Down 3% meals and conventions
Grants	497,100	0.00	497,100	497,100	-		
General and administrative	1,792,461	19,281.00	1,811,742	2,942,742	1,131,000		Up 62.4% due to OPEBS (\$1.2MM) were not budgeted
Debt Service	2,123,929	0.00	2,123,929	2,123,929	-		
Total Expenditures	24,592,946	235,698.00	24,828,644	26,441,644.00	1,613,000	413,000	\$413,000 Expense Overage Excluding Non-Budgeted OPEB
Net income(loss) before capital contributions	2,236,127	(235,698.00)	2,000,429	4,175,921	2,175,492	3,375,492	\$3,375,492 Better Than Budget Excluding Non-Budgeted OPEB