



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, JUNE 2, 2022  
OPEN SESSION – 6:00 PM

(Closed Session will follow after Business Matters as listed chronologically on the agenda)

**BOARD OF DIRECTORS**

Channing Hawkins, President  
Vacant, Vice President  
Greg Young, Director  
Angela Garcia, Director  
Kelvin Moore, Director

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"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."

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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 [administration@wvwd.org](mailto:administration@wvwd.org). If you require additional assistance, please contact [administration@wvwd.org](mailto: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

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

## 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. April 7, 2022- Regular Board Meeting Minutes. **(Page No. 5)**
2. April 21, 2022- Regular Board Meeting Minutes. **(Page No. 9)**
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. **(Page No. 13)**
4. Approval of Payment to Hunt Ortmann, for Professional Services rendered in April 2022, Invoice No. 93055; \$11,534.00. **(Page No. 18)**

## **BUSINESS MATTERS**

### **Consideration of:**

5. Classification & Compensation Study Update. **(Page No. 19)**
6. Discussion of Filling Board of Director Vacancy Seat for Division 2 **(not included)**
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. **(Page No. 21)**

## **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: 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.

## **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. **Legal Counsel**
3. **General Manager**

## **UPCOMING MEETINGS**

1. June 7, 2022- San Bernardino Valley municipal Water District Regular Board Meeting at 2:00 p.m., 380 E. Vanderbilt Way, San Bernardino, CA 92408.
2. June 8, 2022- West Valley Water District Engineering, Operations & Planning Committee Meeting at 6:00 p.m., at District Headquarters.
3. June 9,2022- West Valley Water District External Affairs Committee Meeting at 6:00 p.m., at District Headquarters.
4. June 13, 2022- West Valley Water District Human Resources Committee Meeting at 6:00 p.m., at District Headquarters.
5. June 16, 2022- West Valley Water District Regular Board of Directors Meeting at 6:30 p.m. (6:00 p.m. Closed Session) at District Headquarters.

6. June 21, 2022- San Bernardino Valley Municipal Water District Regular Board Meeting at 2:00 p.m., 380 E. Vanderbilt Way, San Bernardino, CA 92408.
7. June 22, 2022- West Valley Water District Finance Committee Meeting at 6:00 p.m., at District Headquarters.
8. June 28, 2022- Policy Review & Oversight Committee Meeting at 6:00 p.m., at District Headquarters.

## 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 May 30<sup>th</sup>, 2022.



Jose Velasquez, Director of Finance

### 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](http://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**  
April 7, 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"/> 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"/> remote	<input type="checkbox"/>	<input type="checkbox"/>
Staff			
Shamindra Manbahal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Van Jew	<input checked="" 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"/>
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"/>
Albert Clinger	<input checked="" type="checkbox"/>		
Jose Velasquez	<input checked="" 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: 4/7/22

**ADOPT AGENDA**

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

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

**PUBLIC PARTICIPATION**

None

**PRESENTATION**

Naeem Farooqi did a brief ACWA & CSDA/SDLF Presentation.

**CONSENT CALENDAR**

A motion to approve the consent calendar was made by Vice President Dr. Michael Taylor and second by Director Greg Young. Legal Counsel, Robert Tafoya asked for clarification on consent item #5. Wanted clarification on a possible typo. The motion passed by the following vote:

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Dr. Michael Taylor, Director
<b>SECONDER:</b>	Angela Garcia, Director
<b>AYES:</b>	Channing Hawkins, Angela Garcia, Michael Taylor, Gregory Young, Kelvin Moore

1. RESOLUTION NO. 2022-8, PROCLAIMING A LOCAL EMERGENCY
2. FEBRUARY 2022 – FINANCIAL REPORTS
3. CONSIDER THE PURCHASE OF A NEW VMWARE HOST
4. PROVIDE AND INSTALL ION EXCHANGE RESIN FOR VESSELS 1B AND 2B AT WELL 42
5. APPROVAL OF PAYMENT TO JULIA SYLVA, FOR PROFESSIONAL SERVICES RENDERED IN MARCH 2022, INVOICE NO. 10039; \$3285.80
6. APPROVAL OF PAYMENT TO CARPENTER ROTHANS & DUMONT LLP,

WVWD

Minutes: 4/7/22

FOR PROFESSIONAL SERVICES RENDERED IN DECEMBER 2021, INVOICE NO. 39892; \$6265.28.

7. APPROVAL OF PAYMENT TO CARPENTER ROTHANS & DUMONT LLP, FOR PROFESSIONAL SERVICES RENDERED IN JANUARY 2022, INVOICE NO. 40196; \$1140.00

## **PUBLIC HEARING**

## **BUSINESS MATTERS**

### **8. SPECIAL DISTRICTS ELECTION FOR REGULAR & ALTERNATE LAFCO**

#### **MEMBERS.**

Van Jew gave a presentation. Public comment by Kevin Kenley, running for LAFCO commission. Director Taylor asked about the application deadline. Van Jew explained that the application date closed in February. Director Greg Young talked about high desert & valley coverage. President Hawkins spoke in support of Kevin Kenley. Director Angela Garcia was impressed and also was in support of Kevin Kenley.

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

### **1. Board Members**

- Director Greg Young spoke about Arrowhead being 1 year COVID free. Also suggested that the District open back up to the public and get back out to public events, farmer's market, etc.
- President Hawkins responded to Director Young's comments. Agrees that the District should open back up to the public. Says he will task the General Manager to work on a proposal to reopen. Says, due to the Brown Act, board cannot discuss. President Hawkins recognized Earl Tillman for his community impact. Mr. Farooqi read a statement that will be released. Asked that the board and/or the District send flowers.

### **2. Legal Counsel**

- Legal counsel reported out of closed session that there was no action taken on any closed session items.

### **3. General Manager**

- Wished everyone a happy weekend.

WVWD

Minutes: 4/7/22

## 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: Two (2).
- 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: Clifford Young et al v. Robert Tafoya et al. Case No. 19STCV05677.
- 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.
- CONFERENCE WITH LEGAL COUNSEL – PUBLIC EMPLOYEE APPOINTMENT – Pursuant to Government Code Section 54957: Title(s) Chief Financial Officer.

## ADJOURN

President Hawkins asked for a moment of silence and adjourned the meeting in memory of Mr. Tillman at 7:32 p.m.

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

## ATTEST:

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**Maisha Mesa, Executive Assistant**

WVWD

Minutes: 4/7/22



**MINUTES**  
**REGULAR BOARD MEETING**  
of the  
**WEST VALLEY WATER DISTRICT**  
April 21, 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"/> 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			
Shamindra Manbahal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Van Jew	<input checked="" 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"/>
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"/>
Albert Clinger	<input checked="" type="checkbox"/>		
Jose Velasquez	<input checked="" 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 Angela Garcia  
Opening Prayer led by David Gaunt from Sunrise Church  
Call to Order  
Roll Call of Board Members

WVWD

Minutes: 4/21/22

## 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:

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

## PUBLIC PARTICIPATION

Director June Hayes from San Bernardino Valley Municipal Water District asked to have the upcoming meetings list updated. The May 3<sup>rd</sup> board meeting has been cancelled.

## CONSENT CALENDAR

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

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Greg Young, Director
<b>SECONDER:</b>	Dr. Michael Taylor, Director
<b>AYES:</b>	Channing Hawkins, Angela Garcia, Michael Taylor, Gregory Young, Kelvin Moore

1. ADOPT RESOLUTION NO. 2022-9, DECLARING LOCAL EMERGENCY
2. RIVERSIDE AVENUE NORTH STREET RECONSTRUCTION PROJECT PHASE IB
3. OLIVER P. ROEMER BOOSTER PUMP #2 RECONDITIONING
4. GRANULAR ACTIVATED CARBON MEDIA REPLACEMENT AT THE OLIVER P. ROEMER WATER FILTRATION FACILITY
5. GRANT OF EASEMENT TO SOUTHERN CALIFORNIA EDISON'S ELECTRICAL SERVICES AT LORD RANCH FOR PUMP STATION 4-3
6. CONSIDER WATER SYSTEM INFRASTRUCTURE INSTALLATION AND CONVEYANCE AGREEMENT WITH MVP FONTANA MANGO, LLC FOR TRACT 20196 MVP MANGO WAREHOUSE
7. CONSIDER A WATER SYSTEM INFRASTRUCTURE INSTALLATION AND CONVEYANCE AGREEMENT WITH LENNAR HOMES OF CALIFORNIA, INC RIVER RANCH PA1 TRACT 20204

WVWD

Minutes: 4/21/22

8. APPROVAL OF PAYMENT TO LUCIEN PARTNERS, FOR PROFESSIONAL SERVICES INV. #1364
9. APPROVAL OF PAYMENT TO HUNT ORTMANN PALFY NIEVES DARLING & MAH, INC., INV #92575

## **BUSINESS MATTERS**

### **10. EXECUTIVE RECRUITMENT SERVICES- CHIEF FINANCIAL OFFICER**

Discussion/review led by President Channing Hawkins. Director Greg Young had questions about flat fee for one of the recruitment agencies.

### **11. STRATEGIC PLAN UPDATE**

Greg Larsen gave a presentation on Strategic Planning process. Asked about scheduling and requested direction. Discussion re: scheduling board retreat. Discussed possible dates and locations. President Channing Hawkins suggested a 90-day timeframe to complete the process. Greg Larsen also suggested a timeline and proposed dates in July. July 8<sup>th</sup> and 9<sup>th</sup> were considered and approved.

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

### **1. Board Members**

- Director Greg Young acknowledged staff for a good job hosting the Special District's dinner last week.
- Director Angela Garcia gave thanks for the Earth Day content and State of the District.
- Director Kelvin Moore expressed his appreciation for the tour of the Roemer facility.
- Director Michael Taylor echoes everyone's sentiments.
- President Hawkins appreciated staff turnout at the Special Districts dinner last week. Acknowledged the team's efforts with the State of the District. Thanks to the Board for making the board a better place.

### **2. Legal Counsel**

- Legal counsel reported out of closed session that there was no action taken on any closed session items.

### **3. General Manager**

- Updated the board on a leak in the service area that happened the day before. Introduced Naseem Farooqi, who presented a slide show on Earth Day. President Hawkins thanked Director Garcia for her work on the Public Affairs Committee.

WVWD

Minutes: 4/21/22

**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: One (1).

**ADJOURN**

Hearing no further business, meeting adjourned at 7:28 p.m.

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

**ATTEST:**

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**Maisha Mesa, Executive Assistant**

WVWD

Minutes: 4/21/22



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** June 2, 2022  
**TO:** Board of Directors  
**FROM:** Van Jew, Acting General Manager  
**SUBJECT:** ADOPT RESOLUTION NO. 2022-13, DECLARING LOCAL EMERGENCY

This item was brought to the Board of Directors during the January 13, 2022, Regular Board of Director's meeting as a method to continue remote teleconference meetings at West Valley Water District in accordance with the Brown Act. During that meeting, the Board of Directors approved a Resolution to continue remote teleconference meetings of West Valley Water District and will continue to evaluate the situation and renew this Resolution every 30-days thereafter until it is decided the resolution will no longer be needed.

**BACKGROUND:**

On March 17, 2020, due to the COVID-19 global pandemic emergency, Governor Newsom issued Executive Order N-29-20, which allowed local agencies to hold meetings via teleconferences and to make meetings accessible electronically without violating the open meetings laws in the Brown Act by relaxing the teleconferencing rules.

On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which replaced the text in Executive Order N-29-20. Executive Order N-08-21 stated the relaxed Brown Act provisions shall apply through September 30, 2021.

The recently signed Assembly Bill No. 361 provides additional flexibility for local agencies looking to meet remotely in order to continue providing the public with essential services during a proclaimed state of emergency. The goal of Assembly Bill No. 361 is "to improve 82 and enhance public access to state and local agency meetings during the COVID-19 pandemic and future emergencies by allowing broader access through teleconferencing options."

Assembly Bill No. 361 allows a local agency to use teleconferencing without complying with certain Brown Act provisions in any of the following circumstances:

1. The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.
2. The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

3. The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

Assembly Bill No. 361 will be in effect on October 1, 2021. A local agency is authorized to use teleconferencing without complying with the teleconferencing requirements in the Brown Act when meetings are held during a declared state of emergency until January 1, 2024. In order to do so, the local agency must adopt a Resolution making the following findings by majority vote:

1. The legislative body has considered the circumstances of the state-of-emergency; and
2. Any of the following circumstances exist:
  - a. The state-of-emergency continues to directly impact the ability of the members to meet safely in person; or
  - b. State or local officials continue to impose or recommend measures to promote social distancing.
  - c. When there is a continuing state of emergency, or when state or local officials have imposed or recommended measures to promote social distancing, the bill would require a legislative body to make specified findings not later than 30 days after the first teleconferenced meeting pursuant to these provisions, and to make those findings every 30 days thereafter in order to continue to meet under these abbreviated teleconferencing procedures.

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Adopt Resolution No. 2022-13, authorizing remote teleconference of the legislative bodies of West Valley Water District for the period June 14, 2022, through July 14, 2022.

Respectfully Submitted,

*Van Jew*

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Van Jew, Acting General Manager

VJ:js

**ATTACHMENT(S):**

1. Resolution No. 2022-13

**RESOLUTION NO. 2022-13**  
**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 JUNE 14, 2022, THROUGH JULY 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 San Bernardino County Department of Health has recommended measures to promote social distancing; 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 June 14, 2022, and shall be effective until the earlier of (a) July 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 \_\_\_\_\_ day of \_\_\_\_\_, 2022.**

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

\_\_\_\_\_  
Peggy Asche  
Board Secretary

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

May 12, 2022

Account # 7473.002  
Invoice # 93055

In Reference to: Contracts

FOR PROFESSIONAL SERVICES RENDERED THROUGH 04/30/2022 SUMMARY OF FEES AND COSTS:

Total Fees:	\$11,534.00
Total Costs:	\$0.00
<b><u>Total Balance Due</u></b>	<b><u>\$11,534.00</u></b>



**BOARD OF DIRECTORS  
STAFF REPORT**

**DATE:** June 2, 2022  
**TO:** Board of Directors  
**FROM:** Van Jew, Acting General Manager  
**SUBJECT:** CLASSIFICATION & COMPENSATION UPDATE

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**BACKGROUND:**

West Valley Water District (“District”) conducted a comprehensive Classification and Compensation study in 2017. Based on industry standard and best practice it is recommended this study 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. Based on her review and best practice the District should consider conducting a systematic Classification and Compensation study at this time.

**DISCUSSION:**

The last Classification and Compensation Study was completed approximately five years ago and was not completely implemented. This created inconsistencies and inaccuracies in the current classification schedule.

On February 8, 2021, staff proposed to the HR Committee that a new Classification and Compensation study should be conducted. The HR Committee directed staff to move forward with the RFP to do a new study.

On March 10, 2021, the District issued an RFP, and the deadline to respond was March 31, 2021. WVWD Board of directors approved a professional services agreement at the August 5, 2021 board meeting to begin the study. In October 2021 the selected vendor provided notice that they would no longer continue with the study. In December 2021, staff met and presented the recommendation to award the classification and compensation study to CPS, Consulting to the HR Committee and Finance Committee.

Currently, CPS is awaiting further direction on the effort. They had been working on the classification phase of the study, which still has about one month worth of work before reaching initial completion. Sequentially, the next work effort would be to perform the compensation phase of the study. In total, the study is approximately six (6) months away from reaching completion. The results of the study will be presented to the WVWD Board, the bargaining group and employees as deemed appropriate.

**STAFF RECOMMENDATION:**

That the Board of Directors provide updated directions, if any, to staff on the development of the current class and compensation study.

Respectfully Submitted,

*Van Jew*

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Van Jew, Acting General Manager

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**RESOLUTION NO. 2022-11**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE WEST VALLEY WATER DISTRICT AMENDING SCHEDULES “B”  
STANDING COMMITTEES AND SCHEDULE “C” OUTSIDE MEETINGS OF  
ORDINANCE NO. 86 WITH RESPECT TO COMPENSATION AND POLICIES  
RELATED TO BOARD ACTIVITIES**

**WHEREAS**, the West Valley Water District (“District”) Board of Directors (“Board”) conducted an election of officers for the position of President; and

**WHEREAS**, the need to amend Schedule “B” Standing Committees and Schedule “C” Outside Meetings is necessary; and

**WHEREAS**, Schedule “B” is a list of Standing Committee Meetings of the Board of Directors and the designated Directors for each Committee, attached hereto; and

**WHEREAS**, as Schedule “C” is a list of Outside Meetings of the Board of Directors and the designated Director for each Meeting, attached hereto. Each Outside Meeting listed on Schedule “C” sets forth a primary representative and alternate representative.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE WEST VALLEY WATER DISTRICT DOES HEREBY ORDAIN AS FOLLOWS:**

**Article 1.** Superseding of Previous Enactments.

All other previous enactments providing for Board of Directors committee appointments have been superseded by this resolution. Schedules “B” & “C” may be amended from time to time by a duly adopted resolution of the Board.

**ADOPTED, SIGNED AND APPROVED THIS 2nd DAY OF June 2022, BY THE FOLLOWING VOTE:**

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

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

**ATTEST:**

\_\_\_\_\_  
**Peggy Asche, Board Secretary**

# **CURRENT COMMITTEE MEMBERS**

**SCHEDULE "B"**  
**STANDING COMMITTEES**

**ORGANIZATIONS**

**DESIGNATED REPRESENTATIVE**

Executive Committee

President  
Vice President

Engineering/Planning Committee

Greg Young  
Angela Garcia

External Affairs Committee

Channing Hawkins  
Angela Garcia

Finance Committee

Michael Taylor  
Greg Young

Human Resources Committee

Kelvin Moore  
Channing Hawkins

Safety and Technology Committee

Michael Taylor  
Greg Young

Policy Review & Oversight Committee

Greg Young  
Kelvin Moore

**SCHEDULE "C"  
OUTSIDE MEETINGS**

<b>ORGANIZATION</b>	<b><u>DESIGNATED REPRESENTATIVE</u></b>	<b><u>ALTERNATE</u></b>
ACWA/JPIA	Channing Hawkins Michael Taylor	General Manager
Bloomington Municipal Advisory Committee (MAC)	Greg Young Michael Taylor	Channing Hawkins
San Bernardino Valley Municipal Water District	Michael Taylor .	
Rialto Basin Groundwater Council	Greg Young	Michael Taylor



**SCHEDULE "B"**  
**STANDING COMMITTEES**

**ORGANIZATIONS**

**DESIGNATED REPRESENTATIVE**

Executive Committee

President  
Vice President

Engineering/Planning Committee

\_\_\_\_\_  
\_\_\_\_\_

External Affairs Committee

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\_\_\_\_\_

Finance Committee

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Human Resources Committee

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\_\_\_\_\_

Safety and Technology Committee

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\_\_\_\_\_

Policy Review & Oversight Committee

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\_\_\_\_\_

*\*First position is the Chairperson*

**SCHEDULE "C"  
OUTSIDE MEETINGS**

<b>ORGANIZATION</b>	<b><u>DESIGNATED REPRESENTATIVE</u></b>	<b><u>ALTERNATE</u></b>
ACWA/JPIA	_____	_____
	_____	_____
Bloomington Municipal Advisory Committee (MAC)	_____	_____
	_____	_____
San Bernardino Valley Municipal Water District	_____	_____
	_____	_____
Rialto Basin Groundwater Council	_____	_____
	_____	_____