

As a matter of proper business decorum, the Board of Commissioners respectfully request that all cell phones be turned off or placed on vibrate. To prevent any potential distraction of the proceeding, we request that side conversations be taken outside the meeting room.

**REGULAR BOARD MEETING**  
**VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY**  
**VICTORVILLE CITY HALL, CONFERENCE ROOM D**  
**14343 CIVIC DRIVE, VICTORVILLE CA 92392**  
**Thursday, December 5, 2024**  
**Closed Session 7:30 a.m. Open Session 8:00 a.m.**

*VVWRA is committed to protecting public health and the environment in the Victor Valley by providing effective and fiscally responsible wastewater collection, treatment, and recycling.*

**Call to Order** **Jones**

**Roll Call** **Casteel**

**Public Comments- Closed Session Agenda Items** **Jones**

**CLOSED SESSION:** During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chair may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government Code Sections 54956.8, 54956.9, 54957 or 54957.6, as noted. Reports relating to (a) purchase and sale of real property; (b) matters of pending or potential litigation; or (c) employment actions, or which are exempt from public disclosure under the California Public Records Act, may be reviewed by the Board during a permitted closed session and are not available for public inspection. At such time the Board takes final action on any of these subjects, the minutes will reflect all required disclosures of information. Closed Session is scheduled to commence at 7:30 a.m.. If the matters discussed in closed session require additional time beyond 8:00 a.m., in deference to the public, the Board may continue the Closed Session discussion after Open Session is concluded. In that case, Closed Session will resume after the Commissioners Comments section and any reportable action will be reported after the continued Closed Session has concluded and before adjournment.

**Closed Session**

- Item 1.** (Gov. Code Sec. 54957(b)(1)) Conference with Legal Public Employee Discipline/Dismissal/Release
  
- Item 2.** (Gov. Code Sec. 54957.6/ 54954.5 (f)) Conference with Legal Counsel-Labor Negotiation
  - The City Employees Association

**Call to Order & Pledge of Allegiance** **Jones**

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**Report from Closed Session** **Legal**

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**Public Comment (Government Code Section 54954.3)** **Jones**

Opportunity for members of the public to directly address the Board on items of public interest within its jurisdiction. The public may also address the Board on items being considered on this agenda. VVWRA requests that all public speakers complete a speaker's card and provide it to the Secretary. Persons desiring to submit paperwork to the Board of Commissioners shall provide a copy of any paperwork to the Board Secretary for the official record. We request that remarks be limited to five minutes or less. Pursuant to Government Code Section 54954.3, if speaker is utilizing a translator, the total allotted time will be doubled.

**Possible Conflicts of Interest**

**Jones**

**Consent Calendar**

**Jones**

All matters placed on the Consent Calendar are considered as not requiring discussion or further explanation and unless any particular item is requested to be removed from the Consent Calendar by a Commissioner, staff member or member of the public in attendance, there will be no separate discussion of these items. All items on the Consent Calendar will be enacted by one action approving all motions and casting a unanimous ballot for resolutions included on the consent calendar. All items removed from the Consent Calendar shall be considered in the regular order of business.

**Item 3. Receive, Approve and File Minutes**

**Poulsen**

- Regular Board Meeting 11/07/2024

**Item 4. Receive, Approve and File November 2024 Disbursement**

- Warrant Summary Disbursements

**Board Action Required**

Staff Recommendation: Approve as presented

**Reports & Presentations**

**Item 5. Annual Comprehensive Financial Report**

**Wang**

**No Action Required**

**Action Items**

*The Executive Leadership Team will provide brief updates on existing matters under their purview and will be available to respond to any questions thereof.*

**Item 6. Recommendation to Adopt Resolution 2024-12 to Receive and File the Annual Comprehensive Financial Report for the Year Ending June 30, 2024**

**Wang**

It is recommended that the Board of Commissioners Adopt Resolution 2024-12 to Receive and File the Annual Comprehensive Financial Report for the Year Ending June 30, 2024

**Board Action Required**

Staff Recommendation: Approve as presented

**Item 7. Recommendation to Adopt Resolution 2024-13 Adoption of a 401(A) Defined Contribution Plan**

Wang

It is recommended that the Board of Commissioners' Resolution 2024-13 to adopt a 401(a) defined contribution plan to fulfill the employer retirement contribution requirement specified in the General Manager's employment contract

**Board Action Required**

Staff Recommendation: Approve as presented

**Item 8. Recommendation to Authorize the General Manager to Approve a 3-Year Landscape Maintenance Agreement with Brightview Landscape Services Inc. for an Amount Not to Exceed \$345,000.00 for the Next Three Years Upon Final Legal Review and Approval of the Contract**

Tompkins

It is recommended that the Board of Commissioners authorize the General Manager to approve a 3-year Landscaping Maintenance Agreement with BrightView Landscape Services, Inc. for an amount not to exceed \$345,000 for the next 3 years upon final legal review and approval of the contract

**Board Action Required**

Staff Recommendation: Approve as presented

**Item 10. General Managers Report**

Poulsen

Report Range	Board Meeting Date (Thursday)
1st Quarter January 2024-March 2024	May 16, 2024
2 <sup>nd</sup> Quarter April 2024-June 2024	August 15, 2024
3 <sup>rd</sup> Quarter July 2024- September 2024	January 16, 2025
4 <sup>th</sup> Quarter October 2023- December 2023	March Board 2025

**Adjournment**

Jones

The board will adjourn to a regular board meeting

## **American Disabilities Act Compliance Statement**

Government Code Section 54954.2(a)



*Any request for disability-related modifications or accommodations (including auxiliary aids or services) sought to participate in the above public meeting should be directed to the VVWRA's Secretary at (760) 246-8638 at least 72 hours prior to the scheduled meeting. Requests must specify the nature of the disability and the type of accommodation requested.*

### **Agenda posting**

Government Code Section 54954.2

*This agenda has been posted in the main lobby of the Authority's Administrative offices not less than 72 hours prior to the meeting date and time above. All written materials relating to each agenda item are available for public inspection in the office of the Board Secretary.*

### **Agenda items received after posting**

Government Code Section 54957.5

*Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the VVWRA office located at, 20111 Shay Road, Victorville CA 92394. The materials will also be posted on the VVWRA website at [www.vvwra.com](http://www.vvwra.com).*

### **Items Not Posted**

Government Code Section 54954.2(b)

*In the event any matter not listed on this agenda is proposed to be submitted to the Board for discussion and/or action, it will be done as an emergency item or because there is a need to take immediate action, which came to the attention of the Board subsequent to the posting of the agenda, or as set forth on a supplemental agenda posted in the manner as above, not less than 72 hours prior to the meeting date.*

### **Items Continued**

Government Section 54954.2(b)(3)

*Items may be continued from this meeting without further notice to a Committee or Board meeting held within five (5) days of this meeting*

### **Meeting Adjournment**

*This meeting may be adjourned to a later time and items of business from this agenda may be considered at the later meeting by Order of Adjournment and Notice*

*VVWRA's Board Meeting packets and agendas are available for review on its website at [www.vvwra.com](http://www.vvwra.com). The website is updated on Friday preceding any regularly scheduled board meeting.*