

**MINUTES OF A REGULAR MEETING
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWRA)
June 20, 2024**

CALL TO ORDER: Chair Scott Nassif called the meeting to order at 8:00 AM; in Conference Room D at Victorville City Hall, located at 14343 Civic Drive, Victorville California, with the following members present:

TOWN OF APPLE VALLEY	Scott Nassif, Chair
CITY OF VICTORVILLE	Debra Jones, Vice-Chair
CITY OF HESPERIA	Larry Bird, Secretary
ORO GRANDE (CSA 42) AND SPRING VALLEY LAKE (CSA 64)	Dakota Higgins, Treasurer

VWRA Staff and Legal Counsel:

Darron Poulsen, General Manager
Kristi Casteel, Executive Assistant
Piero Dallarda, Legal Counsel (BB&K)
Robert Coromina, Director of Administration
David Wylie, Safety & Communications Officer
Xiwei Wang, Accounting Supervisor
Hillary Chavez, Admin Aide

Guests

Freddy Bonilla, City of Victorville
Janele Davidson, City of Victorville
Casey Brooksher, City of Hesperia

REGULAR SESSION

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chair Nassif called the meeting to order at 8:00 AM.

PUBLIC COMMENTS- REGULAR SESSION AGENDA

NONE

POSSIBLE CONFLICT OF INTEREST

NONE

CONSENT CALENDAR:

- 1. Receive, Approve and File Minutes, May 16, 2024 Regular Meeting**
- 2. Receive, Approve and File May 2024 Disbursement**

Moved: Commissioner Bird **Second: Commissioner Jones**
Approval of the Consent Calendar Items 1 and 2.

Chair Nassif- Yes

Commissioner Jones - Yes

Commissioner Bird - Yes

Commissioner Higgins- Yes

Motion passed by a 4-0 roll call vote

PUBLIC HEARING

3. Adoption of the Fiscal Year 2024-2025 Budget

Chair Nassif opened the Public Hearing at 8:03 AM.

The Secretary of the Board confirmed the posting and publication of the Hearing Notice as required by law.

Chair Nassif asked if there were any comments from the public. There were no public comments.

Chair Nassif closed the public hearing at 8:07 am

ACTION ITEMS

4. Recommendation to Adopt Resolution 2024- 06 Adoption of the FY 2024-2025 Budget

The Board will consider approval to adopt Resolution 2024-06: Adoption of the Proposed Budget as presented for the year ending June 30, 2025

Moved: Commissioner Jones **Second: Commissioner Higgins**
Approval to adopt Resolution 2024-06: Adoption of the Proposed Budget as presented for the year ending June 30, 2025

Chair Nassif- Yes

Commissioner Jones - Yes

Commissioner Bird - Yes

Commissioner Higgins- Yes

Motion passed by a 4-0 roll call vote

5. Recommendation to Cancel the June 27th Board Meeting

The Board will consider canceling the regularly scheduled June 27, 2024 Board Meeting if the Board adopts the FY 2024-25 Budget at the regular meeting held on June 20, 2024

Moved: Commissioner Higgins **Second: Commissioner Jones**
Approval to cancel the regularly scheduled June 27, 2024 Board Meeting if the Board adopts the FY 2024-25 Budget at the regular meeting held on June 20, 2024
Chair Nassif- Yes
Commissioner Jones - Yes
Commissioner Bird - Yes
Commissioner Higgins- Yes
Motion passed by a 4-0 roll call vote

6. Recommendation to Adopt Resolution 2024-07 FY 2024-2025 Holiday Calendar

The Board will consider approval to adopt Resolution No. 2024-07 to establish the paid holidays for VVWRA employees during the fiscal year 2024-2025

Moved: Commissioner Higgins **Second: Commissioner Jones**
Approval to adopt Resolution No. 2024-07 to establish the paid holidays for VVWRA employees during the fiscal year 2024-2025
Chair Nassif- Yes
Commissioner Jones - Yes
Commissioner Bird - Yes
Commissioner Higgins- Yes
Motion passed by a 4-0 roll call vote

7. Recommendation to Amend 2024 Board Schedule

The Board will consider approval to amend the 2024 Board Schedule

Moved: Commissioner Bird **Second: Commissioner Higgins**
Approval to amend the 2024 Board Schedule
Chair Nassif- Yes

Commissioner Jones - Yes

Commissioner Bird - Yes

Commissioner Higgins- Yes

Motion passed by a 4-0 roll call vote

8. Election of officers

The Board will consider approval of the Rotation of Officers

Moved: Commissioner Higgins

Second: Chair Nassif

Approval of the Rotation of Officers

Chair Nassif- Yes

Commissioner Jones - Yes

Commissioner Bird - Yes

Commissioner Higgins- Yes

Motion passed by a 4-0 roll call vote

9. Recommendation to Adopt Resolution 2024-08 Adoption of the Revised Reserve Policy

The Board will consider approval to adopt Resolution 2024-08: Adoption of the Revised Reserve Policy

Moved: Commissioner Higgins

Second: Commissioner Bird

Approval to adopt Resolution 2024-08: Adoption of the Revised Reserve Policy

Chair Nassif- Yes

Commissioner Jones - Yes

Commissioner Bird - Yes

Commissioner Higgins- Yes

Motion passed by a 4-0 roll call vote

10. Recommendation to Authorize the General Manager to Approve the Purchase of Ultraviolet Disinfection System Replacement Parts for \$171,877.35 from Xylem Water Solutions, Our Sole Source Provider

The Board will consider approval to authorize the General Manager to approve the purchase of ultraviolet disinfection system replacement parts for \$171,877.35. (Quoted amount plus related taxes and freight) from Xylem Water Solutions, our sole source provider.

Moved: Commissioner Jones

Second: Commissioner Higgins

Approval to authorize the General Manager to approve the purchase of ultraviolet disinfection system replacement parts for \$171,877.35. (Quoted amount plus related taxes and freight) from Xylem Water Solutions, our sole source provider.

Chair Nassif- Yes

Commissioner Jones - Yes

Commissioner Bird - Yes

Commissioner Higgins- Yes

Motion passed by a 4-0 roll call vote

11. Recommendation to Authorize the General Manager to Execute a Change Order for \$959,956 to the Anaergia Equipment Purchase and Installation Agreement to Allow for Additional Improvements to the Cal Recycle Project

The Board will consider approval to authorize the General Manager to execute the change order for \$959,956 to the Anaergia Equipment Purchase and installation Agreement to allow for additional improvements to the Cal Recycle Project

Moved: Commissioner Jones

Second: Commissioner Higgins

Approval to authorize the General Manager to execute the change order for \$959,956 to the Anaergia Equipment Purchase and installation Agreement to allow for additional improvements to the Cal Recycle Project

Chair Nassif- Yes

Commissioner Jones - Yes

Commissioner Bird - Yes

Commissioner Higgins- Yes

Motion passed by a 4-0 roll call vote

12. Recommendation to Authorize the General Manager to Approve Two Change Orders to the Existing Contract for the Side Stream Air Piping Project in the Amount of \$16,762 to W.M. Lyles

The Board will consider approval to authorize the General Manager to approve two change orders to W.M. Lyles for the Side Stream Air Piping Project in the amount of \$16,762

Moved: Commissioner Jones

Second: Commissioner Higgins

Approval to authorize the General Manager to approve two change orders to W.M. Lyles for the Side Stream Air Piping Project in the amount of \$16,762

Chair Nassif- Yes

Commissioner Jones - Yes

Commissioner Bird - Yes

Commissioner Higgins- Yes

Motion passed by a 4-0 roll call vote

ADJOURNMENT

The board will adjourn to a regular board meeting on May 16, 2024 at 7:30 a.m.

APPROVAL:

DATE: July 18, 2024 **BY:**


Approved by Dakota Higgins Secretary
VWRA Board of Commissioners