

**MINUTES OF A REGULAR MEETING  
REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWVRA)  
October 24, 2024**

**CALL TO ORDER:** Chair Debra Jones called the meeting to order at 7:36 AM; in Conference Room D at Victorville City Hall, located at 14343 Civic Drive, Victorville California, with the following members present:

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

**VWVRA Staff and Legal Counsel:**

**Darron Poulsen, General Manager**  
**Kristi Casteel, Executive Assistant**  
**Piero Dallarda, Legal Counsel (BB&K)**  
**Kody Tompkins, Director of O&M**  
**Robert Coromina, Director of Administration**  
**David Wylie, Safety & Communications Officer**  
**Hillary Chavez, Admin Aide**

**Guests**

**Keith Metzler, City of Victorville**  
**Janele Davidson, City of Victorville**  
**Doug Matthews, City of Victorville**  
**Freddy Bonilla, City of Victorville**  
**Doug Robertson, Town of Apple Valley**  
**Scott Webb, City of Victorville**  
**Casey Brookshire, City of Hesperia**  
**Brigit Bennington, City of Hesperia**

**REGULAR SESSION**

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Chair Jones called the meeting to order at 8:01 AM.

**PUBLIC COMMENTS- REGULAR SESSION AGENDA**

NONE

**POSSIBLE CONFLICT OF INTEREST**

NONE

**CONSENT CALENDAR:**

- 3. Receive, Approve, and File Minutes, August 15, 2024 Regular Meeting**
- 4. Receive, Approve and File August 2024 Disbursement**

**Moved: Commissioner Higgins**

**Second: Commissioner Nassif**

**Approval of the Consent Calendar Items 2 and 3.**

**Chair Jones- Yes**

**Commissioner Bird - Yes**

**Commissioner Higgins - Yes**

**Commissioner Nassif- Yes**

**Motion passed by a 4-0 roll call vote**

**ACTION ITEMS**

- 6. Recommendation to Adopt Resolution 2024-05 Adopting the 2024 Wastewater User Fee Update Prepared by RDN Inc.**

The Board will consider approval to adopt resolution 2024-05 adopting the 2024 Wastewater User Fee update prepared by RDN Inc.

**Moved: Commissioner Nassif**

**Second: Commissioner Higgins**

**Adopt Resolution 2024-05 Adopting the 2024 Wastewater User Fee Update Prepared by RDN Inc.**

**Chair Jones- Yes**

**Commissioner Bird - Yes**

**Commissioner Higgins - Yes**

**Commissioner Nassif- Yes**

**Motion passed by a 4-0 roll call vote**

**PUBLIC HEARING**

- 5. Chair Jones opened the Public Hearing at 8:06 am.**

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

A brief oral presentation was given on Ordinance 001 and the changes being made.

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

Chair Jones closed the public hearing at 8:08 am.

#### **ACTION ITEMS**

##### **6. Recommendation to Schedule Second Hearing of Ordinance 001: Adoption of Sewer User Charge**

The Board will consider authorizing the General Manager to schedule the second reading of Ordinance 001: Adoption of Sewer User Charge for November 7, 2024 at 8:00 AM

**Moved: Commissioner Higgins**

**Second: Commissioner Nassif**

**Approval to authorize the General Manager to schedule the second reading of Ordinance 001: Adoption of Sewer User Charge for November 7, 2024 at 8:00 AM**

**Chair Jones- Yes**

**Commissioner Bird - Yes**

**Commissioner Higgins - Yes**

**Commissioner Nassif- Yes**

**Motion passed by a 4-0 roll call vote**

##### **7. Recommendation to Ratify the Director of Operations & Maintenance**

The Board will ratify the contract for the Director of Operations & Maintenance.

**NO ACTION NEEDED**

**8. Recommendation to Authorize the General Manager to Approve the Purchase of Ultraviolet Disinfection System Replacement Parts in the Amount of \$224,758.78 From Xylem Water Solutions, Our Sole Source Provider**

The Board will consider authorizing the General Manager to approve the purchase of ultraviolet disinfection system replacement parts in the amount of \$224,758.78 (Quoted amount plus related taxes) from Xylem Water Solutions, our sole source provider. This is a budgeted purchase under General Ledger Account 01-02-545-6010-9999

**Moved: Commissioner Nassif**

**Second: Commissioner Higgins**

**Approval to authorize the General Manager to approve the purchase of ultraviolet disinfection system replacement parts in the amount of \$224,758.78 (Quoted amount plus related taxes) from Xylem Water Solutions, our sole source provider. This is a budgeted purchase under General Ledger Account 01-02-545-6010-9999**

**Chair Jones- Yes**

**Commissioner Bird - Yes**

**Commissioner Higgins - Yes**

**Commissioner Nassif- Yes**

**Motion passed by a 4-0 roll call vote**

**ADJOURNMENT**

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

**APPROVAL:**

**DATE:** November 7, 2024

**BY:**



Approved by Dakota Higgins Secretary  
VVWRA Board of Commissioners