

**MINUTES OF A REGULAR MEETING  
REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWVRA)  
December 5, 2024**

**CALL TO ORDER:** Chair Debra Jones called the meeting to order at 7:31 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>Bridgit Bennington, 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>Doug Robertson, 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**

**Doug Matthews, City of Victorville**  
**Scott Webb, City of Victorville**  
**Rachel Molina, City of Hesperia**

**REGULAR SESSION**

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

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

**PUBLIC COMMENTS- REGULAR SESSION AGENDA**

NONE

**POSSIBLE CONFLICT OF INTEREST**

NONE

**CONSENT CALENDAR:**

3. Receive, Approve, and File Minutes, November 7, 2024 Regular Meeting

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

**Moved: Commissioner Robertson**      **Second: Commissioner Higgins**  
**Approval of the Consent Calendar Items 2 and 3.**  
**Chair Jones- Yes**  
**Commissioner Bennington - Yes**  
**Commissioner Higgins - Yes**  
**Commissioner Robertson- Yes**  
**Motion passed by a 4-0 roll call vote**

**REPORTS & PRESENTATIONS**

**5. Annual Comprehensive Financial Report**

Vasquez and Associates gave a presentation on the Annual Comprehensive Financial Report

**ACTION ITEMS**

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

The Board will consider adoption of Resolution 2024-12 to Receive and File the Annual Comprehensive Financial Report for the Year Ending June 30, 2024

**Moved: Commissioner Higgins**      **Second: Commissioner Bennington**  
**Approval to adopt Resolution 2024-12 to Receive and File the Annual Comprehensive Financial Report for the Year Ending June 30, 2024**  
**Chair Jones- Yes**  
**Commissioner Bennington - Yes**  
**Commissioner Higgins - Yes**  
**Commissioner Robertson- Yes**  
**Motion passed by a 4-0 roll call vote**

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

The Board will consider adoption of 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

**Moved: Commissioner Robertson**

**Second: Commissioner Higgins**

**Adoption of 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 contingent upon Staff to reach out to Voya one more time.**

**Chair Jones- Yes**

**Commissioner Bennington - Yes**

**Commissioner Higgins - Yes**

**Commissioner Robertson- Yes**

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

- 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**

The Board will consider Authorizing 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

**Moved: Commissioner Higgins**

**Second: Commissioner Bennington**

**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**

**Chair Jones- Yes**

**Commissioner Bennington - Yes**

**Commissioner Higgins - Yes**

**Commissioner Robertson- Yes**

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

## **ADJOURNMENT**

**The board will adjourn to a regular board meeting on January 16 at 7:30 a.m.**

APPROVAL:

DATE: February 20, 2025 BY:



Approved by Dakota Higgins Secretary  
VWVRA Board of Commissioners