

**MINUTES OF A REGULAR MEETING  
REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWVRA)  
January 16, 2025**

**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>Cameron Gregg, 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**  
**Mike Medina, IT Technician**

**Guests**

**Keith Metzler, City of Victorville**  
**Jenele Davidson, City of Victorville**  
**Doug Matthews, City of Victorville**  
**Scott Webb, City of Victorville**  
**Rachel Molina, City of Hesperia**  
**Casey Brooksher, City of Hesperia**  
**Guy Eisenbrey, Town of Apple Valley**  
**Tiffany Gaudin, City of Victorville**

**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:**

2. Receive, Approve, and File Minutes, December 5, 2024 Regular Meeting
3. Receive, Approve and File December 2024 Disbursement

**Moved: Commissioner Gregg                      Second: Commissioner Nassif**  
**Approval of the Consent Calendar Items 3. Item 2 was pulled due to a clerical error and**  
**Will be brought back next month.**  
**Chair Jones- Yes**  
**Commissioner Gregg - Yes**  
**Commissioner Higgins - Yes**  
**Commissioner Nassif- Yes**  
**Motion passed by a 4-0 roll call vote**

**REPORTS & PRESENTATIONS**

4. **Mid-Year Budget Review**

Xiwei Wang gave a presentation on the Mid-Year Budget Review

**ACTION ITEMS**

5. **Recommendation to Amend the Fiscal Year (FY) 2025 Budget by Utilizing a Portion of the Revised FY 2025 Operating Budget Surplus As Well As From the FY 2024 Excess Fund Reserve**

The Board will consider authorizing the General Manager to amend the FY 2025 Operating Budget by utilizing the additional revenues from the FY 2025 rate increase to replenish several operating accounts. Also, it is recommended that the Board of Commissioners approve the General Manager to utilize a portion of the excess fund reserve from FY 2024 to cover the additional costs needed for several capital projects

**Moved: Commissioner Nassif**

**Second: Commissioner Gregg**

Approval to authorize the General Manager to amend the FY 2025 Operating Budget by utilizing the additional revenues from the FY 2025 rate increase to replenish several operating accounts. Also, it is recommended that the Board of Commissioners approve the General Manager to utilize a portion of the excess fund reserve from FY 2024 to cover the additional costs needed for several capital projects

**Chair Jones- Yes**

**Commissioner Gregg - Yes**

**Commissioner Higgins - Absent**

**Commissioner Nassif- Yes**

**Motion passed by a 3-0 roll call vote with Commissioner Higgins leaving early**

- 6. Recommendation to Authorize the General Manager to Approve the Purchase of an Altec AC-23-95B Boom Truck, Using Cooperative Sourcewell Pricing, From Global Rental Co., Inc. for an Amount Not to Exceed \$400,000**

The Board will consider authorizing the General Manager to approve the purchase of an Altec AC-23-95B boom truck from Global Rental Co., Inc., using cooperative Sourcewell pricing, for an amount not to exceed \$400,000

**Moved: Commissioner Nassif**

**Second: Commissioner Gregg**

Approval to authorize the General Manager to approve the purchase of an Altec AC-23-95B boom truck from Global Rental Co., Inc., using cooperative Sourcewell pricing, for an amount not to exceed \$400,000

**Chair Jones- Yes**

**Commissioner Gregg - Yes**

**Commissioner Higgins - Absent**

**Commissioner Nassif- Yes**

**Motion passed by a 3-0 roll call vote with Commissioner Higgins leaving early**

- 7. Recommendation to Authorize the General Manager to Approve the Purchase of Two Grit Classifiers from Saddleback Environmental, For an Amount Not to Exceed \$184,000.00**

The Board will consider authorizing the General Manager to approve the purchase of two grit classifiers from Saddleback Environmental for an amount not to exceed \$184,000

**Moved: Commissioner Nassif**

**Second: Commissioner Gregg**

**Approval to authorize the General Manager to approve the purchase of two grit classifiers from Saddleback Environmental for an amount not to exceed \$184,000**

**Chair Jones- Yes**

**Commissioner Gregg - Yes**

**Commissioner Higgins - Absent**

**Commissioner Nassif- Yes**

**Motion passed by a 3-0 roll call vote with Commissioner Higgins leaving early**

**8. Recommendation to Authorize the General Manager to Award a Contract for the Regional Plant Sidestream Treatment Evaluation Feasibility Study in the Amount Of \$130,000.00 to Black & Veatch Inc**

The Board will consider Authorizing the General Manager to award a contract for the regional plant sidestream treatment evaluation feasibility study in the amount of \$130,000 to Black & Veatch Inc., pending legal review and agreement approval.

**Moved: Commissioner Nassif**

**Second: Commissioner Gregg**

**Approval to authorize the General Manager to award a contract for the regional plant sidestream treatment evaluation feasibility study in the amount of \$130,000 to Black & Veatch Inc., pending legal review and agreement approval.**

**Chair Jones- Yes**

**Commissioner Gregg - Yes**

**Commissioner Higgins - Absent**

**Commissioner Nassif- Yes**

**Motion passed by a 3-0 roll call vote with Commissioner Higgins leaving early**

**9. Recommendation to Authorize the General Manager to Award a Contract to S. Christensen Engineering to Pave and Repair Asphalt Around Three Side Stream Reactors for an Amount not to Exceed \$92,085**

The Board will consider Authorizing the General Manager to award a contract, pending legal review, to pave and repair asphalt around three Side Stream Reactors for \$87, 700 plus a 5% contingency, to cover unforeseen costs, totaling \$92,085

**Moved: Commissioner Nassif**

**Second: Commissioner Gregg**

The Board will consider Authorizing the General Manager to award a contract, pending legal review, to pave and repair asphalt around three Side Stream Reactors for \$87, 700 plus a 5% contingency, to cover unforeseen costs, totaling \$92,085

**Chair Jones- Yes**

**Commissioner Gregg - Yes**

**Commissioner Higgins - Absent**

**Commissioner Nassif- Yes**

**Motion passed by a 3-0 roll call vote with Commissioner Higgins leaving early**

#### **ADJOURNMENT**

**The board will adjourn to a regular board meeting on February 20 at 7:30 a.m.**

#### **APPROVAL:**

**DATE: February 20, 2025 BY: **

Approved by Dakota Higgins Secretary  
VWVRA Board of Commissioners