

AGENDA
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWVRA)
15776 Main Street, Room 146, Hesperia, CA 92345
Phone: (760) 948-9849

MEETING DATE: THURSDAY, DECEMBER 17, 2009 **TIME: 7:30 AM**

CALL TO ORDER

PUBLIC COMMENTS – CLOSED SESSION AGENDA

CLOSED SESSION

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.

CONFERENCE WITH LEGAL COUNSEL – PUBLIC EMPLOYMENT (Gov. Code Sec. 54957(b)(1))

1. General Manager Contract Renewal

CONFERENCE WITH LEGAL COUNSEL-PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Govt. Code Sec. 54957.6)

2. Personnel Issue: One (1)

CONFERENCE WITH LEGAL COUNSEL-POTENTIAL LITIGATION (Gov. Code Sec. 54956.9(b)):

3. Significant Exposure to Litigation: One (1) Potential Case

REPORT FROM CLOSED SESSION

REGULAR SESSION (Scheduled to begin at 9 AM)

CALL TO ORDER & PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS – REGULAR SESSION AGENDA

ANNOUNCEMENTS AND CORRESPONDENCE:

- 4. Possible conflict of interest issues**
- 5. Staff Introductions:**
 - **Frank Sotomayor, Environmental Compliance Inspector in Training**
 - **Randy Gillette, Operator in Training**
 - **Miguel Mendoza, Operator in Training**
- 6. VVWRA Honored with Five Awards from the California Water Environment Association (CWEA) for the Desert and Mountain Section in the following categories:**
 - **Wastewater Treatment Plant of the Year: Mid-size Facility**
 - **Supervisor of the Year: Gilbert Perez, Director of Operations**
 - **Laboratory Person of the Year: Gina Cloutier, Laboratory Supervisor**
 - **Safety: Plant of the Year**
 - **Electrical/Instrumentation Person of the Year: Patrick Nave, E/I Technician**
- 7. VVWRA Wins 2009 Best of Business Award from the Small Business Commerce Association (SBCA)**

CONSENT CALENDAR:

- 8. Approve the November 2009 Cash Disbursements Register (No. 1109)**
- 9. Approve the Minutes of the Regular Meeting held on November 19, 2009 and the Special Meeting held on November 23, 2009**
- 10. Approve the Annual Schedule of Meetings – 2010**
- 11. Notification of Emergency Condition and Use of Purchasing Authority to Purchase Parts Necessary to Overhaul Waukesha Engine No. 2 from Valley Power Products as Sole Source**

REPORTS OR PRESENTATIONS:

- 12. Sewer Master Plan, Modeling and Condition Assessment (RBF Consulting)**

ACTION & DISCUSSION ITEMS:

- 13. Town of Apple Valley Interceptor Odor Control Study Justification Letter**
- 14. Recommendation to Approve Lease of Modular Office Space**

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- 15. Proposal to Revise Methodology for Connection Fee Determination**
- 16. Resolution 2009-29: Adopt Surcharge Rate and Calculation Policy**
- 17. Resolution 2009-25: A Resolution of the Victor Valley Wastewater Reclamation Authority to Adopt an Amended and Restated Joint Powers Agreement**
- 18. Resolution 2009-26: A Resolution of the Victor Valley Wastewater Reclamation Authority to Approve a Sludge Management Agreement between VVWRA and City of Victorville**

STAFF/PROFESSIONAL SERVICES REPORTS:

- 19. Public Relations Update – November 2009**
- 20. Financial and Investment Report – October 2009**
- 21. Customer Account Past Due Report – November 2009**
- 22. Operations and Maintenance Report/Performance Efficiencies – November 2009**

AGENDA ITEMS FOR FUTURE MEETINGS:

Contract Renewal – General Manager (January)

Resolution to Adopt April 2009 Flow Projection Study by RBF Consulting (January)

Approve Memorandum of Understanding with Old Dominion University for Algae to Biofuel Project (January)

Resolution 2009-28: Adopt Sewer System Management Plan (January)

Resolution 2009-14: Repayment of Interfund Loan/Adopt Repayment Policy

Presentation - Comprehensive Annual Financial Report (CAFR) (January 2010)

Receive & File Comprehensive Annual Financial Report (CAFR) (January 2010)

Passantino Andersen Communications Proposal for Public Relations Campaign (January 2010)

Reclaimed Water Fees (January)

FY 2009-10 Mid-Year Budget Review (February 2010)

Quarterly CIP Version 5c Implementation Update (June/September/December/March)

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Resolution to Approve FY 2010-11 Budget (June 2010)

Resolution to Approve FY 2010-11 Holiday Calendar (June 2010)

Adopt Amended VVWRA Conflict of Interest Code (September 2010)

Amend and Adopt 2010 CEQA Guidelines (September 2010)

Interceptor Connection Requirements and Enforcement and Industrial Pretreatment Program

Upper and Lower Narrows Sonar Investigation of Sewer Interceptor

NEXT BOARD MEETING:

Thursday, January 21, 2010 - Regular Meeting of the Board of Commissioners

COMMISSIONER COMMENTS

ADJOURNMENT

A complete agenda package can be viewed on the Agency's website at: www.vvwra.com

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Agenda Posting: In accordance with the requirements of California 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.

Items Not Posted: 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 in compliance with Section 54954.2(b) 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.

Public Comments: Any member of the public may address the Board of Commissioners on specific agenda items or matters of general interest. As determined by the Chair, speakers may be deferred until the specific item is taken for discussion and remarks may be limited to five minutes. 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.

Matters of Interest addressed by a member of the public and not listed on this agenda cannot have action taken by the Board of Commissioners except as authorized by Section 54954.2(b). If you wish to speak, please complete a Speaker's Form (located at the table in the lobby outside of the Board Room) and give it to the Board Secretary prior to the start of the meeting.

If any individual wishes to challenge an action of the Commission in court, he or she may be limited to raising those issues that were raised at the public hearing pertaining to the Commission's actions, or in any written correspondence delivered to the Commission on or prior to the public hearing.

Consent Calendar: 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.

The Chair will determine if any items are to be deleted from the Consent Calendar.

Items Continued: Items may be continued from this meeting without further notice to a Committee or Board meeting held within five (5) days of this meeting per Government Code Section 54954.2(b)(3).

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 in accordance with Government Code Section 54955 (posted within 24 hours).

Accommodations for the Disabled: In compliance with the Americans with Disabilities Act (ADA), the Board of Commissioners Meeting Room is wheelchair accessible. If you require any special disability related accommodations, please contact the Victor Valley Wastewater Reclamation Authority Board Secretary's office at 760-246-2892 at least 72 hours prior to the scheduled meeting. Requests must specify the nature of the disability and the type of accommodation requested.