

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF COMMISSIONERS  
OF THE  
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY  
October 23, 2008**

**CALL TO ORDER:** Chair Rudy Cabriales called the meeting to order at 7:40 a.m. in Room 146 and the VVWRA Administrative Offices, 15776 Main Street, Hesperia, California, with the following members present:

**TOWN OF APPLE VALLEY  
HESPERIA WATER DISTRICT  
CITY OF VICTORVILLE  
ORO GRANDE (CSA 42) AND  
SPRING VALLEY LAKE (CSA 64)**

**Bob Sagona  
Thurston Smith  
Rudy Cabriales  
Brad Mitzelfelt**

**VVWRA Staff and Legal Counsel:**

**Logan Olds, General Manager  
Piero Dallarda, Legal Counsel (BB&K)  
Chris Anthony, Project Construction Manager  
Gilbert Perez, Director of Operations  
Tacey Barclay, Account Tech III  
Marce Delaney, Env. Compliance Supervisor**

**Patricia Johnson, Secretary to the GM/Board  
Angela Valles, Director of Human Resources  
Kellie Patterson, Account Tech III  
Robert Coromina, Network Supervisor  
Toni Henning, H/R Tech  
Anny Wu, Account Tech III**

**Others Present:**

**Blake Anderson, Blake Anderson Consulting  
Dennis Cron, Town of Apple Valley  
Bill Pattison, Town of Apple Valley  
Tony Penna, Inland Energy  
Ralph Blalock, Apple Valley resident**

**Andrea Daroca, Financial Consultant  
Brian Johnson, City of Hesperia  
Frank Robinson, Town of Apple Valley  
Allan Cadreau, Inland Energy  
John Leveillee, City of Hesperia**

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Chair Cabriales called the meeting to order at 7:40 a.m.

**PUBLIC COMMENTS – CLOSED SESSION AGENDA**

Chair Cabriales asked if there were any comments from the public regarding any item on the Closed Session agenda. Hearing no comments, Chair Cabriales called for a motion to enter into Closed Session.

**CLOSED SESSION**

Commissioner Sagona made a motion to enter into Closed Session at 7:40 a.m., which was seconded by Commissioner Smith and approved by unanimous voice vote.

## **REGULAR SESSION**

Upon return from Closed Session, Chair Cabriales called the Regular Meeting to order at 9:00 a.m. and announced that there were no items to report from Closed Session.

## **PUBLIC COMMENTS – REGULAR SESSION AGENDA**

Chair Cabriales asked if there were any comments from the public on the Regular Session agenda. There were no comments from the public.

## **ANNOUNCEMENTS AND CORRESPONDENCE:**

### **4. Possible conflict of interest issues**

Manager Olds reported that he was not aware of any possible conflicts.

### **5. Article on Membrane Bio-Reactor (MBR) Technology**

Manager Olds reported that an article was included in the agenda package under Item 5 from the Water Environment Federation, an International Wastewater organization. He said he highlighted the article to identify the same processes that VVWRA, in conjunction with the member agencies, went through to determine that MBR was a good technology for us to consider. He asked the Commissioners to review the article when they have the time.

## **CONSENT CALENDAR:**

### **6. Approve the September 2008 Cash Disbursements (No. 0908)**

### **7. Approve the Minutes of the Special Meeting Held on September 15, 2008 and the Regular Meeting Held on September 19, 2008**

### **8. Staff Memorandum Regarding Aerator Socks**

Commissioner Sagona made a motion to approve the consent calendar, which was seconded by Commissioner Smith and approved by unanimous voice vote.

## **REPORTS OR PRESENTATIONS:**

### **9. Update on VVWRA Performance Efficiencies (Perez/Valles):** Manager Olds reported that Gilbert Perez would now provide an update on VVWRA performance efficiencies.

Gilbert reported that two previous presentations on cost savings have been provided to the Commissioners. Part of the cost saving process was to develop a business strategy for areas of the plant that needed improvement. This process depends heavily on management expectations and employee attitudes to ensure that effective communication is in place and that a transfer of information results.

Gilbert reported that the number one priority at VVWRA is employee safety and that every employee takes responsibility for safety. The number two priority is regulatory compliance and priority number three is cost effective Operations and Maintenance (O & M). The presentation covered the areas of Process Control, Communication, Training, and Recognition and Promotion of Integrity and Accountability.

Gilbert reported that a holistic approach was taken for recommending improvements, which resulted in cost savings in the following areas:

#### Headworks

- Staff rebuilt barscreen in house, which saved the agency \$30,726.
- Primary No. 4 failed in September 2007. Staff rebuilt it at no cost aside from manpower. \$80,000 was saved plus potential fines from violations. Staff started up new primaries. Primary effluent saved \$32,000
- Secondary – VVWRA maintained reduced Thiogard feed rates and still maintained regulatory compliance. (\$17,459).
- Staff overhauled the Waukesha engines in-house, saving \$34,575 per year on seven engines. He said these engines permitted through AQMD, so we installed catalytic converters and mass gas flow meters to the new Waukesha engines.

Gilbert said these overall efficiencies total \$89,848.12 per year and not one drop of ammonia has been used. We have also resolved percolation pond issues to reduce flow to the river and staff took on the task of basin surface maintenance to the percolation ponds saving \$9,057 per year. Other efficiencies include:

- Tertiary Treatment – VVWRA is currently saving \$5,357.10 through reduced alum usage.
- Disinfection – In-house automation saved \$103,721.65 in installation costs for chlorination and dechlorination.
- Chlorine usage was reduced saving \$11,892.57.

Manager Olds said chlorine use is hazardous to employees. Another point to remember is that the use of chlorine creates disinfection byproducts. The Commissioners are aware of the need to switch to ultraviolet (UV) sterilization by May 2010. By switching to UV, we will eliminate the current monthly chlorine costs and will not have to deal with the personal safety issues associated with chlorine usage. Gilbert presented efficiencies that have occurred in the solids section as follows:

#### Solids Section

- Gilbert reported that the digesters were not functioning properly. We established digester loading cycles to regain digester performance for a savings of \$258,088.88 per year.
- Maximized solar drying beds generating \$94,654.49 in savings from FY 2005-2006.
- Odor Issues resolved through use of Formula 52. Former odor masking agent was eliminated.
- Eliminated Ennix Bugs in digesters and sludge lagoons saving \$60,463 and \$110,000.

- Excessive overtime to maintain unreliable operations – Gilbert reported that VVWRA implemented a 24/7 operation schedule to reduce staff callouts. Overtime is now at \$7,944.55 (Was \$128,043.86 and \$135,356.02 and \$19,586.39 in the prior three fiscal years).
- Instrumentation calibrations performed for a savings of \$20,000 per year. Eliminated Micro-Tox testing for septage for a savings of \$17,000.
- Gilbert reported that Laboratory Certification was obtained and efficiencies within the laboratory were made totaling \$8,000.

Robert Coromina, Information Technology (I/T) Supervisor, provided a brief report on the cost savings that have been realized in the Information Technology department and the control systems area. He said the departmental strategy was to mirror the same objectives that Gilbert just reported. The key elements were to reduce costs as much as possible without negatively impacting essential services and to cut waste by utilizing process and procedural changes. To achieve immediate savings, Virtual Server technology was implemented that allows many servers to be run on one server. He said two Virtual servers were implemented, which generated \$16,000 in equipment savings. In addition, a savings of \$5,000 has been realized for software licensing services.

Robert reported that most I/T projects are completed in-house. The reports and programming changes for the Operator 10 system were done in-house for a savings of \$8,000. Upcoming work on the SCADA system will be performed in-house. If this work was performed outside, the cost would be \$12,000. Robert said Exchange Administration is a full time job in itself, but he and his staff perform that work by themselves to save that additional salary. Unlike many companies, VVWRAs website development, support and updates are also performed in-house. Updates range between 30 and 50 MB per month, which is quite a lot and can be very expensive.

Robert reported that VVWRA utilizes multi-year licensing and support service contracts that save the agency about 15 percent over the length of the contract. Through the renegotiation of our contract with Xerox Corporation we have realized \$10,000 in annual savings through greater efficiency in document printing. A little known fact is that when you send print jobs to a desktop printer it can cost as much as \$.50 per sheet. By printing to the Xerox copier, we pay \$.01 cents per sheet for black and white copies. The agency has renegotiated some telecommunications contracts that have resulted in a savings of \$3,100.

Robert said computer SPAM is something that everyone has had to deal with and is a great nuisance. He reported that VVWRA has 41 computer users and an average of 230 workdays per year. Reading SPAM results in \$45,840 in lost salary per year. On a daily basis, \$199.31 is spent in lost productivity per employee, which equates to 86.60 days per year. A 50 percent reduction in SPAM entering the system results in a savings of \$22,920.14 and reduces the number of days of lost productivity from 86 to 43. This data is courtesy of CMSconnect.com. Robert said VVWRA is winning the battle against SPAM, but we are not winning the war. The war is never going to end and we must get smarter every day. Our five-prong attack includes our main core product which is Trent Anti-Virus, which is an anti-SPAM suite. We also use the built in security provided by Microsoft Exchange. By incorporating an Email Relay Server, GFI Email Security, and Email Essentials, VVWRA has decreased SPAM by 60 percent. This has resulted in staff savings \$1,280.00 per month or \$15,360 per year.

Commissioner Sagona asked Robert how many employees work in his department. Robert said he is currently the only one because one employee resigned and one employee is on leave due to an injury.

Angela Valles gave an overview of the Personnel and Safety related cost saving efficiencies in the following areas:

- On April 14, 2008, a memorandum was issued to staff stating that there would be no paid overtime without approval on a case by case basis from the General Manager. This reduced overtime costs by 75 percent for an estimated annual savings of \$122,000 per year.
- On June 20, 2008, the Board approved a Staff Recommendation to change VVWRA's insurance package, saving the agency 41.2 percent or \$38,321 annually.
- The Human Resources department froze hiring in FY 2008-09 of three positions and eliminated one position, which reduced the personnel budget by \$375,916.50.
- A Job Opportunities page was launched on the agency's website at [www.VVWRA.com](http://www.VVWRA.com) that allows applicants to view current job openings and print job applications from home, saving the applicant time and saving the agency advertising costs, manpower and materials to print the applications. Applicant letters are now delivered through electronic mail rather than the postal service to save postage and materials costs. These two initiatives made it possible for the department to cut printing expenses by 55 percent for a savings of \$5,480. Advertising expenses were cut by 75 percent for a savings of \$62,000.
- The Human Resources department is currently providing 360 evaluations in-house to eliminate the use of consultants for a cost savings of \$18,645,000 per year.
- Safety Program – A savings of \$14,000 per year has been realized by conducting in-house training for staff and all employees are multi-tasking, performing additional functions that need to be accomplished. Angela reported that the overall savings in the Human Resources department for fiscal year 2008-2009 have totaled \$636,527.50. She thanked the Board for providing the resources and for being visionaries to train VVWRA staff to be the best.

Manager Olds said there were a couple of double-countings in these presentations, but essentially since April 2006 there has been a cost savings in excess of \$2.5 million that has been accomplished through performance efficiencies by evaluating this organization and how it does business. He said these are distressing times that we are facing. In 2006 that was not the situation we were facing as an organization, yet we immediately undertook this project as a matter of good business practice. The fact that the economy was booming at that time should not be taken for granted. Many of the items presented today have taken several years to develop. The key to developing them was in developing staff understanding of accountability at all levels and in understanding that we need to get their buy-in. It is a win-win situation that was not done overnight. It has taken several years.

Chair Cabriales thanked staff for doing a great job. Commissioner Sagona said many agencies do not have room for visibility, but there is room for visibility at this agency. Manager Olds said the agency has nothing to be concerned or fearful about. We have an open door policy and if any reporter or public citizen decides to ask questions about the organization they can ask him, his senior managers, or his line staff at any time. Commissioner Sagona said he would invite the media to write an article on the performance efficiencies that have occurred at VVWRA so the public will know more about this agency. Commissioner Sagona said, "Congratulations on a tremendous job. Stay at it". Manager Olds thanked

Commissioner Sagona and said he will ask Linda Ellsworth to get started on the requested media effort upon her return from vacation.

**10. User Fee Models:** Manager Olds asked if everyone was feeling good. He said we have talked about performance efficiencies and about where we have come as an organization over the last two years. He explained that he recently had a conversation with one of the City Managers in the audience today who gave him permission to do this. Before continuing with the next presentation, he would like to put on a bullet-proof vest.

Manager Olds said as the Commissioners are aware, this agency is in a structural deficit. The predominant reason for that is that the agency went 14 years with only one three percent rate increase and also had a practice of redirecting Capital Funds and we are now at a time where it is time to pay the piper. He said there has been a great deal of discussion during the Strategic Advisory Committee and Finance Committee meetings as to why VVWRA did not meet its revenue projections after going through the last User Fee increase. There are a number of reasons and the most dominant one is that the growth we were expecting did not occur as planned and this agency only gets paid for what comes to our facility. Manager Olds said the tables provided in the agency package present this information in tabular and graphical format. Currently, the member agencies are paying a User fee of \$11.92 per EDU. A proposed rate increase of 40 percent from \$11.92 to \$18.76 is the direction the discussions are heading. There are many problems that we need to address. In order to do the facility in Hesperia, we first need to address our User fee.

Manager Olds said what is being presented at this time is for presentation purposes only and no decision is being asked of the Board at this time. There has been discussion of making a formal recommendation to the Board in November. Commissioner Sagona said if you are ready on the CIP side that would be OK. Manager Olds said it depends on how quickly we achieve consensus from the member agencies. January would be the soonest that a formal recommendation could be made. He said the key is that every month we put this off digs us into a bigger hole. Manager Olds said he will be providing a proposal under item 18 that has merit. If the Commissioners agree, rather than a formal recommendation this could become a monthly discussion topic and he will provide monthly status reports to the Board.

Commissioner Sagona said an ongoing Public Information and Media Program should be developed as soon as Linda returns from vacation. Manager Olds asked, "How are we are going to overcome the difficulties together to make this a success? We all work together or we all fail together". Commissioner Sagona said the General Manager pilots the ship and there is a point where the pilot takes command of the airplane.

Manager Olds said one of his big concerns is that he is usually the bearer of bad news and the purpose of the vest was to add humor. As he removed the vest, Commissioner Smith asked if the vest was loaned to him by the City Manager in the audience. Manager Olds said the vest was loaned by an employee's father. Commissioner Sagona said he is glad that his Town Manager was able to provide a good suggestion to the General Manager.

**ACTION & DISCUSSION ITEMS:**

**11. Report from Ad Hoc Strategic Advisory Committee:** Blake Anderson said money has been the theme today. By contrast, where we were 12 months ago was rapid growth, running out of capacity, where we would build new facilities and how quickly we could build them, and a CIP of \$524 million. We still predicted rapid growth and there was no sign of a downturn. Today, things are quite different and much has changed in one year. He reported that a joint meeting of the Strategic Advisory and External Finance Committees was held on October 9. During that meeting, three items were discussed. The first was projecting future flows. Technical people have their own internal argument about what to predict. RBF Consulting came up with projections that we thought were unrealistic and optimistic. The second discussion item was reducing the CIP from \$524 million to \$200 million. The good news is that future user and connection fees are driven by the CIP so this gives us an opportunity to look at increases that are less than we thought, but the agency is still in a structural deficit. A significant reduction in consulting fees and other electives has occurred, but if affirmative action is not taken fairly soon you will exhaust that. The third item was the financial model from Stone & Youngberg showing that a User fee of \$18 per month as a reasonable increase. Commissioner Sagona asked if 1,000 EDUs was realistic. Manager Olds said this year we fell somewhere about 900 EDUs. Blake said if the turn up occurs faster than we are predicting, we will still be OK and we will never be at the point of being out of capacity. We need to determine when we can slow things down and minimize costs. As we finalize these numbers, the Board must increase the fees.

**12. Request for Additional Fees for CEQA Support from Tom Dodson & Associates:** Manager Olds reported that in going through the various comments received from public agencies regarding the environmental process for the Phase III Expansion project and some additional information that was required to complete the process, he received a proposal from Tom Dodson of Tom Dodson & Associates in the amount of \$6,640 to complete the environmental process. Manager Olds said it is his recommendation that the Board authorize these funds.

Commissioner Sagona made a motion to approve additional fees in an amount not to exceed \$6,640 for Tom Dodson & Associates for CEQA support, which was seconded by Commissioner Smith and approved by voice vote. Commissioner Cabriales was not present for this motion.

**13. Receipt of Public Comments on Adoption of Negative Declaration, filing Notice of Determination, Reaffirmation of Commitment to Phase III Expansion for 18 MGD of Membrane Bioreactor Treatment:** Tom Dodson said it has been a while since he attended a VVWRA Board meeting and it is nice to see the Commissioners again. He said he has worked with Manager Olds to prepare the documents now before the Commissioners. We have gone through the environmental review process and have received three substantive documents. SCLA has asked us to discuss the issue of having ponds and wetlands next to the airport. We have also received a letter from the State Water Resources Control Board (SWRCB) and their comments were mostly focused upon the difference in the requirements from the State Board as they process State Revolving Fund dollars. Because that money ultimately comes from the EPA, there is a NEPA component. What we are doing is looking to meet the requirements of the SWRCB for cultural and biological resources.

Tom said we have indicated to the State that we are going to proceed in the manner they have requested. There are some important cultural resources that require us to go further in our evaluations. Additional funds are needed to meet the requirements for cultural and biological resources that will be submitted with the application. He said when we originally began this process we did not envision this and were not aware of the State's requirements. Otherwise, we would have prepared the document to meet the State requirements. There are some important cultural resources adjacent to the treatment facility on Shay Road and we have to go further in our evaluation at the plant site. In an undisturbed area, you have to have a qualified professional present to monitor the activity to evaluate the potential to discover resources subsurface. The fact is that a study has to be done.

Tom said this adoption will allow you to move forward with your plant expansion. Because we had already compiled the data for an expansion up to 22 MGD, that will be covered if you should decide to expand to 22 MGD or to build a new Administration Building. Tom said he would like to suggest that anyone in the audience be asked to comment at this time and if there are any questions he will be here to answer them. Chair Cabriales asked what timeframe the Mitigated Negative Declaration would cover once it is approved. Tom said the term is typically five years, however as long as circumstances do not change the document is good for perpetuity. Piero said any change to the project would be considered a change of circumstances.

Piero advised the Commissioners that the Board Secretary has already posted proof of publication advising the public that the Board would be receiving public comments today on this project. Piero recommended that the Board now ask the public if anyone has any comments and if there are no comments that you close Item 13 and move to Item 14 to discuss among yourselves when you would like to see a Mitigated Negative Declaration prepared. At this point, your staff and consultants are responding to the comments that were received and the Commissioners have been apprised of what those responses are which are the written comments.

Chair Cabriales asked if any member of the public would like to comment on the Mitigated Negative Declaration. Hearing no comments, he announced that public comments are closed.

**14. Recommendation to Schedule the Adoption of a Mitigated Negative Declaration (CEQA), File a Notice of Determination, and Reaffirm Commitment to Phase III Expansion for 18 MGD of Membrane Bioreactor Treatment:** Piero advised the Board that this is the time that they may discuss when to schedule the adoption of the Mitigated Negative Declaration. Manager Olds announced that the next Board meeting is scheduled to be held on November 20 and that he and Tom Dodson are prepared to move forward on that date. Chair Cabriales called for a motion.

Commissioner Mitzelfelt made a motion to schedule the adoption of the Mitigated Negative Declaration (CEQA) for the Phase III Expansion for 18 MGD of Membrane Bioreactor Treatment on November 20 as recommended, which was seconded by Commissioner Sagona and approved by unanimous voice vote.

**15. Lahontan RWQCB Cease and Desist Order Nitrate in Groundwater Technical Report:** Manager Olds reported that the National Pollutant Discharge Elimination Permit, commonly known as the NPDES Permit and the Cease and Desist Order (CDO) were adopted in February of this calendar

year. They included a number of studies that were to evaluate the impact of our facility on the surrounding environment. One of those was to evaluate the impact of increased nitrate limits directly below our percolation ponds. We retained the firm of Larry Walker Associates and their sub-consultant to perform the evaluation. While they were working with the Lahontan Board, their groundwater person decided that the original Workplan, as proposed, was not sufficient. The resulting cost from that decision would require an additional \$38,809. Manager Olds said due to actions that he took in May 2008 to reduce some of the agency's arrangements with consulting firms, there were monies budgeted in a separate account that are now available so he transferred those monies. This has been detailed in the Financial Impact section of his recommendation and there are funds available for the NPDES and Cease and Desist Order. He said page 15-3 of the agenda package shows a redirection of some funds that are currently in another project. Because we are only midway through this process with Larry Walker and the Lahontan Regional Board, he would prefer to leave those monies in place. He said rather than recommending a dollar value of \$30,000, he recommends that this projected be funded in the amount of \$39,000.

Commissioner Smith made a motion to approve an amount not to exceed \$39,000 to perform additional work on the Nitrate in Groundwater Technical Report, which was seconded by Commissioner Sagona and approved by unanimous voice vote.

**16. Lahontan RWQCB NPDES Permit Local Limits Study:** Manager Olds reported that this item this is identical to the last item and is an outgrowth of the new NPDES Permit and CDO that requires us to perform a Nitrate Study. The anticipated cost of the study is \$70,000. VVWRA staff will perform the study and the majority of the cost will go to E. S. Babcock & Sons for laboratory expenses. If this study had been outsourced, the cost would have exceeded \$200,000. Manager Olds said he recommends moving forward with the study.

Commissioner Sagona made a motion to approve an amount not to exceed \$70,000 to perform a Nitrate Local Limits Study as proposed, which was seconded by Commissioner Mitzelfelt and approved by unanimous voice vote.

**17. Recommendation to Approve Sole Source Purchase of WonderWare Software Upgrades and Additional Licensing Tags:** Manager Olds reported that the agency has a lot of new equipment related to the 14.5 and 18 MGD plant expansions. We currently have six licensing tags and need to upgrade to the next level so that we can put the new equipment online. Robert Coromina said this software will add the ability for the new equipment to be brought online through our SCADA system. He said each piece of equipment requires a separate tag and because this is an input/output point we cannot move forward without them.

Commissioner Smith made a motion to approve the purchase of WonderWare software upgrades and additional licensing tags in an amount not to exceed \$35,528.15, which was seconded by Commissioner Sagona and approved by unanimous voice vote.

**18. Directions from Board to Hire a Consulting Financial Advisor; Board Directive to City Managers:** Piero reported that this item is in regard to two contracts - one to Andrea Daroca and one to Bartle & Wells. At the last meeting, the Board directed staff to move ahead with obtaining assistance

with the agency's financial situation and an independent recommendation for the bonding that is more than a review by Stone & Youngberg. Piero said a proposal has been submitted by Ms. Daroca and we recommend the Board's approval. We also received a proposal from Bartle & Wells this morning for \$35,000 and an hourly schedule of fees. He said the Board is being asked to allow him and the General Manager to move forward with these two contracts. Manager Olds asked Andrea Daroca if she would like to address the Commissioners. Andrea provided a brief summary of her background and experience to the Commissioners and said it was a pleasure to be here. Piero said the Bartle & Wells proposal was recommended by two member agency Finance Directors. Manager Olds said it is nice to see the involvement by member agency staff.

Commissioner Smith made a motion to direct the General Manager and legal counsel to execute contracts as proposed with Andrea Daroca and Bartle & Wells, which was seconded by Commissioner Sagona and approved by unanimous voice vote.

**19. Resolution 2008-22: Authorize Establishment of Separate Bank Account for Employee Flexible Health Accounts:** Angela reported that this Resolution would authorize a bank account to be opened for the Flexible Spending Account that was approved by the Board. Piero said the bank requires a signed Resolution from the Board to open this account.

Commissioner Mitzelfelt made a motion to approve Resolution 2008-22 as recommended, which was seconded by Commissioner Smith and approved by unanimous voice vote.

**20. Odor Control Study, Award of Contract, in Conjunction with the Town of Apple Valley:** Manager Olds reported that this item was placed in the handout folder and was added to the agenda after the agenda package was distributed. He said the Town of Apple Valley issued a Request For Proposals (RFP) for an Odor Control Study and there was no response. The RFP was issued again and one response was received in the amount of \$175,000. Manager Olds said he recommends that the Board authorize the award of a contract for an Odor Control Study and authorize 50 percent of the total cost of the study.

Commissioner Sagona made a motion to authorize the award of a contract for an Odor Control Study in conjunction with the Town of Apple Valley and to authorize fifty percent of the total cost of the study in an amount not to exceed \$87,500, which was seconded by Commissioner Smith and approved by unanimous voice vote.

Manager Olds announced that one of the Commissioners has to leave the meeting at 10:30 a.m. He asked if the Commissioners had any questions regarding the Staff/Professional reports provided in the agenda package. The Commissioners had no questions.

#### **STAFF/PROFESSIONAL SERVICES REPORTS:**

**21. Construction Management Update: 18 MGD Expansion Project – September 2008:** Accepted as submitted.

**22. Financial and Investment Report – August 2008:** Accepted as submitted.

23. **Customer Account Past Due Report – September 2008:** Accepted as submitted.
24. **Operations and Maintenance Report/Performance Efficiencies – September 2008:** Accepted as submitted.
25. **Pretreatment and Interceptor Cleaning and Inspection Reports – September 2008.**
26. **Septage Receiving Facility Reports – September 2008:** Accepted as submitted.

**AGENDA ITEMS FOR FUTURE MEETINGS:**

Report from Ad Hoc Strategic Advisory Committee (Blake Anderson)

Report from External Finance Committee

Quarterly CIP Update (June/September/December/March)

Resolution 2008-13: Resolution of Appreciation to Dennis Nowicki

Resolution 2008-21: Receive and File FY 2007-2008 Audit Report (November/December)

Reimbursement Agreements with the City of Hesperia and the Town of Apple Valley for Pre-Design of Water Reclamation Plants (November)

Request for Proposals for Water Reclamation Plants for City of Hesperia and Town of Apple Valley

Interceptor Connection Requirements and Enforcement and Industrial Pretreatment Program

Proposal to Perform Cumulative Impact Assessment for VVWRA Discharges

Semi-annual Revisions to Interceptor Flow Projection Study by RBF Consulting (January)

Upper and Lower Narrows Sonar Investigation of Sewer Interceptor

**NEXT BOARD MEETING:**

Chair Cabriaes announced that the next Regular Meeting will be held on Thursday, November 20, 2008.

**COMMISSIONER COMMENTS**

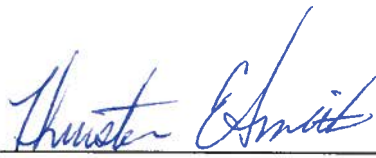
None

**ADJOURNMENT**

At 10:26 a.m., Commissioner Smith made a motion to adjourn the Regular meeting, which was seconded by Commissioner Mitzelfelt and approved by unanimous voice vote.

**APPROVAL:**

**DATE:** 11/20/08  
Approved by VVWRA Board

**BY:**   
Thurston Smith, Secretary  
VVWRA Board of Commissioners