MINUTES OF MEETING
MEETING OF THE BOARD OF COMMISSIONERS
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VVWRA)
November 20, 2025

CALL TO ORDER: Chair Gregg called the meeting to order at 8:04 AM; in Conference Room D at Victorville City Hall, located at 14343 Civic Drive, Victorville California, with the following members present:

CITY OF HESPERIA	**Cameron Gregg,** Chair
ORO GRANDE (CSA 42) AND SPRING VALLEY LAKE (CSA 64)	**Dakota Higgins,** Vice-Chair
TOWN OF APPLE VALLEY	**Scott Nassif,** Secretary
CITY OF VICTORVILLE	**Tiffany Gaudin,** Treasurer **-ABSENT**

VVWRA Staff and Legal Counsel:

Darron Poulsen, General Manager
Kody Tompkins, Director of Operations & Maintenance
Kristi Casteel, Executive Assistant
Piero Dallarda, Legal Counsel (BB&K)
Hillary Chavez, Administrative Aide
David Wylie, Safety & Communications Officer
Kalin Westover, Operations Supervisor

Guests

Guy Eisenberg, Town of Apple Valley
Doug Robertson, Town of Apple Valley
Doug Matthews, City of Victorville
Rachel Molina, City of Hesperia
Scott Webb, City of Victorville

CLOSED SESSION

NONE

REGULAR SESSION

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chair Gregg called the meeting to order at 8:30 AM.

PUBLIC COMMENTS- REGULAR SESSION AGENDA

POSSIBLE CONFLICT OF INTEREST

NONE

CONSENT CALENDAR:

2. **Receive, Approve, and File Minutes, October 16, 2025 Regular Meeting**

3. **Receive, Approve and File October 2025 Disbursement**

Moved: Commissioner Higgins **Second: Commissioner Nassif**

Approval of the Consent Calendar Items 2 and 3.

Chair Gregg- Yes

Commissioner Higgins - Yes

Commissioner Nassif- Yes

Commissioner Gaudin – Absent

Motion passed by a 3-0 roll call vote with Commissioner Gaudin absent

REPORTS & PRESENTATIONS

4. **Annual Comprehensive Financial Report**

Xiwei Wang and the auditors from Vasquez & Co. gave a presentation on the Annual Comprehensive Financial Report

ACTION ITEMS

5. **Recommendation to Adopt Resolution 2025-13 to Receive and File the Annual Comprehensive Financial Report for the Year Ending June 30, 2025**

   It is recommended that the Board of Commissioners Adopt Resolution 2025-13 to Receive and File the Annual Comprehensive Financial Report for the Year Ending June 30, 2025

Moved: Commissioner Higgins **Second: Commissioner Nassif**

Approval to Adopt Resolution 2025-13 to Receive and File the Annual Comprehensive Financial Report for the Year Ending June 30, 2025

Chair Gregg- Yes

Commissioner Higgins - Yes

Commissioner Nassif- Yes

Commissioner Gaudin - Absent

Motion passed by a 3-0 roll call vote with Commissioner Gaudin absent

6. **Recommendation to Approve the Side Letter of Agreement to Modify the VVWRA Employee's Association MOU**

It is recommended that the Board of Commissioners Approve the Side Letter of Agreement to Modify the VVWRA Employee's Association MOU

Moved: Commissioner Nassif Second: Commissioner Higgins

Approval of the side letter of agreement to modify the existing Memorandum of Understanding (MOU) for the VVWRA Employees Association

Chair Gregg- Yes

Commissioner Higgins - Yes

Commissioner Nassif- Yes

Commissioner Gaudin – Absent

Motion passed by a 3-0 roll call vote with Commissioner Gaudin absent

7. **Recommendation to Authorize the General Manager to Sign a Three-Year Professional Services Agreement with Larry Walker Associates, Inc. to Provide Environmental Services for $180,950, for the Period Covering Reports Due December 1, 2025, Through December 31, 2028, With Two Optional One-Year Extensions Subject to Mutual Agreement by Both Parties. Pending Legal Review and Approval of the Agreement**

It is recommended that the Board of Commissioners Authorize the General Manager to Sign a Three-Year Professional Services Agreement with Larry Walker Associates, Inc. to Provide Environmental Services for $180,950, for the Period Covering Reports Due December 1, 2025, Through December 31, 2028, With Two Optional One-Year Extensions Subject to Mutual Agreement by Both Parties. Pending Legal Review and Approval of the Agreement

Moved: Chair Gregg Second: Commissioner Higgins

Approval to authorize the General Manager to execute a three-year professional services agreement with Larry Walker Associates, Inc. (LWA) for Groundwater Regulatory Reporting and Consulting Services in an amount not to exceed 180,950, for the period covering reports due December 1, 2025 through December 31, 2028, with two optional one-year extensions subject to mutual agreement by both parties. The $180,950 is equal to the

proposal amount of $164,416 plus an approximate ten percent (10%) contingency. Pending legal review and approval of the agreement

Chair Gregg- Yes

Commissioner Higgins - Yes

Commissioner Nassif- Yes

Commissioner Gaudin – Absent

Motion passed by a 3-0 roll call vote with Commissioner Gaudin absent

8. **Recommendation to Authorize the General Manager to Extend the Contract with ADS Environmental Services, Inc. for Flow Monitoring Services Used for Billing Purposes in a Total Amount Not-To-Exceed $353,562.00**

It is recommended that the Board of Commissioners Authorize the General Manager to Extend the Contract with ADS Environmental Services, Inc. for Flow Monitoring Services Used for Billing Purposes in a Total Amount Not-To-Exceed $353,562.00

Moved: Commissioner Higgins **Second: Commissioner Nassif**

Approval to authorize the General Manager to execute a three-year agreement extension with ADS Environmental Services, Inc. for flow monitoring services used for billing purposes. The contract amount is $102,960.00 for the first year, with annual CPI-based increases of 4%, resulting in estimated costs of $106,920.00 for Year 2 and $111,540.00 for Year 3. The total three-year contract amount is $321,420.00, plus a 10% contingency for a total not-to-exceed amount of $353,562.00. This authorization is contingent upon legal review and approval of the final agreement

Chair Gregg- Yes

Commissioner Higgins - Yes

Commissioner Nassif- Yes

Commissioner Gaudin – Absent

Motion passed by a 3-0 roll call vote with Commissioner Gaudin absent

9. **Recommendation to Approve the 2026 Board Schedule**

It is recommended that the Board of Commissioners Approve the 2026 Board Schedule

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Moved: Commissioner Nassif **Second: Commissioner Higgins**

Approval of the 2026 Board Schedule

Chair Gregg- Yes

Commissioner Higgins - Yes

Commissioner Nassif- Yes

Commissioner Gaudin – Absent

Motion passed by a 3-0 roll call vote with Commissioner Gaudin absent

10. Recommendation to Adopt Resolution 2025-14 Resolution of Appreciation to Doug Robertson

It is recommended that the Board of Commissioners Adopt Resolution 2025-14 Resolution of Appreciation to Doug Robertson

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Moved: Commissioner Nassif **Second: Commissioner Higgins**

Approval to adopt Resolution 2025-14 Recognition and Appreciation of Dedicated Service to Doug Robertson

Chair Gregg- Yes

Commissioner Higgins - Yes

Commissioner Nassif- Yes

Commissioner Gaudin – Absent

Motion passed by a 3-0 roll call vote with Commissioner Gaudin absent

REPORT FROM CLOSED SESSION

Nothing to report

ADJOURNMENT

APPROVAL:

DATE: November 20, 2025 **BY:** ______________________________

Approved by Scott Nassif Secretary
VVWRA Board of Commissioners