

## MINUTES OF THE BOARD OF DIRECTORS OF SERRANO WATER DISTRICT

The Board of Directors of the Serrano Water District met in an adjourned board meeting on Monday, June 27, 2022. The meeting was held at the District Office located at 18021 Lincoln Street, Villa Park, California.

CALL TO ORDER: President Mills called the meeting to order at 8:32 a.m.

### ROLL CALL:

#### BOARD OF DIRECTORS MEMBERS PRESENT:

Greg Mills	President
Brad Reese	Vice President
C.L. “Larry” Pharris, Jr.	Board Member
Frank Bryant	Board Member
Jerry Haight	Board Member

#### BOARD OF DIRECTORS MEMBERS ABSENT:

### STAFF PRESENT:

Jerry Vilander	General Manager
Laura Heflin	Administrative Assistant
Vittorio Roggero	Business Manager
Jeremy Jungreis	Legal Counsel

### GUESTS PRESENT:

None.

### PUBLIC COMMENT

None.

*General Manager Vilander announced that it would be necessary to add an urgency item to the agenda entitled “Closed Session: O.C. Grand Jury” as this came to staff’s attention after the agenda was distributed. It was then moved (Director Pharris), seconded (Director Bryant) and unanimously carried with Directors Mills, Bryant, Pharris, Reese and Haight voting yes to add this urgency item “O.C. Grand Jury” to the agenda.*

### BOARD MINUTES

Consideration of Serrano Water District Board Meeting minutes of the regularly scheduled meeting on May 24, 2022. Director Pharris moved that the minutes of the May 24 meeting be approved as submitted, Director Bryant seconded the motion, and the motion was unanimously carried with Directors Bryant, Mills, Reese, Haight and Pharris voting yes.

### GENERAL MANAGER REPORT

General Manager Vilander summarized the status of Board Committee and management matters as agendized for the month of May. Highlights included a review of various meetings attended and current issues. General Manager Vilander reported that the save-the-date invitation had been sent for the C.L. Pharris Jr filtration system dedication ceremony on September 23. Legislative updates will be provided at each meeting to ensure value for

money. WIFIA loans were discussed in detail. Attorney Jungreis will research incentive programs that may be available for potential lobbyists at Director Haight's request and follow up at the next Board meeting. The draft for the County and Water District's joint property use has been received and will be reviewed in the coming months with legal counsel and with the SWD/IRWD Ad-Hoc Committee. Website adjustments, including drought recommendations, will be added to the District's website as recommended by the Transparency Committee. General Manager Vilander reported that he will be on vacation until 7/11/22.

#### FINANCIAL REPORT

Business Manager Roggero presented the financials for the month of May. The initial kickoff meeting between the auditor and the Finance Committee has been held. It was moved (Director Pharris), seconded (Director Haight), and unanimously carried with Directors Bryant, Pharris, Reese, Haight and Mills voting yes to approve the disbursements in the amount of \$581,666.06. Director Haight enquired about the drought loss budget, and Business Manager Roggero responded that this has not been completed but he will begin working on it. General Manager Vilander noted that Business Manager Roggero will put together a scenario based upon a 20% loss in retail water sales.

#### WATER REPORT

General Manager presented the water report for the month of May. The report was received and filed.

#### REPORT BY PERSONNEL COMMITTEE FOR ANNUAL SALARY REVIEWS

Following presentation led by General Manager Vilander, it was moved (Director Haight) to authorize General Manager Vilander to grant a 5% total salary adjustment for staff for the upcoming fiscal year at his discretion. The motion failed. The motion was then modified and moved (Director Mills), seconded (Director Reese), and carried with Directors Reese, Mills, Pharris, and Bryant voting yes (Director Haight voting no) to authorize the General Manager to implement salary and COLA adjustments at his discretion in an amount not to exceed 8% in totality for a period of one year effective in the July payroll. Director Haight requested that promotions be budgeted for in the prior year moving forward, and General Manager agreed to this.

#### PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GENERAL MANAGER

The Board of Directors gave General Manager Vilander his annual performance evaluation and remarked on the outstanding job that he is doing for the District. General Manager Vilander thanked the Board of Directors for their complimentary feedback.

#### ADJUSTMENT OF GENERAL MANAGER SALARY

It was then moved (Director Pharris), seconded (Director Bryant), and carried with Directors Reese, Mills, Pharris, and Bryant voting yes (Director Haight voting no) to grant General Manager Vilander an 8% pay raise for a period of one year effective in the July payroll. General Manager Vilander thanked the Board of Directors for their generosity and kind words and stated that it is a pleasure to work with them all.

#### ANNUAL BUDGET FOR 2022/2023

Following discussion led by Business Manager Roggero, it was moved (Director Mills), seconded (Director Reese), and unanimously carried with Director Mills, Reese, Bryant, Pharris and Haight voting yes to adopt the 2022/2023 budget as presented with adjustments made to reflect the changes in the personnel budget due to salary increases approved at today's meeting. It was agreed that promotions will be budgeted for in advance moving forward.

#### ANNUAL STATEMENT OF EMPLOYEE REIMBURSEMENT

Business Manager Roggero presented the Annual Statement of Employee Reimbursement.

CSDA BOARD OF DIRECTORS ELECTION BALLOT – SEAT B

Following discussion led by General Manager Vilander, it was moved (Director Reese), seconded (Director Haight), and unanimously carried with Director Mills, Reese, Bryant, Pharris and Haight voting yes to authorize President Mills to vote on behalf of the Board of Directors in the CSDA Board of Directors election Seat B.

CUSTOMER BILLING STATEMENT AND DISTRICT WEBSITE

Following discussion led by General Manager Vilander, with input from members of the Transparency Committee, it was moved (Director Reese), seconded (Director Haight), and unanimously carried with Director Mills, Reese, Bryant, Pharris and Haight voting yes to adopt the customer billing statement as presented as well as the District’s approved rate changes to be uploaded to the website.

CORRESPONDENCE

None.

DIRECTORS COMMENTS AND REPORTS

None.

ATTORNEY’S REPORT

None.

GOVERNOR’S ORDER WATER CONSERVATION EMERGENCY REGULATION DROUGHT RESPONSE

General Manager Vilander reported that the conservation section of the website will be updated to reflect Serrano’s state mandated drought restrictions.

O.C. GRAND JURY

Discussion revolved around information received from the O.C. Grand Jury report and plans for response.

CLOSED SESSION

*Conference with real property negotiators  
(Government Code Section 54956.8)*

*Property: Santiago Reservoir (Irvine Lake), adjacent to 4621 Santiago Canyon Road, Silverado Canyon, CA 92676.*

*Agency Negotiator: Jerry Vilander*

*Negotiating Parties: County of Orange*

*Under Negotiation: Price and terms*

No closed session was necessary or held.

ADJOURNMENT

The meeting was formally adjourned at 11:30 a.m. The next regular meeting will be held on July 26, 2022 @ 8:30 a.m.

Laura Heflin  
Administrative Assistant