

WEST KERN WATER DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING

Minutes – Board of Directors
Monday, June 17, 2024

800 Kern Street
Taft, California

*Directors Present: Barry M. Jameson
Scott Niblett
David A. Wells
Gary Morris
Bo Bravo*

Ex-Officio Officer: Greg A. Hammett, General Manager/Secretary

District Counsel: Alex Dominguez

Recording Secretary: Deann Crabtree

*Staff in Attendance: Tami Sivils, Taylor Miller, Troy Turley,
Wendy Adams-Rosenberger, Wayne White,
John Stuntebeck, Zak Crabb, Mike Law*

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL/DETERMINATION OF A QUORUM

President Barry M. Jameson called the meeting to order at 3:00 p.m. Administrative Assistant, Deann Crabtree called roll and noted that President Jameson, Vice President Scott Niblett, Director Wells, Director Morris and Director Bravo were present.

IV. CONFLICT OF INTEREST STATEMENTS

No conflicts to report.

V. PUBLIC COMMENT

No comments to report.

VI. APPROVAL OF THE AGENDA

*Upon Motion by Director Bravo, Seconded
By Director Niblett and Carried Unanimously
With 5 Ayes, 0 Noes
To approve the June 17, 2024
Special Board Meeting Agenda.*



**VII. DISCUSSION AND APPROPRIATE ACTION REGARDING:
APPROVAL OF MINUTES**

A. May 24, 2024 Special Board Meeting

*Upon Motion by Director Morris, Seconded
By Director Wells Carried Unanimously
With 5 Ayes, 0 Noes
To approve the Minutes of the
May 24, 2024 Special Board Meeting.*

B. May 28, 2024 Special Board Meeting

*Upon Motion by Director Morris, Seconded
By Director Wells Carried Unanimously
With 5 Ayes, 0 Noes
To approve the Minutes of the
May 28, 2024 Regular Board Meeting.*

VIII. APPROVAL OF CONSENT AGENDA

IX. CONSENT AGENDA ITEMS

**i. Discussion and Appropriate Action Regarding:
Training Report**

RECOMMENDATION: Information Only.

**ii. Discussion and Appropriate Action Regarding:
Operations Department Review**

RECOMMENDATION: Information Only.

**iii. Discussion and Appropriate Action Regarding:
Cash Flow for May 2024**

RECOMMENDATION: Information Only.

**iv. Discussion and Appropriate Action Regarding:
Capital Improvement Budget Comparison and Equipment Procurement**

RECOMMENDATION: Information Only.

**v. Discussion and Appropriate Action Regarding:
Safety Meeting and Projects Report**

RECOMMENDATION: Information Only.



vi. **Discussion and Appropriate Action Regarding:
Position Vacancies**

RECOMMENDATION: Information Only.

X. **DISCUSSION & APPROVAL OF ITEMS PULLED FROM CONSENT AGENDA**

President Barry M. Jameson noted no items were pulled for further discussion.

*Upon Motion by Director Bravo, Seconded
By Director Niblett Unanimously
With 5 Ayes, 0 Noes
To Approve Consent Items i-vi of the
June 17, 2024, Board Agenda.*

XI. **COMMITTEE REPORTS**

A. **WATER RESOURCES COMMITTEE
(Wells, Bravo)**

1. **Discussion and Appropriate Action Regarding:
Water Supply Report**

Regulatory Administrator, Wendy Adams-Rosenberger, reviewed the current Water Supply Report with Directors and staff.

2. **Discussion and Appropriate Action Regarding:
General Manager Water Report**

General Manager, Greg A. Hammett reviewed the Northern Sierra Precipitation report, state reservoir conditions, snowpack and various hydrology reports with the board, the General Manager also reported on the Delta Conveyance Project and SWP Operations.

B. **ADMINISTRATION COMMITTEE
(Jameson, Bravo)**

1. **Discussion and Appropriate Action Regarding:
Agreement with Carney's Business Technology Center
For Information Technology Services**

General Manager, Greg A. Hammett reported the District utilizes a managed services provider to support the day-to-day operations relative to information technology. On May 17, 2024, staff was notified by Daryl Christensen of Information Technology Services, that Information Technology services would no longer be operating as a managed services provider, effective July 1, 2024. Information Technology Service's recommendation is that the District obtain managed Services through Carney's Business Technology Center of Bakersfield. Information Technology Services has agreed to provide support to Carney's Business Technology Center during the transition. The District's Computer Committee received a comprehensive proposal from Carney's Business Technology Center which outlines the list of services to be provided to the District.



*Upon Motion by Director Bravo, Seconded
By Director Niblett and Carried Unanimously
With 5 Ayes, 0 Noes
To Approve Scope of Work and Master Services
Agreement from Carney's Business Technology
Center in the Amount of \$7,500.00 per month.*

2. **Discussion and Appropriate Action Regarding:
Appoint West Kern GSA Representative to the Kern County Subbasin
Coordination Committee and Kern Non-Districted Land Authority Board**

General Manager, Greg A. Hammett reported the Board approved the Kern County Subbasin Coordination Agreement and Restated Joint Powers Agreement for Kern Non-Districted Land Authority (KNDLA) at the Special Board Meeting on May 24, 2024. Both agreements require that participants appoint a representative and alternate to serve on the respective boards. He further reported the restated agreement changed the name of the JPA from the Kern Groundwater Authority to the KNDLA. Director Morris has served as West Kern's GSA representative on the Kern Groundwater Authority Board with Director Niblett serving as alternate. For continuity, staff recommends Directors Morris and Director Niblett be appointed representative and alternate, respectively, on both boards.

*Upon Motion by Director Niblett, Seconded
By Director Bravo and Carried Unanimously
With 5 Ayes, 0 Noes
To Appoint Director Morris Representative and
Director Niblett alternate to represent the West Kern
GSA on the Kern County Subbasin Coordination
Committee and Restated Joint Powers Agreement for
Kern Non-Districted Land Authority board.*

3. **Discussion and Appropriate Action Regarding:
Notice of Adoption of the Cross- Connection Control
Policy Handbook (CCCPH)**

General Manager, Greg A. Hammett reported on December 19, 2023, the SWRCB adopted the Cross-Connection Control Policy Handbook (CCCPH) which will take effect on July 1, 2024. The CCCPH has the same authority as a standard regulation, it is intended to provide more technical details and explanatory language than the standard regulation.

California public water systems (PWS) must implement the CCCPH and develop or revise their Cross-Connection Control Plan to comply with the CCCPH no later than July 1, 2025. The CCCPH does not remove any element from existing cross connection control programs, so while PWS work toward compliance with the CCCPH, they must ensure they continue to effectively operate their cross-connection control programs in accordance with title 17 of the California Code of Regulations, which includes at least annual testing of backflow prevention assemblies. These regulations and the CCCPH will apply to all California PWS after July 1, 2024.

The primary objective of the CCCPH is the protection of public health through the establishment of standards intended to ensure a PWS drinking water system will not be subject to backflow. In addition, by providing basic educational information on backflow



prevention, the SWRCB intends to build a foundation of awareness within the regulated community regarding the importance of backflow prevention and cross-connection control, leading to the implementation of a robust cross-connection control program for each PWS.

**C. FACILITIES COMMITTEE
(Jameson, Niblett)**

- Discussion and Appropriate Action Regarding:
Kern County – Ford City Area Path Project Permit
to Enter and Construct**

Operations Coordinator, Taylor Miller, reported on May 29, 2024, Staff received a letter from Kern County Public Works requesting permission to enter District owned property during construction for their sidewalk project. The parcels affected are 199-243-05 & 06, located on Ash & Tyler and Ash & Polk, respectively. The construction work will be performed within the County Right-of-way. The Permit will allow the contractor access if necessary, to our property during the work. Construction is expected to begin Summer 2025.

*Upon Motion by Director Morris, Seconded
By Director Wells and Carried Unanimously
With 5 Ayes, 0 Noes
To Approve permit to Enter and Construct for
APN 199-243-05 & 06 allowing the County of Kern or
its authorized Agents to access District owned property
during construction.*

**D. FINANCE COMMITTEE
(Morris, Niblett)**

- Discussion and Appropriate Action Regarding:
Accounts Payable for June 2024**

Director of Finance, Sunny Kapoor presented the accounts payable report for June 2024.

*Upon Motion by Director Bravo, Seconded.
By Director Niblett and Carried Unanimously
With 5 Ayes, 0 Noes
To Approve Expenditure for the June 2024
Bills When Funds are Available.*

- Discussion and Appropriate Action Regarding:
Approval of the Annual Budget 2024-2025**

Director of Finance, Sunny Kapoor presented the final Annual Budget for the 2024-2025 fiscal year.

*Upon Motion by Director Niblett, Seconded.
By Director Morris and Carried Unanimously
With 5 Ayes, 0 Noes
To Approve the 2024-2025 Annual Budget.*



E. **PERSONNEL COMMITTEE**
(Wells, Morris)

1. **Discussion and Appropriate Action Regarding:
Salary and Benefits Adjustment - General Manager**

Legal Counsel, Alex Dominguez reported this item would be discussed in Closed Session.

After Closed Session the Board reconvened to open session at 4:05 p.m. and reported the following:

*Upon Motion by Director Morris, Seconded.
By Director Bravo and Carried Unanimously
With 5 Ayes, 0 Noes
To Approve Adjustment in Vacation Accrual to 5 weeks
Annually Retroactive to February 1, 2024. 4% COLA
Adjustment to Wages Effective July 1, 2024.*

XII. **INFORMATION ITEMS**

No items to discuss.

XIII. **ISSUES OF CONCERN**

A. **July 2024 Meeting Calendar**

Directors approved the June Calendar.

B. **Potential Issues to be Addressed at Next Board Meeting**

No items to report.

C. **Board of Director Announcements or Reports**

Vice President Scott Niblett commended the Director of Finance, Sunny Kapoor and Staff on the Budget process. Director Bo Bravo commended T & D Administrator, Zak Crabb and District Staff on the completion of the District's AMR Project.

D. **General Manager's Report**

General Manager, Greg A. Hammett reported the Westside Recreation and Park District completed its Soccer Field and was looking for a sponsor to assist them in xeriscaping the flower beds. West Kern Water District will be giving a donation to the Westside Recreation and Park District to continue its efforts in assisting the community with Water Conservation efforts.

E. **Management Staff Report**

No items to report.



F. Kern Non-Districted Land Authority Issues

General Manager, Greg A. Hammett and Legal Counsel, Alex Dominguez gave a brief report on Kern Non-Districted Land Authority issues and basin collaboration.

G. Attorney Report

Legal Counsel, Alex Dominguez gave a brief update Legislative Bill 2079 on Groundwater Extraction. Noting the Bill was killed in the senate.

XIV. CLOSED SESSION

1. Discussion and Appropriate Action Regarding:
Government Code, § 54956.9(d)(1)
Conference with Legal Counsel
Existing Litigation: 3 Cases
 - A. Rosedale-Rio Bravo WSD et al. v. KCWA et. al.
Kern county Superior Court Case No. BCV-21-10418
 - B. Kern Water Bank Authority vs. Kern Local Agency Formation
Commission Kern County Superior Court Case No. BCV-21-101310
 - C. Kern Water Bank Authority, et al. v.
Buena Vista Water Storage District, et al.
Kern County Superior Court, Case No. BCV-22-101227-KCT.
2. Discussion and Appropriate Action Regarding:
Government Code, § 54957.6
Conference with Labor Negotiator
Agency Negotiator: Greg A. Hammett, General Manager
Employee Organization: UFCW 8 - Golden State
3. Discussion and Appropriate Action Regarding:
Government Code, § 54957
Performance Evaluation
Title: General Manager

Directors moved into Closed Session at 3:40 p.m. The meeting was reconvened at 4:05 p.m.

President Jameson reported no reportable action was taken in Closed Session.

XV. ADJOURNMENT

The meeting adjourned at 4:07 p.m.



July 23, 2024

Date Approved



Greg A. Hammett,
Secretary of the Board of Directors of
WEST KERN WATER DISTRICT

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