

Vallejo Flood and Wastewater District



Regular Meeting Agenda

Tuesday, May 14, 2024
6:00 PM

City of Vallejo Council Chambers
555 Santa Clara Street
Vallejo, CA 94590

Board of Trustees

President Robert McConnell

Trustee Tina Arriola

Trustee Peter Bregenzer

Trustee Erin Hannigan

Vice President Mina Loera-Diaz

Trustee Diosdado "JR" Matulac

Trustee Charles Palmares

Trustee Rozzana Verder-Aliga

NOTE: IF THE MEETING HAS NOT BEGUN AT 6:00 PM, IT MAY BE DUE TO THE VALLEJO CITY COUNCIL MEETING BEING IN SESSION PAST 6:00 PM, AND THIS REGULAR MEETING WILL BEGIN FOLLOWING THAT MEETING'S ADJOURNMENT.

Members of the public will be able to participate in-person or remotely via Zoom.

Members of the public interested in participating or observing the regular meeting remotely can join the Zoom webinar: <https://ZoomRegular.CityOfVallejo.net>

The meeting may also be viewed on Comcast Channel 28, or via the [District's live stream link](#).

PUBLIC COMMENT: Members of the Public may provide public comments during the Board Meeting in person, via [Zoom](#), via phone by dialing (669) 900-6833, or via email. For additional instructions on how to provide public comment, please visit the [District's Public Comment page](#).

Members of the public shall have the opportunity to comment on any item listed on this notice before or during consideration of that item by emailing as defined above. No other items may be discussed during this meeting.

The District will use its best efforts to respond to any requests for disability-related modifications or accommodations, aids or services. Such requests should be made to the Clerk of the Board's office no less than 48 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof. Please contact our office at (707) 644-8949.

Any writings or documents related to an agenda item for the open session of this meeting are available for public inspection on our website at www.vallejowastewater.org or at the District offices located at 450 Ryder Street, Vallejo, CA 94590. Note: Meetings are held at City Hall and not at the District's offices.

1. **CALL TO ORDER**
2. **ROLL CALL AND PLEDGE OF ALLEGIANCE**
3. **COMMENTS ON CONSENT CALENDAR BY MEMBERS OF THE PUBLIC:** Members of the public wishing to address the Board on Consent Calendar Items are requested to follow the procedures noted [here](#). Each speaker is limited to five minutes. Requests for removal of Consent Items received from the public are subject to approval by a majority vote of the Board of Trustees. Items removed from the Consent Calendar will be heard immediately after approval of the Consent Calendar and Agenda.
4. **CONSENT CALENDAR AND APPROVAL OF AGENDA:** All matters are approved under one motion unless requested to be removed for discussion by the Board, General Manager, or requested for removal by a member of the public, which requires approval by a majority vote of the Board.
 - A. Approval of Minutes

RECOMMENDATION
Approve minutes from the Board of Trustees regular meeting held April 9, 2024.
 - B. Disbursement of Register

RECOMMENDATION
Adopt a resolution approving the Disbursements Register for May 14, 2024.
 - C. Approval of Assistant General Manager Position

RECOMMENDATION
Authorize the General Manager to establish an Assistant General Manager position.
 - D. Update to Revenue and Accounts Receivable Policy – Delegation of Authority to Write-Off Up to \$1,000 of Bad Debt Per Account

RECOMMENDATION
Adopt Revised Revenue and Accounts Receivable Policy.
 - E. Third Quarter Budget to Actual Report

RECOMMENDATION
Receive and file third quarter budget to actual report for Fiscal Year (FY) 2023-2024.

F. Monthly Investment Report

RECOMMENDATION

Receive and file the Monthly Investment Report for March 2024.

G. Mare Island Update

RECOMMENDATION

Receive and file information updates on Mare Island – May 2024.

5. ADMINISTRATIVE ITEMS

A. Presentation on Mid-Cycle Update CIP

RECOMMENDATION

Receive and file presentation on Mid-Cycle Update on Two-Year (FY24 & FY25) Capital Improvement Program.

6. GENERAL MANAGER'S REPORT**7. COMMUNITY FORUM:** *Anyone wishing to address the Board on any matter for which another opportunity to speak is not provided on the agenda and which is within the jurisdiction of the Board to resolve may follow the procedures noted [here](#). Pursuant to VFWD Rules of Procedure, Community Forum is limited to 15 minutes, with each speaker limited to three minutes.***8. REPORTS BY PRESIDING OFFICERS AND TRUSTEES****9. ADJOURNMENT**

I, EDUARDO CASTILLO GOMEZ, Clerk of the Board for the Vallejo Flood and Wastewater District, declare that the foregoing agenda for the June 11, 2024, Regular Meeting was posted and available for review by the required time as prescribed by law at the District office located at 450 Ryder Street, Vallejo, California. This agenda is also available electronically on the District website at www.vallejowastewater.org.