

WESA

AGENDA

THE WATER EMPLOYEE SERVICES AUTHORITY (“WESA”)
BOARD OF DIRECTORS
ADJOURNED REGULAR MEETING
August 11, 2022
4:30 PM

CALL TO ORDER AND ROLL CALL– Edmondson, Burke, Morris, Ryan, Williams

PLEDGE OF ALLEGIANCE AND INVOCATION

ADD-ON ITEMS

APPROVAL OF AGENDA

PUBLIC COMMENT

Any person may address the Board at this time upon any subject not identified on this Agenda, but within the jurisdiction of Water Employee Services Authority; however, any matter that requires action will be referred to staff for a report and action at a subsequent Board meeting. As to matters on the Agenda, an opportunity will be given to address the Board when the matter is considered.

Members of the public may make comments in-person, virtually, or submit a Public Comment Request Form located at <https://www.evmwd.com/wesa-publiccomment> no less than one hour prior to the posted start time of the meeting. Comments shall be made in an orderly manner and profanity, slanderous, or abusive language will not be tolerated. Please note, individuals have a limit of three (3) minutes to make comments and will have the opportunity when called upon by the presiding officer.

I. CONSENT CALENDAR

Consent Calendar items are expected to be routine and non-controversial, to be acted upon by the Board at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Calendar, it shall be removed so that it may be acted upon separately.

A. Approval of:

1. Minutes of the Regular Board Meeting of July 28, 2022
2. Payment Ratification Report

II. REPORTS

Reports are placed on the Agenda to provide information to the Board and the public. There is no action called for in these items. The Board may engage in discussion on any report upon which specific subject matter is identified, but may not take any action other than to place the matter on a subsequent Agenda.

A. General Manager's Report

B. Legal Counsel's Report

III. DIRECTOR'S COMMENTS AND REQUESTS

Directors' Comments concern Water Employee Services Authority business which may be of interest to the Board. They are placed on the Agenda to enable individual Board members to convey information to the Board and the public. There is no discussion or action required, other than to place the matter on a subsequent Agenda.

IV. INFORMATION ITEMS

- A. Reimbursement Disclosure Report - Staff Reimbursements for
January – June 2022

V. ADJOURNMENT

In the interest of public health and safety, this meeting will be conducted in accordance with provisions of the Brown Act and Assembly Bill 361. Participants who would like to join this meeting remotely can do so in one of the following ways:

For Online Participation:

Go to: www.zoom.us
Select Join a Meeting
Enter Meeting ID: 851 0297 9528
Meeting Password: 92530

For Call-in Only:

Call: (720) 707 2699
Enter Meeting ID: 851 0297 9528
Meeting Password: 92530

31315 Chaney Street, Lake Elsinore, CA
Board Room

8/5/22 9:56 AM To request a disability-related modification or accommodation regarding agendas or attendance, contact Terese Quintanar, at (951) 674-3146, extension 8223 at least 48 hours before the meeting.

**MINUTES OF REGULAR MEETING
WATER EMPLOYEE SERVICES AUTHORITY (“WESA”)
BOARD OF DIRECTORS
THURSDAY, JULY 28, 2022
4:00 P.M.**

The Regular Meeting of the Board of Directors of Water Employee Services Authority was held at its principal offices at 31315 Chaney Street, Lake Elsinore, California with a remote public participation option (teleconference, through a call-in number clearly noted on the meeting Agenda) posted in accordance with the Brown Act.

Directors Present

Darcy M. Burke, President
Chance Edmondson
Phil Williams

Director Absent

Harvey Ryan
Andy Morris, Vice President

Staff Present

Greg Thomas, General Manager
Steve Anderson, General Counsel
Terese Quintanar, Secretary
Christy Gonzalez, Deputy Board Secretary/Executive Assistant
Art Landeros, Accountant III
Christina Ramirez, Executive Assistant
Christina Henry, Community Relations Manager
Darryn Flexman, Interim Director of Information Technology
David Smith, Maintenance Manager
Greg Morrison, Government Relations Officer
Haley Munson, Water Efficiency Specialist
Jase Warner, Director of Operations
Jennifer Dancho, Director of Human Resources
Jessie Arellano, Wastewater Operations Manager
Kelia Jones, Engineering Project Coordinator
Margie Armstrong, Director of Strategic Programs
Parag Kalaria, Water Resources Manager
Scott Thompson, Accounting Manager
Tim Collie, Water Operations Manager
Wendy Martinez, Records Management Coordinator

Public

Craig Martin, SoCal Fleet Mechanic
Mia Corral Brown, Chandler Asset Management
Nick Abdulla

CALL TO ORDER

The meeting was called to order by President Burke at 4:00 p.m.

APPROVAL OF AGENDA

A motion was made by Director Williams, seconded by Director Edmondson, and carried unanimously to approve the Agenda as presented.

PUBLIC COMMENT

The meeting was opened to public comment and there were none. Opportunity for the public to relay interest in making a public comment was offered throughout the meeting.

ITEM I. Consider Adoption of a Resolution Reaffirming and Extending Findings and Determinations Under AB 361 for Continued Virtual Meetings

A motion was made by Director Williams, seconded by Director Edmondson, and carried unanimously to:

- 1. Adopt a Resolution Reaffirming and Extending Findings and Determinations Under AB 361 for Continued Virtual Meetings (Reso. No. 2022-09)***

ITEM II. CONSENT CALENDAR

Minute Order #0162

- A. Approval of:
- Minutes of the Regular Board Meeting of June 23, 2022
 - Payment Ratification Report
 - Side Letter of Agreement No. 1 Between the Water Employee Services Authority and the Water Employee Services Authority Employee's Association (***MO# 0162***)

A motion was made by Director Edmondson, seconded by Director Williams, and carried unanimously to:

- 1. Approve the Consent Calendar as presented.***

ITEM III. REPORTS

A. General Manager's Report
Mr. Thomas had nothing to report.

B. Legal Counsel's Report
Mr. Anderson had nothing to report.

ITEM IV. DIRECTOR'S COMMENTS AND REQUESTS

There were none.

ITEM V. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:03 p.m.

Darcy M. Burke, President of the
Board of Directors of the
Water Employee Services Authority

ATTEST:

Terese Quintanar, Board Secretary
to the Board of Directors of the
Water Employee Services Authority

Payment Ratification Report


Cash Disbursements for 07/15/2022 through 08/11/2022

Check or Reference #	Payment Date	Paid to Vendor	Payment Description	Pmt Type	Payment Amount
ACH					
2501	07/21/2022	CIGNA HEALTH AND LIFE INSURANCE	MEDICAL COVERAGE JUL 2022	ACH	77,597.01
2502	07/21/2022	COMPLETE GYM SOLUTIONS LLC	EQUIPMENT RENTAL JUL 2022	ACH	1,201.69
2503	07/21/2022	US BANK	VIRTUAL PAYMENT PROGRAM JUL 2022	ACH	4,055.41
2504	07/28/2022	EMPLOYEE ASSOCIATION	EMPLOYEE ASSOCIATION DUES PPE 07-22-2022	ACH	1,674.00
2505	07/28/2022	ISOLVED BENEFIT SERVICES	EE FSA MEDICAL PPE 07-22-2022	ACH	4,401.37
2506	07/28/2022	MANAGEMENT TEAM ASSOCIATION	MANAGEMENT TEAM ASSOCIATION DUES PPE 07-22-2022	ACH	300.00
CHECKS					
139017	07/21/2022	COLLIE, TIMOTHY	TEST REIMBURSEMENT	CHECK	140.00
139018	07/21/2022	GARCIA, STEVEN	COMPUTER PURCHASE	CHECK	1,609.70
139019	07/21/2022	HUNTER, LENA	COMPUTER PURCHASE	CHECK	1,000.00
139020	07/28/2022	AFLAC INSURANCE GROUP	AFLAC PRETAX GROUP INSURANCE PPE 07-22-2022	CHECK	203.57
139021	07/28/2022	AFLAC	AFLAC PRETAX GROUP INSURANCE PPE 07-22-2022	CHECK	995.80
139022	07/28/2022	EMPLOYMENT DEVELOPMENT DEPT	CONFIDENTIAL GARNISHMENT	CHECK	75.00
139023	07/28/2022	PERSONAL DISBURSEMENT	CONFIDENTIAL GARNISHMENT	CHECK	508.19
139024	07/28/2022	LEGALSHIELD	PRE PAID LEGAL SERVICE PPE 07-22-2022	CHECK	14.72
139025	07/28/2022	LINCOLN FINANCIAL GROUP	EMPLOYEE 457 CONTRIBUTIONS PPE 07-22-2022	CHECK	550.00
139026	07/28/2022	LINCOLN NATL LIFE INS COMP	VOLUNTARY LIFE INSURANCE PPE 07-22-2022	CHECK	1,673.58
139027	07/28/2022	NATIONWIDE	EMPLOYEE 457 CONTRIBUTIONS PPE 07-22-2022	CHECK	2,134.86
139028	07/28/2022	ROGERS, ANDERSON, MALODY & SCO	FINANCIAL AUDIT SERVICES	CHECK	1,000.00
139029	07/28/2022	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	CHECK	197.53
139030	07/28/2022	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	CHECK	222.00
139031	07/28/2022	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	CHECK	222.11
139032	07/28/2022	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	CHECK	111.69
139033	07/28/2022	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	CHECK	110.76
139034	07/28/2022	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	CHECK	76.91
139035	07/28/2022	STATE WATER RESOURCES CONTROL	CERTIFICATION RENEWAL	CHECK	60.00
139036	07/28/2022	VANTAGEPOINT TRANSFER AGENTS	RHS CONTRIBUTIONS EA PPE 07-22-2022	CHECK	2,250.30
139037	07/28/2022	VANTAGEPOINT TRANSFER AGENTS	RHS CONTRIBUTIONS MTA PPE 07-22-2022	CHECK	2,262.90

Payment Ratification Report

Cash Disbursements for 07/15/2022 through 08/11/2022

Check or Reference #	Payment Date	Paid to Vendor	Payment Description	Pmt Type	Payment Amount
WIRE TRANSFERS					
01025	07/20/2022	FEDERAL TAX PAYMENTS	PAYROLL TAXES - PAY PERIOD 2022-07-19	WIRE	346.13
01025-2	07/20/2022	FICA WITHHELD	PAYROLL TAXES - PAY PERIOD 2022-07-19	WIRE	116.36
1000016880333	07/28/2022	PERS 457- ROTH CONTRIBUTIONS	PERS 457 CONTRIBUTIONS - PAY PERIOD 2022-07-22	WIRE	2,338.47
10016880333-2	07/28/2022	CALPERS 457 CONTRIBUTIONS	PERS 457 CONTRIBUTIONS - PAY PERIOD 2022-07-22	WIRE	22,134.48
1589216096	07/20/2022	CALIF STATE TAXES	PAYROLL TAXES - PAY PERIOD 2022-07-19	WIRE	108.79
1589216096-2	07/20/2022	CALIF SDI TAXES	PAYROLL TAXES - PAY PERIOD 2022-07-19	WIRE	44.14
2022806368	07/27/2022	CALIF STATE TAXES	PAYROLL TAXES - PAY PERIOD 2022-07-22	WIRE	25,800.16
2022806368-2	07/27/2022	CALIF SDI TAXES	PAYROLL TAXES - PAY PERIOD 2022-07-22	WIRE	6,968.15
71708	07/27/2022	FEDERAL TAX PAYMENTS	PAYROLL TAXES - PAY PERIOD 2022-07-22	WIRE	62,369.96
71708-2	07/27/2022	FICA WITHHELD	PAYROLL TAXES - PAY PERIOD 2022-07-22	WIRE	18,677.80
VIRTUAL PAYMENT PROGRAM					
211	07/28/2022	BEST BEST AND KRIEGER	LEGAL SERVICES JUN 2022	VIRTUAL	128.80
212	07/28/2022	BOOT BARN INC.	BOOTS	VIRTUAL	298.04

Reviewed By: 

Date: Aug 2, 2022

DATE: August 11, 2022

TO: Board of Directors

FROM: General Manager

**SUBJECT: REIMBURSEMENT DISCLOSURE REPORT - STAFF
REIMBURSEMENTS FOR JANUARY – JUNE 2022**

BACKGROUND

In accordance with Government Code Section 53065.5, "each special district, as defined by subdivision (a) of Section 56036, shall at least annually, disclose any reimbursement paid by the district within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received. 'Individual charge' includes, but is not limited to, one meal, lodging for one day, transportation or a registration fee paid to any employee or member of the governing body of the district. The disclosure requirement shall be fulfilled by including the reimbursement information in a document published or printed at least annually by a date determined by that district and shall be made available for public inspection."

The total reimbursements reported on the attached Reimbursement Disclosure Report from January to June 2022 is \$7,727.13.

The reimbursement information is being presented in order to comply with State law; no action is recommended.

RECOMMENDATION

The General Manager and staff recommend that the Board of Directors:

1. No action at this time. This is an informational item.

ENVIRONMENTAL WORK STATUS

Not applicable.

FISCAL IMPACT

- Within Budget – Not applicable.

Originated by: Nicole Olson – Finance
Reviewed by: Scott Thompson – Finance

Attachments:
WESA Reimbursement Disclosure Report January to June 2022.

**WATER EMPLOYEE SERVICES AUTHORITY
REIMBURSEMENT DISCLOSURE REPORT
JANUARY - JUNE 2022**

<u>Name</u>	<u>Check Date</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
Arriaga	5/26/2022	Boot Purchase Reimbursement	<u>300.00</u>	300.00
Bobo	4/21/2022	Travel Reimbursement	<u>128.10</u>	128.10
Cabrera	5/19/2022	Travel Reimbursement	<u>627.04</u>	627.04
Chavez	3/24/2022	Travel Reimbursement	122.30	
	5/19/2022	Travel Reimbursement	<u>118.62</u>	240.92
Dee	6/9/2022	Boot Purchase Reimbursment	<u>152.24</u>	152.24
Delong	3/10/2022	Certification Reimbursement	<u>180.00</u>	180.00
Flexman	5/12/2022	Travel Reimbursement	<u>318.82</u>	318.82
Garcia	4/21/2022	Travel Reimbursement	<u>194.52</u>	194.52
Gastelum	4/7/2022	Travel Reimbursement	<u>238.67</u>	238.67
Gray	5/5/2022	Certification Reimbursement	<u>207.52</u>	207.52
Hunter	1/6/2022	Certification Reimbursement	<u>195.00</u>	195.00
Ibarrola	2/24/2022	Boot Purchase Reimbursment	300.00	
	5/5/2022	Travel Reimbursement	<u>304.11</u>	604.11
Krishnamurthy	6/2/2022	Travel Reimbursement	<u>158.96</u>	158.96
Lawless	5/5/2022	Travel Reimbursement	<u>265.38</u>	265.38
Lyon	1/6/2022	Boot Purchase Reimbursment	300.00	
	5/26/2022	Boot Purchase Reimbursment	<u>132.62</u>	432.62
Montoya	4/21/2022	Travel Reimbursement	<u>178.47</u>	178.47

<u>Name</u>	<u>Check Date</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
Munson, S	6/2/2022	Travel Reimbursement	<u>111.14</u>	111.14
Ochoa	5/19/2022	Travel Reimbursement	<u>404.40</u>	404.40
Ray	4/14/2022	Certification Reimbursement	<u>225.00</u>	225.00
Rivera	4/28/2022	Boot Purchase Reimbursement	<u>175.03</u>	175.03
Sauceda	2/3/2022 5/12/2022	Boot Purchase Reimbursement Certification Reimbursement	157.68 <u>360.00</u>	517.68
Tejeda	4/28/2022	Certification Reimbursement	<u>130.00</u>	130.00
Vigil	3/10/2022 5/5/2022	Travel Reimbursement Travel Reimbursement	930.71 <u>151.95</u>	1,082.66
Warner	5/5/2022	Travel Reimbursement	<u>221.14</u>	221.14
Wilkinson	5/26/2022	Travel Reimbursement	<u>437.71</u>	437.71
		Total	<u><u>7,727.13</u></u>	<u><u>\$ 7,727.13</u></u>