

WALNUT VALLEY WATER DISTRICT
271 South Brea Canyon Road
Walnut, California 91789

REGULAR BOARD MEETING
MONDAY, NOVEMBER 15, 2021, 5:00 P.M.
AGENDA

Pursuant to the provisions of Government Code Section 54953(e), as amended by AB 361, any Board member and any member of the public who desires to participate in the open session items of this meeting may do so by accessing the Webex link below without otherwise complying with the Brown Act's teleconference requirements:

<https://walnutvalley.webex.com/meet/bmeeting>

(Computer and Telephone Audio Accessible)

Any member of the public wishing to make any comments to the Board may do so by accessing the above-referenced link where they may select the option to join via webcam or teleconference. The meeting Chair will acknowledge such individual(s) at the appropriate time in the meeting prior to making his or her comment. **Members of the public will be disconnected from the meeting prior to the Closed Session.**

NOTE: To comply with the Americans with Disabilities Act, if you need special assistance to participate in any Board meeting, please contact the General Manager's office at least 4 hours prior to a Board meeting to inform the District of your needs and to determine if accommodation is feasible.

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance, to take action on any item.

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review during regular business hours at the District office, located at: 271 S. Brea Canyon Road, Walnut, California.

1. Flag Salute
2. Roll Call: Mr. Hayakawa__ Mr. Hilden__ Ms. Kwong__ Ms. Lee__ Mr. Tang__
3. Public Comment President Kwong
The Presiding Officer of the Board of Directors may impose reasonable limitations on public comments to assure an orderly and timely meeting.
 - A. **Agenda Items** - Any person desiring to address the Board of Directors on any Agenda item may do so at the time the item is considered on the Agenda by requesting the privilege of doing so at this time and stating the Agenda item to be addressed. At the time the item is discussed, those requesting to speak will be called to do so.
 - B. **Non-Agenda Items** - At this time, the public shall have an opportunity to comment on any non-agenda item relevant to the jurisdiction of the District. Reasonable time limits on each topic and on each speaker are imposed in accordance with Board policy.
4. Additions to Agenda President Kwong
 - A. Discussion
 - B. Action Taken
5. Reorder of Agenda President Kwong
 - A. Discussion
 - B. Action Taken

6. Special Recognition President Kwong
- A. [Introduction of Mr. Dillon Carrillo, Utility Service Worker I – DOT, on the Occasion of Completing the Probationary Period for New Employees.](#)
- B. [Introduction of Mr. Sean Evans, Utility Service Worker I, on the Occasion of Completing the Probationary Period for New Employees.](#)
7. Consider Approval of Consent Calendar (Items 1-5)
- A. Discussion B. Action Taken
- (1) [Minutes of the Regular Board Meeting held October 18, 2021](#)
- (2) [Minutes of the Special Board Meeting held October 19, 2021](#)
- (3) [Check Register](#)
- (4) [Employee Expense Reimbursement Report](#)
- (5) [Community Outreach Update](#)
8. [Consider Approval of Director Expense Reports](#)
 Provided are Expense Reports disclosing per diem requests for Director meeting attendance and an itemization of expenses incurred by the District on behalf of each Director.
- A. Discussion B. Action Taken
9. Treasurer's Report Mr. Byerrum
- A. [Financial Dashboard as of September 30, 2021](#)
- B. [District Statement of Revenues, Expenses, and Change in Net Positions as of September 30, 2021](#)
- C. [District Statement of Net Positions as of September 30, 2021](#)
- D. [Summary of Cash and Investments as of September 30, 2021](#)
- (1) Discussion (2) Action Taken

COMMITTEE REPORTS

Standing Committee Reports (The Chair of each committee that has met will report to the full Board)

10. Engineering and Special Projects President Kwong
- A. [Resolution No. 11-21-687 Adopting Policies and Procedures for Residential Water Service for Affordable Housing](#)
- (1) Discussion (2) Action Taken
- B. [Consider Award of Contract to Pascal & Ludwig Constructors, Inc. for Diamond Bar \(P-1\) Pump Station Electrical Refurbishment and Notice of Exemption \(P.N. 20-3628\)](#)
- (1) Discussion (2) Action Taken
- C. [Consider Authorization of Change Order No. 3 for IBC Recycled Water Reservoir \(P.N. 14-3373RES\)](#)
- (1) Discussion (2) Action Taken
- D. [Consider Award of Contracts for Armitos and Ambushers Reservoir Paving \(P.N. 20-3638\)](#)
- (1) Discussion (2) Action Taken
- E. [Operations Report](#) (Information Only)
11. Personnel Committee Director Tang
- There are no Personnel Committee matters to come before the Board at this time.
12. Finance Committee Director Lee
- A. Review of District Investment Activities by Mr. Jayson Schmitt, Representative of Chandler Asset Management
- (1) Discussion (2) Action Taken
- B. [Receive, Approve, and File Investment Transactions Report for Month Ending October 31, 2021](#)
- (1) Discussion (2) Action Taken

- C. [Cash Reserve Policy Review](#)
 - (1) Discussion
 - (2) Action Taken
 - D. [Approval of the FY 2020-21 Source and Application of Funds](#)
 - (1) Discussion
 - (2) Action Taken
 - E. [Revenue Bond – East West Bank](#) (Information Only)
13. Public Information/Community Relations/Legislative Action Committee Director Hilden
- A. [Strategic Communications Plan](#) (Information Only)

OTHER ITEMS

- 14. TVMWD/MWD Director Hilden
- 15. P-W-R Joint Water Line Commission Mr. Monk
- 16. Puente Basin Water Agency Director Lee
- 17. Spadra Basin Groundwater Sustainability Agency Director Tang
- 18. General Manager's Report Mr. Hitchman
 - A. [District Activities Calendars for December 2021, and January and February 2022](#)
 - B. Other Items
- 19. Water Supply and Conservation Mr. Hitchman
 - A. [District Water Supply and Conservation Update](#)
 - B. [Statewide Water Supply Conditions](#)
- 20. Directors' Oral Reports All Directors
- 21. Legal Reports Mr. Ciampa
 - Report on matters of interest or having an effect on the District
- 22. Board members and staff will be given an opportunity to request and suggest subjects for discussion at a future meeting
- 23. Board of Directors Business President Kwong
 - A. [District Headquarters Facility Architectural Design Recommendation](#)
 - (1) Discussion
 - (2) Action Taken
 - B. [Consider Adoption of Subsequent Resolution No. 11-21-688 Authorizing Remote Teleconference Meetings for the Period November 17 to December 17, 2021](#)
 - (1) Discussion
 - (2) Action Taken
- 24. Closed Session
 - A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (§54957)
Title: General Manager
- 25. Reconvene in Open Session
 - A. Report of Action, if any, Taken in Closed Session
 - B. Consider Compensation Adjustment, if any, for General Manager

Adjournment

WALNUT VALLEY WATER DISTRICT



271 South Brea Canyon Road Walnut, California 91789-3002
(909) 595-7554 • (626) 964-6551
www.wvwd.com • Fax: (909) 444-5521

BOARD OF DIRECTORS

Scarlett P. Kwong
President
Election Division V

Jerry Tang
First Vice President
Election Division I

Edwin M. Hilden
Second Vice President
Election Division II

Kevin Hayakawa
Assistant Treasurer
Election Division IV

Theresa Lee
Director
Election Division III

STAFF

Erik Hitchman, P.E.
General Manager
Chief Engineer
Secretary

Sheryl L. Shaw, P.E.
Director of Engineering

Lily Lopez
Director of External Affairs

Joshua Byerrum
Director of Finance
Treasurer

Alanna Diaz
Director of Administrative
Services

Thomas M. Monk
Director of Operations

LEGAL COUNSEL

James D. Ciampa

DILLON CARRILLO

UTILITY SERVICE WORKER I – DOT

Dillon Carrillo began his career with the District on May 3, 2021. He is a graduate of La Puente High School in La Puente. Dillon currently holds state of California certifications as a Water Distribution Operator I and an Electrical Craft Helper, as well as a class A Driver's License.

Prior to accepting a position with the District, Dillon worked for the City of Covina as a Water Distribution Operator I. Dillon is currently pursuing an Associate's Degree in Engineering and Construction Technology. Dillon's career aspirations are to get into Construction Inspection, obtaining more certificates, and to gain as much experience as possible to help with his career goals.

While not at work, Dillon says he enjoys listening to live music and collecting records. He also enjoys traveling when he can. Dillon also says his favorite football team is the Raiders.

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Treasurer

Alanna Diaz
Director of Administrative
Services

Thomas M. Monk
Director of Operations

LEGAL COUNSEL

James D. Ciampa

SEAN EVANS

UTILITY SERVICE WORKER I

Sean Evans began his career with the District on May 3, 2021. He is a graduate of Los Osos High School in Rancho Cucamonga. Sean is currently working towards obtaining his California Water Distribution Operator I certification.

Sean's career aspirations are to become a Utility Service Worker Lead and to learn as much as possible in the water industry.

While not at work, Sean says he enjoys anything that has to do with the outdoors. He also enjoys all kinds of sports.

**MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
WALNUT VALLEY WATER DISTRICT**

**October 18, 2021
MEETING CONDUCTED VIA WEBEX
AT:**

<https://walnutvalley.webex.com/meet/bmeeting>

DIRECTORS PRESENT:

Kevin Hayakawa
Edwin Hilden
Scarlett Kwong
Theresa Lee
Jerry Tang

DIRECTORS ABSENT:

None

STAFF PRESENT:

Erik Hitchman, General Manager/Chief Engineer
Josh Byerrum, Director of Finance
Alanna Diaz, Director of Administrative Services
Lily Lopez, Director of External Affairs
Sherry Shaw, Director of Engineering & Planning
Melanie Trevino, Executive Assistant
James Ciampa, Legal Counsel
Ron Woodruff, Information Systems Specialist
(Meeting Host)

The meeting was called to order at 5:01 p.m. with President Kwong presiding. All Board meeting participants and guests joined the meeting via the Webex link:

<https://walnutvalley.webex.com/meet/bmeeting>

Guests and others in attendance: Three Valleys Municipal Water District (TVMWD) Directors Mike Ti, Jody Roberto, David De Jesus, and General Manager Matt Litchfield; WVWD employee, Tai Diep;

Item 3: Public Comment

- ◆ There were no requests for public comment. (Item 3)

Item 4: Additions to the Agenda

- ◆ There were no requests for additions to the agenda. (Item 4)

Item 5: Reorder of the Agenda

- ◆ There were no requests for reorder of the agenda. (Item 5)

Item 6: Consider Approval of Consent Calendar

- ◆ The Board was asked to approve the Consent Calendar, consisting of the minutes of the Regular Board meeting held September 20, 2021, minutes of the Special Board meeting held September 23, 2021, the Check Register, the Employee Expense Reimbursement Report, the Community Outreach Report, and the Joint Resolution Approving and Accepting Negotiated Exchange of Property Tax Revenues of Annexation No. 21-776 to County Sanitation District. (Items 6-1, 2, 3, 4, 5, 6)

Motion No. 21-10-1702: Upon consideration thereof, it was moved by Director Hilden, seconded by Director Tang, and unanimously carried (5-0) by the roll call vote noted below, to approve the Consent Calendar, consisting of the minutes of the Regular Board meeting held September 20, 2021, minutes of the Special Board meeting held September 23, 2021, the Check Register, the Employee Expense Reimbursement Report, the Community Outreach Report, and the Joint Resolution Approving and Accepting Negotiated Exchange of Property Tax Revenues of Annexation No. 21-776 to County Sanitation District. (Items 6-1, 2, 3, 4, 5, 6)

Ayes: Hayakawa, Hilden, Kwong, Lee, Tang
Noes: None

Absent: None

Abstain: None

President Kwong indicated Motion No. 21-10-1702, approving the consent calendar was approved by a (5-0) roll call vote

Item 7: Director Expense Reports

- ◆ The Board was asked to receive, approve, and file the Board member expense reports indicating per diem requests for meeting attendance and individual reports of additional expenses incurred by the District on behalf of each Director for events occurring during the month of September 2021. (Item 7)

Motion No. 21-10-1703: Upon consideration thereof, it was moved by Director Hilden, seconded by Director Lee and unanimously carried (5-0) by the roll call vote noted below, to receive, approve, and file the Board member expense reports for meeting attendance and additional expenses incurred by the District on behalf of each Director for events occurring during the month of September 2021. (Item 7)

Ayes: Hayakawa, Hilden, Kwong, Lee, Tang

Noes: None

Absent: None

Abstain: None

President Kwong indicated Motion No. 21-10-1703 was approved by a (5-0) roll call vote

Item 8: Treasurer's Report

- ◆ Mr. Byerrum presented the Financial Dashboard as of August 31, 2021, the District Statement of Revenue, Expenses, and Change in Net Positions as of August 31, 2021, the District Statement of Net Positions as of August 31, 2021, and Summary of Cash and Investments as of August 31, 2021. (Items 8-A, B, C, D)

Motion No. 21-10-1704: Upon consideration thereof, it was moved by Director Hilden, seconded by Director Lee and unanimously carried (5-0) by the roll call vote noted below, to receive, approve, and file the Financial Dashboard as of August 31, 2021, the District Statement of Revenue, Expenses, and Change in Net Positions as of August 31, 2021, the District Statement of Net Positions as of August 31, 2021, and Summary of Cash and Investments as of August 31, 2021. (Items 8-A, B, C, D)

Ayes: Hayakawa, Hilden, Kwong, Lee, Tang

Noes: None

Absent: None

Abstain: None

President Kwong indicated Motion No. 21-10-1704 was approved by a (5-0) roll call vote

Committee Chair Reports

Item 9: Engineering Committee – Director Kwong

- ◆ The Board was asked to receive and file the Thirty-Fifth Annual Report for the Puente Basin Watermaster for the Fiscal Year 2020-21 (Item 9-A)

Motion No. 21-10-1705: Upon consideration thereof, it was moved by Director Lee, seconded by Director Hilden and unanimously carried (5-0) by the roll call vote noted below, to receive and file the Thirty-Fifth Annual Report for the Puente Basin Watermaster for Fiscal Year 2020-21 (Item 9-A)

Ayes: Hayakawa, Hilden, Kwong, Lee, Tang

Noes: None

Absent: None

Abstain: None

President Kwong indicated Motion No. 21-10-1705 was approved by a (5-0) roll call vote

- ◆ The Board was asked to authorize the General Manager to execute contracts for labor and materials for the Spadra Monitoring Well upon determination of lowest responsible bidder; to find the project is exempt from the California Environmental Quality Act pursuant to Categorical Exemption Section 15306; to authorize staff to file a Notice of Exemption for the subject project with the office of Los Angeles County Registrar-Recorder/County Clerk; and to approve easement documents for the subject project. (Item 9-B)

Motion No. 21-10-1706: Upon consideration thereof, it was moved by Director Tang, seconded by Director Lee and unanimously carried (5-0) by the roll call vote noted below, to authorize the General Manager to execute contracts for labor and materials for the Spadra Monitoring Well upon determination of lowest responsible bidder; to find the project is exempt from the California Environmental Quality Act pursuant to Categorical Exemption Section 15306; to authorize staff to file a Notice of Exemption for the subject project with the office of Los Angeles County Registrar-Recorder/County Clerk; and to approve easement documents for the subject project. (Item 9-B)

Ayes: Hayakawa, Hilden, Kwong, Lee, Tang

Noes: None

Absent: None

Abstain: None

President Kwong indicated Motion No. 21-10-1706 was approved by a (5-0) roll call vote

- ◆ Ms. Shaw reviewed the Operations Report included in the Board Packet. No action was taken by the Board. (Item 9-C)

Item 10: Personnel Committee – Director Tang

- ◆ The Board was asked to review and approve the Board policies for Ethical Conduct Regarding Board of Directors Compensation and Expenses and its respective exhibits, in the form presented. (Item 10-A)

Motion No. 21-10-1707: Upon consideration thereof, it was moved by Director Tang, seconded by Director Lee and unanimously carried (5-0) by the roll call vote noted below, to review and approve the Board Policies for Ethical Conduct Regarding Board of Directors Compensation and Expenses and its respective exhibits in the form presented. (Item 10-A)

Ayes: Hayakawa, Hilden, Kwong, Lee, Tang

Notes: None

Absent: None

Abstain: None

President Kwong indicated Motion No. 21-10-1707 was approved by a (5-0) roll call vote

- ◆ The Board reviewed the District's Standing Committee Selection Process policy and recommended no changes to the current process. (Item 10-B)

Motion No. 21-10-1708: Upon consideration thereof, it was moved by Director Tang, seconded by Director Hilden and unanimously carried (5-0) by the roll call vote noted below, to continue with the District's current Standing Committee Selection Process. (Item 10-B)

Ayes: Hayakawa, Hilden, Kwong, Lee, Tang

Notes: None

Absent: None

Abstain: None

President Kwong indicated Motion No. 21-10-1708 was approved by a (5-0) roll call vote

Item 10: Finance Committee – Director Lee

- ◆ The Board was asked to receive, approve, and file the Annual Acreage Supply, Reservoir Capacity, and Water Supply charges (Capital Improvement Fees) report and was further informed that the report will be made available for public review upon request. (Item 11-A)

Motion No. 21-10-1709: Upon consideration thereof, it was moved by Director Hilden, seconded by Director Lee and unanimously carried (5-0) by the roll call vote noted below, to receive, approve, and file the annual Acreage Supply, Reservoir Capacity, and Water Supply charges (Capital Improvement Fees) report. (Item 11-A)

Ayes: Hayakawa, Hilden, Kwong, Lee, Tang

Noes: None

Absent: None

Abstain: None

President Kwong indicated Motion No. 21-10-1709 was approved by a (5-0) roll call vote

- ◆ The Board was asked to receive, approve, and file the District's Consolidated Investment Transactions Report for the month ending September 30, 2021. (Item 11-B)

Motion No. 21-10-1710: Upon consideration thereof, it was moved by Director Lee, seconded by Director Hilden and unanimously carried (5-0) by the roll call vote noted below, to receive, approve, and file the District's Consolidated Investment Transactions Report for the month ending September 30, 2021. (Item 11-B)

Ayes: Hayakawa, Hilden, Kwong, Lee, Tang

Noes: None

Absent: None

Abstain: None

President Kwong indicated Motion No. 21-10-1710 was approved by a (5-0) roll call vote

- ◆ As a matter of information only, the Board received a Revenue Bond Funds Held in Trust report. (Item 11-C)

Item 12: Public Information/Community Relations/Legislative Action Committee – Director Hilden

- ◆ There were no Public Information/Community Relations/Legislative Action Committee matters to come before the Board at this time.

Item 13: TVMWD/MWD

- ◆ Updates on TVMWD and MWD business matters were provided by TVMWD General Manager, Matt Litchfield and TVMWD and MWD Director David De Jesus, respectively. (Item 13)

Item 14: The P-W-R Joint Water Line Commission

- ◆ Included in the Board packet was the P-W-R Joint Water Line Commission water use report for the month of September 2021. (Item 14)

Item 15: Puente Basin Water Agency (PBWA)

- ◆ Director Lee reported on the October 7, 2021 Puente Basin Water Agency meeting. (Item 15)

Item 16: Spadra Basin Groundwater Sustainability Agency

- ◆ Director Tang indicated the next Spadra Basin Advisory Committee meeting will be held on November 10, 2021. (Item 16)

Item 17: General Manager's Report

- ◆ The Board received the District's activities calendars for November and December 2021, and January 2022. (Item 17-A)

Item 18: Water Supply and Conservation

- ◆ The Board received reports and graphs of the following items: District potable and recycled water use, Calendar Year 2021 purchased water estimate, conservation goal summary, climate summary, and 2021 monthly water consumption versus the 2013 and 2020 baseline years. The report noted that the District's water usage for September 2021 was 8% lower than usage in September 2020 and 20% lower than usage in September 2013. (Item 18-A)
- ◆ The Board viewed reports on California's water supply and reservoir conditions as of October 12, 2021. (Item 18-B)

Item 19: Directors' Oral Reports

(NOTE: Board meeting minutes provide written reports of Board meeting activities and committee meeting reports are given during the course of regular Board meeting activities. Directors include reports of their participation in non-expense/per diem paid community events as a matter of information.) (Item 19)

- ◆ Director Hayakawa reported that during the month of September he attended the District's regular and Special Board meetings, and all District committee meetings.
- ◆ Director Hilden reported his participation in the District's Regular Board meetings in addition to the committee meetings previously reported on, and a TVMWD Board meeting.
- ◆ In addition to the District Board and committee meetings previously reported on, Director Lee reported her participation in a Spadra Basin Advisory Committee meeting.
- ◆ Director Tang reported on his participation in District Board and committee meetings, the Spadra Basin GSA Executive and Advisory Committee meetings, and participated in a CA Friendly Native Plant Landscape Webinar in Mandarin.
- ◆ Director Kwong advised that she attended District Board and committee meetings in addition to participating in WVWD's Edible Gardening for Beginners Virtual Workshop, MWD's California Friendly Landscape Training, and the Regional Chambers Government Affairs committee meeting.

Item 20: Legal Reports

- ◆ Mr. Ciampa advised upon the retirement of PWAG's Emergency Management Coordinator, Mike Holmes, Alix Stayton will be replacing him. (Item 20)

Item 21: Items for Future Discussion

- ◆ There were no requests for future discussion items. (Item 21)

Item 22: Board of Directors Business

- ◆ The Board was asked to approve the WVWD Conflict of Interest Code, to be effective as of September 29, 2021. (Item 22-A)

Motion No. 21-10-1711: Upon consideration thereof, it was moved by Director Lee, seconded by Director Tang and unanimously carried (5-0) by the roll call vote noted below, to approve the WVWD Conflict of Interest Code, to be effective as of September 29, 2021. (Item 22-A)

Ayes: Hayakawa, Hilden, Kwong, Lee, Tang

Noes: None

Absent: None

Abstain: None

President Kwong indicated Motion No. 21-10-1711 was approved by a (5-0) roll call vote

- ◆ The Board was asked to adopt WVWD Resolution No. 10-21-686, authorizing remote teleconference meetings for the period October 18, 2021 to November 17, 2021. (Item 22-B)

Motion No. 21-10-1712: Upon consideration thereof, it was moved by Director Hilden, seconded by Director Lee and unanimously carried (5-0) by the roll call vote noted below, to adopt WVWD Resolution No. 10-21-686, authorizing remote teleconference meetings for the period October 18, 2021 to November 17, 2021. (Item 22-B)

***Ayes: Hayakawa, Hilden, Kwong, Lee, Tang
Noes: None
Absent: None
Abstain: None***

President Kwong indicated Motion No. 21-10-1712, adopting Resolution No. 10-21-686, was approved by a (5-0) roll call vote

- ◆ The Board received notice of the ACWA's General Session Membership Meeting to be held on December 1, 2021 during the Fall Conference. No Board action was taken on this matter. (Item 22-C)

Adjournment at 5:53 p.m. in Memory of Shawna Whallon, WVWD retiree and John Chavez, WVWD employee

JOINT RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES
ACTING IN BEHALF OF

Los Angeles County General Fund

Los Angeles County Library

Los Angeles County Consolidated Fire Protection District

Los Angeles County Flood Control

THE BOARD OF DIRECTORS OF COUNTY SANITATION DISTRICT NO. 21 OF LOS ANGELES
COUNTY, AND THE GOVERNING BODIES OF

City of Walnut

Three Valleys Municipal Water District

Walnut Valley Water District

Walnut Valley Water District - Improvement District #5

APPROVING AND ACCEPTING NEGOTIATED EXCHANGE OF PROPERTY TAX REVENUES
RESULTING FROM ANNEXATION TO COUNTY SANITATION DISTRICT NO. 21.

"ANNEXATION NO. 766"

WHEREAS, pursuant to Section 99 and 99.01 of the Revenue and Taxation Code, prior to the effective date of any jurisdictional change which will result in a special district providing a new service, the governing bodies of all local agencies that receive an apportionment of the property tax from the area must determine the amount of property tax revenues from the annual tax increment to be exchanged between the affected agencies and approve and accept the negotiated exchange of property tax revenues by resolution; and

WHEREAS, the governing bodies of the agencies signatory hereto have made determinations of the amount of property tax revenues from the annual tax increments to be exchanged as a result of the annexation to County Sanitation District No. 21 entitled *Annexation No. 766*;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The negotiated exchange of property tax revenues resulting from the annexation of territory to County Sanitation District No. 21 in the annexation entitled *Annexation No. 766* is approved and accepted.
2. For each fiscal year commencing on and after July 1, 2021 or after the effective date of this jurisdictional change, whichever is later, the County Auditor shall transfer to County Sanitation District No. 21 a total of 0.4109569 percent of the annual tax increment attributable to the land area encompassed within *Annexation No. 766* as shown on the attached Worksheet.
3. No additional transfer of property tax revenues shall be made from any other tax agencies to County Sanitation District No. 21 as a result of annexation entitled *Annexation No. 766*.

4. No transfer of property tax increments from properties within a community redevelopment project, which are legally committed to a Community Redevelopment Agency, shall be made during the period that such tax increment is legally committed for repayment of the redevelopment project costs.

5. If at any time after the effective date of this resolution, the calculations used herein to determine initial property tax transfers or the data used to perform those calculations are found to be incorrect thus producing an improper or inaccurate property tax transfer, the property tax transfer shall be recalculated and the corrected transfer shall be implemented for the next fiscal year.

The foregoing resolution was adopted by the Board of Supervisors of the County of Los Angeles, the Board of Directors of County Sanitation District No. 21 of Los Angeles County, and the governing bodies of City of Walnut, Three Valleys Municipal Water District, Walnut Valley Water District, and Walnut Valley Water District - Improvement District #5, signatory hereto.

WALNUT VALLEY WATER DISTRICT -
IMPROVEMENT DISTRICT #5



SIGNATURE

Scarlett Kwong, President
PRINT NAME AND TITLE

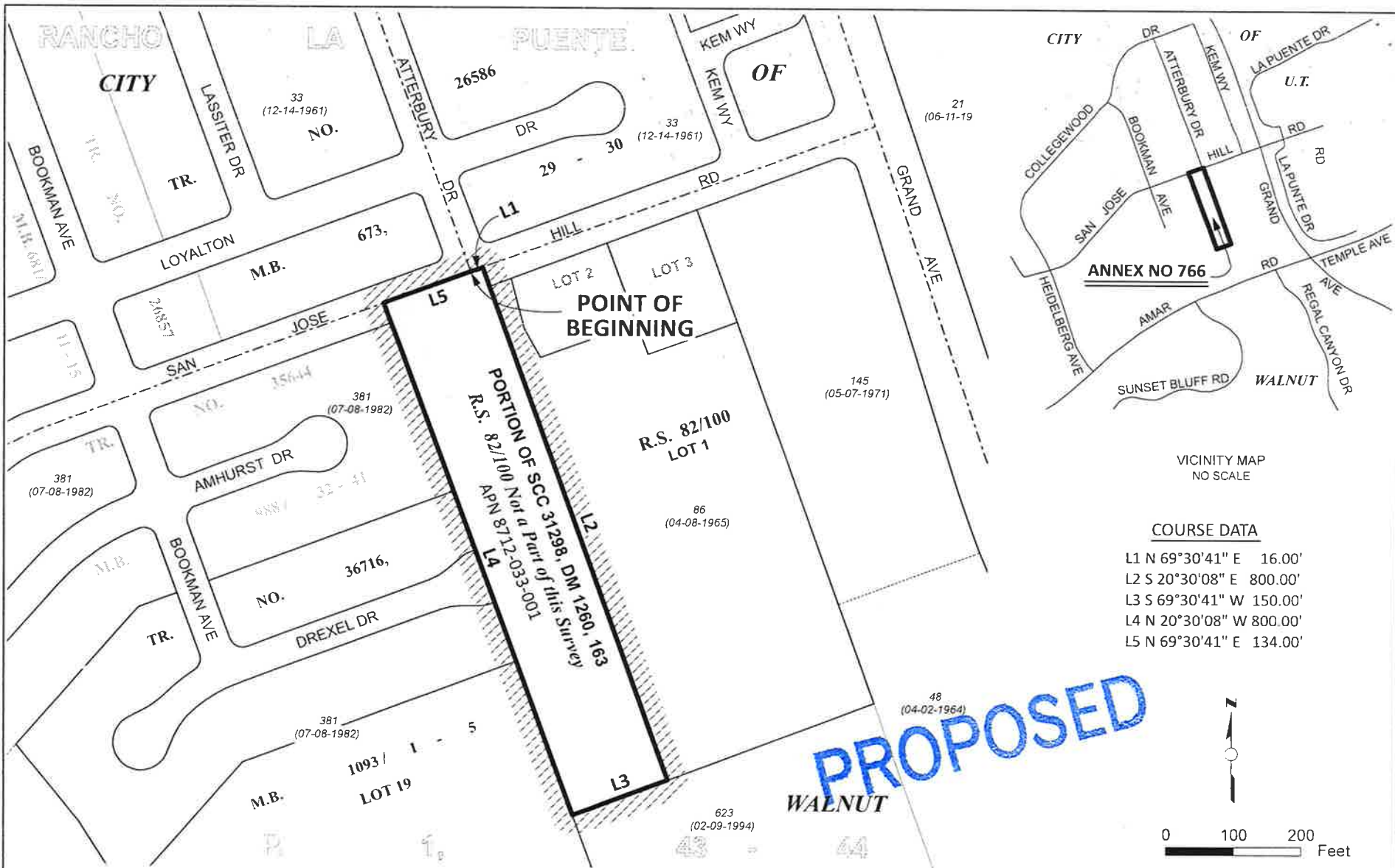
10/25/2021
Date

ATTEST:



Secretary

(SIGNED IN COUNTERPART)



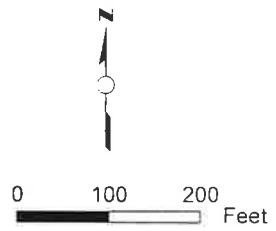
ANNEX NO 766


VICINITY MAP
NO SCALE


COURSE DATA

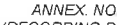
- L1 N 69°30'41" E 16.00'
- L2 S 20°30'08" E 800.00'
- L3 S 69°30'41" W 150.00'
- L4 N 20°30'08" W 800.00'
- L5 N 69°30'41" E 134.00'

PROPOSED



Annexation No. 766 shown thus 

Boundary of Sanitation District No. 21 prior to Annexation No. 766 shown thus 

Prior Annexations shown thus 

Area of Annexation 2.755 Acres

ANNEX. NO
(RECORDING DATE)

LA County Assessor Landbase
CAMS Centerline, DPW City boundary
LA County Sanitation Districts
AnnexationLayer and District Layer

COUNTY SANITATION DISTRICT NO. 21
OF LOS ANGELES COUNTY, CA
OFFICE OF CHIEF ENGINEER
ROBERT C. FERRANTE
CHIEF ENGINEER & GENERAL MANAGER

ANNEXATION NO. 766
TO
COUNTY SANITATION DISTRICT NO. 21

Recorded

ANNEXATION TO: CO.SANITATION DIST.NO 21 DEBT S.
 ACCOUNT NUMBER: 066.80
 TRA: 12326
 EFFECTIVE DATE: 07/01/2021
 ANNEXATION NUMBER: 766 PROJECT NAME: A-21-766
 DISTRICT SHARE: 0:007433722

ACCOUNT #	TAXING AGENCY	CURRENT TAX SHARE	PERCENT	PROPOSED DIST SHARE	ALLOCATED SHARE	ADJUSTMENTS	NET SHARE
001.05	LOS ANGELES COUNTY GENERAL	0.302849651	30.2860 %	0.007433722	0.002251309	-0.002302796	0.300546855
001.20	L.A. COUNTY ACCUM CAP OUTLAY	0.000109393	0.0109 %	0.007433722	0.000000813	0.000000000	0.000109393
003.01	L A COUNTY LIBRARY	0.022178362	2.2178 %	0.007433722	0.000164867	-0.000164867	0.022013495
007.30	CONSOL. FIRE PRO.DIST.OF L.A.CO.	0.168222386	16.8222 %	0.007433722	0.001250518	-0.001250518	0.166971868
007.31	L A C FIRE-FFW	0.006816821	0.6816 %	0.007433722	0.000050674	0.000000000	0.006816821
030.10	L.A.CO.FL.CON.DR.IMP.DIST.MAINT.	0.001626085	0.1626 %	0.007433722	0.000012087	-0.000012087	0.001613998
030.70	LA CO FLOOD CONTROL MAINT	0.009202090	0.9202 %	0.007433722	0.000068405	-0.000068405	0.009133685
278.01	CITY-WALNUT IMPROV PROJ RP	0.034929388	3.4929 %	0.007433722	0.000259655	-0.000259655	0.034669733
365.05	THREE VALLEY MWD ORIG AREA	0.004051638	0.4051 %	0.007433722	0.000030118	-0.000030118	0.004021520
370.05	WALNUT VALLEY WATER DISTRICT	0.000717984	0.0717 %	0.007433722	0.000005337	-0.000005337	0.000712647
370.09	WALNUT VALL WT DIST IMP DIST # 5	0.002123641	0.2123 %	0.007433722	0.000015786	-0.000015786	0.002107855
400.00	EDUCATIONAL REV AUGMENTATION FD	0.068475550	6.8475 %	0.007433722	0.000509028	EXEMPT	0.068475550
400.01	EDUCATIONAL AUG FD IMPOUND	0.147665865	14.7665 %	0.007433722	0.001097706	EXEMPT	0.147665865
400.15	COUNTY SCHOOL SERVICES	0.001356872	0.1356 %	0.007433722	0.000010086	EXEMPT	0.001356872
400.21	CHILDREN'S INSTIL TUITION FUND	0.002692874	0.2692 %	0.007433722	0.000020018	EXEMPT	0.002692874
809.04	MT.SAN ANTONIO COMMUNITY COLLEGE	0.029063144	2.9063 %	0.007433722	0.000216047	EXEMPT	0.029063144
809.20	MT SAN ANTONIO CHILDRENS CTR FD	0.000280516	0.0280 %	0.007433722	0.000002085	EXEMPT	0.000280516
980.03	WALNUT VALLEY UNIF. SCHOOL DIST.	0.189288901	18.9288 %	0.007433722	0.001407121	EXEMPT	0.189288901
980.06	CO.SCH.SERV.FD.-WALNUT VALLEY	0.007522774	0.7522 %	0.007433722	0.000055922	EXEMPT	0.007522774

ANNEXATION NUMBER: 766

PROJECT NAME: A-21-766

TRA: 12326

ACCOUNT #	TAXING AGENCY	CURRENT TAX SHARE	PERCENT	PROPOSED DIST SHARE	ALLOCATED SHARE	ADJUSTMENTS	NET SHARE
980.07	DEV. CTR, HDCPD, MINOR-WALNUT VY.	0.000826065	0.0826 %	0.007433722	0.000006140	EXEMPT	0.000826065
***066.80	CO. SANITATION DIST. NO 21 DEBT S.	0.000000000	0.0000 %	0.007433722	0.000000000	0.000000000	0.004109569
TOTAL:		1.000000000	100.0000 %		0.007433722	-0.004109569	1.000000000

JOINT RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES
ACTING IN BEHALF OF

Los Angeles County General Fund

Los Angeles County Library

Los Angeles County Consolidated Fire Protection District

Los Angeles County Flood Control

THE BOARD OF DIRECTORS OF COUNTY SANITATION DISTRICT NO. 21 OF LOS ANGELES
COUNTY, AND THE GOVERNING BODIES OF

City of Walnut

Three Valleys Municipal Water District

Walnut Valley Water District

Walnut Valley Water District - Improvement District #5

APPROVING AND ACCEPTING NEGOTIATED EXCHANGE OF PROPERTY TAX REVENUES
RESULTING FROM ANNEXATION TO COUNTY SANITATION DISTRICT NO. 21.

"ANNEXATION NO. 766"

WHEREAS, pursuant to Section 99 and 99.01 of the Revenue and Taxation Code, prior to the effective date of any jurisdictional change which will result in a special district providing a new service, the governing bodies of all local agencies that receive an apportionment of the property tax from the area must determine the amount of property tax revenues from the annual tax increment to be exchanged between the affected agencies and approve and accept the negotiated exchange of property tax revenues by resolution; and

WHEREAS, the governing bodies of the agencies signatory hereto have made determinations of the amount of property tax revenues from the annual tax increments to be exchanged as a result of the annexation to County Sanitation District No. 21 entitled *Annexation No. 766*;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The negotiated exchange of property tax revenues resulting from the annexation of territory to County Sanitation District No. 21 in the annexation entitled *Annexation No. 766* is approved and accepted.
2. For each fiscal year commencing on and after July 1, 2021 or after the effective date of this jurisdictional change, whichever is later, the County Auditor shall transfer to County Sanitation District No. 21 a total of 0.4109569 percent of the annual tax increment attributable to the land area encompassed within *Annexation No. 766* as shown on the attached Worksheet.
3. No additional transfer of property tax revenues shall be made from any other tax agencies to County Sanitation District No. 21 as a result of annexation entitled *Annexation No. 766*.

4. No transfer of property tax increments from properties within a community redevelopment project, which are legally committed to a Community Redevelopment Agency, shall be made during the period that such tax increment is legally committed for repayment of the redevelopment project costs.

5. If at any time after the effective date of this resolution, the calculations used herein to determine initial property tax transfers or the data used to perform those calculations are found to be incorrect thus producing an improper or inaccurate property tax transfer, the property tax transfer shall be recalculated and the corrected transfer shall be implemented for the next fiscal year.

The foregoing resolution was adopted by the Board of Supervisors of the County of Los Angeles, the Board of Directors of County Sanitation District No. 21 of Los Angeles County, and the governing bodies of City of Walnut, Three Valleys Municipal Water District, Walnut Valley Water District, and Walnut Valley Water District - Improvement District #5, signatory hereto.

WALNUT VALLEY WATER DISTRICT -
IMPROVEMENT DISTRICT #5


SIGNATURE

Scarlett Kwong, President
PRINT NAME AND TITLE

10/25/2021
Date

ATTEST:

Secretary

(SIGNED IN COUNTERPART)

JOINT RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES
ACTING IN BEHALF OF

Los Angeles County General Fund

Los Angeles County Library

Los Angeles County Consolidated Fire Protection District

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THE BOARD OF DIRECTORS OF COUNTY SANITATION DISTRICT NO. 21 OF LOS ANGELES
COUNTY, AND THE GOVERNING BODIES OF

City of Walnut

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Walnut Valley Water District - Improvement District #5

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WALNUT VALLEY WATER DISTRICT


SIGNATURE

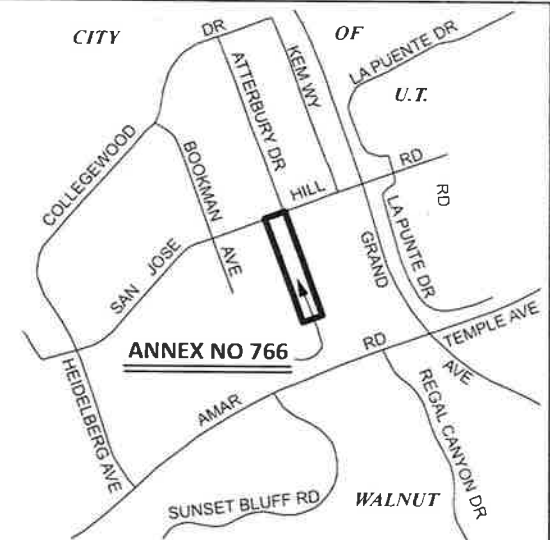
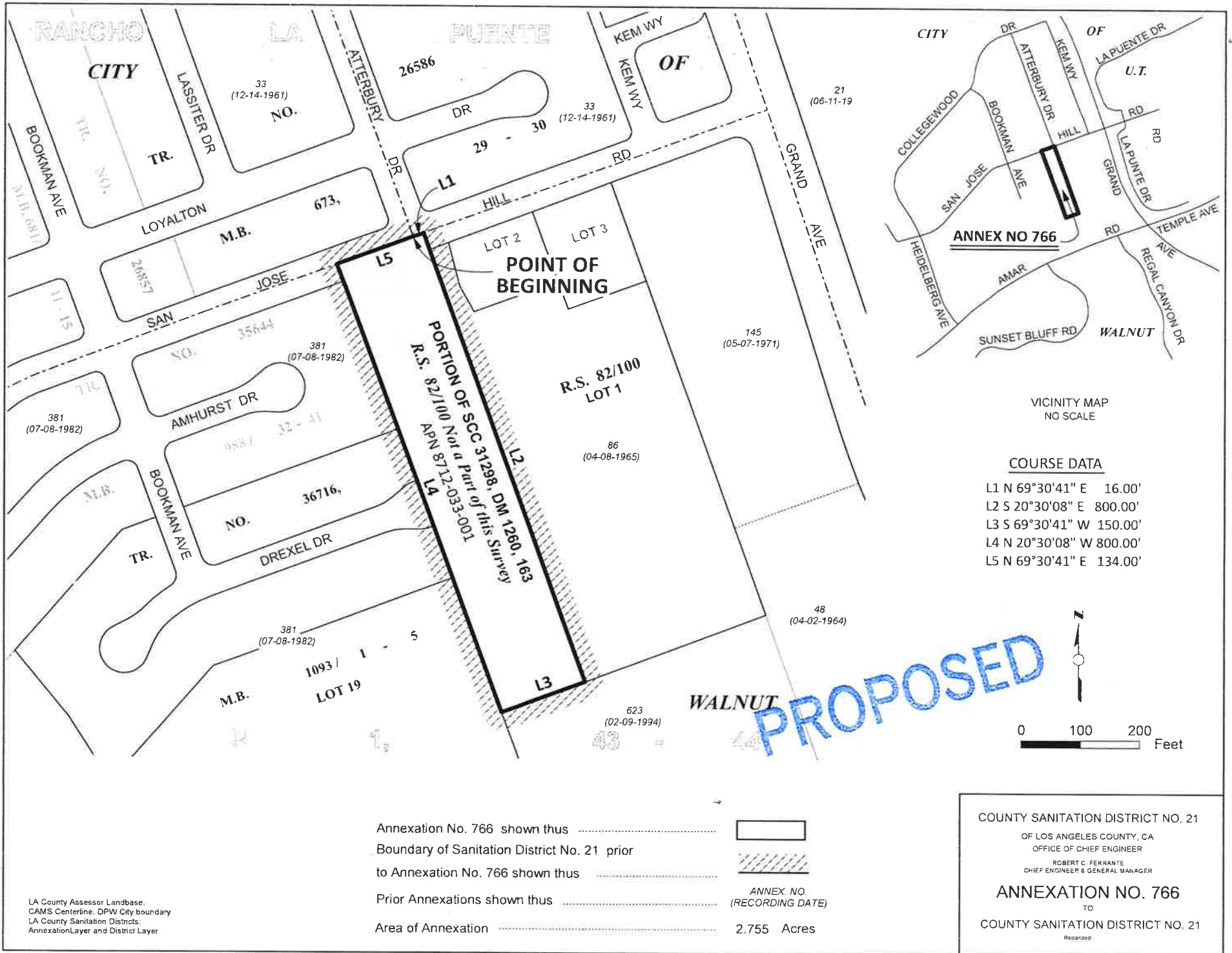
Scarlett Kwong, President
PRINT NAME AND TITLE

10/29/2021
Date

ATTEST:

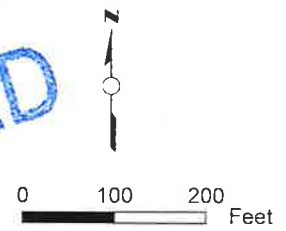

Secretary


(SIGNED IN COUNTERPART)




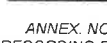
COURSE DATA

- L1 N 69°30'41" E 16.00'
- L2 S 20°30'08" E 800.00'
- L3 S 69°30'41" W 150.00'
- L4 N 20°30'08" W 800.00'
- L5 N 69°30'41" E 134.00'



Annexation No. 766 shown thus 

Boundary of Sanitation District No. 21 prior to Annexation No. 766 shown thus 

Prior Annexations shown thus 

Area of Annexation 2.755 Acres

ANNEX. NO.
(RECORDING DATE)

COUNTY SANITATION DISTRICT NO. 21
 OF LOS ANGELES COUNTY, CA
 OFFICE OF CHIEF ENGINEER
 ROBERT C. FERRANTE
 CHIEF ENGINEER & GENERAL MANAGER

ANNEXATION NO. 766
 TO
 COUNTY SANITATION DISTRICT NO. 21

RESPONSE

LA County Assessor Landbase,
 CAMS Centerline, DPW City boundary
 LA County Sanitation Districts:
 AnnexationLayer and District Layer

ANNEXATION TO: CO.SANITATION DIST.NO 21 DEBT S.
 ACCOUNT NUMBER: 066.80
 TRA: 12326
 EFFECTIVE DATE: 07/01/2021
 ANNEXATION NUMBER: 766 PROJECT NAME: A-21-766
 DISTRICT SHARE: 0.007433722

ACCOUNT #	TAXING AGENCY	CURRENT TAX SHARE	PERCENT	PROPOSED DIST SHARE	ALLOCATED SHARE	ADJUSTMENTS	NET SHARE
001.05	LOS ANGELES COUNTY GENERAL	0.302849651	30.2860 %	0.007433722	0.002251309	-0.002302796	0.300546855
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007.31	L A C FIRE-FFW	0.006816821	0.6816 %	0.007433722	0.000050674	0.000000000	0.006816821
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370.05	WALNUT VALLEY WATER DISTRICT	0.000717984	0.0717 %	0.007433722	0.000005337	-0.000005337	0.000712647
370.09	WALNUT VALL WT DIST IMP DIST # 5	0.002123641	0.2123 %	0.007433722	0.000015786	-0.000015786	0.002107855
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400.15	COUNTY SCHOOL SERVICES	0.001356872	0.1356 %	0.007433722	0.000010086	EXEMPT	0.001356872
400.21	CHILDREN'S INSTIL TUITION FUND	0.002692874	0.2692 %	0.007433722	0.000020018	EXEMPT	0.002692874
809.04	MT.SAN ANTONIO COMMUNITY COLLEGE	0.029063144	2.9063 %	0.007433722	0.000216047	EXEMPT	0.029063144
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980.06	CO.SCH.SERV.FD.-WALNUT VALLEY	0.007522774	0.7522 %	0.007433722	0.000055922	EXEMPT	0.007522774

ANNEXATION NUMBER: 766

PROJECT NAME: A-21-766

TRA: 12326

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***066.80	CO. SANITATION DIST. NO 21 DEET S.	0.000000000	0.0000 %	0.007433722	0.000000000	0.000000000	0.004109569
TOTAL:		1.000000000	100.0000 %		0.007433722	-0.004109569	1.000000000

JOINT RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES
ACTING IN BEHALF OF

Los Angeles County General Fund

Los Angeles County Library

Los Angeles County Consolidated Fire Protection District

Los Angeles County Flood Control

THE BOARD OF DIRECTORS OF COUNTY SANITATION DISTRICT NO. 21 OF LOS ANGELES
COUNTY, AND THE GOVERNING BODIES OF

City of Walnut

Three Valleys Municipal Water District

Walnut Valley Water District

Walnut Valley Water District - Improvement District #5

APPROVING AND ACCEPTING NEGOTIATED EXCHANGE OF PROPERTY TAX REVENUES
RESULTING FROM ANNEXATION TO COUNTY SANITATION DISTRICT NO. 21.

"ANNEXATION NO. 766"

WHEREAS, pursuant to Section 99 and 99.01 of the Revenue and Taxation Code, prior to the effective date of any jurisdictional change which will result in a special district providing a new service, the governing bodies of all local agencies that receive an apportionment of the property tax from the area must determine the amount of property tax revenues from the annual tax increment to be exchanged between the affected agencies and approve and accept the negotiated exchange of property tax revenues by resolution; and

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NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

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5. If at any time after the effective date of this resolution, the calculations used herein to determine initial property tax transfers or the data used to perform those calculations are found to be incorrect thus producing an improper or inaccurate property tax transfer, the property tax transfer shall be recalculated and the corrected transfer shall be implemented for the next fiscal year.

The foregoing resolution was adopted by the Board of Supervisors of the County of Los Angeles, the Board of Directors of County Sanitation District No. 21 of Los Angeles County, and the governing bodies of City of Walnut, Three Valleys Municipal Water District, Walnut Valley Water District, and Walnut Valley Water District - Improvement District #5, signatory hereto.

WALNUT VALLEY WATER DISTRICT


SIGNATURE

Scarlett Kwong, President
PRINT NAME AND TITLE

10/29/2021
Date

ATTEST:


Secretary

(SIGNED IN COUNTERPART)

RESOLUTION NO. 10-21-686

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WALNUT VALLEY WATER DISTRICT PROCLAIMING A STATE OF EMERGENCY PERSISTS, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR GAVIN NEWSOM, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF WALNUT VALLEY WATER DISTRICT FOR THE PERIOD OCTOBER 18, 2021 TO NOVEMBER 17, 2021 PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Walnut Valley Water District (the "District") is committed to preserving and nurturing public access and participation in meetings of its Board of Directors; and

WHEREAS, all meetings of the District's Board of Directors and its standing committees are open and public, as required by the Ralph M. Brown Act (California Government Code Sections 54950 – 54963), so that any member of the public may attend, participate, and watch those bodies conduct their business; and

WHEREAS, the Brown Act, in Government Code Section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code Section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition for application of Section 54953(e) is that a state of emergency is declared by the Governor pursuant to Government Code Section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code Section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, COVID-19, and its Delta variant, which remain highly contagious and, therefore, a threat to the health, safety and well-being of the District's employees, directors, vendors, contractors, customers and residents; and

WHEREAS, orders from the Los Angeles County Department of Public Health and regulations from the State of California impose limitations on gatherings and provide guidance on best practices with respect to actions to reduce the spread of COVID-19; and

WHEREAS, the District's Board of Directors does hereby find that a state of emergency exists within the District's service area as a result of the continuing presence of COVID-19 and resulting local, state and federal orders and guidance, which has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and the Board of Directors desires to affirm a local emergency exists and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the District's Board of Directors and all standing committees shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code Section 54953, as authorized by subdivision (e) of Section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of Section 54953; and

WHEREAS, the District will continue to provide proper notice to the public regarding all District of Board of Directors' and standing committee meetings, in accordance with Government Code Section 54953(e)(2)(A) and shall provide notice to the public of how they may access any such meeting via call-in number and/or internet link.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF WALNUT VALLEY WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation Regarding Local Emergency. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency now exists throughout the District, and that conducting District Board of Directors and standing committee meetings virtually will minimize the possible spread COVID-19 and any variant thereof.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency regarding COVID-19, dated March 4, 2020.

Section 4. Remote Teleconference Meetings. The District's General Manager, or his delegee, and the Board of Directors and standing committees of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) the expiration of thirty (30) days from the date this Resolution was adopted, as set forth below, or (ii) such time as the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board of Directors and standing committees of the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.


PASSED AND ADOPTED by the Board of Directors of Walnut Valley Water District this 18th day of October 2021, by the following vote:

AYES: Hayakawa, Hilden, Kwong, Lee, Tang
NOES: None
ABSENT: None
ABSTAIN: None



Scarlett Kwong
President Board of Directors

ATTEST:



Erik Hitchman
Secretary, Board of Directors

**MINUTES OF SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF
WALNUT VALLEY WATER DISTRICT**

**October 19, 2021
MEETING CONDUCTED VIA WEBEX
AT:**

<https://walnutvalley.webex.com/join/bmeeting>

DIRECTORS PRESENT:

Kevin Hayakawa
Edwin Hilden
Scarlett Kwong
Theresa Lee
Jerry Tang

STAFF PRESENT:

Erik Hitchman, General Manager/Chief Engineer
Alanna Diaz, Director of Administrative Services
Sherry Shaw, Director of Engineering
Josh Byerrum, Director of Finance
Melanie Trevino, Executive Assistant
James Ciampa, Legal Counsel

DIRECTORS ABSENT:

None

The meeting was called to order at 4:00 p.m. with President Kwong presiding. All Board meeting participants and guests joined the meeting via the Webex link:

<https://walnutvalley.webex.com/join/bmeeting>

Guests and others in attendance: WVWD employee, Jennifer Man

Item 3: Public Comment

- ◆ There were no requests for public comment. (Item 3)

Item 4: Overview of Financial Plan and Rates

- ◆ The Board received a PowerPoint presentation on financial planning and revenue projections. The presentation included an analysis of various potential water rate adjustments and the projected reserve funding resulting under those alternative scenarios. Staff further noted that the rates will be presented to the Board for approval in November to notify customers in December for a rate increase to be effective as of January 1, 2022. (Item 4)

Adjournment at 4:44 p.m.

Walnut Valley Water District
Check Register For the Month of October 2021

CHECK NUMBER	DATE	PAYEE	AMOUNT
5841	10/6/2021	Badger Meter, Inc.	\$ 1,443.91
5842	10/6/2021	Hach Company	\$ 2,216.23
5843	10/6/2021	Los Angeles County Recorder	\$ 20.00
5844	10/6/2021	McMaster-Carr Supply Company	\$ 1,161.27
5845	10/6/2021	Pomona City Clerk	\$ 2,170.19
5846	10/6/2021	South Coast A.Q.M.D.	\$ 1,723.26
5847	10/6/2021	Underground Service Alert	\$ 564.40
5848	10/6/2021	Vulcan Materials Company	\$ 2,024.25
5849	10/6/2021	Home Depot Credit Services	\$ 798.85
5850	10/6/2021	Cintas Corporation #150	\$ 241.30
5851	10/6/2021	Rowland Water District	\$ 303.77
5852	10/6/2021	Applied Technology Group, Inc.	\$ 195.00
5853	10/6/2021	Ferguson Waterworks - Santa Ana	\$ 1,081.95
5854	10/6/2021	CIE-USA SOCAL	\$ 1,000.00
5855	10/6/2021	Online Information Services, Inc.	\$ 466.60
5856	10/6/2021	Office Solutions Business Prod. & Svcs, LLC	\$ 165.56
5857	10/6/2021	Cintas First Aid & Safety LOC#168	\$ 216.81
5858	10/6/2021	Frontier Communications	\$ 363.59
5859	10/6/2021	Everbrite West LLC	\$ 288.66
5860	10/6/2021	TelePacific Corp.	\$ 896.89
5861	10/6/2021	Iga Printing	\$ 1,157.50
5862	10/6/2021	Water Education Group	\$ 545.31
5863	10/6/2021	Managed Mobile, Inc.	\$ 735.70
5864	10/6/2021	OPARC, Inc.	\$ 4,476.96
5865	10/6/2021	Star Brite Building Maintenance, Inc.	\$ 1,881.16
5866	10/6/2021	Premier Family Medicine Associates, Inc.	\$ 1,832.00
5867	10/6/2021	HASA, Inc.	\$ 4,297.26
5868	10/6/2021	Certified Laboratories Division	\$ 510.82
5869	10/6/2021	ALS Group USA, Corp.	\$ 260.00
5870	10/6/2021	Renteria, Ramiro	\$ 70.00
5871	10/6/2021	Verizon Wireless	\$ 665.00
5872	10/6/2021	Global Environmental Network, Inc.	\$ 5,495.85
5873	10/6/2021	Trevino, Melanie	\$ 1,747.00
5874	10/6/2021	GNA - Brook Fire Protection, Inc.	\$ 103.00
5875	10/6/2021	Autonovation Mobile Auto Repair	\$ 1,123.87
5876	10/6/2021	Interstate Battery System of Inland Valley	\$ 310.10
5877	10/6/2021	Lagerlof, LLP	\$ 1,480.00
5878	10/6/2021	Fedak & Brown LLP	\$ 4,875.00
5879	10/6/2021	Thermal Edge, Inc.	\$ 735.93
5880	10/6/2021	Rosemount, Inc.	\$ 846.64
5881	10/14/2021	ACWA	\$ 24,730.00
5882	10/14/2021	Dell Computer, Inc.	\$ 8,188.71
5883	10/14/2021	Gaytan, Gabriel	\$ 280.00

Walnut Valley Water District
Check Register For the Month of October 2021

CHECK NUMBER	DATE	PAYEE	AMOUNT
5884	10/14/2021	Southern California Edison Company	\$ 26.73
5885	10/14/2021	Vulcan Materials Company	\$ 1,857.15
5886	10/14/2021	Dunn Edwards Corporation	\$ 1,044.37
5887	10/14/2021	Southland Pipe Corp.	\$ 4,889.72
5888	10/14/2021	InfoSend, Inc.	\$ 2,601.91
5889	10/14/2021	Ferguson Waterworks - Santa Ana	\$ 1,126.20
5890	10/14/2021	Woodruff, Ronald	\$ 107.52
5891	10/14/2021	East West Bank - Visa	\$ 6,110.10
5892	10/14/2021	DSK Landscape Architects, Inc.	\$ 9,500.00
5893	10/14/2021	Office Solutions Business Prod. & Svcs, LLC	\$ 55.19
5894	10/14/2021	Hill Brothers Chemical Company	\$ 1,995.58
5895	10/14/2021	4Imprint, Inc.	\$ 2,316.50
5896	10/14/2021	Premier Family Medicine Associates, Inc.	\$ 203.00
5897	10/14/2021	Government Tax Seminars, LLC	\$ 410.00
5898	10/14/2021	Aqua Backflow, Inc	\$ 2,042.50
5899	10/14/2021	Amazon Capital Services, Inc.	\$ 3,529.29
5900	10/19/2021	Buckner, Everett C.	\$ 445.50
5901	10/19/2021	Caro, Pat	\$ 433.80
5902	10/19/2021	Engdahl, Richard	\$ 891.00
5903	10/19/2021	Litt, Jack	\$ 891.00
5904	10/19/2021	Miyake, Norman R.	\$ 891.00
5905	10/19/2021	Nesline, Gerald J.	\$ 891.00
5906	10/19/2021	Angelico, Jo Ann	\$ 891.00
5907	10/19/2021	Davidson-Tinoce, Grace	\$ 445.50
5908	10/20/2021	ACWA Services Corporation	\$ 148,430.00
5909	10/20/2021	AT&T Mobility II, LLC	\$ 643.84
5910	10/20/2021	California-Nevada Section American Water Works Assoc.	\$ 100.00
5911	10/20/2021	Civiltec Engineering, Inc.	\$ 711.25
5912	10/20/2021	Graybar Electric Company, Inc.	\$ 276.20
5913	10/20/2021	McMaster-Carr Supply Company	\$ 207.63
5914	10/20/2021	Pomona City Clerk	\$ 2,067.49
5915	10/20/2021	Vulcan Materials Company	\$ 3,871.25
5916	10/20/2021	WateReuse Association	\$ 3,255.00
5917	10/20/2021	Grainger	\$ 49.77
5918	10/20/2021	Cintas Corporation #150	\$ 250.21
5919	10/20/2021	Chandler Asset Management, Inc.	\$ 3,072.83
5920	10/20/2021	InfoSend, Inc.	\$ 15,405.36
5921	10/20/2021	Sheakley Pension Administration, Inc.	\$ 341.60
5922	10/20/2021	Western Exterminator Company	\$ 88.00
5923	10/20/2021	SpryPoint Services, Inc.	\$ 4,200.00
5924	10/20/2021	Harrington Industrial Plastics, LLC	\$ 495.76
5925	10/20/2021	DLT Solutions, LLC	\$ 3,913.80
5926	10/20/2021	Frontier Communications	\$ 1,060.98

Walnut Valley Water District
Check Register For the Month of October 2021

CHECK NUMBER	DATE	PAYEE	AMOUNT
5927	10/20/2021	ConvergeOne, Inc.	\$ 4,532.94
5928	10/20/2021	Holliday Rock Co. Inc.	\$ 1,190.64
5929	10/20/2021	HASA, Inc.	\$ 1,297.59
5930	10/20/2021	A & J Tree Care, Inc.	\$ 2,300.00
5931	10/20/2021	Spadra Basin Groundwater Sustainability Agency	\$ 238.12
5932	10/20/2021	ALS Group USA, Corp.	\$ 1,215.00
5933	10/20/2021	Canon Solutions America, Inc.	\$ 2,109.96
5934	10/20/2021	Bee Emergency Response Team	\$ 245.00
5935	10/20/2021	Healthequity, Inc.	\$ 8.85
5936	10/20/2021	GNA - Brook Fire Protection, Inc.	\$ 241.00
5937	10/20/2021	Autonovation Mobile Auto Repair	\$ 178.54
5938	10/20/2021	Environmental Contractors Transportation Inc.	\$ 1,842.50
5939	10/20/2021	Thermal Concepts, Inc.	\$ 325.00
5940	10/20/2021	Central Communications	\$ 387.76
5941	10/20/2021	West Yost & Associates, Inc.	\$ 28,235.75
5942	10/20/2021	La Verne Power Equipment, Inc.	\$ 1,818.02
5943	10/20/2021	Walnut Valley Water District	\$ 10.00
5944	10/22/2021	ACWA - JPIA	\$ 136,808.00
5945	10/22/2021	Southern California Edison Company	\$ 19,796.45
5946	10/22/2021	Verizon Wireless	\$ 917.37
5947	10/22/2021	Paso Robles Tank, Inc.	\$ 203,677.33
5948	10/22/2021	OPARC, Inc.	\$ 3,784.88
5949	10/22/2021	Public Water Agencies Group	\$ 2,802.42
5950	10/22/2021	Lagerlof, LLP	\$ 109.87
5951	10/22/2021	Valley Vista Services, Inc.	\$ 43,997.35
5952	10/28/2021	ACWA - JPIA	\$ 25,098.92
5953	10/28/2021	Azteca Landscape	\$ 14,250.00
5954	10/28/2021	Chan, Andy	\$ 200.00
5955	10/28/2021	Graybar Electric Company, Inc.	\$ 119.48
5956	10/28/2021	Hach Company	\$ 239.70
5957	10/28/2021	Liebert, Cassidy, & Whitmore	\$ 2,329.50
5958	10/28/2021	McMaster-Carr Supply Company	\$ 448.66
5959	10/28/2021	Nobel Systems	\$ 8,075.00
5960	10/28/2021	Southern Calif Gas Company	\$ 205.75
5961	10/28/2021	Tucker Tire Company, Inc.	\$ 2,087.05
5962	10/28/2021	Vulcan Materials Company	\$ 1,990.60
5963	10/28/2021	Western Water Works	\$ 289.63
5964	10/28/2021	Cintas Corporation #150	\$ 520.42
5965	10/28/2021	Ewing Irrigation Products Inc.	\$ 79.17
5966	10/28/2021	Diamond Bar Community Foundation	\$ 800.00
5967	10/28/2021	Lehigh Outfitters, LLC	\$ 200.00
5968	10/28/2021	Industry Public Utility Commission	\$ 1,731.66
5969	10/28/2021	Ferguson Waterworks - Santa Ana	\$ 14,782.50

Walnut Valley Water District
Check Register For the Month of October 2021

CHECK NUMBER	DATE	PAYEE	AMOUNT
5970	10/28/2021	Harrington Industrial Plastics, LLC	\$ 262.94
5971	10/28/2021	Office Solutions Business Prod. & Svcs, LLC	\$ 55.19
5972	10/28/2021	Southern California Public Labor Relations Council	\$ 200.00
5973	10/28/2021	HASA, Inc.	\$ 3,256.76
5974	10/28/2021	Verizon Wireless	\$ 665.00
5975	10/28/2021	Diamond Bar Evergreen Club	\$ 2,400.00
5976	10/28/2021	Knight Industrial Supply	\$ 116.06
5977	10/28/2021	GNA - Brook Fire Protection, Inc.	\$ 103.00
5978	10/28/2021	Autonovation Mobile Auto Repair	\$ 1,559.91
5979	10/28/2021	Lagerlof, LLP	\$ 3,870.74
5980	10/28/2021	Thunder Creek Equipment	\$ 815.35
5981	10/28/2021	Safeguard Data Solutions	\$ 1,837.42
5982	10/28/2021	La Verne Power Equipment, Inc.	\$ 75.12
5983	10/28/2021	The Five CJ's LLC	\$ 2,500.00
EFT00000000493	10/5/2021	Puente Basin Water Agency	\$ 1,958,304.62
EFT00000000494	10/5/2021	Pomona-Walnut-Rowland JWL Commission	\$ 1,017,799.17
EFT00000000495	10/15/2021	Puente Basin Water Agency	\$ 1,866.75
EFT00000000496	10/15/2021	International Air Tool & Industrial Supply Company	\$ 2,682.29
EFT00000000497	10/20/2021	Bricka, Gale	\$ 445.50
EFT00000000498	10/20/2021	Gonzales, Richard	\$ 445.50
EFT00000000499	10/20/2021	Juarez, Marianna	\$ 445.50
EFT00000000500	10/20/2021	Ybarra, Stella	\$ 891.00
EFT00000000501	10/20/2021	Zimmerman, Cregg	\$ 445.50
EFT00000000502	10/20/2021	Bennett, Ida Mae	\$ 445.50
EFT00000000503	10/20/2021	Hunt, Karolyn K.	\$ 445.50
EFT00000000504	10/20/2021	Nettles, Donald L.	\$ 445.50
EFT00000000505	10/20/2021	Fevella, Gerald	\$ 445.50
EFT00000000506	10/20/2021	Turner, Patricia	\$ 445.50
EFT00000000507	10/20/2021	Galindo, Bernadette	\$ 1,782.00
EFT00000000508	10/20/2021	Serna, Arthur	\$ 445.50
EFT00000000509	10/20/2021	Dixon, Diana W.	\$ 891.00
EFT00000000510	10/20/2021	Hermosillo, Barbara	\$ 445.50
EFT00000000511	10/20/2021	Longballa, Karen Miller	\$ 2,227.50
EFT00000000512	10/20/2021	Powers, Karen	\$ 2,316.60
EFT00000000513	10/20/2021	Wentworth, June	\$ 445.50
EFT00000000514	10/20/2021	Lewis, Kathleen	\$ 891.00
EFT00000000515	10/20/2021	Fevella, Susan M.	\$ 445.50
EFT00000000516	10/20/2021	Tarin, Steven L.	\$ 445.50
EFT00000000517	10/20/2021	Boswell, Nina M	\$ 445.50
EFT00000000518	10/21/2021	Puente Basin Water Agency	\$ 5,673.89
EFT00000000519	10/21/2021	Reliance Standard Life Insurance Co.	\$ 6,780.19
EFT00000000520	10/29/2021	Doty Bros Equipment Co, Inc.	\$ 9,779.24

Walnut Valley Water District
Check Register For the Month of October 2021

CHECK NUMBER	DATE	PAYEE	AMOUNT
EFT00000000521	10/29/2021	Puente Basin Water Agency	\$ 2,112.03
XFR000006653	10/8/2021	PAYROLL	\$ 303,113.53
XFR000006657	10/12/2021	WATER REFUND	\$ 14,342.66
XFR000006658	10/13/2021	CREDIT CARDS	\$ 166.02
XFR000006668	10/25/2021	BADILLO GRAND	\$ 11,206.28
XFR000006670	10/26/2021	PAYROLL	\$ 304,760.66
		TOTAL	\$ 4,519,231.63

Reviewed by: Josh Bryan Director of Finance 11/5/2021 Date

Reviewed by: [Signature] General Manager Nov. 8, 2021 Date

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of External Affairs
DATE: November 15, 2021
SUBJECT: Community Outreach Update

Action/Discussion Fiscal Impact Resolution Information Only

RECOMMENDATION

For information only.

BACKGROUND INFORMATION:

Conservation and Education Outreach Updates

1. November Bill Insert
District customers received the bill insert noted below (front/back) with their monthly bill statement.

FRONT

Save Water & Money With A Soil Moisture Sensor System

- Measures soil moisture content in the active root zone
- Irrigation controller bypasses the scheduled run cycle if the soil moisture is above a certain threshold
- A measurement is taken before each scheduled irrigation event

Rebates start at \$80 or \$35 per irrigation controller station.
For more information, visit: www.socalwatersmart.com

WALNUT VALLEY WATER DISTRICT | 271 S BREA CANYON RD., WALNUT, CA 91789 | (909) 595-7554 | WWW.WVWD.COM | [f](#) [@](#) [@WVWDH2O](#)

BACK

×

SPRINKLER TUNE-UP REMINDER:
"DIAL BACK" YOUR SPRINKLER TIMER
WITH THE TIME CHANGE ◀

Eliminate wasteful runoff & **save water**
with a **rotating sprinkler nozzle rebate.** ×

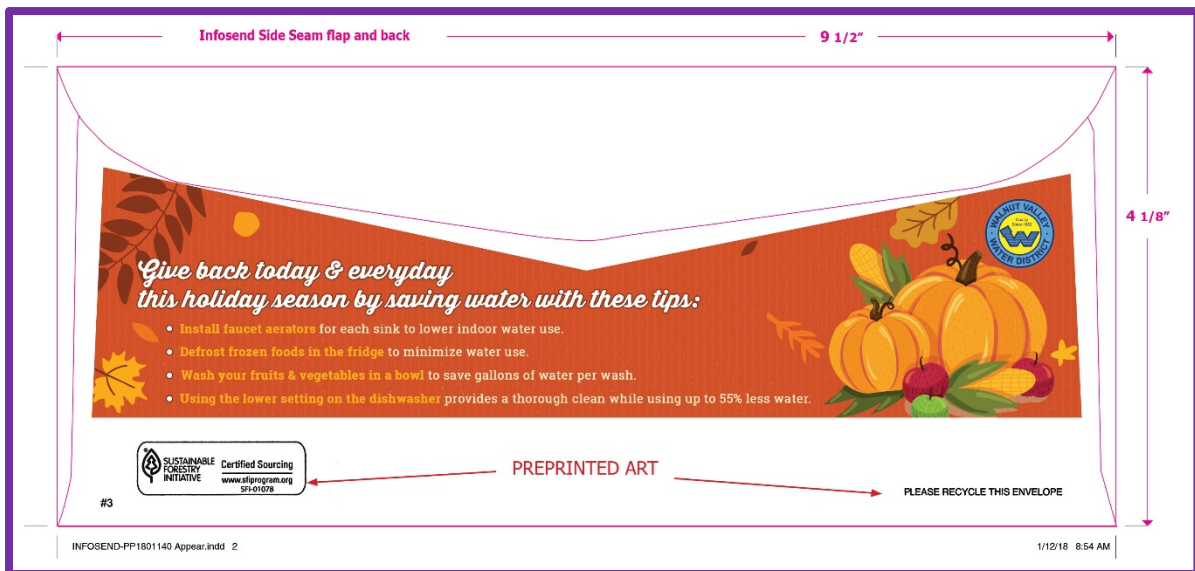
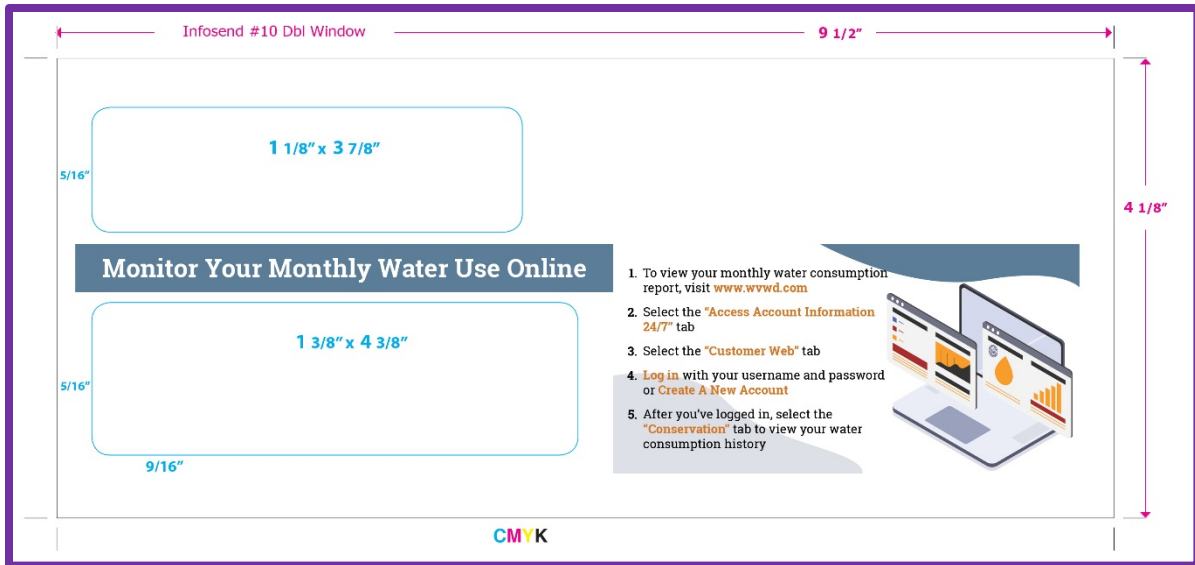
Visit socalwatersmart.com for more info



WWW.WVWD.COM | f | @VWWDH2O

2. November Bill Snipe

District customers received the bill snipe design noted below (front/back) with their monthly bill statement.



3. Facebook, Twitter, Instagram, and YouTube

The District regularly posts updates and promotion of external affairs activities, conservation tips, and education materials to Facebook, Twitter, Instagram, and YouTube.

During the month of October, the District shared the following:

- CA Water Professionals Appreciation Week
- Water Professional Spotlights
- Drought Resilient Programs For Your Business Webinar
- WaterSmart Innovations Conference presentation highlight
- Global Handwashing Day
- Rotating sprinkler nozzle rebate
- The Great ShakeOut
- Imagine A Day Without Water
- And more

Water Professional SPOTLIGHT

"Working at the Water District has given me an opportunity to work with a great team and make a difference in the local communities. I have been with the Water District now for over 30 years and I still enjoy coming to work every day knowing that we are providing safe drinking water to our customers. In the many years I have been here at the District, many things have changed but the one thing that has always seemed to remain is the great employees that work here. It is so nice to be able to communicate with the various departments and resolve tasks as they come up. I am now and will always be grateful for having the opportunity to work for the Walnut Valley Water District."

TOM MONK
Director of Operations, 30 years

CALIFORNIA WATER PROFESSIONALS APPRECIATION WEEK OCT 2-10

WALNUT VALLEY WATER DISTRICT

#CAWaterWeek
#WeAreCAWater
#EssentialWorkers

Get Ready to Shake Out

DROP! COVER! HOLD ON!

Join us in the world's largest earthquake drill

Oct 21st @ 10:21 AM

WALNUT VALLEY WATER DISTRICT

Eliminate wasteful runoff and save water with a

ROTATING SPRINKLER NOZZLE REBATE

For more information, visit www.bewaterwise.com

WALNUT VALLEY WATER DISTRICT

Walnut Valley Water District Celebrates

Global Handwashing Day OCT 15, 2021

WALNUT VALLEY WATER DISTRICT

4. October E-Newsletter

The October E-Newsletter is available here: <https://conta.cc/3jBcZrG>

The District shared information about the Daylight Savings time change, rotating sprinkler nozzle rebate, CA Water Week Employee Spotlights, fall water saving tips, upcoming virtual workshops, and more.

External Affairs Activities (Upcoming & Current)

1. Soups & Succulents Workshop

The District is hosting two Soups & Succulent workshops on Wednesday, November 10th and Tuesday, November 16th at 6PM. The second workshop was added due to high demand and to accommodate customers on the waitlist. The workshops will take place at the District headquarters (outdoor). Customers will learn how to create their own water efficient holiday succulent. In addition, the District will be hosting a holiday canned food drive that will benefit a local food bank. Customers can register at: <https://wwdsucculents.eventbrite.com/>.



2. Fire-Resistant Landscaping Workshop

The District hosted an in-person Fire-Resistant Landscaping workshop for residents on Saturday, October 2nd at 11AM at the Diamond Bar Center. Customers who registered and attended are eligible to receive complimentary landscape design assistance to save water and help their home become drought resilient.



FREE IN-PERSON WORKSHOP:
Fire-Resistant Landscaping
Protect Your Home with a Fire-Resistant Landscape

Saturday, October 2
@ 11:00 AM

Diamond Bar Center
(Oak Room)
1600 Grand Avenue

Register Today at:
fire-resistant-landscape.eventbrite.com

The flyer features logos for Walnut Valley Water District and City of Diamond Bar, California. It includes a photograph of a drought-resistant garden with succulents and rocks.

3. Drought Resilient Programs for Commercial Customers Webinar

The District partnered with the Metropolitan Water District of Southern California to host a webinar for commercial customers on Wednesday, October 13th. The webinar covered water saving incentives currently available for businesses and an overview of the rebate application process. Customers can view the recorded webinar here: <https://youtu.be/Yc5jCMq9Yuo>



You're Invited!

Drought Resilient Programs for Your Business

13 OCT | 2:00 PM
JOIN US VIRTUALLY

Webinar

FEATURED Speaker


Krista Guerrero
Water Efficiency Team Member
Metropolitan Water District

The flyer includes logos for the Metropolitan Water District of Southern California and Walnut Valley Water District. It features a close-up image of a water faucet with a single drop falling.

4. Free Virtual Indoor and Outdoor Water Survey Program
The District has launched a Free Virtual Indoor and Outdoor Water Survey Program for residential customers. The survey includes:
 - **Water Meter Check**
 - **Indoor Survey:** A leak detection survey of toilets, showers, sinks, washing machines, reverse osmosis, water softeners, water heaters, and dishwashers
 - **Outdoor Survey:** A review of active irrigation programs and recommendations to enhance efficiency (start times, station run times, and days per week).
 - **Personalized Report:** Identification of areas of concerns and recommendations to increase water savings which may result in lower monthly billsCustomers can schedule a survey by calling 1-888-987-9473 or emailing info@waterwise-consulting.com.

Upcoming Community Events

1. Walnut Family Festival
The District participated the Walnut Family Festival on Saturday, October 9th from 9AM-5PM at Suzanne Park. A conservation booth will be set up with giveaways, information about available water saving programs and rebates to hand out to the community.
2. Fall/Winter Virtual Landscape Workshops
The District will be offering virtual landscape workshops every Wednesday and Thursday during the fall and winter season to District customers. Virtual workshops are available in English and Mandarin. Classes offered:
 - CA Friendly & Native Plant Landscaping
 - Landscape Care for Homeowners
 - Sprinkler & Drip Irrigation basics
 - CA Friendly Landscape Training
 - Garden Design
 - Turf RemovalDistrict customers can visit www.wvwd.com/events/ to view class dates and to register.
3. MWD Landscape Online Classes
The Metropolitan Water District of Southern California (MWD) provides free landscape classes online for residents within our service area. District customers can visit www.wvwd.com/events/ to view class dates and to register.
4. Waterwise Community Center Online Workshops
The Chino Basin Water Conservation District provides free online workshops for residents within our service area. Topics include Irrigation and Water Basics, Drip Irrigation System Design and Installation, Retrofitting Lawn Sprinklers, Rainwater Harvesting, and more. District customers can visit www.wvwd.com/events/ to view class dates and to register.

Local Sponsorships (New & Ongoing)

1. Diamond Bar Evergreen Club Sponsorship
The District is sponsoring the Diamond Bar Evergreen Club, which includes a full page color ad that will run quarterly. The ad running from November-February contains information regarding our Mandarin Landscape Workshops.
2. OPARC Heart Beat Festival Sponsorship
The District is sponsoring OPARC's Heart Beat Festival at the "On-Pitch" level. The event is on Saturday, November 6th. The sponsorship includes a quarter-page ad, recognition of the District at the event, magazine, and annual report, as well as 2 ticket admissions to the event.
3. CIE-SoCal Future City Competition Sponsorship
The District is sponsoring CIE-SoCal's Future City Competition at the "Silver" level. The sponsorship includes the District's logo on the event program, website, and awards ceremony.
4. SCCAEPA 30th Anniversary Convention Sponsorship
The District is sponsoring the Southern California Chinese-American Environmental Protection Association's Anniversary Convention at the "Silver" level. The event is on Saturday, November 6th. The sponsorship includes a half-page ad, and recognition of the District at the event and website.
5. Diamond Ranch High School Football Team
The District is sponsoring Diamond Ranch's football team, which includes a full page color ad in their football program.
6. Walnut High School Football Team
The District is sponsoring Walnut High School's football team at the "Blue Donation" level. The sponsorship includes a full-page ad in their football program and the District's name on their banner.
7. Rowland Height's Buckboard Days
The Rowland Height's Buckboard Day Parade hosted a scavenger hunt on October 16, 2021. The scavenger hunt replaced the parade event as a Covid-friendly alternative. The District sponsored the event at the "Gold" level. The sponsorship included recognition of the District's logo in their annual souvenir booklet and at each site location of the scavenger hunt.

DIRECTOR EXPENSE FORM



NAME: Kevin Hayakawa

DATE: October 2021

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	10/6/2021	TVMWD Regular Board Meeting	<input checked="" type="checkbox"/>				\$ -
2	10/11/2021	Public Information Committee Meeting	<input checked="" type="checkbox"/>				\$ -
3	10/11/2021	Finance Committee Meeting	<input type="checkbox"/>				\$ -
4	10/12/2021	Engineering Committee Meeting	<input checked="" type="checkbox"/>				\$ -
5	10/12/2021	Personnel Committee Meeting	<input type="checkbox"/>				\$ -
6	10/18/2021	WVWD Regular Board Meeting	<input checked="" type="checkbox"/>				\$ -
7	10/19/2021	WVWD Special Board Meeting	<input checked="" type="checkbox"/>				\$ -
8	10/20/2021	TVMWD Regular Board Meeting	<input checked="" type="checkbox"/>				\$ -
9	10/20/2021	Diamond Bar State of the City	<input type="checkbox"/>				\$ -
10			<input type="checkbox"/>				\$ -
11			<input type="checkbox"/>				\$ -
12			<input type="checkbox"/>				\$ -
13			<input type="checkbox"/>				\$ -

Total Number of Miles: 0 X \$0.56 \$ -

Total Reimbursable Expenses \$ -

Total Meeting Compensation 6 X \$150.00 per day \$ 900.00

TOTAL \$ 900.00

I certify the above is correct and accurate to the best of my knowledge

Signature

Date

* Mileage is reimbursed at IRS Standard Business Mileage Rate \$0.560

**Directors are eligible for seven meeting days per month at \$150 per day.

DIRECTOR EXPENSE FORM



NAME: Edwin Hilden

DATE: October 2021

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	10/2/2021	Firescaping Workshop	<input checked="" type="checkbox"/>				\$ -
2	10/6/2021	TVMWD Board Meeting	<input checked="" type="checkbox"/>				\$ -
3	10/11/2021	Public Info Meeting	<input checked="" type="checkbox"/>				\$ -
4	10/11/2021	Finance Committee Meeting	<input type="checkbox"/>				\$ -
5	10/14/2021	P-W-R Meeting	<input checked="" type="checkbox"/>				\$ -
6	10/18/2021	WVWD Board Meeting	<input checked="" type="checkbox"/>				\$ -
7	10/19/2021	Board Workshp	<input checked="" type="checkbox"/>				\$ -
8	10/20/2021	TVMWD Board Meeting	<input checked="" type="checkbox"/>				\$ -
9	10/20/2021	Diamond Bar State of the City	<input type="checkbox"/>				\$ -
10			<input type="checkbox"/>				\$ -
11			<input type="checkbox"/>				\$ -
12			<input type="checkbox"/>				\$ -
13			<input type="checkbox"/>				\$ -

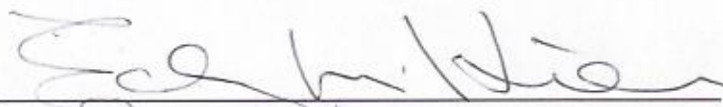
Total Number of Miles: 0 X \$0.56 \$ -

Total Reimbursable Expenses \$ -

Total Meeting Compensation 7 X \$150.00 per day \$ 1,050.00

TOTAL \$ 1,050.00

I certify the above is correct and accurate to the best of my knowledge



 Signature

10/25/21

 Date

* Mileage is reimbursed at IRS Standard Business Mileage Rate \$0.560
 **Directors are eligible for seven meeting days per month at \$150 per day.

DIRECTOR EXPENSE FORM



NAME: Kwong

DATE: October 2021

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	10/9/2021	Walnut Family Festival (certificate)	<input checked="" type="checkbox"/>				\$ -
2	10/11/2021	SGV Chamber Governance Affair Committee	<input checked="" type="checkbox"/>				\$ -
3	10/12/2021	Engineering Committee	<input checked="" type="checkbox"/>				\$ -
4	10/12/2021	Personnel Committee	<input type="checkbox"/>				\$ -
5	10/14/2021	PWR-JWL Commission Meeting	<input checked="" type="checkbox"/>				\$ -
6	10/18/2021	Board meeting	<input checked="" type="checkbox"/>				\$ -
7	10/19/2021	Board workshop	<input checked="" type="checkbox"/>				\$ -
8	10/20/2021	Diamond Bar State of the City	<input checked="" type="checkbox"/>				\$ -
9	10/25/2021	President's Duty-resolution signing	<input type="checkbox"/>				\$ -
10			<input type="checkbox"/>				\$ -
11			<input type="checkbox"/>				\$ -
12			<input type="checkbox"/>				\$ -
13			<input type="checkbox"/>				\$ -

Total Number of Miles: 0 X \$0.56 \$ -

Total Reimbursable Expenses \$ -

Total Meeting Compensation 7 X \$150.00 per day \$ 1,050.00

TOTAL \$ 1,050.00

I certify the above is correct and accurate to the best of my knowledge

Signature

Date

* Mileage is reimbursed at IRS Standard Business Mileage Rate \$0.560

**Directors are eligible for seven meeting days per month at \$150 per day.

DIRECTOR EXPENSE FORM



NAME: Theresa Lee

DATE: Oct. 2021

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	10/7/2021	PBWA Board Meeting	<input checked="" type="checkbox"/>				\$ -
2	10/9/2021	Walnut Family Festival	<input checked="" type="checkbox"/>				\$ -
3	10/11/2021	WVWD Finance Committee Meeting via Webex	<input checked="" type="checkbox"/>				\$ -
4	10/18/2021	WVWD Board Meeting via Webex	<input checked="" type="checkbox"/>				\$ -
5	10/19/2021	WVWD Board Workshop	<input checked="" type="checkbox"/>				\$ -
6			<input type="checkbox"/>				\$ -
7			<input type="checkbox"/>				\$ -
8			<input type="checkbox"/>				\$ -
9			<input type="checkbox"/>				\$ -
10			<input type="checkbox"/>				\$ -
11			<input type="checkbox"/>				\$ -
12			<input type="checkbox"/>				\$ -
13			<input type="checkbox"/>				\$ -

Total Number of Miles: 0 X \$0.56 \$ -

Total Reimbursable Expenses \$ -

Total Meeting Compensation 5 X \$150.00 per day \$ 750.00

TOTAL \$ 750.00

I certify the above is correct and accurate to the best of my knowledge

Signature

Date

* Mileage is reimbursed at IRS Standard Business Mileage Rate \$0.560

**Directors are eligible for seven meeting days per month at \$150 per day.

DIRECTOR EXPENSE FORM



NAME: Jerry C. Tang

DATE: October 2021

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	10/3/2021	Fire-Resistant Landscape Workshop @ Diamond Bar Center	<input type="checkbox"/>				\$ -
2	10/7/2021	PBWA Board of Commissioners Meeting and Signing Documents	<input checked="" type="checkbox"/>				\$ -
3	10/9/2021	Walnut Family Festival	<input checked="" type="checkbox"/>				\$ -
4	10/11/2021	WVWD Public Information and Legislative Committee Meeting	<input checked="" type="checkbox"/>				\$ -
5	10/11/2021	WVWD Finance Committee Meeting	<input type="checkbox"/>				\$ -
6	10/12/2021	WVWD Engineering Committee Meeting	<input type="checkbox"/>				\$ -
7	10/12/2021	WVWD Personnel Committee Meeting	<input checked="" type="checkbox"/>				\$ -
8	10/18/2021	WVWD Board Meeting	<input checked="" type="checkbox"/>				\$ -
9	10/19/2021	WVWD Director's Workshop	<input checked="" type="checkbox"/>				\$ -
10	10/20/2021	Diamond Bar State of the City	<input checked="" type="checkbox"/>				\$ -
11	10/21/2021	PBWA Chair's Duty: Signing Documents For The Puente Basin Water Agency	<input type="checkbox"/>				\$ -
12			<input type="checkbox"/>				\$ -
13			<input type="checkbox"/>				\$ -

Total Number of Miles: 0 X \$0.56 \$ -

Total Reimbursable Expenses \$ -

Total Meeting Compensation 7 X \$150.00 per day \$ 1,050.00

TOTAL \$ 1,050.00

I certify the above is correct and accurate to the best of my knowledge

Signature *Jerry C. Tang*

October 27, 2021
Date

* Mileage is reimbursed at IRS Standard Business Mileage Rate \$0.560
 **Directors are eligible for seven meeting days per month at \$150 per day.

**WALNUT VALLEY WATER DISTRICT
TREASURER'S REPORT
November 15, 2021**



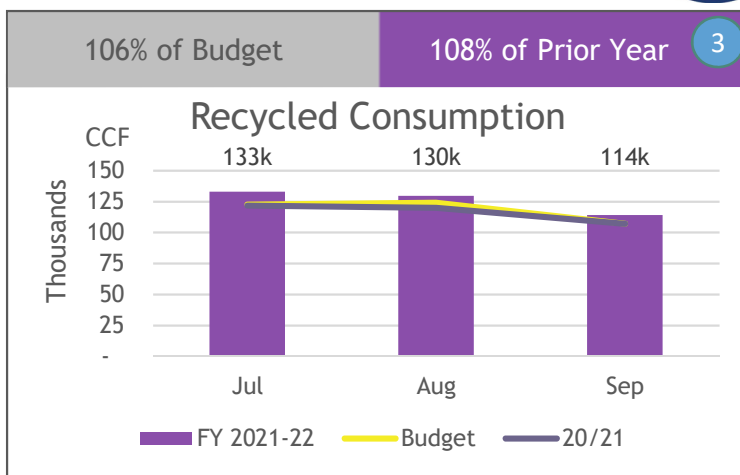
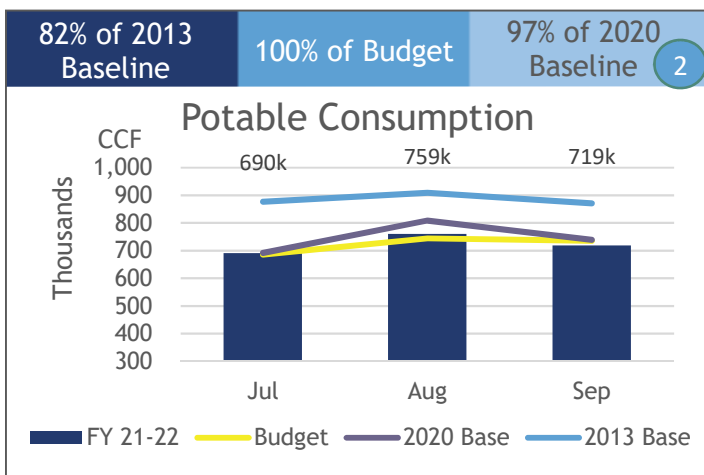
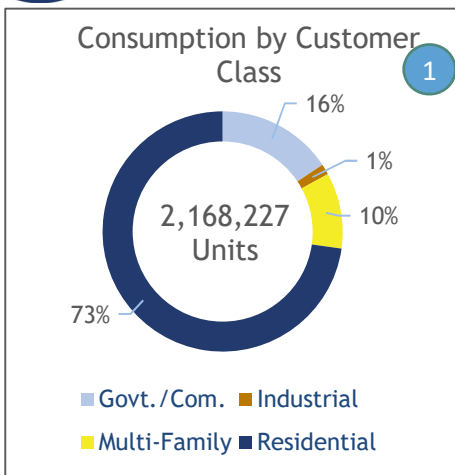
- 1) Financial Dashboard as of September 30, 2021
- 2) District Statement of Revenues, Expenses, and Change in Net Position as of September 30, 2021
- 3) District Statement of Net Position as of September 30, 2021
- 4) Summary of Cash Investments as of September 30, 2021



Walnut Valley Water District Financial Dashboard



September 30, 2021

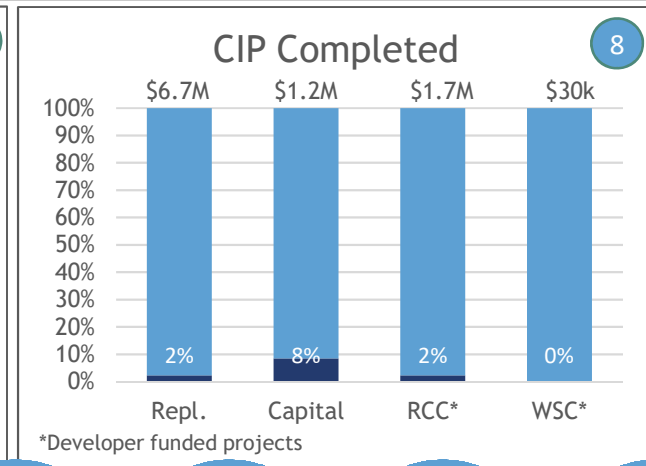
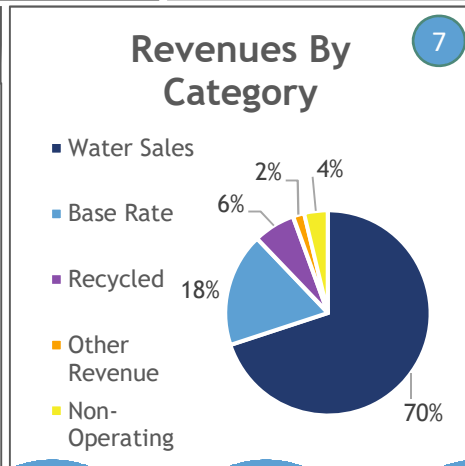
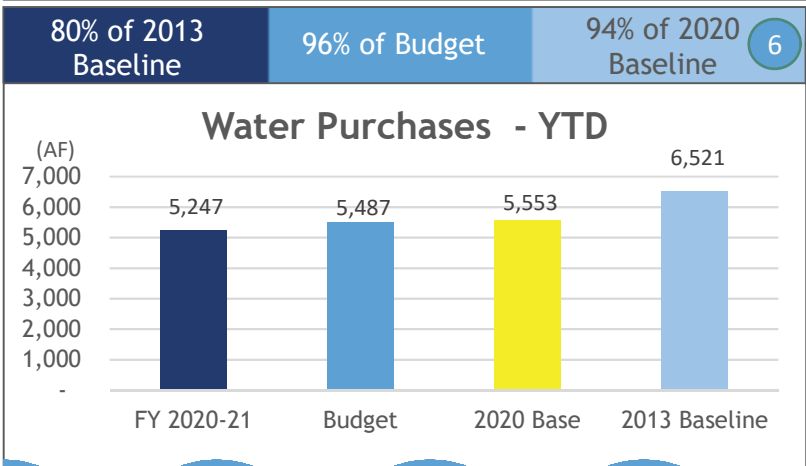


YTD Revenue: \$11,498,923
 YTD Budget: \$11,453,005

100%

YTD Expense: \$9,828,004
 YTD Budget: \$10,020,968

98%



915 Overdue Notice (-109)

- Turn-Offs (0)

5,279 E-Bills - Customers (+37)

778 Afford. Rate - Customers (+8)

1,518 Phone Calls - Monthly (-114)

* Consumption revenue and expense data excludes wholesale water

Walnut Valley Water District
Statement of Revenues, Expenses & Changes in Net Position
Summary by Division
For the Three Months Ending Thursday, September 30, 2021

	September			YTD		
	Actual	Budget	% of Budget	Actual	Budget	Annual % of Budget
Operating Revenues						
Water Sales	\$3,538,062.22	\$3,611,455.00	97.97%	\$10,684,168.91	\$36,756,761.00	29.07%
Wholesale Sales	294,712.53	0.00	0.00%	2,269,518.99	0.00	0.00%
Water Sales - Recycled	238,610.11	234,683.00	101.67%	785,814.66	2,083,217.00	37.72%
Hydroelectric Sales	4,224.43	3,333.00	126.75%	14,870.89	40,000.00	37.18%
Stand-by Charges	0.00	0.00	0.00%	14,068.47	825,000.00	1.71%
Total Operating Revenues	4,075,609.29	3,849,471.00	105.87%	13,768,441.92	39,704,978.00	34.68%
Operating Expenses						
Operations	447,101.24	532,970.00	83.89%	1,565,770.45	6,356,202.00	24.63%
Engineering	97,758.50	111,515.00	87.66%	341,763.52	1,462,560.00	23.37%
Finance	165,909.28	175,642.00	94.46%	534,940.43	2,267,618.00	23.59%
Board of Directors/GM Office	112,655.53	116,889.00	96.38%	374,330.24	1,554,796.00	24.08%
Administrative Services	190,603.22	213,339.00	89.34%	624,498.15	2,812,636.00	22.20%
General Administration	114,890.81	99,538.00	115.42%	349,815.47	1,258,250.00	27.80%
Total Operating Expenses	1,128,918.58	1,249,893.00	90.32%	3,791,118.26	15,712,062.00	24.13%
Purchased Water & Related	2,188,193.12	1,617,093.00	135.32%	8,306,404.38	20,700,922.00	40.13%
Total Expenses	3,317,111.70	2,866,986.00	115.70%	12,097,522.64	36,412,984.00	33.22%
Income (Loss) From Operations	758,497.59	982,485.00	77.20%	1,670,919.28	3,291,994.00	50.76%
Nonoperating Revenues/(Expenses)	194,118.51	161,018.00	120.56%	448,191.73	1,195,920.00	37.48%
Income (Loss) Before Res. Rev & Deprec.	952,616.10	1,143,503.00	83.31%	2,119,111.01	4,487,914.00	47.22%
Restricted/Desig Rev & Other Exp.	40,155.09	0.00	0.00%	78,976.01	0.00	0.00%
Income (Loss) Before Depreciation	992,771.19	1,143,503.00	86.82%	2,198,087.02	4,487,914.00	48.98%
Depreciation & Amortization	457,915.18	0.00	0.00%	1,373,745.54	0.00	0.00%
Income Before Capital Contributions	534,856.01	1,143,503.00	46.77%	824,341.48	4,487,914.00	18.37%
Capital Contributions	257,276.64	0.00	0.00%	708,007.15	0.00	0.00%
Net Increase (Decrease) in Net Position	792,132.65	1,143,503.00	69.27%	1,532,348.63	4,487,914.00	34.14%

Walnut Valley Water District
Statement of Net Position
Thursday, September 30, 2021

ASSETS

CURRENT ASSETS:

Cash & Investments - Unrestricted	\$33,871,854.49	
Accounts Receivable:		
Water	4,373,569.19	
Taxes	55,910.91	
Accrued Interest	134,872.21	
Other	1,298,199.00	
Standby Charges	77,010.61	
Materials Inventory	928,574.67	
Prepaid Expenses	276,175.51	
TOTAL CURRENT ASSETS		41,016,166.59

RESTRICTED ASSETS

Cash & Investments - Restricted	15,012,207.43	
Interest Receivable	1,017.67	
Investment in Joint Venture	20,804,089.17	
TOTAL RESTRICTED ASSETS		35,817,314.27

OTHER ASSETS

CAPITAL ASSETS

Capital Assets	228,414,083.20	
Construction in Progress	3,896,941.86	
Less: Accumulated Depreciation	(121,240,750.58)	
NET CAPITAL ASSETS		111,070,274.48
TOTAL ASSETS		187,903,755.34

Walnut Valley Water District
Statement of Net Position
Thursday, September 30, 2021

DEFERRED OUTFLOW OF RESOURCES

Deferred Pension Contributions		1,623,306.00
Deferred Outflow - Actuarial		1,589,293.00
Deferred Outflow - OPEB		3,705,955.00
TOTAL DEFERRED OUTFLOW OF RESOURCES		6,918,554.00

LIABILITIES & FUND EQUITY

CURRENT LIABILITIES

Accounts Payable	(5,649,293.56)	
Other Current Liabilities	142,646.33	
Current Portion of Long Term Debt	(535,000.00)	
Interest Payable	(57,875.00)	
TOTAL CURRENT LIABILITES		(6,099,522.23)

RESTRICTED LIABILITIES

Accounts Payable	(16,769.32)	
Deposits	(2,072,399.37)	
Construction Advances	(5,528,648.23)	
TOTAL RESTRICTED LIABILITIES		(7,617,816.92)

LONG TERM DEBT & RELATED

PBWA Revenue Bonds 2013 A	(13,890,000.00)	
Deferred Bond Preimum	(1,812,035.50)	
Current Portion of Long Term Debt	535,000.00	
Net Pension Liability	(15,420,693.00)	
Other Long-term Debt	(6,149,619.97)	
TOTAL LONG TERM DEBT & RELATED		(36,737,348.47)
TOTAL LIABILITIES		(50,454,687.62)

Walnut Valley Water District
Statement of Net Position
Thursday, September 30, 2021

DEFERRED INFLOW OF RESOURCES

Deferred Inflow of Resources - Actuarial		(656,849.00)
TOTAL DEFERRED INFLOW OF RESOURCES		<u>(656,849.00)</u>

NET POSITION

Invested in Capital Assets, Net of Related Debt	111,070,274.48	
Restricted	12,497,461.85	
Unrestricted	20,143,036.39	
TOTAL NET POSITION	<u>143,710,772.72</u>	
TOTAL NET POSITION		<u>143,710,772.72</u>

Walnut Valley Water District
 Summary of Cash and Investments
 9/30/2021


CASH & CASH EQUIVALENTS

Cash on Hand	\$3,200.00	
<u>Cash in Bank</u>		
East West Bank - General	\$5,312,438.52	
East West Bank - Payroll	290,302.22	
East West Bank - Water Refund	20,657.34	
East West Bank - Revolving	24,562.97	
East West Bank - Credit Card	415,074.48	
East West Bank - Badillo Grand	299,879.10	
East West Bank - Payroll Reimbursement	25,031.13	
Total Cash in Bank	6,387,945.76	
TOTAL CASH		\$6,391,145.76

INVESTMENTS

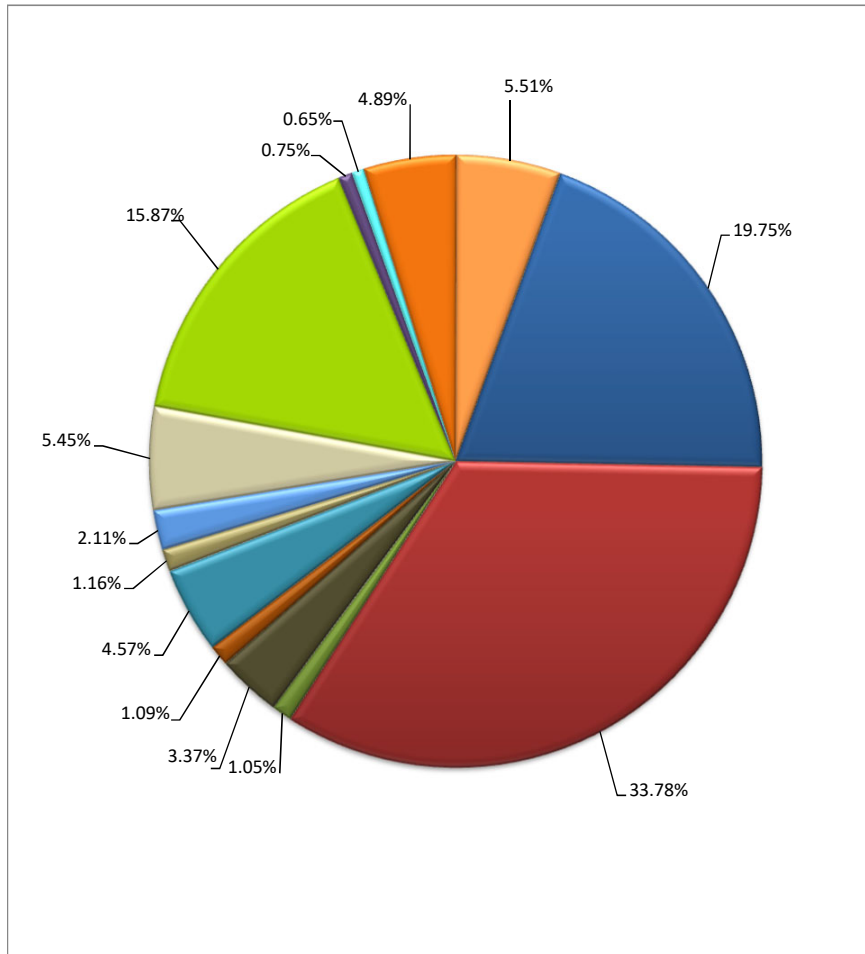
Certificates of Deposit	991,000.00	
Corporate Notes	8,000,000.00	
Supranational	2,100,000.00	
Local Agency Investment Fund (LAIF)	5,054,502.07	
BNY Mellon - Money Market (Sweep)	49,685.65	
US Agency	12,525,000.00	
US Treasury	10,715,000.00	
TOTAL INVESTMENTS	39,435,187.72	39,435,187.72
TOTAL CASH & INVESTMENTS		\$45,826,333.48

I certify that this report accurately reflects all investments of the Walnut Valley Water District and that all investments are in full compliance with State law and District's Investment Policy.



 Josh Byerrum, CPA
 Director of Finance

Walnut Valley Water District Summary of Cash and Investments by Reserve Fund September 30, 2021



ALLOCATION OF CASH AND INVESTMENTS		
Unrestricted		
Category 1		
General Account	\$ 9,049,041.83	19.75%
	\$ 9,049,041.83	19.75%
Designated		
Category 2		
Operating Reserve	\$ 2,496,760.00	5.45%
Replacement	\$ 15,481,244.78	33.78%
Capital Improvement	\$ 483,260.00	1.05%
Rate Stabilization	\$ 1,543,125.39	3.37%
B/G Catastrophic Ins	\$ 500,000.00	1.09%
Employee Liabilities	\$ 2,093,168.78	4.57%
Stored Water	\$ 530,200.00	1.16%
Project Reserve	\$ 967,231.99	2.11%
	\$ 24,094,990.94	52.58%

Restricted Reserves		
Category 3		
Customer/Developer Deposits	\$ 7,273,227.24	15.87%
	\$ 7,273,227.24	15.87%
Category 4		
ASC	\$ 343,577.90	0.75%
Badillo/Grand-Maintenance	\$ 299,879.10	0.65%
RCC	\$ 2,242,873.90	4.89%
WSC	\$ 2,522,742.57	5.51%
	\$ 5,409,073.47	11.80%

Total \$ 45,826,333.48 100.00%

Category 1 - These are funds that accumulate from day-to-day operations and represent the net equity in the District's General Fund. All interest earned is retained in the General Fund.

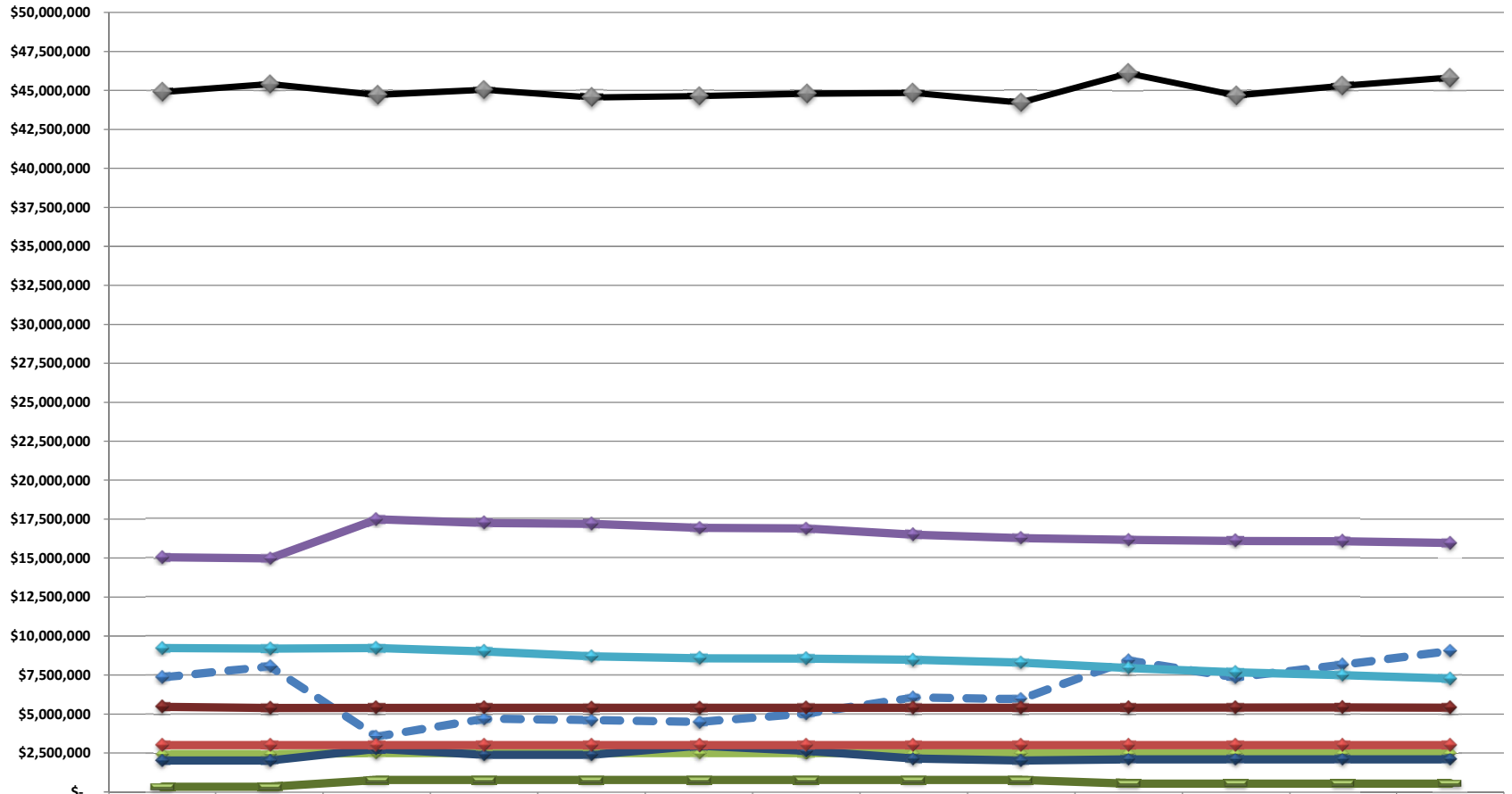
Category 2 - These funds, although not legally or externally restricted, have been reserved pursuant to the Board's desire to provide a stable and equitable rate structure. All interest earned related to these funds is retained by each designated fund.

Category 3 - These funds have legal or external restrictions. These Restricted Funds can only be used for the specific purposes established for the fund. All interest earned is retained in the General Fund.

Category 4 - These funds have legal or external restrictions. All interest earned must be retained by each Restricted Fund and can only be used for the specific purposes established for the fund.

Note: Effective 6/30/12, the Badillo Grand Catastrophic Insurance Fund was reclassified from a Restricted Fund to a Designated Fund.

**Walnut Valley Water District
Cash Balances
September 2020 - September 2021**



	Sept 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Jul 2021	Aug 2021	Sept 2021
General Account	\$7,354,512	\$8,048,536	\$3,550,917	\$4,690,309	\$4,609,897	\$4,494,340	\$5,026,165	\$6,060,641	\$5,955,437	\$8,431,791	\$7,358,144	\$8,156,438	\$9,049,042
Operating Reserve	\$2,431,000	\$2,431,000	\$2,496,760	\$2,496,760	\$2,496,760	\$2,496,760	\$2,496,760	\$2,496,760	\$2,496,760	\$2,496,760	\$2,496,760	\$2,496,760	\$2,496,760
Capital/Replacement Reserve	\$15,063,695	\$14,981,022	\$17,491,653	\$17,263,472	\$17,199,376	\$16,937,144	\$16,900,826	\$16,501,199	\$16,276,067	\$16,168,467	\$16,107,257	\$16,082,306	\$15,964,505
Employee Liabilities Reserve	\$2,012,024	\$2,012,024	\$2,762,024	\$2,387,024	\$2,387,786	\$2,969,077	\$2,644,946	\$2,146,936	\$2,012,024	\$2,093,169	\$2,093,169	\$2,093,169	\$2,093,169
Stored Water Reserve	\$332,000	\$332,000	\$763,900	\$763,900	\$763,900	\$763,900	\$763,900	\$763,900	\$763,900	\$530,200	\$530,200	\$530,200	\$530,200
Other Designated Reserves	\$3,010,357	\$3,010,357	\$3,010,357	\$3,010,357	\$3,010,357	\$3,010,357	\$3,010,357	\$3,010,357	\$3,010,357	\$3,010,357	\$3,010,357	\$3,010,357	\$3,010,357
Customer/Dev. Deposits	\$9,230,025	\$9,200,645	\$9,232,054	\$9,013,020	\$8,704,499	\$8,578,958	\$8,551,608	\$8,466,643	\$8,305,311	\$7,952,119	\$7,679,924	\$7,502,112	\$7,273,227
Developer & Other Restricted	\$5,462,294	\$5,393,360	\$5,412,154	\$5,414,058	\$5,386,467	\$5,391,462	\$5,398,205	\$5,397,870	\$5,403,917	\$5,414,322	\$5,416,402	\$5,428,986	\$5,409,073
Grand Total	\$44,895,908	\$45,408,943	\$44,719,819	\$45,038,900	\$44,559,042	\$44,641,998	\$44,792,767	\$44,844,307	\$44,223,773	\$46,097,185	\$44,692,214	\$45,300,327	\$45,826,333

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of Finance
DATE: November 15, 2021
SUBJECT: Resolution No.11-21-687 Adopting Policies and Procedures for Water Service for Affordable Housing

Action/Discussion Fiscal Impact Resolution Information Only

Recommendation

Request the Board adopt Resolution No. 11-21-687 Adopting Policies and Procedures for Water Service for Affordable Housing.

Background

During the California State Legislation 2005-06 regular session, Government Code §65589.7 was modified to require that all water service providers are to give priority to developments that meet the needs for lower income households when processing applications for new service.

Additionally, Government Code §65589.7 requires that water providers adopt written policies and procedures to ensure compliance with the law. These policies and procedures must be reviewed every five years. Finally, the legislation provides that an application for water service by a proposed development, which includes affordable housing, may not be denied or conditioned except upon the making of certain findings.

Attached is Resolution No. 11-21-687 which has been reviewed by District Legal Counsel and is based on Resolution 11-16-633, (adopted November 21, 2016), to allow to the District to comply with the provisions of Government Code §65589.7.

Attachment:
Resolution 11-21-687

RESOLUTION NO. 11-21-687

**RESOLUTION OF THE BOARD OF DIRECTORS
OF WALNUT VALLEY WATER DISTRICT
ADOPTING POLICIES AND PROCEDURES FOR
WATER SERVICE TO DEVELOPMENTS WITH AFFORDABLE HOUSING**

WHEREAS, Government Code Section 65589.7 requires that public agencies providing water service grant priority for service connections to developments which contain housing units affordable to lower income households and, further, requires that such agencies adopt written policies and procedures with specific objective standards for the provision of water service in accordance with said statute; and

WHEREAS, Walnut Valley Water District (“District”) is a district formed under Division 13 of the California Water Code, and subject to the requirements of Government Code Section 65589.7; and

WHEREAS, the Board of Directors of the District previously adopted its Resolution No. 11-16-633 on November 21, 2016 with respect to compliance with the requirements of Government Code Section 65589.7 and now wishes to again adopt such policies and procedures to continue the District’s compliance with the requirements of that statute by providing for priority to be given to new developments within its service area that include housing units affordable to lower income households should it become necessary for applications for new service connections to be restricted in the future due to unforeseen and unanticipated water supply interruptions.

NOW THEREFORE BE IT RESOLVED that, should a short or long-term disruption of water supply or water shortages require that the District impose restrictions or limitations on new connections to its water system, or impose a moratorium thereon, the District’s actions shall be governed by California Water Code Section 350, *et seq.*, and, in the exercise of such powers, the District shall grant priority to those developments seeking new connections to the system which include housing units affordable to lower income households as identified in the applicable general plan of the planning agency with jurisdiction over the area served by the District, or as defined by applicable provisions of the Health and Safety Code, including Sections 50079.5, 50052.5 and 50053 thereof; and

BE IT FURTHER RESOLVED, that upon receipt of the housing element of the general plan applicable to the area served by the District, and any amendment to such plan, District staff shall verify the water demand for that element and the amount of water supply necessary to meet that demand to the extent the demand arises from housing units affordable to lower income households, and, based upon the information provided to it at a duly-noticed public meeting, the Board of Directors of District shall designate a portion of its water supply to be available to provide water service to developments with housing units affordable to lower income households; and

BE IT FURTHER RESOLVED, that District staff shall require developers to specify in their written application for water service from the District the number of housing units affordable to lower income households in the development, and the number of persons expected to reside in said units, and such other information and data as may be reasonably required for staff to confirm entitlement to priority under Government Code Section 65589.7.

BE IT FURTHER RESOLVED, that the District shall allocate new water service connections to applicants based on the following criteria:

- a) First, applications for service to property owned or leased by public agencies or investor-owned utilities;
- b) Second, applications for service to private property within the District's service area where housing units affordable to lower income households are provided;
- c) Third, other applications for service to private property within the District's service area where no housing units affordable to lower income households are provided; and
- d) Fourth, applications for service where the property is outside the service area of the District, and then only if the water supply is adequate to service pending and potential applications for service within the District's service area.

BE IT FURTHER RESOLVED, that any new development within the area served by the District which includes housing units affordable to lower income households as identified in the housing element of the applicable general plan, shall not be denied service or be made subject to special restrictions or conditions unless the Board of Directors of the District makes written findings at a duly-noticed public meeting that the denial, condition, limitation or reduction in service is necessary due to the existence of one or more of the following circumstances:

- 1) The District does not have a "sufficient water supply," as defined in Government Code Section 66473.7(a)(2), to meet its demand, is operating under a water shortage emergency declared under and in accordance with California Water Code Section 350, or does not have sufficient water treatment or distribution capacity, to meet or serve the water needs of the proposed development, as supported by reasonable evidence and a written engineering analysis and report provided to the District;
- 2) The District is subject to a compliance order issued by the State Water Resources Control Board Division of Drinking Water which prohibits new water connections;
- 3) The applicant for service has failed to comply with the District's reasonable rules, regulations, terms and conditions relating to water service to new developments within the District's service area, including but not limited to the payment of any and all appropriate charges, fees and expenses required by the District under its rules and regulations; and

FURTHER RESOLVED that District staff is hereby authorized and directed to take such further actions and implement such further procedures as may be necessary and appropriate to carry out the purpose and intent of this resolution.

PASSED AND ADOPTED at a regular meeting of the Board of Directors held on November 15, 2021.

President
Board of Directors

ATTEST:

Secretary

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of Engineering
DATE: November 15, 2021
SUBJECT: Consider Award of Contract to Pascal & Ludwig Constructors, Inc. for Diamond Bar (P-1) Pump Station Electrical Refurbishment and Notice of Exemption (P.N. 20-3628)

Action/Discussion Fiscal Impact Resolution Information Only

Recommendation

Request the Board of Directors:

1. Authorize the General Manager to execute contract in the amount of \$1,930,700.00.
2. Find that the project is exempt pursuant to Categorical Exemption Section 15301.
3. Authorize Staff to file a Notice of Exemption for the subject project with the Office of the Los Angeles County Registrar-Recorder/County Clerk.
4. Authorize the appropriation of an additional \$1,075,000 from the Reserve for Replacement Fund.

Background Information

The Diamond Bar (P1) Pump Station was originally constructed in 1961 and was modified and expanded in 1984 to pump from one pressure zone to two pressure zones with electric motor pumps. The existing pump station consists of three 75 horsepower pumps and three 150 horsepower pumps. Due to the importance of the station to two pressure zones, the outdated electrical components need to be upgraded to accommodate a proposed stationary emergency generator with 600 KW power. Site improvements include the addition of interior walls within the existing pump house to house the new electrical room and a small corner bathroom with existing plumbing, construct a day tank and foundation for the new stationary generator, replace approximately 100 linear feet of ex. 12-inch cast iron piping with 12-inch steel piping, as well as, upgrades to the ventilation, interior/exterior lighting, and recoat the corrugated ceiling.

Linkture Consulting Engineers (Linkture) was retained to provide professional engineering services for the preparation of preliminary and final plans, specifications and cost estimate for the proposed electrical refurbishment and site improvements.

Bids were solicited and received by the District to provide the labor and materials for the subject project. Attached for your information is the bid recap. The apparent low bidder's (Pascal & Ludwig Constructors, Inc.) bid package was reviewed by Linkture (see attached). Based on the review, Pascal & Ludwig Constructors, Inc. is recommended.

In addition, District staff has determined, based on the CEQA Environmental Review Guidelines, that the project is exempt pursuant to Categorical Exemption Section 15301 as it involves the alteration of

an existing facility providing a public utility service with negligible or no expansion of use beyond that existing, and to provide system reliability during an emergency such as a power interruption.

Funds for this project (\$1,450,000) are included in the District's approved FY 2020-21 CIP budget. The appropriation of an additional \$1,075,000 from the Reserve for Replacement Fund will cover the project direct and indirect costs including a 10% contingency.

Attachments:

Bid Results

Linkure Bid Recommendation

Notice of Exemption

CEQA Guidelines

Project Description

WALNUT VALLEY WATER DISTRICT

Labor Bid Results

Diamond Bar (P-1) Pump Station Electrical Refurbishment

Project No. 20-3628

October 14, 2021 @ 10:00 AM

CONTRACTORS	TOTAL
Caliagua	No Bid
Doty Bros.	No Bid
Fleming	No Bid
Foster, R.C.	No Bid
Griffith Company	No Bid
J.F. Shea	No Bid
McKinney	No Bid
Moreland Thompson, Inc.	No Bid
Pacific Hydrotech	\$ 1,962,700.00
Pascal & Ludwig	\$ 1,930,700.00
Paulus	No Bid
Schuler	No Bid
SS Mechanical Construction	No Bid
Sully-Miller	No Bid
W. A. Rasic	No Bid



TO: Sheryl L. Shaw, Director of Engineering

FROM: Opty Fernandez, P.E. Project Manager

DATE: November 3, 2021

SUBJECT: Recommendation for the Award of Construction Contract – Diamond Bar (P-1) Pump Station Electrical Refurbishment, Project No. 20-3628

Construction Drawings and Specifications for the subject project were issued on August 24, 2021, and bids were received and opened October 14, 2021. A mandatory pre-bid conference was scheduled for this project. A Prebid meeting was held via teleconference on September 8, 2021, to discuss construction and the bid process. Fifteen (15) contractors were requested to provide closed bids. Four (4) Prime bidders attended the pre-bid meeting and two (2) contractors submitted bids as follows:

Bidder's Name	Bid Bond	Addendum	Bid
Caliagua			No Bid
Doty Bros.			No Bid
Fleming			No Bid
Foster, R.C.			No Bid
Griffith Company			No Bid
J.F. Shea			No Bid
McKinney			No Bid
Moreland Thompson, Inc.			No Bid
Hydrotech	Yes	Yes	\$1,962,700.00
Pascal & Ludwig	Yes	Yes	\$1,930,700.00
Paulus			No Bid
Schuler			No Bid
SS Mechanical Construction			No Bid
Sully-Miller			No Bid
W. A. Rasic			No Bid

ANALYSIS





Sheryl L. Shaw, Director of Engineering
Diamond Bar (P-1) Pump Station Electrical Refurbishment
Project No. 20-3628

November 2, 2021

Page 2 of 2

All bid prices received were accurate with no error in the sum of bid items. The submission of two bids out of the fifteen requests that were sent may indicate saturation in the market for electrical equipment construction or a large amount of workload already under contract from the uninterested parties. The received overall bid prices were very tight. The standard deviation is approximately \$32,000.00 which translates to less than 1% of the average total cost.

RECOMMENDATIONS

The low bidder, Pascal & Ludwig and the bid received were reviewed in detail for compliance with the Bidding and Contract Documents. In that process, we reviewed the bid and have found them to be in compliance with the issued Contract Documents.

Pascal & Ludwig is a reputable contractor that specializes in water and wastewater construction throughout California. Electrical equipment that has been built by Pascal & Ludwig have been proven to be built with quality as witnessed by select references. Criticisms of Pascal & Ludwig include processing and negotiation of change orders produced during the construction phase which may be attributed to a single project manager and appears to be an isolated case. Close attention must be paid to any extra work deemed by the contractor as with any construction project implemented by the District. It will be in the District's best interest to ensure work performed by Pascal & Ludwig and their subcontractors are thoroughly inspected by the District or a third party to ensure adherence to the construction drawings and contract documents. Despite the criticisms, Pascal & Ludwig is a qualified electrical contractor that meets or exceeds requirements to complete this important project for the District. Therefore, it is recommended to award the Construction Contract – Diamond Bar P-1 Pump Station, Project No. 20-3628 in the amount of \$1,930,700.00.

WALNUT VALLEY WATER DISTRICT
271 S. Brea Canyon Road, Walnut, CA 91789

Notice of Exemption

To: Office of Planning and Research
1400 Tenth Street, Room 121
Sacramento, CA 95814

From: (Public Agency)
Walnut Valley Water District
271 S. Brea Canyon Road
Walnut, CA 91789

County Clerk
County of Los Angeles
Registrar-Recorder/County Clerk
12400 Imperial Highway
Norwalk, CA 90650

Project Title:

Diamond Bar (P1) Pump Station Electrical Refurbishment (P.N. 19-3628)

Project Location - Specific:

261 S. Diamond Bar Blvd. (see attached Vicinity Map)

Project Location – City:

Diamond Bar

Project Location – County:

Los Angeles

Description of Nature, Purpose, and Beneficiaries of Project:

The Diamond Bar (P1) Pump Station was originally constructed in 1961 and was modified and expanded in 1984 to pump from one pressure zone to two pressure zones with electric motor pumps. The existing pump station consists of three 75 horsepower pumps and three 150 horsepower pumps. Due to the importance of the station to two pressure zones, the outdated electrical components need to be upgraded to accommodate a proposed stationary emergency generator with 600 KW power. Site improvements include the addition of interior walls within the existing pump house to house the new electrical room and a small corner bathroom with existing plumbing, construct a day tank and foundation for the new stationary generator, replace approximately 100 linear feet of ex. 12-inch cast iron piping with 12-inch steel piping, add a back-up electrical motor pump, as well as, upgrades to the ventilation and interior/exterior lighting. The renovation of the DP-1 Station is necessary to meet system reliability in the event of a power outage.

Name of Public Agency Approving Project:

Not Applicable.

Name of Person or Agency Carrying Out Project:

Walnut Valley Water District

Exempt Status: (check one)

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section Number:
CEQA Guidelines Section 15301: Existing Facilities
- Statutory Exemptions. State code number:

Reasons why project is exempt:

The proposed project is exempt under CEQA Guidelines Section 15301 as it involves the alteration of existing facility providing a public utility service that involves negligible or no expansion of use beyond that existing.

Lead Agency Contact Person:

Erik J. Hitchman

Area Code/Telephone/Extension:

(909) 595-1268, Ext. 244

If filed by applicant:

1. Attached certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____

Date: November 16, 2021

Erik Hitchman
Assistant General Manager/Chief Engineer

Signed by Lead Agency

Date received for filing at OPR: _____

Signed by Applicant



VICINITY MAP
(Not to Scale)

Article 19. Categorical Exemptions

SECTIONS 15300 TO 15332

15300. CATEGORICAL EXEMPTIONS

Section 21084 of the Public Resources Code requires these Guidelines to include a list of classes of projects which have been determined not to have a significant effect on the environment and which shall, therefore, be exempt from the provisions of CEQA.

In response to that mandate, the Secretary for Resources has found that the following classes of projects listed in this article do not have a significant effect on the environment, and they are declared to be categorically exempt from the requirement for the preparation of environmental documents.

Note: Authority cited: Section 21083, Public Resources Code; Reference: Section 21084, Public Resources Code.

15300.1. RELATION TO MINISTERIAL PROJECTS

Section 21080 of the Public Resources Code exempts from the application of CEQA those projects over which public agencies exercise only ministerial authority. Since ministerial projects are already exempt, categorical exemptions should be applied only where a project is not ministerial under a public agency's statutes and ordinances. The inclusion of activities which may be ministerial within the classes and examples contained in this article shall not be construed as a finding by the Secretary for Resources that such an activity is discretionary.

Note: Authority cited: Section 21083, Public Resources Code; Reference: Section 21084, Public Resources Code.

15300.2. EXCEPTIONS

- (a) Location. Classes 3, 4, 5, 6, and 11 are qualified by consideration of where the project is to be located – a project that is ordinarily insignificant in its impact on the environment may in a particularly sensitive environment be significant. Therefore, these classes are considered to apply all instances, except where the project may impact on an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies.
- (b) Cumulative Impact. All exemptions for these classes are inapplicable when the cumulative impact of successive projects of the same type in the same place, over time is significant.
- (c) Significant Effect. A categorical exemption shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances.
- (d) Scenic Highways. A categorical exemption shall not be used for a project which may result in damage to scenic resources, including but not limited to, trees, historic buildings, rock outcroppings, or similar resources, within a highway officially designated as a state scenic highway. This does not apply to improvements which are required as mitigation by an adopted negative declaration or certified EIR.
- (e) Hazardous Waste Sites. A categorical exemption shall not be used for a project located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code.
- (f) Historical Resources. A categorical exemption shall not be used for a project which may cause a substantial adverse change in the significance of a historical resource.

Note: Authority cited: Section 21083, Public Resources Code; References: Sections 21084 and 21084.1, Public Resources Code; *Wildlife Alive v. Chickering* (1977) 18 Cal.3d 190; *League for*

Protection of Oakland's Architectural and Historic Resources v. City of Oakland (1997) 52 Cal.App.4th 896; *Citizens for Responsible Development in West Hollywood v. City of West Hollywood* (1995) 39 Cal.App.4th 925; *City of Pasadena v. State of California* (1993) 14 Cal.App.4th 810; *Association for the Protection etc. Values v. City of Ukiah* (1991) 2 Cal.App.4th 720; and *Baird v. County of Contra Costa* (1995) 32 Cal.App.4th 1464

15300.3. REVISIONS TO LIST OF CATEGORICAL EXEMPTIONS

A public agency may, at any time, request that a new class of categorical exemptions be added, or an existing one amended or deleted. This request must be made in writing to the Office of Planning and Research and shall contain detailed information to support the request. The granting of such request shall be by amendment to these Guidelines.

Note: Authority cited: Section 21083, Public Resources Code; Reference: Section 21084, Public Resources Code.

15300.4. APPLICATION BY PUBLIC AGENCIES

Each public agency shall, in the course of establishing its own procedures, list those specific activities which fall within each of the exempt classes, subject to the qualification that these lists must be consistent with both the letter and the intent expressed in the classes. Public agencies may omit from their implementing procedures classes and examples that do not apply to their activities, but they may not require EIRs for projects described in the classes and examples in this article except under the provisions of Section 15300.2.

Note: Authority cited: Section 21083, Public Resources Code; Reference: Section 21084, Public Resources Code.

15301. EXISTING FACILITIES

Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The types of "existing facilities" itemized below are not intended to be all-inclusive of the types of projects which might fall within Class 1. The key consideration is whether the project involves negligible or no expansion of use.

Examples include but are not limited to:

- (a) Interior or exterior alterations involving such things as interior partitions, plumbing, and electrical conveyances;
- (b) Existing facilities of both investor and publicly owned utilities used to provide electric power, natural gas, sewerage, or other public utility services;
- (c) Existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities (this includes road grading for the purpose of public safety), and other alterations such as the addition of bicycle facilities, including but not limited to bicycle parking, bicycle-share facilities and bicycle lanes, transit improvements such as bus lanes, pedestrian crossings, street trees, and other similar alterations that do not create additional automobile lanes);
- (d) Restoration or rehabilitation of deteriorated or damaged structures, facilities, or mechanical equipment to meet current standards of public health and safety, unless it is determined that the damage was substantial and resulted from an environmental hazard such as earthquake, landslide, or flood;
- (e) Additions to existing structures provided that the addition will not result in an increase of more than:

- (1) 50 percent of the floor area of the structures before the addition, or 2,500 square feet, whichever is less; or
- (2) 10,000 square feet if:
 - (A) The project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and
 - (B) The area in which the project is located is not environmentally sensitive.
- (f) Addition of safety or health protection devices for use during construction of or in conjunction with existing structures, facilities, or mechanical equipment, or topographical features including navigational devices;
- (g) New copy on existing on and off-premise signs;
- (h) Maintenance of existing landscaping, native growth, and water supply reservoirs (excluding the use of pesticides, as defined in Section 12753, Division 7, Chapter 2, Food and Agricultural Code);
- (i) Maintenance of fish screens, fish ladders, wildlife habitat areas, artificial wildlife waterway devices, streamflows, springs and waterholes, and stream channels (clearing of debris) to protect fish and wildlife resources;
- (j) Fish stocking by the California Department of Fish and Game;
- (k) Division of existing multiple family or single-family residences into common-interest ownership and subdivision of existing commercial or industrial buildings, where no physical changes occur which are not otherwise exempt;
- (l) Demolition and removal of individual small structures listed in this subdivision:
 - (1) One single-family residence. In urbanized areas, up to three single-family residences may be demolished under this exemption.
 - (2) A duplex or similar multifamily residential structure. In urbanized areas, this exemption applies to duplexes and similar structures where not more than six dwelling units will be demolished.
 - (3) A store, motel, office, restaurant, or similar small commercial structure if designed for an occupant load of 30 persons or less. In urbanized areas, the exemption also applies to the demolition of up to three such commercial buildings on sites zoned for such use.
 - (4) Accessory (appurtenant) structures including garages, carports, patios, swimming pools, and fences.
- (m) Minor repairs and alterations to existing dams and appurtenant structures under the supervision of the Department of Water Resources.
- (n) Conversion of a single family residence to office use.
- (o) Installation, in an existing facility occupied by a medical waste generator, of a steam sterilization unit for the treatment of medical waste generated by that facility provided that the unit is installed and operated in accordance with the Medical Waste Management Act (Section 117600, et seq., of the Health and Safety Code) and accepts no offsite waste.
- (p) Use of a single-family residence as a small family day care home, as defined in Section 1596.78 of the Health and Safety Code.

Note: Authority cited: Section 21083, Public Resources Code; References: Sections 21084, Public Resources Code; *North County Advocates v. City of Carlsbad* (2015) 241 Cal.App.4th 94; *Communities for a Better Environment v. South Coast Air Quality Management Dist.* (2010) 48 Cal.4th 310; *Bloom v. McGurk* (1994) 26 Cal.App.4th 1307.

WALNUT VALLEY WATER DISTRICT
271 S. Brea Canyon Road
Walnut, CA 91789



PROJECT DESCRIPTION:

- **Project Name:**
Diamond Bar (P1) Pump Station Electrical Refurbishment
P.N. 20-3628
- **Location:**
City of Diamond Bar – Diamond Bar (P1) Pump Station at 261 S. Diamond Bar Blvd.
- **Background:**
The Diamond Bar (P-1) Pump Station was originally constructed in 1961 and was modified and expanded in 1984 to pump from the 930 Zone into both the 1050 and 1200D Zones. The pump station consists of three 75 horsepower pumps (1050) located outside of the pump building and three 150 horsepower pumps (1200D) located inside the building. In 2006, a system-wide study was performed to evaluate the need and requirements for providing emergency power generation during SCE power outages. Based on the study, the detailed analysis identified P-1 as one of the 3 existing pump stations suitable for a stationary emergency power generators.
- **Scope of Work:**
The Consultant-designed project consists of replacement and relocation of existing electrical panels (Switchgear and MCCs) to accommodate a proposed stationary 600 KW emergency generator. The electrical panels will be located in a new electrical room, which is part of the site improvements. Other site improvements include a restroom, roll-up door for accessing 1200 Zone Pumps, foundation for generator, fuel tank with plumbing to generator, LED lighting for interior and exterior, corrugated ceiling recoating, modification of existing pump building to provide proper ventilation for generator, and replacement of existing 12” cast iron suction pipe (1200D Zone) with 12” steel pipe. In addition, a new electrical motor pump and associated appurtenances are added to the existing open space and pump can (1200D Zone).
- **Benefits:**
The renovation of the Diamond Bar (P-1) Pump Station is necessary to meet system reliability in the event of a power outage.

CONTRACTOR:

To be determined

- **Contract Award Date:**

SCHEDULES:

CONTRACT DOCUMENTS:

ACTUAL:

- **Contract Duration:**
- **Construction Began:**
- **Construction Ends:**

TOTAL PROJECT COSTS:

- ***Original Contract Amount:***
- ***Net Change Order Amount:***
- ***Revised Contract Amount:***

PROJECT CONTACTS:

Sheryl L. Shaw/Tai Diep

WALNUT VALLEY WATER DISTRICT
271 S. Brea Canyon Road
Walnut, CA 91789



VICINITY MAP
(Not to Scale)

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of Engineering
DATE: November 15, 2021
SUBJECT: Consider Authorization of Change Order No. 3 for IBC Recycled Water Reservoir (P.N. 14-3373RES)

Action/Discussion Fiscal Impact Resolution Information Only

Recommendation

Request the Board of Directors authorize the General Manager to execute Change Order No. 3 for \$558,449.06 for the subject project.

Background Information

The Industry Business Center (IBC) is a 552-acre development currently under construction in the City of Industry north of the Pomona Freeway (I-60) and extending east and west of Grand Avenue. Irrigation demands for the IBC will be served with recycled water. Part of this development is the installation of domestic and recycled water systems, recycled water booster pump station and recycled water reservoir. As of today, the domestic and recycled water systems and the recycled water booster pump station had been completed while the 2.0 million-gallon (MG) circular steel reservoir is under construction. The reservoir project was awarded to Paso Robles Tank, Inc. (PRT) in March 2021.

After the project had been awarded and during the pre-construction meeting, the City of Industry (City) requested the District to modify the site improvements to allow for a 10-foot wide paved maintenance road with 2.5-foot wide swale around the perimeter of the reservoir. The modification resulted in additional grading and cutting back the slope, approximately 600 linear feet of retaining wall and v-ditch, approximately 162 linear feet of 12" PVC storm drain, and 2" air/vac assembly relocation. In addition, the City also requested to change the original designed off-site storm drain system from 18" PVC to 24" RCP. The modification to the site improvements and storm drain system created substantial changes to the original scope of work.

In order to keep PRT working, the District negotiated and approved the two previous change orders requested by PRT for the aluminum price escalation cost and for the modification of off-site storm drain system.

Change Order No. 3 reflects the modification to the site improvements. PRT is requesting compensation in the amount of \$558,449.06 and 40 additional working days (56 calendar days). The aggregate amount of all change orders (\$803,609.83) has exceeded 10% of the original contract amount of \$2,791,000.00.

Funds for this project are provided by the Successor Agency to the Industry Urban Development Agency as part of the IBC Development. The amount slated for the reservoir portion of IBC is \$4,732,395.84. After the current contract for construction has been accounted for, the remaining balance for this project is \$1,696,235.07.

Attachment:
Change Order No. 3

WALNUT VALLEY WATER DISTRICT

271 South Brea Canyon Road, Walnut, California 91789-3002

(909) 595-1268 – (626) 964-6551

Website: www.wvwd.com – Fax: (909) 594-9532

CHANGE ORDER NO. 3

Industry Business Center Recycled Water Reservoir
Project No. 14-3373RES

Shane P. Wombles
Paso Robles Tank, Inc.
825 26th Street
Paso Robles, CA 93446

Dear Mr. Wombles:

The requirements under your labor contract for this project are hereby modified as follows:

- 1. Modification of site improvements including grading, 10-foot wide paved perimeter access road, retaining wall, drainage system, regrade slope, etc. at the City of Industry’s request.Add \$ 556,389.00
- 2. Costs to relocate existing 2” air/vac assembly due to conflict with proposed perimeter access road.Add \$ 2,060.06
- 3. Time extension due to additional work in Item 1Add 40 Working Days

These changes add \$ 558,449.06 to your contract for a new contract total of \$ 3,594,609.83 and add 40 working days (56 calendar days) for a new total of 395 calendar days. The changes were reflected in your change order request letters (COR #5 and COR #7).

All other conditions of the award shall be and remain the same. The foregoing modifications are hereby accepted.

PASO ROBLES TANK, INC.

WALNUT VALLEY WATER DISTRICT

By _____
Shane P. Wombles

By _____
Erik Hitchman, General Manager/
Chief Engineer

Title _____

Date _____

Date _____

EH:SS:TD:cf

cc: Accounting

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of Operations
DATE: November 15, 2021
SUBJECT: Consider Award of Contracts for Armitos and Ambushers Reservoirs Paving (P.N. 20-3638)

Action/Discussion
 Fiscal Impact
 Resolution
 Information Only

Recommendation

Request the Board of Directors authorize the award of contract to:

- 1) GM Sager Construction Co., Inc. for Armitos Reservoir Paving, in the amount of \$109,500; and
- 2) Prestige Paving Company for Ambushers Reservoir Paving, in the amount of \$62,427.

ARMITOS RESERVOIR SITE

Contractor	Bid Total
Prestige Paving Company	\$128,118
GM Sager Construction Co., Inc.	\$109,500

AMBUSHERS RESERVOIR SITE

Contractor	Bid Total
Prestige Paving Company	\$62,427
GM Sager Construction Co., Inc.	\$81,780

Background Information

The District has an ongoing preventative maintenance program to keep up the asphalt roadways around its facilities. The Asphalt Replacement Program was started to be one of the final steps in an ongoing improvements being completed at District facilities. The Reservoir Painting/Coating Program and installation of Reservoir Control Systems when completed at sites have recently caused modifications requiring trenching and or heavier traffic on these asphalt roadways. This in turn has exhausted the life of some the asphalt calling for its replacement. This program corrects any deficiencies noted over the years and when sites are completed guarantees many more years of traffic life at these sites.

The District utilizes the PlanetBids website to distribute bids to over 100 qualified vendors. This bid held an on-site vendor meeting with two vendors attending, and two bids were received.

Funds for the Asphalt Replacement Program (\$200,000) are included in the District's approved FY 2020-2021 Replacement Improvement Program Budget.

**OPERATIONS DEPARTMENT REPORT
October, Monthly Report**

PROJECT NO.	PROJECT DESCRIPTION	STATUS
N/A	Watermain and water service repair	<p><u>Repair Water Service Leaks:</u> 825 Silver Fir Road, 859 Silver Fir Road, 24151 Palomino Drive, 1196 South Diamond Bar Blvd, Diamond Bar. 19238 Transbarger Street, Rowland Heights. 609 Broken Lance Road, 1354 Dubuque Avenue, Rodeo Way East of La Puente Road, Walnut.</p> <p>1543 Blue Haven Drive, Rowland Heights. 20328 New Rochelle Street, 215 Macalester Drive, Walnut.</p> <p><u>Replaced Copper Setters:</u> 20344 Elkwood Road, 21806 Pinto Way, 2102 Corta Cresta Drive, 20401 Pacific Drive, Walnut. 20501 Earlgate Street, Diamond Bar. 1519 ¼ Otterbein Avenue, Rowland Heights. 3112 La Puente Road, West Covina.</p> <p><u>Replaced Angle Meter Stops:</u> 534 Macenta Lane, Diamond Bar.</p> <p><u>Water Main Break:</u> None for October.</p> <p><u>Water System/Miscellaneous Work:</u> Installed anti-theft locks on District owned backflows 235 & 271 S. Brea Canyon Road, Walnut.</p> <p>Meter Maintenance Route 02-05.</p> <p>Oparc completed Fire Hydrant Routes 09-01, 1902.</p> <p>Completed Valve routes 13-02, 13-03, 13-04, 09-01.</p> <p>Azusa Dump (23) loads. Get Reads M1/37, R1/3, W1/24, W2/200, W3/254, W4/32.</p> <p>Diamond Hills Community (Crestview Drive), Diamond Bar- Chipped & Changed valve lids.</p> <p>Electrical Safety Training, Great Shakeout Drill and Earthquake Reponse 10/24/2021.</p>
N/A	Repair of sheared blow off's, fire hydrants and air-vac assemblies	None for October.
NA	Installed 1.5" Copper Setter	2537 Indian Creek Road, Diamond Bar.
19-3623	Upgraded Copper Setter	19537 Bluffwood Street, Rowland Heights.
21-3694	Upgraded Copper Setter	20319 Acfold Drive, Walnut.
21-3704	Upgraded Copper Setter	2651 Braided Mane Drive, Diamond Bar.
20-3669	Valve Replacement Project	817 Silver Fir Road, Diamond Bar (2 Valves).
20-3658	Security Enhancements 20-21	ATG completed Redline radio upgrades at Parker Canyon to Terminal Storage and Sylvan Glen to Terminal Storage.
19-3608	Analyzers, Active Mixing systems	Arbor Ridge Reservoir Tank A Mixer/Analyzer installation completed. Sylvan Glen Reservoir Mixer installation completed.
N/A	Production Facility Maintenance	<p><u>Pump and Motor Maintenance:</u> Tri County Pump pulled Diamond Bar 1050 Zone No.2, Fernhollow 1050 Zone No.1 and Bourdet 900 Zone No.1 motors for maintenance.</p> <p><u>Pump Station Maintenance:</u> None for October.</p> <p><u>Facility/Miscellaneous Work:</u> New Fuel trailer filled and deployed to Brea Canyon Cutoff Pump Station/Storage yard. Brea Canyon Cutoff Pump Station/Storage Yard PRV installation completed. Sylvan Glen Emergency fill ClaVal rebuilt. District Intertie inspections were completed.</p>
N/A	Total trihalomethanes (TTHMs) Graph	Water quality meets all state and federal standards.



Walnut Valley Water District Consolidated - Account #10076

MONTHLY ACCOUNT STATEMENT

OCTOBER 1, 2021 THROUGH OCTOBER 31, 2021

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact operations@chandlerasset.com

Custodian

Bank of New York Mellon Trust Company
Amy Kung
(213) 630-6374

CHANDLER ASSET MANAGEMENT
chandlerasset.com

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.



PORTFOLIO CHARACTERISTICS

Average Modified Duration	1.97
Average Coupon	1.34%
Average Purchase YTM	1.33%
Average Market YTM	0.59%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.03 yrs
Average Life	1.96 yrs

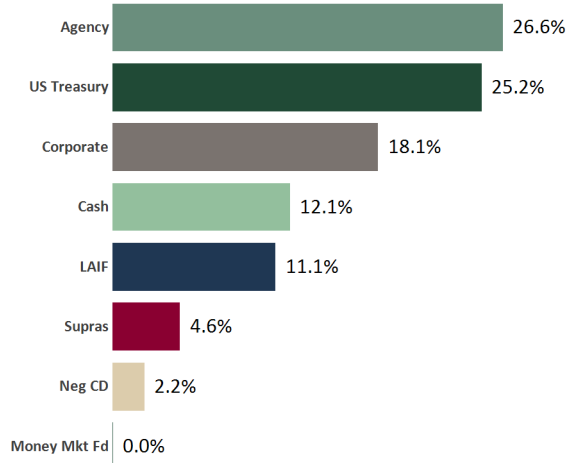
ACCOUNT SUMMARY

	Beg. Values as of 9/30/21	End Values as of 10/31/21
Market Value	46,443,732	45,288,358
Accrued Interest	134,872	151,529
Total Market Value	46,578,604	45,439,887
Income Earned	51,435	50,641
Cont/WD		
Par	45,826,333	44,898,187
Book Value	45,852,828	44,910,466
Cost Value	45,853,957	44,911,210

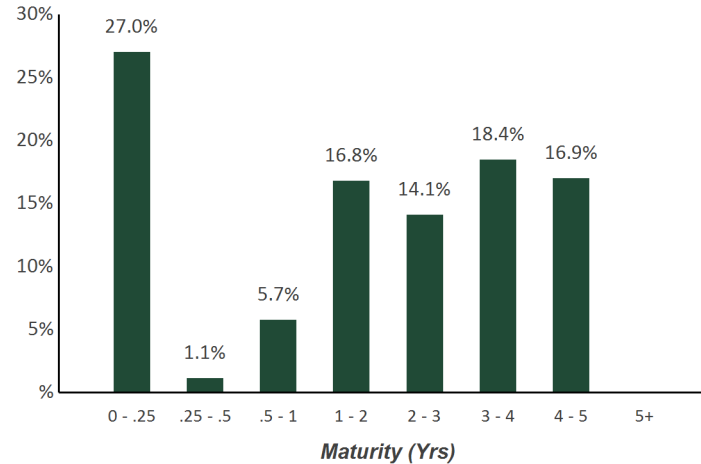
TOP ISSUERS

Government of United States	25.2%
Federal Home Loan Bank	12.5%
Bank Cash Account	12.1%
Local Agency Investment Fund	11.1%
Federal National Mortgage Assoc	8.6%
Federal Home Loan Mortgage Corp	3.7%
Intl Bank Recon and Development	2.4%
Inter-American Dev Bank	2.2%
Total	77.9%

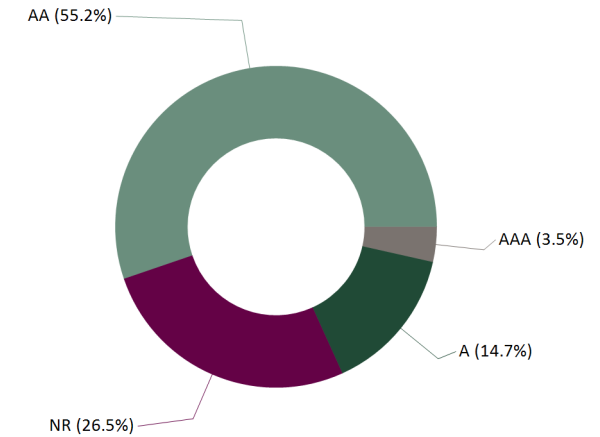
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)





PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.54
Average Coupon	1.73%
Average Purchase YTM	1.72%
Average Market YTM	0.72%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.62 yrs
Average Life	2.60 yrs

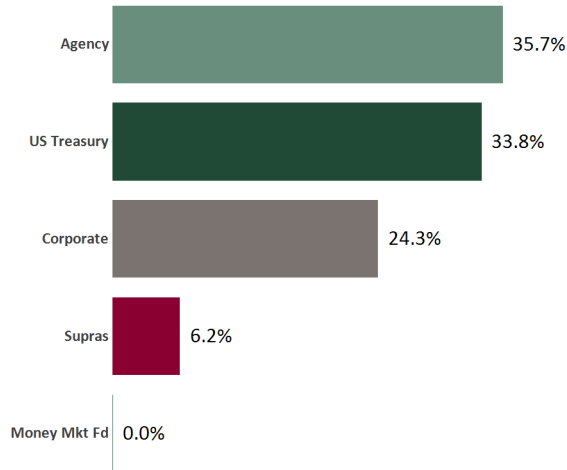
ACCOUNT SUMMARY

	Beg. Values as of 9/30/21	End Values as of 10/31/21
Market Value	34,006,263	33,738,890
Accrued Interest	128,934	146,855
Total Market Value	34,135,197	33,885,745
Income Earned	49,569	48,544
Cont/WD		-34,088
Par	33,389,686	33,348,875
Book Value	33,416,180	33,361,154
Cost Value	33,417,309	33,361,898

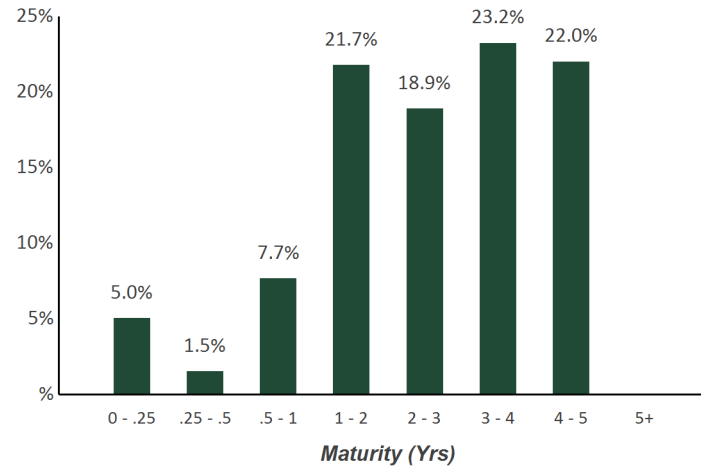
TOP ISSUERS

Government of United States	33.8%
Federal Home Loan Bank	16.8%
Federal National Mortgage Assoc	11.6%
Federal Home Loan Mortgage Corp	5.0%
Intl Bank Recon and Development	3.2%
Inter-American Dev Bank	3.0%
Federal Farm Credit Bank	2.3%
US Bancorp	1.6%
Total	77.2%

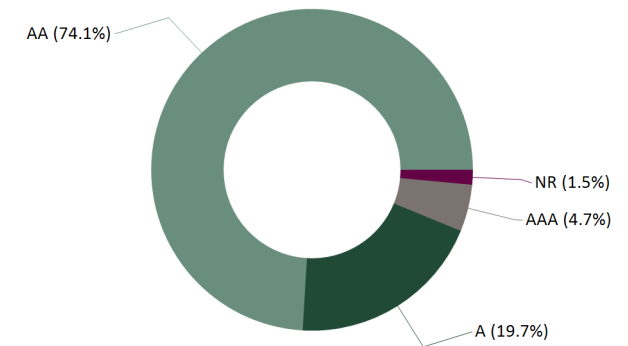
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	7/31/2009
Walnut Valley Water District	-0.48%	-0.80%	-0.77%	-0.52%	1.79%	3.12%	1.94%	1.60%	1.80%
ICE BofA 1-5 Yr US Treasury & Agency Index*	-0.46%	-0.80%	-0.87%	-0.72%	1.67%	3.02%	1.75%	1.40%	1.60%

*ICE BofA 1-3 Yr US Treasury Index to 8/31/10



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3135G0T94	FNMA Note 2.375% Due 1/19/2023	500,000.00	04/11/2018 2.70%	492,845.00 498,177.38	102.60 0.24%	512,985.00 3,364.58	1.14% 14,807.62	Aaa / AA+ AAA	1.22 1.20
313382AX1	FHLB Note 2.125% Due 3/10/2023	450,000.00	04/11/2018 2.66%	439,069.50 446,988.47	102.46 0.31%	461,074.95 1,354.69	1.02% 14,086.48	Aaa / AA+ AAA	1.36 1.34
313383YJ4	FHLB Note 3.375% Due 9/8/2023	625,000.00	09/28/2018 3.05%	634,237.50 628,465.34	105.36 0.46%	658,524.38 3,105.47	1.46% 30,059.04	Aaa / AA+ NR	1.85 1.80
3135G0U43	FNMA Note 2.875% Due 9/12/2023	750,000.00	10/30/2018 3.04%	744,405.00 747,858.98	104.38 0.51%	782,859.75 2,934.90	1.73% 35,000.77	Aaa / AA+ AAA	1.87 1.82
3130A0F70	FHLB Note 3.375% Due 12/8/2023	750,000.00	12/13/2018 2.93%	765,270.00 756,435.21	105.91 0.54%	794,316.75 10,054.69	1.77% 37,881.54	Aaa / AA+ AAA	2.10 2.02
3135G0V34	FNMA Note 2.5% Due 2/5/2024	575,000.00	03/06/2019 2.60%	572,263.00 573,740.52	104.30 0.58%	599,733.63 3,434.03	1.33% 25,993.11	Aaa / AA+ AAA	2.27 2.20
3130AFW94	FHLB Note 2.5% Due 2/13/2024	500,000.00	02/28/2019 2.61%	497,510.00 498,852.67	104.42 0.55%	522,116.50 2,708.33	1.15% 23,263.83	Aaa / AA+ AAA	2.29 2.22
3130AB3H7	FHLB Note 2.375% Due 3/8/2024	600,000.00	05/01/2019 2.35%	600,600.00 600,290.52	103.97 0.67%	623,805.60 2,097.92	1.38% 23,515.08	Aaa / AA+ NR	2.35 2.29
3133EKNX0	FFCB Note 2.16% Due 6/3/2024	750,000.00	07/02/2019 1.88%	759,847.50 755,178.57	103.71 0.71%	777,801.00 6,660.00	1.73% 22,622.43	Aaa / AA+ AAA	2.59 2.50
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	650,000.00	06/26/2019 1.85%	681,427.50 666,562.67	105.61 0.71%	686,467.60 7,111.63	1.53% 19,904.93	Aaa / AA+ NR	2.62 2.51
3130A3GE8	FHLB Note 2.75% Due 12/13/2024	700,000.00	12/23/2019 1.77%	732,445.00 720,331.72	105.94 0.82%	741,591.90 7,379.17	1.65% 21,260.18	Aaa / AA+ NR	3.12 2.97
3135G0X24	FNMA Note 1.625% Due 1/7/2025	600,000.00	02/14/2020 1.48%	604,074.00 602,654.38	102.49 0.83%	614,957.40 3,087.50	1.36% 12,303.02	Aaa / AA+ AAA	3.19 3.09
3137EAEP0	FHLMC Note 1.5% Due 2/12/2025	600,000.00	02/14/2020 1.48%	600,486.00 600,320.00	102.11 0.85%	612,630.00 1,975.00	1.35% 12,310.00	Aaa / AA+ AAA	3.29 3.19
3135G03U5	FNMA Note 0.625% Due 4/22/2025	800,000.00	Various 0.53%	803,537.00 802,521.37	98.97 0.93%	791,748.00 125.01	1.74% (10,773.37)	Aaa / AA+ AAA	3.48 3.43
3130AJKW8	FHLB Note 0.5% Due 6/13/2025	600,000.00	06/10/2020 0.54%	598,866.00 599,179.34	98.32 0.97%	589,936.20 1,150.00	1.30% (9,243.14)	Aaa / AA+ AAA	3.62 3.56
3137EAEU9	FHLMC Note 0.375% Due 7/21/2025	400,000.00	08/12/2020 0.45%	398,456.00 398,837.08	97.88 0.96%	391,528.00 416.67	0.86% (7,309.08)	Aaa / AA+ AAA	3.72 3.68



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3137EAEX3	FHLMC Note 0.375% Due 9/23/2025	700,000.00	10/07/2020 0.50%	695,758.00 696,669.18	97.56 1.02%	682,926.30 277.08	1.50% (13,742.88)	Aaa / AA+ AAA	3.90 3.85
3135G06G3	FNMA Note 0.5% Due 11/7/2025	625,000.00	11/18/2020 0.51%	624,775.00 624,818.04	97.98 1.01%	612,403.75 1,510.42	1.35% (12,414.29)	Aaa / AA+ AAA	4.02 3.95
3130AKFA9	FHLB Note 0.375% Due 12/12/2025	600,000.00	01/05/2021 0.42%	598,680.00 598,899.14	97.20 1.07%	583,222.20 868.75	1.29% (15,676.94)	Aaa / AA+ NR	4.12 4.06
Total Agency		11,775,000.00	1.75%	11,844,552.00 11,816,780.58	0.73%	12,040,628.91 59,615.84	26.63% 223,848.33	Aaa / AA+ AAA	2.79 2.72
CASH									
90CASH\$00	Cash Custodial Cash Account	5,500,448.06	Various 0.00%	5,500,448.06 5,500,448.06	1.00 0.00%	5,500,448.06 0.00	12.10% 0.00	NR / NR NR	0.00 0.00
Total Cash		5,500,448.06	N/A	5,500,448.06	0.00%	5,500,448.06 0.00	12.10% 0.00	NR / NR NR	0.00 0.00
CORPORATE									
06406RAA5	Bank of NY Mellon Corp Callable Note Cont 1/7/2022 2.6% Due 2/7/2022	500,000.00	06/20/2017 2.35%	505,305.00 500,214.25	100.42 0.30%	502,102.00 3,033.33	1.11% 1,887.75	A1 / A AA-	0.27 0.19
69353RFE3	PNC Bank Callable Note Cont 6/28/2022 2.45% Due 7/28/2022	500,000.00	07/26/2017 2.42%	500,650.00 500,086.50	101.42 0.29%	507,089.50 3,164.58	1.12% 7,003.00	A2 / A A+	0.74 0.66
037833DC1	Apple Inc Callable Note Cont 8/12/2022 2.1% Due 9/12/2022	500,000.00	09/21/2017 2.29%	495,540.00 499,225.10	101.38 0.33%	506,894.00 1,429.17	1.12% 7,668.90	Aa1 / AA+ NR	0.87 0.78
808513AT2	Charles Schwab Corp Callable Note Cont 12/25/2022 2.65% Due 1/25/2023	500,000.00	10/30/2018 3.51%	483,170.00 495,101.23	102.55 0.43%	512,741.00 3,533.33	1.14% 17,639.77	A2 / A A	1.24 1.13
46625HJH4	JP Morgan Chase Note 3.2% Due 1/25/2023	500,000.00	08/06/2019 2.18%	516,975.00 506,033.77	103.33 0.49%	516,654.50 4,266.67	1.15% 10,620.73	A2 / A- AA-	1.24 1.21
24422ERT8	John Deere Capital Corp Note 2.8% Due 1/27/2023	450,000.00	04/11/2018 3.17%	442,606.50 448,090.36	102.89 0.45%	463,024.35 3,290.00	1.03% 14,933.99	A2 / A A	1.24 1.22
084670BR8	Berkshire Hathaway Callable Note Cont 1/15/2023 2.75% Due 3/15/2023	500,000.00	Various 3.04%	493,706.00 498,146.96	102.83 0.39%	514,165.50 1,756.95	1.14% 16,018.54	Aa2 / AA A+	1.37 1.19



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CORPORATE									
911312BK1	UPS Callable Note Cont 3/1/2023 2.5% Due 4/1/2023	450,000.00	04/11/2018 3.11%	437,413.50 446,419.72	102.66 0.50%	461,962.80 937.50	1.02% 15,543.08	A2 / A- NR	1.42 1.32
58933YAF2	Merck & Co Note 2.8% Due 5/18/2023	250,000.00	08/06/2019 1.89%	258,235.00 253,362.08	103.52 0.51%	258,795.25 3,169.44	0.58% 5,433.17	A1 / A+ A+	1.55 1.50
931142EK5	Wal-Mart Stores Callable Note Cont 5/26/2023 3.4% Due 6/26/2023	500,000.00	07/31/2018 3.26%	503,095.00 501,005.26	104.53 0.50%	522,659.50 5,902.78	1.16% 21,654.24	Aa2 / AA AA	1.65 1.52
02665WCJ8	American Honda Finance Note 3.45% Due 7/14/2023	400,000.00	07/31/2018 3.38%	401,336.00 400,458.40	104.70 0.67%	418,783.20 4,101.67	0.93% 18,324.80	A3 / A- NR	1.70 1.65
89236TFN0	Toyota Motor Credit Corp Note 3.45% Due 9/20/2023	450,000.00	01/16/2019 3.38%	451,318.50 450,531.73	105.43 0.55%	474,418.80 1,768.13	1.05% 23,887.07	A1 / A+ A+	1.89 1.83
91159HHV5	US Bancorp Callable Note Cont 1/5/2024 3.375% Due 2/5/2024	500,000.00	12/23/2019 2.11%	524,265.00 513,113.99	105.51 0.82%	527,552.00 4,031.25	1.17% 14,438.01	A2 / A+ A+	2.27 2.10
06051GHF9	Bank of America Corp Callable Note 1X 3/5/2023 3.55% Due 3/5/2024	450,000.00	05/30/2019 2.60%	458,955.00 454,407.90	103.72 0.76%	466,759.80 2,485.00	1.03% 12,351.90	A2 / A- AA-	2.35 1.32
14913R2L0	Caterpillar Financial Service Note 0.45% Due 5/17/2024	350,000.00	05/12/2021 0.51%	349,426.00 349,513.99	99.12 0.80%	346,920.70 717.50	0.77% (2,593.29)	A2 / A A	2.55 2.52
717081EX7	Pfizer Inc. Callable Note Cont 4/28/2025 0.8% Due 5/28/2025	400,000.00	05/26/2020 0.83%	399,376.00 399,554.38	99.02 1.09%	396,066.80 1,360.00	0.87% (3,487.58)	A2 / A+ A	3.58 3.42
78015K7H1	Royal Bank of Canada Note 1.15% Due 6/10/2025	400,000.00	05/20/2021 0.96%	403,072.00 402,737.36	99.49 1.29%	397,962.00 1,801.67	0.88% (4,775.36)	A2 / A AA-	3.61 3.51
89114TZD7	Toronto-Dominion Bank Note 1.2% Due 6/3/2026	400,000.00	08/11/2021 1.12%	401,416.00 401,351.45	98.78 1.48%	395,112.00 1,973.33	0.87% (6,239.45)	A1 / A AA-	4.59 4.42
Total Corporate		8,000,000.00	2.41%	8,025,860.50 8,019,354.43	0.62%	8,189,663.70 48,722.30	18.13% 170,309.27	A1 / A+ A+	1.81 1.67



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	5,057,863.77	Various 0.21%	5,057,863.77 5,057,863.77	1.00 0.21%	5,057,863.77 922.44	11.13% 0.00	NR / NR NR	0.00 0.00
Total LAIF		5,057,863.77	0.21%	5,057,863.77	0.21%	5,057,863.77 922.44	11.13% 0.00	NR / NR NR	0.00 0.00
MONEY MARKET FUND									
60934N807	Federated Investors Govt Oblig Fund Inst.	8,875.00	10/31/2021 0.03%	8,875.00 8,875.00	1.00 0.03%	8,875.00 0.00	0.02% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund		8,875.00	0.03%	8,875.00	0.03%	8,875.00 0.00	0.02% 0.00	Aaa / AAA AAA	0.00 0.00
NEGOTIABLE CD									
14042TBL0	Capital One Bank USA NA Negotiable CD 2.2% Due 8/7/2023	247,000.00	08/06/2019 2.20%	247,000.00 247,000.00	100.00 2.20%	247,000.00 1,280.34	0.55% 0.00	NR / NR NR	1.77 1.72
7954506L4	Sallie Mae Bank Negotiable CD 0.85% Due 5/27/2025	248,000.00	05/27/2020 0.85%	248,000.00 248,000.00	100.00 0.85%	248,000.00 912.50	0.55% 0.00	NR / NR NR	3.57 3.50
856285TQ4	STATE BANK OF INDIA Negotiable CD 1.1% Due 5/28/2025	248,000.00	05/28/2020 1.10%	248,000.00 248,000.00	100.00 1.10%	248,000.00 1,173.41	0.55% 0.00	NR / NR NR	3.58 3.48
38149MZJ5	Goldman Sachs Bank USA Negotiable CD 1.05% Due 9/8/2026	248,000.00	08/25/2021 1.05%	248,000.00 248,000.00	100.06 1.04%	248,156.74 385.25	0.55% 156.74	NR / NR NR	4.86 4.72
Total Negotiable CD		991,000.00	1.30%	991,000.00	1.30%	991,156.74 3,751.50	2.19% 156.74	NR / NR NR	3.44 3.35
SUPRANATIONAL									
459058FY4	Intl. Bank Recon & Development Note 2% Due 1/26/2022	500,000.00	09/21/2017 1.95%	501,010.00 500,054.84	100.43 0.20%	502,125.50 2,638.89	1.11% 2,070.66	Aaa / NR AAA	0.24 0.24
4581X0CZ9	Inter-American Dev Bank Note 1.75% Due 9/14/2022	500,000.00	08/14/2018 2.91%	477,871.50 495,292.12	101.21 0.36%	506,026.00 1,142.36	1.12% 10,733.88	Aaa / AAA AAA	0.87 0.86



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
SUPRANATIONAL									
459058JL8	Intl. Bank Recon & Development Note 0.5% Due 10/28/2025	600,000.00	12/14/2020 0.48%	600,516.00 600,423.08	97.74 1.08%	586,431.60 25.00	1.29% (13,991.48)	Aaa / AAA AAA	3.99 3.94
4581X0DV7	Inter-American Dev Bank Note 0.875% Due 4/20/2026	500,000.00	04/27/2021 0.94%	498,425.00 498,586.23	98.69 1.18%	493,457.00 133.68	1.09% (5,129.23)	Aaa / AAA AAA	4.47 4.37
Total Supranational		2,100,000.00	1.52%	2,077,822.50 2,094,356.27	0.72%	2,088,040.10 3,939.93	4.60% (6,316.17)	Aaa / AAA AAA	2.44 2.40
US TREASURY									
912828G53	US Treasury Note 1.875% Due 11/30/2021	575,000.00	12/13/2016 1.91%	574,125.95 574,986.01	100.14 0.13%	575,822.83 4,536.37	1.28% 836.82	Aaa / AA+ AAA	0.08 0.08
912828U81	US Treasury Note 2% Due 12/31/2021	600,000.00	01/31/2017 1.90%	602,931.70 600,098.05	100.31 0.13%	601,862.40 4,043.48	1.33% 1,764.35	Aaa / AA+ AAA	0.17 0.17
912828XW5	US Treasury Note 1.75% Due 6/30/2022	650,000.00	Various 1.81%	648,238.51 649,755.24	101.09 0.11%	657,109.70 3,832.88	1.45% 7,354.46	Aaa / AA+ AAA	0.66 0.66
9128283C2	US Treasury Note 2% Due 10/31/2022	400,000.00	02/27/2018 2.60%	389,468.75 397,751.69	101.85 0.15%	407,390.80 22.10	0.90% 9,639.11	Aaa / AA+ AAA	1.00 0.99
912828M80	US Treasury Note 2% Due 11/30/2022	750,000.00	10/30/2018 2.92%	723,515.63 743,001.45	101.97 0.18%	764,766.00 6,311.48	1.70% 21,764.55	Aaa / AA+ AAA	1.08 1.07
912828X70	US Treasury Note 2% Due 4/30/2024	400,000.00	07/02/2019 1.78%	404,125.00 402,131.52	103.34 0.65%	413,359.20 22.10	0.91% 11,227.68	Aaa / AA+ AAA	2.50 2.44
9128282U3	US Treasury Note 1.875% Due 8/31/2024	575,000.00	03/04/2020 0.72%	604,311.52 593,480.56	103.21 0.73%	593,485.10 1,846.51	1.31% 4.54	Aaa / AA+ AAA	2.84 2.75
912828YV6	US Treasury Note 1.5% Due 11/30/2024	700,000.00	12/23/2019 1.72%	692,808.59 695,512.85	102.14 0.79%	715,011.50 4,418.03	1.58% 19,498.65	Aaa / AA+ AAA	3.08 2.99
912828Z52	US Treasury Note 1.375% Due 1/31/2025	575,000.00	03/04/2020 0.71%	593,328.13 587,133.57	101.73 0.83%	584,972.80 1,998.05	1.29% (2,160.77)	Aaa / AA+ AAA	3.25 3.17
912828ZF0	US Treasury Note 0.5% Due 3/31/2025	750,000.00	03/26/2020 0.50%	749,912.11 749,939.99	98.71 0.89%	740,302.50 329.67	1.63% (9,637.49)	Aaa / AA+ AAA	3.42 3.37
91282CAT8	US Treasury Note 0.25% Due 10/31/2025	700,000.00	02/16/2021 0.51%	691,605.47 692,857.80	96.90 1.04%	678,316.10 4.83	1.49% (14,541.70)	Aaa / AA+ AAA	4.00 3.96
91282CBC4	US Treasury Note 0.375% Due 12/31/2025	700,000.00	01/12/2021 0.52%	694,968.75 695,779.08	97.14 1.08%	679,956.90 884.51	1.50% (15,822.18)	Aaa / AA+ AAA	4.17 4.11



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
91282CBH3	US Treasury Note 0.375% Due 1/31/2026	550,000.00	03/22/2021 0.85%	537,625.00 539,173.62	97.00 1.10%	533,521.45 521.23	1.18% (5,652.17)	Aaa / AA+ AAA	4.25 4.19
91282CBQ3	US Treasury Note 0.5% Due 2/28/2026	650,000.00	03/09/2021 0.83%	639,589.84 640,932.72	97.45 1.10%	633,419.80 556.63	1.40% (7,512.92)	Aaa / AA+ AAA	4.33 4.26
91282CBT7	US Treasury Note 0.75% Due 3/31/2026	440,000.00	03/29/2021 0.88%	437,301.56 437,619.28	98.39 1.12%	432,935.80 290.11	0.95% (4,683.48)	Aaa / AA+ AAA	4.42 4.32
91282CCF6	US Treasury Note 0.75% Due 5/31/2026	850,000.00	06/28/2021 0.88%	844,820.31 845,180.61	98.25 1.14%	835,125.00 2,682.38	1.84% (10,055.61)	Aaa / AA+ AAA	4.58 4.47
91282CCP4	US Treasury Note 0.625% Due 7/31/2026	750,000.00	10/08/2021 1.02%	736,171.88 736,329.65	97.49 1.17%	731,191.50 1,184.61	1.61% (5,138.15)	Aaa / AA+ AAA	4.75 4.65
91282CCW9	US Treasury Note 0.75% Due 8/31/2026	850,000.00	09/28/2021 1.00%	839,939.45 840,124.20	98.02 1.17%	833,132.60 1,091.85	1.84% (6,991.60)	Aaa / AA+ AAA	4.84 4.72
Total US Treasury		11,465,000.00	1.24%	11,404,788.15 11,421,787.89	0.77%	11,411,681.98 34,576.82	25.19% (10,105.91)	Aaa / AA+ AAA	3.06 3.00
TOTAL PORTFOLIO		44,898,186.83	1.33%	44,911,209.98 44,910,466.00	0.59%	45,288,358.26 151,528.83	100.00% 377,892.26	Aa1 / AA AAA	2.03 1.97
TOTAL MARKET VALUE PLUS ACCRUED						45,439,887.09			



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	10/01/2021	60934N807	5,625.00	Federated Investors Govt Oblig Fund Inst.	1.000	0.03%	5,625.00	0.00	5,625.00	0.00
Purchase	10/04/2021	60934N807	2.30	Federated Investors Govt Oblig Fund Inst.	1.000	0.03%	2.30	0.00	2.30	0.00
Purchase	10/12/2021	60934N807	11,250.00	Federated Investors Govt Oblig Fund Inst.	1.000	0.03%	11,250.00	0.00	11,250.00	0.00
Purchase	10/12/2021	60934N807	750,000.00	Federated Investors Govt Oblig Fund Inst.	1.000	0.03%	750,000.00	0.00	750,000.00	0.00
Purchase	10/12/2021	91282CCP4	750,000.00	US Treasury Note 0.625% Due 7/31/2026	98.156	1.02%	736,171.88	929.86	737,101.74	0.00
Purchase	10/15/2021	90LAIF\$00	3,361.70	Local Agency Investment Fund State Pool	1.000	0.21%	3,361.70	0.00	3,361.70	0.00
Purchase	10/20/2021	60934N807	2,187.50	Federated Investors Govt Oblig Fund Inst.	1.000	0.03%	2,187.50	0.00	2,187.50	0.00
Purchase	10/22/2021	60934N807	2,500.00	Federated Investors Govt Oblig Fund Inst.	1.000	0.03%	2,500.00	0.00	2,500.00	0.00
Purchase	10/28/2021	60934N807	1,500.00	Federated Investors Govt Oblig Fund Inst.	1.000	0.03%	1,500.00	0.00	1,500.00	0.00
Purchase	10/31/2021	60934N807	8,875.00	Federated Investors Govt Oblig Fund Inst.	1.000	0.03%	8,875.00	0.00	8,875.00	0.00
Subtotal			1,535,301.50				1,521,473.38	929.86	1,522,403.24	0.00
Short Sale	10/01/2021	60934N807	-51,560.65	Federated Investors Govt Oblig Fund Inst.	1.000		-51,560.65	0.00	-51,560.65	0.00
Short Sale	10/12/2021	60934N807	-737,101.74	Federated Investors Govt Oblig Fund Inst.	1.000		-737,101.74	0.00	-737,101.74	0.00
Subtotal			-788,662.39				-788,662.39	0.00	-788,662.39	0.00
TOTAL ACQUISITIONS			746,639.11				732,810.99	929.86	733,740.85	0.00

DISPOSITIONS										
Closing Purchase	10/01/2021	60934N807	-51,560.65	Federated Investors Govt Oblig Fund Inst.	1.000		-51,560.65	0.00	-51,560.65	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Closing Purchase	10/12/2021	60934N807	-737,101.74	Federated Investors Govt Oblig Fund Inst.	1.000		-737,101.74	0.00	-737,101.74	0.00
Subtotal			-788,662.39				-788,662.39	0.00	-788,662.39	0.00
Sale	10/12/2021	60934N807	737,101.74	Federated Investors Govt Oblig Fund Inst.	1.000	0.03%	737,101.74	0.00	737,101.74	0.00
Subtotal			737,101.74				737,101.74	0.00	737,101.74	0.00
Maturity	10/12/2021	3130AF5B9	750,000.00	FHLB Note 3% Due 10/12/2021	100.000		750,000.00	0.00	750,000.00	0.00
Subtotal			750,000.00				750,000.00	0.00	750,000.00	0.00
Security Withdrawal	10/01/2021	60934N807	51,560.65	Federated Investors Govt Oblig Fund Inst.	1.000		51,560.65	0.00	51,560.65	0.00
Security Withdrawal	10/29/2021	60934N807	34,088.06	Federated Investors Govt Oblig Fund Inst.	1.000		34,088.06	0.00	34,088.06	0.00
Security Withdrawal	10/31/2021	90CASH\$00	890,697.70	Cash Custodial Cash Account	1.000		890,697.70	0.00	890,697.70	0.00
Subtotal			976,346.41				976,346.41	0.00	976,346.41	0.00
TOTAL DISPOSITIONS			1,674,785.76				1,674,785.76	0.00	1,674,785.76	0.00
OTHER TRANSACTIONS										
Interest	10/01/2021	911312BK1	450,000.00	UPS Callable Note Cont 3/1/2023 2.5% Due 4/1/2023	0.000		5,625.00	0.00	5,625.00	0.00
Interest	10/12/2021	3130AF5B9	750,000.00	FHLB Note 3% Due 10/12/2021	0.000		11,250.00	0.00	11,250.00	0.00
Interest	10/20/2021	4581X0DV7	500,000.00	Inter-American Dev Bank Note 0.875% Due 4/20/2026	0.000		2,187.50	0.00	2,187.50	0.00
Interest	10/22/2021	3135G03U5	800,000.00	FNMA Note 0.625% Due 4/22/2025	0.000		2,500.00	0.00	2,500.00	0.00
Interest	10/28/2021	459058JL8	600,000.00	Intl. Bank Recon & Development Note 0.5% Due 10/28/2025	0.000		1,500.00	0.00	1,500.00	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	10/31/2021	9128283C2	400,000.00	US Treasury Note 2% Due 10/31/2022	0.000		4,000.00	0.00	4,000.00	0.00
Interest	10/31/2021	912828X70	400,000.00	US Treasury Note 2% Due 4/30/2024	0.000		4,000.00	0.00	4,000.00	0.00
Interest	10/31/2021	91282CAT8	700,000.00	US Treasury Note 0.25% Due 10/31/2025	0.000		875.00	0.00	875.00	0.00
Subtotal			4,600,000.00				31,937.50	0.00	31,937.50	0.00
Dividend	10/04/2021	60934N807	3,750.00	Federated Investors Govt Oblig Fund Inst.	0.000		2.30	0.00	2.30	0.00
Dividend	10/15/2021	90LAIF\$00	5,057,863.77	Local Agency Investment Fund State Pool	0.000		3,361.70	0.00	3,361.70	0.00
Subtotal			5,061,613.77				3,364.00	0.00	3,364.00	0.00
TOTAL OTHER TRANSACTIONS			9,661,613.77				35,301.50	0.00	35,301.50	0.00

Statement of Compliance

As of October 31, 2021



Walnut Valley Water District

Assets managed by Chandler Asset Management are in full compliance with state law and with the District's investment policy.

Category	Standard	Comment
U.S. Treasuries	No Limitation; US Treasury Bills, Notes, and Bonds	Complies
Federal Agencies	30% max per Agency/GSE issuer; 20% max callable agency securities; Federal agencies or U.S. government-sponsored enterprise obligations, participations, or other instruments, including those issued or fully guaranteed as to principal and interest by federal agencies or U.S. government sponsored enterprises.	Complies
Supranational Obligations	"AA" rating category or higher by a NRSRO; 30% max; 10% max per issuer; USD denominated senior unsecured unsubordinated obligations; Issued or unconditionally guaranteed by IBRD, IFC, or IADB	Complies
Municipal Securities	No Limitation; Bonds issued by the District; Registered state warrants or treasury notes or bonds issued by the State of California; Bonds of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state, or by a department, board, agency, or authority of any of the other 49 states, in addition to California; Bonds, notes, warrants or other debt issued by a local agency within the State of California, including pooled investment accounts sponsored by the State of California, County Treasurers, or other local agencies or joint powers agencies.	Complies
Corporate Medium Term Notes	"A" rating category or higher by a NRSRO; 30% max; 5% max per issuer; Issued by corporations organized and operating within the U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S.	Complies
Asset-Backed, Mortgage-Backed, Mortgage Pass-Through Securities, Collateralized Mortgage Obligations	"AA" rating category or better by a NRSRO; 20% max combined; From issuers other than the U.S. Treasury or a U.S. Federal Agency/GSE	Complies
Negotiable Certificates of Deposit (NCD)	30% max; 5% max per issuer; Issued by a nationally or state-chartered bank, a savings association or a federal association, a state or federal credit union, or by a federally-licensed or state-licensed branch of a foreign bank	Complies
Certificate of Deposit Placement Service (CDARS)	50% max; Placement service deposits, including certificates of deposit, at a commercial bank, savings and loan association or credit union that uses a private sector entity that assist in the placement of deposits	Complies
Banker's Acceptances	40% max; 5% max per issuer/commercial bank; 180 days max maturity	Complies
Commercial Paper	"Prime quality of the highest rating or "A-1" rated or better by a NRSRO; Issued by an entity that is either: a. (i) organized and operating within the U.S. as a general corporation with assets > \$500 million; (ii) "A" rating or better by a NRSRO, if issuer has debt obligations; b. (i) organized within the U.S. as a special purpose corporation, trust, or limited liability company; (ii) have program-wide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond; (iii) rated "A-1" or better by a NRSRO; 25% max; 5% max per issuer; 270 days maturity; 10% maximum of the outstanding commercial paper of any single issuer	Complies
Mutual Funds and Money Market Mutual Funds	i) Highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience managing money market mutual funds with AUM >\$500 million; 20% max combined Money Market Mutual Funds and Mutual Funds; 20% max per Money Market Mutual Fund ; 10% max per Mutual Fund; Mutual Fund maturity defined as the weighted average maturity; Money Market Mutual Funds must have an average maturity of 60 days or less	Complies
Local Agency Investment Fund (LAIF)	No Limit	Complies
Repurchase Agreements/ Reverse Repurchase Agreements	1 year max maturity; Subject to further limitation by California Government Code, which, if applicable, may limit to 92 days max maturity for Reverse repurchase agreements; 102% collateralized; Not used by Investment Adviser	Complies
Max Per Issuer	5% max per issuer, except the US Government, its Agencies and enterprises, LAIF, or unless otherwise specified in the investment policy	Complies
Maximum Maturity	5 years	Complies

Net of Fees Performance Report

October 31, 2021



	Portfolio	Index
Period	Net of 10.9 bps annual fee	*ICE BofA 1-5 Yr US Government
1 month	-0.49%	-0.46%
3 months	-0.83%	-0.80%
Year to Date	-0.86%	-0.87%
Last 12 Months	-0.63%	-0.72%
Inception Date	7/31/2009	7/31/2009
Since Inception	22.83%	21.45%
Annualized Since Inception	1.69%	1.60%

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of Finance
DATE: November 15, 2021
SUBJECT: Cash Reserve Policy Review

Action/Discussion Fiscal Impact Resolution Information Only

Recommendation

That the Board of Directors review the cash reserve policy.

Background

Prudent financial management dictates that the District maintains appropriate reserves for emergency use, capital projects, obligations accruing on a current basis that will be paid in the future and those required as a result of legal or external requirements. The purpose of the District's Reserve Policy is to articulate the reserve balances that should be maintained and the appropriate use of those reserve funds. The District's current reserves include those established by the Board for designated purposes, as well as those funds legally restricted by outside or external sources. Staff has reviewed the reserve policy and has no recommended changes at this time.

The policy also requires that the current reserve balances be evaluated and if the reserve levels fall either 10% below or 10% above the levels outlined in the policy, at least one of the following actions is required: (1) an explanation of why reserve levels are not at the targeted level or, (2) an identified course of action to bring reserve levels to the amounts prescribed. Currently, the Reserve for Replacement fund is below the 10% level. This shortfall was due to unanticipated expenses added to the 20-Year Asset Replacement and Refurbishment Plan (AR&R). The shortfall should be addressed through the implementation of rate increases and continual review of the AR&R.

Attachment:
Cash Reserve Policy

Cash Reserve Policy

I. Policy Statement

A key element of prudent financial planning is to ensure that sufficient funding is available for current operating, capital, and debt service needs. Additionally, fiscal responsibility requires anticipating the likelihood of, and preparing for, unforeseen events. The Walnut Valley Water District (District) will at all times strive to have sufficient funding available to meet its operating, capital, and debt service obligations. Reserve funds will be accumulated and maintained to allow the District to fund operating expense and capital expenditures in a manner that is consistent with its annual operating budget and capital improvement budget and to help minimize significant customer rate fluctuations due to changes in funding requirements.

The Board of Directors may designate specific reserve accounts and maintain certain balances that it has determined to be in the best interest of the District. The cash reserve policy as outlined in this document is intended to ensure that the District has sufficient funds to meet current and future needs.

II. Definitions

There are three types of reserve funds:

- A. GENERAL ACCOUNT – Funds that accumulate from day-to-day operations that have not otherwise been designated or restricted.
- B. DESIGNATED RESERVES – Established by action of the Board and designated for specific purposes. These funds are utilized to fund such things as future capital facilities, repair and replacement of existing assets, economic uncertainties, local disasters and other financial hardships or downs in the local and nation economy.
- C. RESTRICTED RESERVES – Restrictions on the use of these funds are imposed by an outside source such as creditors, grantors, contributors, laws or regulations governing use.

III. General Provisions

The District will maintain a separate accounting and invest reserve funds in a manner that insures financial soundness and provides transparency to its ratepayers. Such established reserves will be reviewed at least annually by the Board. If the annual review reflects actual or projected reserve levels that fall either 10% below or 10% above the levels prescribed in this policy, District staff shall provide an explanation of why reserve levels are not at the targeted level, and/or provide an identified course of action to bring reserve levels to the target amount.

IV. Reserve Levels and Management

GENERAL ACCOUNT

These are the funds that accumulate from day-to-day operations and represent funds that have not otherwise been designated or restricted. Typically, funds that accumulate during the year are then transferred to specific reserves at the end of each fiscal year. Interest generated by these funds is maintained within this account.

DESIGNATED RESERVES

- A. **Operating Reserve** - The District maintains an Operating Reserve to help ensure the District can provide essential services in cases where normal cash flows are interrupted.
- **Target Funding Level** – The operating reserve shall maintain a balance equal to an average of two months of operating expenses based on the current fiscal year's operating budget, excluding purchased water costs and debt obligations. Interest generated by these funds shall be maintained within the General Account.
 - **Events or Conditions Prompting the Use of Reserve Funds** – In cases where cash flows have been interrupted or are otherwise insufficient, these funds may be used for operating expenses, capital expenditures, or other purposes as authorized by the Board.
- B. **Capital Improvement Reserve** - The District maintains a Capital Improvement Reserve for the purpose of funding the acquisition and construction of new capital assets. This reserve fund is established for all new capital items or projects with a cost of \$5,000 or more and a useful life of five years or greater. Interest generated by these funds is allocated to and maintained within this reserve.
- **Target Funding Level** – The reserve for capital projects shall be maintained with a minimum balance equal to the estimated cost of all capital improvement projects approved by the Board through the regular budget process. On average the District needs approximately \$500,000 annually to fund new capital projects. The Capital Reserve will not exceed five years of capital funding totaling an estimated \$2,500,000.
 - **Events or Conditions Prompting the Use of Reserve Funds** – Funds from this reserve can be used for any purpose deemed appropriate by the Board. Typically, funds will be used to construct or purchase assets as approved by the Board as part of the District's Capital Improvement Budget (CIP), or by separate Board action.
- C. **Reserve for Replacement** - The District maintains a Reserve for Replacement to be used for funding the replacement or refurbishment of existing capital assets, including the District's buildings. This reserve fund is established for all replacement items with a cost of \$5,000 or more and a useful life of five years or greater. Interest generated by these funds is allocated to and maintained within this reserve.

- Target Funding Level – It is the intent of the District to maintain a balance sufficient to fund the immediate and long-term replacement costs of the District’s assets. Target reserve levels are based on the District’s 20-Year Asset Replacement and Refurbishment Plan (AR&R). The minimum funding level shall be equal to 5-years of replacement funding with a maximum reserve goal equal to 10-years of funding as detailed in the 20-Year AR&R Plan.
 - Events or Conditions Prompting the Use of Reserve Funds – Funds from this reserve can be used for any purpose deemed appropriate by the Board. Generally, assets to be replaced will be included and approved by the Board as part of the District’s annual CIP budget, or by separate action by the Board.
- D. **Stored Water Reserve** - The District maintains a Stored Water Reserve for purposes of accumulating funds to purchase untreated imported water necessary to operate Water Supply Reliability Projects.
- Target Funding Level – An annual contribution equal to the cost of purchasing a quantity of water equal to at least 50% of the water produced from the project during the year.
 - Events or Conditions Prompting the Use of Reserve Funds – As water become available from MWD, funds from this reserve will be used to purchase untreated imported water.
- E. **Project Reserve** - The District maintains a Project Reserve to ensure sufficient funding is available to fund components of the Regional Water Supply Project or District Headquarters projects that were initially expected to be funded through the issuance of debt but were substituted for other District projects. To ensure compliance with certain bond provisions, or for other identified reasons, the District may determine that it would be advantageous to fund certain “substitute projects” from bond proceeds rather than components of the Regional Water Supply Project or District Headquarters Project. In the event a “substitute project” is funded from bond proceeds, an amount equal to the actual expenses paid from bond proceeds will be moved from the reserve fund from which the “substitute project” was originally approved to the Project Reserve. Interest generated by this fund shall be maintained within the General Fund.
- Target Funding Level – There is no target level established for this reserve. Amounts in this reserve are dependent upon projects that have been substituted for use with Bond proceeds.
 - Events or Conditions Prompting the Use of Reserve Funds – The funds in this reserve have been set aside to fund components of the Regional Water Supply Project or District Headquarters Project as identified in the revenue bond documents.
- F. **Employee Liabilities Reserve** - The District maintains this reserve to cover the employees’ accrued sick and vacation time, other post-employment benefits (OPEB), and other employee liabilities. Interest generated by these funds is allocated to and maintained within the General Account.

- Target Funding Level – For funds related to the accrued sick and vacation time, the reserve is adjusted at the end of the fiscal year to equal 100% of the accrued liability. The sick liability represents 75% of the accrued sick hours. The vacation liability represents 100% of the accrued vacation hours.

The District has established an OPEB Trust for the purpose of funding retiree benefits, other than pension. It is the goal of the District to fund this liability through a combination of contributions and investments earnings within a period of 20 years.

- Events or Conditions Prompting the Use of Reserve Funds – Funds from this reserve can be used for the payment of accrued sick and vacation. Funds related to the OPEB liability, or other employee related liabilities will be held until such time as they are approved for transfer to an established trust, used to pay for such expenses, or designated for another purpose.

F. **Rate Stabilization** - This reserve was established by the District in order to avoid fluctuations in its water rates. This fund is established to provide flexibility to the Board when setting water rates to allow for absorbing fluctuations in water demand, to pay for water supplies (including water leases, supply allocation penalties, or to pay for other costs that would otherwise be collected as part of the rates. In addition, in accordance with the provisions of the bond documents, monies from the Rate Stabilization reserve can be withdrawn and included as an adjustment to the calculation of net revenues for purposes of calculating compliance with its rate covenant. In general, the District must have net revenue equal to at least 125% of its annual debt service. Interest generated by these funds is allocated and maintained by the General Account.

- Target Funding Level – This reserve shall be maintained at a minimum level equal to 125% of the District’s annual debt service, with a maximum level equal to 200% of the District’s annual debt service.
- Events or Conditions Prompting the Use of Reserve Funds – This fund is intended to be used to defray any temporary unforeseen decreases in the sale of water, to pursue the purchase of water rights, lease water for planned District projects, or for other unforeseen expenses. The Board, on a case-by-case basis, will determine the amount and timing for any use of the fund. In the event the District’s net revenues are less than that which is required by the bond covenants, such funds can be withdrawn and included as an adjustment to net revenues for the purposes of ensuring compliance with the District’s rate covenant.

G. **Badillo Grand Catastrophic Insurance** - This reserve has been established for the purpose of self-insurance retention for the Badillo Grand Transmission Line. Interest generated by these funds is allocated to and maintained within the General Account.

- Target Funding Level – This reserve shall be maintained at a funding level of \$500,000.
- Events or Conditions Prompting the Use of Reserve Funds – In the case of a catastrophic event, where costs to repair or replace the Badillo Grand Line are either not covered or were denied by the insurance carrier, such costs could be reimbursed from this reserve.

RESTRICTED RESERVES

- A. **Acreage Supply (ASC) Reserve** - This reserve is restricted by law, Section 35470 of the State Water Code, and represents monies received from developers for the purpose of constructing or upsizing water distribution and transmission mains.
- **Target Funding Level** – Developer Fees are collected as a condition of development in accordance with the District’s Rules and Regulations. The balance in this account will fluctuate depending on the amount collected and the amount expended for capital improvement projects for facilities and assets in the District’s water system. Therefore, no minimum or maximum levels will be established.
- B. **Acreage Supply (ASC)/Tres Hermanos Reserve** - This reserve is restricted by law, Section 35470 of the State Water Code, and represents monies received for the Tres Hermanos Development. Interest generated by these funds is allocated to and maintained within this reserve. This reserve will be evaluated annually to ensure compliance with all applicable laws and regulations. Interest generated by these funds is allocated to and maintained within this reserve.
- **Target Funding Level** – Developer Fees are collected as a condition of development in accordance with the District’s Rules and Regulations. The balance in this account will fluctuate depending on the amount collected and the amount expended for capital improvement projects for facilities and assets in the District’s water system. Therefore, no minimum or maximum levels will be established.
- C. **Reservoir Capacity Charge (RCC) Reserve** - This reserve is restricted by law, Section 35470 of the State Water Code, and represents monies received from developers for the purpose of constructing future water storage and pumping facilities. This reserve will be evaluated annually to ensure compliance with all applicable laws and regulations. Interest generated by these funds is allocated to and maintained within this reserve.
- **Target Funding Level** – Developer Fees are collected as a condition of development in accordance with the District’s Rules and Regulations. The balance in this account will fluctuate depending on the amount collected and the amount expended for capital improvement projects for facilities and assets in the District’s water system. Therefore, no minimum or maximum levels will be established.
- D. **Reservoir Capacity Charge (RCC)/Tres Hermanos Reserve** - This reserve is restricted by law, Section 35470 of the State Water Code, and represents monies received for the Tres Hermanos Development. This reserve will be evaluated annually to ensure compliance with all applicable laws and regulations. Interest generated by these funds is allocated to and maintained within this reserve.
- **Target Funding Level** – Developer Fees are collected as a condition of development in accordance with the District’s Rules and Regulations. The balance in this account will fluctuate

depending on the amount collected and the amount expended for capital improvement projects for facilities and assets in the District's water system. Therefore, no minimum or maximum levels will be established.

- E. **Water Supply Charge (WSC) Reserve** - This reserve is restricted by law, Section 35470 of the State Water Code, and represents monies received from developers for the purpose of funding projects to meet new system demand. This reserve will be evaluated annually to ensure compliance with all applicable laws and regulations. Interest generated by these funds is allocated to and maintained within this reserve.
 - **Target Funding Level** – Developer Fees are collected as a condition of development in accordance with the District's Rules and Regulations. The balance in this account will fluctuate depending on the amount collected and the amount expended for water supply projects. Therefore, no minimum or maximum levels will be established.

- F. **Customer/Developer Deposits Reserve** - This reserve represents the liability of the District associated with deposits received from customers and developers collected in accordance with the District's Rules and Regulations. This reserve fund fluctuates based on deposits received, refunded, or expended for system improvements. Interest generated by this fund is allocated to and maintained within the General Account.
 - **Target Funding Level** – This reserve fund fluctuates based on deposits received, refunded, or expended for system improvements. Therefore, no minimum or maximum levels will be established.

- G. **Badillo Grand Maintenance Reserve** - This reserve is restricted by agreement and derived from the \$1 per acre-foot received for maintenance costs related to the Badillo Grand line. The reserve is adjusted monthly based on monies received or paid out during the month. Interest generated by these funds is allocated to and maintained within this reserve.
 - **Target Funding Level** – This reserve fund fluctuates based on monies received or paid out during the month. Therefore, no minimum or maximum levels will be established.

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of Finance
DATE: November 15, 2021
SUBJECT: Approval of the FY 2020-21 Source and Application of Funds

Action/Discussion Fiscal Impact Resolution Information Only

Recommendation

(1) That the Board of Directors approve staff's recommendation, for the FY 2020-21 Source and Application of Funds, to transfer the following from the General Account:

- A. \$121,940: To the Operating Reserve
- B. \$375,000: To the Employees Liabilities Reserve related to the Employer OPEB liability and authorize the transfer of these funds to the OPEB Trust
- C. \$375,000 To the Other Employee Liabilities
- D. \$441,400: To the Stored Water Reserve
- E. \$1,100,000: To the Capital Improvement Reserve
- F. \$3,652,368: To the Reserve for Replacement

Background

In past years, once the audit has been completed and the audit report issued, the District has prepared the Source and Application of funds, which is used as a basis to fund the District's reserves. These reserves are used to fund capital projects, replacement items, fund long-term liabilities and to stabilize rates. The Source and Application of Funds is based on cash-flows related to operations for FY 2020-21, and may vary from the net income (change in net assets) reported on the financial statements.

1. Using this methodology, the General Funds available for transfer is \$6,065,708. Based on the current reserve policy and target funding levels, staff is recommending:
 - A. \$121,940 be transferred to the operating reserve to meet the minimum funding policy equal to 2 months of operating expenses, excluding purchased water and debt service.
 - B. \$375,000 be transferred to the Employee Liabilities Reserve related to the employer obligation for Other Post-Employment Benefits (OPEB) and authorize staff to transfer these funds to the OPEB Trust.
 - C. \$375,000 to be transferred to the Other Employee Liabilities to fund future payments for the OPEB or CalPERS unfunded liability.
 - D. \$441,400 be transferred to the Stored Water Reserve to fund future purchases of untreated imported water necessary to operate the Water Supply Reliability Projects.
 - E. \$1,100,000 be transferred to the Capital Improvement Reserve to fund the capital projects approved in the District's CIP Budget for FY 2020-21, as well as to fund future capital projects.

- F. \$3,652,368 be transferred to the Reserve for Replacement. Target funding levels for this reserve are based on the District's long-term Asset Replacement and Refurbishment Schedule covering a planning period of twenty years.

Attached is a summary of the reserves balances as of June 30, 2021, including the recommended transfers.

**Walnut Valley Water District
Cash Reserves Summary
June 30, 2021**

Reserve	Balance 06/30/2021	Recommend Transfers	Balance after Transfer	Minimum Funding Level	Maximum Funding level
Designated Funds (Category 2):					
Operating Reserve	2,496,760	121,940	2,618,700	2,618,677	
Capital Improvement Replacement (Includes Building)	533,098 13,742,682	1,100,000 3,652,368	1,633,098 17,395,050	500,000 19,758,081	2,500,000 33,679,481
Stored Water	332,000	441,400	773,400	763,900	
Rate Stabilization	1,543,125	-	1,543,125	1,537,500	2,460,000
Project Reserve	967,232	-	967,232	NA	
Employee Liabilities:					
OPEB Employer Obligation	-	375,000	375,000		
OPEB Employee Obligation	-	-	-		
Sick/Vacation	1,112,024	-	1,112,024	1,112,024	1,112,024
Other Employee Liabilities	900,000	375,000	1,275,000	NA	
Badillo/Grand Catastrophic Ins.	500,000	-	500,000	500,000	

Walnut Valley Water District
Revenue Bond - East West Bank
Life to Date
October 31, 2021

Bond Proceeds		\$	19,940,487.80
Disbursements:			
<u>Cost of Issuance</u>			
Fieldmann, Rolapp & Associates (Financial Advisors)	\$	(26,270.57)	
Hawkins, Delafield & Wood, LLP. (Bond Counsel)		(45,000.00)	
Union Bank, N.A. (Trustee)		(3,708.00)	
Standard & Poor's Rating Services (Credit Rating)		(17,000.00)	
Image Master (Official Statement)		(3,158.31)	
Hawkins Delafield & Wood (Bond Counsel)		(1,743.31)	
			(96,880.19)
<u>Projects</u>			
Puente Basin Water Agency - Pomona Basin ¹		(2,052,008.87)	
Puente Basin Water Agency - LHCWD Project ¹		(350,566.00)	
Puente Basin Water Agency - CDWC Project ¹		(4,090,549.30)	
Puente Basin Water Agency - Pathfinder Project ⁴		-	
Administration Headquarters ¹		(6,927,819.59)	
Water Rights - Central Basin		(3,630,907.50)	
			(17,051,851.26)
<u>Substitute Projects</u>			
Ace Nogales Grade Separation (P#03-2820) ²		(706,545.61)	
Ridgeline Pump Station Modifications (P#12-3267) ³		(221,195.68)	
30 kw Diesel Portable Generator (P#13-3290) ³		(39,490.70)	
			(967,231.99)
Interest Income			505,481.41
Ending Balance of Bond Funds		\$	2,330,005.77

* Transferred funds from US Bank to East West Bank 8/23/2021

Walnut Valley Water District
Revenue Bond - East West Bank
October 31, 2021

Beginning Balance of Bonds	\$	2,329,906.72
Receipts:		
Interest Income		99.05
Disbursements:		
PBWA - Pomona Basin Project	-	
PBWA - Cal Domestic Project	-	
PBWA - Pathfinder Project	-	
Administration Headquarters		
	\$	-
Ending Balance of Bond Funds	\$	<u><u>2,330,005.77</u></u>

WVWD – Staff Report



TO: Board of Directors
FROM: General Manger
SUBMITTED BY: Director of External Affairs
DATE: November 15, 2021
SUBJECT: Strategic Communications Plan

Action/Discussion Fiscal Impact Resolution Information Only

RECOMMENDATION

For information only.

BACKGROUND INFORMATION:

The External Affairs Department has developed a five-year Strategic Communications Plan to serve as a guide for the District’s community outreach, customer and student engagement, conservation and water use efficiency programming, industry representation, and more.

The Strategic Vision Plan developed in 2019 served as an outline for goals to be discussed and achieved. Since the department’s inception, over 80% of those goals outlined in the Strategic Vision Plan pertaining to the external affairs team have been met. The Strategic Communications Plan serves as an extension of that vision and a reflection of the innovation and commitment of the department’s personnel to water education, outreach, and water use efficiency.

The focus of the Strategic Communications Plan is to connect customers and community members to resources and tools that help them lead a water-efficient lifestyle and contribute to a sustainable water future. The External Affairs Department is proud to be a part of the movement to revolutionize water conservation and efficiency for all.

Guiding principles of the Strategic Communications Plan include:

- Collaborative Leadership: Statewide Presence, Local District Visibility & Partnership Expansion
- Customer Engagement: Communications Planning, Customer Empowerment, & Values/Trust
- Supply Reliability: Efficient Water Use, Alternative & Emergency Supplies

Goals and objectives of the Strategic Communications Plan include:

- Implement a communications strategy that guides customers towards informed water use decisions.
- Implement specialized conservation and water education programs to meet future water needs locally and regionally.
- Foster public trust in the District’s decision-making process to secure water supply reliability and resiliency.
- Advocate for equitable and affordable water policy that responds to climate change.

Key messages include:

- Community connections to resources and tools for a sustainable water future.
- Revolutionize water conservation for a sustainable future.
- Informed, engaged, and proactive community.
- Initiative that prioritize resilient and informed communities.

Attachment:

Strategic Communications Plan



October
20
21

Walnut Valley Water District

STRATEGIC
COMMUNICATIONS PLAN



Table Of Contents

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Executive Summary

To the Board of Directors & WVWD Community,

Walnut Valley Water District (WVWD) created the External Affairs Department in 2019 as a result of the development and implementation of its Strategic Vision Plan. Foreseeing the need to dedicate additional resources and personnel to the advancement of conservation and water use efficiency, the District is committed to delivering on the mission, goals, and objectives listed in this Strategic Communications Plan.

“Dedicated to meeting the water supply needs of the communities we serve.”

A key component of delivering this mission is to keep all customers, community members, and interested parties informed and engaged. In addition to the External Affairs team, it should be noted that the execution of efficient communications is a District-wide effort. All Board members and the entire WVWD workforce serve as water ambassadors and help define, shape, and communicate the District’s strategic priorities in-person, online, through the media, and beyond.

WVWD currently offers a variety of programs and services aimed at elevating water use efficiency and conservation through customer engagement, student education, interagency partnerships, and advocating for sound water policy at the state and federal level. Staff continually seeks new resources and tools to develop and coordinate impactful programs and services.

This Strategic Communications Plan is a living, breathing document that sets forth the instruments to be utilized to meet the District’s guiding principles for collaborative leadership, customer engagement, and supply reliability. In this document, the external affairs team has outlined the messaging, tools, and strategies to implement this plan.

Acknowledging that the world of communications is ever evolving and external circumstances such as a public health pandemic and innovation play a critical role in the District’s communication strategy, the External Affairs team will update and re-evaluate this plan at regular intervals as needed.

The focus of this plan is to connect customers and community members to resources and tools that help them lead a water efficient lifestyle and contribute to a sustainable water future. The External Affairs Department is proud to be a part of the movement to revolutionize water conservation and efficiency for all.

Sincerely,



Lily Lopez
Director of External Affairs
Walnut Valley Water District

Guiding Principles

Walnut Valley Water District's (District) communication efforts are guided by the principles outlined below. These principles are part of the District's Strategic Vision Plan implemented in 2019.

Collaborative Leadership



Statewide Presence

Advocacy and engagement at the state level is vital in ensuring sound water policy that focuses on equitable water access, affordability, and system resilience for all Californians. Fostering relationships with local and regional representatives has proven an effective tool for the District, who maintains an active and open line of communication with elected officials and their staff throughout the legislative cycle.

- » To amplify this effort, the District looks forward to hosting virtual and in-person tours of its facilities, brown bags with representatives and/or legislative summits, and the distribution of key messages and District updates.



Local District Visibility

Understanding the needs of customers and the local community is paramount to the successful delivery of District communications efforts. The District participates in local community meetings, represents the District at community events in-person and virtually, communicates with City and School District personnel, and consistently works towards earning public trust on all things water.

- » To amplify this effort, the District looks forward to building a bridge in which community members are empowered with the tools and resources they need to live a water efficient lifestyle.



Partnership Expansion

Enhanced system resiliency and reliability for the entirety of the District's service area is dependent on strategic industry and regional support. The District is currently working on alternative water solutions to decrease dependency and stress on the State Water Project and Colorado River Aqueduct. These projects create a regional partnership pipeline to ensure water sustainability and resiliency.

- » To assist in the optimization of water supply options and meet the District's long-term goals, the District looks forward to showcasing the value of these investments to community members through various digital, virtual, in-person, and print experiences.

Guiding Principles

Customer Engagement



Communications Planning

Transparency and communication are the driving forces behind excellence in customer service and developing an informed community. The implementation of this Strategic Communications Plan is the product of the guiding principles, integration of customer feedback, community partner input, and industry training.

- » This plan serves to define the District's communications and outreach efforts for the next five years.



Customer Empowerment

The District believes that conservation and water use efficiency programs for all of the District's customers serve as the bridge to a sustainable water future.

- » Tools and resources to meet this goal includes a new and interactive website and customer portal that will provide customers with access to their water usage through SMART technology.



Values & Trust

To uphold the District's core values of trust and excellence in customer service, transparency is key. The District understands that its customer's demographics are diverse and growing. To meet customers where they are, the District has refined customer excellence to include translated materials, ADA compliance, public meetings with various in-person and online options, program surveys, and access to Executive Staff and the Board of Directors.

- » As the community continues to grow, the District looks forward to increased workforce diversity and inclusion, data-driven results, professional development, and personal community ties.

Guiding Principles

Supply Reliability



Efficient Water Use

In September of 2020, the District completed its Water Use Efficiency (WUE) Strategic Plan that outlines goals and activities to maximize conservation for each customer category (residential, commercial, industrial, institutional, and multi-use). Conservation and water use efficiency activities outlined in this Strategic Communications plan originate from the WUE Plan. The effectiveness of these activities will be measured utilizing internal evaluations and the Decision Support System (DSS) Model.

- » The District is moving forward with the implementation of water-efficient tools and programs to revolutionize water conservation for customers. This includes programs for customers who enjoy DIY projects and customers who require assistance from professionals due to constraints such as schedule availability, financial resources, and physical capabilities.



Alternative & Emergency Supplies

Climate change in California and around the world has amplified the need for emergency preparedness. The District has developed an Emergency Response Plan (ERP) to prepare for system disruptions that include earthquakes, wildfires, cyberattacks, and more.

Responding quickly to any event with the least disruption to the reliability and quality of the District's water supply is paramount. Most recently, the District was awarded \$300,000 from the CalOES

Public Safety Power Shutoff Grant Program to support District resiliency and emergency preparedness efforts that ensure quality and reliable drinking water to over 100,000 Southern Californian residents.

- » The District will continue to pursue grant-funding opportunities to integrate emergency response measures and innovation as part of its regular and long-term investments and highlight the value of infrastructure investment to the community.

Brand Statement

Walnut Valley Water District exists to provide quality drinking water, empower community members to lead a water efficient lifestyle, and develop personal connections with residents in the communities of Diamond Bar, Walnut, Rowland Heights, Pomona, Industry, and West Covina through multifaceted communication and water awareness initiatives.

Mission

Walnut Valley Water District is dedicated to meeting the water supply needs of the communities it serves.

The District's External Affairs Department has identified an integral component of mission delivery as the creation of community pathways towards a sustainable water future. We strive for a future built on innovative customer service, inclusive community engagement, and a safe and reliable drinking water supply. Ultimately resulting in an increased quality of life for District customers.



The District seeks to build connections with an attentive and interested customer base that is empowered to protect our most precious resource – water.

Under the guidance of this Strategic Communications Plan, the District will implement programs that build a resilient, informed, and engaged communities – working together towards water sustainability.

Goals & Objectives

The goal of this Strategic Communications Plan is to revolutionize water conservation for our customers to reach a sustainable water future. The District's objective is to elevate the value of water through effective communication and proactive support of customers' conservation efforts.

GOAL #1 – IMPLEMENT A COMMUNICATIONS STRATEGY THAT GUIDES CUSTOMERS TOWARDS INFORMED WATER USE DECISIONS.

OBJECTIVE 1

Consistency in communication efforts and brand identity.

- Provide customers with high value and consistent messaging that integrates water use efficiency and conservation into daily life.
- Provide community members such as educators, elected officials, city staff, and community advocates with the information they need to serve as an extension of the District known as "Water Ambassadors."

OBJECTIVE 2

Connect customers with new and effective conservation tools and resources.

- Customer recognition of the value of water being worth more than what is displayed on a monthly water bill.
- Integrate SMART technology (customer portal) that connects customers to their water usage, encourages behavior change, and results in District-wide water savings.
- Develop a customer base that is engaged, proactive, and believes that they have the power to control and measure the quality, accessibility and affordability of their water.
- Integrate data-driven results into each facet of our communications plan to measure program effectiveness and impact.

OBJECTIVE 3

District action that reflects internal commitment to mission, goals, and objectives.

- Develop personal connections with every person that interacts with District representatives built on empathy and compassion.
- Support a workforce culture based on educational, professional, and cultural growth.
- Reinforce our commitment to public service by anticipating and responding to customer needs.

Goals & Objectives

GOAL #2 – IMPLEMENT SPECIALIZED CONSERVATION AND WATER EDUCATION PROGRAMS TO MEET FUTURE WATER NEEDS LOCALLY AND REGIONALLY.

OBJECTIVE 1

Rollout of the 2020 Water Use Efficiency (WUE) Strategic Plan conservation measures to meet future water needs, meet the state of California’s current and future conservation requirements, and save an estimated 2,400 acre-feet of water per year beginning in 2045.

OBJECTIVE 2

Diverse and inclusive workforce pipeline via student engagement and water awareness education.

GOAL #3 – FOSTER PUBLIC TRUST IN THE DISTRICT’S DECISION MAKING PROCESS TO SECURE WATER SUPPLY RELIABILITY AND RESILIENCY.

OBJECTIVE 1

Increase transparency of the rate setting process that results in deeper understanding of the District’s financial planning and capital improvement efforts.

OBJECTIVE 2

Raise awareness of day-to-day District operations. Shine a light on the essential workforce that manages the pipes, pumps, and plants that deliver safe drinking water.

OBJECTIVE 3

Spotlight investments that secure our local and regional water supplies.

OBJECTIVE 4

Highlight water quality and testing. Re-imagine the annual quality report/consumer confidence report.

Goals & Objectives

GOAL #4 – ADVOCATE FOR EQUITABLE AND AFFORDABLE WATER POLICY THAT RESPONDS TO CLIMATE CHANGE.

OBJECTIVE 1

Join coalition efforts that advocate for local, regional, and national infrastructure investment.

OBJECTIVE 2

Active engagement in the California legislative and decision-making process as it relates to water equity, affordability, investment, and representation.

OBJECTIVE 3

Secure monies from federal and state grant and assistance programs to support system upgrades, conservation efforts, and relief packages.

Targeted Audiences

This section is a sample of the community members that live, work, and play in the District's service area. The Strategic Communications Plan intention is to serve all WWD community members. The listed personas below provide an outlook on the types of conservation and outreach programs the District seeks to provide.



Persona: Senior/Lifelong Community Member

Key Adjectives: Affordability, Invested, Traditional

Activities & Partnerships:

- Access to Board of Directors & Staff
- Access to Qualified WUE Professionals
- Citizens Advisory Committee
- Direct Install Programs
- District Facility Tours
- Energy Savings Partnerships
- In-person & Hands-on Events
- Landscape Beautification
- Water Ambassador Representation
- Affordable Rate Programs



Persona: New Homeowner with Young Family

Key Adjectives: Active, Innovative, "Set It & Forget it"

Activities & Partnerships:

- Customer Portal
- Direct Install programs
- Energy Savings Partnerships
- Hands-On Workshops
- How-To Videos
- Interactive Education Tools
- User-Friendly District Website
- Virtual Programs & Classes



Persona: Student 6-8th Grade (Middle School)

Key Adjectives: Curious, Environmental Advocate, Imaginative

Activities & Partnerships:

- Career Pathways Program
- Field Trips
- School/Classroom Presentations
- Social Media
- STEM School Challenge
- Student Water Summit
- Virtual & In-Person Tours
- Water Education Contests
- Water Science Experiments

Targeted Audiences



Persona: High School Teacher/Counselor

Key Adjectives: Flexible, Creative, Impactful

Activities & Partnerships:

- Career Fairs
- Career Pathways Program
- High School Internship Program
- Interactive Education Tools
- ProjectWET
- School Supplies for Educators
- Student Engagement



Persona: Elected Official

Key Adjectives: Engaged, Ambitious, Informed

Activities & Partnerships:

- Access to Board of Directors & Staff
- Community Events
- Community Organization Presentations
- District Facility Tours
- Educational Materials
- Social Media
- Water Ambassador Program
- Water Awareness Month Legislative Luncheon



Persona: Young Professional

Key Adjectives: Equitable, Efficient, Accessibility

Activities & Partnerships:

- Career Pathways
- Community Events
- District Facility Tours
- Environmental Advocacy
- Rebates
- Social Media
- Webinars

Communications Toolbox

The District's External Affairs Department has developed a menu of communications resources to meet the goals and objectives of this Strategic Communications Plan. These items reflect input from District representatives, customer feedback, and industry trends. This toolbox serves as a program guide of the activities that the District will pursue over the next five years.

Asian-American Pacific Islander (AAPI) & Mandarin Outreach

The District believes that effective communications includes diversity and equity. Based on U.S. Census Bureau Data available from 2019 and Data USA, along with regular interaction with community members it is necessary that all programs are accessible to the District's largest demographic, Mandarin speakers and the AAPI community (see Appendix A).

The District is a participant of the WaterNow Alliance Project Accelerator program for support in ensuring that water use efficiency programs and activities are reaching Mandarin speaking and Asian American and Pacific Islander (AAPI) community members as effectively as possible. WaterNow will partner with WWWD to develop outreach tools to enhance communications for the AAPI community. The project team will analyze participation in water use efficiency activities across AAPI and Mandarin speaking communities in the service area; survey other utilities for lessons learned and best practices; and work with local stakeholders to develop a replicable and scalable plan with a set of recommendations.

Communications Toolbox

Media Relations



The Director of External Affairs serves as the District's official spokesperson and media representative. The External Affairs Director maintains an open line of communication to all members of the media (traditional, digital, broadcast, influencer) and public. Responses to interview and media requests are delivered in a timely and efficient manner to cultivate trust and professionalism. The Director of External Affairs currently serves on the speakers bureau of the California Department of Water Resources' "Save Our Water" (SOW) public awareness campaign

The District's Board of Directors also serve as spokespersons particularly for the Mandarin speaking community. The District will ensure that any request to provide information in another language (English, Mandarin, and Spanish) is done promptly, as it is feasible.

Fostering relationships with local media personnel to ensure delivery of District news, conservation measures, and water use efficiency tips is a priority. Press releases and media advisories are available on the District's website, the District's "The Patch" account, and announced via social media as well as directly provided to journalists and bloggers.

Communications Toolbox

Water Awareness Education

Activities under this category are for students attending elementary, middle, and high school in the District's service area. As well as community college and university in the regional area. The goal of these resources is to introduce students to the water industry at an early age, develop informed citizens that choose to live a water efficiency lifestyle, are active in the climate of their community, and are aware of careers in the water industry.



Elementary School — Grades 3 to 6

- Classroom & Grade Level Competitions
- Classroom Presentations with Hands-On Activities
- District Branded Goodie Bags & Giveaways
- District Coloring/Reading Book
- District Led, Hosted, & Arranged Field Trips
- Interactive Virtual Reality (VR) Tools
- Poster & Media Contest
- Teacher Materials to Match Curriculum
- Themed Activities (Halloween, Water Professionals Week, and more)
- Water Awareness Summer Reading List
- Water Education Games on New District Website
- Water Education Videos with Students of their Age
- Water Science & STEM Experiments



Middle School — Grades 6 to 8

- Classroom & Grade Level Competitions
- District Branded Goodie Bags & Giveaways
- District Led, Hosted, & Arranged Field Trips
- Imagine a Day in Water (Job Fair/Career Shadowing)
- Interactive Classroom Presentations
- Teacher Materials to Match Curriculum
- Themed Activities (Halloween, Water Professionals Week, and more)
- Water Awareness Summer Reading List
- Water Education Games on New District Website
- Water Education Videos with Students of their Age
- Water Science & STEM Experiments

Communications Toolbox

Water Awareness Education



High School — Grades 9 to 12

- AP Environmental Studies Class Curriculum
- Career Pathways Program
- Demo Days: Welding, Freeze Machine, & Valve Exhibition
- District Branded Goodie Bags & Giveaways
- District Facility Tours
- High School Internship (Social Media Competition)
- Interactive Classroom Presentations
- Job Fairs for Underrepresented Youth
- Poster & Media Contest
- Promote District Tuition Reimbursement
- Rowland Adult Education – Career Pathways Program
- Shadow the GM for A Day
- Solar Cup
- STEM Career Outreach
- Student Led Water Audits & School Board Presentation
- Volunteer Opportunities at District Events
- Women in Water
- Youth Advisory Committee



Community/Junior College & University

- Career Pathways Program
- Demo Days: Welding, Freeze Machine, & Valve Exhibition
- District Branded Goodie Bags & Giveaways
- District Facility Tours
- College Internship
- Career Fairs & Interactive District Booth
- Promote District Tuition Reimbursement
- Outreach to Adult Education
- Diverse & Underrepresented Outreach
- Trade School Presentations
- Water Tech, Engineering & Chemistry Competition to Solve Water Crisis

Communications Toolbox

Water Use Efficiency (WUE) Programs

These activities are offered to customers within the District's service area. The goal is to introduce the community WUE implementation into their daily life, increase water savings, and savings on the monthly water bill. The overall goal is to provide each community member with tools to make smart water-use decisions.



Residential Customers

- "Nominate My Neighbor" Program
- "Yard of the Month" Campaign
- Citizens Advisory Committee
- Conservation Chats at Coffee Shops (& local business)
- Conservation Presentations
- Customer Portal
- Demonstration Garden Tours
- Direct Install Programs
- District Facility Tours
- Drip-Irrigation Workshop
- Energy Savings Partnerships
- Fix-A-Leak Incentive
- Landscape Home Beautification Tour
- Landscape Irrigation Education
- Landscape Tours
- Participation Incentives
- Rebates
- Resources for Qualified Water Efficient Landscapers/Professionals
- Spotlight of Customers Who Save Water Online & Social Media
- Summer Water Usage Education
- Turf Replacement
- Virtual & In-Person Water Audits
- Water Ambassador Program
- Water Efficient Landscape Makeovers
- Working Adult Opt-In Options
- WUE Retrofits



Multi-Family Customers

- Conservation Chats at Coffee Shops (& local business)
- Customer Portal
- Energy Savings Partnerships
- Fix-A-Leak Incentive
- Landscape Retrofits
- Participation Incentives
- Premium High Efficiency Toilet Installation
- Rebates
- Renter Specific Outreach
- Sensor Industries Pilot Program
- Virtual & In-Person Water Audits
- WUE Retrofits

Communications Toolbox

Water Use Efficiency (WUE) Programs



Commercial Customers

- Customer Portal
- Direct Install Programs
- Direct Install Programs
- Energy Savings Partnerships
- In-Person Audits
- Landscape Retrofits
- Participation Incentives
- Rebates
- Turf Replacement
- WUE Retrofits

Communications Toolbox

District Programs & Events

The District will continue to host a variety of events that promote water use efficiency and conservation with an emphasis on community engagement. The External Affairs Department will offer customers, community members, and elected officials innovative programming to introduce them to the water industry and strengthen their conservation knowledge to serve as District message carriers.

- Art Murals
- Bill Inserts/Snipes
- California Water Professionals Week Recognition
- Community Advertising
- Community Presentations
- Conservation Giveaways
- Conservation Luncheons
- District E-News
- District Facility Tours
- Drought Messaging: Reminder of Efforts, What Worked, & How to Manage Moving Forward
- East Gate Tour & Events
- Fire Station “Pump Pods”
- Fix-A-Leak Week Activities
- HOA Presentations
- Interactive Conservation Booth
- Interactive Website
- Joint Events with Cities & Regional Partners
- Legislative Summit/Brown Bag
- Presentations at Parker Canyon Recycled Reservoir
- Recycled Water Competition
- Revamped Consumer Confidence Report/Annual Water Quality Report
- Roundtable Discussions
- Signage & QR Codes at Demonstration Gardens to provide information on type of native plants and where to buy them
- Smart Irrigation Month Activities
- Social Media
- Summer Series Education “Summer Save Off”
- Virtual Tours of the Water Quality Process
- Water Awareness Month Activities
- Water Bottle Filling Stations
- Water Quality Week Activities

Key Messages

- » Community connections to resources and tools for a sustainable water future.
- » Revolutionize water conservation for a sustainable future.
- » Informed, engaged & proactive community.
- » Initiatives that prioritize resilient and informed communities.

Team Members Driving These Messages



Lily Lopez, Director of External Affairs

Key Message: Inspire and encourage professional growth and District initiatives for a sustainable water future.



Donna DiLaura, Conservation & Special Projects Manager

Key Message: Implementation of water-efficient initiatives to promote a sustainable water future and strengthen industry partnerships.



Jillian Keller, Management Analyst

Key Message: Enhance water management initiatives to revolutionize and promote communications for a sustainable water future.



Stephanie Fu, Senior Outreach & Design Specialist

Key Message: Public education and outreach initiatives that prepare the next generation of water advocates to promote a sustainable water future.

Performance **Evaluation**

Walnut Valley Water District's WUE Plan describes performance metrics for all conservation and WUE programs. Utilizing the Decision Support System (DSS) Model designed by Maddaus Inc., the District's Conservation & Special Projects Manager, will track water savings and assess conservation programs. The External Affairs team will track program participation and develop a comprehensive database to develop unique customer profiles. These profiles will detail workshop/class attendance, giveaways received, participation in water savings programs, rebates, and all other interactions to ensure customers benefit from resources that complement their conservation efforts, increase water savings in and around their homes, and add value to the sustainability of water resources.

Additional Metrics Include:

- *Educational Pre & Post Test* - Provide students with a test to gauge what they learned and provide educators with content follow-up.
- *Program Awards* - Students review District programs and rank their favorites with awards.
- *Conservation Surveys* - Customer feedback to measure program effectiveness and integrate customer requests for increased participation.

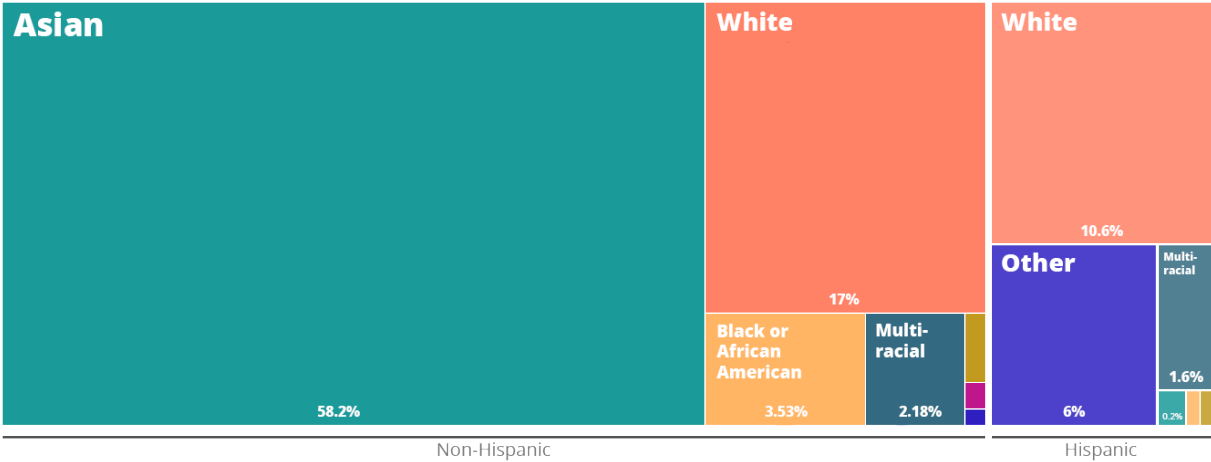
Appendix

Appendix A

City of Diamond Bar (U.S. Census Bureau Data, 2019)

Population : 55,720

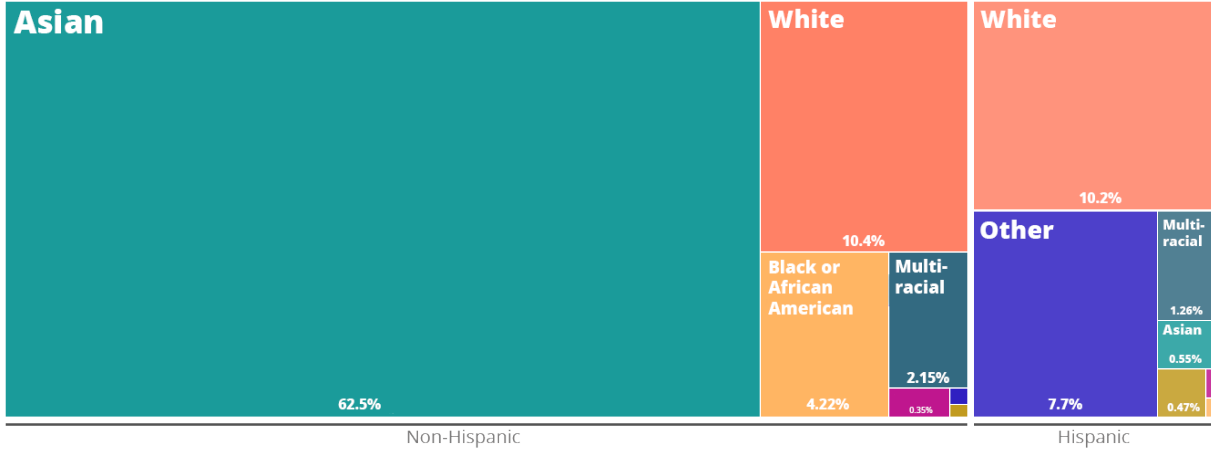
Asian : 58.4%



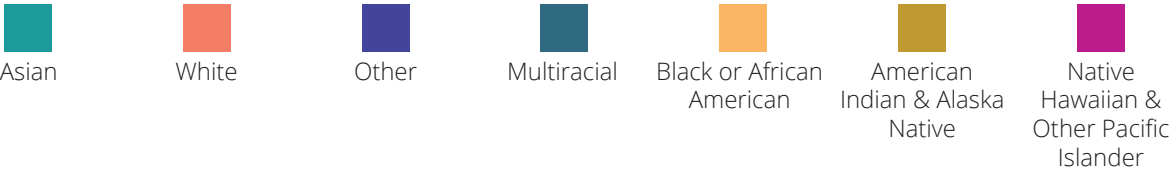
City of Walnut (U.S. Census Bureau Data, 2019)

Population : 29,685

Asian : 63.1%



Key :



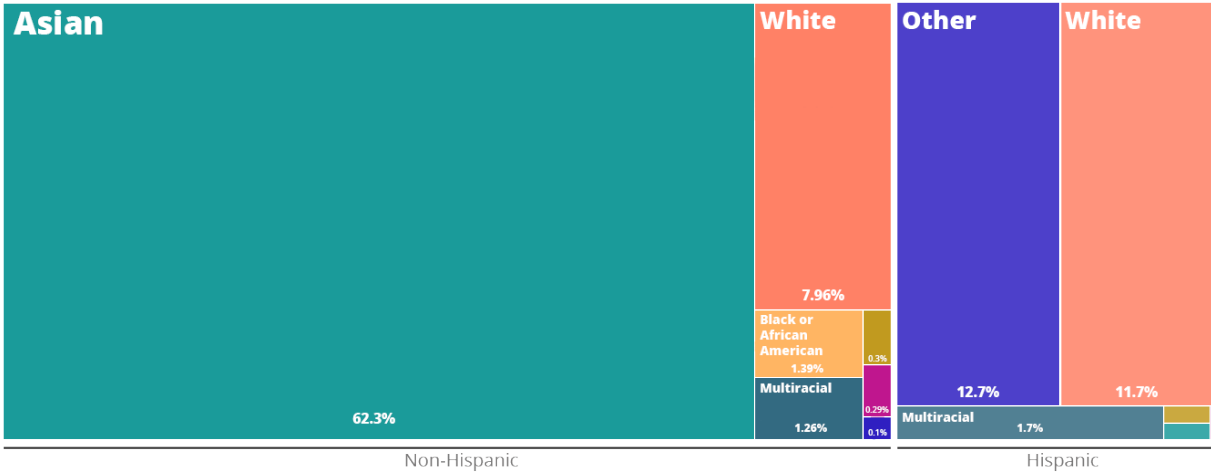
Appendix

Appendix A

City of Rowland Heights (U.S. Census Bureau Data, 2019)

Population : 50,602

Asian : 62.4%



Key :

- Asian
- White
- Other
- Multiracial
- Black or African American
- American Indian & Alaska Native
- Native Hawaiian & Other Pacific Islander

December 2021

Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
			8:00 AM TVMWD Board Meeting	7:00 AM PBWA Meeting		
			ACWA Fall Conference 11/30-12/2			
			12:00 PM WVWD Garden Design Virtual Workshop			
5	6	7	8	9	10	11
	4:00 PM Public Info Committee	4:00 PM Engineering Committee	6:00 PM WVWD Garden Design Virtual Workshop (Mandarin)			
	4:30 PM Finance Committee	4:30 PM Personnel Committee	7:00 PM Walnut City Council Meeting			
		6:00 PM WVWD Holiday Succulent Workshop				
		6:30 PM Diamond Bar City Council Meeting				
12	13	14	15	16	17	18
	5:00 PM WVWD Board Meeting		8:00 AM TVMWD Board Meeting			
19	20	21	22	23	24	25
					The District offices will be closed in observance of Christmas	
26	27	28	29	30	31	
					The District offices will be closed in observance of New Year's Day	

January 2022

Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
	3:30 PM Spadra Basin GSA Meeting	6:30 PM Diamond Bar City Council Meeting	8:00 AM TVMWD Board Meeting			
9	10	11	12	13	14	15
	4:00 PM Public Info Committee	4:00 PM Engineering Committee	7:00 PM Walnut City Council Meeting			
	4:30 PM Finance Committee	4:30 PM Personnel Committee	7:00 PM Sustainable Landscape Design Virtual Workshop			
16	17	18	19	20	21	22
	District Office will be closed in observance of Martin Luther King Jr. Day	5:00 PM WWWD Board Meeting	8:00 AM TVMWD Board Meeting	4:00 PM WWWD Board Workshop		
		6:30 PM Diamond Bar City Council Meeting	7:00 PM Composting for a Healthy Garden Virtual Workshop			
23	24	25	26	27	28	29
			6:00 PM Turf Removal Virtual Workshop (Mandarin)			
30	31		7:00 PM Walnut City Council Meeting			
			7:00 PM Composting Virtual Workshop			

Note: Meeting dates and times are subject to change

February 2022

Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
		6:30 PM Diamond Bar City Council Meeting	8:00 AM TVMWD Board Meeting	7:00 AM PBWA Meeting		
			6:00 PM Easy Steps to Lawn Conservation Virtual Workshop (Mandarin)			
6	7	8	9	10	11	12
	4:00 PM Public Info Committee	4:00 PM Engineering Committee	7:00 PM Walnut City Council Meeting	4:00 PM P-W-R JWL Meeting		
	4:30 PM Finance Committee	4:30 PM Personnel Committee	7:00 PM Easy Steps to lawn Conservation Virtual Workshop			
13	14	15	16	17	18	19
	District Office will be CLOSED in observance of Presidents' Day	5:00 PM WVWD Board Meeting	8:00 AM TVMWD Board Meeting	4:00 PM WVWD Board Workshop		
		6:30 PM Diamond Bar City Council Meeting				
20	21	22	23	24	25	26
			7:00 PM Walnut City Council Meeting			
27	28					

Note: Meeting dates and times are subject to change

**WALNUT VALLEY WATER DISTRICT
WATER SUPPLY AND CONSERVATION UPDATE
November 15, 2021**

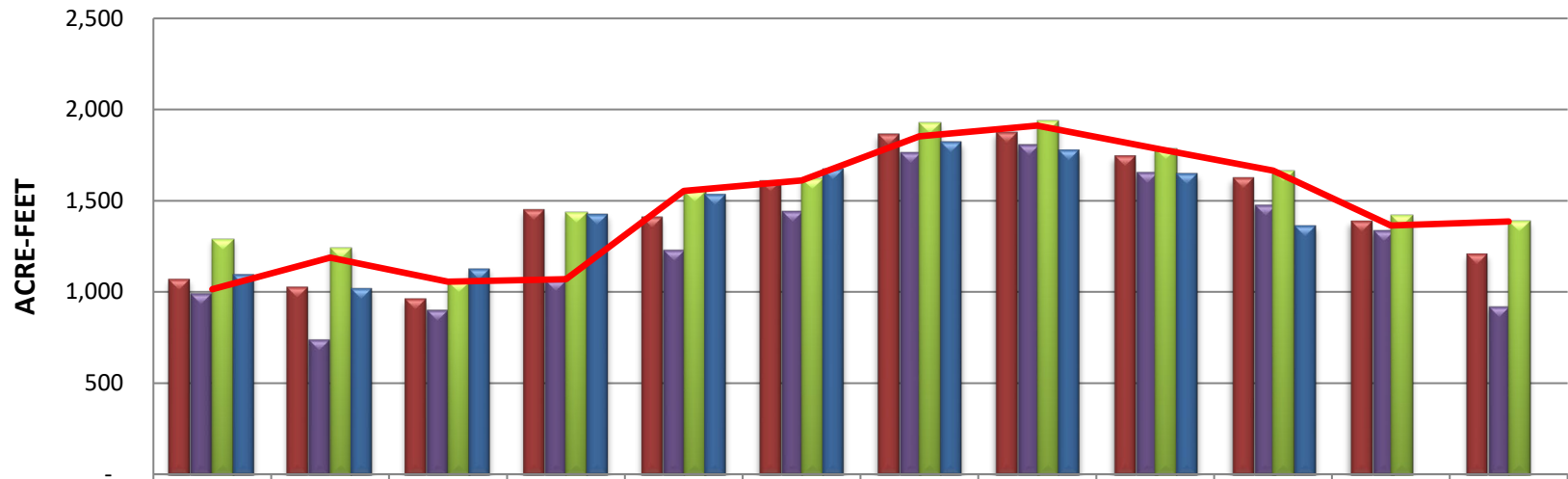


<p>A</p> <p>B</p> <p>C</p>	<p><u>Water Use</u> – Water usage for October 2021 was 1,364 acre feet, a decrease of 22% compared to October 2020 and a decrease of 36% from October 2013. The average inflow into the system during the month was approximately 22.22 cfs (9,975.20 gallons per minute).</p> <p><u>Recycled Water Use</u> – During the month of October the recycled water system delivered 2,076,279 G.P.D., a decrease of 13.65% compared to the use in October 2020. Of the recycled water delivered, 23.36% was from the District wells and no water was transferred from potable Make-up water.</p> <p><u>Production Report</u> – attached are:</p> <ul style="list-style-type: none"> ▪ Purchased Water Projections (Two total) ▪ Climate Summary ▪ Monthly Consumption Versus the 2013 and 2020 Baseline Years (Two total) 	<p>Exhibits</p>
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WALNUT VALLEY WATER DISTRICT
Calendar Year 2021 Purchased Water Estimate

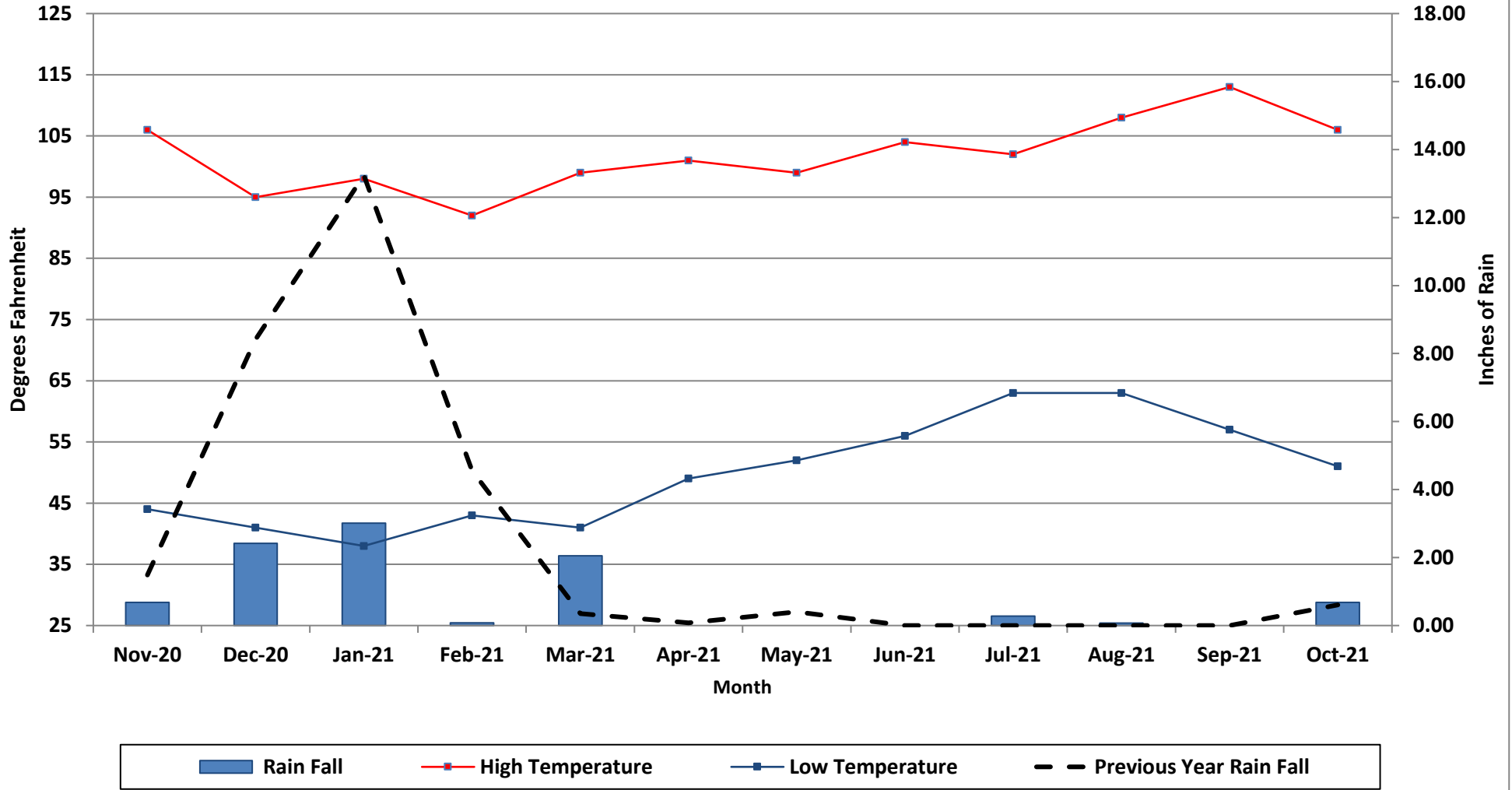
Actual Purchases (AF)		Projected Purchases (AF)				Baseline Year Purchases	
Month	Total	Budget	Low	High	Average	2013	2020
January	1,098	1,071	998	1,290	1,101	1,156	1,015
February	1,023	1,029	746	1,240	1,058	1,123	1,188
March	1,129	965	907	1,056	980	1,496	1,056
April	1,426	1,452	1,070	1,436	1,278	1,700	1,070
May	1,536	1,411	1,233	1,554	1,429	1,904	1,554
June	1,673	1,610	1,446	1,624	1,560	2,082	1,611
July	1,821	1,866	1,765	1,927	1,849	2,149	1,854
August	1,778	1,875	1,808	1,941	1,887	2,309	1,912
September	1,649	1,746	1,658	1,787	1,733	2,064	1,787
October	1,364	1,627	1,480	1,665	1,595	1,858	1,665
November	-	1,390	1,341	1,419	1,375	1,569	1,364
December	-	1,211	926	1,387	1,136	1,401	1,387
Total	14,496	17,253	15,377	18,325	16,980	20,810	17,461
Remaining Projected Purchases		2,601	2,266	2,806	2,511		
Total Projected Purchases		17,097	16,762	17,303	17,007		

Calendar Year 2021 Purchased Water



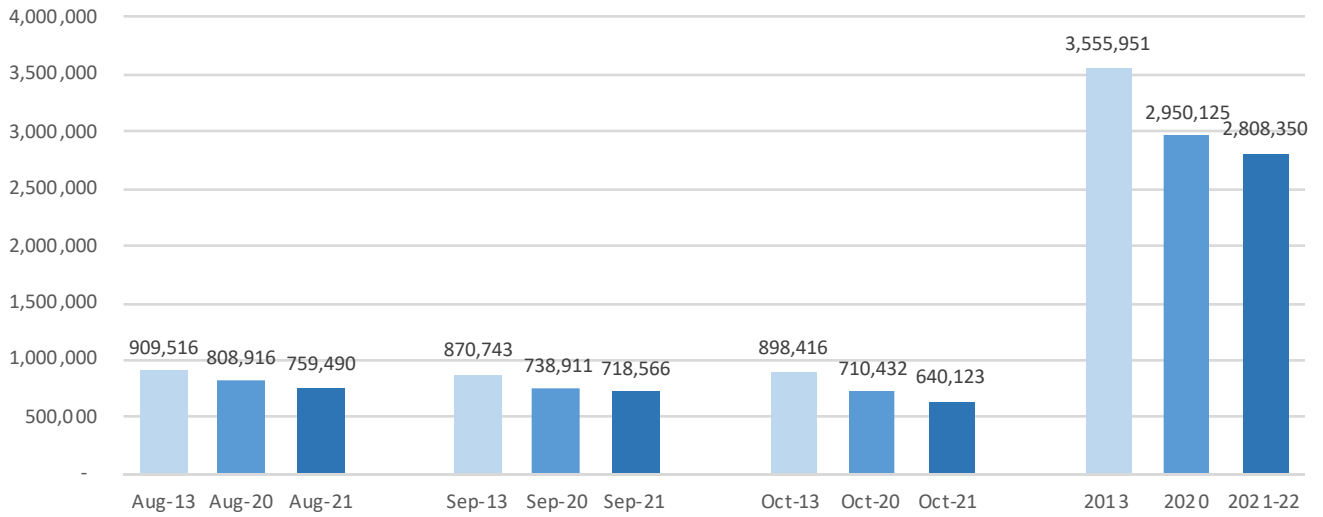
	January	February	March	April	May	June	July	August	September	October	November	December
Budget	1,071	1,029	965	1,452	1,411	1,610	1,866	1,875	1,746	1,627	1,390	1,211
Low	998	746	907	1,070	1,233	1,446	1,765	1,808	1,658	1,480	1,341	926
High	1,290	1,240	1,056	1,436	1,554	1,624	1,927	1,941	1,787	1,665	1,419	1,387
CY 2021	1,098	1,023	1,129	1,426	1,536	1,673	1,821	1,778	1,649	1,364	-	-
2020	1,015	1,188	1,056	1,070	1,554	1,611	1,854	1,912	1,787	1,665	1,364	1,387

Walnut Valley Water District Climate Summary

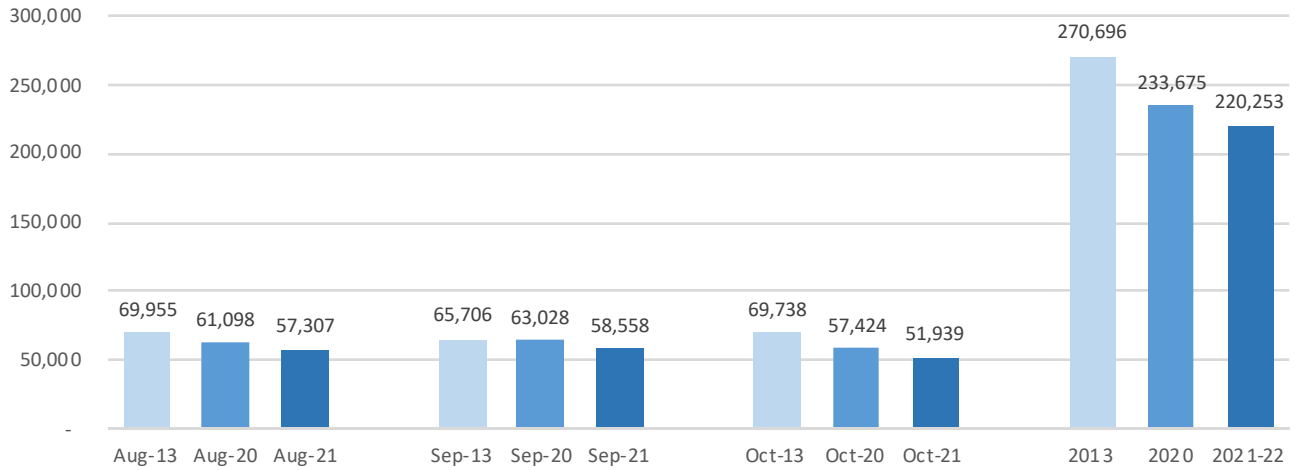


WALNUT VALLEY WATER DISTRICT
CONSUMPTION DATA - CURRENT YEAR VERSUS 2013 BASELINE

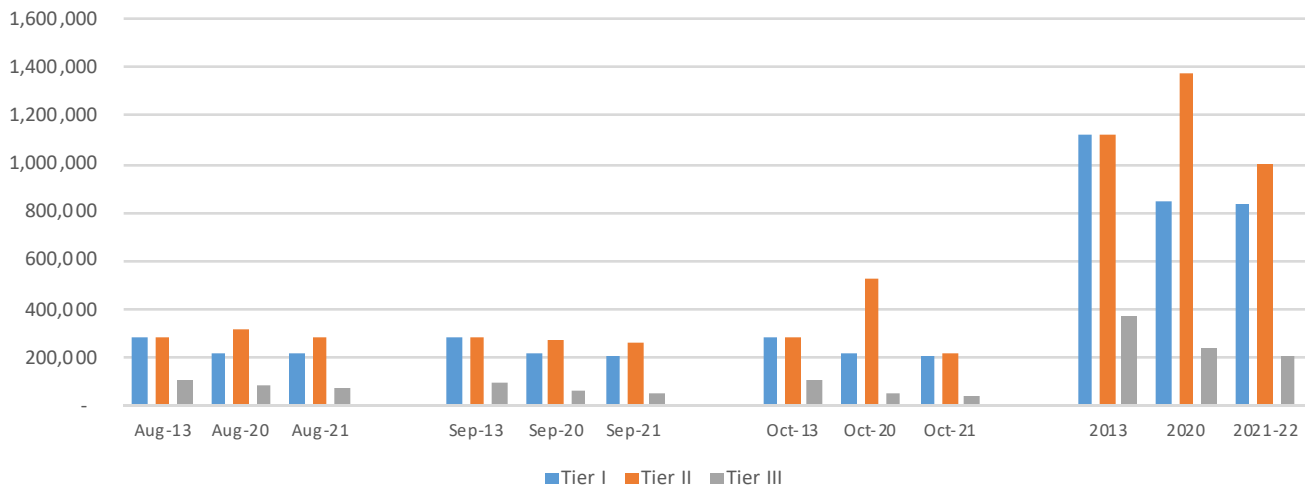
YTD Consumption Versus 2013 & 2020 Baseline



Irrigation Consumption Versus 2013 & 2020 Baseline



Residential Tiers Versus 2013 & 2020 Baseline



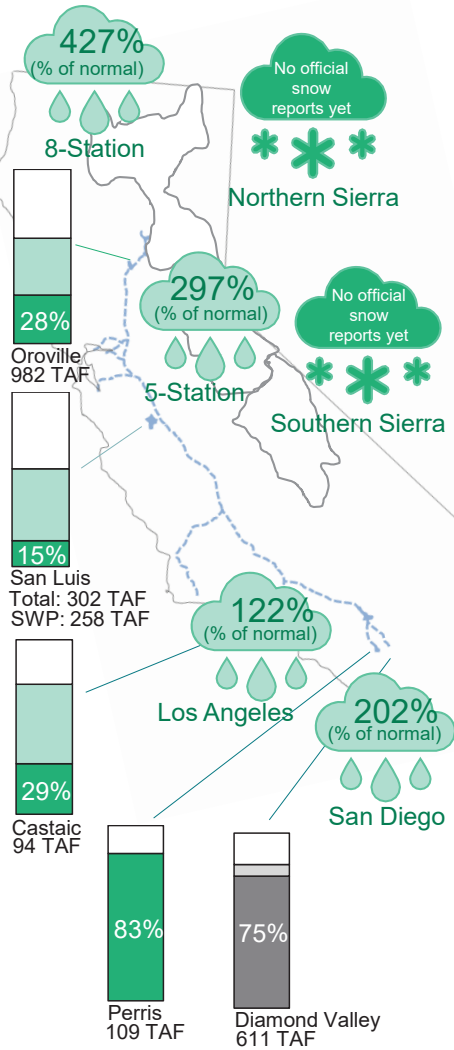
Walnut Valley Water District
 Monthly Consumption Versus 2013 Baseline Year

Consumption/Water Sales																					
User Class	August					September					October					YTD (FY 21-22)					
	Aug-13	Aug-20	Aug-21	% Change 2013	% Change 2020	Sep-13	Sep-20	Sep-21	% Change 2013	% Change 2020	Oct-13	Oct-20	Oct-21	Change	% Change	2013 YTD	2020 YTD	FY 21-22	% Change 2013	% Change 2020	
COG	53,435	39,559	37,811	-29%	-4%	50,686	43,268	41,848	-17%	-3%	54,851	40,245	35,646	(19,205)	-35%	208,537	156,970	149,248	-28%	-5%	
COM	99,903	72,723	77,114	-23%	6%	90,136	72,076	76,873	-15%	7%	95,658	71,070	72,171	(23,487)	-25%	380,980	279,793	297,703	-22%	6%	
IND	13,123	10,277	10,451	-20%	2%	12,479	10,304	10,129	-19%	-2%	13,214	11,587	10,542	(2,672)	-20%	51,854	41,601	40,890	-21%	-2%	
MUL	81,050	79,211	75,493	-7%	-5%	76,841	74,435	75,504	-2%	1%	80,692	74,198	71,665	(9,027)	-11%	320,621	299,837	293,568	-8%	-2%	
RES	662,005	607,146	558,621	-16%	-8%	640,601	538,828	514,212	-20%	-5%	654,001	513,332	450,099	(203,902)	-31%	2,593,959	2,171,924	2,026,941	-22%	-7%	
	909,516	808,916	759,490	-16%	-6%	870,743	738,911	718,566	-17%	-3%	898,416	710,432	640,123	(258,293)	-29%	3,555,951	2,950,125	2,808,350	-21%	-5%	
IRRIGATION																					
User Class	Aug-13	Aug-20	Aug-21	% Change 2013	% Change 2020	Sep-13	Sep-20	Sep-21	% Change 2013	% Change 2020	Oct-13	Oct-20	Oct-21	Change	% Change	2013 YTD	2020 YTD	FY 21-22	% Change 2013	% Change 2020	
COG	35,845	28,580	26,511	-26%	-7%	32,995	31,574	28,377	-14%	-10%	33,685	28,134	24,604	(9,081)	-27%	135,252	113,512	103,272	-24%	-9%	
COM	31,470	30,663	28,817	-8%	-6%	30,298	29,340	28,263	-7%	-4%	33,660	28,832	25,681	(7,979)	-24%	125,716	114,282	109,518	-13%	-4%	
IND	2,318	1,689	1,735	-25%	3%	2,089	1,962	1,708	-18%	-13%	2,072	242	1,464	(608)	-29%	8,480	5,176	6,590	-22%	27%	
RES	322	166	244	-24%	47%	324	152	210	-35%	38%	321	216	190	(131)	-41%	1,248	705	873	-30%	24%	
	69,955	61,098	57,307	-18%	-6%	65,706	63,028	58,558	-11%	-7%	69,738	57,424	51,939	(17,799)	-26%	270,696	233,675	220,253	-19%	-6%	
RESIDENTIAL																					
Residential	Tier I	Tier II	Tier III	Total	Tier I	Tier II	Tier III	Total	Tier I	Tier II	Tier III	Total	Tier I	Tier II	Tier III	Total	Tier I	Tier II	Tier III	Total	
2013	278,209	284,325	99,471	662,005	277,208	275,700	87,693	640,601	277,665	277,554	98,782	654,001	1,110,604	1,111,903	371,452	2,593,959					
2020	213,223	316,022	77,901	607,146	209,651	270,505	58,672	538,828	208,520	525,498	52,314	786,332	840,550	1,367,434	236,940	2,444,924					
FY 20-21	209,503	283,955	65,163	558,621	207,772	253,312	53,128	514,212	202,315	208,367	39,417	450,099	827,005	994,193	205,743	2,026,941					
% Change 2013	-25%	0%	-34%	-16%	-6943600%	-2238800%	-3456500%	-12638900%	-7535000%	-6918700%	-5936500%	-20390200%	-26%	-11%	-45%	-22%					
% Change 2020	-2%	-10%	-16%	-8%	-25%	-8%	-39%	-20%	-27%	-25%	-60%	-31%	-2%	-27%	-13%	-17%					

Water Purchases					
	July	August	September	October	Total
2013	2,148.67	2,308.73	2,063.59	1,858.07	6,520.99
2020	1,853.69	1,912.15	1,786.74	1,665.24	5,552.58
FY 21-22	1,820.81	1,777.79	1,648.54	NA	3,598.60
% Change 2013	-15%	-23%	-20%	NA	-45%
% Change 2020	-2%	-7%	-8%	NA	-35%

State Water Project Resources

SWP Table A – 5% - 95,575 AF



WATER SUPPLY CONDITIONS REPORT

Water Year 2021-2022
As of: November 01, 2021

Colorado River Resources

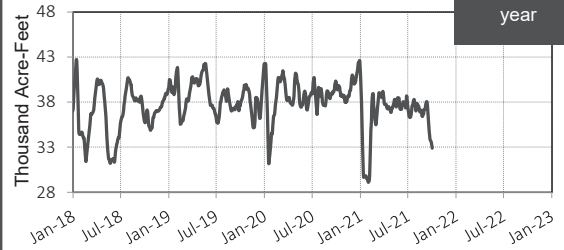
Projected CRA Diversions – 1,076,000 AF

Metropolitan Resources

Lake Skinner Storage

Capacity: 43.8 TAF

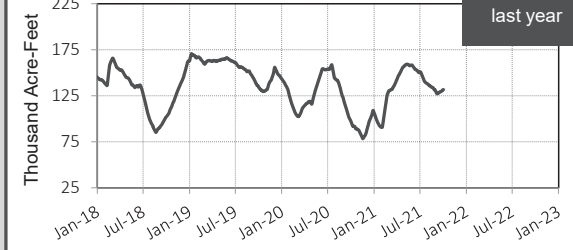
7 TAF less than last year



Lake Mathews Storage

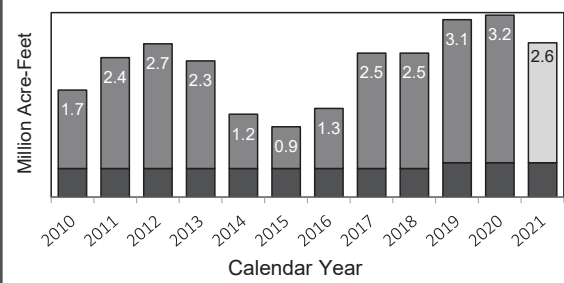
Capacity: 182 TAF

36 TAF more than last year



MWD Storage Reserve Levels

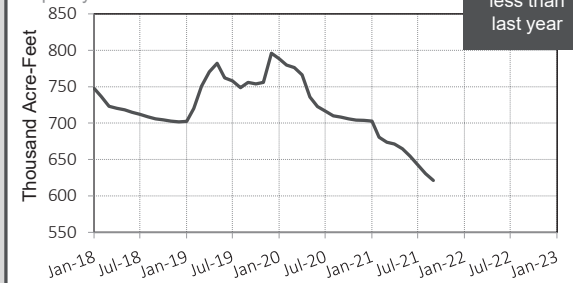
□ Potential Balance ■ Storage Balance ■ Emergency Storage



Diamond Valley Lake Storage

Capacity: 810 TAF

95 TAF less than last year



Highlights

- Water Year 2021-2022 started on October 1, 2021
- Lake Mead Surplus/Shortage table now includes average Metropolitan DCP expected contribution along with the probability of DCP contribution
- Percentage values for precipitation and snow might look exaggerated this early in the water year
- Period of "normal" is changing to 1991-2020.



This report is produced by the Water Resource Management Group and contains information from various federal, state, and local agencies. The Metropolitan Water District of Southern California cannot guarantee the accuracy or completeness of this information. Readers should refer to the relevant state, federal, and local agencies for additional or for the most up to date water supply information. Reservoirs, lakes, aqueducts, maps, watersheds, and all other visual representations on this report are not drawn to scale. Questions? Email mferreira@mwdh2o.com

<http://www.mwdh2o.com/WSCR>

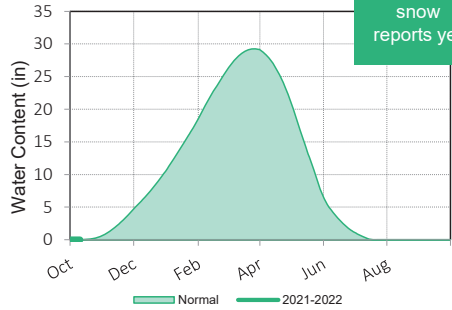


State Water Project Resources

As of: 11/01/2021

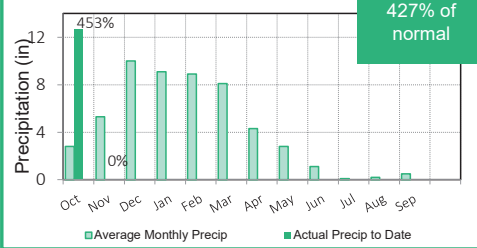
Northern Sierra Snowpack

No official snow reports yet



8 Station Index Precipitation

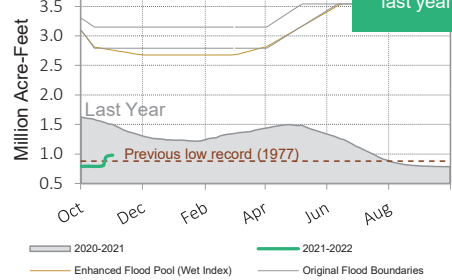
12.7 in
427% of normal



Orville Reservoir Storage

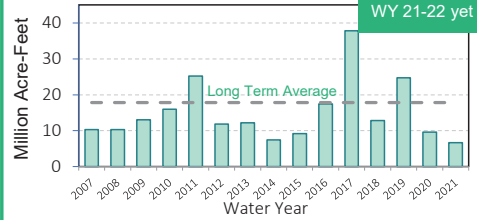
Capacity: 3.54 MAF

519 TAF less than last year



Sacramento River Runoff

No official forecast for WY 21-22 yet



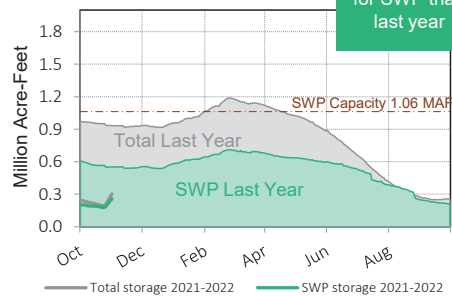
Other SWP Supplies Calendar Year 2021

Carryover 207,000 AF
Transfer 30,000 AF (Est.)

San Luis Reservoir Storage

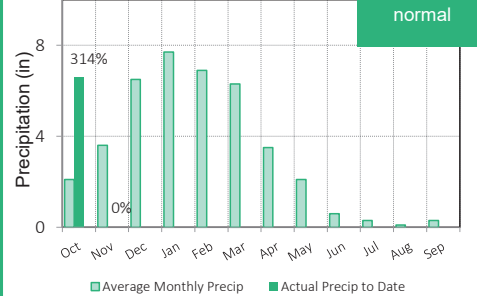
Capacity: 2.04 MAF

294 TAF less for SWP than last year



5 Station Index Precipitation

6.6 in
297% of normal

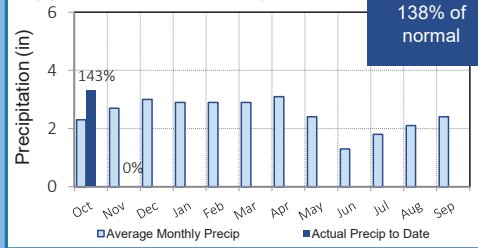


Colorado River Resources

As of: 11/01/2021

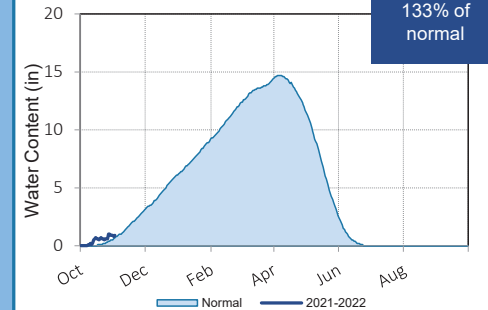
Upper Colorado Precipitation

3.3 in
138% of normal



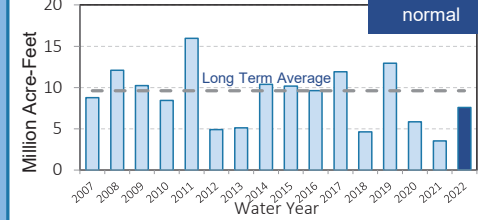
Upper Colorado Snowpack

0.9 in
133% of normal



Powell Unregulated Inflow

Forecast: 79% of normal



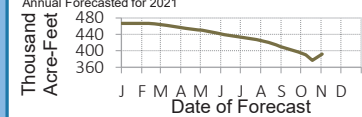
Lake Powell Storage

Capacity: 24.3 MAF

3.79 MAF less than last year



PVID/Yuma Agricultural Use



Current Annual Forecast: 392 TAF

Projected Lake Mead ICS

Calendar Year 2021

Put (+) / Take (-)
-11,000 AF

Lake Mead Surplus/Shortage Outlook

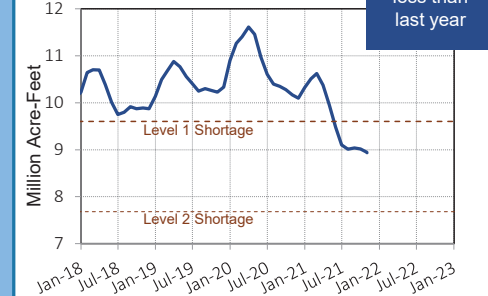
	2022	2023	2024	2025	2026
Surplus	0%	0%	0%	0%	0%
Shortage	100%	94%	97%	100%	91%
Metropolitan DCP*		180 TAF	259 TAF	282 TAF	308 TAF

Likelihood based on results from the corrected August 2021 CRMMs in Ensemble Mode/CRSS model run. Includes DCP Contributions.
* Chance of required DCP contribution by Metropolitan with average contribution when needed

Lake Mead Storage

Capacity: 26.1 MAF

1.23 MAF less than last year



<http://www.mwdh2o.com/WSCR>

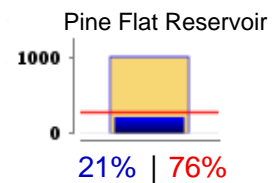
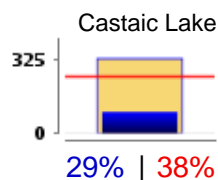
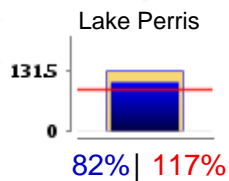
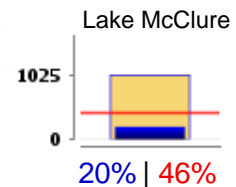
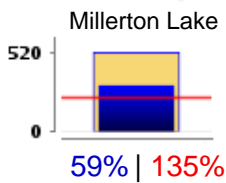
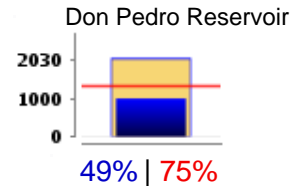
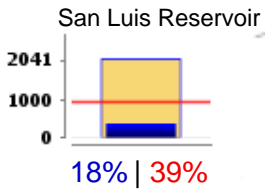
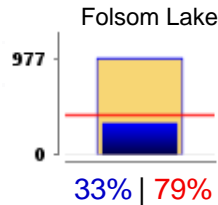
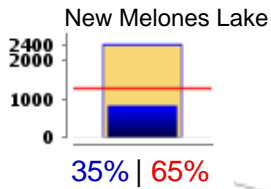
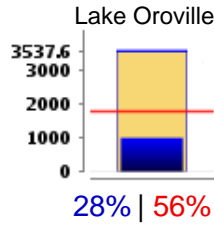
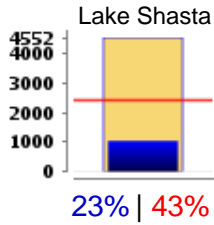
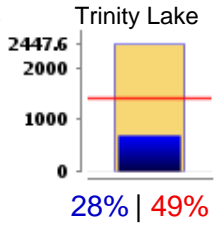
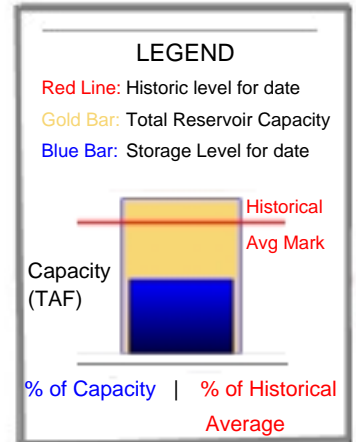
<http://www.mwdh2o.com/WSCR>



CURRENT RESERVOIR CONDITIONS

SELECTED WATER SUPPLY RESERVOIRS

Midnight: November 8, 2021



WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: General Services and Procurement Manager
DATE: November 15, 2021
SUBJECT: District Headquarters Facility Architectural Design Recommendation

Action/Discussion
 Fiscal Impact
 Resolution
 Information Only

Recommendation

That the Board of Directors authorize the General Manager to execute a professional services contract with La Canada Design Group for the Architectural Design of the District Headquarters Facility in the amount of \$699,630.

Background Information

Walnut Valley Water District acquired two properties (235 Brea Canyon Road & 21220 Commerce Pointe Drive) as the site for a new District Administrative Headquarters. The Administrative Headquarters will house the Administration, Engineering, and Finance departments, conference rooms, customer lobby, emergency response center, and a Board room, which is identified as Phase I. Additionally, the District will require the modification/renovation of the existing Administration/Operations building located at 271 Brea Canyon Road for various Operation and Maintenance functions, as Phase 2.

On August 8, 2021, the District released the Request for Proposal (RFP Project No. 19-3569AD) for the Architectural Design Services of the new District Headquarters, on the Planet Bids platform. 126 vendors were notified of the RFP, which was due on September 9, 2021. The District received 10 bids in response to this RFP. Proposals were evaluated and reviewed by Staff and reference checks were completed. A comparison of the firms' organizational qualifications, team qualifications, approach, and cost were done. As a result, the Consultant selected by Staff for award of the Architectural Design of the District Headquarters Facility was determined to be La Canada Design Group (LCDG).

<u>Consultant</u>	<u>Phase I Cost</u>	<u>Phase 2 Cost</u>	<u>Total Cost</u>
BFK	Not Given	Not Given	\$573,120
Corsini & Stark	\$590,436	\$402,528	\$992,964
EWAI, LLC	\$239,110	\$133,940	\$373,050
Gillis & Panichipan	\$424,980	\$365,340	\$790,320
IBI Group	\$931,442	\$512,927	\$1,444,369
JTC	\$571,109	\$320,756	\$891,865
LCDG	\$442,600	\$257,030	\$699,630
Miller	\$420,166	\$382,610	\$802,776
SVA	\$484,100	\$363,255	\$847,355
Viniegra & Viniegra	\$586,160	\$361,640	\$947,800

LCDG has done work for numerous public agencies, including MWD, Los Angeles County as well as numerous projects for Southern California Edison, including customer service centers.

Also included in the proposals was a project timeline. Based on the timeline provided, LCDG estimates Phase 1 to be completed December 2023, and Phase 2 to be completed August 2024.

RESOLUTION NO. 11-21-688 (SUBSEQUENT)

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WALNUT VALLEY WATER DISTRICT PROCLAIMING A STATE OF EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR GAVIN NEWSOM, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF WALNUT VALLEY WATER DISTRICT FOR THE PERIOD NOVEMBER 17, 2021 TO DECEMBER 17, 2021 PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Walnut Valley Water District (the “District”) is committed to preserving and nurturing public access and participation in meetings of its Board of Directors; and

WHEREAS, all meetings of the District’s Board of Directors and its standing committees are open and public, as required by the Ralph M. Brown Act (California Government Code Sections 54950 – 54963), so that any member of the public may attend, participate, and watch those bodies conduct their business; and

WHEREAS, the Brown Act, in Government Code Section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code Section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition for application of Section 54953(e) is that a state of emergency is declared by the Governor pursuant to Government Code Section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code Section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted a Resolution, Resolution No. 10-21-686 on October 18, 2021 finding that the requisite conditions exist for the District’s Board of Directors and standing committees to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of Section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in Section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District, specifically, COVID-19, and its Delta variant, remain highly contagious and, therefore, a threat to the health, safety and well-being of the District’s employees, directors, vendors, contractors, customers and residents; and

WHEREAS, orders from the Los Angeles County Department of Public Health and regulations from the State of California impose limitations on gatherings and provide guidance on best practices with respect to actions to reduce the spread of COVID-19; and

WHEREAS, the District's Board of Directors does hereby find that a state of emergency continues to exist within the District's service area as a result of the continuing presence of COVID-19 and resulting local, state and federal orders and guidance, which has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and the Board of Directors desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the District's Board of Directors and all standing committees shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code Section 54953, as authorized by subdivision (e) of Section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of Section 54953; and

WHEREAS, the District will continue to provide proper notice to the public regarding all District of Board of Directors' and standing committee meetings, in accordance with Government Code Section 54953(e)(2)(A) and shall provide notice to the public of how they may access any such meeting via call-in number and/or internet link.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF WALNUT VALLEY WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District, and that conducting District Board of Directors and standing committee meetings virtually will minimize the possible spread COVID-19 and any variant thereof.

Section 3. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency regarding COVID-19, dated March 4, 2020.

Section 4. Remote Teleconference Meetings. The District's General Manager, or his or her delegee, and the Board of Directors and standing committees of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) the expiration of thirty (30) days from the date this Resolution was adopted, as set forth below, or (ii) such time as the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board of Directors and standing committees of

the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Walnut Valley Water District this 15th day of November 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Scarlett Kwong
President Board of Directors

ATTEST:

Erik Hitchman
Secretary, Board of Directors