

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

REGULAR BOARD MEETING
MONDAY, OCTOBER 18, 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. Consider Approval of Consent Calendar (Items 1-6)
 - A. Discussion
 - (1) [Minutes of the Regular Board Meeting held September 20, 2021](#)
 - (2) [Minutes of the Special Board Meeting held September 23, 2021](#)
 - (3) [Check Register](#)
 - (4) [Employee Expense Reimbursement Report](#)
 - (5) [Community Outreach Update](#)
 - (6) [Negotiated Exchange of Property Tax Revenues of Annexation No. 21-776 to County Sanitation District](#)
 - B. Action Taken

- 7. [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

- 8. Treasurer's Report Mr. Byerrum
 - A. [Financial Dashboard as of August 31, 2021](#)
 - B. [District Statement of Revenues, Expenses, and Change in Net Positions as of August 31, 2021](#)
 - C. [District Statement of Net Positions as of August 31, 2021](#)
 - D. [Summary of Cash and Investments as of August 31, 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)

- 9. Engineering and Special Projects President Kwong
 - A. [Receive and File the Puente Basin Watermaster Annual Report for Fiscal year 2020-21](#)
 - (1) Discussion
 - (2) Action Taken
 - B. [Consider Provisional Award of Contract for Spadra Monitoring Well – Labor and Materials Bid](#)
 - (1) Discussion
 - (2) Action Taken
 - C. [Operations Report](#) (Information Only)

- 10. Personnel Committee Director Tang
 - A. [Annual Review and Consideration of Revisions of Board Policies for Ethical Conduct Regarding Board of Directors Compensation and Expenses and Exhibits A, B, C, D, E, and F](#)
 - (1) Discussion
 - (2) Action Taken
 - B. [Standing Committee Selection Process Annual Review](#)
 - (1) Discussion
 - (2) Action Taken

- 11. Finance Committee Director Lee
 - A. [Fund Status of Facilities Use Charges](#)
 - (1) Discussion
 - (2) Action Taken
 - B. [Receive, Approve, and File Investment Transactions Report for Month Ending August 31, 2021](#)
 - (1) Discussion
 - (2) Action Taken
 - C. [Revenue Bond – East West Bank](#) (Information Only)

- 12. Public Information/Community Relations/Legislative Action Committee Director Hilden
 - There are no Public Information/Community Relations/Legislative Action Committee matters to come before the Board at this time

OTHER ITEMS

- 13. TVMWD/MWD Director Hilden

14. P-W-R Joint Water Line Commission Mr. Hitchman
 - A. [P-W-R JWL Report for Water Purchases for the Month of September 2021](#)
 - B. Other Items
15. Puente Basin Water Agency Director Lee
16. Spadra Basin Groundwater Sustainability Agency Director Tang
17. General Manager's Report Mr. Hitchman
 - A. [District Activities Calendars for November and December 2021, and January 2022](#)
 - B. Other Items
18. Water Supply and Conservation Mr. Hitchman
 - A. [District Water Supply and Conservation Update](#)
 - B. [Statewide Water Supply Conditions](#)
19. Directors' Oral Reports All Directors
20. Legal Reports Mr. Ciampa
 - Report on matters of interest or having an effect on the District
21. Board members and staff will be given an opportunity to request and suggest subjects for discussion at a future meeting
22. Board of Directors Business President Kwong
 - A. [WVWD Conflict of Interest Code](#)
 - (1) Discussion
 - (2) Action Taken
 - B. [Consider Adoption of Resolution No. 10-21-686 Authorizing Remote Teleconference Meetings for the Period October 18, 2021 to November 17, 2021](#)
 - (1) Discussion
 - (2) Action Taken
 - C. [ACWA Notice of General Session Membership Meeting – December 1, 2021](#)
 - (1) Discussion
 - (2) Action Taken

Adjournment

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

**September 20, 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
Brian Teuber, Assistant General Manager
Josh Byerrum, Director of Finance
Alanna Diaz, Director of Human Resources and Risk Management
Lily Lopez, Director of External Affairs
Sherry Shaw, Director of Engineering & Planning
Thomas Monk, Director of Operations
Melanie Trevino, Administrative 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;

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 August 16, 2021, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Items 6-1, 2, 3, 4)

Motion No. 21-09-1694: 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 approve the Consent Calendar, consisting of the minutes of the Regular Board meeting held August 16, 2021, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Items 6-1, 2, 3, 4)

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

Abstain: None

President Kwong indicated Motion No. 21-09-1694, 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 August 2021. (Item 7)

Motion No. 21-09-1695: 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 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 August 2021. (Item 7)

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

President Kwong indicated Motion No. 21-09-1695 was approved by a (5-0) roll call vote

Committee Chair Reports

Item 8: Engineering Committee – Director Kwong

- ◆ The Board was asked to authorize staff to forward a letter to the Puente Basin Watermaster indicating the District's preference that "Option 3" be used to calculate the collective import return flow credit. (Item 8-A)

Motion No. 21-09-1696: 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 authorize staff to forward a letter to the Puente Basin Watermaster indicating the District's preference that "Option 3" be used to calculate the collective import return flow credit to be provided to the District. (Item 8-A)

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

President Kwong indicated Motion No. 21-09-1696 was approved by a (5-0) roll call vote

- ◆ The Board was asked to authorize the General Manager to purchase the remaining AMI Meters to complete the W1 and W4 reading cycles from Badger Meter, Inc. at a cost of \$2,415,557. (Item 8-B)

Motion No. 21-09-1697: 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 authorize the General Manager to purchase the remaining AMI meters to complete the W1 and W4 reading cycles from Badger Meter, Inc. at a cost of \$2,415,557. (Item 8-B)

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

President Kwong indicated Motion No. 21-09-1697 was approved by a (5-0) roll call vote

- ◆ Mr. Monk reviewed the Operations Report included in the Board Packet. No action was taken by the Board. (Item 8-C)

Item 9: Personnel Committee – Director Tang

- ◆ Ms. Diaz reviewed the Association of California Water Agencies (ACWA)/Joint Powers Insurance Authority (JPIA) medical, dental, and vision premium plans updates and increases effective January 1, 2022. She reported that the medical, dental and vision coverage premiums for employees are paid from the employee health benefit allotment established at \$1,882.90 per month/per employee, or payment of the lowest premium for family coverage. Ms. Diaz also mentioned that ACWA/JPIA enhanced the mental health benefits available to employees by launching a new mental health and wellbeing benefit through Modern Health. This new benefit is effective as of September 1, 2021 and is available to all participants enrolled in ACWA JPIA medical plans through Anthem and Kaiser. As this was an informational item only, no action was taken by the Board. (Item 9-A)
- ◆ Ms. Diaz reviewed the 2022 Employee Assistance Plan renewal effective January 1, 2022 offered by ACWA/JPIA. She noted that there is no change in the premium in the 2022 year at \$2.38 per month/per employee. As this was an informational item only, no action was taken by the Board. (Item 9-B)
- ◆ The Board was asked to approve the proposed modification to the District Official Chart of Positions and Organizational Chart. (Item 9-C)

Motion No. 21-09-1698: 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 proposed modifications to the District Official Chart of Positions and Organizational Chart, in the form presented to the Board. (Item 9-C)

Ayes: Hayakawa, Hilden, Kwong, Lee, Tang
Notes: None
Absent: None
Abstain: None

President Kwong indicated Motion No. 21-09-1698 was approved by a (5-0) roll call vote

Item 10: Finance Committee – Director Lee

- ◆ Mr. Josh Byerrum presented the annual review of the Identity Theft Prevention Program. Staff and Legal Counsel have reviewed the program and no modifications are recommended at this time. Mr. Byerrum also noted that there were no reportable incidents that occurred within the past year. As a matter of information only, no action was taken by the Board. (Item 10-A)
- ◆ Mr. Byerrum provided notice to the Board that the District has opened a new bank account for the PBWA Bond Proceeds with East West Bank. As this was an informational matter only, no action was taken by the Board. (Item 10-B)
- ◆ The Board was asked to receive, approve, and file the District's Consolidated Investment Transactions Report for the month ending August 31, 2021. (Item 10-C)

Motion No. 21-09-1699: 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 District's Consolidated Investment Transactions Report for the month ending August 31, 2021. (Item 10-C)

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

Abstain: None

President Kwong indicated Motion No. 21-09-1699 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 10-D)

Item 11: Public Information/Community Relations/Legislative Action Committee – Director Hilden

- ◆ The Board was asked to approve the District’s recognition of Hispanic Heritage Month (September 15 – October 15). (Item 11-A)

Motion No. 21-09-1700: 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 approve the District’s recognition of Hispanic Heritage Month (September 15 – October 15). (Item 11-A)

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

President Kwong indicated Motion No. 21-09-1700 was approved by a (5-0) roll call vote

Item 12: 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 12)

Item 13: 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 August 2021. (Item 13)

Item 14: Puente Basin Water Agency (PBWA)

- ◆ The next PBWA meeting is scheduled for October 7, 2021. (Item 14)

Item 15: Spadra Basin Groundwater Sustainability Agency

- ◆ Director Tang reported on the September 7, 2021, Spadra Basin Executive Committee Meeting. (Item 15)

Item 16: General Manager’s Report

- ◆ The Board received the District’s activities calendars for October, November, and December 2021. (Item 16-A)
- ◆ The Board recognized Mr. Teofilo Pasillas on his completion of all three ACWA/JPIA Professional Development Programs, most recently completing the Operations program. The Board also recognized Mr. Chason Snyder on the completion of his ACWA/JPIA Professional Development Program in Operations and lastly, the Board recognized Mr. Josh Byerrum on the completion of his ACWA/JPIA Professional Development Program in Human Resources and Supervisory Basics Certification Programs. (Item 16-B)

Item 17: 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 August 2021 was 7% lower than usage in August 2020 and 23% lower than usage in August 2013. (Item 17-A)
- ◆ The Board viewed reports on California’s water supply and reservoir conditions as of September 14, 2021. (Item 17-B)

Item 18: 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 18)

- ◆ Director Hayakawa reported that during the month of August he attended the District's regular Board meeting, all District committee meetings, and the Diamond Bar City Council Meetings.
- ◆ Director Hilden reported his participation in the District's Regular Board meeting in addition to the committee meetings previously reported on.
- ◆ In addition to the District Board and committee meetings previously reported on, Director Lee reported on her participation in a Spadra Basin Advisory Committee meeting, and a Puente Basin Water Agency (PBWA) meeting.
- ◆ Director Tang reported on his participation in District Board and committee meetings, a PBWA meeting, the Spadra Basin Advisory Committee meeting, and the signing of a PBWA Bond Document in his capacity as PBWA Chair.
- ◆ Director Kwong advised that she attended District Board and committee meetings, conducted WVWD President's Duty by signing bond-related paperwork in addition to participating in MWD's Garden Design Workshop and the Regional Chambers Government Affairs committee meeting.

Item 19: Legal Reports

- ◆ Mr. Ciampa advised that the Governor signed AB 361 into law containing an urgency clause which allows it to take effect immediately. The law indicates that teleconference meetings are able to continue as long as a state of emergency is declared and other requirements are met, such as Board findings concerning the need for the teleconferenced meeting. Mr. Ciampa also reported on the status of Southern California Edison's lawsuit against the District, which has been paused due to COVID-19, but has been scheduled for trial on May 9, 2022. Mr. Ciampa will continue to monitor that lawsuit. (Item 19)

Item 20: Items for Future Discussion

- ◆ There were no requests for future discussion items. (Item 20)

Item 21: Board of Directors Business

- ◆ There was no Board of Director Business to come before the Board at this time. (Item 21)

Item 22: Public Comment on Closed Session

- ◆ The Board did not meet for Closed Session matters (Item 22)

Item 23: Adjourn to Closed Session – The Board did not meet for Closed Session matters

Item 24: Closed Session – Closed session was not held

Item 25: Reconvene in Open Session/Report of Action Taken in Closed Session

Adjournment at 5:50 p.m.

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

September 23, 2021
MEETING CONDUCTED VIA WEBEX
AT:

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

DIRECTORS PRESENT:

Kevin Hayakawa
Edwin Hilden
Scarlett Kwong
Theresa Lee
Jerry Tang

DIRECTORS ABSENT:

None

STAFF PRESENT:

Erik Hitchman, General Manager/Chief Engineer
Brian Teuber, Assistant General Manager
Andrew D. Turner, Legal Counsel
Alanna Diaz, Director of Administrative Services
Tom Monk, Director of Operations
Sherry Shaw, Director of Engineering & Planning
Josh Byerrum, Director of Finance
Lily Lopez, Director of External Affairs
Melanie Trevino, Executive Assistant
Ron Woodruff, Information Systems Specialist
(Meeting Host)

The meeting was called to order at 4:07 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: None

Item 3: Public Comment

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

Item 4: Personnel Policy Amendments

- ◆ The Board was asked to adopt the proposed personnel policy amendments, in the form presented to the Board, as drafted by District staff and reviewed by labor counsel, subject to any further non-substantive changes identified by staff and legal counsel. (Item 4)

Motion No. 21-09-1701: Upon consideration thereof, it was moved by Director Kwong seconded by Director Lee and unanimously carried (5-0) by the roll call vote noted below, to adopt the proposed personnel policy amendments, in the form presented to the Board, as drafted by District staff and reviewed by labor counsel, subject to any further non-substantive changes identified by staff and legal counsel. (Item 4)

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

President Kwong indicated Motion No. 21-09-1701 was approved by a (5-0) roll call vote

Item 5: Other – None

Adjournment at 4:19 p.m.

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

CHECK NUMBER	DATE	PAYEE	AMOUNT
5709	9/1/2021	California Society of Municipal Finance Officers	\$ 55.00
5710	9/1/2021	Employer's Infosource	\$ 86.00
5711	9/1/2021	Graybar Electric Company, Inc.	\$ 417.37
5712	9/1/2021	Hach Company	\$ 2,256.39
5713	9/1/2021	Tucker Tire Company, Inc.	\$ 407.56
5714	9/1/2021	Western Water Works	\$ 6,589.07
5715	9/1/2021	Walnut High School	\$ 500.00
5716	9/1/2021	Genesis Computer Systems, Inc.	\$ 507.13
5717	9/1/2021	Ferguson Waterworks - Santa Ana	\$ 193,522.25
5718	9/1/2021	Sheakley Pension Administration, Inc.	\$ 170.80
5719	9/1/2021	Frontier Communications	\$ 363.59
5720	9/1/2021	ConvergeOne, Inc.	\$ 8,376.00
5721	9/1/2021	Water Education Group	\$ 1,067.05
5722	9/1/2021	Premier Family Medicine Associates, Inc.	\$ 95.00
5723	9/1/2021	Lagerlof, LLP	\$ 19,587.31
5724	9/1/2021	Fedak & Brown LLP	\$ 1,075.00
5725	9/1/2021	Wilmington Instrument Co., Inc.	\$ 862.82
5726	9/1/2021	FMT Consultants, LLC	\$ 1,425.00
5727	9/9/2021	Fred Pryor Seminars	\$ 1,990.00
5728	9/9/2021	Graybar Electric Company, Inc.	\$ 2,198.64
5729	9/9/2021	Hach Company	\$ 166.00
5730	9/9/2021	McMaster-Carr Supply Company	\$ 1,038.84
5731	9/9/2021	Pool & Electrical Products, Inc.	\$ 82.46
5732	9/9/2021	Southern California Edison Company	\$ 63,972.74
5733	9/9/2021	Vulcan Materials Company	\$ 710.81
5734	9/9/2021	Western Water Works	\$ 621.75
5735	9/9/2021	Cintas Corporation #150	\$ 529.70
5736	9/9/2021	Rowland Water District	\$ 345.41
5737	9/9/2021	Genesis Computer Systems, Inc.	\$ 505.42
5738	9/9/2021	Online Information Services, Inc.	\$ 480.85
5739	9/9/2021	Southern Calif. Chinese American Envir. Protection Assoc.	\$ 500.00
5740	9/9/2021	Pres-Tech Manufacturer's Representatives, Inc.	\$ 4,207.19
5741	9/9/2021	TelePacific Corp.	\$ 910.74
5742	9/9/2021	HASA, Inc.	\$ 1,171.39
5743	9/9/2021	ALS Group USA, Corp.	\$ 392.00
5744	9/9/2021	Packet Fusion, Inc.	\$ 3,046.96
5745	9/9/2021	Autonovation Mobile Auto Repair	\$ 50.00
5746	9/9/2021	Lagerlof, LLP	\$ 1,333.00
5747	9/9/2021	FMT Consultants, LLC	\$ 3,230.00
5748	9/9/2021	Amazon Capital Services, Inc.	\$ 2,295.89
5749	9/16/2021	ACWA Services Corporation	\$ 149,640.15
5750	9/16/2021	Civiltec Engineering, Inc.	\$ 6,615.00

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

CHECK NUMBER	DATE	PAYEE	AMOUNT
5751	9/16/2021	Graybar Electric Company, Inc.	\$ 966.84
5752	9/16/2021	Industrial Shoeworks	\$ 200.00
5753	9/16/2021	McMaster-Carr Supply Company	\$ 1,611.17
5754	9/16/2021	South Coast A.Q.M.D.	\$ 1,165.48
5755	9/16/2021	Southern California Edison Company	\$ 283,586.79
5756	9/16/2021	U S Postal Service (Hasler TMS)	\$ 2,000.00
5757	9/16/2021	Underground Service Alert	\$ 835.00
5758	9/16/2021	UPS	\$ 27.20
5759	9/16/2021	Vulcan Materials Company	\$ 509.82
5760	9/16/2021	Preferred Aerial & Crane Technology, Inc.	\$ 325.00
5761	9/16/2021	Chandler Asset Management, Inc.	\$ 3,103.14
5762	9/16/2021	InfoSend, Inc.	\$ 14,421.47
5763	9/16/2021	Applied Technology Group, Inc.	\$ 8,394.19
5764	9/16/2021	Ferguson Waterworks - Santa Ana	\$ 5,831.39
5765	9/16/2021	East West Bank - Visa	\$ 9,851.08
5766	9/16/2021	Quality Imaging Supplies, Inc.	\$ 200.86
5767	9/16/2021	Western Exterminator Company	\$ 88.00
5768	9/16/2021	Harrington Industrial Plastics, LLC	\$ 344.49
5769	9/16/2021	Cintas First Aid & Safety LOC#168	\$ 216.81
5770	9/16/2021	State Water Resources Ctrl Bd - Cert Rnw	\$ 60.00
5771	9/16/2021	Everbrite West LLC	\$ 244.30
5772	9/16/2021	Hill Brothers Chemical Company	\$ 1,744.32
5773	9/16/2021	ConvergeOne, Inc.	\$ 4,532.94
5774	9/16/2021	Star Brite Building Maintenance, Inc.	\$ 1,881.16
5775	9/16/2021	HASA, Inc.	\$ 4,049.50
5776	9/16/2021	Iland Internet Solutions Corp	\$ 950.80
5777	9/16/2021	Lopez, Liliana	\$ 61.43
5778	9/16/2021	Healthequity, Inc.	\$ 8.85
5779	9/16/2021	GNA - Brook Fire Protection, Inc.	\$ 103.00
5780	9/16/2021	Aqua Backflow, Inc	\$ 1,529.50
5781	9/16/2021	Central Communications	\$ 507.53
5782	9/16/2021	FMT Consultants, LLC	\$ 1,710.00
5783	9/16/2021	West Yost & Associates, Inc.	\$ 21,637.50
5784	9/16/2021	Canon Solutions America, Inc.	\$ 115.40
5785	9/23/2021	AT&T Mobility II, LLC	\$ 643.84
5786	9/23/2021	Graybar Electric Company, Inc.	\$ 2,527.72
5787	9/23/2021	Hach Company	\$ 181.78
5788	9/23/2021	Ken's Ace Hardware	\$ 21.77
5789	9/23/2021	Liebert, Cassidy, & Whitmore	\$ 1,496.50
5790	9/23/2021	McGraw Hill Construction ENR	\$ 108.00
5791	9/23/2021	McMaster-Carr Supply Company	\$ 1,606.30
5792	9/23/2021	Southern Calif Gas Company	\$ 142.42

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

CHECK NUMBER	DATE	PAYEE	AMOUNT
5793	9/23/2021	Tucker Tire Company, Inc.	\$ 195.00
5794	9/23/2021	Verizon Wireless	\$ 906.35
5795	9/23/2021	Vulcan Materials Company	\$ 1,268.71
5796	9/23/2021	Western Water Works	\$ 349.75
5797	9/23/2021	Grainger	\$ 24.73
5798	9/23/2021	Cintas Corporation #150	\$ 529.70
5799	9/23/2021	Paso Robles Tank, Inc.	\$ 165,350.42
5800	9/23/2021	Fuel Pros, Inc.	\$ 810.00
5801	9/23/2021	Applied Technology Group, Inc.	\$ 7,905.59
5802	9/23/2021	Genesis Computer Systems, Inc.	\$ 786.51
5803	9/23/2021	Industry Public Utility Commission	\$ 2,347.64
5804	9/23/2021	Ferguson Waterworks - Santa Ana	\$ 1,372.95
5805	9/23/2021	D & H Water Systems, Inc.	\$ 1,665.80
5806	9/23/2021	BAVCO	\$ 117.40
5807	9/23/2021	State Water Resources Ctrl Bd - Cert Rnw	\$ 60.00
5808	9/23/2021	Frontier Communications	\$ 1,060.98
5809	9/23/2021	Hill Brothers Chemical Company	\$ 1,149.96
5810	9/23/2021	4Imprint, Inc.	\$ 513.04
5811	9/23/2021	Keller, Jillian	\$ 75.00
5812	9/23/2021	OPARC, Inc.	\$ 500.00
5813	9/23/2021	HASA, Inc.	\$ 820.48
5814	9/23/2021	Spadra Basin Groundwater Sustainability Agency	\$ 58,658.74
5815	9/23/2021	Verizon Wireless	\$ 582.59
5816	9/23/2021	Canon Solutions America, Inc.	\$ 4,005.83
5817	9/23/2021	Public Water Agencies Group	\$ 1,927.42
5818	9/23/2021	Quadient, Inc.	\$ 191.38
5819	9/23/2021	The Neighborhood Sign Store	\$ 1,355.61
5820	9/23/2021	Thunder Creek Equipment	\$ 35,291.06
5821	9/23/2021	Walnut Valley Water District	\$ 10.00
5822	9/29/2021	Azteca Landscape	\$ 14,250.00
5823	9/29/2021	Civiltec Engineering, Inc.	\$ 10,900.00
5824	9/29/2021	Hach Company	\$ 2,138.78
5825	9/29/2021	Los Angeles County Recorder	\$ 20.00
5826	9/29/2021	Southern California Edison Company	\$ 6,525.67
5827	9/29/2021	Cintas Corporation #150	\$ 286.30
5828	9/29/2021	BearCom	\$ 100.18
5829	9/29/2021	Applied Technology Group, Inc.	\$ 69,487.53
5830	9/29/2021	Ferguson Waterworks - Santa Ana	\$ 3,514.46
5831	9/29/2021	Crossfire Services, Inc	\$ 432.27
5832	9/29/2021	ConvergeOne, Inc.	\$ 11,240.00
5833	9/29/2021	4Imprint, Inc.	\$ 2,553.23
5834	9/29/2021	D & M Manufacturing, Inc.	\$ 824.03

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

CHECK NUMBER	DATE	PAYEE	AMOUNT
5835	9/29/2021	A & J Tree Care, Inc.	\$ 1,280.00
5836	9/29/2021	Bay Alarm Company	\$ 3,901.28
5837	9/29/2021	Southwest Valve & Equipment, Inc.	\$ 400.00
5838	9/29/2021	Knight Industrial Supply	\$ 36.46
5839	9/29/2021	Paper Recycling & Shredding Specialists, Inc.	\$ 90.00
EFT000000000483	9/2/2021	Doty Bros Equipment Co, Inc.	\$ 16,995.00
EFT000000000484	9/2/2021	Puente Basin Water Agency	\$ 2,762.23
EFT000000000485	9/9/2021	Puente Basin Water Agency	\$ 1,954,102.82
EFT000000000486	9/9/2021	Pomona-Walnut-Rowland JWL Commission	\$ 1,025,562.66
EFT000000000487	9/10/2021	Doty Bros Equipment Co, Inc.	\$ 10,752.80
EFT000000000488	9/17/2021	Doty Bros Equipment Co, Inc.	\$ 4,434.98
EFT000000000489	9/24/2021	Doty Bros Equipment Co, Inc.	\$ 1,241.25
EFT000000000490	9/24/2021	Puente Basin Water Agency	\$ 6,828.14
EFT000000000491	9/30/2021	Doty Bros Equipment Co, Inc.	\$ 15,839.60
EFT000000000492	9/30/2021	Reliance Standard Life Insurance Co.	\$ 6,775.32
XFR000006597	9/2/2021	WATER REFUND	\$ 8,555.60
XFR000006609	9/9/2021	PAYROLL	\$ 284,698.32
XFR000006615	9/15/2021	WATER REFUND	\$ 18,098.82
XFR000006625	9/28/2021	PAYROLL	\$ 273,309.15
		TOTAL	\$ 4,910,711.09

Reviewed by:

Jack Bryan

Director of Finance

10/11/2021
Date

Reviewed by:

Kirk Hamman

General Manager

Oct. 13, 2021
Date

Walnut Valley Water District
Monthly Employee Expense Reimbursements
Exceeding the Amount of \$100.00
For the Month of September 30, 2021



Date	Check Number	Employee Name	Description	Amount
		No Reportable Employee Expense Reimbursements		

In accordance with California Government Code Section 53065.5, the District shall, at least annually, disclose all reimbursements paid to any employee for an individual charge that is at least one hundred dollars (\$100).

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of External Affairs
DATE: October 18, 2021
SUBJECT: Community Outreach Update

Action/Discussion Fiscal Impact Resolution Information Only

RECOMMENDATION

For information only.

BACKGROUND INFORMATION:

Conservation and Education Outreach Updates

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

FRONT

Soup & Succulents
FREE IN-PERSON WORKSHOP

WHEN: Wednesday, November 10th @ 6:00PM
WHERE: WVWD, 271 S Brea Canyon Rd., Walnut, CA 91789

[REGISTER AT WVWDSUCCULENTS.EVENTBRITE.COM](https://www.wvwd.com/wvwdsucculents.eventbrite.com)

Create your very own holiday succulent with us!

WVWD is also hosting a holiday canned food drive that will benefit our local food bank. Please feel free to bring any non-perishable or non-expired canned food to this workshop.

COVID-19 guidelines as required by LA County to be implemented. Face mask is required regardless of vaccination status.

WALNUT VALLEY WATER DISTRICT | (909) 595-7554 | www.wvwd.com | Follow us! f @ @WVWDH2O

BACK

Water Professionals Help Turn Clean Water **ON** For All Californians

Visit www.wwd.com to view our Water Professional Spotlights and read why WWD employees love working in the water industry.

CALIFORNIA
**WATER
PROFESSIONALS**
APPRECIATION
WEEK OCT 2-10, 2021

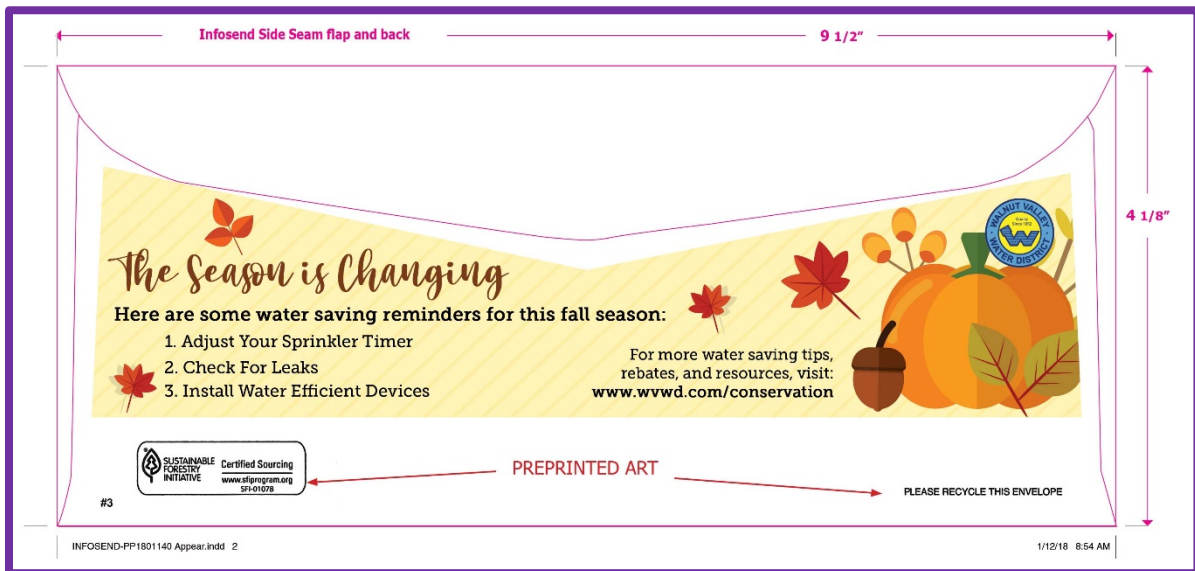
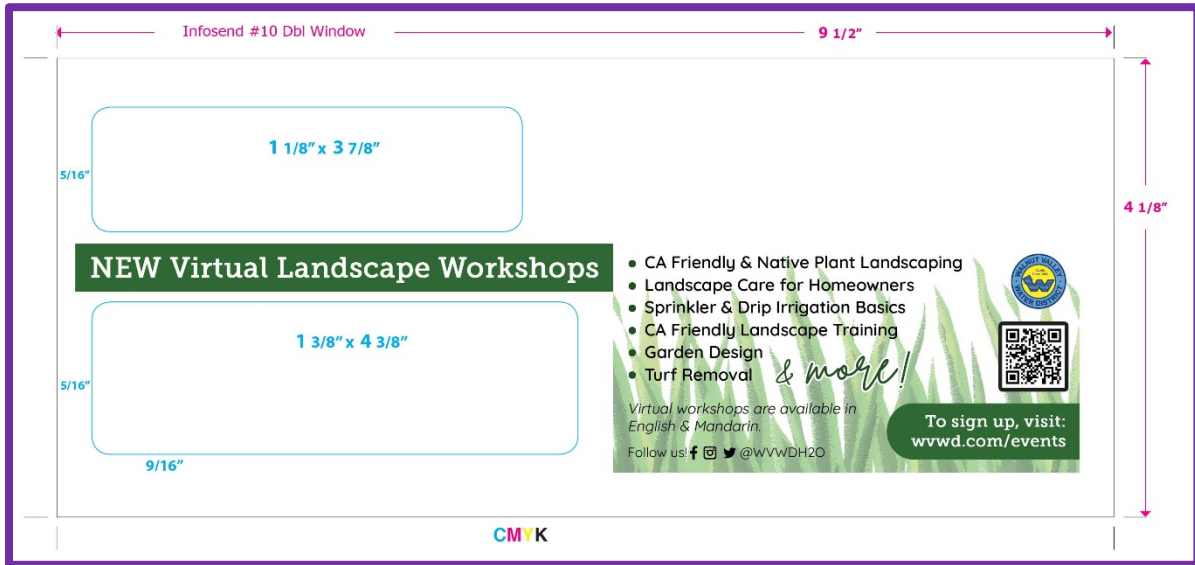


SCAN ME!



2. October 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 September, the District shared the following:

- Flow Monitor Device Rebate Program
- Edible Gardening for Beginners Webinar
- National Hispanic Heritage Month
- Soup & Succulents Workshop
- First Day of Fall
- Sprinkler & Drip Irrigation Basics Webinar
- Pool Cover Rebate Program
- EduBucks Program
- National Coffee Day
- And more



4. September E-Newsletter

The September E-Newsletter is available here: <https://conta.cc/39pMQXn>

The District shared information about the Flume Smart Home Water Monitor offer, Soup & Succulents Workshop, Pool Cover Rebate, COVID-19 Rent Relief Program, upcoming virtual workshops, and more.

External Affairs Activities (Upcoming & Current)

1. Fire-Resistant Landscaping Workshop

The District hosted an in-person Fire-Resistant Landscaping workshop for residents on Saturday, October 2nd at 11AM. The workshop took place at the Diamond Bar Center (Oak Room). Customers who registered and attended are eligible to receive complimentary landscape design assistance to protect their home & save water.



The flyer features a large orange flame graphic in the background. The text is arranged in a clean, modern layout with orange and white colors. On the right side, there is a photograph of a well-maintained, drought-tolerant landscape with various succulents and rocks. The City of Diamond Bar logo is positioned in the top right corner of the flyer.

FREE IN-PERSON WORKSHOP:
Fire-Resistant Landscaping

Protect Your Home with a Fire-Resistant Landscape

Saturday, October 2nd
@ 11:00 AM

Diamond Bar Center
(Oak Room)
1600 Grand Avenue

CLICK HERE TO REGISTER

GIVEAWAYS INCLUDE:

- Free Landscape Design Assistance
- Conservation Goodie Bag
- Raffle Entry

COVID-19 guidelines as required by L.A. County to be implemented.
Face Mask Required Regardless of Vaccination Status.

3. 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 our local food bank. Customers can register at: <https://wwdsucculents.eventbrite.com/>.



Soups & Succulents
WORKSHOP

WEDNESDAY, NOVEMBER 10
6:00 P.M. - 8:00 P.M.

WVWD Headquarters
271 South Brea Canyon Road, Walnut, CA 91789

Registration is required • Space is limited • Face mask required

4. Drought Resilient Programs for Commercial Customers Webinar

The District has partnered with the Metropolitan Water District of Southern California to host a webinar for commercial customers on Wednesday, October 13th at 2PM. The webinar will cover water saving incentives currently available for businesses and an overview of the rebate application process. Customers can register at: <https://ciiwebinar-october.eventbrite.com>



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

Metropolitan Water District of Southern California logo and Walnut Valley Water District logo.

5. 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.

6. Education Materials for Walnut Elementary School
The District donated 110 goodie bags to Mr. Jeffrey Almberg's gardening class at Walnut Elementary School. The goodie bags contain water education materials and giveaway items such as shower timers, sponges, pencils, coloring books, and etc.

Upcoming Community Events

1. Walnut Family Festival
The District will be participating in 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. Turf Removal and California Friendly Landscape Online Classes
The Metropolitan Water District of Southern California (MWD) provides free Turf Removal and California Friendly Native Plant 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. 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.
2. 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.
3. 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.
4. 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.
5. 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.
6. Rowland Height's Buckboard Days
The Rowland Height's Buckboard Day Parade will be hosting a Buckboard Day Historical Scavenger Hunt on October 16, 2021. The scavenger hunt will be replacing the parade event as a Covid-friendly alternative. The District is sponsoring Rowland Height's Buckboards Days Parade at the "Gold" level. The sponsorship includes recognition of the District's logo in their annual souvenir booklet and at each site location of the scavenger hunt.



September 13, 2021

General Annexation File

Mr. Michael Holmes, General Manager
Walnut Valley Water District
271 S. Brea Canyon Road
Walnut, CA 91789

Dear Mr. Holmes:

Tax Sharing Resolutions

Thank you for signing and returning the last joint resolutions that were submitted to your office for tax sharing purposes.

Enclosed, in triplicate, is a Joint Tax Sharing Resolution (resolution) involving your agency and others. The applicant has requested, in writing, annexation of his property into the County Sanitation District No. 21 (District) in order to receive off-site disposal of sewage. Please see the table below for the annexation and its associated project. The annexation process requires that a resolution for property tax revenue exchange be adopted by all the affected local agencies before an annexation may be approved. For any jurisdictional change which will result in a special district providing new service not previously provided to an area, the law requires the governing bodies of all local agencies that receive an apportionment of the property tax from the area to determine by resolution the amount of the annual tax increment to be transferred to the special district (Revenue and Taxation Code Section 99.01). Please note that by sharing the property tax increment with the District resulting from this annexation, your agency will not lose any existing ad valorem tax revenue it currently receives from the affected territory. Your agency would only be giving up a portion of the revenues it would receive on increased assessed valuation.

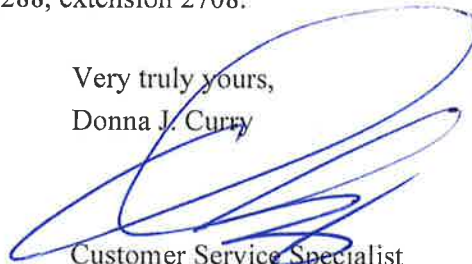
<u>Annexation No.</u>	<u>Type of Project</u>
21-766	20 proposed single-family homes

Also, attached for the annexation is a copy of the applicable worksheet and map showing the location of the annexation. The worksheet lists the annual tax increment to be exchanged between your agency, other affected taxing entities, and the District. The tax sharing ratios listed in the worksheet were calculated by the County Auditor Controller by specific Tax Rate Area (TRA). For example, if the annexing territory were to lie within two separate TRAs, there would be a worksheet for each TRA. The Los Angeles County Chief Executive Office (CEO) is requiring the District to implement the worksheet for all District annexations in order to increase efficiency for the calculation of property tax sharing ratios.

The resolution is being distributed to all parties for signature in counterpart. Therefore, you will only be receiving a signature page for your agency. Enclosed are three sets of the resolution. One set of the resolution is for your files and the other two sets of the resolution need to be returned to the District. Please execute the two sets of the resolution and return them to the undersigned within 60 days as required by the Government Code. In addition, the County CEO's legal counsel is also requesting that the signature pages be properly executed from all affected agencies. Therefore, please have the Attest line signed by the appropriate person. Upon completion of the annexation process, your office will receive a fully executed copy of the tax sharing resolution for your files.

Your continued cooperation in this matter is very much appreciated. If you have any questions, please do not hesitate to call me at (562) 908-4288, extension 2708.

Very truly yours,
Donna J. Curry



Customer Service Specialist
Facilities Planning Department

DC:

Enclosures: 21-766

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

SIGNATURE

PRINT NAME AND TITLE

ATTEST:

Secretary

Date

(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

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

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"ANNEXATION NO. 766"

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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:

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WALNUT VALLEY WATER DISTRICT

SIGNATURE

PRINT NAME AND TITLE

ATTEST:

Secretary

Date

(SIGNED IN COUNTERPART)

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

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THE BOARD OF DIRECTORS OF COUNTY SANITATION DISTRICT NO. 21 OF LOS ANGELES
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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*;

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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*.

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WALNUT VALLEY WATER DISTRICT

SIGNATURE

PRINT NAME AND TITLE

ATTEST:

Secretary

Date

(SIGNED IN COUNTERPART)

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

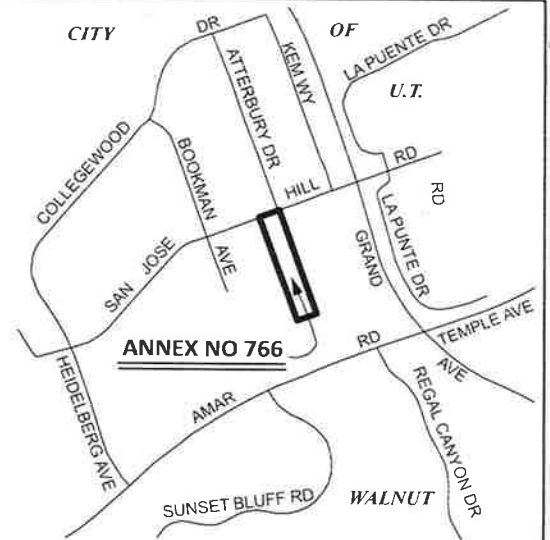
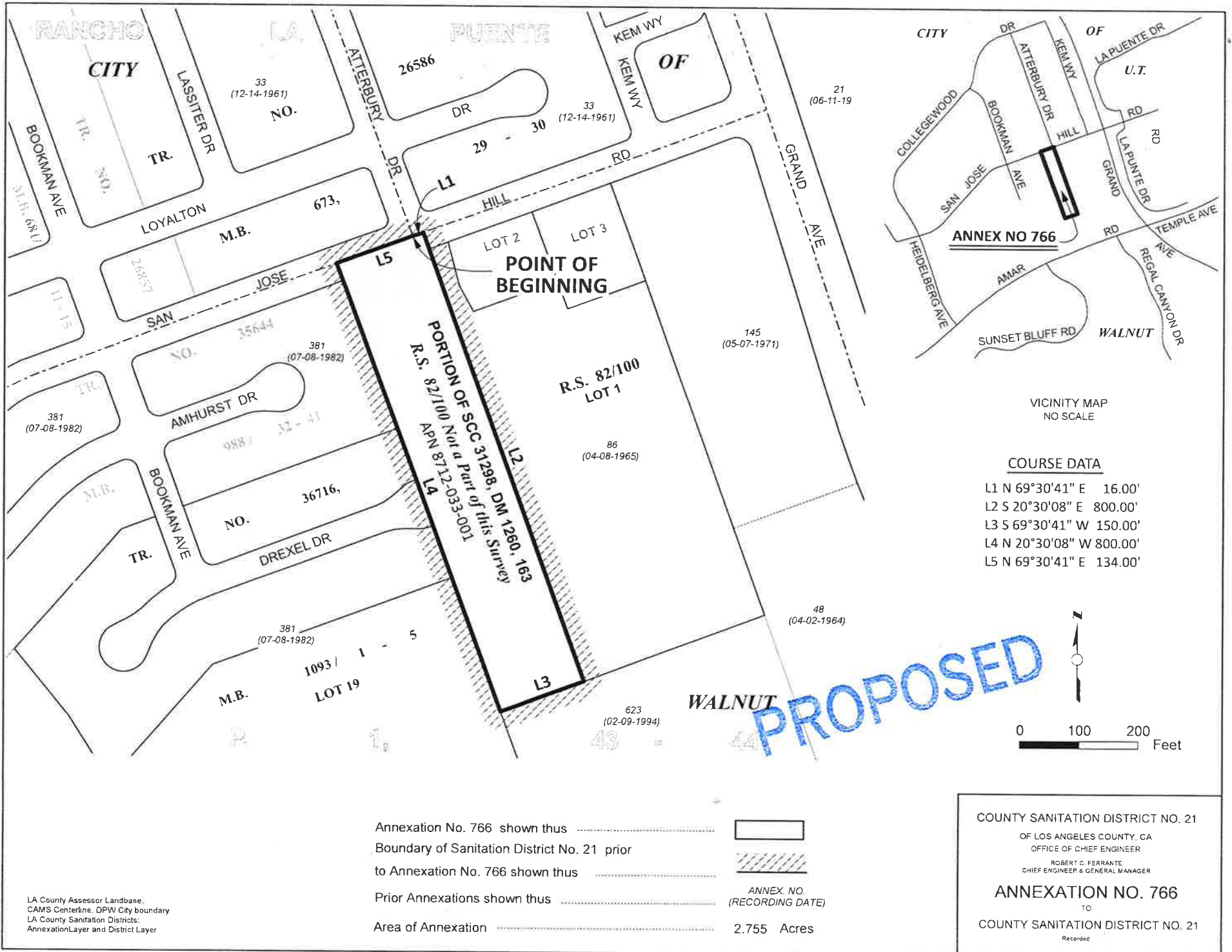
ACCOUNT #	TAXING AGENCY	CURRENT TAX SHARE	PERCENT	PROPOSED DIST SHARE	ALLOCATED SHARE	ADJUSTMENTS	NET SHARE
001.05	LOS ANGELES COUNTY GENERAL	0.302849651	30.2860 %	0.007433722	0.002251309	-0.002302796	0.300546855
001.20	L.A. COUNTY ACCUM CAP OUTLAY	0.000109393	0.0109 %	0.007433722	0.000000813	0.000000000	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-PFW	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

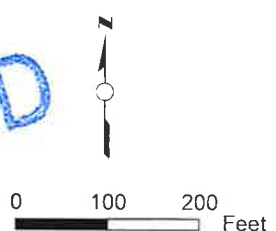
ACCOUNT #	TAXING AGENCY	CURRENT TAX SHARE	PERCENT	PROPOSED DIST SHARE	ALLOCATED SHARE	ADJUSTMENTS	NET SHARE
980.07	DEV.CTR,HDCPD,MINOR-WALNUT VY.	0.000826065	0.0826 %	0.007433722	0.000006140	EXEMPT	0.000826065
***066.80	CO.SANITATION DIST.NO 21 DEBT S.	0.000000000	0.0000 %	0.007433722	0.000000000	0.000000000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




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)

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

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

DIRECTOR EXPENSE FORM



NAME: Kevin Hayakawa

DATE: September 2021

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	9/13/2021	Public Information Committee Meeting	<input checked="" type="checkbox"/>				\$ -
2	9/13/2021	Finance Committee Meeting	<input type="checkbox"/>				\$ -
3	9/14/2021	Engineering Committee Meeting	<input checked="" type="checkbox"/>				\$ -
4	9/14/2021	Personnel Committee Meeting	<input type="checkbox"/>				\$ -
5	9/20/2021	WVWD Regular Board Meeting	<input checked="" type="checkbox"/>				\$ -
6	9/23/2021	WVWD Special Board Meeting	<input checked="" 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 4 X \$150.00 per day \$ 600.00

TOTAL \$ 600.00

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: September 2021

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	9/13/2021	Public Info Meeting	<input checked="" type="checkbox"/>				\$ -
2	9/13/2021	Finance Committee Meeting	<input type="checkbox"/>				\$ -
3	9/15/2021	TVMWD Board Meeting	<input checked="" type="checkbox"/>				\$ -
4	9/20/2021	WVWD Board Meeting	<input checked="" type="checkbox"/>				\$ -
5	9/23/2021	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 4 X \$150.00 per day \$ 600.00

TOTAL \$ 600.00

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



 Signature

9/24/21

 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: September 2021

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	9/13/2021	Chamber Governance Affair Committee Meeting	<input checked="" type="checkbox"/>				\$ -
2	9/14/2021	Engineering Committee	<input checked="" type="checkbox"/>				\$ -
3	9/14/2021	Personnel Committee	<input type="checkbox"/>				\$ -
4	9/15/2021	Edible Gardening for Beginners-WVWD	<input checked="" type="checkbox"/>				\$ -
5	9/20/2021	Board meeting	<input checked="" type="checkbox"/>				\$ -
6	9/22/2021	MWD California Friendly Landscape Training	<input checked="" type="checkbox"/>				\$ -
7	9/23/2021	Diamond Bar Evergreen Club celebration	<input type="checkbox"/>				\$ -
8	9/23/2021	Board workshop	<input checked="" 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 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: Theresa Lee

DATE: Sep. 2021

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	9/13/2021	WVWD Finance Committee Meeting via Webex	<input checked="" type="checkbox"/>				\$ -
2	9/14/2021	WVWD Engineering Committee Meeting via Webex	<input checked="" type="checkbox"/>				\$ -
3	9/15/2021	Spadra Basin Advisory Committee Meeting via Webex	<input checked="" type="checkbox"/>				\$ -
4	9/20/2021	WVWD Board Meeting via Webex	<input checked="" type="checkbox"/>				\$ -
5	9/23/2021	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: September 2021

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	9/7/2021	Spadra Basin GSA Executive Committee Meeting	<input checked="" type="checkbox"/>				\$ -
2	9/13/2021	WWWD Public Information and Legislative Committee Meeting	<input checked="" type="checkbox"/>				\$ -
3	9/13/2021	WWWD Finance Committee Meeting	<input type="checkbox"/>				\$ -
4	9/14/2021	WWWD Engineering Committee Meeting	<input type="checkbox"/>				\$ -
5	9/14/2021	WWWD Personnel Committee Meeting	<input checked="" type="checkbox"/>				\$ -
6	9/15/2021	Spadra Basin GSA Advisory Committee Meeting	<input checked="" type="checkbox"/>				\$ -
7	9/20/2021	WWWD Board Meeting	<input checked="" type="checkbox"/>				\$ -
8	9/22/2021	CA Friendly Native Plant Landscape Webinar in Mandarin	<input checked="" type="checkbox"/>				\$ -
9	9/23/2021	WWWD Director's Workshop	<input checked="" 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 Jerry C. Tang

Date September 27, 2021

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

Monthly Board Expense Detail
 Jerry Tang
 September 30, 2021

Payment Date/Charge Date	Type	Description	Conference/Meeting	Payment Type	Check Number	Payment	Reimbursed By Director	District Expense	GL Acct.
09/09/21	3	Air Fare	California Special Districts Association Annual Conference - Cancelled	Visa		(380.96)		(380.96)	10-5520-5720
09/10/21	1	Conference Registration	California Special Districts Association Annual Conference - Cancelled	Visa		(900.00)		(900.00)	10-5520-5720
								-	
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Total Districts Charges						(1,280.96)	-	(1,280.96)	

Jerry Tang _____ Date _____
Melinda Fine _____ Date 10/13/2021
 Executive Assistant

Josh Byers _____ Date 10/11/21
 Director of Finance
Erik Holmstrom _____ Date Oct 13, 2021
 General Manager

Monthly Board Expense Detail
Theresa Lee
September 30, 2021

Payment Date/Charge Date	Type	Description	Conference/Meeting	Payment Type	Check Number	Payment	Reimbursed By Director	District Expense	GL Acct.
		No Activity						-	
								-	
								-	
								-	
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Total Districts Charges						-	-	0.00	

Theresa Lee _____ Date

Josh Boyer _____ Date *10/11/21*

Director of Finance

Melinda K... _____ Date *10/13/2021*




Executive Assistant

Kirk Hummer _____ Date *Oct. 13, 2021*

General Manager

Monthly Board Expense Detail
 Scarlett Kwong
 September 30, 2021

Payment Date/Charge Date	Type	Description	Conference/Meeting	Payment Type	Check Number	Payment	Reimbursed By Director	District Expense	GL Acct.	
		No Activity						-		
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Total Districts Charges								-	0.00	

_____ Scarlett Kwong	_____ Date	_____  Director of Finance	_____ 10/21/21 Date
_____  Executive Assistant	_____ 10/13/2021 Date	_____  General Manager	_____ Oct. 13, 2021 Date

Monthly Board Expense Detail
Edwin Hilden
September 30, 2021

Payment Date/Charge Date	Type	Description	Conference/Meeting	Payment Type	Check Number	Payment	Reimbursed By Director	District Expense	GL Acct	
		No Activity						-		
								-		
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								-		
Total Districts Charges							-	-	0.00	

Edwin M. Hilden Date

Melvin *[Signature]*
Executive Assistant Date 10/13/2021

[Signature] 10/11/21
Director of Finance Date

[Signature] Oct 13, 2021
General Manager Date

Monthly Board Expense Detail
Kevin Hayakawa
September 30, 2021

Payment Date/Charge Date	Type	Description	Conference/Meeting	Payment Type	Check Number	Payment	Reimbursed By Director	District Expense	GL Acct.
		No Activity						-	
								-	
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								-	
Total Districts Charges						-	-	0.00	

Kevin Hayakawa _____ Date _____

Josh Bayless _____ *10/11/21*
Director of Finance _____ Date _____

Melinda Rene _____ *10/13/2021*
Executive Assistant _____ Date _____

Edie Hutchinson _____ *Oct. 13, 2021*
General Manager _____ Date _____

**WALNUT VALLEY WATER DISTRICT
TREASURER'S REPORT
October 18, 2021**



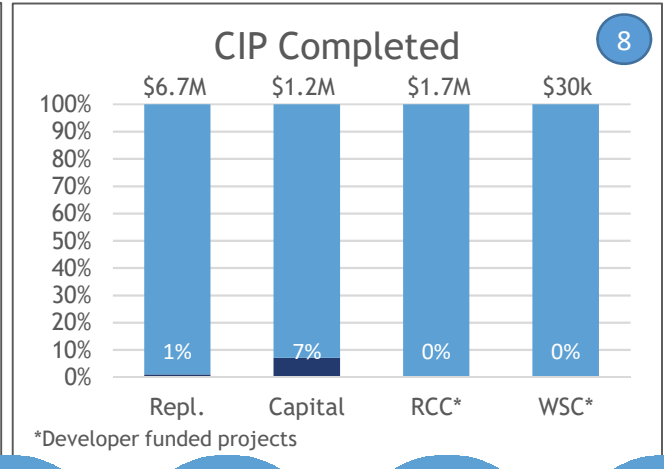
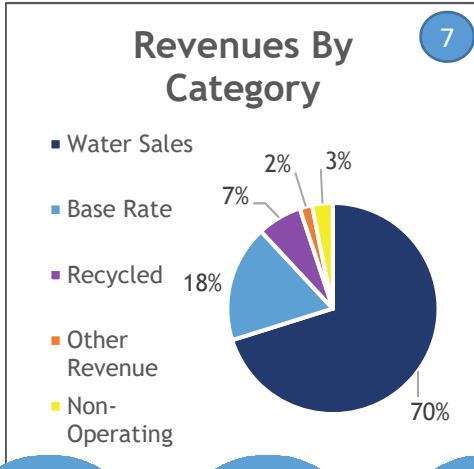
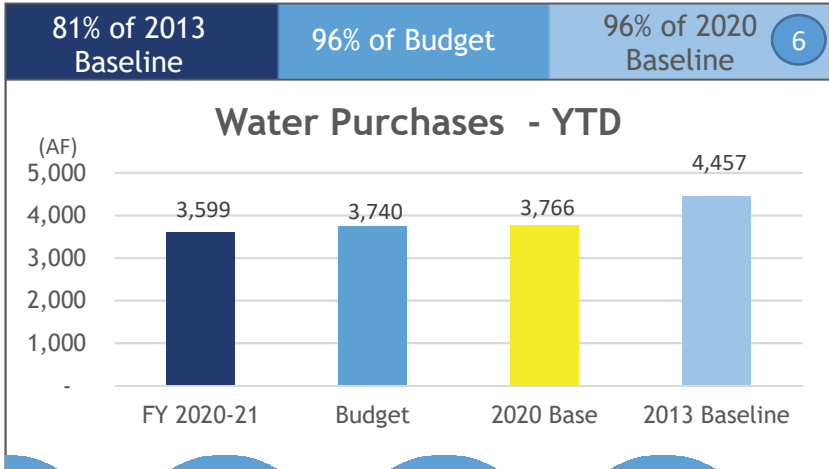
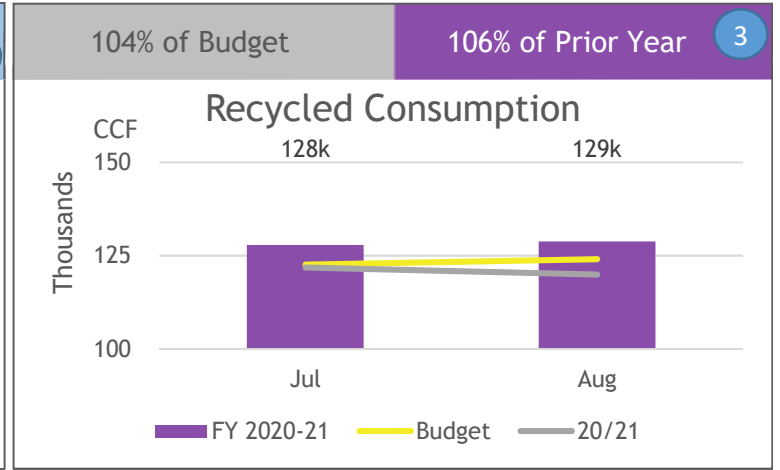
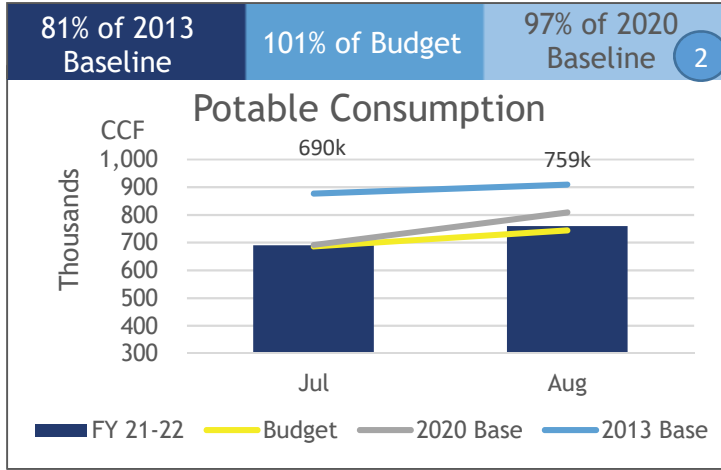
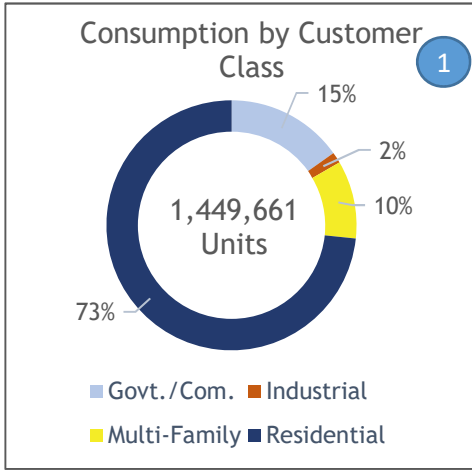
- 1) Financial Dashboard as of August 31, 2021
- 2) District Statement of Revenues, Expenses, and Change in Net Position as of August 31, 2021
- 3) District Statement of Net Position as of August 31, 2021
- 4) Summary of Cash Investments as of August 31, 2021



Walnut Valley Water District Financial Dashboard



August 31, 2021



1,024 ↑ 100
Overdue Notice

- 0
Turn-Offs

5,242 ↑ 68
E-Bills - Customers

770 ↑ 3
Afford. Rate - Customers

1,632 ↑ 23
Phone Calls - Monthly

* 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 Two Months Ending Tuesday, August 31, 2021

	Actual	August Budget	% of Budget	YTD Actual	Budget	Annual % of Budget
Operating Revenues						
Water Sales	\$4,756,689.33	\$3,648,592.00	130.37%	\$9,120,913.15	\$36,756,761.00	24.81%
Water Sales - Recycled	274,778.13	267,273.00	102.81%	547,204.55	2,083,217.00	26.27%
Hydroelectric Sales	5,324.35	3,333.00	159.75%	10,646.46	40,000.00	26.62%
Stand-by Charges	3,733.51	3,473.00	107.50%	14,068.47	825,000.00	1.71%
Total Operating Revenues	5,040,525.32	3,922,671.00	128.50%	9,692,832.63	39,704,978.00	24.41%
Operating Expenses						
Operations	492,527.66	517,584.00	95.16%	1,118,669.21	6,356,202.00	17.60%
Engineering	99,837.84	110,414.00	90.42%	244,005.02	1,462,560.00	16.68%
Finance	155,523.27	174,229.00	89.26%	369,031.15	2,267,618.00	16.27%
Board of Directors/GM Office	107,192.53	115,633.00	92.70%	261,674.71	1,554,796.00	16.83%
Administrative Services	164,467.93	234,933.00	70.01%	433,894.93	2,812,636.00	15.43%
General Administration	94,305.53	99,204.00	95.06%	234,924.66	1,258,250.00	18.67%
Total Operating Expenses	1,113,854.76	1,251,997.00	88.97%	2,662,199.68	15,712,062.00	16.94%
Purchased Water & Related	3,059,446.12	2,148,692.00	142.39%	6,118,211.26	20,700,922.00	29.56%
Total Expenses	4,173,300.88	3,400,689.00	122.72%	8,780,410.94	36,412,984.00	24.11%
Income (Loss) From Operations	867,224.44	521,982.00	166.14%	912,421.69	3,291,994.00	27.72%
Nonoperating Revenues/(Expenses)	142,118.19	78,408.00	181.25%	254,073.22	1,195,920.00	21.25%
Income (Loss) Before Res. Rev & Deprec.	1,009,342.63	600,390.00	168.11%	1,166,494.91	4,487,914.00	25.99%
Restricted/Desig Rev & Other Exp.	31,539.90	0.00	0.00%	38,820.92	0.00	0.00%
Income (Loss) Before Depreciation	1,040,882.53	600,390.00	173.37%	1,205,315.83	4,487,914.00	26.86%
Depreciation & Amortization	457,915.18	0.00	0.00%	915,830.36	0.00	0.00%
Income Before Capital Contributions	582,967.35	600,390.00	97.10%	289,485.47	4,487,914.00	6.45%
Capital Contributions	230,449.86	0.00	0.00%	450,730.51	0.00	0.00%
Net Increase (Decrease) in Net Position	813,417.21	600,390.00	135.48%	740,215.98	4,487,914.00	16.49%

Walnut Valley Water District
Statement of Net Position
Tuesday, August 31, 2021

ASSETS

CURRENT ASSETS:

Cash & Investments - Unrestricted	\$33,157,756.27	
Accounts Receivable:		
Water	5,556,724.68	
Taxes	55,910.91	
Accrued Interest	162,283.53	
Other	1,191,637.23	
Standby Charges	77,010.61	
Materials Inventory	924,379.73	
Prepaid Expenses	308,296.83	
TOTAL CURRENT ASSETS		41,433,999.79

RESTRICTED ASSETS

Cash & Investments - Restricted	15,260,913.59	
Interest Receivable	1,017.67	
Investment in Joint Venture	20,804,677.50	
TOTAL RESTRICTED ASSETS		36,066,608.76

OTHER ASSETS

CAPITAL ASSETS

Capital Assets	228,414,083.20	
Construction in Progress	3,461,887.47	
Less: Accumulated Depreciation	(120,782,835.40)	
NET CAPITAL ASSETS		111,093,135.27
TOTAL ASSETS		188,593,743.82

Walnut Valley Water District
Statement of Net Position
Tuesday, August 31, 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		<u>6,918,554.00</u>

LIABILITIES & FUND EQUITY

CURRENT LIABILITIES

Accounts Payable	(6,935,745.51)	
Other Current Liabilities	205,751.82	
Current Portion of Long Term Debt	(535,000.00)	
Interest Payable	(57,875.00)	
TOTAL CURRENT LIABILITES		<u>(7,322,868.69)</u>

RESTRICTED LIABILITIES

Accounts Payable	(16,769.32)	
Deposits	(2,087,711.32)	
Construction Advances	(5,741,961.74)	
TOTAL RESTRICTED LIABILITIES		<u>(7,846,442.38)</u>

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	(6,179,769.18)	
TOTAL LONG TERM DEBT & RELATED		<u>(36,767,497.68)</u>
TOTAL LIABILITIES		<u><u>(51,936,808.75)</u></u>

Walnut Valley Water District
Statement of Net Position
Tuesday, August 31, 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	111,093,135.27	
Restricted	12,518,130.88	
Unrestricted	19,307,373.92	
TOTAL NET POSITION	<u>142,918,640.07</u>	
TOTAL NET POSITION		<u>142,918,640.07</u>

Walnut Valley Water District
 Summary of Cash and Investments
 8/31/2021

CASH & CASH EQUIVALENTS

Cash on Hand		\$3,200.00	
<u>Cash in Bank</u>			
East West Bank - General	\$3,554,369.34		
East West Bank - Payroll	340,739.55		
East West Bank - Water Refund	8,345.58		
East West Bank - Revolving	24,132.97		
East West Bank - Credit Card	1,705,229.00		
East West Bank - Badillo Grand	299,868.01		
East West Bank - Payroll Reimbursement	26,940.61		
Total Cash in Bank	<u>5,959,625.06</u>		
TOTAL CASH		<u>\$5,962,825.06</u>	

INVESTMENTS

Certificates of Deposit		743,000.00	
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)		250,000.00	
US Agency		13,325,000.00	
US Treasury		9,865,000.00	
TOTAL INVESTMENTS		<u>39,337,502.07</u>	
TOTAL CASH & INVESTMENTS			<u>\$45,300,327.13</u>

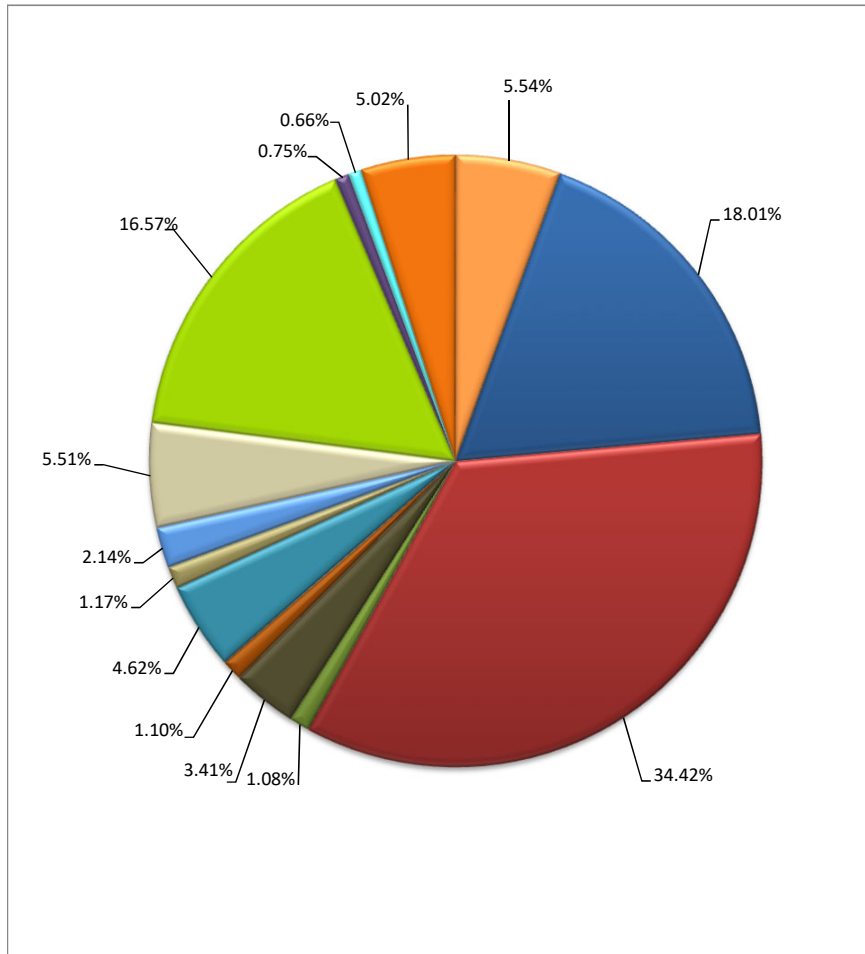
I certify that this report accurately reflects all investments of the Walnut Valley Water District and that all investments are in full compliance with State law and District's Investment Policy.



 Josh Byerlum, CPA

Director of Finance

Walnut Valley Water District Summary of Cash and Investments by Reserve Fund August 31, 2021



ALLOCATION OF CASH AND INVESTMENTS		
Unrestricted		
Category 1		
General Account	\$ 8,156,437.73	18.01%
	\$ 8,156,437.73	18.01%
Designated		
Category 2		
Operating Reserve	\$ 2,496,760.00	5.51%
Replacement	\$ 15,590,985.65	34.42%
Capital Improvement	\$ 491,320.15	1.08%
Rate Stabilization	\$ 1,543,125.39	3.41%
B/G Catastrophic Ins	\$ 500,000.00	1.10%
Employee Liabilities	\$ 2,093,168.78	4.62%
Stored Water	\$ 530,200.00	1.17%
Project Reserve	\$ 967,231.99	2.14%
	\$ 24,212,791.96	53.45%

Restricted Reserves		
Category 3		
Customer/Developer Deposits	\$ 7,502,111.76	16.57%
	\$ 7,502,111.76	16.57%
Category 4		
ASC	\$ 341,801.10	0.75%
Badillo/Grand-Maintenance	\$ 299,868.01	0.66%
RCC	\$ 2,276,100.04	5.02%
WSC	\$ 2,511,216.53	5.54%
	\$ 5,428,985.68	11.97%

Total \$ 45,300,327.13 100.00%

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.

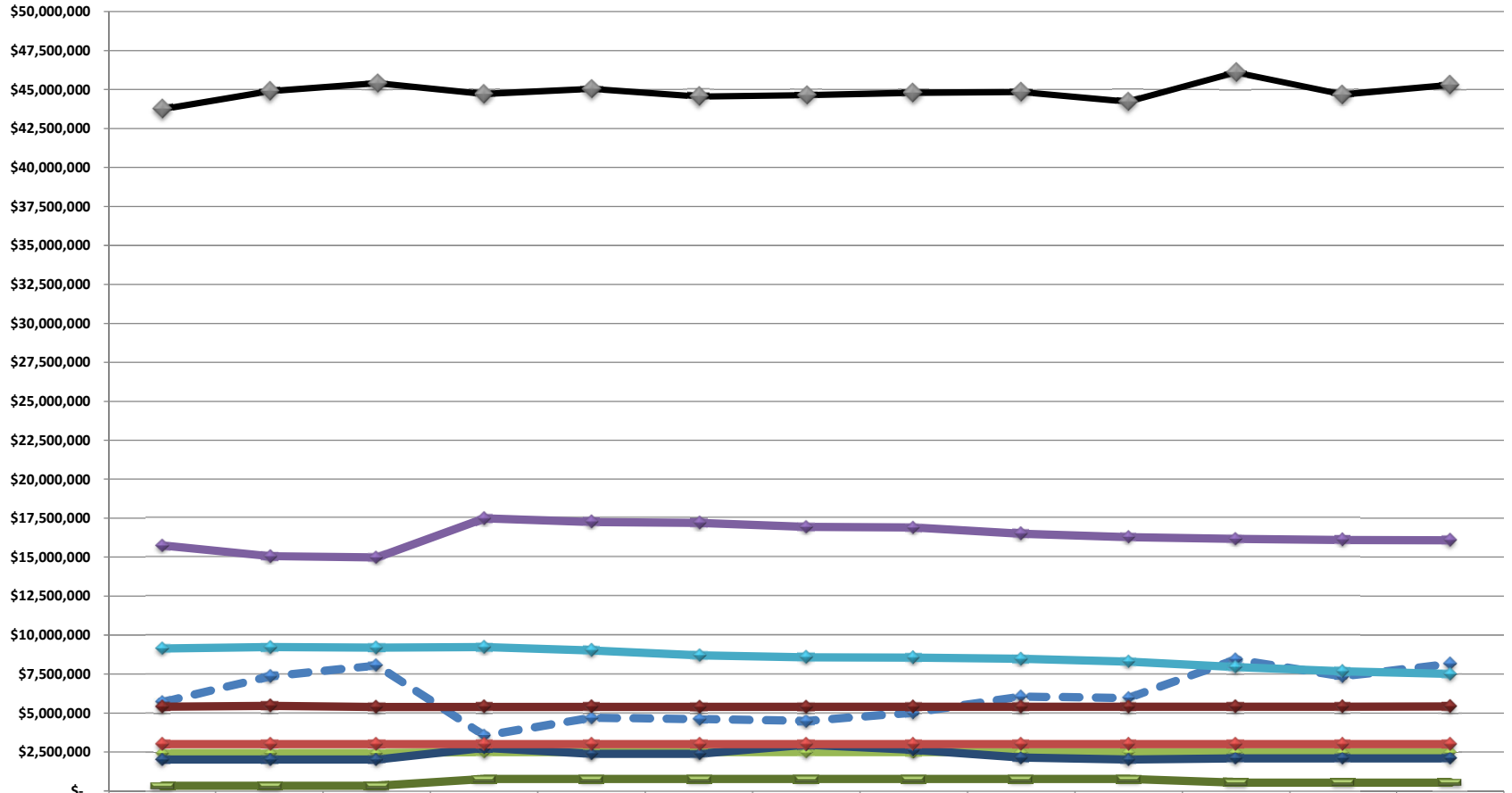
Category 2 - These funds, although not legally or externally restricted, have been reserved pursuant to the Board's desire to provide a stable and equitable rate structure. All interest earned related to these funds is retained by each designated fund.

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
August 2020 - August 2021**



	Aug 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Jul 2021	Aug 2021
General Account	\$5,687,981	\$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
Operating Reserve	\$2,431,000	\$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
Capital/Replacement Reserve	\$15,745,456	\$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
Employee Liabilities Reserve	\$2,012,024	\$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
Stored Water Reserve	\$332,000	\$332,000	\$332,000	\$763,900	\$763,900	\$763,900	\$763,900	\$763,900	\$763,900	\$763,900	\$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	\$9,135,346	\$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
Developer & Other Restricted	\$5,394,959	\$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
Grand Total	\$43,749,124	\$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

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of Engineering
DATE: October 18, 2021
SUBJECT: Receive and File the Puente Basin Watermaster Annual Report for Fiscal Year 2020-21

Action/Discussion **Fiscal Impact** **Resolution** **Information Only**

Recommendation

Request the Board of Directors receive and file the Thirty-Fifth Annual Report for the Puente Basin Watermaster for Fiscal Year 2020-21.

Background Information

Each year, in accordance with the “Puente Basin Judgment,” the Puente Basin Watermaster prepares an annual report, which contains the annual determinations and calculations, budget and an account of the Watermaster’s activities for the prior fiscal year. Attached are copies of:

- Appendix B: Annual Pumping and Carry-Over
- Appendix C: Water Imported into Puente Basin and Import Return Flow Credits
- Appendix D: Annual Pumping Right at an Operating Safe Yield of 2,506 Acre-Feet for Fiscal Year 2021-22

Please note, that the full report and past reports are available for review in the District library.

Attachments as noted

Appendix B
ANNUAL PUMPING AND CARRY-OVER (acre-feet)
2020-21
Puente Basin Watermaster

Pumpers	(1)	(2)	(3)	(4)	(5)	(6) Total (1)+(2)-(3) +(4)+(5)	(7) Water Pumped	(8)	(9)	(10)	(11) Lost Carry- over (4)-(7)	(12) Carry- over to 2021-22 (6)-(7) -(11)			
	Annual Pumping Right														
	Pumper's Share of Operating Safe Yield	Return Flow Credit	Excess Pumping 2019-20	Carry- over from 2019-20	Leases								Annual Excess Pumping		
													Total	Allowable	Unauthorized
PRINCIPAL PRODUCERS															
City of Industry	550.0	0.0	0.0	368.9	0.0	918.9	265.7	0.0	0.0	0.0	103.3	550.0			
Successor Agency to Industry Urban Development Agency	550.0	0.0	0.0	368.9	0.0	918.9	265.7	0.0	0.0	0.0	103.3	550.0			
Royal Vista Golf Course	306.0	NA ^{1/}	68.5	0.0	0.0	237.5	404.0 ^{2/}	166.5	30.6	135.9	0.0	0.0			
Rowland Water District	550.0	0.0	0.0	550.0	0.0	1,100.0	305.1	0.0	0.0	0.0	244.9	550.0			
Walnut Valley Water District	550.0	127.6	0.0	459.6	0.0	1,137.2	568.5	0.0	0.0	0.0	0.0	568.7			
<i>Subtotal</i>	<i>2,506.0</i>	<i>127.6</i>	<i>68.5</i>	<i>1,747.4</i>	<i>0.0</i>	<i>4,312.5</i>	<i>1,808.9</i>	<i>166.5</i>	<i>30.6</i>	<i>135.9</i>	<i>451.4</i>	<i>2,218.7</i>			
BASIN CLEAN-UP PUMPING															
BDP Corporation	NA	NA	NA	NA	NA	NA	142.0	NA	NA	NA	NA	NA			
Malibu Grand Prix ^{3/}	---	---	---	---	---	---	---	---	---	---	---	---			
Hamilton Standard Controls ^{4/}	---	---	---	---	---	---	---	---	---	---	---	---			
<i>Subtotal</i>							<i>142.0</i>								
GRAND TOTAL	2,506.0	127.6	68.5	1,747.4	0.0	4,312.5	1,950.9	166.5	30.6	135.9	451.4	2,218.7			

^{1/} Not Applicable.

^{2/} Due to sale of Airey Property, 12 acre-feet production from Airey well will not be attributed to Royal Vista Golf Course, formerly Los Angeles Royal Vista Golf Course.

^{3/} CRWQCB has accepted a closure plan from MGP which is no longer producing groundwater.

^{4/} United Technologies filed a Closure Report on 11/17/2000 and it was approved by CRWQCB on 1/9/2001.

Appendix C
WATER IMPORTED INTO PUENTE BASIN AND IMPORT RETURN FLOW CREDITS (acre-feet)
Puente Basin Watermaster

Producer	(1)	(2)	(3)	(4)	Total Imports in 1984-85	(6) Difference (4)-(5) ^{1/}	(7) Calculated Import Return Flow	(8) Allocation of Import Return Flow Credit ^{2/}
	Fiscal Year 2020-21							
	Metropolitan Water	Reclaimed Water	Ground Water	Total				
DEFENDANTS								
City of Industry	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Successor Agency to Industry Urban Development Agency	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Royal Vista Golf Course	NA ^{3/}	NA	NA	NA	NA	NA	NA	NA
GRAND TOTAL	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
PLAINTIFFS								
Rowland Water District	4,344.0	1,712.7	0.0	6,056.7	5,197.8	858.9	128.8	0.0
Walnut Valley Water District	6,391.1	1,366.0	0.0	7,757.1	6,630.9	1,126.2	168.9	297.7
GRAND TOTAL	10,735.1	3,078.7	0.0	13,813.8	11,828.7	1,985.1	297.7	297.7

^{1/} The return flow credit is 15 percent of this amount, up to 750 acre-feet to the plaintiffs and defendants, each.

^{2/} Allocated per direction of Rowland and Walnut pursuant to Paragraph 9, subparagraph B.

^{3/} Not Applicable.

Appendix D
ANNUAL PUMPING RIGHT AT AN OPERATING
SAFE YIELD OF 2,506 ACRE-FEET FOR FISCAL YEAR 2021-22
Puente Basin Watermaster

	(1)	(2)	(3)	(4)	(5)
Pumpers	Pumper's Share of Operating Safe Yield (AF)	Excess Pumping in 2020-21 (AF)	Carry-over from 2020-21 (AF)	Return Flow Credit For Water Imported into the Basin 2020-21 (AF)	Annual Pumping Right (AF)
<i>PRINCIPAL PRODUCERS</i>					
City of Industry	550.0	0.0	550.0	0.0	1,100.0
Successor Agency to Industry Urban Development Agency	550.0	0.0	550.0	0.0	1,100.0
Royal Vista Golf Course	306.0	166.5	0.0	NA ^{1/}	139.5
Rowland Water District	550.0	0.0	550.0	0.0	1,100.0
Walnut Valley Water District	550.0	0.0	568.7	297.7	1,416.4
GRAND TOTAL	2,506.0	166.5	2,218.7	297.7	4,855.9

^{1/} Not Applicable.

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of Engineering
DATE: October 18, 2021
SUBJECT: Consider Provisional Award of Contract for Spadra Monitoring Well - Labor and Material Bids

Action/Discussion Fiscal Impact Resolution Information Only

Recommendation

Request the Board of Directors:

1. Authorize the General Manager to execute contracts for labor and materials for the subject project upon determination of lowest responsible bidder.
2. Find that the project is exempt pursuant to Categorical Exemption Section 15306.
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. Approve easement documents for the subject project.

Background Information

Although it is not a requirement of the SGMA, the District and the City of Pomona (Pomona) collectively formed a Groundwater Sustainability Agency (GSA) for the Spadra Basin (Spadra Basin GSA) and decided to prepare and adopt a GSP with the dual objectives of achieving long-term sustainability and maximizing the beneficial use of the Spadra Basin.

The Spadra GSA has determined a new monitoring well will need to be constructed near the Chino Basin boundary as this is an area of uncertainty. The new monitoring well will fill a data gap in the hydrogeologic conceptual model. Data from the new monitoring well will be used to improve the understanding of the aquifer, groundwater flow, and groundwater levels in this boundary area and can be used to update the model.

Bids will be solicited and received by the District in late October to provide the labor and materials for the subject project. Final specifications for the well will be finished in early October. It is requested that the Board authorize the General Manager to execute contracts for labor and materials, upon determination of lowest responsible bidder, in order to expedite the timing for grant funding purposes.

In addition, District staff has determined, based on the CEQA Environmental Review Guidelines, that the project is exempt pursuant to Categorical Exemption Section 15306.

The cost for this project was estimated by the consultant to be approximately \$370,000, which exceeds the Proposition 1 Sustainable Groundwater Planning Grant budget by \$230,000. However, Three Valleys Municipal Water District (TVMWD) has offered to allocate funds for a future project in the Spadra Basin that would cover this difference.

Lastly, attached for your reference and approval is the Spadra Basin GSA Easement Agreement and Legal Description for the location of the new monitoring well.

Attachments:

Notice of Exemption

CEQA Section 15306

Spadra Basin GSA Easement Agreement

Spadra Basin GSA Legal Description

SPADRA BASIN GROUNDWATER SUSTAINABILITY AGENCY
271 S. Brea Canyon Road, Walnut, CA 91789

Notice of Exemption

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

From: (Public Agency)
Spadra Basin Groundwater
Sustainability Agency
271 S. Brea Canyon Road
Walnut, CA 91789

Project Title:

Spadra Basin Monitoring Well

Project Location - Specific:

822 W. Commercial Street, Pomona
(See attached vicinity map)

Project Location – City:

Pomona

Project Location – County:

Los Angeles

Description of Nature, Purpose, and Beneficiaries of Project:

The proposed project involves the drilling of a monitoring well for testing, data collection and monitoring of the groundwater within the Spadra Basin (Basin). This would allow the Spadra Basin Groundwater Sustainability Agency (Agency) to effectively manage and ensure the long-term sustainability of the Basin. As the sole members of the Agency, both the City of Pomona and Walnut Valley Water District will benefit from this project since each produce water from the Basin.

Name of Public Agency Approving Project:

Spadra Basin Groundwater Sustainability Agency

Name of Person or Agency Carrying Out Project:

Spadra Basin Groundwater Sustainability Agency

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 15306
- Statutory Exemptions. State code number:

Reasons why project is exempt:

The proposed project involves the drilling of a monitoring well for the purpose of testing, data collection and monitoring of the groundwater within the Spadra Basin. Therefore, the project is exempt under CEQA Guidelines Section 15306: Information Collection.

Lead Agency Contact Person:

Area Code/Telephone/Extension:
(909) 595-1268, Ext.

Signature: _____

Date: XX-XX-XXXX

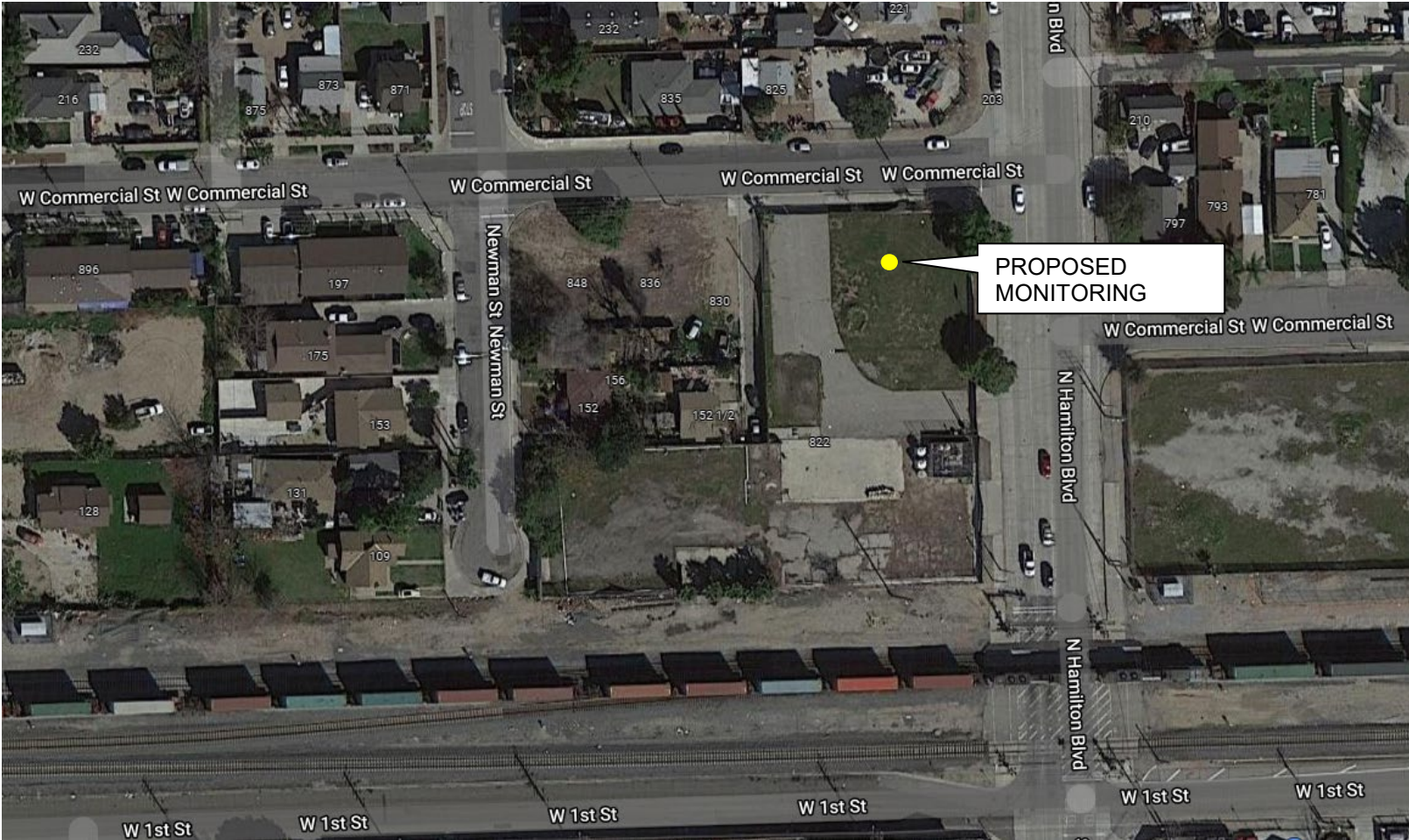
Administrative Officer

Signed by Lead Agency

Date received for filing with County Clerk: _____

SPADRA BASIN GROUNDWATER SUSTAINABILITY AGENCY

271 S. Brea Canyon Road, Walnut, CA 91789



VICINITY MAP

Not to Scale

15304. MINOR ALTERATIONS TO LAND

Class 4 consists of minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees except for forestry or agricultural purposes. Examples include, but are not limited to:

- (a) Grading on land with a slope of less than 10 percent, except that grading shall not be exempt in a waterway, in any wetland, in an officially designated (by federal, state, or local government action) scenic area, or in officially mapped areas of severe geologic hazard such as an Alquist-Priolo Earthquake Fault Zone or within an official Seismic Hazard Zone, as delineated by the State Geologist.
- (b) New gardening or landscaping, including the replacement of existing conventional landscaping with water efficient or fire resistant landscaping.
- (c) Filling of earth into previously excavated land with material compatible with the natural features of the site;
- (d) Minor alterations in land, water, and vegetation on existing officially designated wildlife management areas or fish production facilities which result in improvement of habitat for fish and wildlife resources or greater fish production;
- (e) Minor temporary use of land having negligible or no permanent effects on the environment, including carnivals, sales of Christmas trees, etc;
- (f) Minor trenching and backfilling where the surface is restored;
- (g) Maintenance dredging where the spoil is deposited in a spoil area authorized by all applicable state and federal regulatory agencies;
- (h) The creation of bicycle lanes on existing rights-of-way.
- (i) Fuel management activities within 30 feet of structures to reduce the volume of flammable vegetation, provided that the activities will not result in the taking of endangered, rare, or threatened plant or animal species or significant erosion and sedimentation of surface waters. This exemption shall apply to fuel management activities within 100 feet of a structure if the public agency having fire protection responsibility for the area has determined that 100 feet of fuel clearance is required due to extra hazardous fire conditions.

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

15305. MINOR ALTERATIONS IN LAND USE LIMITATIONS

Class 5 consists of minor alterations in land use limitations in areas with an average slope of less than 20%, which do not result in any changes in land use or density, including but not limited to:

- (a) Minor lot line adjustments, side yard, and set back variances not resulting in the creation of any new parcel;
- (b) Issuance of minor encroachment permits;
- (c) Reversion to acreage in accordance with the Subdivision Map Act.

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

15306. INFORMATION COLLECTION

Class 6 consists of basic data collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource. These may be strictly for information gathering purposes, or as part of a study leading to an action which a public agency has not yet approved, adopted, or funded.

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

15307. ACTIONS BY REGULATORY AGENCIES FOR PROTECTION OF NATURAL RESOURCES

Class 7 consists of actions taken by regulatory agencies as authorized by state law or local ordinance to assure the maintenance, restoration, or enhancement of a natural resource where the regulatory process involves procedures for protection of the environment. Examples include but are not limited to wildlife preservation activities of the State Department of Fish and Game. Construction activities are not included in this exemption.

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

15308. ACTIONS BY REGULATORY AGENCIES FOR PROTECTION OF THE ENVIRONMENT

Class 8 consists of actions taken by regulatory agencies, as authorized by state or local ordinance, to assure the maintenance, restoration, enhancement, or protection of the environment where the regulatory process involves procedures for protection of the environment. Construction activities and relaxation of standards allowing environmental degradation are not included in this exemption.

Note: Authority cited: Section 21083, Public Resources Code; Reference: Section 21084, Public Resources Code; *International Longshoremen's and Warehousemen's Union v. Board of Supervisors*, (1981) 116 Cal. App. 3d 265.

15309. INSPECTIONS

Class 9 consists of activities limited entirely to inspections, to check for performance of an operation, or quality, health, or safety of a project, including related activities such as inspection for possible mislabeling, misrepresentation, or adulteration of products.

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

15310. LOANS

Class 10 consists of loans made by the Department of Veterans Affairs under the Veterans Farm and Home Purchase Act of 1943, mortgages for the purchase of existing structures where the loan will not be used for new construction and the purchase of such mortgages by financial institutions. Class 10 includes but is not limited to the following examples:

- (a) Loans made by the Department of Veterans Affairs under the Veterans Farm and Home Purchase Act of 1943.
- (b) Purchases of mortgages from banks and mortgage companies by the Public Employees Retirement System and by the State Teachers Retirement System.

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

15311. ACCESSORY STRUCTURES

Class 11 consists of construction, or placement of minor structures accessory to (appurtenant to) existing commercial, industrial, or institutional facilities, including but not limited to:

- (a) On-premise signs;
- (b) Small parking lots;

EASEMENT AGREEMENT

This Easement Agreement (“Agreement”) is entered into this ____ day of _____, 2021 by and between the City of Pomona, a municipal corporation (“City”), Walnut Valley Water District (“District”), a California water district, and the Spadra Basin Groundwater Sustainability Agency, a groundwater sustainability agency formed under the Sustainable Groundwater Management Act of 2018 (“Agency”), hereinafter collectively referred to as the “Parties.”

PURPOSE OF AGREEMENT

The Parties agree that the purpose of this Agreement is to provide a means by which the District may construct and the Agency may install and maintain a groundwater monitoring well (the “Well”) for testing water situated in the Spadra Basin (the “Basin”). The City possesses land in an area where such groundwater monitoring is needed, and where a monitoring well could be installed. The Agency seeks to use the Well, which the District would construct, to provide more comprehensive data on groundwater conditions in the Basin.

1. RECITALS

- 1.1. The City overlies the Basin and owns various properties in that area.
- 1.2. The City and the District are the sole members of the Agency and each produce water from the Basin and are interested in ensuring the long-term sustainability of the Basin.
- 1.3. The Agency desires to obtain robust data on groundwater within the Basin, so the Basin can be effectively managed.

NOW, THEREFORE, the Parties agree as follows:

2. GRANT OF EASEMENT

- 2.1. City hereby grants and conveys to Agency and its successors and assigns, a non-exclusive and revocable easement for installation and maintenance of the Well, and for appurtenant equipment and facilities, and for ingress and egress under, on, along and across the “Easement Area” described and depicted in Exhibit “A” and “B” hereto, which exhibits are, by this reference, incorporated herein and made a part hereof as though fully set forth in detail. City hereby grants and conveys to the District and its contractors and agents a temporary easement over the Easement Area, and any adjacent areas, as necessary for construction of the Well.
- 2.2. City agrees for itself and for its successors and assigns, not to erect, place or maintain, nor to permit the erection, placement or maintenance of any building, planter boxes, earth fill, walls, fences, or other structures on the real property described and depicted in Exhibit “A” and “B”. Notwithstanding the foregoing, City retains the right to the use of the Easement Area, except as to any use in derogation of the easement contained herein. The Agency, the District and their respective contractors, agents and employees, shall have the right to trim or cut tree roots as may endanger or interfere with the Well and any related facilities and shall have free access to the Easement Area and every part thereof, at all times, for the purpose of exercising the rights herein granted; provided, however, that in

making any excavation on said real property of City, Agency or the District, as applicable, shall make the same in such a manner as will cause the least injury to the surface of the ground around such excavation, and shall replace the earth so removed by it and restore the surface of the ground to as near the same condition as it was prior to such excavation as is practicable.

- 2.3. No Party shall transfer this Agreement, in whole or in part, or any of its interests hereunder, to any other person or entity, without the prior written consent of the other Party. Any attempt to transfer or assign this Agreement, or any privilege hereunder, without such written consent, shall be void and confer no right on any person or entity that is not a Party to this Agreement.
- 2.4. It is understood that each and every right and privilege hereby granted is free and alienable. Notwithstanding the foregoing, it is understood and agreed that this Grant of Easement shall not be construed as a Grant of Fee Title.

3. SPECIAL PROVISIONS

- 3.1. **Ownership of the Monitoring Well:** Because the purpose of this easement is for the operation of a monitoring well, it is understood by both City and Agency that the Agency shall own the Well, possessing all of the legal rights and privileges that accompany ownership of that facility, but the City shall retain fee ownership of the real property where the Well is located.
- 3.2. **Monitoring Well Construction:** The District shall be responsible for the design and construction of the Well and for all costs incurred in that design and construction.
- 3.3. **Maintenance of the Well and of the Easement:** Agency shall use and access the Easement for any activities necessary for operation and maintenance of the Well.
 - 3.3.1. The right to maintain the Well and the Easement includes the right to remove any improvements, trees, shrubs and any other growth thereon, unless herein otherwise provided, and at any time and from time to time to locate, construct, install, alter, inspect, remove, replace and maintain any equipment necessary or convenient to be installed or used by Agency, or its successors, at any time or from time to time in connection with the Well. Any proposed structures or improvements shall not interfere or impede the City's Department of Toxic Substances Control (DTSC) regulated environmental soil, soil vapor, and groundwater cleanup.
 - 3.3.2. Whenever the Agency or the District is working on the Easement Area or the City's adjacent land, whether to install the facilities, systems, and equipment for the Well or to maintain and repair the same, the Agency or District, as applicable, shall maintain the area in good order, and shall remove all its tools, equipment and other debris from the area on completion of the work.

3.3.3. Agency may agree with the City for the City to oversee the operation of the Well and to undertake maintenance of the Well and the Parties may enter into a separate agreement regarding those tasks.

3.4. **Compliance with Local Laws and Ordinances:** The Parties agree to comply with any local laws that may govern improvements to city-owned land, construction and operation of a monitoring well, including those laws, ordinances and regulations of the City, Los Angeles County, DTSC, and related state and federal laws.

4. **LIABILITY**

City shall not be liable to Agency, the District or any other person or entity in connection with consents given or withheld, or in connection with any entry upon the Easement Area by any director, officer, employee, agent or contractor of Agency or the District occurring pursuant to this Easement, or on account of any claim, liability, damage or expense suffered or incurred by or threatened against Agency, the District or any other person or entity relating to Agency's or District's operations on the Easement Area, except if the claim, liability, damage, or expense is the result of the negligence, gross negligence, or intentional misconduct of City or of City's employees, agents, assigns, leaseholders or other easement holders.

5. **INDEMNIFICATION**

5.1. Each Party shall indemnify, defend and hold harmless the other Parties and their respective members, agents, directors, commissioners, officers, and employees from and against all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting from this Agreement or otherwise, provided that any such claim, damage, loss, or expense:

5.1.1. is attributable to personal injury, bodily injury, sickness, disease, or death of person, or to bodily injury or destruction of property; AND

5.1.2. is caused in whole or in part by any act or omission of a Party or anyone directly or indirectly employed by the Party or anyone whose acts that Party may be liable for, excepting only such injury or damage to the extent caused by the active negligence or willful misconduct of another Party.

6. **INSURANCE**

6.1. **General Required Coverages:** Agency and the District shall each procure, pay for, and keep in full force and effect at all times during the term of this Agreement insurance policies from company(ies) acceptable to City. The Agency and the District will each procure policies of the amount and types set forth below (but in no event with levels below those required by any applicable law, ordinance or regulation):

6.1.1. Limits of Liability Coverage – General Liability, \$1,000,000 Each Occurrence, \$3,000,000 Aggregate; Workers' Compensation, \$1,000,000;

Automobile Liability – Any Auto Used, Bodily Injury / Property Damage
– \$1,000,000 Combined Single Limit.

- 6.1.2. The Agency and District shall each insert a provision substantially similar to the requirements of this paragraph in any contract covering any work done pursuant to this Agreement and shall require the contractor to take out and maintain such insurance (including naming the City, and its directors, officers, volunteers, agents and employees as additional insureds) and to file proof of compliance as stated above.
- 6.1.3. **Specific Policy Requirements:** Each policy of insurance required to be carried pursuant to this Agreement: (1) shall, except with respect to Worker’s Compensation Insurance, name City as an additional insured; (2) shall be in a form reasonably satisfactory to City; (3) shall be carried with companies reasonably acceptable to City; (4) shall provide that such policy shall not be subject to cancellation, lapse or change except after at least thirty (30) days prior written notice to City; and (5) shall be on an “occurrence” basis and not on a “claims-made” basis.
- 6.1.4. **Deductibles/Self-Insurance:** The insurance required by this Section may contain deductibles or be self-insured. The Agency and the District, as applicable, shall be solely responsible for deductibles and/or self-insured retention for general required coverages specified in Section 6.1 and City, at its option, may require Agency or District to secure the payment of such deductibles or self-insured retention by a surety bond or an irrevocable and unconditional letter of credit. The insurance policies that contain deductibles or self-insured retention in excess of \$25,000 per occurrence shall not be acceptable without the prior approval of City.

7. DEFAULTS AND REMEDIES

7.1. **Dispute Resolution:** If any dispute arises between or among the Parties regarding interpretation or implementation of this Agreement, the Parties shall meet and confer within thirty (30) days of written notice from a Party regarding the dispute in an attempt to resolve the dispute by using the services of a mutually acceptable consultant. The fees and expenses of the consultant shall be shared equally among the Parties. If a consultant cannot be agreed upon, if the consultant's recommendations are not acceptable to all Parties, or if the Parties are unable to resolve such dispute through that meet and confer process, then the Parties may agree, within twenty-one (21) days after conclusion of that process, to either mediate the dispute or submit the dispute to binding arbitration in accordance with the rules and procedures of JAMS, including those applicable to the selection of an arbitrator. If any Party does not, within that twenty-one (21) day period, agree to mediation or binding arbitration, then either Party may file a lawsuit in Los Angeles Superior Court regarding that dispute.

7.2. Termination

7.2.1 Subject to Section 7.2.2, below, upon a breach of any provision of this Agreement by a Party (the "Breaching Party"), another Party (the "Non-Breaching Party") may terminate this Agreement for cause by written notice to the Breaching Party where the Breaching Party does not cure that breach within twenty-one (21) days from the date of that notice, or if the breach is not curable within that twenty-one (21) day period, where the Breaching Party fails to promptly commence and diligently pursue the cure of that breach during that twenty-one (21) day period.

7.2.2 The Agency or the District, as to that Party, may terminate this Agreement without cause upon ninety (90) days prior written notice to the City.

7.2.3 Should the Agency or the District discontinue use of the well in the Easement Area, the City may terminate this Agreement with or without cause, and revoke the Easement, upon ninety (90) days prior written notice to the Agency or District.

7.2.4 Unless requested otherwise by the City, upon termination of this Agreement, Agency or District shall, at their sole cost, remove the well and restore the Easement Area to the condition it was prior to the installation of the well, to the sole satisfaction of the City.

7.3. **Remedies Are Cumulative:** The rights and remedies of the Parties are cumulative, and the exercise by any Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same breach or any other breach by the other Party.

8. FORCE MAJEURE EVENTS

- 8.1 **Excuse to Performance:** In addition to specific provisions of the Agreement, lack of performance by any Party shall not be deemed to be a breach of this Agreement, where delays or defaults are due to acts of God, or the elements, accident, casualty, labor disturbances, unavailability or delays in delivery of any product, labor, fuel, service or materials, failure or breakdown of equipment, strikes, lockouts, or other labor disturbances, acts of the public enemy, orders or inaction of any kind from the government of the United States, the State of California, or any other governmental, military or civil authority (other than City, District or Agency), war, insurrections, riots, epidemics, landslides, lightning, droughts, floods, fires, earthquakes, arrests, civil disturbances, explosions, freight embargoes, lack of transportation, breakage or accidents to vehicles, or any other inability of any Party, whether similar or dissimilar to those enumerated or otherwise, which are not within the control of the Party claiming such inability or disability, which such Party could not have avoided by exercising due diligence and care and with respect to which such Party shall use all reasonable efforts that are practically available to it in order to correct such condition (such conditions being herein referred to as "Force Majeure Events.")
- 8.2 **Responding to Force Majeure Events:** The Parties agree that in the event of a Force Majeure Event which substantially interferes with the implementation of this Agreement, the Parties will use their best efforts to negotiate an interim or permanent modification to this Agreement which responds to the Force Majeure Event and maintains the principles pursuant to which this Agreement was executed.

9. MISCELLANEOUS

- 9.1 **Entire Agreement:** This Agreement constitutes the entire agreement between the Parties pertaining to the matters provided for herein and, except as herein provided, supersedes all prior and/or contemporaneous agreements and understanding, whether written or oral, between the Parties relating to the matters provided for herein.
- 9.2 **Interpretation:** The Parties have participated in the drafting of this Agreement and the Agreement shall not be construed for or against any Party. The language in all parts of this Agreement shall be in all cases construed simply according to its fair meaning and not strictly for or against any of the Parties hereto and Section 1654 of the Civil Code has no application to interpretation of this Agreement.
- 9.3 **Further Assurances:** Each Party, upon the request of the other, agrees to perform such further acts and to execute and deliver such other documents as are reasonably necessary to carry out the provisions of this instrument.
- 9.4 **Counterparts; Electronic Signature:** This Agreement, and any document or instrument entered into, given or made pursuant to this Agreement or authorized hereby, and any amendment or supplement thereto may be executed in two or more counterparts, and by each party on a separate counterpart, each of which, when executed and delivered, shall be an original and all of which together shall

constitute one instrument, with the same force and effect as though all signatures appeared on a single document. Any signature page of this Agreement or of such an amendment, supplement, document or instrument may be detached from any counterpart without impairing the legal effect of any signatures thereon, and may be attached to another counterpart identical in form thereto but having attached to it one or more additional signature pages. In proving this Agreement or any such amendment, supplement, document or instrument, it shall not be necessary to produce or account for more than one counterpart thereof signed by the Party against whom enforcement is sought. This Agreement may be executed by the parties by signatures transmitted by facsimile or electronic transmission and any such facsimile or electronic signature shall be deemed to be as valid as an original “wet” signature.

- 9.5. **Venue:** Any legal actions initiated pursuant to this Agreement or otherwise with respect to its subject matter must be instituted in the Superior Court of the County of Los Angeles, State of California, or in the Federal District Court in the Central District of California.
- 9.6. **Governing Law; Attorneys’ Fees and Costs:** The laws of the State of California shall govern the interpretation and enforcement of this Agreement. The non-prevailing party in any claim, suit or other action, including use of the dispute resolution as provided for in Section 7.1, shall pay to the prevailing party the costs of such prevailing party’s reasonable attorney’s fees and expenses and all other costs and expenses incurred by the prevailing party in such action.

10. NOTICES

All notices and demands of any kind made hereunder shall be mailed first class, sent by overnight delivery by a nationally recognized overnight courier, or personally delivered to:

If to City:	Water Resources Director City of Pomona 148 N. Huntington Street Pomona, CA 91768	If to District:	Walnut Valley Water District Attn: General Manager 271 South Brea Canyon Road Walnut, CA 91789
If to Agency:	Spadra Basin Groundwater Sustainability Agency c/o Walnut Valley Water District 271 South Brea Canyon Road Walnut, CA 91789		

If the notice or demand is sent by first class mail, it shall be deemed given on the third day after the notice or demand was placed in the mail; provided that if that third day falls on a Saturday, Sunday or California state holiday, the notice or demand shall be deemed given on the first business day thereafter. A notice or demand sent by overnight delivery or by personal delivery is deemed to have been given on the date of delivery.

EXECUTED on _____, 2021, at Los Angeles County, State of California.

CITY OF POMONA

By _____
Its _____

Attest:

By _____
Its _____

WALNUT VALLEY WATER DISTRICT

By _____
Erik Hitchman, General Manager

**SPADRA BASIN GROUNDWATER
SUSTAINABILITY AGENCY**

By _____
Administrative Officer

EXHIBIT "A"
PAGE 1 OF 2.

**LEGAL DESCRIPTION FOR A GRANT OF REVOCABLE EASEMENTS FOR A
MONITORING WELL AND FOR THE CONSTRUCTION AND FUTURE MAINTENANCE AND
MONITORING OF SAID WELL. (AFFECTS APN: 8348-011-900)**

IN THE CITY OF POMONA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, BEING REVOCABLE EASEMENTS FOR A GROUND WATER MONITORING WELL AND SUPPORTING APPURTENANCES, AND FOR THE CONSTRUCTION, AND FUTURE MAINTENANCE AND MONITORING OF SAID WELL AND APPURTENANCES, OVER AND UNDER THAT CERTAIN REAL PROPERTY BEING PORTIONS OF LOTS 6, 7, AND 8, OF NEWMAN'S SUBDIVISION OF THE SOUTHEAST QUARTER OF BLOCK 220 OF THE POMONA TRACT, AS PER MAP RECORDED AND FILED IN BOOK 25, PAGE 42, OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE RECORDER FOR SAID COUNTY, ALSO BEING A PORTION OF SAID REAL PROPERTY DESCRIBED IN THE QUITCLAIM DEED TO THE CITY OF POMONA IN DEED RECORDED NOVEMBER 15, 2011, AS INSTRUMENT NO. 2011-1546211, ALSO IN THE OFFICIAL RECORDS OF THE RECORDER OF SAID COUNTY, SAID EASEMENTS MORE PARTICULARLY DESCRIBED AS EASEMENT PARCEL 1 AND EASEMENT PARCEL 2, AS FOLLOWS:

EASEMENT PARCEL 1 (REVOCABLE EASEMENT FOR A GROUND WATER MONITORING WELL AND SUPPORTING APPURTENANCES.)

BEING A REVOCABLE EASEMENT FOR A GROUND WATER MONITORING WELL AND SUPPORTING APPURTENANCES FOR SAID WELL, TOGETHER WITH THE RIGHT OF VEHICULAR AND PEDESTRIAN INGRESS AND EGRESS OVER SAID REAL PROPERTY TO ACCESS SAID EASEMENT FOR AUTHORIZED PARTIES OR INDIVIDUALS ENGAGED IN MONITORING AND MAINTAINING SAID WELL AND APPURTENANCES, SAID EASEMENT BEING OVER AND UNDER SAID REAL PROPERTY MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 6, OF SAID NEWMAN'S SUBDIVISION, THENCE NORTH 88° 26' 16" EAST, ALONG THE SOUTHERLY RIGHT-OF-WAY OF COMMERCIAL STREET, FORMERLY LARKIN STREET, 60 FEET WIDE, A DISTANCE OF 47.32 FEET; THENCE SOUTH 1° 30' 20" EAST, PARALLEL TO THE CENTERLINE OF HAMILTON BOULEVARD, 100 FEET WIDE, A DISTANCE OF 33.00 FEET; THENCE NORTH 88° 26' 16" EAST, 60.00 FEET TO THE **TRUE POINT OF BEGINNING**; THENCE SOUTH 1° 30' 20" EAST, 20.00 FEET; THENCE SOUTH 88° 26' 16" WEST, 20.00 FEET; THENCE NORTH 1° 30' 20" WEST, 20.00 FEET: THENCE NORTH 88° 26' 16" EAST, 20.00 FEET TO THE **TRUE POINT OF BEGINNING**.

AREA OF SAID EASEMENT PARCEL 1 = 400.0 SQUARE FEET OR 0.009 ACRES MORE OF LESS.

(CONTINUED ON PAGE 2.)

EXHIBIT "A"
PAGE 2 OF 2.

EASEMENT PARCEL 2 (REVOCABLE EASEMENT FOR THE CONSTRUCTION OF, AND THE FUTURE MAINTENANCE AND MONITORING OF A GROUND WATER MONITORING WELL AND SUPPORTING APPURTENANCES.)

BEING A REVOCABLE EASEMENT FOR THE CONSTRUCTION OF, AND THE FUTURE MAINTENANCE AND MONITORING OF SAID MONITORING WELL AND APPURTENANCES, TOGETHER WITH THE RIGHT OF VEHICULAR AND PEDESTRIAN INGRESS AND EGRESS FOR CONSTRUCTION EQUIPMENT, DRILL RIGGING, AND FOR AUTHORIZED PARTIES OR INDIVIDUALS ENGAGED IN THE CONSTRUCTION, MAINTENANCE, AND MONITORING OF SAID WELL AND APPURTENANCES, OVER THE DESCRIBED REAL PROPERTY TO ACCESS SAID EASEMENT, MORE PARTICULARLY DESCRIBED AS FOLLOWS:


COMMENCING AT THE NORTHWEST CORNER OF LOT 6, OF SAID NEWMANS SUBDIVISION, THENCE NORTH 88° 26' 16" EAST, ALONG THE SOUTHERLY LINE OF SAID COMMERCIAL STREET, FORMERLY LARKIN STREET, 60 FEET WIDE, A DISTANCE OF 47.32 FEET; THENCE SOUTH 1° 30' 20" EAST, PARALLEL TO THE CENTERLINE OF HAMILTON BOULEVARD, 100 FEET WIDE, A DISTANCE OF 33.00 FEET TO THE **TRUE POINT OF BEGINNING**: THENCE SOUTH 1° 30' 20" EAST, 27.94 FEET, TO THE BEGINNING OF A TANGENT CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 60.00 FEET; THENCE SOUTHERLY, SOUTHEASTERLY, AND EASTERLY, ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 90° 00' 00", A DISTANCE OF 94.25 FEET TO THE TERMINUS OF SAID CURVE; THENCE NORTH 1° 30' 20" WEST, 68.00 FEET; THENCE SOUTH 88° 26' 16" WEST, 20.00 FEET; THENCE NORTH 1° 30' 20" WEST, 20.00 FEET; THENCE SOUTH 88° 26' 16" WEST, 40.00 FEET TO THE **TRUE POINT OF BEGINNING**.

AREA OF SAID EASEMENT PARCEL 2 = 4105.6 SQUARE FEET, OR 0.094 ACRES, MORE OF LESS.

BOTH **PARCELS 1 AND 2 OF SAID EASEMENTS** DESCRIBED HEREIN, ARE SUBJECT TO COVENANTS, CONDITIONS, RESTRICTIONS, RESERVATIONS, RIGHTS, RIGHTS-OF-WAY, AND OTHER MATTERS OF RECORD, IF ANY.

ATTACHED HERETO IS A PLAT OF SAID **EASEMENT PARCELS 1 AND 2**, AND BY THIS REFERENCE MADE A PART HEREOF.

THIS LEGAL DESCRIPTION WAS PREPARED BY ME OR UNDER MY DIRECTION:



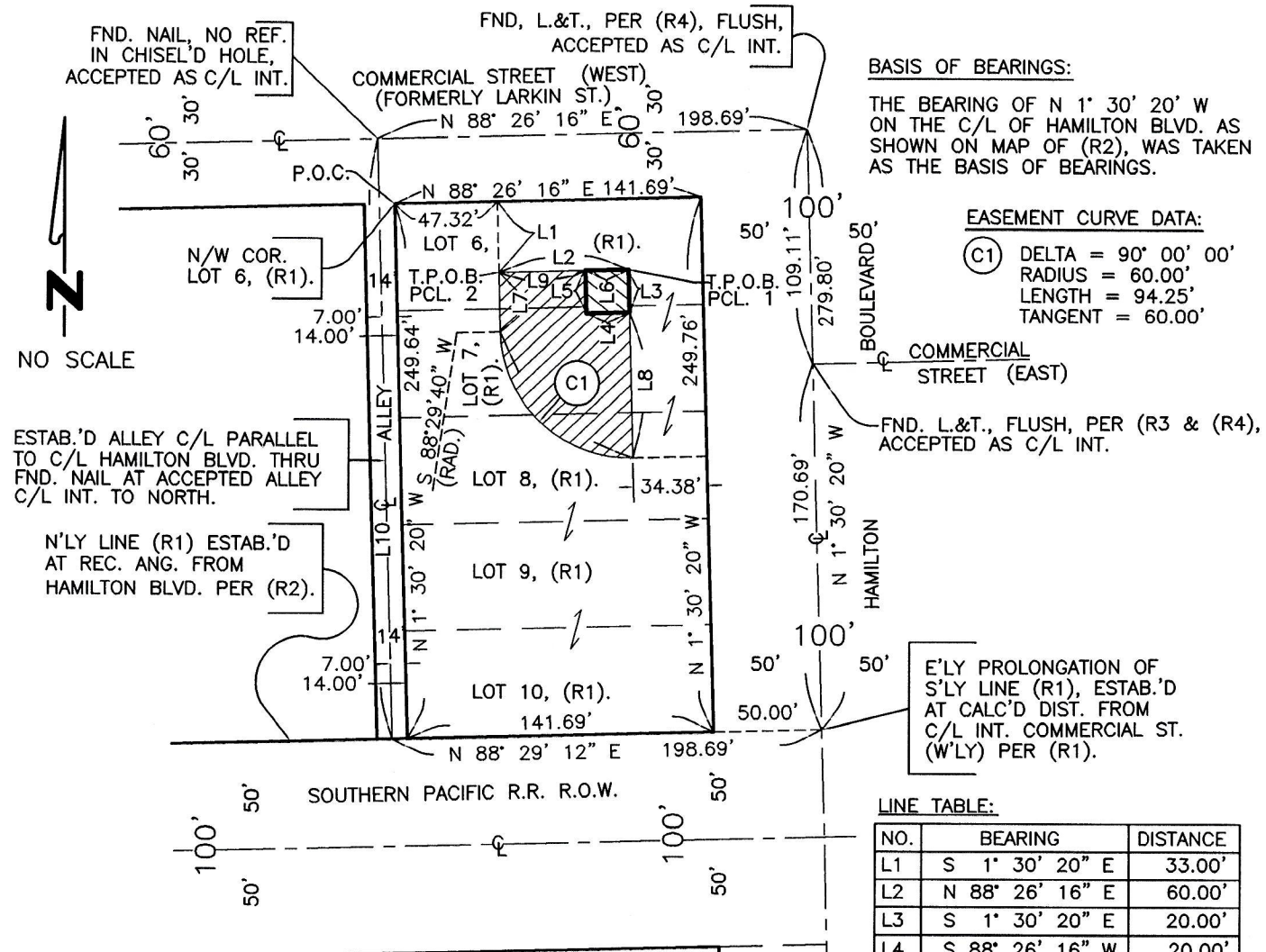
CIVILTEC ENGINEERING, INC.
EUGENE C. DUNCAN, LS 7745

DATE: 9/30/2021



EXHIBIT "B"

GRANT OF REVOCABLE EASEMENTS FOR A MONITORING WELL, SUPPORTING APPURTENANCES, AND CONSTRUCTION, AND FUTURE MAINTENANCE OF SAID WELL.



BASIS OF BEARINGS:
 THE BEARING OF N 1° 30' 20" W ON THE C/L OF HAMILTON BLVD. AS SHOWN ON MAP OF (R2), WAS TAKEN AS THE BASIS OF BEARINGS.

EASEMENT CURVE DATA:
 (C1) DELTA = 90° 00' 00"
 RADIUS = 60.00'
 LENGTH = 94.25'
 TANGENT = 60.00'

NO SCALE

ESTAB'D ALLEY C/L PARALLEL TO C/L HAMILTON BLVD. THRU FND. NAIL AT ACCEPTED ALLEY C/L INT. TO NORTH.
 N'LY LINE (R1) ESTAB'D AT REC. ANG. FROM HAMILTON BLVD. PER (R2).

FND. L.&T., FLUSH, PER (R3 & (R4), ACCEPTED AS C/L INT.

E'LY PROLONGATION OF S'LY LINE (R1), ESTAB'D AT CALC'D DIST. FROM C/L INT. COMMERCIAL ST. (W'LY) PER (R1).

LINE TABLE:

NO.	BEARING	DISTANCE
L1	S 1° 30' 20" E	33.00'
L2	N 88° 26' 16" E	60.00'
L3	S 1° 30' 20" E	20.00'
L4	S 88° 26' 16" W	20.00'
L5	N 1° 30' 20" W	20.00'
L6	N 88° 26' 16" E	20.00'
L7	S 1° 30' 20" E	27.94'
L8	N 1° 30' 20" W	68.00'
L9	S 88° 26' 16" W	40.00'
L10	N 1° 30' 20" W	279.63'

REFERENCES:

- (R1) = NEWMAN'S SUBDIVISION, M.R. 25/42.
- (R2) = TR. NO. 39125, M.B. 1024/94-96.
- (R3) = R.S. 85-83.
- (R4) = R.S. 320/41-42.

LEGEND:

- P.O.C. = POINT OF COMMENCEMENT
- T.P.O.B. = TRUE POINT OF BEGINNING
- ☉ = CENTERLINE
- PCL. 1 = EASEMENT PARCEL 1
- PCL. 2 = EASEMENT PARCEL 2
- L&T. = LEAD AND TACK
- INT. = INTERSECTION
- W'LY = WESTERLY
- S'LY = SOUTHERLY
- N'LY = NORTHERLY
- AREA PCL. 1 = 400.0 SQUARE FEET, OR 0.009 ACRES, MORE OR LESS.
- AREA PCL. 2 = 4105.6 SQUARE FEET, OR 0.094 ACRES, MORE OR LESS.
- [Hatched Box] = HATCHED AREA WITH DARK BORDER DENOTES PARCEL 1 (MONITORING WELL EASEMENT.)
- [Hatched Box] = HATCHED AREA DENOTES PARCEL 2 (CONSTRUCTION AND FUTURE MAINTENANCE AND MONITORING EASEMENT.)

- STREET CENTERLINE ☉
- R.O.W. _____
- INTERIOR LOT LINE _____
- DIMENSION _____
- TIE LINE _____

PREPARED BY:

Eugene C. Duncan
 CIVILTEC ENGINEERING, INC.
 EUGENE C. DUNCAN, LS 7745

DATE: SEPT. 30, 2021

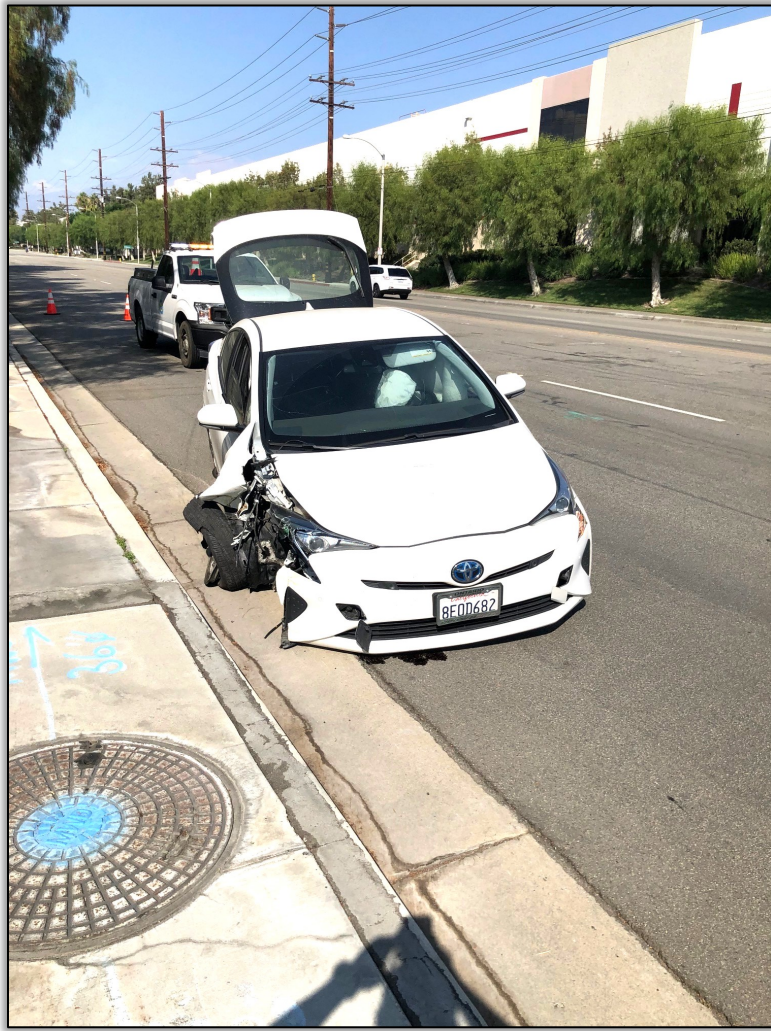


**OPERATIONS DEPARTMENT REPORT
September, Monthly Report**

PROJECT NO.	PROJECT DESCRIPTION	STATUS
N/A	Watermain and water service repair	<p><u>Repair Water Service Leaks:</u> 511 Southcoast Drive, 130 Ricci Avenue, 20354 Trails End Road, Walnut. 3301 Point Cedar Drive, West Covina. 2735 Shadow Canyon Road, 22741 Ironbark Drive, Diamond Bar. 1425 Delamere Drive, 1317 Banida Avenue, Rowland Heights.</p> <p><u>Replaced Copper Setters:</u> 745 Windwood Drive, Diamond Bar. 167 North Dommer Avenue, 311 Centinary Drive, 20319 Barnard Avenue, Walnut.</p> <p><u>Replaced Angle Meter Stops:</u> 3842 Castle Rock Road, 1035 Twin Canyon Lane, Diamond Bar</p> <p><u>Meter Testing:</u> None for month of September.</p> <p><u>Water System & Mains:</u> Quicksilver Lane at Carly Court, Rowland Heights. PRV #36 Sugarpine Place, Diamond Bar. 231 Lemon Ave, Walnut (fire hydrant lateral). Fairway Drive at San Jose Avenue (near LA County Flood Control Bridge), City of Industry.</p> <p><u>Miscellaneous Work:</u> Annual Asbestos Cement Testing by Natec.</p> <p>District Crews completed Meter Maintenance Route 02-05. Oparc completed Fire Hydrant Routes 08-06, 08-07, Get Reads W2/130, W3/242, W4/29</p>
N/A	Repair of sheared blow off's, fire hydrants and air-vac assemblies	<p>1. 235 Brea Canyon Road, Walnut. District Crews replaced hit fire hydrant (#218110)</p> <p>2. Ballena Drive at Golden Springs Drive, Diamond Bar.</p>
21-3690	Upgraded copper setter	23943 Sunset Crossing Road, Diamond Bar.
21-3697	Upgraded copper setter	2740 Steeplechase Lane, Diamond Bar.
21-3701	Iron Saddle Replacement Project	Chirping Sparrow Road- Phase III (Final Phase on Chirping Sparrow completed)
20-3669	Valve Replacement	2826 Eaglecrest Place, Diamond Bar.
20-3658	Security Enhancements 20-21	Ridgeline to Ridgecrest communication link installation is ongoing. Redline radio upgrade is ongoing.
19-3608	Analyzers, Active Mixing systems	Arbor Ridge A installation is ongoing. Sylvan Glen installation is ongoing.
N/A	Production Facility Maintenance	<p><u>Pump and Motor Maintenance:</u> None for month of September.</p> <p><u>Pump Station Maintenance:</u> None for month of September.</p> <p><u>Facility/Miscellaneous Work:</u> Colima Intertie Loop testing completed. BGTM meter calibrations completed. ATG upgraded security camera at Eldertree reservoirs. Bypass 1 and 2 testing completed. BGTM and PWR monthly inspections completed. Replaced defective PAX mixer with D&H mixer at Parker Canyon Reservoir, returned PAX mixer for warranty repair. Glenbrook PRV station rehabilitation was completed.</p>
N/A	<p>Water Quality</p> <p>Total trihalomethanes (TTHMs) Graph</p>	Water quality meets all state and federal standards.

Hit Fire Hydrant

235 South Brea Canyon Road, City of Industry



WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of Administrative Services
DATE: October 18, 2021
SUBJECT: Annual Review and Consideration of Revisions of Board Policies for Ethical Conduct Regarding Board of Directors Compensation and Expenses and Exhibits A, B, C, D, E, and F

Action/Discussion
 Fiscal Impact
 Resolution
 Information Only

Recommendation

That the Personnel Committee review and approve the Board Policies for Ethical Conduct Regarding Board of Directors Compensation and Expenses and its respective exhibits (as listed below).

Policy/Exhibit		Last Reviewed by Board
Policies for Ethical Conduct Regarding Board of Directors Compensation and Expenses		Oct. 2020
Exhibit A	Director Expense Form	Oct. 2020
Exhibit B	IRS Accountable Plan	Oct. 2020
Exhibit C	Guidelines for Board Compensated Meetings and Activities	Oct. 2020
Exhibit D	JPIA Coverage Guidelines	Oct. 2020
Exhibit E	Meal Expense Reimbursement Schedule/Guidelines	Oct. 2020
Exhibit F	Missing Receipt Affidavit Form	Oct. 2020

Background Information

As contained in the District’s Policies for Ethical Conduct Regarding Board of Directors Compensation and Expenses,

“The Personnel Committee shall, on an annual basis in the fourth quarter of each calendar year, review Exhibit A, Exhibit B, Exhibit C, Exhibit D, Exhibit E, and Exhibit F.”

Additionally, “this policy in its entirety shall be reviewed by the Board of Directors on an annual basis.”

The Committee is asked to review the current policy and exhibits, and determine if there are revisions to be recommended for Board consideration. Staff has no recommended changes.

Attachment:

Policies for Ethical Conduct Regarding Board of Directors Compensation and Expenses and it’s Exhibits

POLICIES FOR ETHICAL CONDUCT
REGARDING BOARD OF DIRECTORS COMPENSATION AND EXPENSES

It is the policy of the Walnut Valley Water District (“District”) that Board Members maintain the highest ethical standards of honesty and integrity. To assist Directors in meeting these standards there need to be clear policies guiding the Board with respect to compensation and expenses. These policies set forth the basic ethical standards for the members of the Board of Directors.

I. COMPENSATION FOR ATTENDANCE AT CONFERENCES, MEETINGS, SEMINARS, AND OTHER EVENTS

A. General Principles

1. Board members will be compensated at the daily rate (i.e., *per diem*) determined by the Board consistent with applicable law for attendance at meetings of the Board, including Board committee meetings (including teleconference or video conference meetings), and for each day’s service to the District, including travel time to and from conferences, meetings, seminars or other events, as set forth in these policies.
2. In addition to compensation for attendance, Directors will receive reimbursement for reasonable meals, lodging, and travel expenses incurred in attending Board approved activities in accordance with this policy.

B. Substantive Requirements

1. In order for a Board member to be paid a lawfully established *per diem* for attendance at a conference, organized educational activity, meeting, seminar, or other event, including, but not limited to, a teleconference, video conference or webinar, or for reasonable and necessary travel time to and from, it must be:
 - a. A “meeting” as defined in subdivision (a) of Government Code Section 54952.2 of the Brown Act, which currently reads:

“meeting” means any congregation of a majority of the members of a legislative body at the same time and location, including teleconference location as permitted by Section 54953, to hear, discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the legislative body.” or
 - b. A committee meeting or other Board approved meeting, conference, organized educational activity, seminar, or other event, including, but not limited to, a teleconference, video conference or webinar, related to or informing the Board member on matters within the jurisdiction of the statutory powers of the District, provided that the program or subject matter deals with substantive issues of importance to the District; and such other activities, seminars or other events that deal with substantive issues of importance to the District that are approved by the General Manager as specified in Exhibit “C”.
2. For purposes of this policy, reasonable and necessary travel time, including overnight accommodations, shall include one day prior to and/or after a conference, meeting, seminar or other event provided:

- a. The conference, organized educational activity, meeting, seminar, or other event is held more than 50 miles from the District Office, or
 - b. Upon General Manager review, circumstances for attendance warrant an overnight stay either the evening prior to and/or following conclusion of the event.
3. Deviation, including full or partial cancellation, from Board approved attendance is subject to Personnel Committee review and the provisions set forth in Section I.B.2 of this policy. Following Committee review, should the matter be referred to the Board and the Board subsequently determines that prior authorization for attendance and/or payment of expenses be modified or rescinded, then those costs incurred by the District on behalf of the Director may be required to be repaid in accordance with the Board's decision.

4. Seven-Day Monthly Limit

Water Code Section 20202 permits compensation for attendance, i.e., per diem, for up to a total of ten (10) days in any calendar month. However, by Resolution No. 01-13-592 and Ordinance No. 01-13-593, the Board of Directors adopted a 7-day limit on per diem per calendar month—capped at \$150 per approved, compensable meeting.

- C. Procedural Requirement

1. Written Compensation Request Required

Compensation for attendance at, and travel time to and from, conferences, organized educational activity, meetings, seminars or other approved events, i.e., teleconferences, will be paid only if the Board member submits a request for payment using the required District "Director Expense Form" (Exhibit A), and provides the substantiation required by the District to ensure compliance with the Internal Revenue Service (IRS) Accountable Plan, as referenced in Exhibit B. In the event a Board member is not provided with a receipt or invoice from a vendor, or loses the receipt or invoice relating to such expenses, the Board member shall complete and submit to District staff the "Missing Receipt Affidavit Form," as set forth in Exhibit F. Any reimbursement in excess of substantiated expenses must be refunded.

2. Board Approval

The required Board approval may be given either before or by ratification after the attendance and travel; provided that any ratification must be for expenses incurred in accordance with these Policies.

3. Disclosure of Compensation

A copy of each Director's completed "Director Expense Form" shall, when submitted for payment of per diem or reimbursement of expenses, be presented to the Board of Directors at their next regular meeting for approval and, upon request, will be made available to the public.

II. REIMBURSEMENT TO DIRECTORS FOR EXPENSES

A. General Principles

1. Each member of the Board of Directors is encouraged to participate in those outside activities and organizations that in the judgment of the Board furthers the interests of the District.
2. Expenses incurred by Directors in connection with those activities set forth in the Guidelines for Board Compensated Meetings and Activities (Exhibit C) are reimbursable as noted when authorized in advance or subsequently ratified by the Board, subject to the following:
 - a. If Board ratification (after-the-fact approval) is necessary, then all initial costs for registration, travel, and attendance incurred in accordance with these Policies must be borne by the Director and use of a District-issued credit card for payment of any related expenses in advance of such approval is prohibited.
 - b. Upon Board ratification, the Director must submit a reimbursement request in accordance with Section I, C, 1 of this policy.
3. This policy is intended to result in no personal gain or loss to a Director.
 - a. All expenses must be reasonable and necessary, and Directors are encouraged to exercise prudence in all expenditures.
 - b. Reimbursement will be made only for actual disbursements and expenses that qualify as reimbursable expenses.
 - c. Expenses that are improper or otherwise not properly accounted for, or not consistent with the prohibition against gifts of public funds set forth in the California Constitution, will not be reimbursed or accepted by the District.
 - d. Where such improper expenses have been paid by the District, they will be promptly refunded to the District or deducted from monies otherwise due a Director in accordance with the Treasury "Safe Harbor" 120-day provision for an IRS Accountable Plan (Exhibit B).

B. Substantive Requirements

1. Transportation Expenses

Directors will be reimbursed for expenses incurred in traveling to and from Board authorized conferences, organized educational activity, meetings, seminars, and other events attended on behalf of the District in their capacity as Directors, subject to Section 2 below and the provisions of this policy.

Mileage reimbursement will be limited to attendance at those events held outside the District's service area.

Google Maps, Map Quest or another comparable website that accurately provides distance information will be used to verify mileage from the District to the location

of an event for which a request for mileage reimbursement is requested, with a 5-mile deviation being allowed in consideration of those instances when a given route might deviate from the norm due to traffic congestion, road construction, etc. If the deviation is greater than 5 miles, staff will verify the reason with the Director and note the explanation on the expense form.

2. Mode of Travel

- a. Directors must use the most economical mode and class of transportation reasonably consistent with scheduling needs and space requirements and the most direct and time-efficient route.
 - i. When an extension in travel beyond the time required for District business results in increased costs to the District, the Director shall be responsible for the increased costs and any other related expenses.
 - ii. Upon approval of the General Manager, exceptions to the above requirements may be made for extenuating circumstances, such as, delayed or canceled flights, inclement weather, medical necessity, or personal hardship.
- b. Directors are encouraged to discuss their travel needs as early as possible with District staff, who may make all final travel arrangements in accordance with the following:
 - i. Authorized travel expenses include round-trip airfare where necessary, actual reasonable expenses for ground transportation to and from airports, hotels, off-site meetings, restaurants, and automobile expense. Where possible, government or group rates should be used.
- c. Automobile Expenses
 - i. Car Rental – Directors shall be reimbursed for the cost of a rental car in the conduct of District business provided all JPIA driver eligibility, insurance, and program requirements have been complied with (Exhibit D).
 - ii. Use of privately-owned vehicles – Directors shall be reimbursed for use of privately-owned vehicles in the conduct of District business at the maximum allowable per mile rate established from time-to-time by the IRS, and subject to the provisions of this policy and provided all JPIA requirements have been complied with (Exhibit D).
 - iii. Taxis and/or RideSharing – Directors are encouraged to use taxis and/or ridesharing services, such as Uber or Lyft, where feasible in order to reduce expenses and avoid parking fees. Such expenses are reimbursable and Directors shall present receipts to substantiate those expenses, as required under these Guidelines.
 - iv. Use of District Vehicles – Directors shall not drive a District vehicle.

3. Meal Expense

Directors shall be reimbursed for the reasonable cost of meals, including tips, in conjunction with approved conferences, organized educational activity, meetings, seminars, and other events, and in the course of travel to and from subject to the following:

- a. Reimbursement must be in accordance with the criteria set forth in the District's Meal Expense Reimbursement Schedule/Guidelines, attached hereto as Exhibit E.
- b. Expenses incurred by or for a spouse, family member, or guest of a Director in connection with the Director's service or travel will not be allowed or reimbursed.

4. Overnight Accommodations

- a. Where reasonably possible, overnight accommodations shall be obtained in close proximity to the conference, seminar, or meeting site and at group rates published for such activity by the sponsor, if available. Directors shall strive to confirm their attendance at conferences early in the process to provide District staff with sufficient time to book accommodations to take advantage of early reservation discounts.
- b. No reimbursement shall be made for overnight accommodations for attendance at conferences, meetings, seminars, and other events held within 50 miles of the District office, unless such reimbursement is approved in advance by the Board.

5. Parking

- a. Airport Parking – Long-term parking is encouraged for travel exceeding 24 hours, subject to time constraints, safety concerns, and inclement weather.
- b. Hotel/Other Parking – Self-parking is encouraged, subject to time constraints, safety concerns, and inclement weather.

6. Communication Expenses

Telephone, facsimile, Internet, overnight, and/or courier expenses incurred in connection with approved District business will be reimbursed in accordance with this policy.

C. Procedural Requirements

1. Requests for Reimbursement

- a. Upon incurring authorized expenses, Directors may submit a request for reimbursement. All requests for reimbursement shall be submitted, using the District's Director Expense Form, by the first Friday of the month following the month in which the expenses were incurred and shall include substantiation required by Exhibit B, or the Missing Receipt Affidavit Form (Exhibit F).

- b. Rather than reimbursing a Director for expenses after they have been incurred, the District may pay such expenses directly, so long as such payments are made in accordance with this policy.

2. Use of District Credit Card

The District may authorize the issuance of a credit card in the Director's name to be used solely for purposes of paying for approved travel and related expenses permitted pursuant to this policy or for security purposes to verify travel-related information.

- a. District issued credit cards shall remain in the District vault until such time as needed. A Director may check out his/her credit card for District-approved business, travel, or other related expense a maximum of two business days (48 hours) in advance of scheduled use and should return the credit card to the District for safekeeping within two business days (48 hours) following the approved business use.
- b. Exceptions to this requirement may be authorized by the General Manager or designee.

3. Director Reports to Governing Board

At the District governing body meeting in the month following the conference, organized educational activity, meeting, seminar, or other event, including, but not limited to, a teleconference, video conference or webinar, attended at District expense, the Director attending shall provide a brief written, oral, or joint report on attendance and the subject matter. If multiple Directors attend the same function, a joint report may be made.

4. District Records of Expense Reimbursements

To implement the reporting requirements of Government Code Section 53065.5, the District shall disclose at least annually in a public record all reimbursements paid by the District to each Director for each individual charge of \$100 or more.

III. GOVERNING BOARD REVIEW

- A. The Personnel Committee shall, on an annual basis in the fourth quarter of each calendar year, review the following:
 - 1. Exhibit A - Director Expense Form
 - 2. Exhibit B - IRS Accountable Plan
 - 3. Exhibit C - Guidelines for Board Compensated Activities
 - 4. Exhibit D - JPIA Coverage Guidelines
 - 5. Exhibit E - Meal Expense Reimbursement Schedule/Guidelines
 - 6. Exhibit F - Missing Receipt Affidavit Form
- B. This policy in its entirety shall be reviewed by the Board of Directors on an annual basis.

DIRECTOR EXPENSE FORM



NAME: Director Name

DATE: Month and Year

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1			<input type="checkbox"/>				\$ -
2			<input type="checkbox"/>				\$ -
3			<input type="checkbox"/>				\$ -
4			<input type="checkbox"/>				\$ -
5			<input 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 0 X \$150.00 per day	\$ -
TOTAL	\$ -

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.

INTERNAL REVENUE SERVICE ACCOUNTABLE PLAN

General Rules for "Expense Reimbursement" Plans

The primary question regarding an employee reimbursement is whether the payment constitutes additional cash compensation that should be taxed as ordinary salary or wages, or whether it qualifies as a business-related "expense reimbursement" that can be excluded from reportable income.

Under IRS Code, Section 62(c), an arrangement is treated as an "expense reimbursement" if it requires the employee to:

- (a) Substantiate the reimbursement, and
- (b) Refund any reimbursement in excess of substantiated expenses.

This means that to qualify, a "reimbursement arrangement" must comply with both of the above Code provisions.

If all of the above rules and regulations are met, amounts paid are treated as paid under an "accountable expense reimbursement plan" (See below).

Accountable Expense Reimbursement Plans

Governmental employees often receive reimbursements for a variety of business expenses, including automobile expenses (where employees use their own autos for government business) other travel costs, hotel and motel costs, meals and entertainment, etc. In such cases, the employee may receive reimbursement for actual costs incurred, a per diem allowance (e.g., a flat rate per day), or a monthly allowance or advance. If the expense reimbursements or allowances are not made in accordance with the IRS rules below, they may be considered "wages" subject to payroll tax withholding.

In order to qualify as an "accountable" plan, the reimbursement must meet the following two requirements:

1. Substantiation Requirement (Per Regulation 1.274-5T):

The governmental agency must require the employee to substantiate expenses incurred. That is, the employee should submit the following for each business related expense:

- a. The **amount** of the expenditure.
- b. The **time** and **place** of travel or entertainment.
- c. The **business purpose** of the expenditure.
- d. The **business relationship** to the person entertained, and the individuals' names.

Accountable Expense Reimbursement Plans (continued)

The following **documentation** should be attached to each expense report (per Regulation 1.274-5 (c)(2)(iii):

- a. Receipts, paid bills, etc. for any lodging (hotel bills, etc.) regardless of amount, and
- b. Receipts for any "nonlodging" travel or entertainment expenditure of \$75.00 or more. (See Regulation 1.274-5(c)(2)(iii)(A)(2), IRS Notice 95-50 and Letter Ruling 200343025).

Under these rules, generally, business expenses should be "substantiated" within 60 days after the expense is paid or incurred.

Observation: Because travel and entertainment expenses of government officials and employees can have a very high "political profile," it may be prudent to require documentation on all travel and entertainment expenditures, regardless of amount.

2. Requirement to Return Unsubstantiated Advances:

The employee must be required to return to the governmental agency any amount in excess of substantiated expense within a "reasonable period of time." A reasonable period of time depends on the facts and circumstances. Under the regulations, the Treasury has established a "**safe harbor**" for returning unsubstantiated advances, i.e., the excess must be returned within 120 days after the expense is paid or incurred. Also, in the case of allowances or advances, the expense must be incurred (to come under the safe harbor) no later than 30 days after the allowance or advance is paid to the employee. (Code Sec. 62(c); Reg. 1.62-2(c)(2)(i); Reg. 1.62-2(d)(i); Reg. 1.62-2(e); Reg. 1.62-2(f)).

To the extent amounts are not paid under an "accountable plan" they constitute "wages" and are subject to income and payroll tax withholding when paid. If the government agency established an "accountable plan" but the employee did not substantiate the expenses or return advances within a reasonable period, only the amounts not substantiated or not returned, however, will constitute "wages."

**Walnut Valley Water District
Guidelines for Board Compensated Meetings and Activities**

General Guidelines as set forth in California's Open Meeting Law: The Brown Act, Government Code Section 54950 et. seq., and the District's Policy Guidelines for Ethical Conduct Regarding Board of Directors Compensation and Ethics (Section I.B.1): "A committee meeting or other Board approved meeting, conference, organized educational activity, seminar, or other event, i.e. teleconference, related to or informing the Board member on matters within the jurisdiction of the statutory powers of the District provided that the program or subject matter deals with the substantive issues of importance to the District." For meetings/events not listed below, the General Manager may also approve payment of per diem and/or expenses for 'meetings' in accordance with the provisions stated in The Brown Act, Government Code Section 54950 et. seq., and the District's Policy Guidelines for Ethical Conduct Regarding Board of Directors Compensation and Expenses.

Organization/Affiliation	Meeting, Event, or Function	Per Diem and Expenses	Expenses Only
Walnut Valley Water District	<ul style="list-style-type: none"> • All meetings and functions sponsored or conducted by the District • All Board-approved chair, member, and alternate committee and liaison assignments (Joint Water Line Commission, Puente Basin Water Agency, Spadra Basin Groundwater Sustainability Agency, TVMWD Committee and Board meetings, ACWA, ACWA/JPIA) as provided • Trips for District related business • New Director attendance at all committee meetings during first year in office. • Director meetings with General Manager regarding substantive issues of importance to the District, at the General Manager's discretion • One per diem per month for Board President (and/or alternate in President's absence) to conduct District business. 	X	
Three Valleys Municipal Water District	All relevant meetings and functions sponsored or conducted by this organization, other than TVMWD Committee and Board meetings attended by WVWD liasons as appointed by the WVWD president.	X	
Other Water-Related Entities (MWD, Puente Basin Watermaster, WEF, etc.)	All relevant meetings, functions, and tours, sponsored or conducted by those entities	X	
Cities and unincorporated areas served by the District (Includes Walnut, Diamond Bar, Industry, Pomona, Rowland Heights, and West Covina)	All relevant meetings and functions sponsored or conducted by these cities dealing with substantive issues of importance to the District.	X	
Los Angeles County Local Agency Formation Commission Fourth District Consolidated Oversight Board	All relevant meetings and functions sponsored or conducted by this organization.	X	
Association of California Water Agencies (ACWA) and ACWA/Joint Powers Insurance Authority	Committee meetings, educational functions, and ACWA and ACWA/JPIA sponsored seminars and conferences	X	
American Water Works Association (AWWA)	Committee meetings, educational functions, and AWWA-sponsored seminars and conferences	X	
California Special Districts' Association and Special Districts Institute	All relevant meetings, educational functions and CSDA-sponsored seminars and conferences	X	
Urban Water Institute	All relevant meetings and functions sponsored or conducted by this organization	X	
San Gabriel Valley Water Association	All relevant meetings and functions sponsored or conducted by this organization	X	
Regional Chamber of Commerce, San Gabriel Valley	All relevant meetings and functions sponsored or conducted by this organization dealing with substantive issues of importance to the District, i.e., Installation Programs, Governmental Affairs Committee meetings, quarterly business meetings, and meetings at which water-related presentations are made.	X	
Regional Chamber of Commerce, San Gabriel Valley	Mixers and other events sponsored by these organizations that are attended on a social basis.		X
Other Community Organizations within District Boundaries	All relevant meetings and functions sponsored or conducted by community organizations within District boundaries at which water-related presentations are made.	X	
Other Community and Governance Affiliations	All relevant meetings and functions sponsored or conducted by community and governance organizations dealing with substantive issues of importance to the District		X

**JPIA COVERAGE GUIDELINES
FOR DIRECTORS DRIVING WHILE ON DISTRICT BUSINESS**

Exhibit "D"

JPIA Coverage

If the Accident is the Fault of the District Director:		
Driving Own Personal Vehicle		Driving a Rented Vehicle
Generally, for business use of a personal automobile, the insurance follows the vehicle; therefore, the Director's personal automobile insurance is primary and the JPIA coverage is secondary. The Director is also covered by the District's workers' compensation insurance.		Since JPIA has requested that the vehicle be rented in the Director's name, the Director's own auto liability insurance will serve as the primary coverage for all costs associated with the accident, including injuries to any of the passengers. The JPIA coverage will serve as excess coverage in the event the amount of the accident exceeds the Director's personal liability coverage.
If the Accident is NOT the Fault of the District Director:		
Driving Own Personal Vehicle		Driving a Rented Vehicle
The Director's insurance carrier is the primary agency for seeking payment of expenses from the responsible party's insurance. If the responsible party is an uninsured motorist, the Director is covered by the District's workers' compensation insurance. There is no medical, uninsured motorist, or other coverage provided by the JPIA for any non-employee passengers in the vehicle.		Since JPIA has requested that the vehicle be rented in the Director's name, the Director's auto insurance carrier will serve as the primary company responsible for seeking expenses from the responsible party's insurance. If the responsible party is an uninsured motorist, the Director is covered by the District's workers' compensation coverage. There is no medical, uninsured motorist, or other coverage provided by the JPIA for any non-employee passengers in the vehicle.

JPIA/District Requirements

JPIA/District Requirements		
Driving Own Personal Vehicle		Driving a Rented Vehicle
Prior to using his/her personal vehicle, the Director is required to provide the following to the District: <ul style="list-style-type: none"> . A copy of his/her current CA Driver's License . A copy of the automobile insurance policy for the personal vehicle being driven as proof of insurance coverage and policy limitations for automobile liability and property insurance. 		Prior to renting a vehicle for use on District business, the Director is required to provide the following to the District: . <ul style="list-style-type: none"> . A copy of his/her CA Driver's License Per JPIA's request, the vehicle should be reserved and the rental contract issued in the name of the Director. Payment can still be made using the District credit card.

Meal Expense Reimbursement Schedule/Guidelines

Board members and District employees shall be reimbursed for actual meal and incidental expenses incurred up to the following respective maximum amounts:

	Breakfast	Lunch	Dinner	Incidentals**
Directors*	\$25	\$25	\$40	\$10
Employees*	\$25	\$25	\$40	\$10

*Meals purchased in conjunction with a conference registration package are exempt from the limits.

When meals are included as part of a meeting registration fee, no additional meal allowance is permitted.

Following are additional guidelines applicable to Directors and employees for business-related dining expense:

Individual Dining

1. District Credit Card – The Director or employee shall submit the original credit card receipt (with detail) within sixty (60) days of incurring the charge or may forfeit any related reimbursement entitlement, noting the business event. Should the charge exceed the authorized reimbursement entitlement, the District shall invoice the Director or employee for the excess balance.
2. Personal Credit Card/Cash/Check – The Director or employee shall submit the original credit card or cash/check receipt (with detail) within sixty (60) days of incurring the charge or may forfeit any related reimbursement entitlement, noting the business event when requesting reimbursement. Should the amount exceed the authorized reimbursement entitlement, the Director and/or employee will be reimbursed only for the authorized amount.

Two-Party Dining

1. District Credit Card – A Director or employee dining with a spouse or personal guest shall submit the original credit card receipt (with detail) within sixty (60) days of incurring the charge or may forfeit any related reimbursement entitlement, noting the Director's or employee's portion of the meal expense, including appropriate tax and tip allocation. The Director or employee will subsequently be invoiced for the spouse's or personal guest's portion of the meal as well as for any amount exceeding the authorized reimbursement entitlement.
2. Personal Credit Card/Cash/Check – A Director or employee dining with a spouse or personal guest who pays the charges by personal credit card or cash/check shall submit the original credit card or original cash/check receipt (with detail) for reimbursement within sixty (60) days of incurring the charge or may forfeit any related reimbursement entitlement, noting the business event, the names of the attendees, and the Director's or employee's portion of the meal expense for which reimbursement is requested. Should the amount exceed the authorized reimbursement entitlement, the Director or employee will be reimbursed only for the authorized amount.

Three-Party (or more) Dining – Multiple Business, Family, and/or Personal Guests

1. District Credit Card – When dining in a party of three or more with a spouse, personal, and/or business guest(s), the Director or employee shall submit the original credit card receipt (*with detail*) within sixty (60) days of incurring the charge or may forfeit any related reimbursement entitlement, noting the attendees' names and the business event. The Director or employee will be invoiced for the spouse's and/or personal guest's portion of the meal as well as any charges exceeding the authorized reimbursement entitlement.
2. Personal Credit Card/Cash/Check – When dining in a party of three or more with a spouse, personal, and/or business guest(s), and the Director or employee pays the charges by personal credit card or cash/check, they shall submit the original credit card or cash/check receipt (with detail) within sixty (60) days of incurring the charge or may forfeit any related reimbursement entitlement, noting the attendees, business event, the names of the Directors and/or employees for whom reimbursement is being requested, and the amount. Should the amount exceed the authorized reimbursement entitlement, the Director or employee will be reimbursed only for the authorized amount.

- 1 -

In-Room Dining

Generally no receipts are available; therefore, the Director or employee shall note on the hotel bill who the charges were for and the type of meal, i.e., breakfast, lunch, or dinner. The Director or employee will be invoiced for all spouse and/or guest related charges, as well as any amount exceeding the authorized reimbursement entitlement.

Shared Meals

Any shared meal between a Director or employee and a spouse or guest will normally be treated as a single business meal unless otherwise noted. If the shared food item (meal, salad, etc.) is designated on the dining menu as serving "2" people, then the cost/reimbursement is subject to the two-party dining guidelines.

**Incidentals

A Director or employee shall submit a receipt, if available, for incidentals. Should the amount exceed the authorized reimbursement entitlement (currently \$10.00), the Director or employee will be reimbursed only for the authorized amount.

Missing Receipt

In the event a Board member is not provided with a receipt or invoice from a vendor, or loses the receipt or invoice relating to such expenses, the Board member shall complete and submit to District staff the "Missing Receipt Affidavit Form," as set forth in Exhibit F.

These Meal Expense Reimbursement Schedule/Guidelines shall be reviewed on an annual basis in the fourth quarter of each calendar year.



WALNUT VALLEY WATER DISTRICT

Missing Receipt Affidavit Form

Please retain this form with the District's financial records in case of an audit.

Name (printed): _____

I certify that I made the purchase shown below for District purposes but do not have a receipt due to: (check all that apply)

	Vendor did not provide a detailed receipt.
	I had a receipt but cannot locate it.
	I have a receipt, but it is not readable (e.g. not in English and/or not legible). This document is provided in order to describe the items purchased.
	Order was placed via telephone, fax, or internet, and vendor has not supplied an invoice.

Vendor Name			
City			
Date of Purchase			
Detailed Description of Purchase (Attach additional sheets if necessary.)		Item Amount	
Total Purchase Amount		\$	

This document is in lieu of an invoice or receipt for this transaction. I certify that all items listed above (and on the attached, if applicable) were purchased and received for District business.

Director's Signature: _____ Date: _____

NOTE: All information is required and must be typed or printed in ink. Use one affidavit per receipt.

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of Administrative Services
DATE: October 18, 2021
SUBJECT: Standing Committee Selection Process Annual Review

Action/Discussion Fiscal Impact Resolution Information Only

Recommendation

That the Board of Directors review the District's Standing Committee Selection Process policy and adopt any proposed amendments.

Background Information

As contained in the District's Standing Committee Selection Process:

The Standing Committee Selection Process shall be reviewed by the Personnel Committee on an annual basis.

The Committee is asked to review the current process, and determine if there are revisions to be recommended for Board consideration. Staff has no recommended changes.

Attachment:
Standing Committee Selection Process Policy

WALNUT VALLEY WATER DISTRICT Standing Committee Selection Process

The Standing Committee Selection Process shall include the following provisions:

1. After the annual reorganization of officers, Board Members shall select their preferred standing committee assignments in the following order:

- President
- 1st Vice President
- 2nd Vice President
- Assistant Treasurer
- Director

Newly elected or appointed directors shall not serve as chair of a committee during his/her first year in office, unless this provision is waived by the Board of Directors.

2. The process to be observed for filling standing committee assignments:

The incoming President will select a committee position, with each member following suit in a rotational order as identified under Section 1 above. Thereafter, until all positions are filled, the process will continue. Each Board member may select any open position, chair, committee member, or alternate, based on preference, subject to the exception for new directors during the first year of their service on the Board. If a Board member does not wish to select any position that remains when it is his/her turn, that Board member may pass and the choice moves to the next Board member in order of rotation until all the positions are filled. Any positions not filled through this process shall be appointed by the incoming President.

In the event that two of the three members that constitute a particular committee cannot attend the monthly meeting(s), the Board President may contact other Board members to appoint them on an as-needed basis.

Any committee vacancy created as a result of a Director resigning from the committee or leaving office shall be filled in the following manner:

- a. If the chair position is vacated, the Director filling the committee member position will ascend to the chair position, subject to the exception for new directors during the first year of their service on the Board (unless waived by the Board of Directors). If neither member is eligible, then the position of "chair" will be appointed by the president.
 - b. If the committee member position is vacated, the alternate Director will ascend to the member position.
 - c. If the alternate committee member position is vacated, the President shall appoint a replacement alternate committee member.
3. Listed below are the District standing committees with their corresponding oversight responsibilities:

Engineering and Special Projects – Operation, protection and maintenance of District facilities. Initiation of construction programs. Long-range planning.

Standing Committee Selection Process

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J:\Administration\Administration-Board\Bdmtgs\Board Docs-Staff Reports\2021\October\10B PER Standing Committee Process- Oct 2018.docx

Approved 11/16/04

Amended 12/21/04, 7/23/08, 5/26/09, 11/17/14

Reviewed 11/15/06, 11/20/06, 12/07, 5/09, 11/21/11; 11/14/12; 11/18/13; 11/19/15; 10/15/18

Finance – Annual budget, quarterly budget reports, fiscal master plan, audits, investments, risk management, insurance, revenues and expenses.

Personnel – Staffing and organizational issues, employment related policies, Terms and Conditions of Employment, and Board Policies and Ethics issues.

Public Information/Community Relations and Legislative Action – Public information goals, objectives and methods, community relations programs, and water conservation programs and practices; and District liaison for legislative activities relating to the water industry.

4. Consistent with long-standing District practice, committee meetings will be scheduled by District staff during regular working hours whenever possible, with consideration given to the committee chair's schedule.

This Standing Committee Selection Process shall be reviewed by the Personnel Committee on an annual basis.

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Director of Finance
DATE: October 18, 2021
SUBJECT: Fund Status of Facilities Use Charges

Action/Discussion **Fiscal Impact** **Resolution** **Information Only**

Recommendation

That the Board of Directors receive, approve, and file the enclosed annual Acreage Supply, Reservoir Capacity, and Water Supply charges (Capital Improvement Fees) report as presented, which will then be made available to the public upon request.

Background Information

Government Code §66006 stipulates that, if a local agency requires the payment of a fee in connection with the approval of a development project, it must make the following information available to the public:

- *Brief description of the type of fee*
- *Amount of the fee and interest earned*
- *Beginning and ending balances in each of the funds*
- *Identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement*
- *Identification of the approximate date the construction of the public improvement will commence*

The District's Acreage Supply, Reservoir Capacity, and Water Supply charges fall under the category of capital improvement fees and, as required, the attached report providing the beginning and ending balances in each of these funds, including income, interest, and disbursements, will continue to be available in the General Manager's office for public review upon request.

Attachment:

Acreage Supply, Reservoir Capacity, and Water Supply Charges report

WALNUT VALLEY WATER DISTRICT
Review of Capital Improvement Fees
Acreage Supply Charge/ Reservoir Capacity Charge/Water Supply Charge
June 30, 2021

ACREAGE SUPPLY CHARGE (ASC)	TOTAL
July 1, 2020 Balance	\$ 332,096
Revenue: Developers	2,300
Revenue: Interest Income	6,117
Expenses (See Detail)	-
Due To/From ASC	-
June 30, 2021 ASC Balance	\$ 340,512

RESERVOIR CAPACITY CHARGE (RCC)	TOTAL
July 1, 2020 Balance	\$ 2,427,650
Revenue: Developers	5,075
Revenue: Interest Income	42,301
Expenses (See Detail)	(529,424)
Due To/From RCC	-
June 30, 2021 RCC Balance	\$ 1,945,603

WATER SUPPLY CHARGE (WSC)	TOTAL
July 1, 2020 Balance	\$ 2,323,122
Revenue: Developers	129,541
Revenue: Interest Income	44,235
Expenses (See Detail)	-
Due To/From WSC	-
June 30, 2021 WSC Balance	\$ 2,496,898

WALNUT VALLEY WATER DISTRICT
Review of Capital Improvement Fees
Acreage Supply Charge/ Reservoir Capacity Charge/Water Supply Charge
June 30, 2021

Fiscal Year 2020-21 Expenses	ASC	RCC	WSC
18-3555 Pathfinder Analyzers Mixing System		6,704	
19-3602 Pump Addition Enhancement		22,272	
19-3608 Analyzers, Active Mixing Systems		27,454	
20-3664 Analyzers, Active Mixing Systems		138,697	
PBWA - Pathfinder Interties		334,297	
Total Expenses	\$ -	\$ 529,424	\$ -

June 30, 2021 Balances	\$ 340,512	\$ 1,945,603	\$ 2,496,898
Fiscal Year 2021-22 Budgeted Expenses	ASC	RCC	WSC
20-3664 Analyzers, Active Mixing Systems		71,988	
1.0 MG Reservoir - Spadra Landfill		989,521	
RCS/Mixing System Terminal Storage		300,000	
Portable Generator		160,000	
Pump Additon Program		100,000	
Portable Chemical Trailer		150,000	
Minor Recycled Water System Improvements			30,000
PBWA - Pomona Basin Well Development			1,000,000
Total Budgeted Expenses	\$ -	\$ 1,771,509	\$ 1,030,000
June 30, 2022 Projected Balances	\$ 340,512	\$ 174,094	\$ 1,466,898



Walnut Valley Water District Consolidated - Account #10076

MONTHLY ACCOUNT STATEMENT

SEPTEMBER 1, 2021 THROUGH SEPTEMBER 30, 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	1.92
Average Coupon	1.35%
Average Purchase YTM	1.33%
Average Market YTM	0.43%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	1.98 yrs
Average Life	1.91 yrs

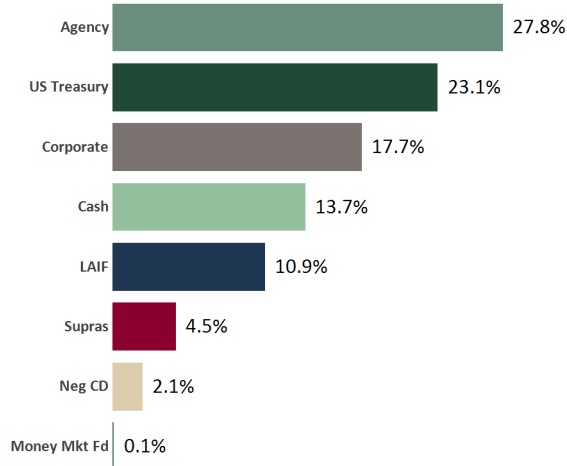
ACCOUNT SUMMARY

	Beg. Values as of 8/31/21	End Values as of 9/30/21
Market Value	46,075,676	46,443,732
Accrued Interest	162,284	134,872
Total Market Value	46,237,959	46,578,604
Income Earned	52,291	51,435
Cont/WD		
Par	45,300,327	45,826,333
Book Value	45,338,736	45,852,828
Cost Value	45,348,728	45,853,957

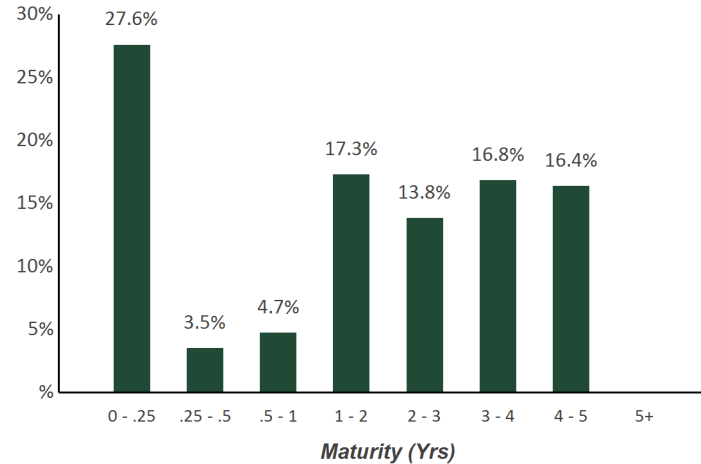
TOP ISSUERS

Government of United States	23.1%
Federal Home Loan Bank	13.9%
Bank Cash Account	13.7%
Local Agency Investment Fund	10.9%
Federal National Mortgage Assoc	8.5%
Federal Home Loan Mortgage Corp	3.7%
Intl Bank Recon and Development	2.4%
Inter-American Dev Bank	2.2%
Total	78.3%

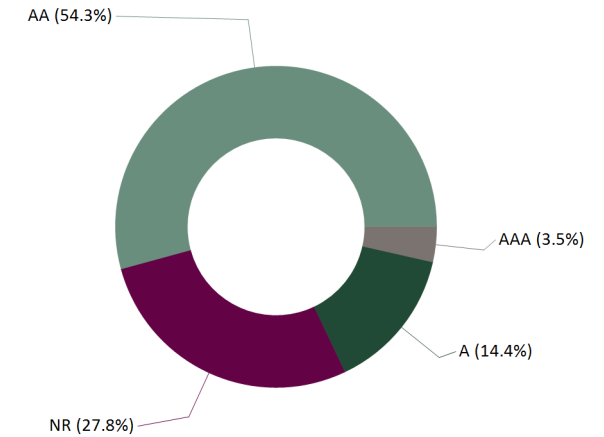
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)





PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.52
Average Coupon	1.79%
Average Purchase YTM	1.76%
Average Market YTM	0.52%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	2.60 yrs
Average Life	2.58 yrs

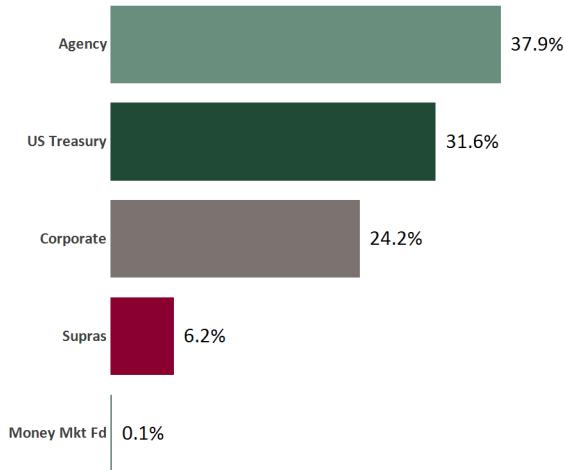
ACCOUNT SUMMARY

	Beg. Values as of 8/31/21	End Values as of 9/30/21
Market Value	34,315,348	34,006,263
Accrued Interest	158,219	128,934
Total Market Value	34,473,567	34,135,197
Income Earned	50,239	49,569
Cont/WD		-299,561
Par	33,540,000	33,389,686
Book Value	33,578,409	33,416,180
Cost Value	33,588,401	33,417,309

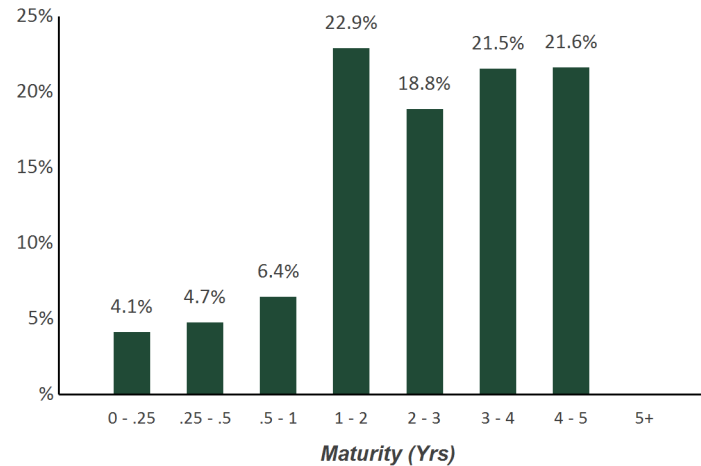
TOP ISSUERS

Government of United States	31.6%
Federal Home Loan Bank	19.0%
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%

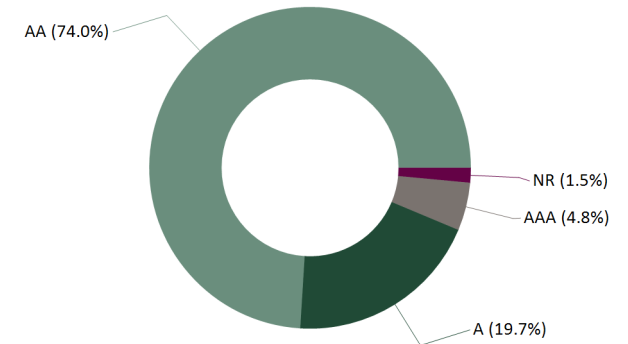
SECTOR ALLOCATION



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	-0.26%	0.03%	-0.30%	-0.10%	2.21%	3.30%	2.01%	1.66%	1.86%
ICE BofA 1-5 Yr US Treasury & Agency Index*	-0.29%	0.00%	-0.41%	-0.38%	2.06%	3.22%	1.80%	1.46%	1.65%

*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									
3130AF5B9	FHLB Note 3% Due 10/12/2021	750,000.00	10/30/2018 2.96%	750,772.50 750,007.89	100.09 0.30%	750,673.50 10,562.50	1.63% 665.61	Aaa / AA+ NR	0.03 0.03
3135G0T94	FNMA Note 2.375% Due 1/19/2023	500,000.00	04/11/2018 2.70%	492,845.00 498,050.13	102.83 0.20%	514,133.00 2,375.00	1.11% 16,082.87	Aaa / AA+ AAA	1.30 1.28
313382AX1	FHLB Note 2.125% Due 3/10/2023	450,000.00	04/11/2018 2.66%	439,069.50 446,799.49	102.72 0.24%	462,238.20 557.81	0.99% 15,438.71	Aaa / AA+ AAA	1.44 1.43
313383YJ4	FHLB Note 3.375% Due 9/8/2023	625,000.00	09/28/2018 3.05%	634,237.50 628,624.26	106.03 0.26%	662,673.75 1,347.66	1.43% 34,049.49	Aaa / AA+ NR	1.94 1.89
3135G0U43	FNMA Note 2.875% Due 9/12/2023	750,000.00	10/30/2018 3.04%	744,405.00 747,761.37	105.07 0.27%	788,001.75 1,138.02	1.69% 40,240.38	Aaa / AA+ AAA	1.95 1.91
3130A0F70	FHLB Note 3.375% Due 12/8/2023	750,000.00	12/13/2018 2.93%	765,270.00 756,695.31	106.66 0.32%	799,937.25 7,945.31	1.73% 43,241.94	Aaa / AA+ AAA	2.19 2.11
3135G0V34	FNMA Note 2.5% Due 2/5/2024	575,000.00	03/06/2019 2.60%	572,263.00 573,693.25	105.02 0.35%	603,839.13 2,236.11	1.30% 30,145.88	Aaa / AA+ AAA	2.35 2.28
3130AFW94	FHLB Note 2.5% Due 2/13/2024	500,000.00	02/28/2019 2.61%	497,510.00 498,810.03	105.05 0.36%	525,270.50 1,666.67	1.13% 26,460.47	Aaa / AA+ AAA	2.37 2.31
3130AB3H7	FHLB Note 2.375% Due 3/8/2024	600,000.00	05/01/2019 2.35%	600,600.00 600,301.02	104.97 0.33%	629,796.00 910.42	1.35% 29,494.98	Aaa / AA+ NR	2.44 2.38
3133EKNX0	FFCB Note 2.16% Due 6/3/2024	750,000.00	07/02/2019 1.88%	759,847.50 755,348.45	104.41 0.50%	783,051.75 5,310.00	1.69% 27,703.30	Aaa / AA+ AAA	2.68 2.59
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	650,000.00	06/26/2019 1.85%	681,427.50 667,099.75	106.45 0.47%	691,940.60 5,554.34	1.50% 24,840.85	Aaa / AA+ NR	2.71 2.60
3130A3GE8	FHLB Note 2.75% Due 12/13/2024	700,000.00	12/23/2019 1.77%	732,445.00 720,885.58	106.87 0.58%	748,104.00 5,775.00	1.62% 27,218.42	Aaa / AA+ NR	3.21 3.06
3135G0X24	FNMA Note 1.625% Due 1/7/2025	600,000.00	02/14/2020 1.48%	604,074.00 602,725.13	103.39 0.58%	620,331.00 2,275.00	1.34% 17,605.87	Aaa / AA+ AAA	3.27 3.18
3137EAEP0	FHLMC Note 1.5% Due 2/12/2025	600,000.00	02/14/2020 1.48%	600,486.00 600,328.27	102.85 0.64%	617,090.40 1,225.00	1.33% 16,762.13	Aaa / AA+ AAA	3.37 3.28
3135G03U5	FNMA Note 0.625% Due 4/22/2025	800,000.00	Various 0.53%	803,537.00 802,583.01	99.77 0.69%	798,141.60 2,208.34	1.72% (4,441.41)	Aaa / AA+ AAA	3.56 3.51
3130AJKW8	FHLB Note 0.5% Due 6/13/2025	600,000.00	06/10/2020 0.54%	598,866.00 599,160.07	99.50 0.64%	596,984.40 900.00	1.28% (2,175.67)	Aaa / AA+ AAA	3.70 3.66



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									
3137EAEU9	FHLMC Note 0.375% Due 7/21/2025	400,000.00	08/12/2020 0.45%	398,456.00 398,810.53	98.65 0.74%	394,601.20 291.67	0.85% (4,209.33)	Aaa / AA+ AAA	3.81 3.77
3137EAEX3	FHLMC Note 0.375% Due 9/23/2025	700,000.00	10/07/2020 0.50%	695,758.00 696,596.56	98.34 0.80%	688,347.10 58.33	1.48% (8,249.46)	Aaa / AA+ AAA	3.98 3.94
3135G06G3	FNMA Note 0.5% Due 11/7/2025	625,000.00	11/18/2020 0.51%	624,775.00 624,814.20	98.67 0.83%	616,663.75 1,250.00	1.33% (8,150.45)	Aaa / AA+ AAA	4.11 4.04
3130AKFA9	FHLB Note 0.375% Due 12/12/2025	600,000.00	01/05/2021 0.42%	598,680.00 598,876.42	98.08 0.84%	588,492.60 681.25	1.26% (10,383.82)	Aaa / AA+ NR	4.20 4.15
Total Agency		12,525,000.00	1.82%	12,595,324.50 12,567,970.72	0.49%	12,880,311.48 54,268.43	27.77% 312,340.76	Aaa / AA+ AAA	2.71 2.65
CASH									
90CASH\$00	Cash Custodial Cash Account	6,391,145.76	Various 0.00%	6,391,145.76 6,391,145.76	1.00 0.00%	6,391,145.76 0.00	13.72% 0.00	NR / NR NR	0.00 0.00
Total Cash		6,391,145.76	N/A	6,391,145.76 6,391,145.76	0.00%	6,391,145.76 0.00	13.72% 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%	505,305.00 500,313.38	100.64 0.22%	503,209.50 1,950.00	1.08% 2,896.12	A1 / A AA-	0.36 0.27
69353RFE3	PNC Bank Callable Note Cont 6/28/2022 2.45% Due 7/28/2022	500,000.00	07/26/2017 2.42%	500,650.00 500,097.72	101.67 0.20%	508,355.50 2,143.75	1.10% 8,257.78	A2 / A A+	0.82 0.74
037833DC1	Apple Inc Callable Note Cont 8/12/2022 2.1% Due 9/12/2022	500,000.00	09/21/2017 2.29%	495,540.00 499,148.84	101.68 0.16%	508,401.50 554.17	1.09% 9,252.66	Aa1 / AA+ NR	0.95 0.86
808513AT2	Charles Schwab Corp Callable Note Cont 12/25/2022 2.65% Due 1/25/2023	500,000.00	10/30/2018 3.51%	483,170.00 494,763.76	102.90 0.29%	514,518.00 2,429.17	1.11% 19,754.24	A2 / A A	1.32 1.22
46625HJH4	JP Morgan Chase Note 3.2% Due 1/25/2023	500,000.00	08/06/2019 2.18%	516,975.00 506,449.43	103.80 0.31%	519,006.50 2,933.33	1.12% 12,557.07	A2 / A- AA-	1.32 1.29
24422ERT8	John Deere Capital Corp Note 2.8% Due 1/27/2023	450,000.00	04/11/2018 3.17%	442,606.50 447,959.39	103.32 0.29%	464,949.90 2,240.00	1.00% 16,990.51	A2 / A A	1.33 1.30



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									
084670BR8	Berkshire Hathaway Callable Note Cont 1/15/2023 2.75% Due 3/15/2023	500,000.00	Various 3.04%	493,706.00 498,033.89	103.13 0.32%	515,635.50 611.11	1.11% 17,601.61	Aa2 / AA A+	1.45 1.27
911312BK1	UPS Callable Note Cont 3/1/2023 2.5% Due 4/1/2023	450,000.00	04/11/2018 3.11%	437,413.50 446,204.62	103.14 0.28%	464,130.00 5,625.00	1.01% 17,925.38	A2 / A- NR	1.50 1.38
58933YAF2	Merck & Co Note 2.8% Due 5/18/2023	250,000.00	08/06/2019 1.89%	258,235.00 253,547.20	103.93 0.38%	259,824.00 2,586.11	0.56% 6,276.80	A1 / A+ A+	1.63 1.59
931142EK5	Wal-Mart Stores Callable Note Cont 5/26/2023 3.4% Due 6/26/2023	500,000.00	07/31/2018 3.26%	503,095.00 501,059.84	105.13 0.29%	525,650.50 4,486.11	1.14% 24,590.66	Aa2 / AA AA	1.74 1.61
02665WCJ8	American Honda Finance Note 3.45% Due 7/14/2023	400,000.00	07/31/2018 3.38%	401,336.00 400,481.31	105.24 0.50%	420,969.60 2,951.67	0.91% 20,488.29	A3 / A- NR	1.79 1.74
89236TFN0	Toyota Motor Credit Corp Note 3.45% Due 9/20/2023	450,000.00	01/16/2019 3.38%	451,318.50 450,555.69	106.00 0.39%	476,982.90 474.38	1.03% 26,427.21	A1 / A+ A+	1.97 1.92
91159HHV5	US Bancorp Callable Note Cont 1/5/2024 3.375% Due 2/5/2024	500,000.00	12/23/2019 2.11%	524,265.00 513,625.35	106.28 0.58%	531,419.00 2,625.00	1.15% 17,793.65	A2 / A+ A+	2.35 2.18
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%	458,955.00 454,567.72	104.21 0.59%	468,954.45 1,153.75	1.01% 14,386.73	A2 / A- AA-	2.43 1.40
14913R2L0	Caterpillar Financial Service Note 0.45% Due 5/17/2024	350,000.00	05/12/2021 0.51%	349,426.00 349,497.75	99.81 0.52%	349,324.85 586.25	0.75% (172.90)	A2 / A A	2.63 2.61
717081EX7	Pfizer Inc. Callable Note Cont 4/28/2025 0.8% Due 5/28/2025	400,000.00	05/26/2020 0.83%	399,376.00 399,543.79	99.60 0.91%	398,391.20 1,093.33	0.86% (1,152.59)	A2 / A+ A	3.66 3.51
78015K7H1	Royal Bank of Canada Note 1.15% Due 6/10/2025	400,000.00	05/20/2021 0.96%	403,072.00 402,801.80	100.15 1.11%	400,618.80 1,418.33	0.86% (2,183.00)	A2 / A AA-	3.70 3.60
89114TZD7	Toronto-Dominion Bank Note 1.2% Due 6/3/2026	400,000.00	08/11/2021 1.12%	401,416.00 401,376.46	99.68 1.27%	398,712.00 1,573.33	0.86% (2,664.46)	A1 / A AA-	4.68 4.51
Total Corporate		8,000,000.00	2.41%	8,025,860.50 8,020,027.94	0.46%	8,229,053.70 37,434.79	17.75% 209,025.76	A1 / A+ A+	1.90 1.75



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	5,054,502.07	Various 0.21%	5,054,502.07 5,054,502.07	1.00 0.21%	5,054,502.07 3,280.21	10.86% 0.00	NR / NR NR	0.00 0.00
Total LAIF		5,054,502.07	0.21%	5,054,502.07	0.21%	5,054,502.07 3,280.21	10.86% 0.00	NR / NR NR	0.00 0.00

MONEY MARKET FUND									
60934N807	Federated Investors Govt Oblig Fund Inst.	49,685.65	Various 0.03%	49,685.65 49,685.65	1.00 0.03%	49,685.65 0.00	0.11% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund		49,685.65	0.03%	49,685.65	0.03%	49,685.65 0.00	0.11% 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%	247,000.00 818.82	0.53% 0.00	NR / NR NR	1.85 1.80
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%	248,000.00 733.47	0.53% 0.00	NR / NR NR	3.66 3.58
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%	248,000.00 941.72	0.53% 0.00	NR / NR NR	3.66 3.57
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	100.33 0.98%	248,821.13 164.09	0.53% 821.13	NR / NR NR	4.94 4.80
Total Negotiable CD		991,000.00	1.30%	991,000.00	1.28%	991,821.13 2,658.10	2.14% 821.13	NR / NR NR	3.53 3.44

SUPRANATIONAL									
459058FY4	Intl. Bank Recon & Development Note 2% Due 1/26/2022	500,000.00	09/21/2017 1.95%	501,010.00 500,074.60	100.58 0.21%	502,875.00 1,805.56	1.08% 2,800.40	Aaa / NR AAA	0.32 0.32
4581X0CZ9	Inter-American Dev Bank Note 1.75% Due 9/14/2022	500,000.00	08/14/2018 2.91%	477,871.50 494,831.73	101.48 0.20%	507,409.50 413.19	1.09% 12,577.77	Aaa / AAA AAA	0.96 0.95



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%	600,516.00 600,432.08	98.63 0.84%	591,761.40 1,275.00	1.27% (8,670.68)	Aaa / AAA AAA	4.08 4.02
4581X0DV7	Inter-American Dev Bank Note 0.875% Due 4/20/2026	500,000.00	04/27/2021 0.94%	498,425.00 498,559.36	99.57 0.97%	497,834.50 1,956.60	1.07% (724.86)	Aaa / AAA AAA	4.56 4.44
Total Supranational		2,100,000.00	1.52%	2,077,822.50 2,093,897.77	0.57%	2,099,880.40 5,450.35	4.52% 5,982.63	Aaa / AAA AAA	2.54 2.49
US TREASURY									
912828G53	US Treasury Note 1.875% Due 11/30/2021	575,000.00	12/13/2016 1.91%	574,125.95 574,971.06	100.30 0.09%	576,712.35 3,623.21	1.25% 1,741.29	Aaa / AA+ AAA	0.17 0.17
912828U81	US Treasury Note 2% Due 12/31/2021	600,000.00	01/31/2017 1.90%	602,931.70 600,148.71	100.48 0.07%	602,895.60 3,032.61	1.30% 2,746.89	Aaa / AA+ AAA	0.25 0.25
912828XW5	US Treasury Note 1.75% Due 6/30/2022	650,000.00	Various 1.81%	648,238.51 649,723.75	101.24 0.09%	658,074.30 2,874.66	1.42% 8,350.55	Aaa / AA+ AAA	0.75 0.75
9128283C2	US Treasury Note 2% Due 10/31/2022	400,000.00	02/27/2018 2.60%	389,468.75 397,560.21	102.04 0.12%	408,156.40 3,347.83	0.88% 10,596.19	Aaa / AA+ AAA	1.08 1.07
912828M80	US Treasury Note 2% Due 11/30/2022	750,000.00	10/30/2018 2.92%	723,515.63 742,450.80	102.18 0.13%	766,347.75 5,040.98	1.66% 23,896.95	Aaa / AA+ AAA	1.17 1.15
912828X70	US Treasury Note 2% Due 4/30/2024	400,000.00	07/02/2019 1.78%	404,125.00 402,204.06	104.04 0.43%	416,156.40 3,347.83	0.90% 13,952.34	Aaa / AA+ AAA	2.58 2.51
9128282U3	US Treasury Note 1.875% Due 8/31/2024	575,000.00	03/04/2020 0.72%	604,311.52 594,034.62	103.96 0.51%	597,775.18 923.26	1.29% 3,740.56	Aaa / AA+ AAA	2.92 2.84
912828YV6	US Treasury Note 1.5% Due 11/30/2024	700,000.00	12/23/2019 1.72%	692,808.59 695,389.20	102.90 0.57%	720,316.10 3,528.69	1.55% 24,926.90	Aaa / AA+ AAA	3.17 3.08
912828Z52	US Treasury Note 1.375% Due 1/31/2025	575,000.00	03/04/2020 0.71%	593,328.13 587,450.45	102.50 0.62%	589,352.58 1,332.03	1.27% 1,902.13	Aaa / AA+ AAA	3.34 3.25
912828ZF0	US Treasury Note 0.5% Due 3/31/2025	750,000.00	03/26/2020 0.50%	749,912.11 749,938.50	99.42 0.67%	745,635.00 10.30	1.60% (4,303.50)	Aaa / AA+ AAA	3.50 3.46
91282CAT8	US Treasury Note 0.25% Due 10/31/2025	700,000.00	02/16/2021 0.51%	691,605.47 692,706.15	97.68 0.83%	683,730.60 732.34	1.47% (8,975.55)	Aaa / AA+ AAA	4.09 4.04
91282CBC4	US Treasury Note 0.375% Due 12/31/2025	700,000.00	01/12/2021 0.52%	694,968.75 695,693.05	97.95 0.87%	685,644.40 663.38	1.47% (10,048.65)	Aaa / AA+ AAA	4.25 4.20



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%	537,625.00 538,957.37	97.82 0.89%	537,990.20 347.49	1.16% (967.17)	Aaa / AA+ AAA	4.34 4.28
91282CBQ3	US Treasury Note 0.5% Due 2/28/2026	650,000.00	03/09/2021 0.83%	639,589.84 640,754.81	98.27 0.90%	638,777.10 278.31	1.37% (1,977.71)	Aaa / AA+ AAA	4.42 4.35
91282CBT7	US Treasury Note 0.75% Due 3/31/2026	440,000.00	03/29/2021 0.88%	437,301.56 437,573.47	99.26 0.92%	436,734.32 9.07	0.94% (839.15)	Aaa / AA+ AAA	4.50 4.41
91282CCF6	US Treasury Note 0.75% Due 5/31/2026	850,000.00	06/28/2021 0.88%	844,820.31 845,091.26	99.12 0.94%	842,529.35 2,142.42	1.81% (2,561.91)	Aaa / AA+ AAA	4.67 4.56
91282CCW9	US Treasury Note 0.75% Due 8/31/2026	850,000.00	09/28/2021 1.00%	839,939.45 839,950.65	98.88 0.98%	840,503.80 545.93	1.81% 553.15	Aaa / AA+ AAA	4.92 4.81
Total US Treasury		10,715,000.00	1.26%	10,668,616.27 10,684,598.12	0.58%	10,747,331.43 31,780.34	23.14% 62,733.31	Aaa / AA+ AAA	3.04 2.98
TOTAL PORTFOLIO		45,826,333.48	1.33%	45,853,957.25 45,852,828.03	0.43%	46,443,731.62 134,872.22	100.00% 590,903.59	Aa1 / AA AAA	1.98 1.92
TOTAL MARKET VALUE PLUS ACCRUED						46,578,603.84			



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	09/02/2021	60934N807	9.92	Federated Investors Govt Oblig Fund Inst.	1.000	0.01%	9.92	0.00	9.92	0.00
Purchase	09/05/2021	60934N807	7,987.50	Federated Investors Govt Oblig Fund Inst.	1.000	0.01%	7,987.50	0.00	7,987.50	0.00
Purchase	09/08/2021	60934N807	17,671.88	Federated Investors Govt Oblig Fund Inst.	1.000	0.01%	17,671.88	0.00	17,671.88	0.00
Purchase	09/09/2021	38149MZJ5	248,000.00	Goldman Sachs Bank USA Negotiable CD 1.05% Due 9/8/2026	100.000	1.05%	248,000.00	7.13	248,007.13	0.00
Purchase	09/10/2021	60934N807	4,781.25	Federated Investors Govt Oblig Fund Inst.	1.000	0.01%	4,781.25	0.00	4,781.25	0.00
Purchase	09/11/2021	60934N807	9,000.00	Federated Investors Govt Oblig Fund Inst.	1.000	0.01%	9,000.00	0.00	9,000.00	0.00
Purchase	09/12/2021	60934N807	16,031.25	Federated Investors Govt Oblig Fund Inst.	1.000	0.01%	16,031.25	0.00	16,031.25	0.00
Purchase	09/14/2021	60934N807	4,375.00	Federated Investors Govt Oblig Fund Inst.	1.000	0.01%	4,375.00	0.00	4,375.00	0.00
Purchase	09/15/2021	60934N807	6,875.00	Federated Investors Govt Oblig Fund Inst.	1.000	0.01%	6,875.00	0.00	6,875.00	0.00
Purchase	09/20/2021	60934N807	7,762.50	Federated Investors Govt Oblig Fund Inst.	1.000	0.01%	7,762.50	0.00	7,762.50	0.00
Purchase	09/23/2021	60934N807	1,312.50	Federated Investors Govt Oblig Fund Inst.	1.000	0.01%	1,312.50	0.00	1,312.50	0.00
Purchase	09/29/2021	91282CCW9	850,000.00	US Treasury Note 0.75% Due 8/31/2026	98.816	1.00%	839,939.45	510.70	840,450.15	0.00
Purchase	09/30/2021	60934N807	3,525.00	Federated Investors Govt Oblig Fund Inst.	1.000	0.03%	3,525.00	0.00	3,525.00	0.00
Subtotal			1,177,331.80				1,167,271.25	517.83	1,167,789.08	0.00
Security Contribution	09/09/2021	60934N807	248,000.00	Federated Investors Govt Oblig Fund Inst.	1.000		248,000.00	0.00	248,000.00	0.00
Security Contribution	09/29/2021	60934N807	41,196.00	Federated Investors Govt Oblig Fund Inst.	1.000		41,196.00	0.00	41,196.00	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Security Contribution	09/30/2021	90CASH\$00	428,320.70	Cash Custodial Cash Account	1.000		428,320.70	0.00	428,320.70	0.00
Subtotal			717,516.70				717,516.70	0.00	717,516.70	0.00
Short Sale	09/09/2021	60934N807	-248,000.00	Federated Investors Govt Oblig Fund Inst.	1.000		-248,000.00	0.00	-248,000.00	0.00
Subtotal			-248,000.00				-248,000.00	0.00	-248,000.00	0.00
TOTAL ACQUISITIONS			1,646,848.50				1,636,787.95	517.83	1,637,305.78	0.00
DISPOSITIONS										
Closing Purchase	09/09/2021	60934N807	-248,000.00	Federated Investors Govt Oblig Fund Inst.	1.000		-248,000.00	0.00	-248,000.00	0.00
Subtotal			-248,000.00				-248,000.00	0.00	-248,000.00	0.00
Sale	09/09/2021	60934N807	248,000.00	Federated Investors Govt Oblig Fund Inst.	1.000	0.01%	248,000.00	0.00	248,000.00	0.00
Sale	09/29/2021	313378CR0	800,000.00	FHLB Note 2.25% Due 3/11/2022	100.988	1.97%	807,904.00	900.00	808,804.00	6,917.57
Sale	09/29/2021	60934N807	31,646.15	Federated Investors Govt Oblig Fund Inst.	1.000	0.01%	31,646.15	0.00	31,646.15	0.00
Subtotal			1,079,646.15				1,087,550.15	900.00	1,088,450.15	6,917.57
Security Withdrawal	09/09/2021	60934N807	248,000.00	Federated Investors Govt Oblig Fund Inst.	1.000		248,000.00	0.00	248,000.00	0.00
Security Withdrawal	09/29/2021	60934N807	41,196.00	Federated Investors Govt Oblig Fund Inst.	1.000		41,196.00	0.00	41,196.00	0.00
Subtotal			289,196.00				289,196.00	0.00	289,196.00	0.00
TOTAL DISPOSITIONS			1,120,842.15				1,128,746.15	900.00	1,129,646.15	6,917.57



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	09/05/2021	06051GHF9	450,000.00	Bank of America Corp Callable Note 1X 3/5/2023 3.55% Due 3/5/2024	0.000		7,987.50	0.00	7,987.50	0.00
Interest	09/08/2021	3130AB3H7	600,000.00	FHLB Note 2.375% Due 3/8/2024	0.000		7,125.00	0.00	7,125.00	0.00
Interest	09/08/2021	313383YJ4	625,000.00	FHLB Note 3.375% Due 9/8/2023	0.000		10,546.88	0.00	10,546.88	0.00
Interest	09/10/2021	313382AX1	450,000.00	FHLB Note 2.125% Due 3/10/2023	0.000		4,781.25	0.00	4,781.25	0.00
Interest	09/11/2021	313378CR0	800,000.00	FHLB Note 2.25% Due 3/11/2022	0.000		9,000.00	0.00	9,000.00	0.00
Interest	09/12/2021	037833DC1	500,000.00	Apple Inc Callable Note Cont 8/12/2022 2.1% Due 9/12/2022	0.000		5,250.00	0.00	5,250.00	0.00
Interest	09/12/2021	3135G0U43	750,000.00	FNMA Note 2.875% Due 9/12/2023	0.000		10,781.25	0.00	10,781.25	0.00
Interest	09/14/2021	4581X0CZ9	500,000.00	Inter-American Dev Bank Note 1.75% Due 9/14/2022	0.000		4,375.00	0.00	4,375.00	0.00
Interest	09/15/2021	084670BR8	500,000.00	Berkshire Hathaway Callable Note Cont 1/15/2023 2.75% Due 3/15/2023	0.000		6,875.00	0.00	6,875.00	0.00
Interest	09/20/2021	89236TFN0	450,000.00	Toyota Motor Credit Corp Note 3.45% Due 9/20/2023	0.000		7,762.50	0.00	7,762.50	0.00
Interest	09/23/2021	3137EAEX3	700,000.00	FHLMC Note 0.375% Due 9/23/2025	0.000		1,312.50	0.00	1,312.50	0.00
Interest	09/30/2021	912828ZF0	750,000.00	US Treasury Note 0.5% Due 3/31/2025	0.000		1,875.00	0.00	1,875.00	0.00
Interest	09/30/2021	91282CBT7	440,000.00	US Treasury Note 0.75% Due 3/31/2026	0.000		1,650.00	0.00	1,650.00	0.00
Subtotal			7,515,000.00				79,321.88	0.00	79,321.88	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Dividend	09/02/2021	60934N807	250,000.00	Federated Investors Govt Oblig Fund Inst.	0.000		9.92	0.00	9.92	0.00
Subtotal			250,000.00				9.92	0.00	9.92	0.00
TOTAL OTHER TRANSACTIONS			7,765,000.00				79,331.80	0.00	79,331.80	0.00

Statement of Compliance

As of September 30, 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

September 30, 2021



	Portfolio	Index
Period	Net of 10.9 bps annual fee	*ICE BofA 1-5 Yr US Government
1 month	-0.27%	-0.29%
3 months	0.00%	0.00%
Year to Date	-0.38%	-0.41%
Last 12 Months	-0.21%	-0.38%
Inception Date	7/31/2009	7/31/2009
Since Inception	23.43%	22.01%
Annualized Since Inception	1.75%	1.65%

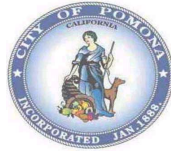
Walnut Valley Water District
Revenue Bond - East West Bank
Life to Date
September 30, 2021

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 - LHHCWDC 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		505,382.36
Ending Balance of Bond Funds	\$	2,329,906.72

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

Walnut Valley Water District
Revenue Bond - East West Bank
September 30, 2021

Beginning Balance of Bonds		\$	2,329,800.30
Receipts:			
Interest Income			106.42
Disbursements:			
PBWA - Pomona Basin Project	-		
PBWA - Cal Domestic Project	-		
PBWA - Pathfinder Project	-		
Administration Headquarters			
		\$	-
Ending Balance of Bond Funds		\$	<u>2,329,906.72</u>



POMONA-WALNUT-ROWLAND JOINT WATER LINE COMMISSION

WATER USE DISTRIBUTION & BILLING

SEPTEMBER 2021

CONSUMPTION PER AGENCY (Per PWR Meter Reads)		
	Water Consumption (Acre-feet)	Allocation %
Pomona	698.669	32.573%
Walnut	887.081	41.357%
Rowland	559.192	26.070%
LaVerne	-	0.000%
TOTAL	2,144.942	100.000%

WATER PRODUCTION (ACTUAL)		
	Water Consumption (Acre-feet)	Allocation %
MWD	1,659.70	78.499%
TVMWD	454.60	21.501%
LaVerne	-	0.000%
Total	2,114.300	100.000%
PWR	2,144.942	
Difference	(30.642)	

CALCULATION OF AGENCY WATER CONSUMPTION (Water consumption billed to each agency based on amount of water purchased from MWD & TVMWD)							
Connection / Description	Billing Difference Allocation (Acre-feet)	Adj. Agency Consumption (Acre-Feet)	Adj. Agency Consumption for Billing (Rounded)	Water Purchased - MWD	Water Purchased - TVMWD	Water Purchased - LaVERNE WELL	Total Water Purchased (Acre-feet)
				78.499%	21.501%	0.000%	100.000%
Pomona	698.669	(9.981)	688.688	688.7	540.6	148.1	688.7
Walnut	887.081	(12.673)	874.408	874.4	686.4	188.0	874.4
Rowland	559.192	(7.988)	551.204	551.2	432.7	118.5	551.2
LaVerne	-	-	-	-	-	-	-
TOTAL	2,144.942	(30.642)	2,114.300	2,114.3	1,659.7	454.6	2,114.3

BILLING CHARGES PER AGENCY											
		MWD PM-15	TVMWD PM-21	MWD Capacity Reservation	TVMWD Connected Capacity	TVMWD Water Use Charge	Depreciation	Replacement	Admin Budget Assessment	MWD LRP Rebate Program	Billing Total
City of Pomona	Cons. (AF)	540.6	148.1							178.5	
	Allocation %			35.85%	52.00%	26.12%	25.00%	25.00%	33.33%		
	Billing Rate	\$ 1,098.00	\$ 1,098.00	\$ 26,876.46	\$ 6,150.27	\$ 6,077.02	\$ 5,699.00	\$ 4,592.00	\$ 24,950.00	\$ (100.00)	
	Total	\$ 593,591.75	\$ 162,587.70	\$ 9,635.21	\$ 3,198.14	\$ 1,587.32	\$ 1,424.75	\$ 1,148.00	\$ 8,316.67	\$ (17,850.00)	\$ 763,639.54
Walnut Valley Water District	Cons. (AF)	686.4	188.0							-	
	Allocation %			41.51%	28.00%	46.79%	25.00%	25.00%	33.33%		
	Billing Rate	\$ 1,098.00	\$ 1,098.00	\$ 26,876.46	\$ 6,150.27	\$ 6,077.02	\$ 7,734.00	\$ 12,102.00	\$ 24,950.00	\$ (100.00)	
	Total	\$ 753,667.28	\$ 206,433.18	\$ 11,156.42	\$ 1,722.08	\$ 2,843.44	\$ 1,933.50	\$ 3,025.50	\$ 8,316.67	\$ -	\$ 989,098.07
Rowland Water District	Cons. (AF)	432.7	118.5							-	
	Allocation %			22.64%	20.00%	27.09%	25.00%	25.00%	33.33%		
	Billing Rate	\$ 1,098.00	\$ 1,098.00	\$ 26,876.46	\$ 6,150.27	\$ 6,077.02	\$ 5,556.00	\$ 7,640.00	\$ 24,950.00	\$ (100.00)	
	Total	\$ 475,091.57	\$ 130,129.92	\$ 6,084.83	\$ 1,230.05	\$ 1,646.26	\$ 1,389.00	\$ 1,910.00	\$ 8,316.67	\$ -	\$ 625,798.30
City of LaVerne	Cons. (AF)	-	-							-	
	Allocation %			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
	Billing Rate	\$ 1,098.00	\$ 1,098.00	\$ 26,876.46	\$ 6,150.27	\$ 6,077.02	\$ -	\$ -	\$ -	\$ (100.00)	
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total (A.F.)		1,659.7	454.6								2,114.3
Total (\$)		\$ 1,822,350.60	\$ 499,150.80	\$ 26,876.46	\$ 6,150.27	\$ 6,077.02	\$ 4,747.25	\$ 6,083.50	\$ 24,950.00	\$ (17,850.00)	\$ 2,378,535.90

November 2021

Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
	3:30 PM Spadra Basin GSA Meeting	6:30 PM Diamond Bar City Council Meeting	8:00 AM TVMWD Board Meeting			
7	8	9	10	11 District is closed in observance of Veterans Day	12	13
	4:00 PM Public Info Committee	4:00 PM Engineering Committee	3:00 PM Spadra Basin Advisory Committee			
	4:30 PM Finance Committee	4:30 PM Personnel Committee	6:00 PM WVWD Soup and Succulent Workshop			
			7:00 PM Walnut City Council Meeting			
14	15	16	17	18	19	20
	5:00 PM WVWD Board Meeting	6:30 PM Diamond Bar City Council Meeting	8:00 AM TVMWD Board Meeting	4:00 PM WVWD Board Workshop		
		6:00 PM Soup and Succulent Workshop	7:00 PM Virtual Greywater Workshop			
21	22	23	24	25 District is closed in observance of Thanksgiving	26 District is closed in observance of Thanksgiving	27
28	29	30				
		ACWA Fall Conference 11/30-12/2				

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

Note: Meeting dates and times are subject to change

**WALNUT VALLEY WATER DISTRICT
WATER SUPPLY AND CONSERVATION UPDATE
October 18, 2021**

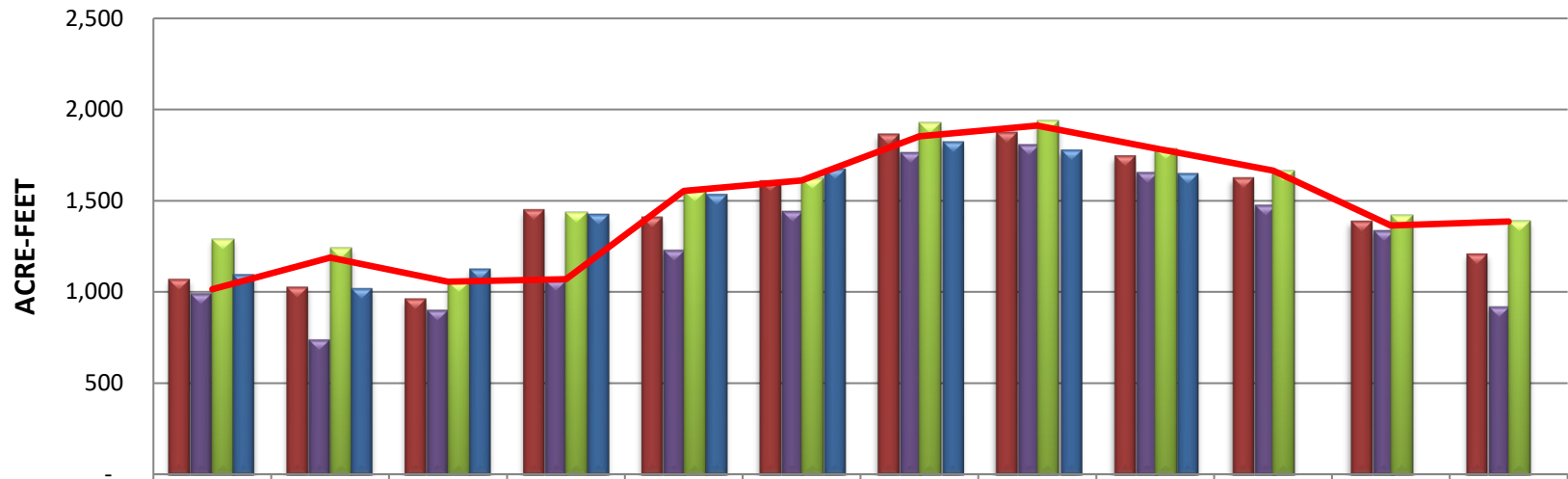


<p>A</p> <p>B</p> <p>C</p>	<p><u>Water Use</u> – Water usage for September 2021 was 1,649 acre feet, a decrease of 8% compared to September 2020 and a decrease of 20% from September 2013. The average inflow into the system during the month was approximately 27.75 cfs (12,457.27 gallons per minute).</p> <p><u>Recycled Water Use</u> – During the month of September the recycled water system delivered 2,856,113 G.P.D., a decrease of 2.82% compared to the use in September 2020. Of the recycled water delivered, 55.07% 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

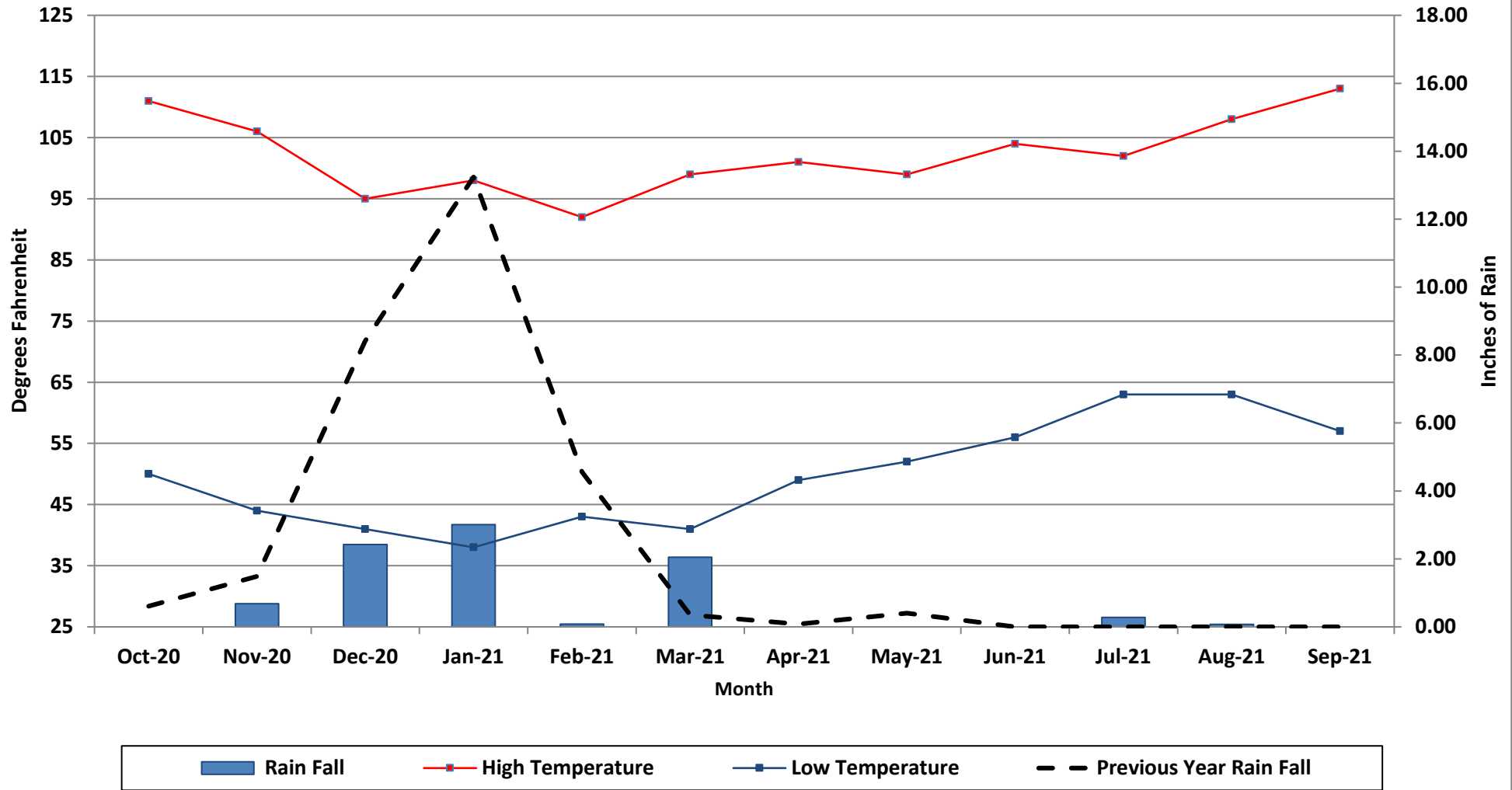
Actual Purchases (AF)		Projected Purchases (AF)				Baseline Year Purchases	
Month	Total	Budget	Low	High	Average	2013	2020
January	1,098	1,071	998	1,290	1,101	1,156	1,015
February	1,023	1,029	746	1,240	1,058	1,123	1,188
March	1,129	965	907	1,056	980	1,496	1,056
April	1,426	1,452	1,070	1,436	1,278	1,700	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	-	1,627	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	13,132	17,253	15,377	18,325	16,980	20,810	17,461
Remaining Projected Purchases		4,228	3,746	4,472	4,106		
Total Projected Purchases		17,360	16,878	17,604	17,238		

Calendar Year 2021 Purchased Water



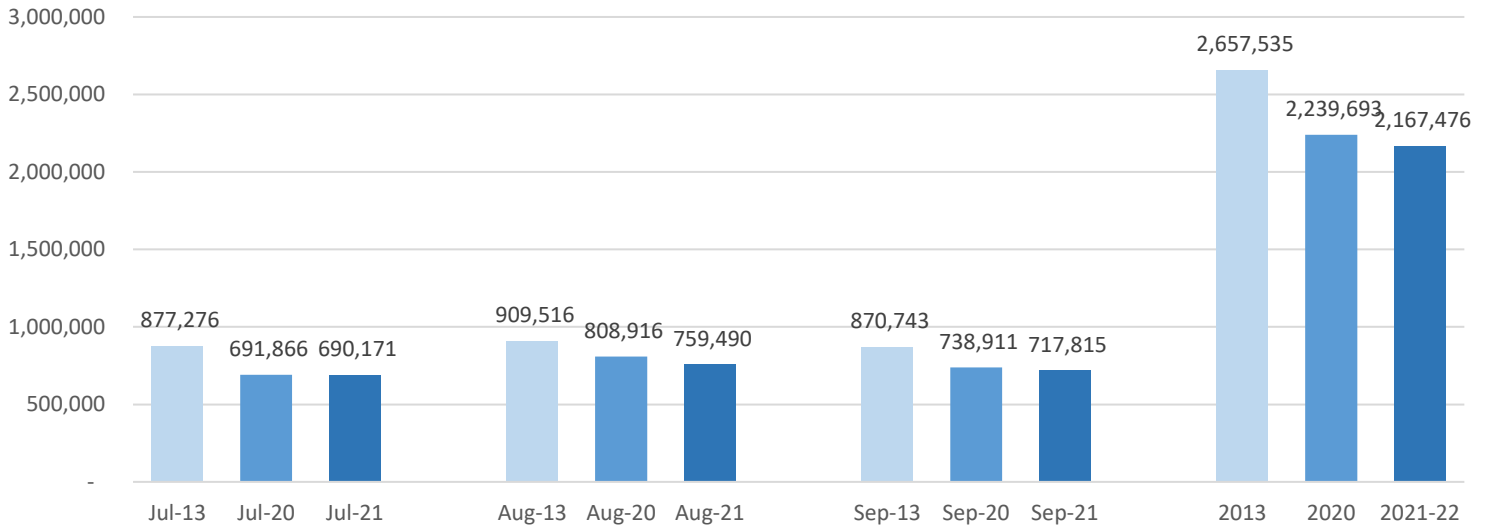
	January	February	March	April	May	June	July	August	September	October	November	December
Budget	1,071	1,029	965	1,452	1,411	1,610	1,866	1,875	1,746	1,627	1,390	1,211
Low	998	746	907	1,070	1,233	1,446	1,765	1,808	1,658	1,480	1,341	926
High	1,290	1,240	1,056	1,436	1,554	1,624	1,927	1,941	1,787	1,665	1,419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

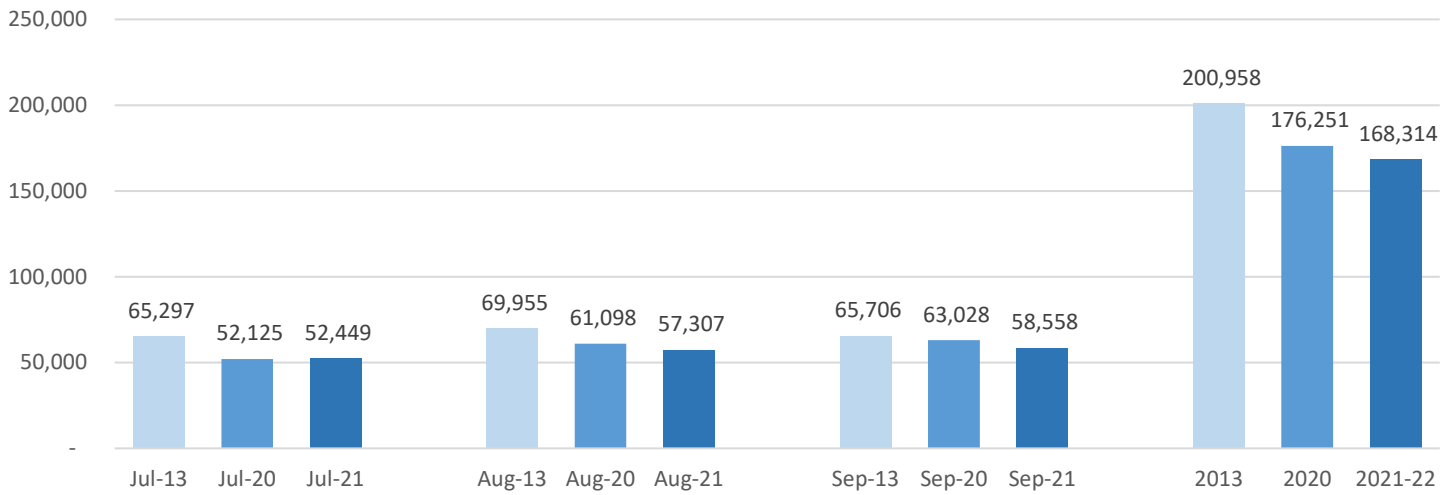


WALNUT VALLEY WATER DISTRICT
CONSUMPTION DATA - CURRENT YEAR VERSUS 2013 BASELINE

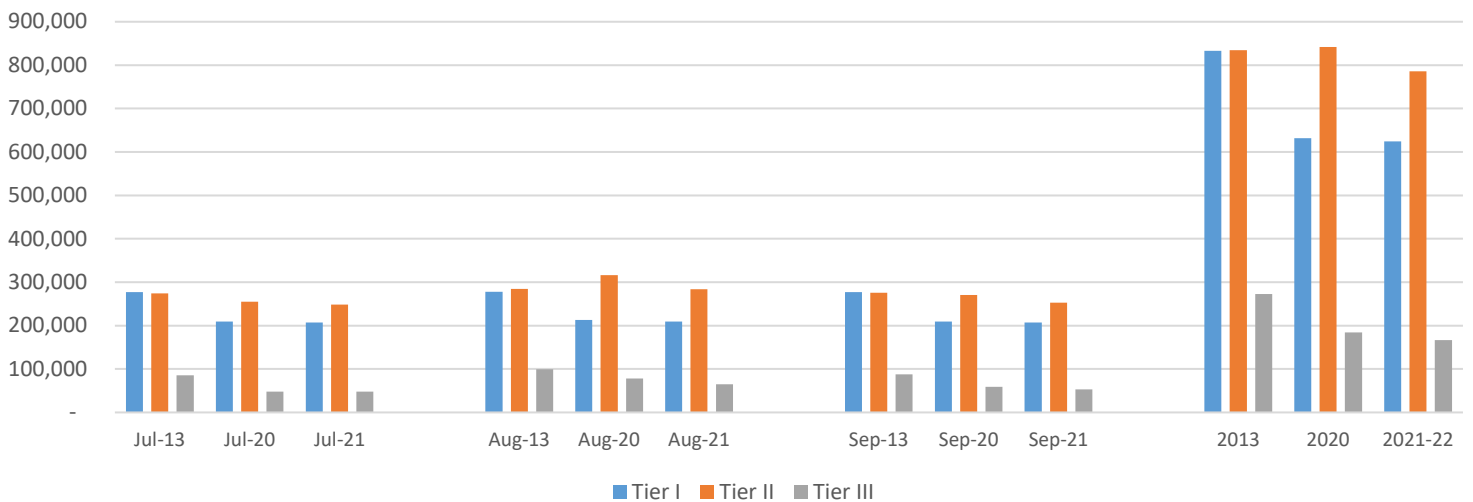
YTD Consumption Versus 2013 Baseline Year



Irrigation Consumption Versus 2013 Baseline



Residential Tiers Versus 2013 Baseline



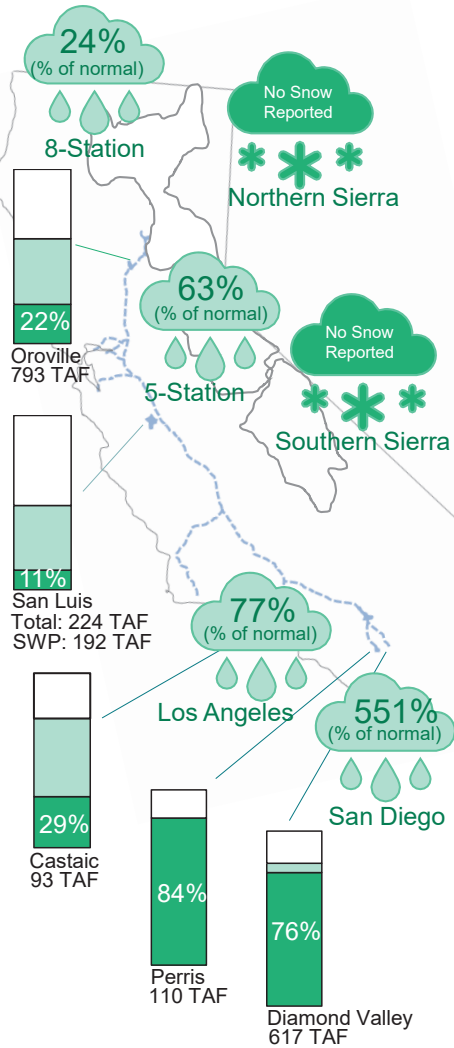
Walnut Valley Water District
 Monthly Consumption Versus 2013 Baseline Year

Consumption/Water Sales																				
User Class	July					August					September					YTD (FY 21-22)				
	Jul-13	Jul-20	Jul-21	% Change 2013	% Change 2020	Aug-13	Aug-20	Aug-21	% Change 2013	% Change 2020	Sep-13	Sep-20	Sep-21	% Change 2013	% Change 2020	2013 YTD	2020 YTD	FY 21-22	% Change 2013	% Change 2020
COG	49,565	33,898	33,943	-32%	0%	53,435	39,559	37,811	-29%	-4%	50,686	43,268	41,848	-17%	-3%	153,686	116,725	113,602	-26%	-3%
COM	95,283	63,924	71,545	-25%	12%	99,903	72,723	77,114	-23%	6%	90,136	72,076	76,873	-15%	7%	285,322	208,723	225,532	-21%	8%
IND	13,038	9,433	9,768	-25%	4%	13,123	10,277	10,451	-20%	2%	12,479	10,304	10,129	-19%	-2%	38,640	30,014	30,348	-21%	1%
MUL	82,038	71,993	70,906	-14%	-2%	81,050	79,211	75,493	-7%	-5%	76,841	74,435	75,504	-2%	1%	239,929	225,639	221,903	-8%	-2%
RES	637,352	512,618	504,009	-21%	-2%	662,005	607,146	558,621	-16%	-8%	640,601	538,828	513,461	-20%	-5%	1,939,958	1,658,592	1,576,091	-19%	-5%
	877,276	691,866	690,171	-21%	0%	909,516	808,916	759,490	-16%	-6%	870,743	738,911	717,815	-18%	-3%	2,657,535	2,239,693	2,167,476	-18%	-3%
IRRIGATION																				
User Class	Jul-13	Jul-20	Jul-21	% Change 2013	% Change 2020	Aug-13	Aug-20	Aug-21	% Change 2013	% Change 2020	Sep-13	Sep-20	Sep-21	% Change 2013	% Change 2020	2013 YTD	2020 YTD	FY 21-22	% Change 2013	% Change 2020
COG	32,727	25,224	23,780	-27%	-6%	35,845	28,580	26,511	-26%	-7%	32,995	31,574	28,377	-14%	-10%	101,567	85,378	78,668	-23%	-8%
COM	30,288	25,447	26,757	-12%	5%	31,470	30,663	28,817	-8%	-6%	30,298	29,340	28,263	-7%	-4%	92,056	85,450	83,837	-9%	-2%
IND	2,001	1,283	1,683	-16%	31%	2,318	1,689	1,735	-25%	3%	2,089	1,962	1,708	-18%	-13%	6,408	4,934	5,126	-20%	4%
RES	281	171	229	-19%	34%	322	166	244	-24%	47%	324	152	210	-35%	38%	927	489	683	-26%	40%
	65,297	52,125	52,449	-20%	1%	69,955	61,098	57,307	-18%	-6%	65,706	63,028	58,558	-11%	-7%	200,958	176,251	168,314	-16%	-5%
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	
2013	277,522	274,324	85,506	637,352		278,209	284,325	99,471	662,005		277,208	275,700	87,693	640,601		832,939	834,349	272,670	1,939,958	
2020	209,156	255,409	48,053	512,618		213,223	316,022	77,901	607,146		209,651	270,505	58,672	538,828		632,030	841,936	184,626	1,658,592	
FY 20-21	207,415	248,559	48,035	504,009		209,503	283,955	65,163	558,621		207,445	252,954	53,062	513,461		624,363	785,468	166,260	1,576,091	
% Change 2013	-25%	-9%	-44%	-21%		-25%	0%	-34%	-16%		(69,763)	(22,746)	(34,631)	(127,140)		-25%	-6%	-39%	-19%	
% Change 2020	-1%	-3%	0%	-2%		-2%	-10%	-16%	-8%		-25%	-8%	-39%	-20%		-1%	-7%	-10%	-5%	

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

State Water Project Resources

SWP Table A – 5% - 95,575 AF



WATER SUPPLY CONDITIONS REPORT

Water Year 2021-2022
As of: October 10, 2021

Colorado River Resources

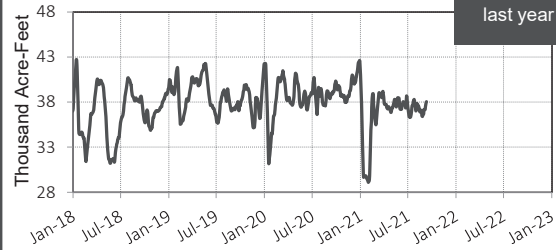
Projected CRA Diversions – 1,076,000 AF

Metropolitan Resources

Lake Skinner Storage

Capacity: 43.8 TAF

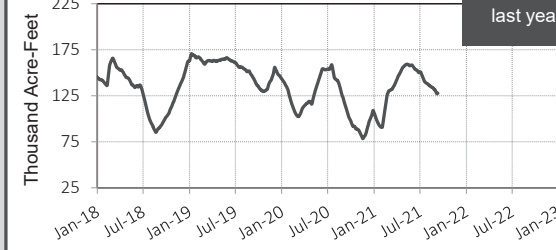
748 AF less than last year



Lake Mathews Storage

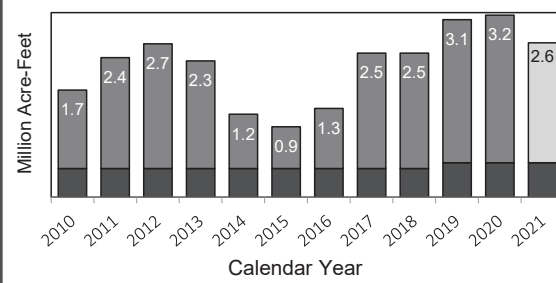
Capacity: 182 TAF

15 TAF more than last year



MWD Storage Reserve Levels

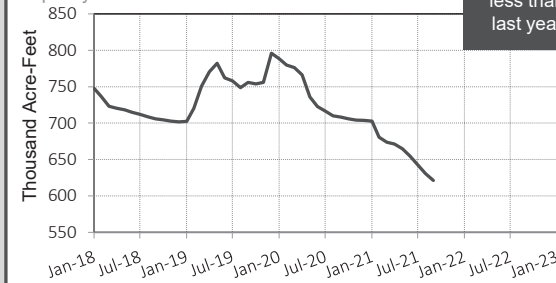
■ Potential Balance ■ Storage Balance ■ Emergency Storage



Diamond Valley Lake Storage

Capacity: 810 TAF

91 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



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@mwadh2o.com

<http://www.mwadh2o.com/WSCR>

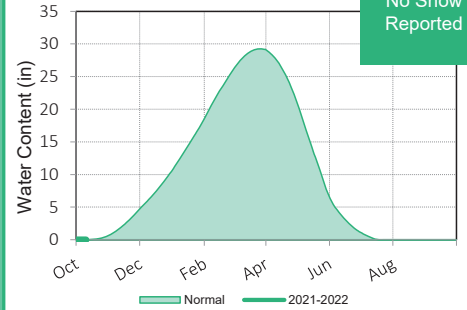


State Water Project Resources

As of: 10/10/2021

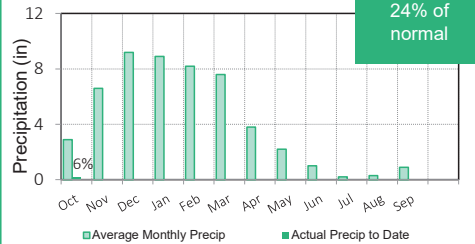
Northern Sierra Snowpack

No Snow Reported



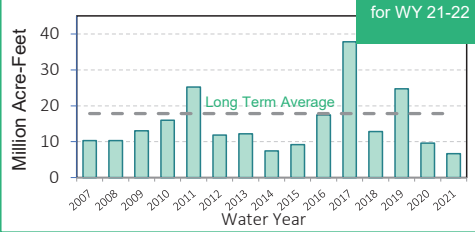
8 Station Index Precipitation

0.15 in
24% of normal



Sacramento River Runoff

No Forecast for WY 21-22



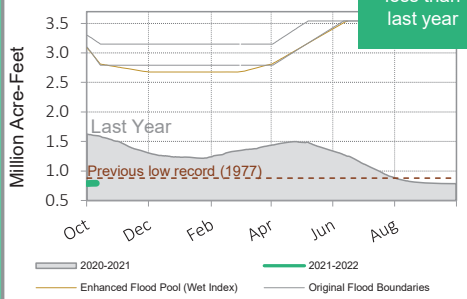
Other SWP Supplies Calendar Year 2021

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

Orville Reservoir Storage

Capacity: 3.54 MAF

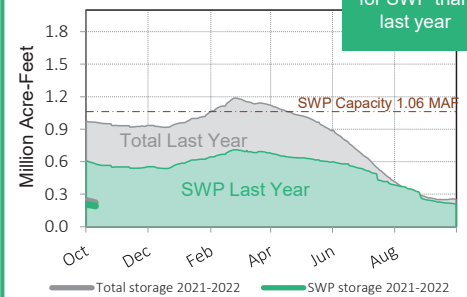
807 TAF less than last year



San Luis Reservoir Storage

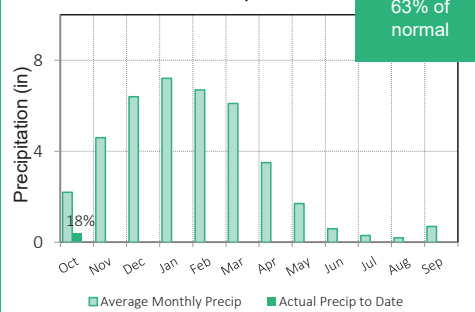
Capacity: 2.04 MAF

389 TAF less for SWP than last year



5 Station Index Precipitation

0.39 in
63% of normal

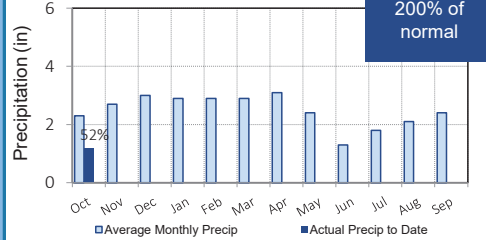


Colorado River Resources

As of: 10/10/2021

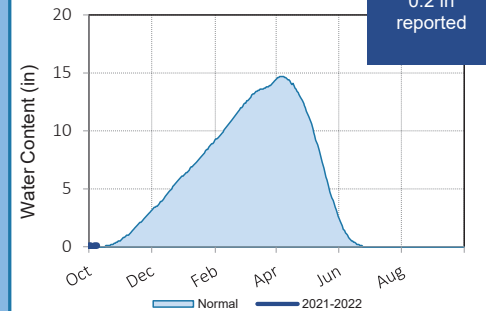
Upper Colorado Precipitation

1.2 in
200% of normal



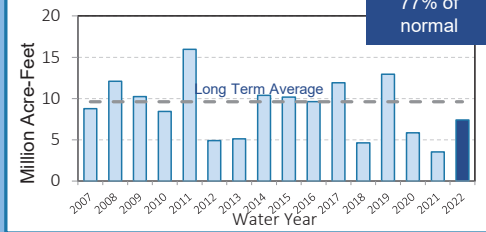
Upper Colorado Snowpack

0.2 in reported



Powell Unregulated Inflow

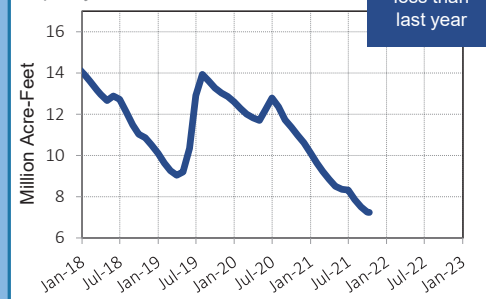
Forecast: 77% of normal



Lake Powell Storage

Capacity: 24.3 MAF

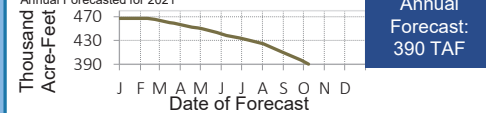
4.00 MAF less than last year



PVID/Yuma Agricultural Use

Annual Forecasted for 2021

Current Annual Forecast: 390 TAF



Projected Lake Mead ICS

Calendar Year 2021

Put (+) / Take (-)
+18,000 AF

Lake Mead Surplus/Shortage Outlook

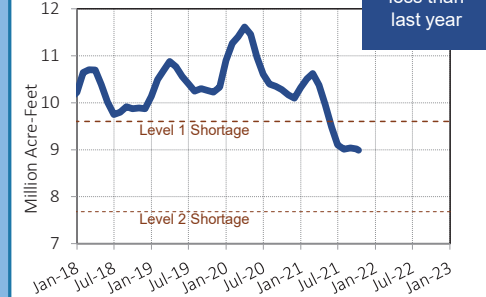
	2022	2023	2024	2025	2026
Surplus	0%	0%	0%	0%	0%
Shortage	100%	97%	97%	100%	91%
Metropolitan DCP*		6% 180 TAF	64% 264 TAF	71% 286 TAF	72% 303 TAF

Likelihood based on results from the 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

1.28 MAF less than last year



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

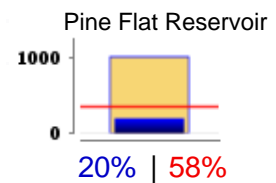
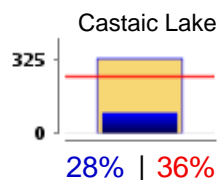
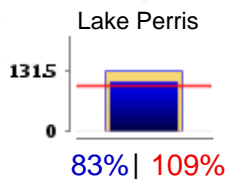
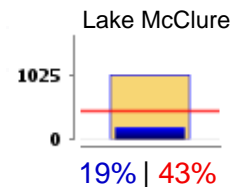
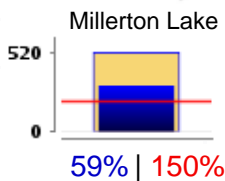
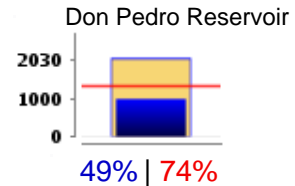
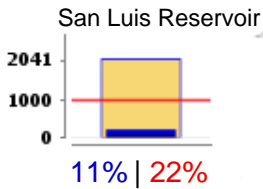
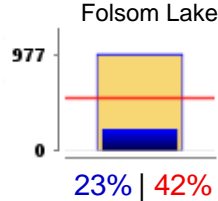
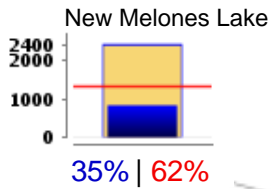
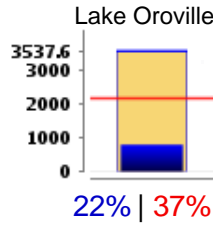
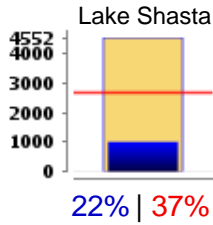
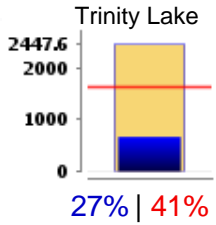
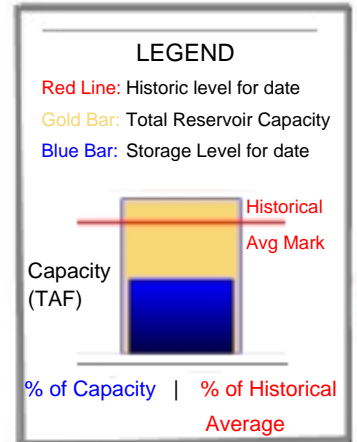
<http://www.mwdh2o.com/WSCR>



CURRENT RESERVOIR CONDITIONS

SELECTED WATER SUPPLY RESERVOIRS

Midnight: October 12, 2021



WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
DATE: October 18, 2021
SUBJECT: WVWD Conflict of Interest Code

Action/Discussion Fiscal Impact Resolution Information Only

Recommendation

That the Board of Directors approve the attached WVWD Conflict of Interest Code effective September 29, 2021.

Background

The Los Angeles County Board of Supervisors on September 28, 2021, approved the attached Conflict of Interest Code for the District, effective September 29, 2021.

As a final step in the approval process, the Board of Directors should approve the attached WVWD Conflict of Interest Code with an effective date of September 29, 2021.

Attachments:

Final WVWD Conflict of Interest Code

EXECUTIVE OFFICE



BOARD OF SUPERVISORS

CELIA ZAVALA
EXECUTIVE OFFICER

COUNTY OF LOS ANGELES
EXECUTIVE OFFICE
BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 383
LOS ANGELES, CALIFORNIA 90012
(213) 974-1411 • www.bos.lacounty.gov

MEMBERS OF THE BOARD

HILDA L. SOLIS
HOLLY J. MITCHELL
SHEILA KUEHL
JANICE HAHN
KATHRYN BARGER

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES
23 September 28, 2021

September 28, 2021

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

CELIA ZAVALA
EXECUTIVE OFFICER

**CONFLICT OF INTEREST CODES
(ALL DISTRICTS) (3-VOTES)**

SUBJECT

Approval of Conflict of Interest Codes.

IT IS RECOMMENDED THAT THE BOARD:

Approve the Conflict of Interest Codes for Acton Agua Dulce Unified School District, Agricultural Commissioner/Weights & Measures, Antelope Valley Healthcare District, Assessor, Bassett Unified School District, Beach Cities Health District, Garvey School District, Green Dot Public Schools California, Human Resources Department, LA Care Health Plan, LA Care Health Plan Joint Powers Authority, Lawndale Elementary School District, Mental Health Department, Metropolitan Transportation Authority, Redondo Beach Unified School District, Treasurer and Tax Collector, Walnut Valley Water District and Whittier City School District, and recognize the dissolution of California Collegiate Charter School effective June 30, 2021, and the abolishment of its code to be effective the day following your Board's approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Pursuant to Government Code Section 87300, every local government agency must adopt and promulgate a Conflict of Interest Code. Agencies are required to amend their Conflict of Interest Codes when necessitated by changed circumstances pursuant to Government Code Section 87306.

In accordance with the Political Reform Act of 1974, the Board of Supervisors is the code reviewing body for Los Angeles County. The Board of Supervisors must approve an agency's code before it

can take effect.

The proposed Conflict of Interest Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

Implementation of Strategic Plan Goals

Approval of the attached codes broadly supports the County's strategic plan of pursuing Operational Effectiveness, Fiscal Responsibility and Accountability.

FISCAL IMPACT/FINANCING

Local governmental agencies must have a Conflict of Interest Code in which individuals in designated positions are required to disclose financial interests at a level appropriate to their decision-making authority.

Adoption of a Conflict of Interest Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues or expenditures.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to Government Code Section 87300, the code review staff recommends that your Board approve the Conflict of Interest Codes for the agencies listed below.

SUBSTANTIVE CHANGES:

(Acton Agua Dulce Unified School District)

- Removes two unnecessary disclosure categories from the code.
- Deletes two positions from the code due to reorganization.
- Adds four new positions to the code.
- Deletes a footnote referencing four charter schools.

(Agricultural Commissioner/Weights & Measures)

- Changes the title of one position.
- Deletes one position from the code as it no longer exists within the department.

(Antelope Valley Healthcare District)

- Removes an unnecessary disclosure category from the code.
- Changes the titles of three positions.
- Deletes one position from the code due to reorganization.

(Assessor)

- Removes an unnecessary disclosure category from the code.
- Adds a new disclosure category to the code.
- Changes the titles of five positions.
- Changes the disclosure categories for three positions.
- Expands the disclosure of four positions.
- Adds 12 new positions to the code.
- Deletes seven positions from the code as they no longer exist within the department.

(Bassett Unified School District)

- Changes the titles of two positions.

(Beach Cities Health District)

- Removes an unnecessary disclosure category from the code.
- Changes the titles of three positions.
- Adds three new positions to the code.

(Garvey School District)

- Changes the titles of three positions.
- Reduces the disclosure of one position.

(Green Dot Public Schools California)

- Adds four new positions to the code.

- Changes the titles of two positions.
- Expands the disclosure of one position.
- Deletes one position from the code due to reorganization.

(Human Resources Department)

- Changes the titles of 20 positions.
- Expands the disclosure of four positions.
- Deletes one position from the code as it no longer exists within the department.
- Adds 11 new positions to the code.

(LA Care Health Plan)

- Modifies a disclosure category in the code.
- Modifies the language for Consultants/New Positions in the footnote.
- Changes the titles of six positions.
- Deletes five positions from the code due to reorganization.
- Adds seven new positions to the code.
- Changes the disclosure requirements of three positions.

(LA Care Health Plan Joint Powers Authority)

- Modifies a disclosure category in the code.
- Modifies the language for Consultants/New Positions in the footnote.
- Changes the title of one position.
- Deletes a position from the code due to reorganization.
- Adds eight new positions to the code.
- Reduces the disclosure of one position.

(Lawndale Elementary School District)

- Removes two unnecessary disclosure categories from the code.
- Adds one new position to the code.
- Deletes two positions from the code due to reorganization.

(Mental Health Department)

- Deletes one position from the code as it no longer exists within the department.
- Changes the title of one position.
- Adds one new position to the code.

(Metropolitan Transportation Authority)

- Changes the titles of 53 positions.
- Expands the disclosure of one position.
- 383 titles that were abbreviated are now unabbreviated.
- Adds 22 new positions to the code.

(Redondo Beach Unified School District)

- Removes an unnecessary disclosure category from the code.
- Changes the titles of two positions.

(Treasurer and Tax Collector)

- Revises the Place of Filing for the Treasurer and Tax Collector on the Incorporation Page.
- Removes an unnecessary disclosure category from the code.
- Adds a new disclosure category to the code.
- Deletes two positions from the code due to reorganization.
- Adds two new positions to the code.
- Adds “Chief Public Finance Officer” under “Officials who Manage Public Investments”.

(Walnut Valley Water District)

- Adds a new disclosure category to the code.
- Expands the disclosure of three positions.
- Adds two new positions to the code.

(Whittier City School District)

- Removes an unnecessary disclosure category from the code.
- Changes the titles of two positions.

DISSOLVED CODES:

(California Collegiate Charter School)

- Recognize the dissolution of California Collegiate Charter School and the abolishment of its Conflict of Interest Code effective June 30, 2021.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approving the attached Conflict of Interest Codes for these agencies will further the purposes of the Political Reform Act of 1974 by requiring the individuals designated in each agency's code to disclose appropriate economic interests.

CONCLUSION

If you have any questions, you may contact Dorean Losoya, Acting Deputy Executive Officer, at (213) 893-0990 or your staff may contact Don Garcia, Chief, Conflict of Interest/Lobbyist Division at (213) 974-1578.

The Honorable Board of Supervisors

9/28/2021

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Respectfully submitted,

A handwritten signature in cursive script that reads "Celia Zavala". The signature is written in black ink and is positioned above the typed name.

CELIA ZAVALA

Executive Officer, Board of Supervisors

CZ:pn

Enclosures

c: Chief Executive Officer
County Counsel

Conflict of Interest Code
of the

WALNUT VALLEY WATER DISTRICT

Incorporation of FPPC Regulation 18730
(2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Directors and General Manager/Chief Engineer and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

WALNUT VALLEY WATER DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose, in accordance with this Code, all interests in real property within the jurisdiction of the District. Real property shall be deemed to be within the jurisdiction of the District if the property or any part of it is located within or not more than two miles outside the boundaries of the District or within two miles of any land owned or used by the District.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which person claims a business deduction may be reportable.

CATEGORY 2

Persons in this category shall disclose, in accordance with this Code, all income from, investments in, and business positions with businesses doing business in the jurisdiction of the district, that produce products or provide services of a type utilized by the District, including but not limited to the areas of building materials; construction motor vehicles; specialty vehicles; vehicle replacement parts; petroleum products; water quality testing; water transmission; water treatment; water distribution; geological tests and reports; maintenance; repair; safety; engineering; provision of water or power; brokering; accounting; auditing; banking; money management; law; insurance; printing; publication; and office equipment or office supplies.

CATEGORY 3

Persons in this category shall also disclose all income received from, or business positions, with, any source located or doing business within the jurisdiction or expecting to do business within the jurisdiction. Income received from a public agency need not be disclosed.

CATEGORY 4

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any Walnut Valley Water District employee or any known representative or association of such employee, or any business known by the reporting official to be owned or controlled by such employee.

WALNUT VALLEY WATER DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Directors	1, 2, 3, 4
General Manager/Chief Engineer	1, 2, 3, 4
Assistant General Manager	1, 2, 3, 4
Accounting Manager	2, 3
Director of Finance	1, 2, 3
Director of External Affairs	2, 3
Director of Engineering	1, 2, 3
Director of Human Resources & Risk Management	2, 3, 4
Director of Operations	1, 2, 3
General Services & Procurement Manager	2, 3
Consultants/New Positions*	

* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The General Manager/Chief Engineer or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager/Chief Engineer or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the identical duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

EFFECTIVE DATE: 9/29/2021

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 delegate, 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:

NOES:

ABSENT:
ABSTAIN:

Scarlett Kwong
President Board of Directors

ATTEST:

Erik Hitchman
Secretary, Board of Directors

Via U.S. Mail and Electronic Mail

TO: ACWA Member Agency Board Presidents and General Managers
CC: ACWA Board of Director
FROM: Dave Eggerton, ACWA Executive Director
DATE: October 4, 2021
SUBJECT: Notice of General Session Membership Meeting — December 1, 2021

There will be a General Session Membership Meeting on **December 1, 2021, at 12:00 p.m.** The purpose of this meeting is to formally nominate and elect ACWA's President and Vice President for the 2022-2023 term. At its meeting on September 24, 2021, the ACWA Board of Directors approved procedures whereby ACWA members will be able to participate and vote in the upcoming membership meeting and election in person or virtually. These procedures are in accordance with California Corporations Code Sections 20, 21, 5079 and subsections (a) and (f) of Section 7510, as well as Article 9 of ACWA's Bylaws. The in-person meeting will be held in Ballroom D-H of the Pasadena Convention Center. Virtual voting delegates will participate via Zoom. Staff will provide the Zoom access information to the virtual voting delegates upon receipt of the Voter Designation & Information Form and the member agency's Consent to Electronic Transmissions, Meetings & Voting Form. Members who wish to attend the membership meeting virtually as a non-voting participant can obtain the registration link by contacting Clerk of the Board Donna Pangborn at donna@acwa.com or 916-441-4545 to confirm their member agency has submitted the requisite Consent to Electronic Transmissions, Meetings & Voting Form.

Election/Voting Process

The ACWA Nominating Committee has announced a 2022-2023 slate that recommends current **Vice President Pamela Tobin for ACWA President** and current **Region 10 Vice Chair Cathy Green for ACWA Vice President**. The Nominating Committee's 2022-2023 slate will be presented for the members' consideration and vote at the membership meeting on December 1.

As provided by ACWA's Bylaws (Article 9, Section 9) nominations from the floor will be accepted prior to the vote on the Nominating Committee's slate. The Bylaws require that floor nominations and seconds be made by a member of the Association and must be supported by a resolution of the governing body of the member making and seconding such nomination. The member agency on whose board the nominee serves must submit a resolution of support if they are not the agency making the floor nomination or second. The resolutions to facilitate floor nominations must be submitted to the Clerk of the Board Donna Pangborn at donna@acwa.com by **COB Wednesday, November 24, 2021**.



- **See attachment for detailed Membership Meeting & Election Procedures.**

ACWA will be using a voting system called Live-Tally, which will allow voters to vote using a handheld keypad OR online keypad (which can be accessed through any modern web browser on a computer, tablet or smart phone). **Voters must be present at the membership meeting, either in person or virtually, to vote.**

Consistent with ACWA's Bylaws, Article 9, Section 5, "each member of the Association shall be entitled to one vote that shall be cast by its authorized representative."

- Member agencies must indicate their voting representative and alternate on the attached Voter Designation & Information Form.
- Member agencies must indicate if their voting representative/alternate is attending in person or virtually as well as provide all of the information identified on the form in order for ACWA to facilitate all aspects of the membership meeting and voting processes.

Members who desire to participate in the membership meeting virtually and vote electronically are required to sign and return the attached Consent to Electronic Transmissions, Meetings & Voting Form by November 24, 2021, consistent with the California Corporations Code.

Deadline & Changes

The deadline for submitting the Voter Designation & Information Form is **Wednesday, November 24, 2021**. While this form identifies both a voting delegate and an alternate voting delegate for the ACWA member agency, if for any reason the member agency desires for the alternate voting delegate to vote at the election in place of its designated voting delegate, the member agency must notify ACWA in advance of its exchange of voting delegates by contacting the Clerk of the Board Donna Pangborn at donna@acwa.com or 916-441-4545 **no later than Monday, November 29, 2021**. Staff will then provide the member agency's alternate voter with the Zoom and Live-Tally access/participant information if the voter is participating virtually.

ACWA General Session Desk

ACWA staff will be available at the **ACWA General Session Desk**, located in the Ballroom Lobby of the Pasadena Convention Center, on **Wednesday, December 1**, between **9:00 a.m. and 11:45 a.m.** to answer questions about the membership meeting and election process.

In-person voters need to check in at the ACWA General Session Desk on Wednesday, December 1, between 10:30 and 11:45 a.m. to pick up handheld keypads.

If you have any questions regarding this process, please contact Clerk of the Board Donna Pangborn at 916-441-4545 or donna@acwa.com.

dgp

Attachments:

1. Membership Meeting & Election Procedures
2. Voter Designation & Information Form
3. Consent to Electronic Transmission, Meetings & Voting Form

The following information is provided to inform the ACWA member agency voting delegates of the meeting and election procedures to be used in the upcoming General Session Membership Meeting scheduled for December 1, 2021 at 12:00 p.m. The purpose of the meeting is to formally nominate and elect ACWA's President and Vice President for the 2022-2023 term. The in-person meeting will be held in Ballroom D-H of the Pasadena Convention Center. Virtual voting delegates will participate via Zoom. Staff will provide the Zoom access information to the virtual voting delegates upon receipt of the Voter Designation & Information Form and the member agency's Consent to Electronic Transmissions, Meetings & Voting Form. Members who wish to attend the membership meeting virtually as a non-voting participant can obtain the registration link by contacting Clerk of the Board Donna Pangborn at donnap@acwa.com or 916-441-4545 to confirm their member agency has submitted the requisite Consent to Electronic Transmissions, Meetings & Voting Form.

ELECTION / VOTING PROCESS

ACWA will be using a voting system called Live-Tally, which will allow voters to vote either in person using a handheld keypad OR virtually through an online keypad (which uses any modern web browser on a computer, tablet or smart phone). **Voters must be present at the membership meeting, either in person or virtually, to vote.**

Consistent with ACWA's Bylaws, Article 9, Section 5, "each member of the Association shall be entitled to one vote that shall be cast by its authorized representative."

- Member agencies must indicate their voting representative and alternate on the Voter Designation & Information Form.
- Member agencies must indicate if their voting representative/alternate is attending in person or virtually as well as provide all of the information identified on the form in order for ACWA to facilitate all aspects of the membership meeting and voting processes.

Members who desire to participate in the membership meeting virtually and vote electronically are required to sign and return the Consent to Electronic Transmissions, Meetings & Voting Form by November 24, 2021, consistent with the California Corporations Code.

VIRTUAL ATTENDEES

Virtual attendees need to take the following steps after the member agency has completed and returned the Voter Designation & Information Form and requisite Consent to Electronic Transmissions, Meetings & Voting Form.

1. Voting delegates need to **save the Zoom access/login information** ACWA staff will provide to you. Save the information for the day of the meeting. **Use that information to login to the virtual meeting**, which is how ACWA will identify you as a participant.
2. Voting delegates need to **save the Live-Tally Participant ID information** ACWA staff will provide to you, which is how Live-Tally will identify you as the member agency voter.

IN-PERSON ATTENDEES

In-person attendees need to take the following steps after completing and returning the Voter Designation & Information Form:

1. Check in at the ACWA General Session Desk, located in the Ballroom Lobby of the Pasadena Convention Center, on **Wednesday, December 1, between 10:30 and 11:45 a.m.** to pick up handheld keypads.
2. Voting delegates **must be present to vote** and **MUST** have the handheld keypad prior to the start of the membership meeting.

DEADLINE & CHANGES

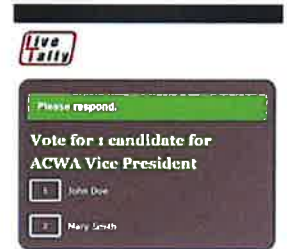
The deadline for submitting the **Voter Designation & Information Form** is Wednesday, **November 24, 2021**. If there is any change of your agency's voting delegate with its designated alternate, you must contact ACWA's Clerk of the Board Donna Pangborn at donnap@acwa.com or 916-441-4545 no later than Monday, November 29, 2021. Staff will provide the alternate voter with the Zoom and Live-Tally access/participant information if the voter is participating virtually.

1. The General Session Membership Meeting will be called to order at 12:00 p.m. and a quorum will be determined. The presence of 50 authorized voting representatives is required to establish a quorum for transacting business.
2. An overview of the Zoom platform will be provided, including demonstration of how the virtual meeting participants can interact throughout the meeting.
3. An overview of the Live-Tally voting system will be provided and a test vote will be conducted.
4. Legal Affairs Committee Chair Jennifer Buckman will provide an overview of the agenda and election procedures.
5. Nominating Committee Chair Brent Hasteley will present the Committee's report and announce the candidate for ACWA President.
6. President Steven LaMar will call for floor nominations for ACWA President.
7. If there are no floor nominations for ACWA President, the election will proceed. President LaMar will close the nominations and delegates will vote following motion/second to elect the Nominating Committee's recommendation using Live-Tally.
8. If there are floor nominations for President, the nomination will follow the procedures established by Article 9 of ACWA's Bylaws, stating that floor nominations and seconds shall be made by a member of the Association and must be supported by a resolution of the governing body of the member making and seconding such nomination. The member agency on whose board the nominee serves shall submit a resolution of support if they are not the agency making the floor nomination or second.
 - a. **Resolutions to facilitate floor nominations must be submitted to the Clerk of the Board Donna Pangborn at donnap@acwa.com by COB Wednesday, November 24, 2021.**
 - b. Candidates will be given three minutes to address the membership.
 - c. Staff will create a ballot in the Live-Tally system and then display for the voters' action.
 - d. Voting delegates will vote on one (1) candidate of the candidate options displayed on the screen using the handheld OR online keypad in the Live-Tally voting system. Results will be displayed in real time.
 - e. President LaMar will announce the results of the vote.
9. Nominating Committee Chair Brent Hasteley will announce the candidate for ACWA Vice President.
10. President Steven LaMar will call for floor nominations for ACWA Vice President.
11. If there are no floor nominations for ACWA Vice President, the election will proceed. President LaMar will close the nominations and delegates will vote following motion/second to elect the Nominating Committee's recommendation using Live-Tally.
12. If there are floor nominations for ACWA Vice President, the nominations will follow the procedures described in item 6 above, and the election will proceed according to the steps outlined in 6.a. through 6.e.
13. The ACWA Board of Directors appointed LAC Chair Jennifer Buckman to serve as an election inspector to resolve any challenges or questions in connection with the election consistent with California Corporations Code 7614.

California Corporations Code requires ACWA to maintain a voting record of its membership meetings.

When the members are ready to vote, the President will announce that it is time to vote (instructions will appear on the projection screen).

- **How do I submit my vote?** Press 1, 2, or 3 to cast your vote; then press SEND.
- **What happens if I make a mistake?** Re-submit your vote by pressing 1, 2, or 3 and send before the voting window ends.
- **What if I arrive late?** Your vote will be cast from the time you arrive at the meeting; prior to that your vote will register as "absent."
- **What happens if I am out of the room or have to leave early?** Your vote will be recorded as "absent" for that vote.



Test voting will be conducted at the beginning of the Membership Meeting.



VIRTUAL VOTING

Each voting delegate will be provided access to voting through Live-Tally's voting system. If you are attending the meeting virtually, follow the instructions listed below.

1. Use any modern web browser on a computer, tablet or smart phone to navigate to <https://MyBallot.app>
2. Enter the meeting ID "ACWA" and click the "Connect" button.
3. When prompted, enter the specific voting participant ID that was provided to you.
4. Voting questions will appear on this "virtual keypad" as they are presented.
 - Simply click the numbered button that corresponds to your choice.
 - **To change your vote**, make a different selection before the voting window ends.
5. Hit refresh if your browser or virtual keypad goes to "sleep."



IN-PERSON VOTING

If you are attending the meeting in person, you will be given a handheld keypad. Each handheld keypad is numbered on the back, and that number will be assigned to you as you check in at the ACWA General Session Desk on **Wednesday, December 1 between 10:30 and 11:45 a.m.**

- **Check your device to make sure that it is working properly.** Press any button and it will light up. All devices were tested prior to the meeting.
- **If it does not light up.** Take it back to the ACWA General Session Desk and ask for another keypad and make sure that they make a note of the numeric change.



Return your keypad to the ACWA General Session Desk.

To: Donna Pangborn, Clerk of the Board

Email: donnap@acwa.com

Fax: 916-669-2425

The person designated below will be attending the ACWA General Session Membership Meeting(s) on Wednesday, December 1, 2021 (and December 2, 2021 if necessary) as our voting delegate. Please designate an alternate voting delegate to facilitate any change to your voting representation at the meeting. To change your alternate, however, you must notify Donna Pangborn of the change no later than COB Monday, November 29, 2021.

Member Agency's Name _____ Agency's Phone No. _____

Print Member Agency's Authorized Signatory Name _____ Authorized Signatory Signature _____

I have signed and returned the Consent to Electronic Transmission, Meetings & Voting Form.

Voting Delegate's Name	How Will Delegate Attend? <input type="checkbox"/> Will attend the meeting in person in Pasadena. <input type="checkbox"/> Will attend the meeting virtually.
Voting Delegate's Email	Voting Delegates' Phone No.
Alternate Voting Delegate's Name	How Will Alternate Delegate Attend? <input type="checkbox"/> Will attend the meeting in person in Pasadena. <input type="checkbox"/> Will attend the meeting virtually.
Alternate Voting Delegate's Email	Alternate Voting Delegates' Phone No.
Voting Delegate's Affiliation <i>(if different from assigning agency)*</i>	Date

*If your agency designates a delegate from another entity to serve as its authorized voting representative, please indicate the delegate's entity in the appropriate space above.

In accordance with California Corporations Code Sections 20, 21, 5079 and subsections (a) and (f) of Section 7510, and Article 9 of the Bylaws of the Association of California Water Agencies, a California nonprofit mutual benefit corporation ("ACWA"), the undersigned member of ACWA (the "Member") hereby consents and agrees as follows:

1. ACWA may send meeting notices, annual reports, and all other materials to the Member by (a) electronic transmission to the Member's facsimile number or email address; (b) posting on an electronic message board or network which ACWA has designated for those communications, together with separate notice to the Member of the posting; or (c) other means of electronic communication. The Member's initial facsimile number and email address for receiving such notices, annual reports and other materials are listed below.
2. ACWA may conduct meetings of the members by electronic transmission or electronic video screen communication; provided, however, that if fewer than all members of ACWA consent to conduct such meetings by electronic transmission or electronic video screen communication, then such meetings shall be held at a physical location, and the authorized representative(s) of any member that has so consented (and not withdrawn its consent) may participate in such meetings by electronic transmission or electronic video screen communication, be deemed present in person and vote at such meetings.
3. ACWA may rely on communications sent by the Member to ACWA by (a) electronic transmission from the Member's facsimile number or email address; (b) posting on an electronic message board or network which ACWA has designated for those communications; or (c) other means of electronic communication. ACWA may reasonably conclude that the Member is the sender of any electronic transmission that (i) is received from such facsimile number or email address or (ii) is submitted by an authorized representative of the Member with valid registration/login credentials.
4. ACWA may rely on electronic votes (including votes to approve or reject actions) submitted by an authorized representative of the Member to ACWA during meetings conducted in whole or in part by electronic transmission or electronic video screen communication. ACWA may reasonably conclude that the authorized representative of the Member is the sender of any electronic votes submitted pursuant to such authorized representative's meeting participant ID. The Member's initial authorized representative(s) is listed below.

ACWA shall maintain paper records of all communications sent by ACWA to the members and all votes or actions taken at any member meeting. The Member may (i) access such records at ACWA's headquarters during normal business hours or (ii) request in writing for ACWA to send copies of such records to the Member via U.S. Mail or email.

This consent shall remain in full force and effect until the Member revokes it in writing and so notifies ACWA.

Print Member Name

Print Representative Name

Representative Title

Representative Signature

Date

Please provide the facsimile number and email address to which the Member authorizes ACWA to send the electronic communications described above. The Member may change its designated facsimile number and email address at any time by written notice to ACWA.

Please provide the name of the Member's initial authorized representative(s) who will participate in and vote in connection with member meetings. The Member may change its authorized representative(s) at any time by written notice to ACWA.

Facsimile Number

Authorized Representative No. 1

Email

Authorized Representative No. 2



Commission/Agency Assignments

Position	2021
Joint Water Line Commissioner*	Scarlett P. Kwong
Joint Water Line Commissioner – Alternate*	Edwin Hilden
Puente Basin Water Agency Representative*	Theresa Lee
Puente Basin Water Agency Representative*	Jerry Tang
Puente Basin Water Agency Representative – Alternate*	Scarlett P. Kwong
TVMWD Representative	Edwin Hilden
TVMWD Representative – Alternate	Kevin Hayakawa
JPIA Board Member	Theresa Lee
JPIA Board Member – Alternate	Edwin Hilden
JPIA Property Program Committee Member	Theresa Lee
ACWA Voting Delegate	Edwin Hilden
ACWA Voting Delegate – Alternate	Kevin Hayakawa
ACWA Region 8 Delegate	Theresa Lee
ACWA Region 8 Delegate – Alternate	Kevin Hayakawa
Regional Chamber Representative	Scarlett Kwong
Regional Chamber Representative – Alternate	Edwin Hilden
Spadra Basin Executive Committee Member*	Jerry Tang
Spadra Basin Executive Committee Member—Alternate*	Theresa Lee

* *Approved by resolution*

Ad Hoc Committee	
Debt Ad Hoc (established March 18, 2021)	Theresa Lee Jerry Tang