

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

**MAY 16, 2022
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
Jared Macias, Assistant General Manager
Josh Byerrum, Director of Finance
Lily Lopez, Director of External Affairs
Sherry Shaw, Director of Engineering & Planning
Lucie Cazares, Executive Secretary
Jim Ciampa, Legal Counsel
Ron Woodruff, Information Systems Specialist (Host)

The meeting was called to order at 5:00 p.m. with President Tang 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, Matthew Litchfield.

Item 3: Public Comment

- ◆ There was no 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 April 18, 2022, the Special Board meeting held April 21, 2022, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Item 6-1, 2, 3, 4, 5)

Motion No.22-05-1791: 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 April 18, 2022, the Special meeting held April 21, 2022, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Items 6-1, 2, 3, 4, 5)

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

President Tang indicated Motion No. 22-05-1791 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 April 2022. (Item 7)

Motion No.22-05-1792: 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 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 April 2022. (Item 7)

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

President Tang indicated Motion No. 22-05-1792 was approved by a (5-0) roll call vote

Item 8: Treasurer's Report

- ◆ Mr. Byerrum presented the Financial Dashboard as of March 31, 2022, the District Statement of Revenue, Expenses, and Change in Net Position as of March 31, 2022, the District Statement of Net Position as of March 31, 2022, and Summary of Cash and Investments as of March 31, 2022. (Items 8-A, B, C, D)

Motion No. 22-05-1793: Upon consideration thereof, it was moved by Director Lee, seconded by Director Kwong, and unanimously carried (5-0) by the roll call vote noted below, to receive, approve, and file the Financial Dashboard as of March 31, 2022, the District Statement of Revenue, Expenses, and Change in Net Positions as of March 31, 2022, the District Statement of Net Positions as of March 31, 2022, and Summary of Cash and Investments as of March 31, 2022. (Items 8-A, B, C, D)

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

President Tang indicated Motion No. 22-05-1793, approved by a (5-0) roll call vote

Committee Chair Reports**Item 9: Engineering Committee – Director Hayakawa**

- ◆ Mr. Monk reviewed the Operations Report included in the Board Packet. No action was taken by the Board. (Item 9-A)

Item 10: Personnel Committee – Director Kwong

- ◆ The Board was asked to approve the Cellular Telephone and Other Similar Personal Electronic Device Usage Policy Amendment. (Item 10-A)

Motion No. 22-05-1794: Upon consideration thereof, it was moved by Director Kwong, seconded by Director Hayakawa, and unanimously carried (5-0) by the roll call vote noted below, to approve the Cellular Telephone and Other Similar Personal Electronic Device Usage Policy Amendment.

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

President Tang indicated Motion No. 22-05-1794 was approved by a (5-0) roll call vote

- ◆ The Board was asked to adopt CalPERS Resolution of Intention to amend the District's contract with the California Public Employees Retirement System (CalPERS). The Board was advised that the resolution gives notice of intention to amend said contract to provide Section 20516 (Employees Sharing Additional Cost) of 1% for classic local miscellaneous members in the Unrepresented General Employees Unit, Unrepresented Mid-Management and Unrepresented Executive Staff. (Item 10-B)

Motion No. 22-05-1795: Upon consideration thereof, it was moved by Director Kwong, seconded by Director Hayakawa and unanimously carried (5-0) by the roll call vote noted below, to adopt CalPERS Resolution of Intention to approve an amendment to the District's contract between the California Public Employees Retirement System and the Board of Directors of Walnut Valley Water District, to provide to provide Section 20516 (Employees Sharing Additional Cost) of 1% for classic local miscellaneous members in the Unrepresented General Employees Unit, Unrepresented Mid- Management and Unrepresented Executive Staff.

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

President Tang indicated Motion No. 22-05-1795 was approved by a (5-0) roll call vote

Item 11: Finance Committee – Director Tang

- ◆ Mr. Jayson Schmitt of Chandler Asset Management presented an update on the firm's investment activities on behalf of the District. The Board then moved to receive, approve, and file Mr. Schmitt's report. (Items 11-A)

Motion No. 22-05-1796: Upon consideration thereof, it was moved by Director Lee, seconded by Director Kwong, and unanimously carried (5-0) by the roll call vote noted below, to receive, approve and file Mr. Schmitt's report. (Item 11-A)

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

President Tang indicated Motion No. 22-05-1796 was approved by a (5-0) roll call vote

- ◆ The Board was asked to schedule a public hearing to be held during the regular June 20, 2022, Board meeting, to receive comments regarding the District's Standby Charge Assessment. (Item 11-B)

Motion No. 22-05-1797: Upon consideration thereof, it was moved by Director Lee, seconded by Director Kwong and unanimously carried (5-0) by the roll call vote noted below, to schedule a public hearing to be held during the regular June 20, 2022, Board meeting to receive and respond to comments regarding the District's Standby Charge Assessment. (Item 11-B)

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

President Tang indicated Motion No. 22-05-1797 was approved by a (5-0) roll call vote

- ◆ The Board was asked to approve the Valuation of Retiree Health Benefits, Report of GASB 75 Actuarial Valuation as of June 30, 2021. (Item 11-C)

Motion No. 22-05-1798: Upon consideration thereof, it was moved by Director Tang seconded by Director Lee and unanimously carried (5-0) by the roll call vote noted below, to approve the Valuation of Retiree Health Benefits, Report of GASB 75 Actuarial Valuation as of June 30, 2021. (Item 11-C)

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

President Tang indicated Motion No. 22-05-1798 was approved by a (5-0) roll call vote

- ◆ Mr. Byerrum reviewed the District's investment activities for the period ending April 30, 2022. The Board was then asked to receive, approve and file the investment transactions report. (Item 11-D)

Motion No. 22-05-1799: Upon consideration thereof, it was moved by Director Lee seconded by Director Hilden and unanimously carried (5-0) by the roll call vote noted below, to receive, approve and file the District's investment transactions report for the period ending April 30, 2022. (Item 11-D)

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

President Tang indicated Motion No. 22-05-1799 was approved by a (5-0) roll call vote

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

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

- ◆ The Board was asked to authorize the General Manager to execute a contract with Planeteria Media to redesign, develop, and implement a website for Walnut Valley Water District and its customers.

Motion No. 22-05-1800: Upon consideration thereof, it was moved by Director Tang seconded by Director Hilden and unanimously carried (5-0) by the roll call vote noted below, to authorize the General Manager to execute a contract with Planeteria Media in the not to exceed amount of \$63,000 to redesign, develop, and implement a website for Walnut Valley Water District and its customers. (Item No. 12-A)

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

President Tang indicated Motion No. 22-05-1800 was approved by a (5-0) roll call vote

Item 13: TVMWD/MWD

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

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

- ◆ Mr. Monk reported on the P-W-R Joint Water Line Commission water use report for the month of April 2022 included in the Board packet. (Item 14)

Item 15: Puente Basin Water Agency (PBWA)

- ◆ The Board was asked to ratify the Puente Basin Water Agency FY 2022-23 Budget, as approved by the PBWA Commission at the April 7, 2022 meeting. (Item 15-A)

Motion No. 22-05-1801: 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 ratify the Puente Basin Water Agency FY 2022-23 Budget. (Item 15-A)

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

Item 16: Spadra Basin Groundwater Sustainability Agency

- ◆ Director Tang reported that the next Spadra Basin GSA Advisory Committee meeting is scheduled for June 6, 2022. (Item 16)

Item 17: General Manager's Report

- ◆ The Board received the District's activities calendars for June, July and August 2022. (Item 17-A)
- ◆ The Board recognized Ms. Shawna Seals for her recent completion of ACWA/JPIA Professional Development Operations Certification Program. (Item 17-B)

Item 18: Water Supply and Conservation

- ◆ The Board received reports and graphs of the following items: District potable and recycled water use, Calendar Year 2022 purchased water estimate, conservation goal summary, climate summary, and 2022 monthly water consumption versus the 2013 and 2020 baseline years. The report noted that the District's water usage for April 2022 was 21% higher than usage in April 2020 due to significant amounts of rain received in April 2020 and 24% lower than usage in April 2013. (Item 18-A)
- ◆ The Board viewed reports on California's water supply and reservoir conditions as of May 10, 2022. (Item 18-B)

Item 19: Directors' Oral Reports

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

- ◆ Director Hayakawa reported that during the month of May he attended the District's regular Board meeting, District committee meetings, the WVUSD Board meeting and TVMWD Board meetings.
- ◆ Director Hilden reported his participation in the District's regular board meetings in addition to the committee meetings previously reported on, he attended the DB Evergreen Club celebration, poster contest judging, the WVUSD Board meeting, and the TVMWD Board meetings.
- ◆ Director Kwong reported on her participation in District Board and committee meetings, as well as the DB Evergreen Club celebration, the RCCSGV Government Affairs Committee, poster contest judging, the City of Industry City Council meeting, and the WVUSD Board meeting.
- ◆ In addition to the District Board and committee meetings previously reported on, Director Lee reported on her participation in the DB Evergreen Club celebration, the poster judging contest and the PBWA Board meeting.
- ◆ Director Tang advised that he attended the District Board and committee meetings in addition to participating in the PBWA Board meeting, poster judging contest, the WVUSD Board meeting and reviewing of the Diamond Bar Evergreen Club advertisement.

Item 20: Legal Reports

- ◆ There were no legal reports to come before the Board at this time. (Item 20)

Item 21: Items for Future Discussion

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

Item 22: Board of Directors Business

- ◆ The Board was asked to adopt WVWD Resolution No. 05-22-701, authorizing remote teleconference meetings for the period May 19, 2022 to June 23, 2022. (Item 22-A)

Motion No. 22-05-1802: *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 adopt WVWD Resolution No. 05-22-701 authorizing remote teleconference meetings for the period May 19, 2022 to June 23, 2022. (Item 22-A)*

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

President Tang indicated Motion No. 22-05-1802, adopting Resolution No. 05-22-701, was approved by a (5-0) roll call vote

Adjournment at 6:33 p.m.