

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

August 15, 2022  
MEETING CONDUCTED VIA WEBEX  
AT:

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

**DIRECTORS PRESENT:**

Kevin Hayakawa (arrived at 5:07 p.m.)  
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  
Thomas Monk, Director of Operations  
Sherry Shaw, Director of Engineering & Planning  
Alanna Diaz, Director of Administrative Services  
Lucie Cazares, Executive Secretary  
Alexandra Cortez, Administrative Assistant  
Jim Ciampa, Legal Counsel  
Ron Woodruff, Information Systems Manager (Host)  
Tai Deip, Civil Engineering Supervisor

The meeting was called to order at 5:01 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) Director Mike Ti, and Chief Financial Officer, James Linthicum.

**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 July 25, 2022, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Item 6 – A, B, C, D)

***Motion No. 22-08-1831: Upon consideration thereof, it was moved by Director Hilden, seconded by Director Lee, and carried (4-0, with Director Hayakawa absent) by the roll call vote noted below, to approve the Consent Calendar, consisting of the minutes of the Regular Board meeting held July 25, 2022, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Item 6 – A, B, C, D)***

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

President Tang indicated Motion No. 22-08-1831 was approved by a (4-0, with Director Hayakawa absent) 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 July 2022. (Item 7)

***Motion No. 22-08-1832: Upon consideration thereof, it was moved by Director Hilden, seconded by Director Lee, and carried (4-0, with Director Hayakawa absent) 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 July 2022. (Item 7)***

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

**President Tang indicated Motion No. 22-08-1832 was approved by a (4-0, with Director Hayakawa absent) roll call vote**

**Committee Chair Reports**

**Item 8: Engineering Committee – Director Lee**

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

**Item 9: Personnel Committee – Director Kwong**

- ◆ There were no Personnel Committee matters for the Board discussion or consideration.

**Item 10: Finance Committee – Director Lee**

- ◆ The Board was asked to adopt WVWD Resolution No. 08-22-707 (Replacing Resolution No. 08-21-685) establishing the Walnut Valley Water District Investment Policy. (10-A)

***Motion No. 22-08-1833: Upon consideration thereof, it was moved by Director Lee, seconded by Director Tang, and unanimously carried (5-0) by the roll call vote noted below, to adopt WVWD Resolution No. 08-22-707 (Replacing Resolution No. 08-21-685) establishing the Walnut Valley Water District Investment Policy. (Item 10-A)***

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

**President Tang indicated Motion No. 22-08-1833, adopting Resolution No. 08-22-707, was approved by a (5-0) roll call vote**

- ◆ Mr. Byerrum reviewed the District’s investment transaction report for the period ending July 31, 2022. The Board was then asked to receive, approve, and file the investment transactions report. (Item 10-B)

***Motion No. 22-08-1834: 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 July 31, 2022. (Item 10-B)***

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

**President Tang indicated Motion No. 22-08-1834 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-C)

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

- ◆ As a matter of information only, the Board received a copy of a letter sent to Governor Newsom by the California Chamber of Commerce regarding California's persistent drought and urging the State to develop and implement a water supply strategy. (Item 11-A)

**Item 12: TVMWD/MWD**

- ◆ Director Hilden reported there were no meetings in July 2022. (Item 12)
- ◆ Updates on TVMWD and MWD business matters were provided by TVMWD Chief Financial Officer Linthicum. He also reported TVMWD will hold a Special Board meeting August 17, 2022. (Item 12)

**Item 13: The P-W-R Joint Water Line Commission**

- ◆ Mr. Monk provided the P-W-R Joint Water Line Commission water use report for the month of July 2022, which is included in the Board packet. (Item 13)

**Item 14: Puente Basin Water Agency (PBWA)**

- ◆ Director Lee reported on the August 4, 2022 PBWA meeting. The next PBWA meeting is scheduled for October 6, 2022.

**Item 15: Spadra Basin Groundwater Sustainability Agency**

- ◆ Director Tang reported there were no meetings the last two months. The next Spadra Basin GSA meetings are scheduled for September 5, 2022 and October 10, 2022. (Item 15)

**Item 16: General Manager's Report**

- ◆ The Board received the District's activities calendars for September, October, and November 2022. (Item 16-A)

**Item 17: 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 July 2022 was 15% lower than usage in July 2020 and 27% lower than usage in July 2013. (Item 17-A)
- ◆ The Board viewed reports on California's water supply and reservoir conditions as of July 25, 2022. (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 20)

- ◆ Director Hayakawa reported that during the month of July he attended the District's regular Board meeting and the Legislative Networking Reception.
- ◆ Director Hilden reported his participation in the District's regular Board meetings.
- ◆ Director Kwong reported on her participation in District Board meeting, as well as the RCCSGV Government Affairs Committee, the District's employee recognition banquet, the Legislative Networking Reception, and assisting in a survey translation.
- ◆ Director Lee reported on her participation in the District's employee recognition banquet, Legislative Networking Reception and District Board meeting.
- ◆ Director Tang advised that he attended the District Board meeting in addition to participating in the District's employee recognition banquet, Legislative Networking Reception, concerts in the park, Drip Irrigation Fundamentals online training class, communicating with a homeowner regarding leak repair, and translating a survey.

**Item 19: Legal Reports**

- ◆ Mr. Ciampa provided an update on the Department of Water Resources as well as Governor Newsom's newly issued water supply strategy. (Item 19)

**Item 20: Items for Future Discussion**

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

**Item 21: Board of Directors Business**

- ◆ The Board was notified of nominations of candidates for Special District Voting member of the Los Angeles County Local Agency Formation Commission. No action was taken. (Item 21-A)
- ◆ The Board was asked to consider rescheduling the regular WVWD Board meeting of Monday, September 19,2022 to Tuesday, September 20,2022 to allow Board Members to attend the ACWA Region 8 Program scheduled on September 19, 2022. (Item 21-B)

***Motion No. 22-08-1835: Upon consideration thereof, it was moved by Director Tang, seconded by Director Hayakawa, and unanimously carried (5-0) by the roll call vote noted below, to reschedule the regular WVWD Board meeting from Monday, September 19,2022 to Tuesday, September 20,2022 to allow Board Members to attend the ACWA Region 8 Program scheduled on September 19, 2022. (Item 21-B)***

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

**President Tang indicated Motion No. 22-08-1835 was approved by a (5-0) roll call vote**

- ◆ The Board was asked to adopt WVWD Resolution No. 08-22-708, authorizing remote teleconference meeting for the period August 16, 2022 to September 14, 2022. (Item 21-C)

***Motion No. 22-08-1836: 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. 08-22-708 authorizing remote teleconference meetings for the period August 16, 2022 to September 14, 2022. (Item 21-C)***

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

**President Tang indicated Motion No. 22-08-1836, adopting Resolution No. 08-22-708, was approved by a (5-0) roll call vote**

**Adjournment at 5:45 p.m.**