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

September 20, 2022
MEETING CONDUCTED VIA WEBEX
AT:

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

DIRECTORS PRESENT:
Kevin Hayakawa
Theresa Lee
Jerry Tang

DIRECTORS ABSENT:
Edwin Hilden
Scarlett Kwong

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)

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, and General Manager Matt Litchfield. Also, in attendance was Mr. Jayson Schmitt of Chandler Asset Management.

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 Adoption of Subsequent Resolution No. 09-22-709
- The Board was asked to adopt WVWD Resolution No. 09-22-709, authorizing remote teleconference meetings for the period September 20, 2022 to October 20, 2022. (Item 6)

Motion No. 22-09-1837: ***Upon consideration thereof, it was moved by Director Lee, seconded by Director Hayakawa, and carried (3-0 with Directors Hilden and Kwong absent) by the roll call vote noted below, to adopt WVWD Resolution No. 09-22-709 authorizing remote teleconference meetings for the period September 20, 2022 to October 20, 2022. (Item 6)***

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

President Tang indicated Motion No. 22-09-1837, adopting Resolution No. 09-22-709, was approved by a *(3-0 with Directors Hilden and Kwong absent)* roll call vote

Item 7: 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 15, 2022, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Item 7 – A, B, C, D)

Motion No. 22-09-1838: ***Upon consideration thereof, it was moved by Director Lee, seconded by Director Hayakawa, and carried (3-0 with Directors Hilden and Kwong absent) by the roll call vote noted below, to approve the Consent Calendar, consisting of the minutes of the Regular Board meeting held August 15, 2022, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Item 7 – A, B, C, D)***

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

President Tang indicated Motion No. 22-09-1838 was approved by a *(3-0 with Directors Hilden and Kwong absent)* roll call vote

Item 8: 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 2022. (Item 8)

Motion No. 22-09-1839: ***Upon consideration thereof, it was moved by Director Lee, seconded by Director Hayakawa, and carried (3-0 with Directors Hilden and Kwong 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 August 2022. (Item 8)***

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

President Tang indicated Motion No. 22-09-1839 was approved by a *(3-0 with Directors Hilden and Kwong absent)* roll call vote

Committee Chair Reports

Item 9: Engineering Committee – Director Lee

- 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

- 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, 2023. She reported that the medical, dental and vision coverage premiums for employees are paid from the employee health benefit allotment established at $1,703.53 per month/per employee, or payment of the lowest premium for family coverage. As this was an informational item only, no action was taken by the Board. (Item 10-A)

- Ms. Diaz reviewed the 2023 Employee Assistance Plan renewal effective January 1, 2023 offered by ACWA/JPIA. She noted that there is $0.10 increase to the premium in the 2023 year at $2.48 per month/per employee. As this was an informational item only, no action was taken by the Board. (Item 10-B)

Item 11: Finance Committee – Director Lee

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

Motion No. 22-09-1840: ***Upon consideration thereof, it was moved by Director Hayakawa, seconded by Director Lee, and carried (3-0 with Directors Hilden and Kwong absent) by the roll call vote noted below, to receive and file the District's investment report for the period ending August 31, 2022. (Item 11-A)***

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

President Tang indicated Motion No. 22-09-1840 was approved by a *(3-0 with Directors Hilden and Kwong absent)* roll call vote

- The Board was asked to declare the equipment listed in the staff report as surplus property and approve the disposal of this property in accordance with District policy. (Item 11-B)

Motion No. 22-09-1841: Upon consideration thereof, it was moved by Director Lee, seconded by Director Hayakawa, and unanimously carried (3-0 with Directors Hilden and Kwong absent) by the roll call vote noted below, to declare the items listed in the staff report presented to the board as surplus property, and to authorize disposal of such surplus property in accordance with district policy. (Item 11-B)

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

President Tang indicated Motion No. 22-09-1841 was approved by a *(3-0 with Directors Hilden and Kwong absent)* roll call vote

- The Board was asked to receive, approve, and file the District's Consolidated Investment Transactions Report month ending August 31, 2022. (Item 11-C)

Motion No. 22-09-1842: Upon consideration thereof, it was moved by Director Lee, seconded by Director Hayakawa, and unanimously carried (3-0 with Directors Hilden and Kwong absent) by the roll call vote noted below, to receive and file the District's Consolidated Investment Transactions Report for the month ending August 31, 2022. (Item 11-C)

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

President Tang indicated Motion No. 22-09-1842 was approved by a *(3-0 with Directors Hilden and Kwong absent)* roll call vote

- 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. As a matter of information only, no action was taken by the Board. (Item 11-D)

- 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

- There are no Public Information items to come before the Board at this time. (Item 12)

Item 13: TVMWD/MWD

- Updates on TVMWD and MWD business matters were provided by TVMWD General Manager Matt Litchfield. He reported that the TVMWD Leadership Breakfast is scheduled for October 13, 2022. Mr. Litchfield also thanked WVWD customers for their efforts in reducing water usage during the recent feeder shut down and reported on the status of AB2449, which would amend the Brown Act. (Item 13)

Item 14: 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 August 2022, which is included in the Board packet. (Item 14)

Item 15: Puente Basin Water Agency (PBWA)

- The next PBWA meeting is scheduled for October 6, 2022. (Item 15)

Item 16: Spadra Basin Groundwater Sustainability Agency

- Director Tang reported on the September 15, 2022, Spadra Basin Executive Committee Meeting. (Item 16)

Item 17: General Manager's Report

- The Board received a letter from the Government Finance Officers Association regarding a Certificate of Achievement for Excellence in Financial Reporting awarded to the District. (Item 17-A)
- The Board recognized Ms. Debby Chu on her completion of the ACWA/JPIA Professional Development Program in Human Resources. (Item 17-B)
- The Board recognized Mr. David Lias on his completion of the ACWA/JPIA Professional Development Program in Operations. (Item 17-C)
- The Board received the District's activities calendars for October, November, and December 2022. (Item 17-D)

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 August 2022 was 14% lower than usage in August 2020 and 29% lower than usage in August 2013. (Item 18-A)
- The Board viewed reports on California's water supply and reservoir conditions as of August 24, 2022. (Item 17-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 August he attended the District's regular Board meeting, Public Information Committee meeting, Engineering Committee meeting, and Coffee with a WVWD Board Member.
- Although Director Hilden was not in attendance to report on his activities for the month of August, his expense report noted his attendance at the following events/meetings: Concerts in the Park, District's regular Board meeting, Public Information Committee meeting, Finance Committee meeting, and Coffee with a WVWD Board Member.
- Although Director Kwong was not in attendance to report on her activities for the month of August, her expense report noted her attendance at the following events/meetings: District's regular Board meeting, City of Industry Council Meeting and Firearm Safety Training Event.
- Director Lee reported on her participation in the District Board meeting, Finance Committee Meeting, Engineering Committee meeting, and PBWA Board meeting.
- Director Tang advised that he attended the District Board meeting in addition to participating in the PBWA meeting, Rachio Smart Sprinkler Controller Mandarin translation, communicating with a homeowner regarding their water bill, and President's duty signing documents and staff consultation regarding ongoing projects.

Item 20: Legal Reports

- Mr. Ciampa congratulated TVMWD in its efforts to have AB 2449 passed and will provide a written memo to the Board to summarize the impact of the bill. (Item 20)

Item 21: Items for Future Discussion

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

Item 22: Board of Directors Business

- There was no Board of Director Business to come before the board at this time. (Item 22)

Adjournment at 6:01 p.m.