

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

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

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

**DIRECTORS PRESENT:**

Kevin Hayakawa  
Edwin Hilden  
Scarlett Kwong  
Theresa Lee  
Jerry Tang

**DIRECTORS ABSENT:**

None

**STAFF PRESENT:**

Erik Hitchman, General Manager/Chief Engineer  
Brian Teuber, Assistant General Manager  
Sherry Shaw, Director of Engineering  
Lily Lopez, Director of External Affairs  
Gabriela Sanchez, Executive Secretary  
James Ciampa, Legal Counsel  
Josh Byerrum, Finance Manager  
Alanna Diaz, Director of HR and Risk Management  
Ron Woodruff, IT Specialist (Meeting Host)

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

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

Guests and others in attendance: None

**Item 3: Public Comment**

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

**Item 4: Review of District's Miscellaneous Charges**

- ◆ The Board received an analysis of the District's miscellaneous fees included in Appendix B of the District's Rules and Regulations. Following an overview and discussion of legal requirements, the calculation of miscellaneous service-based fees, and violation fee calculations, the Board received and filed the miscellaneous charges analysis and directed staff to update the Rules and Regulations accordingly. (Item 4)

**Item 5: Other – None****Item 6: Public Comment on Closed Session**

- ◆ There were no requests to comment on closed session items. (Item 6)

**Item 7: Adjourn to Closed Session – 4:43 p.m.****Item 8: Closed Session – 4:43 p.m.**

- A. The Board met in closed session in accordance with Government Code [§54956.9(d)(2)] to discuss initiation of litigation with Legal Counsel – One Potential Case

**Item 9: Reconvene in Open Session/Report of Action Taken in Closed Session – 4:56 p.m.**

- A. The Board also met in closed session in accordance with Government Code [§54956.9(d)(2)] to discuss one initiation of litigation matter with Legal Counsel. The Board was briefed on the facts and circumstances of the matter and no reportable action under the Brown Act was taken.

**Adjournment at 4:57 p.m.**