

**August 24, 2023**  
**At the Offices of the District**  
**271 South Brea Canyon Road, Walnut, CA 91789**

**DIRECTORS PRESENT:**

Edwin Hilden  
 Scarlett Kwong  
 Theresa Lee  
 Jerry Tang  
 Henry Woo

**STAFF PRESENT:**

Erik Hitchman, General Manager/Chief Engineer  
 Jared Macias, Assistant General Manager  
 Josh Byerrum, Director of Finance  
 Lily Lopez, Director of External Affairs and Sustainability  
 Lucie Cazares, Executive Secretary  
 Jim Ciampa, Legal Counsel (via teleconference)

**DIRECTORS ABSENT:**

None

The meeting was called to order at 4:00 p.m. with President Hilden presiding.

Guests and others in attendance: Rachel Sanders from PARS and Keith Stribling from Highmark Capital Management.

**Item 3: Public Comment**

- ◆ There were no requests. (Item 3)

**Item 4: Establish PARS 115 Pension Trust Resolution No. 08-23-726**

- ◆ Ms. Rachel Sander of PARS presented on the PARS 115 Trust-Pension Rate Stabilization Program. The Board discussed the presentation. No Board action was taken. (Item 4)

**Item 5: Approval of Amendment to the Professional Engineering Services Agreement with Civiltec Engineering, Inc. for the Headquarters Site Improvement Project**

- ◆ The Board was asked to authorize the General Manager to execute an amendment to the professional engineering services agreement with Civiltec Engineering, Inc. for District headquarters site improvement project in the amount of \$69,900. (Item 5)

***Motion No. 23-08-1961: Upon consideration thereof, it was moved by Director Lee, seconded by Director Woo, and unanimously carried (5-0), to authorize the General Manager to execute an amendment to the professional engineering services agreement with Civiltec Engineering, Inc. for District headquarters site improvement project in the amount of \$69,900. (Item 5)***

**President Hilden indicated Motion No. 23-08-1961 was approved by a (5-0) vote**

**Item 6: Other**

- ◆ President Hilden was asked to consider establishing a Building Ad Hoc Committee for purposes of providing guidance and direction to staff during the District Headquarters Site Improvement process.
- ◆ Board President Hilden then established a Building Ad Hoc Committee appointing Board of Directors Theresa Lee and Henry Woo to serve on the committee.
- ◆ President Hilden was asked to consider establishing a Succession Planning Ad Hoc Committee.
- ◆ Board President Hilden then established a Succession Planning Ad Hoc Committee appointing Board of Directors Theresa Lee and Jerry Tang to serve on the committee. (Item 6)

**Adjournment at 5:18 P.M.**