

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

March 18, 2024
At the Office of the District
271 South Brea Canyon Road, Walnut, CA 91789

DIRECTORS PRESENT:

Edwin Hilden
Theresa Lee
Jerry Tang

DIRECTORS ABSENT:

Scarlett Kwong
Henry Woo

STAFF PRESENT:

Sherry Shaw, General Manager/Chief Engineer
Jared Macias, Assistant General Manager
Josh Byerrum, Director of Finance
Lily Lopez, Director of External Affairs & Sustainability
Bertha Perez, Engineering Supervisor
Alanna Diaz, Director of Administrative Services
Lucie Cazares, Executive Secretary
Jim Ciampa, Legal Counsel

The meeting was called to order at 5:00 p.m. with President Lee presiding.

Guests and others in attendance: Three Valleys Municipal Water District (TVMWD) Directors Jody Roberto, Mike Ti, and Chief Operating Officer Steve Lang and Walnut Valley Water District's Employees Donna DiLaura and Sam Hernandez. Also, in attendance was Sam Hernandez's Fiancée, Jackie Cortez, and his parents Guillermo Hernandez and Ana Hernandez.

Item 3: Public Comment

- ◆ There were no requests for 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 reordering of the agenda. (Item 5)

Item 6: Introduction of New District Employee

- ◆ Ms. Perez introduced Mr. Sam Hernandez, Civil Engineering Assistant, on the occasion of completing his probationary period for new employees. (Item 6)

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 February 20, 2024, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Item 7 – A, B, C, D)

Motion No. 24-03-2021: Upon consideration thereof, it was moved by Director Tang, seconded by Director Hilden, and carried 3-0 (with Director Kwong and Director Woo absent) to approve the Consent Calendar, consisting of the minutes of the Regular Board meeting held February 20, 2024, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Item 7 – A, B, C, D)

President Lee indicated Motion No. 24-03-2021 was approved by a 3-0 (with Director Kwong and Director Woo absent) 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 February 2024. (Item 8)

Motion No. 24-03-2022: Upon consideration thereof, it was moved by Director Hilden, seconded by Director Tang, and carried 3-0 (with Director Kwong and Director Woo absent) 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 February 2024. (Item 8)

President Lee indicated Motion No. 24-03-2022 was approved by a 3-0 (with Director Kwong and Director Woo absent) vote

Item 9: Treasurer's Reports

- ◆ Mr. Byerrum presented the Financial Dashboard as of January 31, 2024, the District Statement of Revenue, Expenses, and Change in Net Position as of January 31, 2024, the District Statement of Net Position as of January 31, 2024, and the Summary of Cash and Investments as of January 31, 2024. (Items 9 - A, B, C, D)

Motion No. 24-03-2023: Upon consideration thereof, it was moved by Director Tang, seconded by Director Hilden, and carried 3-0 (with Director Kwong and Director Woo absent) to receive, approve, and file the Financial Dashboard as of January 31, 2024, the District Statement of Revenue, Expenses, and Change in Net Position as of January 31, 2024, the District Statement of Net Position as of January 31, 2024, and the Summary of Cash and Investments as of January 31, 2024. (Items 9 - A, B, C, D)

President Lee indicated Motion No. 24-03-2023 was approved by a 3-0 (with Director Kwong and Director Woo absent) vote

Committee Chair Reports**Item 10: Public Information/Community Relations/Legislative Action Committee – Director Tang**

- ◆ There were no Public Information/Community Relations/Legislative Action Committee matters to come before the Board at this time. (Item 10)

Item 11: Finance Committee – Director Lee

- ◆ The Board was asked to approve the transfer of \$100,000 to an internal reserve for Other Post-Employment Benefits (OPEB); and approve the additional discretionary payment of \$1,025,000 to California Public Employees Retirement System (PERS). (Item 11-A)

Motion No. 24-03-2024: Upon consideration thereof, it was moved by Director Tang, seconded by Director Hilden, and carried 3-0 (with Director Kwong and Director Woo absent) to approve the transfer of \$100,000 to an internal reserve for Other Post-Employment Benefits (OPEB); and approve the additional discretionary payment of \$1,025,000 to California Public Employees Retirement System (PERS). (Item 11-A)

President Lee indicated Motion No. 24-03-2024 was approved by a 3-0 (with Director Kwong and Director Woo absent) vote

- ◆ Mr. Byerrum reviewed the District's investment transaction report for the period ending January 31, 2024. The Board was then asked to receive, approve, and file the investment transaction report (Item 11-B)

Motion No. 24-03-2025: Upon consideration thereof, it was moved by Director Tang, seconded by Director Hilden, and carried 3-0 (with Director Kwong and Director Woo absent) to receive, approve, and file the investment transactions report. (Item 11-B)

President Lee indicated Motion No. 24-03-2025 was approved by a 3-0 (with Director Kwong and Director Woo absent) vote

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

Item 12: Engineering Committee – Director Lee

- ◆ Ms. Shaw reviewed the Operations Report included in the Board Packet. No action was taken by the Board. (Item 12-A)

Item 13: Personnel Committee – Director Lee

- ◆ The Board was asked to approve the proposed departmental listing of obsolete District records for destruction in accordance with the Records Retention Schedule. (Item 13-A)

Motion No. 24-03-2026: Upon consideration thereof, it was moved by Director Tang, seconded by Director Hilden, and carried 3-0 (with Director Kwong and Director Woo absent), to approve the proposed departmental listing of obsolete District records for destruction in accordance with the Records Retention Schedule. (Item 13-A)

President Lee indicated Motion No. 24-03-2026 approved by a 3-0 (with Director Kwong and Director Woo absent) vote

Item 14: TVMWD/MWD

- ◆ Updates on TVMWD/MWD business matters were provided by TVMWD Chief Operating Officer Steve Lang. (Item 14)

Item 15: The P-W-R Joint Water Line Commission

- ◆ Ms. Shaw reported on the P-W-R Joint Water Line Commission water use report for the month of January 2024. (Item 15)

Item 16: Puente Basin Water Agency (PBWA)

- ◆ Director Lee reported that there was no meeting for PBWA and the next meeting will be April 4, 2024. (Item 16)

Item 17: Spadra Basin Groundwater Sustainability Agency

- ◆ Director Tang reported on the March 4, 2024 Spadra Basin Executive Committee meeting (Item 17)

Item 18: General Manager's Report

- ◆ The Board received the District's activities calendars for April, May, and June 2024. (Item 18-A)
- ◆ The Board recognized Ms. Carmen Fleming for her recent completion of the ACWA/JPIA Professional Development Programs - Supervisor Basics and Operations. (Item 18-B)
- ◆ Ms. Shaw and Ms. Lopez updated the Board on SB 1330. (Item 18-C)

Item 19: Water Supply and Conservation

- ◆ The Board received reports and graphs of the following items: District potable and recycled water use, Calendar Year 2024 purchased water estimate, conservation goal summary, climate summary, and 2024 monthly water consumption versus the 2013 and 2020 baseline years. The report noted that the District's water usage for February 2024 33.96% lower than usage in February 2020 and 30.17% lower than usage in February 2013. (Item 19-A)
- ◆ The Board viewed reports on California's water supply and reservoir conditions as of March 03, 2024. (Item 19-B)

Item 20: Directors' Oral Reports

(NOTE: Board meeting minutes provide written reports of Board meeting, Committee meetings, and District associated activities. Directors may include reports of their participation in non-expense or per diem paid community events as a matter of information.) (Item 20)

- ◆ Director Hilden reported the following on his activities for February: The District's Regular Board meeting, Public Information Committee meeting, Personnel Committee meeting, and TVMWD Board meetings, P-W-R Meeting, Diamond Bar Evergreen Chinese Lunar New Year Celebration, Miss Diamond Bar Scholarship Pageant Fundraiser, Diamond Bar Chinese American Lunar New Year Celebration, and the TVMWD Leadership Breakfast.
- ◆ Although Director Kwong was not in attendance to report on her activities for February, her expense report noted her attendance at the following meeting/events: The District's Regular Board Meeting, the Public Information Committee meeting, the Engineering Committee meeting, the PWR Commission meeting, the Diamond Bar Evergreen Chinese Lunar New Year Celebration, Miss Diamond Bar Scholarship Pageant Fundraiser, and the Diamond Bar Chinese American Lunar New Year Celebration.
- ◆ Director Lee reported on the following activities for February: The District's Regular Board meeting, Finance Committee and Engineering Committee meetings, Personnel Committee meeting, PBWA meeting, Diamond Bar Evergreen Club Lunar New Year Celebration, Diamond Bar Country Estate Homeowner Social, Diamond Bar Chinese American Association and Diamond Bar High School Lunar New Year Festival, and TVMWD Leadership Breakfast.
- ◆ Director Tang reported on the following activities for February: Response for Walnut Resident's Water Leak Inquiry, and the WVWD Facility Tour.
- ◆ Although Director Woo was not in attendance to report on his activities for February, his expense report noted his attendance at the following meeting/events: The District's Regular Board meeting, the Public Information, PBWA meeting, TVMWD Board Meeting, and the TVMWD Leadership Breakfast.

Item 21: Legal Reports

- ◆ Mr. Ciampa updated the Board on the revised Water Use Efficiency regulations that had been released on March 12 by the State Water Resources Control Board.

Item 22: Items for Future Discussion

- ◆ There were no requests for future discussion items. (Item 22)

Item 23: Board of Directors Business

- ◆ The Board was asked to review, consider and/or vote for one member for the position to serve as Voting Member, on behalf of special districts, on the Los Angeles County Local Agency Formation Commission. No official Board action was taken on this matter. (Item 23)

Adjournment at 5:44 p.m.