

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

April 15, 2024
At the Office 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:

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
Tom Monk, Director of Operations
Lucie Cazares, Executive Secretary
Alexandra Cortez, Administrative Assistant
Jim Ciampa, Legal Counsel

DIRECTORS ABSENT:

None

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 Financial Officer Jose Velasquez. Also in attendance was Benjamin Nguyen.

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: Consider Approval of Consent Calendar

- ◆ The Board was asked to approve the Consent Calendar, consisting of the minutes of the Regular Board meeting held March 18, 2024, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Item 6 – A, B, C, D)

Motion No. 24-04-2027: Upon consideration thereof, it was moved by Director Kwong, seconded by Director Hilden, and unanimously carried 5-0 to approve the Consent Calendar, consisting of the minutes of the Regular Board meeting held March 15, 2024, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Item 6 – A, B, C, D)

President Lee indicated Motion No. 24-04-2027 was approved by a (5-0) 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 March 2024. (Item 7)

Motion No. 24-04-2028: Upon consideration thereof, it was moved by Director Tang, seconded by Director Hilden, and unanimously carried 5-0 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 March 2024. (Item 7)

President Lee indicated Motion No. 24-04-2028 was approved by a (5-0) vote

Item 8: Treasurer's Reports

- ◆ Mr. Byerrum presented the Financial Dashboard as of February 29, 2024, the District Statement of Revenue, Expenses, and Change in Net Position as of February 29, 2024, the District Statement of Net Position as of February 29, 2024, and the Summary of Cash and Investments as of February 29, 2024. (Items 8 - A, B, C, D)

Motion No. 24-04-2029: Upon consideration thereof, it was moved by Director Lee, seconded by Director Kwong, and unanimously carried 5-0 to receive, approve, and file the Financial Dashboard as of February 29, 2024, the District Statement of Revenue, Expenses, and Change in Net Position as of February 29, 2024, the District Statement of Net Position as of February 29, 2024, and the Summary of Cash and Investments as of February 29, 2024 (Items 8 - A, B, C, D)

President Lee indicated Motion No. 24-04-2029 was approved by a (5-0) vote

Committee Chair Reports**Item 9: Public Information/Community Relations/Legislative Action Committee – Director Kwong**

- ◆ The Board was asked to adopt a proclamation declaring May as “Water Awareness Month”. (Item 9)

Motion No. 24-04-2030: Upon consideration thereof, it was moved by Director Kwong, seconded by Director Hilden, and unanimously carried 5-0 to adopt a proclamation declaring May as “Water Awareness Month”. (Items 9- A)

President Lee indicated Motion No. 24-04-2030 was approved by a (5-0) vote

Item 10: Finance Committee – Director Lee

- ◆ The Board was asked to schedule a public hearing to be held during the regular May 20, 2024, Board meeting, to receive comments regarding the Issuance of Water Revenue Bonds. (Item 11-A)

Motion No. 24-04-2031: Upon consideration thereof, it was moved by Director Tang, seconded by Director Hilden, and unanimously carried 5-0 to schedule a public hearing to be held during the regular May 20, 2024, Board meeting, to receive comments regarding the Issuance of Water Revenue Bonds. (Item 11-A)

President Lee indicated Motion No. 24-04-2031 was approved by a (5-0) vote

- ◆ The Board was asked to declare the operations equipment listed in the staff report as surplus property and approve the disposal of the property in accordance with District policy. (Item 11-B)
- ◆ ***Motion No. 24-04-2032: Upon consideration thereof, it was moved by Director Lee, seconded by Director Hilden, and unanimously carried 5-0 to declare the operations equipment listed in the staff report as surplus property and approve the disposal of the property in accordance with District policy. (Item 11-B)***

President Lee indicated Motion No. 24-04-2032 was approved by a (5-0) vote

- ◆ Mr. Byerrum reviewed the District's investment transaction report for the period ending February 29, 2024. The Board was then asked to receive, approve, and file the investment transaction report (Item 11-C)

Motion No. 24-04-2033: Upon consideration thereof, it was moved by Director Lee, seconded by Director Hilden, and unanimously carried 5-0 to receive, approve, and file the investment transactions report. (Item 11-C)

President Lee indicated Motion No. 24-04-2033 was approved by a (5-0) vote

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

Item 11: Engineering Committee – Director Woo

- ◆ Mr. Monk reviewed the Operations Report included in the Board Packet. No action was taken by the Board. (Item 13-A)

Item 12: Personnel Committee – Director Lee

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

Item 13: TVMWD/MWD

- ◆ Updates on TVMWD/MWD business matters were provided by TVMWD Chief Financial Officer Jose Velasquez. (Item 13)

Item 14: The P-W-R Joint Water Line Commission

- ◆ Mr. Monk reported on the P-W-R Joint Water Line Commission water use report for the month of February 2024. (Item 14)

Item 15: Puente Basin Water Agency (PBWA)

- ◆ Mr. Macias reported on the April 4, 2024, PBWA meeting. (Item 15)

Item 16: Spadra Basin Groundwater Sustainability Agency

- ◆ Director Tang reported there was no Spadra Basin Executive Committee meeting in the month of April. (Item 16)

Item 17: General Manager's Report

- ◆ The Board received the District's activities calendars for May, June, and July 2024. (Item 17-A)
- ◆ The Board recognized the District for being awarded the ACWA JPIA Risk Control Grant in the amount of \$10,000. (Item 17-B)

Item 18: 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 March 2024 was 15.79% lower than usage in March 2020 and 40.55% lower than usage in March 2013. (Item 18-A)
- ◆ The Board viewed reports on California's water supply and reservoir conditions as of April 09, 2024. (Item 18-B)

Item 19: 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 19)

- ◆ Director Hilden reported the following on his activities for March: The District's Regular Board meeting, Public Information Committee meeting, Personnel Committee meeting, TVMWD Board meetings, District Employee Awards Banquet, Miss Diamond Bar Scholarship Pageant, judge the poster contest, and a virtual meeting with Lily Lopez.
- ◆ Director Kwong reported on the following activities for March: The Public Information Committee meeting, the Engineering Committee meeting, the Employee Appreciation Banquet, the RCCSGV Government Affairs Committee, the SCCARPA Annual Convention, Poster judging, the CEO Presidents Circle Meeting, and the Outreach discussion.
- ◆ Director Lee reported on the following activities for March: The District's Regular Board meeting, Finance Committee and Engineering Committee meetings, Personnel Committee meeting, Employee Recognition Banquet, Spadra Basin GSA Executive Committee Meeting, Miss Diamond Bar Scholarship Pageant, and WVWD Rates Outreach Discussion.
- ◆ Director Tang reported on the following activities for March: The District's Regular Board meeting, Public Information Committee meeting, Finance Committee meeting, WVWD Employee Recognition Banquet, SPADRA Basin Executive Committee Meeting, Art contest judging, and Rates Outreach meeting.
- ◆ Director Woo reported on the following activities for March: The District's Regular Board meeting, Finance Committee meeting, Engineering Committee meeting, TVMWD Board Meeting, WVWD Employee Recognition and Award Dinner, Miss Diamond Bar Scholarship Beauty Pageant, Student poster contest judging, and meeting with staff for rate increase outreach.

Item 20: Legal Reports

- ◆ Mr. Ciampa did not have a report.

Item 21: Items for Future Discussion

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

Item 22: Board of Directors Business

- ◆ The Board was asked to discuss and 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. By consensus, the Board determined the District's vote is to be cast for Mr. Donald Dear as Voting Member. (Item 22-A)

Motion No. 24-04-2034: Upon consideration thereof, it was moved by Director Lee, seconded by Director Hilden, and unanimously carried 5-0 to cast the District's vote for Los Angeles County Local Agency Formation Special District Representative for Mr. Donald Dear. (Item 22-A)

President Lee indicated Motion No. 24-04-2034 was approved by a (5-0) vote

- ◆ In considering the completion of the election questionnaire as requested by the Los Angeles County Registrar-Recorder/County Clerk, the Board determined to maintain the same process as the last election year, with candidates paying for statement printing, handling, and mailing costs at the time of filing with a maximum word limitation of 400, to approved the District pay its pro rata share of the election, and to direct staff to complete and submit the questionnaire received from the Los Angeles County Registrar-Recorder/County Clerk's Election Coordination Unit.
- ◆ The Board was then asked to consider adopting WVWD Resolution No. 04-24-732 requesting the Los Angeles County Board of Supervisors permit the Registrar-Recorder/County Clerk to render election services for the November 5, 2024 District Election. (Item 22-B)

Motion No. 24-04-2035: Upon consideration thereof, it was moved by Director Lee, seconded by Director Hilden, and unanimously carried 5-0 by roll call vote noted below to continue to have candidates pay candidate statement printing, handling, and mailing costs at the time of filing in connection with the November 5, 2024, general election, maintain the maximum 400-word limitation for candidate campaign statements, approve that the District pay its pro rata share of the election costs, and adopt WVWD resolution 04-24-732 requesting the Los Angeles County Board of Supervisors to permit the Registrar-Recorder/County Clerk to render election services for the November 5, 2024 District Election. (Item 22-B)

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

President Lee indicated Motion No. 24-04-2035 was approved by a (5-0) roll call vote

Adjournment at 5:40 p.m.