

November 12, 2024
At the Office of the District
271 South Brea Canyon Road, Walnut, CA 91789

DIRECTORS PRESENT:

Edwin Hilden
Theresa Lee
Jerry Tang
Scarlett Kwong (Via Zoom)
Henry Woo

DIRECTORS ABSENT:

None

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
Alanna Diaz, Director of Administrative Services
Tom Monk, Director of Operations
Lucie Cazares, Executive Services Administrator
Jim Ciampa, Legal Counsel

Legal Counsel Mr. Jim Ciampa announced that the Board of Directors received a request from Board Member Kwong to attend and participate in the Board Meeting remotely. Mr. Ciampa indicated that AB 2449 allows a Board Member to attend and participate remotely for emergency circumstances or just case reasons. The Board Member must provide a brief general description of the circumstances relating to their need to appear remotely.

Board Member Kwong stated that she is participating remotely due to a contagious illness.

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 Mike Ti and Chief Operating Officer Steve Lang, and WVWD employees Bertha Perez, Greg Galindo, James Ning, Dave Rudy and Lito Garcia.

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: WVWD Special Recognition

- ◆ Mr. Tom Monk introduced to the Board Mr. Greg Galindo, Operations Manager. Mr. Josh Byerrum introduced to the Board Mr. James Ning, Accounting Manager and Ms. Alanna Diaz introduced to the Board Mr. Dave Rudy, Safety Officer. (Item 6)

Item 7: WVWD Team Milestones and Achievements

- ◆ Ms. Shaw recognized Lito Garcia, for celebrating 30 years of dedicated service to the District as of October 2024. (Item 7)

Item 8: Consider Approval of Consent Calendar

- ◆ The Board was asked to approve the Consent Calendar, consisting of the minutes of the Regular Board meeting held on October 21, 2024, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Item 8 – A, B, C, D)

Motion No. 24-11-2098: *Upon consideration thereof, it was moved by Director Tang, seconded by Director Hilden, and carried 5-0, to approve the Consent Calendar, consisting of the minutes of the Regular Board meeting held on October 21, 2024, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Item 8 – A, B, C, D)*

President Lee indicated Motion No. 24-11-2098 was approved by a 5-0 roll call vote

Item 9: 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 October 2024. (Item 9)

Motion No. 24-11-2099: Upon consideration thereof, it was moved by Director Hilden, seconded by Director Woo, and carried 5-0 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 October 2024. (Item 9)

President Lee indicated Motion No. 24-11-2099 was approved by a 5-0 roll call vote

Item 10: Treasurer’s Reports

- ◆ Mr. Byerrum presented the Financial Dashboard as of September 30, 2024, the District Statement of Revenue, Expenses, and Change in Net Position as of September 30, 2024, the District Statement of Net Position as of September 30, 2024, and the Summary of Cash and Investments as of September 30, 2024. (Items 10 - A, B, C, D)

Motion No. 24-11-2100: Upon consideration thereof, it was moved by Director Hilden, seconded by Director Tang, and carried 5-0 to receive, approve, and file the Financial Dashboard as of September 30, 2024, the District Statement of Revenue, Expenses, and Change in Net Position as of September 30, 2024, the District Statement of Net Position as of September 30, 2024, and the Summary of Cash and Investments as of September 30, 2024. (Items 10 - A, B, C, D)

President Lee indicated Motion No. 24-11-2100 was approved by a 5-0 roll call vote

Committee Chair Reports

Item 11: Public Information/Community Relations/Legislative Action Committee – Director Lee

- ◆ The Board was asked to approve a resolution authorizing the General Manager or her designee to apply for, receive, and enter into a cooperative agreement and administer a grant for the 2025 Bureau of Reclamation Small Scale Water Efficiency Grant. (Item 11-A)

Motion No. 24-11-2101: Upon consideration thereof, it was moved by Director Kwong, seconded by Director Hilden, and carried 5-0 to approve Resolution No. 11-24-736 authorizing the General Manager or her designee to apply for, receive, and enter into a cooperative agreement and administer a grant for the 2025 Bureau of Reclamation Small Scale Water Efficiency Grant. (Item 11-A).

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

President Lee indicated Motion No. 24-11-2101, adopting Resolution No. 11-24-736, was approved by a 5-0 roll call vote

Item 12: Finance Committee – Director Lee

- ◆ There are no items to come to the Board at this time.

Item 13: 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 14: Personnel Committee – Director Lee

- ◆ There are no items to come to the Board at this time. (Item 14)

Item 15: TVMWD/MWD

- ◆ Updates on TVMWD/MWD business matters were provided by TVMWD Chief Operating Officer Steve Lang. (Item 15)

Item 16: 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 September 2024. (Item 16)

Item 17: Puente Basin Water Agency (PBWA)

- ◆ Director Lee reported the next PBWA meeting is scheduled for December 12, 2024. (Item 17)

Item 18: Spadra Basin Groundwater Sustainability Agency

- ◆ Director Lee reported on the November 4, 2024, Spadra Basin GSA Executive Committee meeting. (Item 18)

Item 19: General Manager's Report

- ◆ The Board received the District's activities calendars for December 2024, January and February 2025. (Item 19)

Item 20: 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 October 2024 was 18.48% lower than usage in October 2020 and 26.94% lower than usage in October 2013. (Item 20-A)
- ◆ The Board viewed reports on California's water supply and reservoir conditions as of November 6, 2024. (Item 20-B)

Item 21: Directors' Oral Reports

(NOTE: Board meeting minutes provide written reports of Board meetings, 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 21)

- ◆ Director Hilden reported the following on his activities for October: The District's Regular Board meeting, Diamond Bar Friends of the Library Wine Soiree, PWR Commission meeting, Personnel committee, TVMWD Board meetings, WVWD Employee Appreciation BBQ Lunch and TVMWD Leadership Breakfast.
- ◆ Director Kwong reported the following on her activities for October: The Diamond Bar State of the City, PWR Commission meeting, Regional Chamber Government Affairs committee meeting, Public Information committee, and Engineering committee.
- ◆ Director Lee reported on the following activities for October: The Puente Basin Water Agency Board meeting, Diamond Bar State of the City, Finance committee, Personnel committee, WVWD Employee Appreciation BBQ Lunch, District's Regular Board meeting, WVWD Community Information meeting and TVMWD Leadership Breakfast.
- ◆ Director Tang reported on the following activities for October: The Public Information committee, Finance committee, District's Regular Board meeting, WVWD General Manager Evaluation and WVWD Community Information meeting.
- ◆ Director Woo reported on the following activities for October: TVMWD Board meeting, Puente Basin Water Agency Board meeting, Public Information committee, Engineering committee and WVWD Employee Appreciation BBQ Lunch.

Item 22: Legal Reports

- ◆ Legal Counsel Jim Ciampa provided an update on the pending approvals by State Water Contractors of additional planning funds for the Delta Conveyance Project. He stated Metropolitan Water District will be taking its vote in December and the Board will likely be seeing media coverage on that issue. (Item 22)

Item 23: Items for Future Discussion

- ◆ There were no requests for future discussion items. (Item 23)

Item 24: Board of Directors Business

- ◆ The Board was asked to approve the VMware renewal of \$184,642.56 through our Information Technology (IT) managed services vendor, Axelliant for a 3-year term of November 17, 2024 - November 16, 2027.

Motion No. 24-11-2102: Upon consideration thereof, it was moved by Director Tang, seconded by Director Hilden, and carried 5-0 by the roll call vote noted below, to approve the VMware renewal of \$184,642.56 through our Information Technology (IT) managed services vendor, Axelliant, for a 3-year term of November 17, 2024 - November 16, 2027. (Item 24-A)

President Lee indicated Motion No. 24-11-2102 was approved by a 5-0 roll call vote

- ◆ The Board received notice of the ACWA’s General Session Membership Meeting to be held on December 4, 2024. General Manager Sheryl L. Shaw, Assistant General Manager Jared Macias and Director Henry Woo are attending the conference, however, Ms. Shaw announced that she was not able to attend the general session meeting and asked Director Woo to serve as delegate and Mr. Macias to serve as alternate. (24-B)
- ◆ As a matter of information only, the Board received a Revenue Bond Funds Held in Trust – East West Bank. (24-C)
- ◆ As a matter of information only, the Board received a Revenue Bond Funds Held in Trust – US Bank. (24-D)

Adjournment to closed session - 6:10 p.m.

Item 25: Closed Session

- ◆ The Board met in closed session in accordance with Government Code (§54957) to conduct the annual performance evaluation for the General Manager. (Item 25)

Item 26: Reconvene in Open Session/ Report of Action Taken in Closed Session

- ◆ The Board met in closed session in accordance with Government Code (§54957) to conduct a performance evaluation for the General Manager. That evaluation occurred, and no reportable action under the Brown Act was taken on this item. (Item 26-A)

Following discussion of the General Manager’s overall performance, the Board was asked to consider at its discretion a salary or compensation adjustment to be effective January 1, 2025. Ms. Diaz noted that the General Manager’s contract allows her to join the other District employees with the Cost of Living Adjustments (COLA) previously approved, and any further salary adjustment in the Board’s discretion. (Item 24-B)

Motion No. 24-11-2103: Upon consideration thereof, it was moved by Director Woo, seconded by Director Kwong, and carried 3-1-1, to approve a 4% merit increase for the General Manager, along with the Cost of Living Adjustment given to all other District employees as stipulated in the Terms and Conditions of Employment effective January 1, 2025. (Item 26-B)

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

President Lee indicated Motion No. 24-11-2103 was approved by a 3-1-1 roll call vote

Adjournment at 6:37 p.m.