

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

**April 21, 2025
At the Office of the District
271 South Brea Canyon Road, Walnut, CA 91789**

DIRECTORS PRESENT:

Edwin Hilden
Scarlett Kwong
Theresa Lee
Henry Woo

DIRECTORS ABSENT:

Jerry Tang

STAFF PRESENT:

Sherry Shaw, General Manager/Chief Engineer
Jared Macias, Assistant General Manager
Alanna Diaz, Director of Administrative Services
Tom Monk, Director of Operations
Lucie Cazares, Executive Services Administrator
Jim Ciampa, Legal Counsel

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

Guests and others in attendance: WVWD employees James Ning and Greg Galindo, Three Valleys Municipal Water District Chief Finance Officer Jose Velasquez and area resident 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: WVWD Team Milestones & Achievements

- ◆ Ms. Shaw recognized Tom Monk on his 34 years of service. (Item 6)

Item 7: Special Recognition

- ◆ Ms. Shaw recognized Lucie Cazares for achieving the Master Municipal Clerk (MMC) certification from the International Institution of Municipal Clerks, signifying outstanding commitment to professional development and excellence in municipal service. (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 March 17, 2025, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Item 8, A-D)

Motion No. 25-04-2149: Upon consideration thereof, it was moved by Director Lee, seconded by Director Hilden, and unanimously carried (4-0) by the roll call vote noted below, to approve the Consent Calendar, consisting of the minutes of the Regular Board meeting held March 17, 2025, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Item 8, A-D)

President Kwong indicated Motion No. 25-04-2149 was approved by a 4-0 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 March 2025. (Item 9)

Motion No. 25-04-2150: Upon consideration thereof, it was moved by Director Hilden, seconded by Director Lee, and unanimously carried 4-0 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 March 2025. (Item 9)

President Kwong indicated Motion No. 25-04-2150 was approved by a 4-0 vote

Item 10: Treasurer's Report

- ◆ Mr. Ning presented the Financial Dashboard as of February 28, 2025 the District Statement of Revenue, Expenses, and Change in Net Positions as of February 28, 2025, the District Statement of Net Positions as of February 28, 2025, and Summary of Cash and Investments as of February 28, 2025. (Items 10-A, B, C, D)

Motion No. 25-04-2151: Upon consideration thereof, it was moved by Director Lee, seconded by Director Woo and unanimously carried (4-0) by the roll call vote noted below, to receive, approve, and file the Financial Dashboard as of February 28, 2025 the District Statement of Revenue, Expenses, and Change in Net Positions as of February 28, 2025, the District Statement of Net Positions as of February 28, 2025, and Summary of Cash and Investments as of February 28, 2025. (Items 10-A, B, C, D)

President Kwong indicated Motion No. 25-04-2151 was approved by a 4-0 vote

Committee Chair Reports

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

- ◆ The Board was asked to adopt a proclamation declaring May as “Water Awareness Month”. (Item 11)

Motion No. 24-04-2152: Upon consideration thereof, it was moved by Director Kwong, seconded by Director Lee, and unanimously carried 4-0 to adopt a proclamation declaring May as “Water Awareness Month”. (Items 11- A)

President Kwong indicated Motion No. 25-04-2152 was approved by a 4-0 vote

Item 12: Finance Committee – Director Lee

- ◆ Mr. Ning reviewed the District's investment transaction report for the period ending March 31, 2025. The Board was then asked to receive, approve, and file the investment transactions report. (Item 12-A)

Motion No. 25-04-2153: Upon consideration thereof, it was moved by Director Lee, seconded by Director Hilden, and unanimously carried 4-0, to receive, approve, and file the investment transactions report for the period ending March 31, 2025. (Item 12-A)

President Kwong indicated Motion No. 25-04-2153 was approved by a 4-0 vote

- ◆ As a matter of information only, the Board reviewed the Revenue Bond Funds Held in Trust – US Bank. (Item 12-B)

Item 13: Engineering Committee – Director Woo

- ◆ The Board was asked to approve the Water Supply Assessment (WSA) for the proposed Royal Vista II residential project (P.N. 24-3834). (Item 13-A)

Motion No. 25-04-2154: Upon consideration thereof, it was moved by Director Lee, seconded by Director Hilden, Director Woo abstained his vote, and carried 3-0, to approve the Water Supply Assessment (WSA) for the proposed Royal Vista II residential project (Project). (Item 13-A)

President Kwong indicated Motion No. 25-04-2154 was approved by a 3-0 vote, with Director Woo abstaining

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

Item 14: Personnel Committee – Director Kwong

- ◆ 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 Finance Officer Jose Velasquez. (Item 15)

Item 16 The P-W-R Joint Water Line Commission

- ◆ Mr. Monk reported the P-W-R Joint Water Line Commission water use report for the months of January, February, and March 2025. (Item 16)

Item 17 Puente Basin Water Agency (PBWA)

- ◆ Director Lee reported on the April 3, 2025 PBWA meeting. (Item 17)

Item 18: Spadra Basin Groundwater Sustainability Agency

- ◆ Director Lee reported on the March 3, 2025 Spadra Basin GSA Executive Committee meeting. (Item 18)

Item 19: General Manager's Report

- ◆ The Board received the District's activities calendars for May, June, and July 2025. (Item 19-A)

Item 20: Water Supply and Conservation

- ◆ The Board received reports and graphs of the following items: District potable and recycled water use, Calendar Year 2025 purchased water estimate, conservation goal summary, climate summary, and 2025 monthly water consumption versus the 2013 and 2020 baseline years. The report noted that the District's water usage for March 2025 was 9.89% lower than usage in March 2020 and 36.39% lower than usage in March 2013. (Item 20-A)
- ◆ The Board viewed reports on California's water supply and reservoir conditions as of April 1, 2025. (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 March: TVMWD Board meetings, Miss Diamond Bar Scholastic Pageant, Finance Committee, Personnel Committee, WVWD Board Meeting, and DB Brahmas Fashion Show and Luncheon.
- ◆ Director Kwong reported the following on her activities for March: WVWD Board Meeting, Anti-Harassment Training, Taiwan Economic and Cultural Office Open House, Poster Judging, and Ethics Training.
- ◆ Director Lee reported the following on her activities for March: WVWD Board Meeting, Succession Planning Ad Hoc Committee Meeting, Diamond Bar High School Brahma Fashion Show, and the Poster Contest and Media Judging.
- ◆ Director Tang was absent but attended the following activities for March: SPADRA Basin Executive Committee Meeting, WVWD Public Information/Community Relations/Legislative Action Committee Meeting, WVWD Engineering Committee Meeting, WVWD Fire-Resistant Landscaping Workshop, WVWD Board Meeting, WVWD Succession Planning Ad Hoc Committee Meeting, Judge the Student Art and Media Contest.
- ◆ Director Woo reported on the following activities for March: Breakfast Meeting with GM, Miss Diamond Bar Scholarship Beauty Pageant, Finance Committee Meeting, Engineering Committee Meeting, Regular Board Meeting, Special Board Meeting, Diamond Bar Highschool Fashion festival, and Poster Contest Judging.

Item 22: Legal Reports

- ◆ Mr. Ciampa reported that Assembly Bill 259, sponsored by Three Valley Municipal Water District regarding Brown Act teleconferencing, was advancing in the Legislature, but the removal of the January 1, 2026 sunset date from the AB 2449 statute was amended to revise that sunset date to January 1, 2030. (Item 22)

Item 23: Items for Future Discussion

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

Item 24: Board of Director Business

- ♦ The Board was asked to authorize the General Manager to award a contract to Resource Computer Solutions in the amount of \$816,866.92 for the District Headquarters IT, AV, Low Voltage and Security Services (P.N. 19-3569-1); and authorize the General Manager to execute the contract in a form acceptable to General Counsel. (Item 24-A)

Motion No. 25-04-2155: Upon consideration thereof, it was moved by Director Woo, seconded by Director Lee and unanimously carried 4-0, to authorize the General Manager to award a contract to Resource Computer Solutions in the amount of \$816,866.92 for the District Headquarters IT, AV, Low Voltage and Security Services (P.N. 19-3569-1); and authorize the General Manager to execute the contract in a form acceptable to General Counsel. (Item 24-A)

President Kwong indicated Motion No. 25-04-2155 was approved by a 5-0 vote

Adjournment at 5:44 p.m.