

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

December 15, 2025

At Diamond Bar Center, Sycamore Room
1600 Grand Ave, Diamond Bar, CA 91765

DIRECTORS PRESENT:

Edwin Hilden
Jerry Tang
Scarlett Kwong
Henry Woo

DIRECTORS ABSENT:

Theresa Lee

STAFF PRESENT:

Sherry Shaw, General Manager/Chief Engineer
Jared Macias, Assistant General Manager
Bertha Perez, Director of Engineering
James Ning, Director of Finance
Lily Lopez, Director of External Affairs & Sustainability
Tom Monk, Director of Operations
Lucie Cazares, Executive Services Administrator
Jim Ciampa, Legal Counsel

The meeting was called to order at 5:02 p.m. with President Kwong presiding.

Guests and others in attendance: Three Valleys Municipal Water District (TVMWD) General Manager Matt Litchfield, Director Jody Roberto, Mike Ti, and CFO Erica Gomez and WVWD employees Monique Fitchett, Fiona Tang and Greg Galindo. Also present were Jordan Chriss, Jonathan Brown and Keegan Gothie of SitelogIQ, and lastly, Chris Brown from C.J. Brown & Company CPAs.

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

- ◆ Ms. Shaw recognized Director Kwong for serving as the 2025 Board President and awarded her an engraved gavel. (Item 6)

Item 7: WVWD Team Milestones and Achievements

- ◆ Ms. Shaw recognized the following employees
 - Darnell Meyers for his promotion to Service Worker II (Item 7-A)
 - Christian Patton for his promotion to Utility Service Lead (Item 7-B)
 - Debby Chu for completing the JPIA Operations Certification Program (Item 7-C).

Item 8: Special Recognition

- ◆ Ms. Shaw recognized Jodi Johnson upon her retirement for her 21 years of dedicated service to the District.

Item 9: Conduct a Public Hearing and Consider Adoption of a Resolution for the Energy Services Master Agreement with SitelogIQ

- ◆ President Kwong opened the public hearing to receive comments regarding the Adoption of a Resolution for the Energy Services Master Agreement with SitelogIQ.

Motion No. 25-12-2242: Upon consideration thereof, it was moved by Director Tang, second by Director Hilden, and carried 4-0 (with Director Lee absent), to open the public hearing to receive comments regarding the Adoption of a Resolution for the Energy Services Master Agreement with SitelogIQ

Ayes: *Hilden, Kwong, Tang, Woo*

Noes: *None*

Absent: *Lee*

Abstain: *None*

President Kwong indicated Motion No. 25-12-2242 was approved by a 4-0 (*with Director Lee absent*) vote

- ◆ Jordan Chris from SitelogIQ provided a presentation regarding the proposed implementation plan for integrated energy solutions, including energy generation systems, electric vehicle charging stations, and comprehensive energy management services. The presentation highlighted strategic benefits, operational considerations, and alignment with sustainability goals. No public comments were received.
- ◆ There being no public comments, and the public hearing was completed.

Motion No 25-12-2243: Upon consideration thereof, it was moved by Director Tang, second by Director Hilden, and carried 4-0 (with Director Lee absent), to close the public hearing regarding the approval of the adoption of a Resolution for the Energy Services Master Agreement with SitelogIQ

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

President Kwong indicated Motion No. 22-12-2243 was approved by a 4-0 (with Director Lee absent) vote

- ◆ The Board was asked to adopt the Resolution approving the Energy Services Master Agreement with SitelogIQ

Motion No 25-12-2244: Upon Consideration thereof, it was moved by Director Hilden, second by Director Tang, and carried 4-0 (with Director Lee absent), by roll call vote noted below, to adopt the Resolution approving the Energy Services Master Agreement with SitelogIQ.

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

President Kwong indicated Motion No. 22-12-2244 was approved by a 4-0 (with Director Lee absent) vote

Item 10: 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 November 10, 2025, the Special Board meeting held on November 13, 2025, the Check Register, the Employee Expense Reimbursement Report, and the Community, Outreach Report. (Item 10 A-E)

Motion No. 25-12-2245: Upon consideration thereof, it was moved by Director Kwong, seconded by Director Tang, and carried 4-0 (with Director Lee absent), to approve the Consent Calendar, consisting of the Regular Board meeting held on November 10, 2025, the Special Board meeting held on November 13, 2025, the Check Register, the Employee Expense Reimbursement Report, and the Community Outreach Report. (Item 10 A-E)

President Kwong indicated Motion No. 22-12-2245 was approved by a 4-0 (with Director Lee absent) vote

Item 11: 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 November 2025. (Item 11)

Motion No. 25-12-2246: Upon consideration thereof, it was moved by Director Hilden, seconded by Director Woo, and carried 4-0 (with Director Lee absent) 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 November 2025. (Item 11)

President Kwong indicated Motion No. 25-12-2246 was approved by a 4-0 (with Director Lee absent) vote

Item 12: Treasurer’s Reports

- ◆ Mr. Ning presented the Financial Dashboard as of October 31, 2025, the District Statement of Revenue, Expenses, and Change in Net Position as of October 31, 2025, the District Statement of Net Position as of October 31, 2025, and the Summary of Cash and Investments as of October 31, 2025. (Items 11 - A, B, C, D)

Motion No. 25-12-2247: Upon consideration thereof, it was moved by Director Tang, seconded by Director Woo, and carried 4-0 (with Director Lee absent) to receive, approve, and file the Financial Dashboard as of October 31, 2025, the District Statement of Revenue, Expenses, and Change in Net Position as of October 31, 2025, the District Statement of Net Position as of October 31, 2025, and the Summary of Cash and Investments as of October 31, 2025. (Items 11 - A, B, C, D)

President Kwong indicated Motion No. 25-12-2247 was approved by a 4-0 (with Director Lee absent) vote

Committee Chair Reports

Item 13: Public Information/Community Relations/Legislative Action Committee – Director Kwong

- ◆ The Board was asked to approve the agreement with Eco Tech Services, Inc. - Project #25-3872 for Leak Repair Program (Item 13)

Motion No. 25-12-2248: Upon consideration thereof, it was moved by Director Tang, seconded by Director Woo and carried 4-0 (with Director Lee Absent) to approve the agreement with Eco Tech Services, Inc. - Project #25-3872 for Leak Repair Program (Item 13).

President Kwong indicated Motion No. 25-12-2248 was approved by a 4-0 (with Director Lee absent) vote

Item 14: Finance Committee – Director Tang

- ◆ The Board was asked to receive, approve, and file the Annual Comprehensive Financial Report for Fiscal Year Ending June 30, 2025. In preparation for and during the audit, District staff prepared materials and worked directly with the auditing team, C.J. Brown & Company CPAs.
- ◆ Mr. Chris Brown of the auditing team reported that C.J. Brown & Company CPAs issued an Unmodified Opinion on the District’s financial statements, confirming compliance with Generally Accepted Accounting Principles. The audit found no significant deficiencies or material weaknesses in internal controls, no significant or unusual transactions, and no misstatements. (Item 14-A)

Motion No. 25-12-2249: Upon consideration thereof, it was moved by Director Woo, seconded by Director Tang, and carried 4-0 (with Director Lee absent), to receive, approve, and file the Annual Comprehensive Financial Report for Fiscal Year Ending June 30, 2025. (Items 14-A)

President Kwong indicated Motion No. 25-12-2249 was approved by a 4-0 (with Director Lee absent) vote

- ◆ The Board was asked to approve the adjustments to the City of Industry’s Wheeling Rate, Wholesale Recycled Water Rate, and Potable Makeup Rate effective January 1, 2026, as listed in the Board meeting packet.

Motion No. 25-12-2250: Upon consideration thereof, it was moved by Director Woo, seconded by Director Tang, and carried 4-0 (with Director Lee absent), to receive, approve, and file the adjustments to the City of Industry’s Wheeling Rate, Wholesale Recycle Water Rate, and Potable Makeup Rate as listed in the Board meeting packet.

President Kwong indicated Motion No. 25-12-2250 was approved by a 4-0 (with Director Lee absent) vote

- ◆ Mr. Ning reviewed the District's investment transaction report for the period ending November 30, 2025. The Board was then asked to receive, approve, and file the investment transactions report. (Item 14-C)

Motion No. 25-12-2251: Upon consideration thereof, it was moved by Director Tang, seconded by Director Woo, and carried 4-0 (with Director Lee absent), to receive, approve, and file the investment transactions report for the period ending November 30, 2025. (Item 14-C)

President Kwong indicated Motion No. 25-12-2251 was approved by a 4-0 (with Director Lee absent) vote

- ◆ As a matter of information only, the Board received a Revenue Bond Funds Held in Trust – US Bank. (Item 14-D)

Item 15: Engineering Committee – Director Woo

- ◆ The Board was asked to authorize the General Manager to enter into agreements with Doty Bros. Construction Company and J. De Sigio Construction, Inc for On-Call Water System Repair and Construction Services. (Item 15-A)

Motion No. 25-12-2252: Upon consideration thereof, it was moved by Director Woo, seconded by Director Kwong, and carried 4-0 (with Director Lee absent), authorizing the General Manager to enter into agreements with Doty Bros and J. De Sigio, for On-Call Water System Repair and Construction Services. (Item 14-A)

President Kwong indicated Motion No. 25-12-2252 was approved by a 4-0 (with Director Lee absent) vote

- ◆ Ms. Perez reviewed the Project Status Report included in the Board Packet. No action was taken by the Board. (Item 15-B)
- ◆ Mr. Monk reviewed the Operations Report included in the Board Packets. No action was taken by the board. (Item 15-C)

Item 16: Personnel Committee – Director Hilden

- ◆ There are no items to come to the Board at this time. (Item 16)

Item 17: TVMWD/MWD

- ◆ Updates on TVMWD/MWD business matters were provided by TVMWD Director David De Jesus and TVMWD General Manager Matt Litchfield. (Item 17)

Item 18: 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 October 2025. (Item 17)

Item 19 Puente Basin Water Agency (PBWA)

- ◆ There was no information to report to the Board. (Item 18)

Item 20: Spadra Basin Groundwater Sustainability Agency

- ◆ Director Tang reported that the next Spadra Basin GSA Executive Committee meeting will be on January 5, 2026. (Item 20)

Item 21: General Manager's Report

- ◆ The Board received the District's activities calendars for January, February and March 2026. (Item 21-A)
- ◆ The Board recognized the District for its recent ACWA/JPIA President's Special Recognition Award. (Item 20-B)

Item 22: 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 November 2025 was 30.13% lower than usage in November 2020 and 39.26% lower than usage in November 2013. (Item 22-A)
- ◆ The Board viewed reports on California's water supply and reservoir conditions as of December 8, 2025. (Item 22-B)

Item 23: 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 23)

- ◆ Director Hilden reported the following on his activities for November: Public Info Meeting, Finance Committee, Engineering Committee, Personnel Committee, TVMWD Board meeting, City's Veterans Recognition Ceremony, Board Meeting, Workshop, and TVMWD Board Meeting.
- ◆ Director Kwong reported the following on her activities for November: Public Info Committee, Personnel Committee, RCCSGV Government Committee, Board Meeting, Board Workshop, and President's duty.
- ◆ Director Lee's written report disclosed the following activities for November: Spadra Basin Executive Committee Meeting, WVWD Finance Committee Meeting, San Dimas Rotary Marine 250 Years Birthday Dinner, WVWD Board Workshop, and West Coast Arborist Tour.
- ◆ Director Tang reported on the following activities for November: WVWD Board Meeting, and WVWD Board Workshop.
- ◆ Director Woo reported on the following activities for November: Public Info Meeting, Finance Committee Meeting, Engineering Committee Meeting, Three Valley Board Meeting, WVWD Board Meeting, Special Board Meeting, and Three Valley Board Meeting.

Item 24: Legal Reports

- ◆ Mr. Ciampa reported on the following matters: (i) the initial State Water Project allocation is ten percent (10%); and (ii) SB 827 was signed into law which adds department heads to the persons who must complete AB 1234 ethics training every two years and adds a new fiscal and financial management training for directors and management personnel that must be initially completed by January 1, 2028. (Item 24)

Item 25: Items for Future Discussion

- ◆ There were no requests for future discussion items. (Item 25)

Item 26: Board of Directors Business

- ◆ The Board was asked to approve the 2026 Walnut Valley Water District Board meeting and workshop schedule, noting that subsequent adjustments may be made by the Board in accordance with the Brown Act. (Item 26-A)

Motion No. 25-12-2253: Upon consideration thereof, it was moved by Director Kwong, seconded by Director Woo, and carried 4-0 (with Director Lee absent), to approve the 2026 Board and Workshop meeting schedule as presented. (Item 25-A)

President Kwong indicated Motion No. 25-12-2253 was approved by a 4-0 (with Director Lee absent) vote

- ◆ Officers were rotated in accordance with the "Board Reorganization Rotation Policy."
 Jerry Tang, President
 Henry Woo, First Vice President
 Edwin Hilden, Second Vice President
 Theresa Lee, Assistant Treasurer
 Scarlett P. Kwong, Director
 (Item 26-B)

Motion No. 25-12-2254: Upon consideration thereof, it was moved by Director Kwong, seconded by Director Woo, and carried 4-0 (with Director Lee absent), to approve the Rotation of Officers as noted above. (Item 26-B)

President Kwong indicated Motion No. 25-12-2254 was approved by a 4-0 (with Director Lee absent) vote

- ◆ A schedule of 2026 key conferences/events was provided to the Board as a matter of information only. (Item 26-C)

Adjournment to closed session - 6:28 p.m.

Item 27: Closed Session

- ◆ The Board met in closed session in accordance with Government Code §54957.6 to conduct a labor negotiation session with the General Manager as an unrepresented employee. (Item 27)

Item 28: Reconvene to Open Session/ Report ActionTaken in Closed Session

General Counsel Ciampa reported on a labor negotiation occurred with the General Manager, as an unrepresented employee, and further action was postponed until the January 20, 2026 regular Board of Directors' meeting.

Adjournment at 6:55 p.m.