

# WALNUT VALLEY WATER DISTRICT

271 South Brea Canyon Road • Walnut, CA 91789-3002  
(909) 595-7554 • Fax: (909) 444-5521  
walnutvalleywater.gov



## REGULAR BOARD MEETING MONDAY, MAY 19, 2025 5:00 P.M.

**Agenda materials are available for public review at <https://walnutvalleywater.gov/about-us/meetings-minutes-and-agendas/>.**

**Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review during regular business hours at the District office, located at: 271 S. Brea Canyon Road, Walnut, CA.**

1. Flag Salute
2. Roll Call: Mr. Hilden\_\_\_\_\_ Ms. Kwong\_\_\_\_\_ Ms. Lee\_\_\_\_\_ Mr. Tang\_\_\_\_\_ Mr. Woo\_\_\_\_\_
3. Public Comment President Kwong

The Presiding Officer of the Board of Directors may impose reasonable limitations on public comments to assure an orderly and timely meeting.

**A. Agenda Items** - Any person desiring to address the Board of Directors on any Agenda item may do so at the time the item is considered on the Agenda by requesting the privilege of doing so at this time and stating the Agenda item to be addressed. At the time the item is discussed, those requesting to speak will be called to do so.

**B. Non-Agenda Items** - At this time, the public shall have an opportunity to comment on any non-agenda item relevant to the jurisdiction of the District. Reasonable time limits on each topic and on each speaker are imposed in accordance with Board policy.

4. Agenda Changes/Addition President Kwong

In accordance with Section 54954.2 of the Government Code, additions to the agenda require a two-thirds vote of the legislative body, or if less than two-thirds of the members are present, a unanimous vote of those members present. It shall be determined that there is a need to take immediate action and that the need for action came to the attention of the local agency after the posting of the agenda.

- |               |                 |
|---------------|-----------------|
| A. Discussion | B. Action Taken |
|---------------|-----------------|

5. Reorder of Agenda President Kwong

A. Discussion	B. Action Taken
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6. WVWD Team Milestones & Achievements Ms. Shaw
  - A. Congratulations Darnell Meyers & Alyssa Banzil for being selected as Employees of the Quarter
  - B. Congratulations, Juan Gamboa, for being promoted from a Utility Services Worker I to Water Production Operator I
  - C. Congratulations, Jason Babashoff, for being promoted from a Utility Services Worker I to Utility Services Worker II
  - D. Congratulations Alexandra Cortez for completing the T2 Certification

7. Special Recognition Ms. Shaw
- A. ACWA/JPIA Professional Development Program - Special recognition given to Dillon Stayner for completion of the JPIA Professional Development Operations Certification Program
  - B. Congratulations to Lily for completing the Water Innovation and Leadership Certification from Duke University
8. Review of District Investment Activities by Mr. Jayson Schmitt, Representative of Chandler Asset Management
- (1) Discussion
  - (2) Action Taken
9. Review Proposed Revisions to the Terms and Conditions of Employment Ms. Shaw  
Effective 2023-2027, for the Following Employee Groups:
- A. General Employees Unit
  - B. Mid-Management
  - C. Executive Staff
- (1) Discussion
  - (2) Action Taken
10. Proposed 4/10 Work Schedule Policy Ms. Shaw
- (1) Discussion
  - (2) Action Taken
11. Consider Approval of Consent Calendar (Items A-F)
- Consent Calendar Notice:**  
The items listed under the Consent Calendar are considered routine business and will be voted on together by one motion unless a Board Member, staff member, or member of the public requests separate action.
- A. Minutes of the Regular Board Meeting held April 21, 2025
  - B. Minutes of the Special Board Meeting held April 24, 2025
  - C. Minutes of the Special Board Meeting held May 1, 2025
  - D. Check Register
  - E. Employee Expense Reimbursement Report
  - F. Community Outreach Update (Information Only)
- (1) Discussion
  - (2) Action Taken
12. Consider Approval of Director Expense Reports
- Provided are Expense Reports disclosing per diem requests for Director meeting attendance and an itemization of expenses incurred by the District on behalf of each Director.
- (1) Discussion
  - (2) Action Taken
13. Treasurer's Report Mr. Ning
- A. Financial Dashboard as of March 31, 2025
  - B. District Statement of Revenues, Expenses, and Change in Net Positions as of March 31, 2025
  - C. District Statement of Net Positions as of March 31, 2025
  - D. Summary of Cash and Investments as of March 31, 2025
- (1) Discussion
  - (2) Action Taken

**COMMITTEE REPORTS**

Standing Committee Reports (The Chair of each committee that has met will report to the full Board)

14. Public Information/Community Relations/Legislative Action Committee Director Tang
- There are no items to come to the Board at this time
15. Finance Committee Director Lee
- A. [Schedule Public Hearing for Standby Charge Assessment](#)
- (1) Discussion (2) Action Taken
- B. [Investment Transaction Report](#)
- (1) Discussion (2) Action Taken
- C. [Review of Revenue Bonds Held in Trust – US Bank](#) (Information Only)
16. Engineering and Special Projects Director Woo
- A. [New Above Ground Storage Tank for FY 2025-26](#)
- (1) Discussion (2) Action Taken
- B. [Operations Report](#) (Information Only)
17. Personnel Committee President Kwong
- There are no items to come to the Board at this time

**OTHER ITEMS**

18. TVMWD/MWD Director Hilden
19. P-W-R Joint Water Line Commission Mr. Monk
- A. P-W-R JWL Report for Water Purchases for April 2025
- B. Other Items
20. Puente Basin Water Agency Director Lee
- A. [Ratify the Puente Basin Water Agency FY 2025-26 Budget](#)
- (1) Discussion (2) Action Taken
21. Spadra Basin Groundwater Sustainability Agency Director Tang
22. General Manager's Report Ms. Shaw
- A. [District Activities Calendars for June, July and August 2025](#)
- B. Other Items
23. Water Supply and Conservation Ms. Shaw
- A. [District Water Supply and Conservation Update](#)
- B. [Statewide Water Supply Conditions](#)

- 24. Directors' Oral Reports All Directors
- 25. Legal Reports Mr. Ciampa
- 26. Board members and staff will be given an opportunity to request and suggest subjects for discussion at a future meeting
- 27. Board of Directors Business President Kwong
  - A. [Consider Walnut Valley Water District to Approve Membership in the First Public Hydrogen Authority \(FPH2\)](#)
    - (1) Discussion
    - (2) Action Taken

## Adjournment

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation to participate in a meeting may request such modification or accommodation from the District's General Manager's Office at (909) 595-1268 Ext. 201. Notification forty-eight (48) hours prior to the meeting will enable District staff to make reasonable arrangements to assure accessibility to the meeting.

I, Lucie Cazares, MMC, Walnut Valley Water District, do hereby certify, under penalty of perjury under the laws of the State of California that a full and correct copy of this agenda was posted pursuant to Government Code Section 54950 et. seq., at 271 S. Brea Canyon Road, Walnut, CA., and uploaded to the Walnut Valley Water District website <https://walnutvalleywater.gov/about-us/meetings-minutes-and-agendas/>

Date Posted: May 16, 2025

Lucie Cazares, MMC, Executive Services Administrator

# Team Milestones & Achievements



# Congratulations to the Employees of the Quarter!



Darnell Meyers  
Field



Alyssa Banzil  
Engineering

# Promotional Congratulations!



Juan Gamboa promoted from  
Utility Services Worker I to  
Water Production Operator I



Jason Babashoff promoted  
from Utility Services Worker I  
to Utility Services Worker II

# Certifications



Congratulations Alex for  
passing the T2 certification  
exam!



# Special Recognition



# Special Recognition!



Dillon Stayner for completion of the  
JPIA Professional Development  
Operations Certification Program



Congratulations to Lily for  
completing the Water Innovation  
and Leadership Certification from  
Duke University

# INVESTMENT REPORT

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Walnut Valley Water District | As of March 31, 2025

CHANDLER ASSET MANAGEMENT | [chandlerasset.com](https://chandlerasset.com)

**Chandler Team:**

For questions about your account, please call (800) 317-4747,  
or contact [clientservice@chandlerasset.com](mailto:clientservice@chandlerasset.com)

[ECONOMIC UPDATE](#)

[ACCOUNT PROFILE](#)

[CONSOLIDATED INFORMATION](#)

[PORTFOLIO HOLDINGS](#)

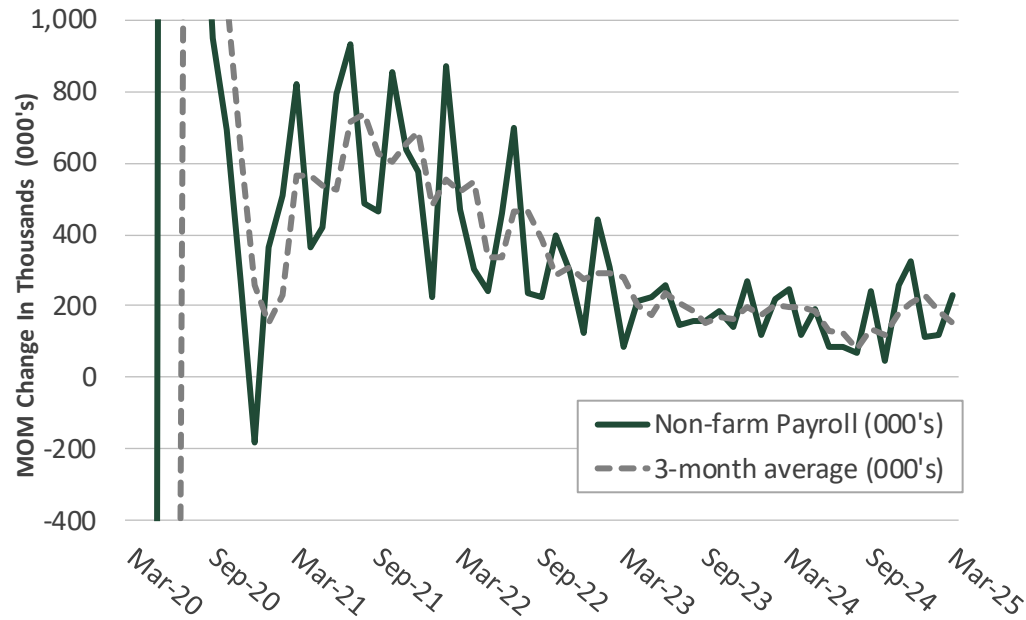
[TRANSACTIONS](#)

## ECONOMIC UPDATE

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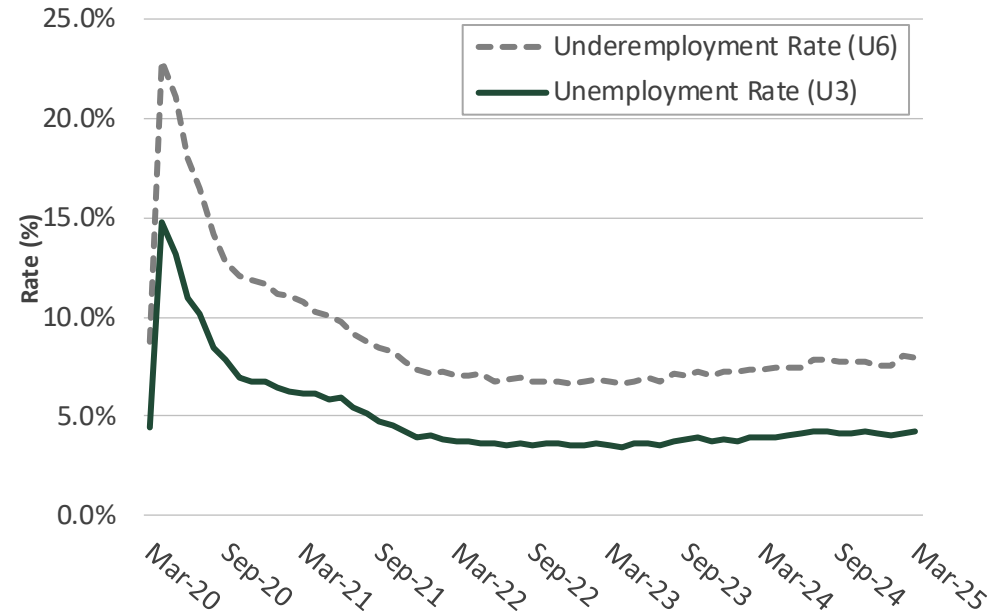
- Recent economic data suggest slower growth in 2025 and greater market uncertainty as the effects of fiscal policy unfold. Inflationary trends have subsided, but some components remain sticky, and core levels remain above the Fed's target. The labor market reflects improved balance between supply and demand for workers. While job creation has been robust, continuing jobless claims remain elevated. Given the economic outlook, we expect gradual normalization of monetary policy and a steepening yield curve.
  
- As broadly anticipated, the Federal Open Market Committee (FOMC) left the Federal Funds Rate unchanged at the range of 4.25 - 4.50% at the March meeting. Fed Chair Powell emphasized increased uncertainty around the economic outlook and the need for "greater clarity" before making changes to interest rate policy. He also acknowledged possible transitory inflationary impacts from tariffs. The summary of economic projections (SEP) indicated lower GDP growth, higher inflation, and higher unemployment estimates than December projections, along with roughly two 25-basis point rate cuts this year. The FOMC also announced a slowdown in the pace of balance sheet reduction.
  
- US Treasury yields declined, and the curve steepened in March. The 2-year Treasury yield declined 10 basis points to 3.89%, the 5-year Treasury fell 7 basis points to 3.95%, and the 10-year Treasury yield was unchanged 4.21%. The spread between the 2-year and 10-year Treasury yield points on the curve widened to +32 basis points at March month-end versus +22 basis points at February month-end. The spread between the 2-year Treasury and 10-year Treasury yield one year ago was -42 basis points. The spread between the 3-month and 10-year Treasury yield points on the curve was -9 basis points in March, unchanged from February.

Nonfarm Payroll (000's)



Source: US Department of Labor

Unemployment Rate



Source: US Department of Labor

The U.S. economy added 228,000 jobs in March, exceeding consensus expectations, and the last two months were revised down by 48,000. Gains were led by healthcare, retail, social assistance, and transportation. The three-month moving average and six-month moving average payrolls totaled 152,000 and 181,000 respectively. The unemployment rate rose to 4.2% in March, and the labor participation rate edged up to 62.5%, remaining below the pre-pandemic level of 63.3%. The U-6 underemployment rate, which includes those who are marginally attached to the labor force and employed part time for economic reasons edged down to 7.9% in March from 8.0% in February. Average hourly earnings ticked down to an increase of 3.8% year-over-year in March.

Job Openings

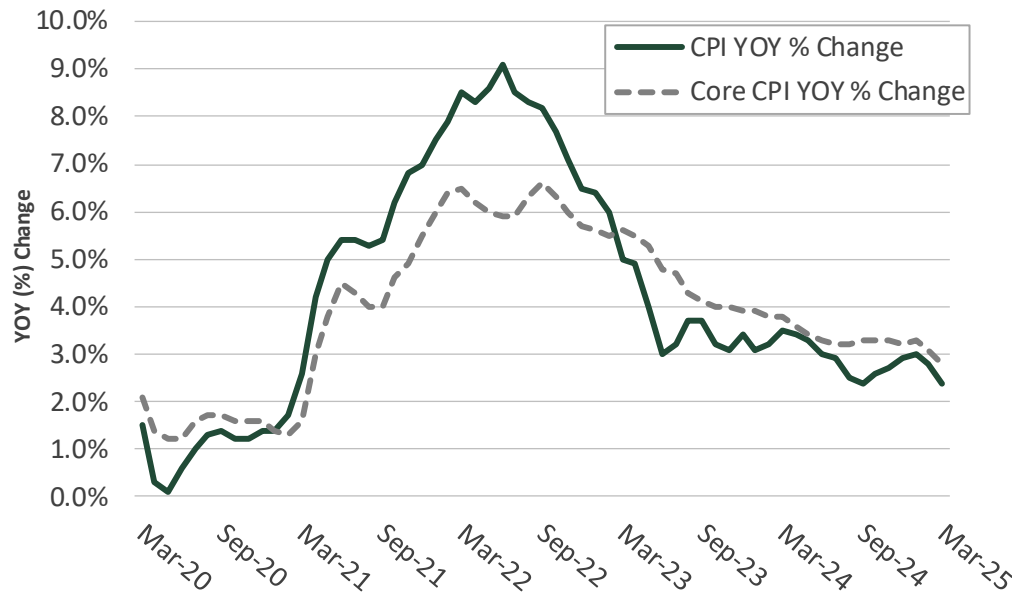


Source: US Department of Labor

The Labor Department’s Job Openings and Labor Turnover Survey (JOLTS) fell to 7.57 million new job openings in February from 7.76 million new job openings in January. Job openings indicate a ratio of 1.1 jobs for each unemployed individual, representing a relatively balanced labor market.

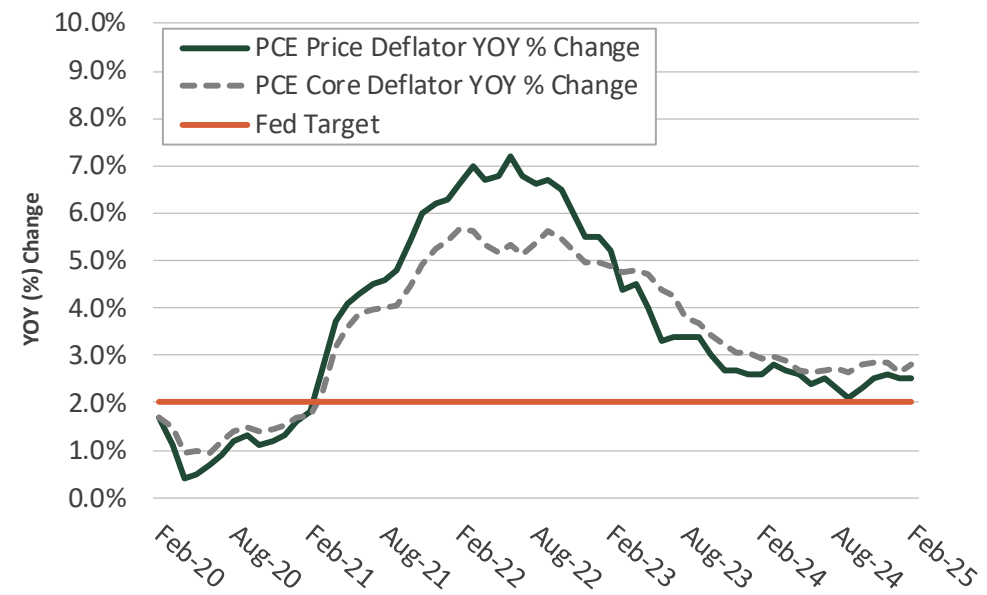


Consumer Price Index (CPI)



Source: US Department of Labor

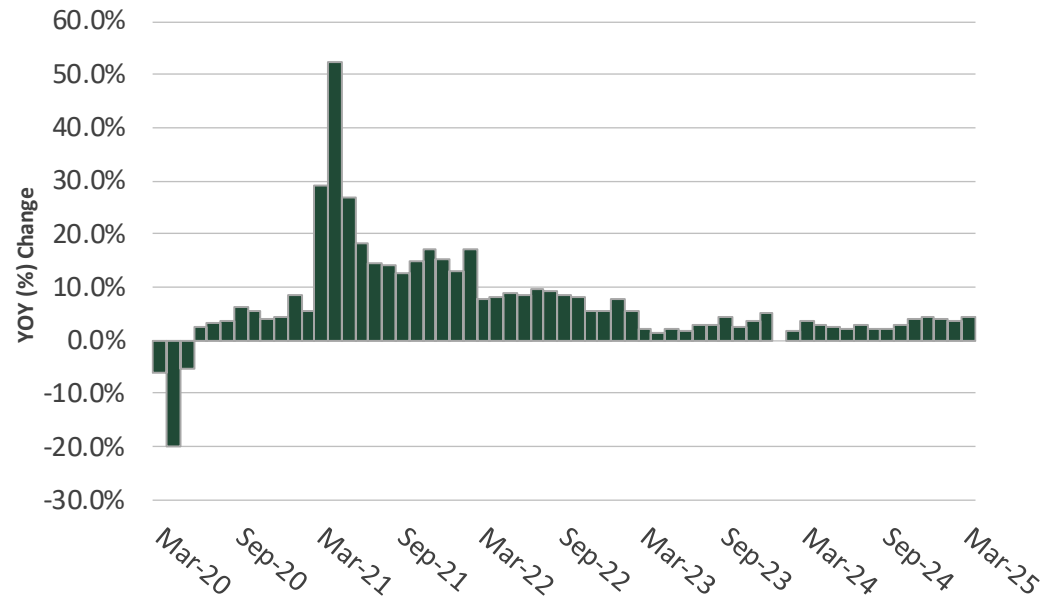
Personal Consumption Expenditures (PCE)



Source: US Department of Commerce

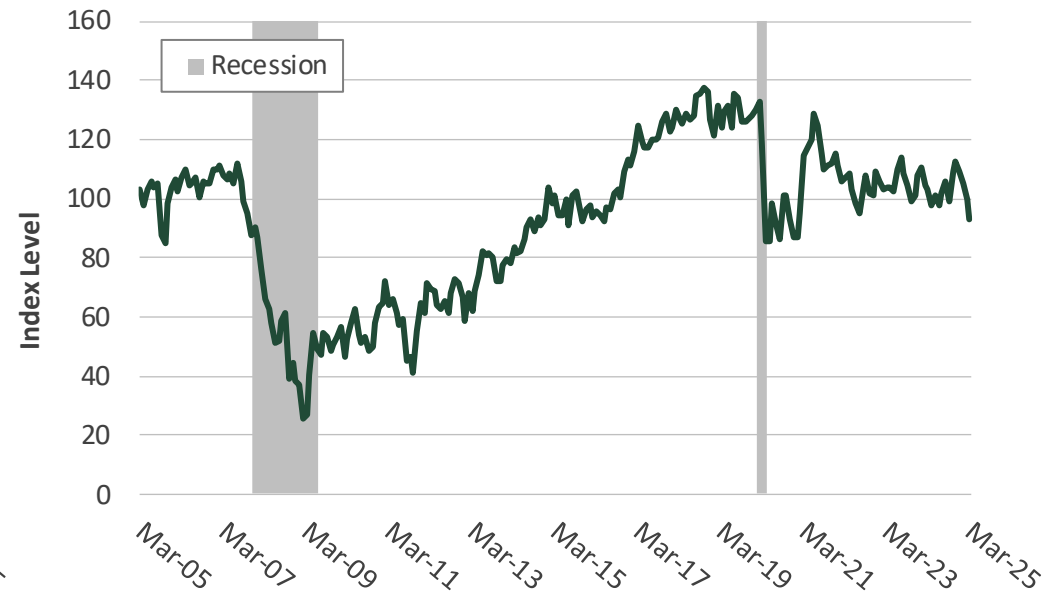
In March, price increases measured by both the Consumer Price Index (CPI) and Core CPI, which excludes volatile food and energy components, decelerated from last month and came in lower than consensus expectations. The headline CPI dropped 0.1% month-over-month and rose 2.4% year-over-year, while the Core CPI rose 0.1% month-over-month and 2.8% year-over-year. The Personal Consumption Expenditures (PCE) price index increased by 0.3% from the previous month and 2.5% year-over-year in February. The Core PCE deflator, which excludes food and energy and is the Fed's preferred gauge, accelerated its increase to 0.4% month-over-month and 2.8% from 2.6% year-over-year. Inflation remains above the Fed's 2% target.

Retail Sales YOY % Change



Source: US Department of Commerce

Consumer Confidence

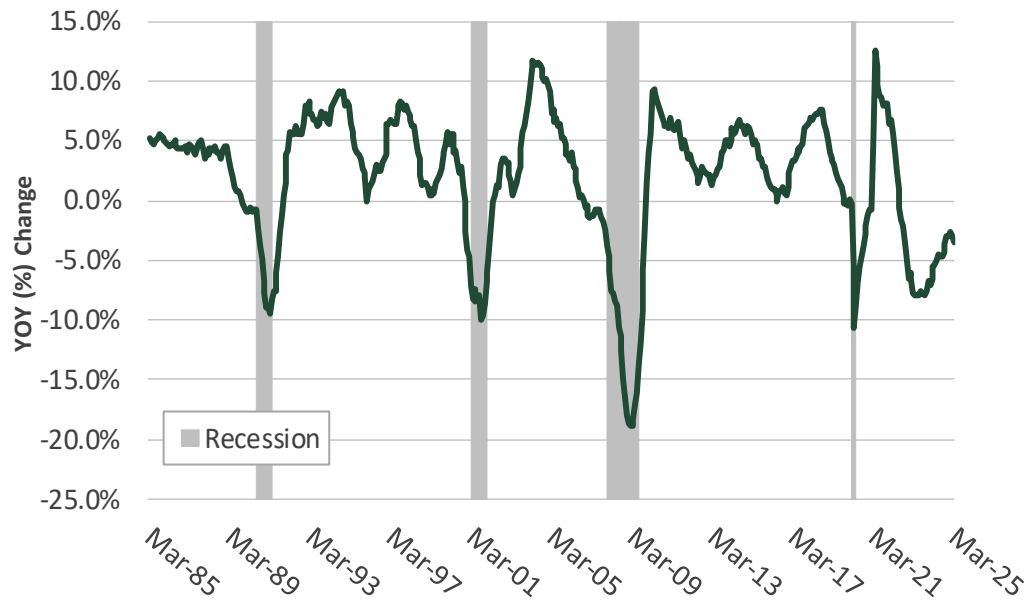


Source: The Conference Board

All time high is 144.70 (1/31/00); All time low is 25.30 (2/28/09)

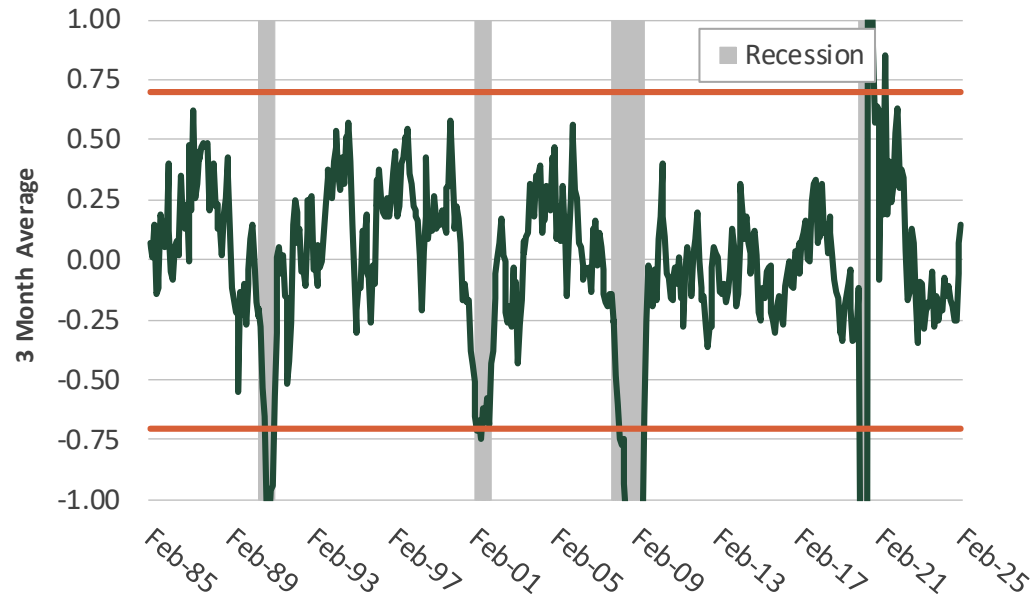
Advance Retail Sales increased 1.4% month-over-month in March following a 0.2% gain in February. Auto sales jumped, and spending ramped up broadly ahead of tariffs. Building materials, garden equipment, and restaurants also soared with the transition to spring weather. However, control group sales, which feeds into gross domestic product, increased a disappointing 0.4% in March. On a year-over-year basis, Retail Sales grew 4.6% in March versus 3.5% in February. The Conference Board's Consumer Confidence Index tumbled 7.2 points in March to 92.9, a notable decrease from February. Consumers' assessment of the present situation fell, and expectations for income, business, and labor market conditions dropped, with pessimism about future employment prospects falling to a 12-year low. While the consumer has been resilient, rising inflation expectations, concerns about trade policies and tariffs, and general economic and policy uncertainty could pose potential risks to future spending.

## Leading Economic Indicators (LEI)



Source: The Conference Board

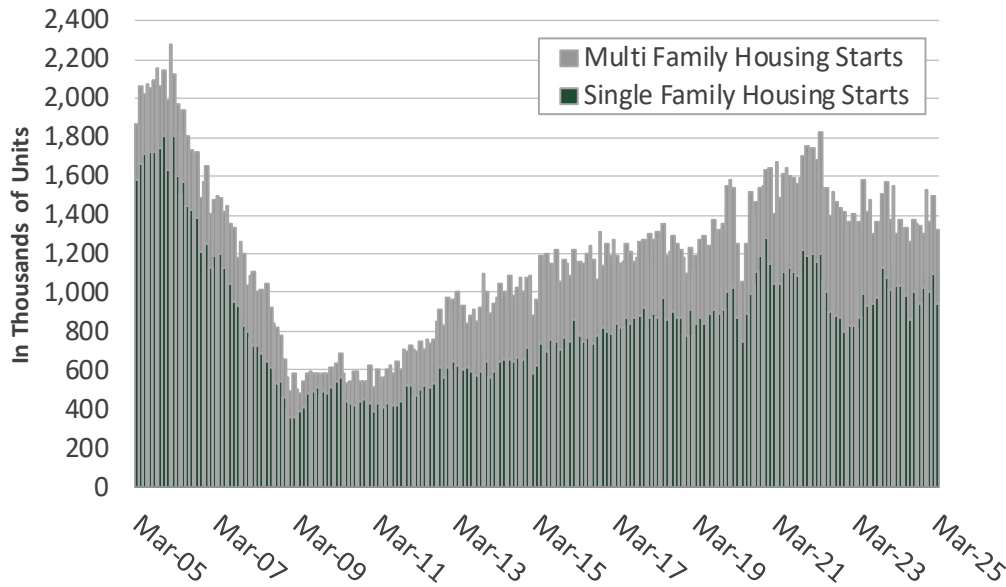
## Chicago Fed National Activity Index (CFNAI)



Source: Federal Reserve Bank of Chicago

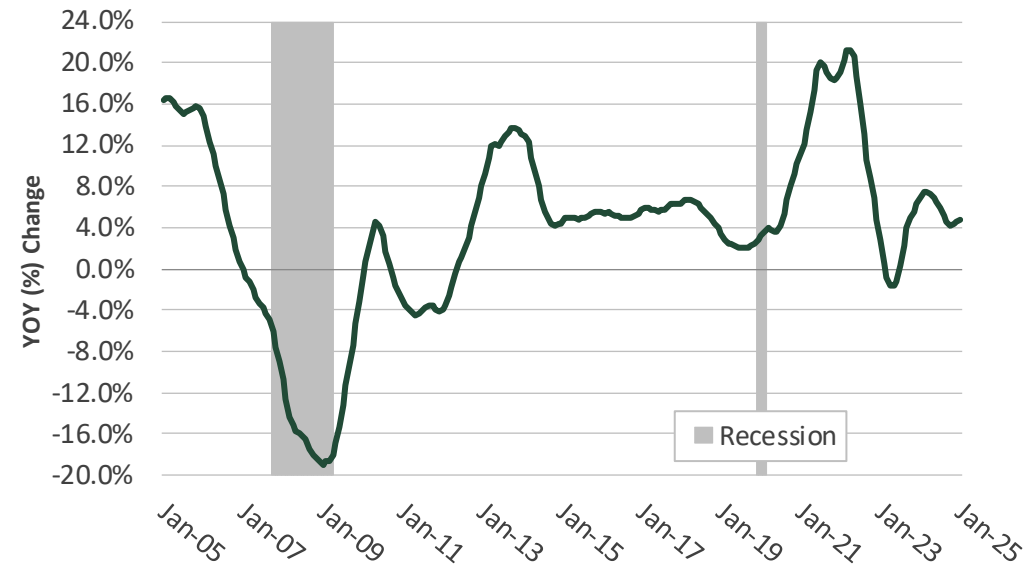
The Conference Board's Leading Economic Index (LEI) fell by 0.7% in March, following a 0.2% decline in February. The LEI decreased by 3.5% year-over-year. The Conference Board forecasted slower growth ahead, as trade policy uncertainty took a toll on consumer sentiment, stock prices, and new orders for manufacturing. The Chicago Fed National Activity Index (CFNAI) increased to +0.18 in February from a revised -0.08 in January, reflecting stronger readings across production-related indicators and sales, orders, and inventories. The three-month moving average rose to +0.15 in February from +0.07 in January, indicating expectations of continued above-trend economic growth.

Annualized Housing Starts



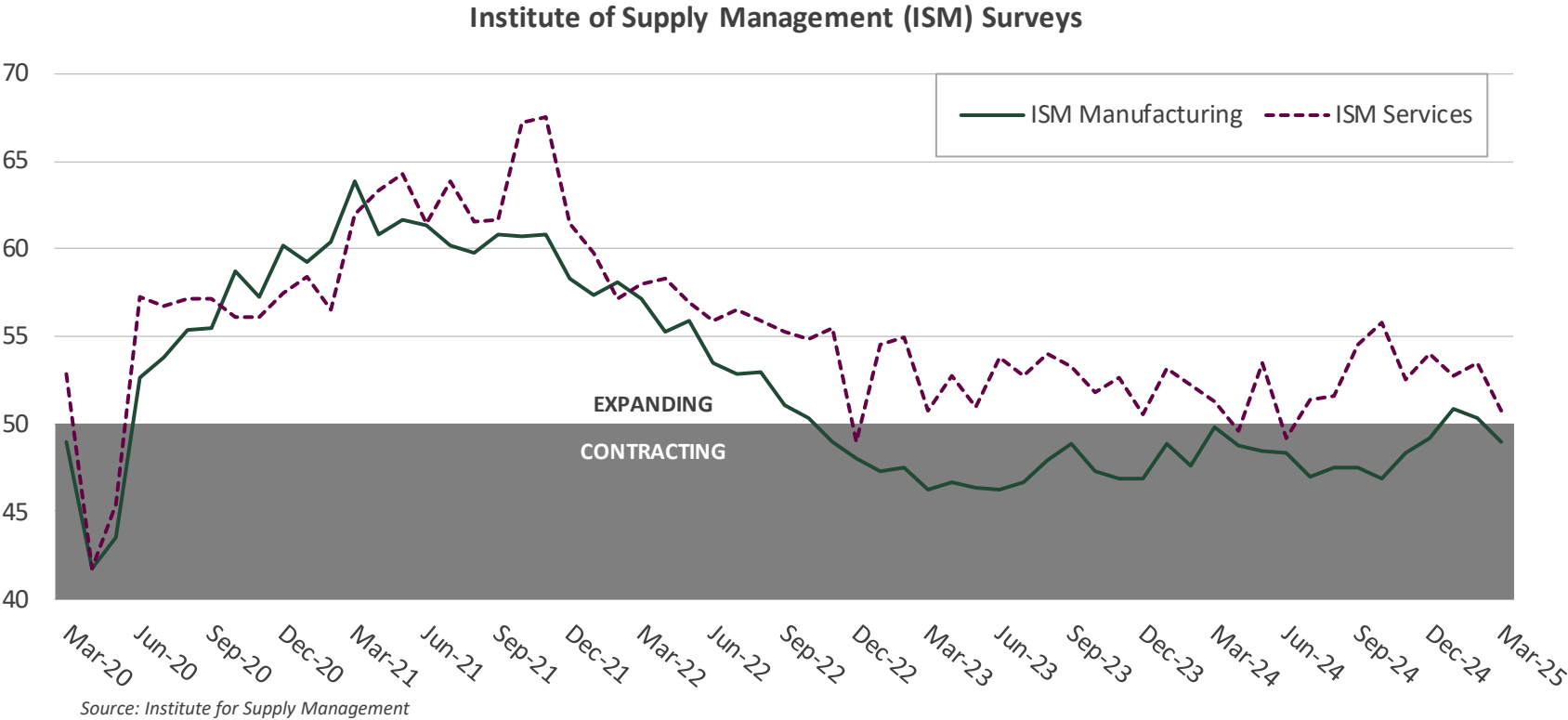
Source: US Department of Commerce

S&amp;P/Case-Shiller 20 City Composite Home Price Index



Source: S&amp;P

Housing starts plunged 11.4% to 1.3 million units in March as builders anticipated higher mortgage rates and slower demand, as well as uncertainty about building costs for materials and labor. Single family starts plummeted 14.2%, and multi-family starts fell 3.5%. Total starts increased 1.9% compared to March 2024. The Freddie Mac 30-year fixed rate mortgage averaged approximately 6.7% in March. According to the Case-Shiller 20-City Home Price Index, housing prices rose 4.7% year-over-year in January, compared to 4.5% in December. While inventory constraints remain a challenge, the slight improvement in annual gains suggests gradual stabilization in the market. However, higher mortgage rates continue to weigh on affordability, limiting buyer demand and market activity.

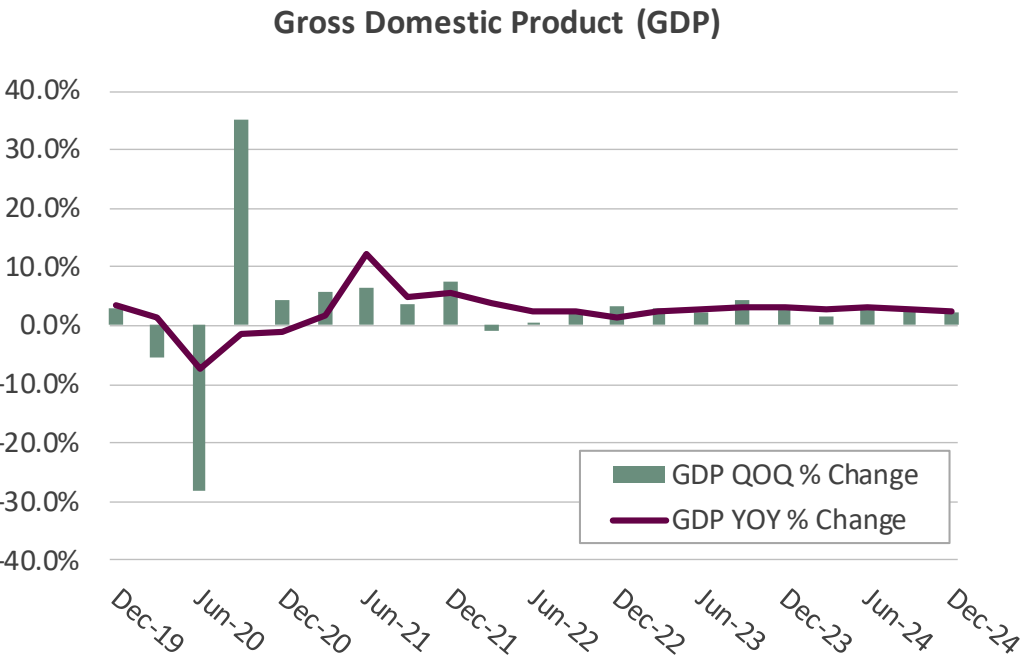


The Institute for Supply Management (ISM) Manufacturing index dipped back into contraction at 49.0 in March from 50.3 in February. The survey reflected a decline in business activity, upward price pressures, and notably weaker employment. The ISM Services index declined to 50.8 in March from 53.5 in February as new orders, employment, and supplier deliveries all weakened. A reading over 50 indicates expansion, while a reading under 50 indicates contraction.

# GROSS DOMESTIC PRODUCT (GDP)

Components of GDP	3/24	6/24	9/24	12/24
Personal Consumption Expenditures	1.3%	1.9%	2.5%	2.7%
Gross Private Domestic Investment	0.6%	1.5%	0.2%	-1.0%
Net Exports and Imports	-0.6%	-0.9%	-0.4%	0.3%
Federal Government Expenditures	0.0%	0.3%	0.6%	0.3%
State and Local (Consumption and Gross Investment)	0.3%	0.3%	0.3%	0.3%
<b>Total</b>	<b>1.6%</b>	<b>3.0%</b>	<b>3.1%</b>	<b>2.4%</b>

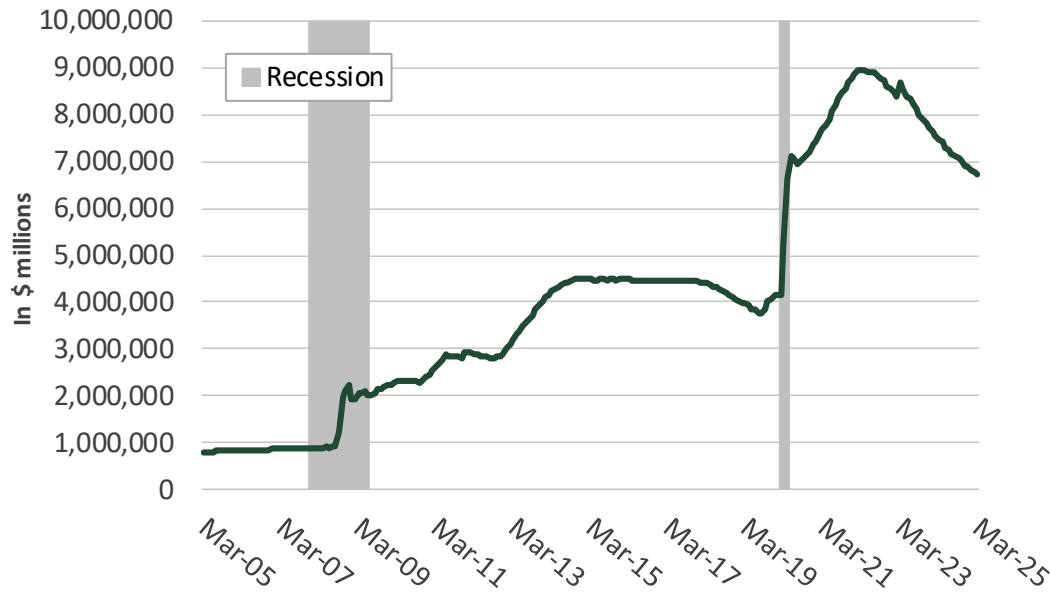
Source: US Department of Commerce



Source: US Department of Commerce

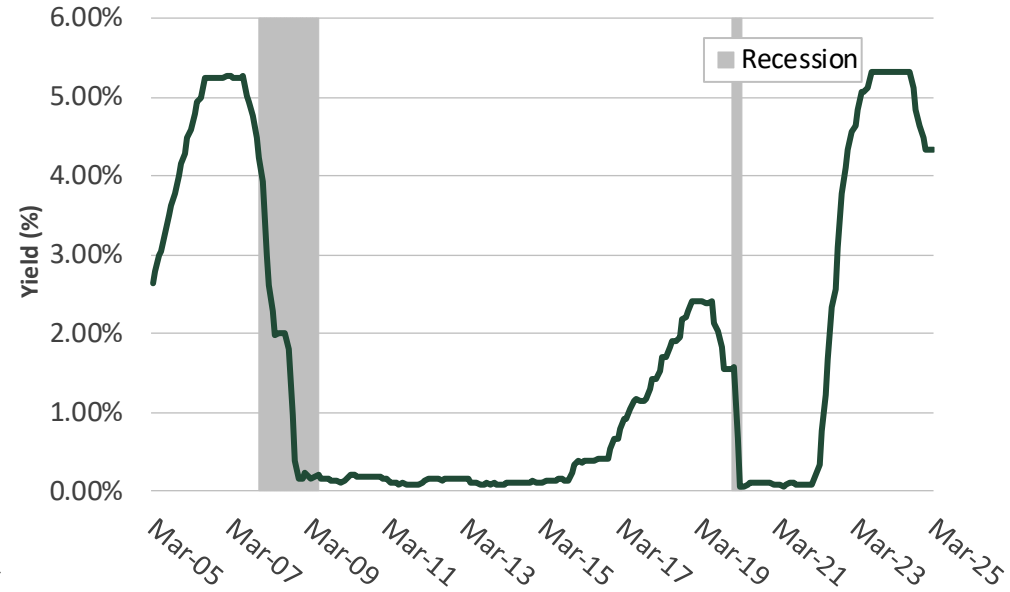
According to the third estimate, fourth quarter GDP increased at an annualized rate of 2.4 percent, revised up 0.1 percentage point from the second estimate. Growth continues to be powered by consumer spending and government spending, partly offset by a decrease in investment. Imports also decreased. Real GDP increased 2.8 percent in 2024. The consensus projection calls for 1.2% growth for the first quarter and 2.0% for the full year 2025.

Federal Reserve Balance Sheet Assets



Source: Federal Reserve

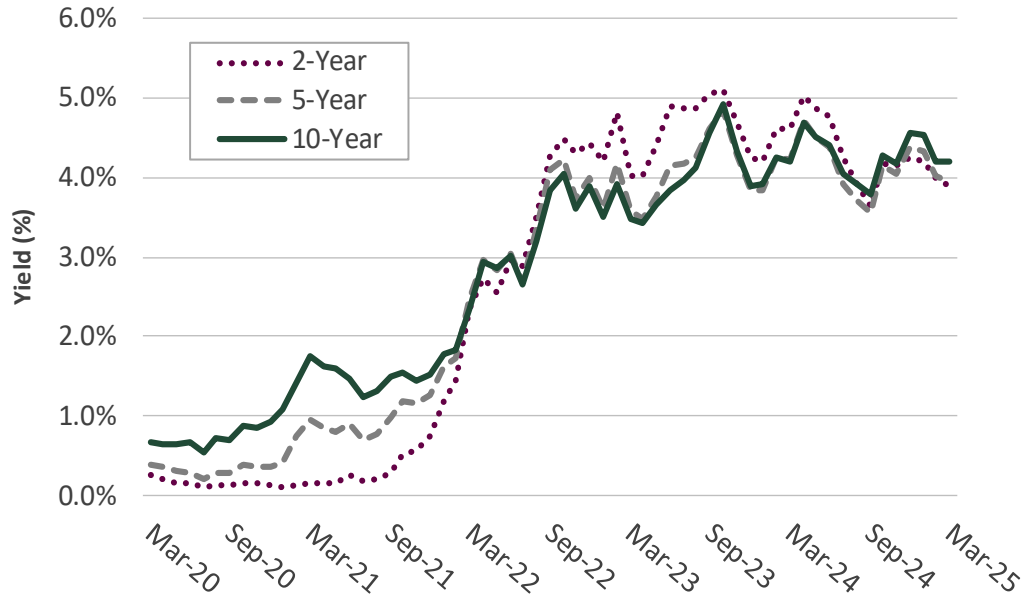
Effective Federal Funds Rate



Source: Bloomberg

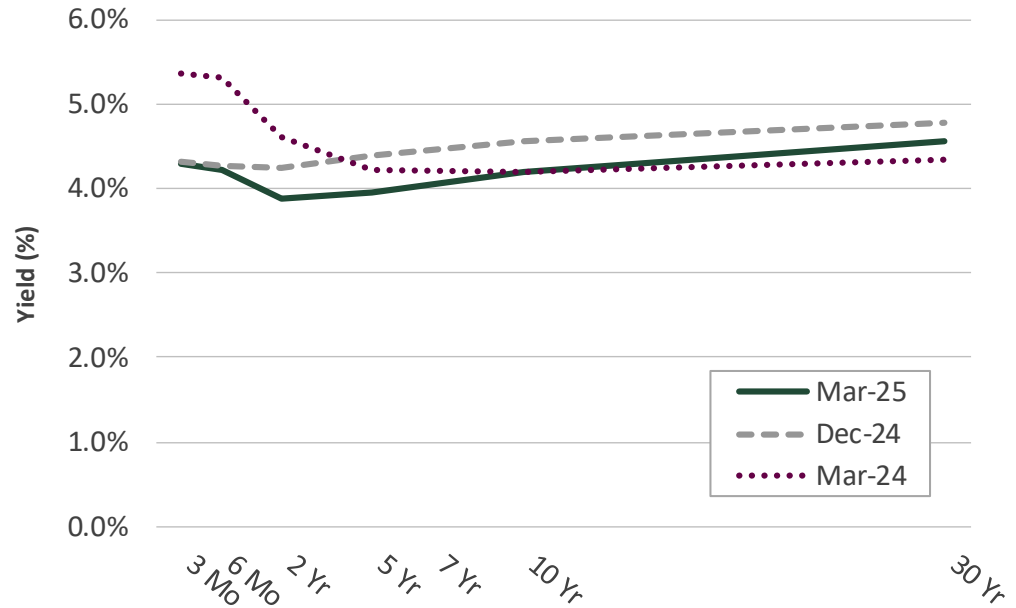
As broadly anticipated, the Federal Open Market Committee (FOMC) left the Federal Funds Rate unchanged at the range of 4.25 - 4.50% at the March meeting. Fed Chair Powell emphasized increased uncertainty around the economic outlook and the need for “greater clarity” before making changes to interest rate policy. He also acknowledged possible transitory inflationary impacts from tariffs. The summary of economic projections (SEP) indicated lower GDP growth, higher inflation, and higher unemployment estimates than December projections, along with roughly two 25-basis point rate cuts this year. The FOMC also announced a slowdown in the pace of balance sheet reduction. The monthly redemption cap on Treasuries will be reduced from \$25 billion to \$5 billion, while the cap on agencies and mortgage-backed securities will be maintained at \$35 billion. Since the Fed began its Quantitative Tightening campaign in June 2022, securities holdings have declined by approximately \$2.2 trillion to approximately \$6.8 trillion.

US Treasury Note Yields



Source: Bloomberg

US Treasury Yield Curve



Source: Bloomberg

At the end of March, the 2-year Treasury yield was 74 basis points lower, and the 10-Year Treasury yield was 6 basis points higher, year-over-year. The spread between the 2-year and 10-year Treasury yield points on the curve widened to +32 basis points at March month-end versus +22 basis points at February month-end. The recent yield curve inversion which began in July 2022 was historically long. The average historical spread (since 2005) is about +99 basis points. The spread between the 3-month and 10-year Treasury yield points on the curve was -9 basis points in March, unchanged from February.



## PERIODIC TABLE OF ASSET CLASS RETURNS

2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	YTD 2025
US Real Estate 2.5%	US Small Cap Stocks 20.4%	Emerging Market Stocks 37.3%	International Bonds 3.2%	US Large Cap Stocks 31.5%	US Mid Cap Stocks 19.8%	US Real Estate 43.1%	Diversified Commodities 26.0%	US Large Cap Stocks 26.3%	US Large Cap Stocks 25.0%	International Stocks 6.9%
US Large Cap Stocks 1.4%	US High Yield Bonds 17.5%	International Stocks 25.0%	US Core Bonds 0.0%	US Mid Cap Stocks 30.6%	US Small Cap Stocks 19.2%	Diversified Commodities 40.4%	US High Yield Bonds -11.2%	US Small Cap Stocks 19.1%	US Mid Cap Stocks 17.2%	Diversified Commodities 4.9%
International Bonds 1.3%	US Mid Cap Stocks 12.6%	US Large Cap Stocks 21.8%	US High Yield Bonds -2.3%	US Small Cap Stocks 25.9%	US Large Cap Stocks 18.4%	US Large Cap Stocks 28.7%	International Bonds -12.7%	International Stocks 18.2%	US Small Cap Stocks 11.0%	International Real Estate 3.3%
US Core Bonds 0.6%	US Large Cap Stocks 12.0%	US Mid Cap Stocks 20.3%	US Large Cap Stocks -4.4%	US Real Estate 25.8%	Emerging Market Stocks 18.3%	US Mid Cap Stocks 24.0%	US Core Bonds -13.3%	US Mid Cap Stocks 14.5%	Diversified Commodities 9.2%	Emerging Market Stocks 2.9%
US Mid Cap Stocks -0.6%	Diversified Commodities 11.4%	International Real Estate 20.0%	US Real Estate -4.6%	International Stocks 22.0%	International Stocks 7.8%	US Small Cap Stocks 21.1%	International Stocks -14.5%	US Real Estate 13.7%	US Real Estate 8.8%	US Core Bonds 2.8%
International Stocks -0.8%	Emerging Market Stocks 11.2%	US Small Cap Stocks 15.2%	International Real Estate -6.4%	International Real Estate 21.0%	US Core Bonds 7.6%	International Stocks 11.3%	US Mid Cap Stocks -16.9%	US High Yield Bonds 13.5%	US High Yield Bonds 8.2%	US Real Estate 1.1%
International Real Estate -3.8%	US Real Estate 8.6%	US High Yield Bonds 7.5%	US Mid Cap Stocks -8.1%	Emerging Market Stocks 18.4%	US High Yield Bonds 6.2%	International Real Estate 8.1%	US Small Cap Stocks -17.8%	Emerging Market Stocks 9.8%	Emerging Market Stocks 7.5%	US High Yield Bonds 0.9%
US Small Cap Stocks -4.1%	International Bonds 4.9%	Diversified Commodities 5.8%	US Small Cap Stocks -11.0%	Diversified Commodities 17.6%	International Bonds 4.7%	US High Yield Bonds 5.4%	US Large Cap Stocks -18.1%	International Bonds 8.7%	International Stocks 3.8%	International Bonds -0.1%
US High Yield Bonds -4.6%	US Core Bonds 2.6%	US Real Estate 5.1%	International Stocks -13.8%	US High Yield Bonds 14.4%	International Real Estate -7.1%	US Core Bonds -1.6%	Emerging Market Stocks -20.1%	International Real Estate 6.3%	International Bonds 3.8%	US Large Cap Stocks -4.3%
Emerging Market Stocks -14.9%	International Real Estate 1.3%	US Core Bonds 3.6%	Diversified Commodities -13.8%	US Core Bonds 9.0%	US Real Estate -7.6%	International Bonds -2.1%	International Real Estate -24.3%	US Core Bonds 5.4%	US Core Bonds 1.3%	US Mid Cap Stocks -4.3%
Diversified Commodities -32.9%	International Stocks 1.0%	International Bonds 2.6%	Emerging Market Stocks -14.6%	International Bonds 8.1%	Diversified Commodities -23.7%	Emerging Market Stocks -2.5%	US Real Estate -24.5%	Diversified Commodities -4.3%	International Real Estate -8.4%	US Small Cap Stocks -8.4%

Index returns as of 03/31/2025. Past performance is not indicative of future results. Index returns assume reinvestment of all distributions and do not reflect fees or expenses. It is not possible to invest directly in an index. This information is not intended to constitute an offer, solicitation, recommendation, or advice regarding securities or investment strategy. Please see attached Asset Class Disclosure.

## ACCOUNT PROFILE

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### **Investment Objectives**

The investment objectives of Walnut Valley Water District, in order of priority, are to provide safety to ensure the preservation of capital in the overall portfolio, provide sufficient liquidity for cash needs and a market rate of return consistent with the investment program.

### **Chandler Asset Management Performance Objective**

The performance objective for the portfolio is to earn a total rate of return through a market cycle that is equal to or above the return on the benchmark index.

### **Strategy**

In order to achieve these objectives, the portfolio invests in high-quality fixed income securities that comply with the investment policy and all regulations governing the funds.

## STATEMENT OF COMPLIANCE



Walnut Valley Water District | Account #10074 | As of March 31, 2025

Rules Name	Limit	Actual	Compliance Status	Notes
<b>AGENCY MORTGAGE SECURITIES (CMOS)</b>				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV; Agencies & Agency CMOs)	30.0	8.8	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
<b>ASSET-BACKED SECURITIES (ABS)</b>				
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
<b>BANKERS' ACCEPTANCES</b>				
Max % (MV)	40.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	180	0.0	Compliant	
<b>CERTIFICATE OF DEPOSIT PLACEMENT SERVICE (CDARS)</b>				
Max % (MV)	50.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
<b>COLLATERALIZED BANK DEPOSITS</b>				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
<b>COLLATERALIZED TIME DEPOSITS (NON-NEGOTIABLE CD/TD)</b>				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
<b>COMMERCIAL PAPER</b>				
Max % (MV)	25.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	270	0.0	Compliant	

# STATEMENT OF COMPLIANCE



Walnut Valley Water District | Account #10074 | As of March 31, 2025

Rules Name	Limit	Actual	Compliance Status	Notes
Min Rating (A-1 by 1 or A- by 1)	0.0	0.0	Compliant	
<b>CORPORATE MEDIUM TERM NOTES</b>				
Max % (MV)	30.0	29.4	Compliant	
Max % Issuer (MV)	5.0	1.8	Compliant	
Max Maturity (Years)	5	3	Compliant	
Min Rating (A- by 1)	0.0	0.0	Compliant	
<b>FDIC INSURED TIME DEPOSITS (NON-NEGOTIABLE CD/TD)</b>				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
<b>FEDERAL AGENCIES</b>				
Max % (MV)	100.0	17.8	Compliant	
Max % Issuer (MV; Agencies & Agency CMOs)	30.0	8.8	Compliant	
Max Callables (MV)	20.0	0.0	Compliant	
Max Maturity (Years)	5	3	Compliant	
<b>LOCAL AGENCY INVESTMENT FUND (LAIF)</b>				
Max Concentration (MV)	75.0	0.0	Compliant	
<b>LOCAL GOVERNMENT INVESTMENT POOL (LGIP)</b>				
Max % Issuer (MV)	5.0	0.0	Compliant	
<b>MONEY MARKET MUTUAL FUNDS</b>				
Max % (MV)	20.0	3.2	Compliant	
Max % Issuer (MV)	20.0	3.2	Compliant	
Min Rating (AAA by 2)	0.0	0.0	Compliant	
<b>MORTGAGE-BACKED SECURITIES (NON-AGENCY)</b>				
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
<b>MUNICIPAL SECURITIES (CA, LOCAL AGENCY)</b>				

## STATEMENT OF COMPLIANCE



Walnut Valley Water District | Account #10074 | As of March 31, 2025

Rules Name	Limit	Actual	Compliance Status	Notes
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
<b>MUNICIPAL SECURITIES (CA, OTHER STATES)</b>				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
<b>MUTUAL FUNDS</b>				
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	10.0	0.0	Compliant	
Min Rating (AAA by 2)	0.0	0.0	Compliant	
<b>NEGOTIABLE CERTIFICATES OF DEPOSIT (NCD)</b>				
Max % (MV)	30.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
<b>REPURCHASE AGREEMENTS</b>				
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	1.0	0.0	Compliant	
<b>REVERSE REPURCHASE AGREEMENTS</b>				
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	92.0	0.0	Compliant	
<b>SUPRANATIONAL OBLIGATIONS</b>				
Max % (MV)	30.0	3.9	Compliant	
Max % Issuer (MV)	10.0	2.1	Compliant	
Max Maturity (Years)	5	1	Compliant	
Min Rating (AA- by 1)	0.0	0.0	Compliant	
<b>U.S. TREASURIES</b>				
Max % (MV)	100.0	45.7	Compliant	
Max Maturity (Years)	5	4	Compliant	

PORTFOLIO CHARACTERISTICS



Walnut Valley Water District | Account #10074 | As of March 31, 2025

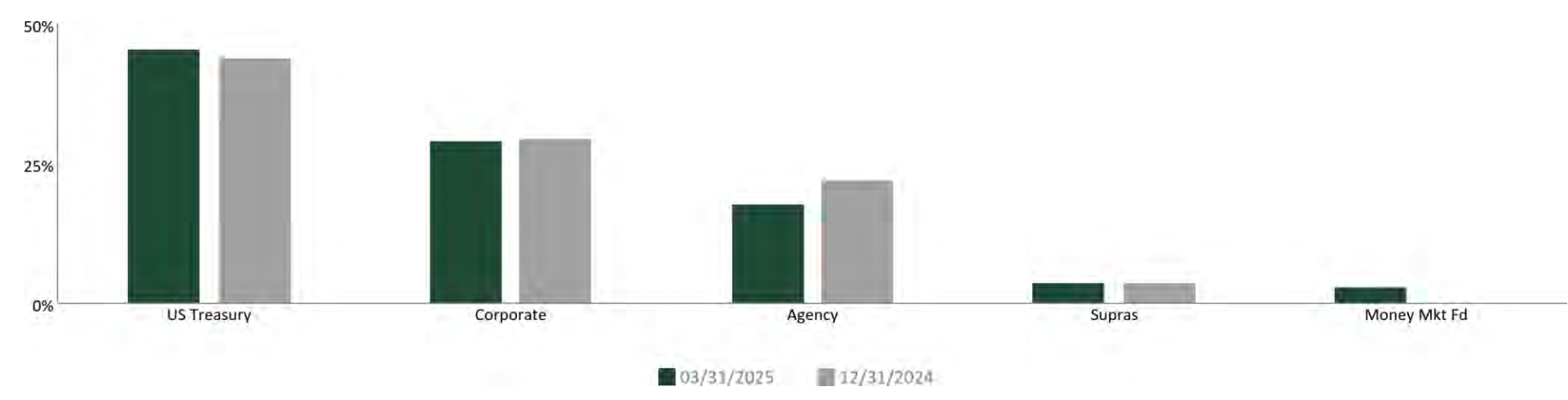
	Benchmark*	3/31/2025 Portfolio	12/31/2024 Portfolio
Average Maturity (yrs)	2.65	1.79	1.72
Average Modified Duration	2.48	1.66	1.60
Average Purchase Yield		2.54%	2.23%
Average Market Yield	3.93%	4.13%	4.38%
Average Quality**	AA+	AA+	AA+
Total Market Value		27,717,992	27,258,398

\*Benchmark: ICE BofA 1-5 Year Unsubordinated US Treasury & Agency Index  
\*\*The credit quality is a weighted average calculation of the highest of S&P, Moody's and Fitch.

SECTOR DISTRIBUTION



Walnut Valley Water District | Account #10074 | As of March 31, 2025



Sector as a Percentage of Market Value

Sector	03/31/2025	12/31/2024
US Treasury	45.73%	44.17%
Corporate	29.37%	29.57%
Agency	17.81%	22.33%
Supras	3.88%	3.91%
Money Mkt Fd	3.21%	--



## ISSUERS

Walnut Valley Water District | Account #10074 | As of March 31, 2025

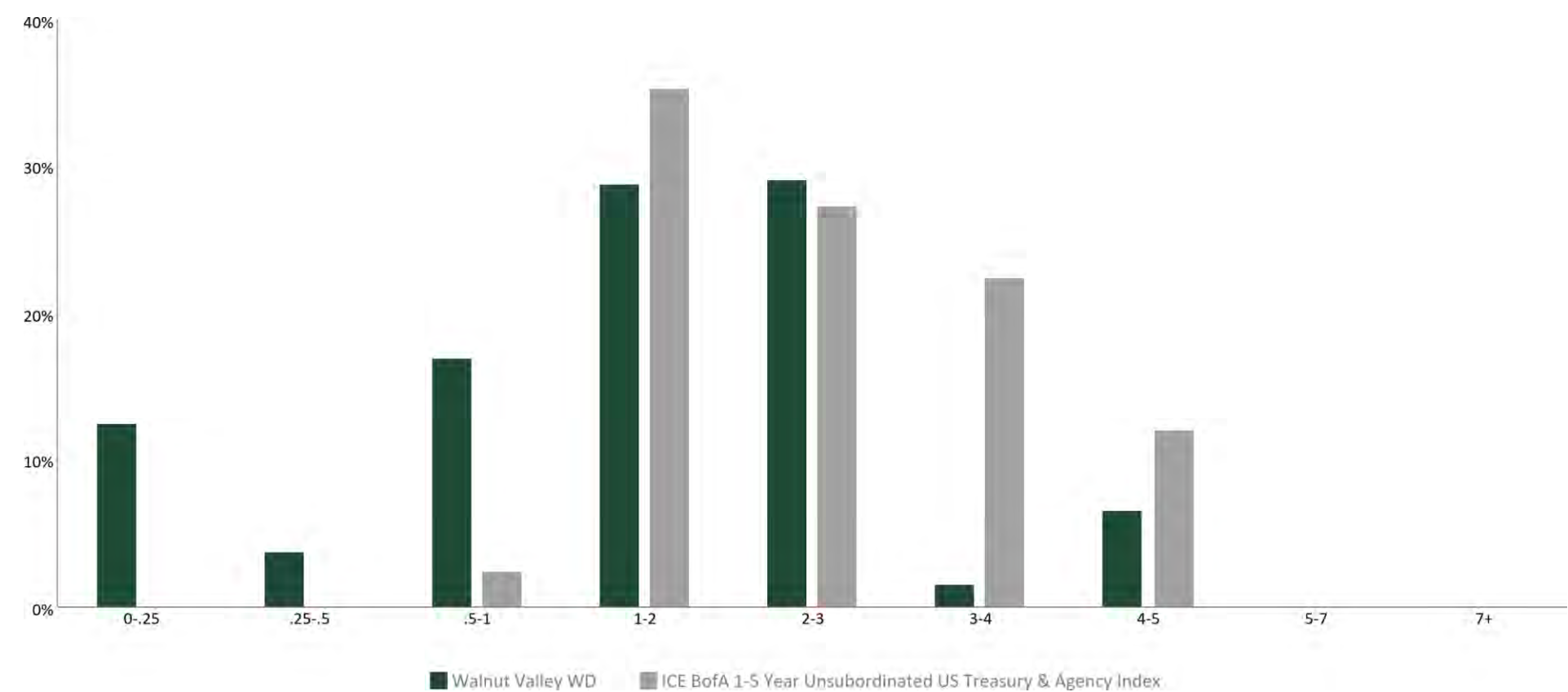
Issuer	Investment Type	% Portfolio
Government of The United States	US Treasury	45.73%
Federal Home Loan Banks	Agency	8.77%
FNMA	Agency	5.11%
Federal Home Loan Mortgage Corp	Agency	3.93%
Federated Hermes, Inc.	Money Mkt Fd	3.21%
International Bank for Recon and Dev	Supras	2.13%
Bank of America Corporation	Corporate	1.84%
Deere & Company	Corporate	1.84%
PACCAR Inc	Corporate	1.83%
Northern Trust Corporation	Corporate	1.81%
PepsiCo, Inc.	Corporate	1.79%
Inter-American Development Bank	Supras	1.75%
Target Corporation	Corporate	1.75%
BNY Mellon Corp	Corporate	1.74%
Toyota Motor Corporation	Corporate	1.68%
Mastercard Incorporated	Corporate	1.66%
Prologis, Inc.	Corporate	1.65%
Florida Power & Light	Corporate	1.63%
Honeywell International Inc.	Corporate	1.57%
Bank of Montreal	Corporate	1.45%
Pfizer Inc.	Corporate	1.44%
Royal Bank of Canada	Corporate	1.44%
Amazon.com, Inc.	Corporate	1.43%
Public Service Enterprise Group Inco	Corporate	1.42%
The Toronto-Dominion Bank	Corporate	1.40%
Cash	Cash	0.00%
<b>TOTAL</b>		<b>100.00%</b>

DURATION DISTRIBUTION



Walnut Valley Water District | Account #10074 | As of March 31, 2025

Portfolio Compared to the Benchmark



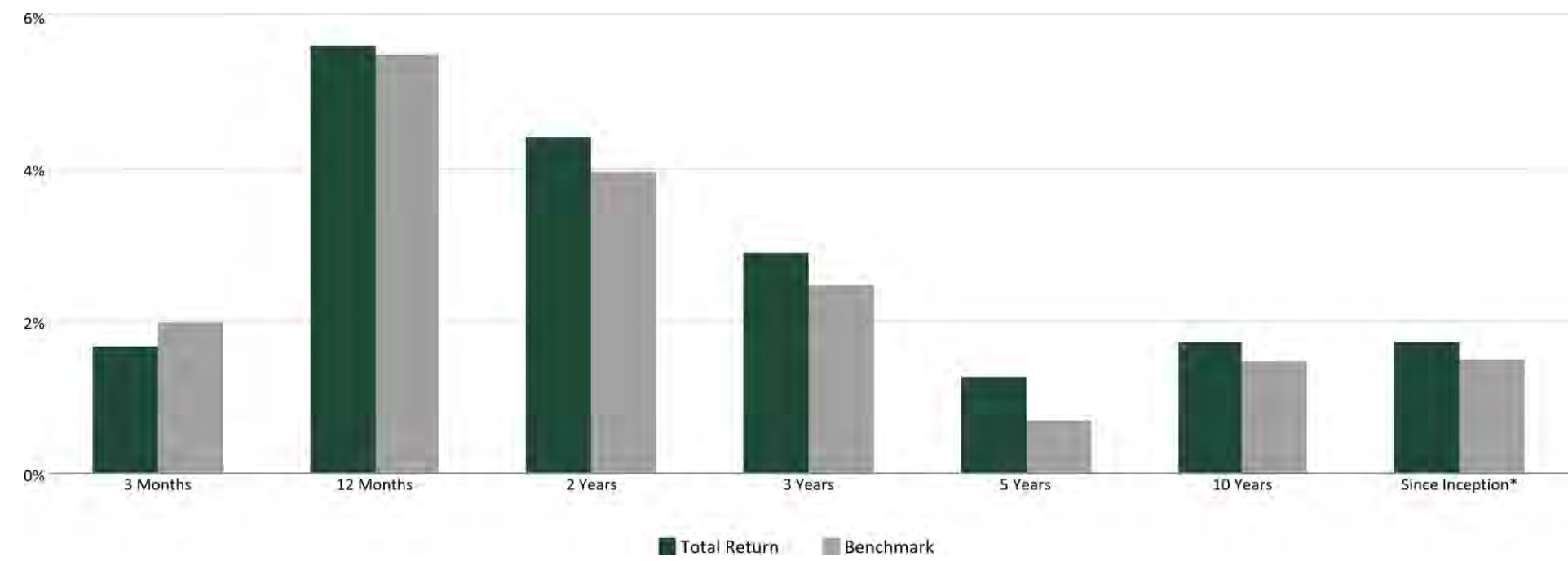
	0-0.25	0.25-0.5	0.5-1	1-2	2-3	3-4	4-5	5-7	7+
Portfolio	12.6%	3.9%	17.1%	28.9%	29.2%	1.7%	6.6%	0.0%	0.0%
ICE BofA 1-5 Year Unsubordinated US Treasury & Agency Index	0.0%	0.0%	2.6%	35.4%	27.3%	22.5%	12.1%	0.0%	0.0%

INVESTMENT PERFORMANCE



Walnut Valley Water District | Account #10074 | As of March 31, 2025

Total Rate of Return : Inception | 08/01/2009



	3 Months	12 Months	2 Years	3 Years	5 Years	10 Years	Since Inception
TOTAL RATE OF RETURN							
Walnut Valley WD	1.68%	5.62%	4.44%	2.91%	1.28%	1.74%	1.76%
Benchmark	2.00%	5.50%	3.96%	2.49%	0.71%	1.47%	1.50%

\*Periods over 1 year are annualized.  
Benchmark: ICE BofA 1-5 Year Unsubordinated US Treasury & Agency Index  
Total rate of return: A measure of a portfolio's performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending market value; it includes interest earnings, realized and unrealized gains and losses in the portfolio.

PORTFOLIO CHARACTERISTICS



Walnut Valley Water District Liquidity | Account #10075 | As of March 31, 2025

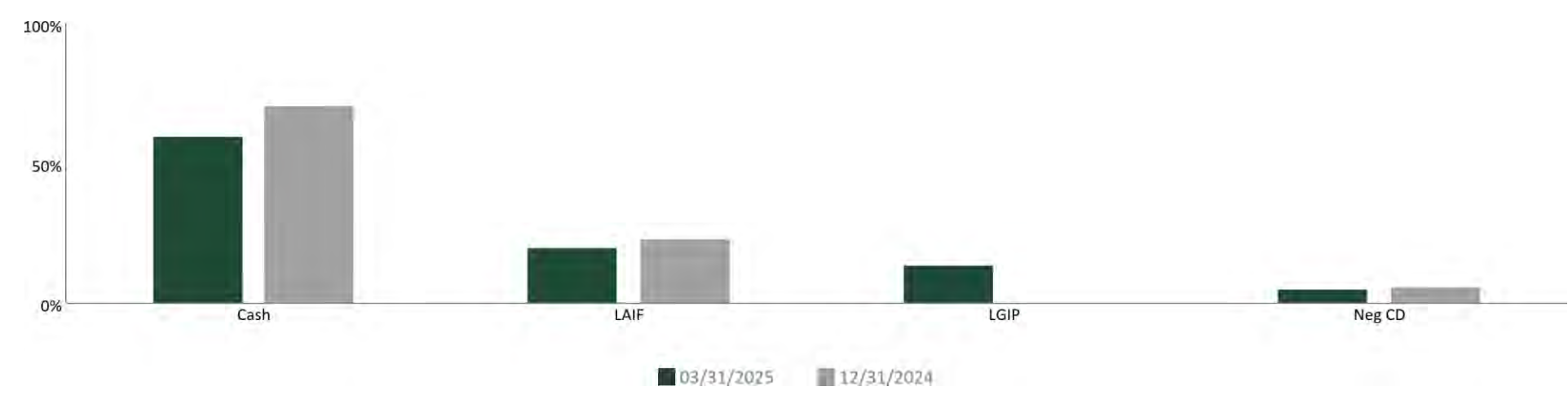
	3/31/2025 Portfolio	12/31/2024 Portfolio
Average Maturity (yrs)	0.03	0.05
Average Modified Duration	0.03	0.05
Average Purchase Yield	1.55%	1.09%
Average Market Yield	1.72%	1.29%
Average Quality**	A-	A-
Total Market Value	14,202,586	12,150,450

\*Benchmark: NO BENCHMARK REQUIRED

\*\*The credit quality is a weighted average calculation of the highest of S&P, Moody’s and Fitch.

SECTOR DISTRIBUTION

Walnut Valley Water District Liquidity | Account #10075 | As of March 31, 2025



Sector as a Percentage of Market Value

Sector	03/31/2025	12/31/2024
Cash	60.46%	70.71%
LAIF	20.18%	23.32%
LGIP	14.21%	--
Neg CD	5.15%	5.97%

ISSUERS



Walnut Valley Water District Liquidity | Account #10075 | As of March 31, 2025

Issuer	Investment Type	% Portfolio
	Cash	60.46%
LAIF	LAIF	20.18%
CA CLASS	LGIP	14.21%
State Bank of India - New York Branc	Neg CD	1.74%
Sallie Mae Bank	Neg CD	1.74%
The Goldman Sachs Group, Inc.	Neg CD	1.67%
<b>TOTAL</b>		<b>100.00%</b>

## CONSOLIDATED INFORMATION

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PORTFOLIO CHARACTERISTICS



Walnut Valley Water District Cons | Account #10076 | As of March 31, 2025

	3/31/2025 Portfolio	12/31/2024 Portfolio
Average Maturity (yrs)	1.19	1.20
Average Modified Duration	1.10	1.12
Average Purchase Yield	2.20%	1.88%
Average Market Yield	3.31%	3.43%
Average Quality**	AA+	AA+
Total Market Value	41,920,578	39,408,847

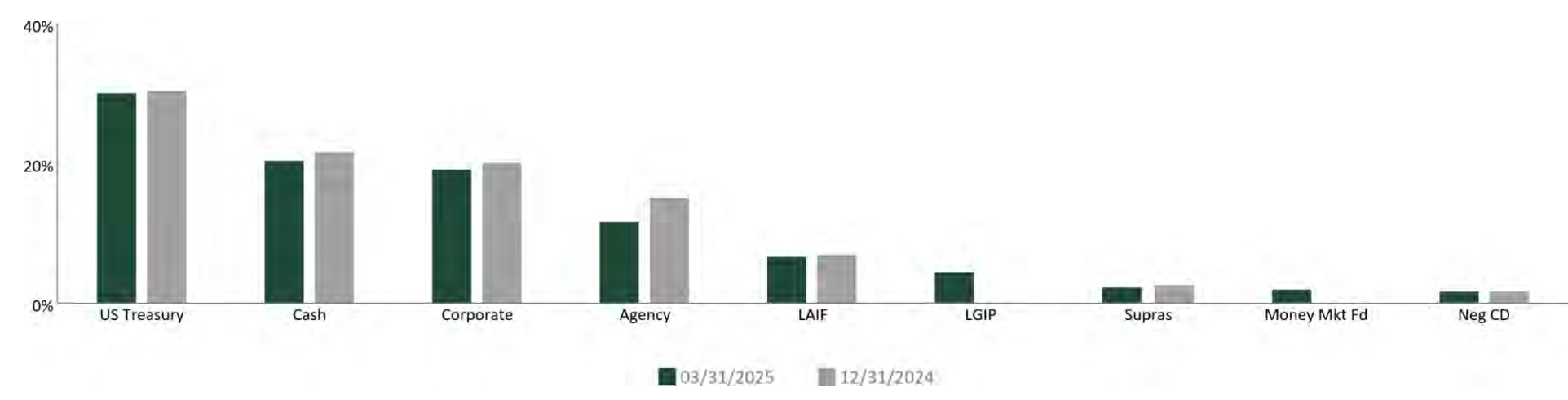
\*Benchmark: NO BENCHMARK REQUIRED  
\*\*The credit quality is a weighted average calculation of the highest of S&P, Moody’s and Fitch.



SECTOR DISTRIBUTION



Walnut Valley Water District Cons | Account #10076 | As of March 31, 2025



Sector as a Percentage of Market Value

Sector	03/31/2025	12/31/2024
US Treasury	30.18%	30.51%
Cash	20.55%	21.89%
Corporate	19.38%	20.42%
Agency	11.76%	15.42%
LAIF	6.86%	7.21%
LGIP	4.83%	--
Supras	2.56%	2.70%
Money Mkt Fd	2.12%	--
Neg CD	1.75%	1.85%

## PORTFOLIO HOLDINGS

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# HOLDINGS REPORT



Walnut Valley Water District | Account #10074 | As of March 31, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
<b>AGENCY</b>									
3135G03U5	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.625 04/22/2025	800,000.00	-- 0.53%	803,537.00 800,041.76	99.78 4.36%	798,256.14 2,208.33	2.90% (1,785.61)	AAA/AA AA	0.06 0.06
3130AJKW8	FEDERAL HOME LOAN BANKS 0.5 06/13/2025	600,000.00	06/10/2020 0.54%	598,866.00 599,954.61	99.24 4.32%	595,446.58 900.00	2.16% (4,508.04)	AAA/AA AA	0.20 0.20
3137EAEU9	FEDERAL HOME LOAN MORTGAGE CORP 0.375 07/21/2025	400,000.00	08/12/2020 0.45%	398,456.00 399,904.95	98.82 4.29%	395,275.87 291.67	1.43% (4,629.08)	AAA/AA AA	0.31 0.30
3137EAEX3	FEDERAL HOME LOAN MORTGAGE CORP 0.375 09/23/2025	700,000.00	10/07/2020 0.50%	695,758.00 699,590.09	98.14 4.35%	686,982.67 58.33	2.49% (12,607.41)	AAA/AA AA	0.48 0.47
3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025	625,000.00	11/18/2020 0.51%	624,775.00 624,972.71	97.73 4.37%	610,815.81 1,250.00	2.22% (14,156.91)	AAA/AA AA	0.61 0.59
3130AKFA9	FEDERAL HOME LOAN BANKS 0.375 12/12/2025	600,000.00	01/05/2021 0.42%	598,680.00 599,813.10	97.40 4.20%	584,389.21 681.25	2.12% (15,423.90)	AAA/AA AA	0.70 0.68
3130ATUS4	FEDERAL HOME LOAN BANKS 4.25 12/10/2027	475,000.00	01/26/2023 3.67%	487,188.50 481,738.63	100.86 3.91%	479,081.81 6,224.48	1.74% (2,656.83)	AAA/AA AA	2.70 2.49
3130AWMN7	FEDERAL HOME LOAN BANKS 4.375 06/09/2028	750,000.00	07/21/2023 4.17%	756,637.50 754,339.33	101.34 3.92%	760,021.25 10,208.33	2.76% 5,681.92	AAA/AA AA	3.19 2.92
<b>Total Agency</b>		<b>4,950,000.00</b>	<b>1.38%</b>	<b>4,963,898.00</b> <b>4,960,355.19</b>	<b>99.22</b> <b>4.22%</b>	<b>4,910,269.33</b> <b>21,822.40</b>	<b>17.81%</b> <b>(50,085.85)</b>		<b>1.04</b> <b>0.97</b>
<b>CASH</b>									
CCYUSD	Receivable	435.08	-- 0.00%	435.08 435.08	1.00 0.00%	435.08 0.00	0.00% 0.00	AAA/AAA AAA	0.00 0.00
<b>Total Cash</b>		<b>435.08</b>	<b>0.00%</b>	<b>435.08</b> <b>435.08</b>	<b>1.00</b> <b>0.00%</b>	<b>435.08</b> <b>0.00</b>	<b>0.00%</b> <b>0.00</b>		<b>0.00</b> <b>0.00</b>
<b>CORPORATE</b>									
06367WB85	BANK OF MONTREAL 1.85 05/01/2025	400,000.00	02/15/2022 2.25%	395,048.00 399,872.92	99.77 4.58%	399,080.45 3,083.33	1.45% (792.47)	A/A AA	0.08 0.08
717081EX7	PFIZER INC 0.8 05/28/2025	400,000.00	05/26/2020 0.83%	399,376.00 399,980.52	99.41 4.51%	397,659.67 1,093.33	1.44% (2,320.85)	A/A NA	0.16 0.16
78015K7H1YANK	ROYAL BANK OF CANADA 1.15 06/10/2025	400,000.00	05/20/2021 0.96%	403,072.00 400,145.49	99.34 4.59%	397,376.00 1,418.33	1.44% (2,769.49)	A/A AA	0.19 0.19

# HOLDINGS REPORT



Walnut Valley Water District | Account #10074 | As of March 31, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
89114TZD7	TORONTO-DOMINION BANK 1.2 06/03/2026	400,000.00	08/11/2021 1.12%	401,416.00 400,345.33	96.36 4.42%	385,437.94 1,573.33	1.40% (14,907.38)	A/A AA	1.18 1.14
06428CAA2	BANK OF AMERICA NA 5.526 08/18/2026	500,000.00	09/11/2023 5.51%	500,150.00 500,068.29	101.61 4.31%	508,041.23 3,300.25	1.84% 7,972.94	AA/A AA	1.38 1.23
87612EBM7	TARGET CORP 1.95 01/15/2027	500,000.00	01/24/2022 1.87%	501,865.00 500,651.29	96.25 4.14%	481,252.23 2,058.33	1.75% (19,399.06)	A/A A	1.79 1.72
06406RBA4	BANK OF NEW YORK MELLON CORP 2.05 01/26/2027	500,000.00	01/26/2022 2.03%	500,400.00 500,141.19	96.21 4.24%	481,044.64 1,850.69	1.74% (19,096.56)	AA/A AA	1.82 1.75
023135CF1	AMAZON.COM INC 3.3 04/13/2027	400,000.00	04/26/2022 3.26%	400,788.00 400,314.76	98.32 4.17%	393,282.86 6,160.00	1.43% (7,031.89)	A/AA AA	2.04 1.91
665859AW4	NORTHERN TRUST CORP 4.0 05/10/2027	500,000.00	06/28/2022 4.00%	500,045.00 500,019.10	99.55 4.23%	497,730.95 7,833.33	1.81% (2,288.16)	A/A A	2.11 1.97
69371RS31	PACCAR FINANCIAL CORP 4.6 01/10/2028	500,000.00	01/26/2023 4.26%	507,430.00 504,171.66	100.97 4.22%	504,844.35 5,175.00	1.83% 672.69	A/A NA	2.78 2.56
24422EWR6	JOHN DEERE CAPITAL CORP 4.75 01/20/2028	500,000.00	01/26/2023 4.29%	510,270.00 505,791.01	101.44 4.20%	507,183.18 4,684.03	1.84% 1,392.16	A/A A	2.81 2.58
438516CJ3	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028	425,000.00	04/11/2023 4.02%	441,923.50 434,922.35	101.82 4.27%	432,755.40 2,688.13	1.57% (2,166.95)	A/A A	2.88 2.57
713448FL7	PEPSICO INC 3.6 02/18/2028	500,000.00	03/20/2023 4.18%	487,155.00 492,460.54	98.59 4.12%	492,943.11 2,150.00	1.79% 482.56	A/A NA	2.89 2.69
57636QAW4	MASTERCARD INC 4.875 03/09/2028	450,000.00	03/10/2023 4.83%	450,904.50 450,526.66	101.87 4.19%	458,400.13 1,340.63	1.66% 7,873.47	AA/A NA	2.94 2.64
74456QBU9	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028	400,000.00	06/26/2023 4.70%	382,788.00 389,044.26	98.11 4.36%	392,453.88 6,166.67	1.42% 3,409.62	A/A NA	3.08 2.83
341081GN1	FLORIDA POWER & LIGHT CO 4.4 05/15/2028	450,000.00	-- 4.67%	444,781.50 446,703.06	100.11 4.36%	450,510.35 7,480.00	1.63% 3,807.28	AA/A AA	3.12 2.70
74340XCG4	PROLOGIS LP 4.875 06/15/2028	450,000.00	07/21/2023 4.96%	448,330.50 448,906.00	101.11 4.50%	455,013.07 6,459.38	1.65% 6,107.08	A/A NA	3.21 2.83
89236TLB9	TOYOTA MOTOR CREDIT CORP 5.25 09/11/2028	450,000.00	09/26/2023 5.34%	448,227.00 448,766.74	102.63 4.42%	461,824.86 1,312.50	1.68% 13,058.13	A/A A	3.45 3.12
<b>Total Corporate</b>		<b>8,125,000.00</b>	<b>3.58%</b>	<b>8,123,970.00</b> <b>8,122,831.16</b>	<b>99.69</b> <b>4.31%</b>	<b>8,096,834.28</b> <b>65,827.26</b>	<b>29.37%</b> <b>(25,996.88)</b>		<b>2.15</b> <b>1.97</b>

# HOLDINGS REPORT



Walnut Valley Water District | Account #10074 | As of March 31, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
<b>MONEY MARKET FUND</b>									
60934N807	FEDERATED HRMS GV O SVC	885,037.01	-- 4.00%	885,037.01 885,037.01	1.00 4.00%	885,037.01 0.00	3.21% 0.00	AAA/AAA AAA	0.00 0.00
<b>Total Money Market Fund</b>		<b>885,037.01</b>	<b>4.00%</b>	<b>885,037.01</b> <b>885,037.01</b>	<b>1.00</b> <b>4.00%</b>	<b>885,037.01</b> <b>0.00</b>	<b>3.21%</b> <b>0.00</b>		<b>0.00</b> <b>0.00</b>
<b>SUPRANATIONAL</b>									
459058JL8	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 0.5 10/28/2025	600,000.00	12/14/2020 0.48%	600,516.00 600,060.98	97.86 4.30%	587,189.63 1,275.00	2.13% (12,871.35)	AAA/AAA NA	0.58 0.56
4581X0DV7	INTER-AMERICAN DEVELOPMENT BANK 0.875 04/20/2026	500,000.00	04/27/2021 0.94%	498,425.00 499,667.14	96.72 4.09%	483,598.28 1,956.60	1.75% (16,068.86)	AAA/AAA NA	1.05 1.03
<b>Total Supranational</b>		<b>1,100,000.00</b>	<b>0.69%</b>	<b>1,098,941.00</b> <b>1,099,728.12</b>	<b>97.35</b> <b>4.20%</b>	<b>1,070,787.91</b> <b>3,231.60</b>	<b>3.88%</b> <b>(28,940.22)</b>		<b>0.79</b> <b>0.77</b>
<b>US TREASURY</b>									
91282CAT8	UNITED STATES TREASURY 0.25 10/31/2025	700,000.00	02/16/2021 0.51%	691,605.47 698,958.02	97.76 4.21%	684,291.01 734.81	2.48% (14,667.01)	AAA/AA AA	0.59 0.57
91282CBC4	UNITED STATES TREASURY 0.375 12/31/2025	700,000.00	01/12/2021 0.52%	694,968.75 699,239.62	97.26 4.12%	680,852.54 659.88	2.47% (18,387.09)	AAA/AA AA	0.75 0.73
91282CBH3	UNITED STATES TREASURY 0.375 01/31/2026	550,000.00	03/22/2021 0.85%	537,625.00 547,872.39	96.96 4.12%	533,267.97 341.85	1.93% (14,604.43)	AAA/AA AA	0.84 0.82
91282CBQ3	UNITED STATES TREASURY 0.5 02/28/2026	650,000.00	03/09/2021 0.83%	639,589.84 648,088.98	96.79 4.12%	629,149.22 282.61	2.28% (18,939.77)	AAA/AA AA	0.91 0.89
91282CBT7	UNITED STATES TREASURY 0.75 03/31/2026	440,000.00	03/29/2021 0.87%	437,301.56 439,462.08	96.80 4.06%	425,916.56 9.02	1.54% (13,545.52)	AAA/AA AA	1.00 0.98
91282CCF6	UNITED STATES TREASURY 0.75 05/31/2026	850,000.00	06/28/2021 0.88%	844,820.31 848,774.98	96.30 4.04%	818,523.44 2,136.68	2.97% (30,251.54)	AAA/AA AA	1.17 1.14
91282CCP4	UNITED STATES TREASURY 0.625 07/31/2026	750,000.00	10/08/2021 1.02%	736,171.88 746,166.31	95.68 3.98%	717,597.66 776.93	2.60% (28,568.65)	AAA/AA AA	1.33 1.30
91282CCW9	UNITED STATES TREASURY 0.75 08/31/2026	850,000.00	09/28/2021 1.00%	839,939.45 847,105.56	95.61 3.98%	812,679.69 554.35	2.95% (34,425.88)	AAA/AA AA	1.42 1.38

# HOLDINGS REPORT



Walnut Valley Water District | Account #10074 | As of March 31, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
91282CCZ2	UNITED STATES TREASURY 0.875 09/30/2026	650,000.00	12/29/2021 1.26%	638,447.27 646,355.63	95.56 3.96%	621,130.86 15.54	2.25% (25,224.76)	AAA/AA AA	1.50 1.46
91282CDG3	UNITED STATES TREASURY 1.125 10/31/2026	575,000.00	11/29/2021 1.18%	573,472.66 574,508.46	95.70 3.96%	550,270.51 2,716.16	2.00% (24,237.95)	AAA/AA AA	1.59 1.53
91282CDK4	UNITED STATES TREASURY 1.25 11/30/2026	575,000.00	04/26/2022 2.74%	537,827.15 561,530.93	95.71 3.94%	550,337.89 2,409.00	2.00% (11,193.04)	AAA/AA AA	1.67 1.61
91282CEF4	UNITED STATES TREASURY 2.5 03/31/2027	700,000.00	06/13/2022 4.27%	670,878.91 687,875.91	97.34 3.90%	681,406.60 47.81	2.47% (6,469.31)	AAA/AA AA	2.00 1.92
91282CEW7	UNITED STATES TREASURY 3.25 06/30/2027	550,000.00	09/13/2022 3.61%	541,363.28 545,953.08	98.66 3.88%	542,609.65 4,493.44	1.97% (3,343.43)	AAA/AA AA	2.25 2.13
91282CFH9	UNITED STATES TREASURY 3.125 08/31/2027	550,000.00	09/08/2022 3.39%	543,232.42 546,709.48	98.23 3.90%	540,246.09 1,494.57	1.96% (6,463.39)	AAA/AA AA	2.42 2.29
91282CFM8	UNITED STATES TREASURY 4.125 09/30/2027	400,000.00	10/28/2022 4.19%	398,796.88 399,388.72	100.58 3.88%	402,328.12 45.08	1.46% 2,939.41	AAA/AA AA	2.50 2.35
91282CFU0	UNITED STATES TREASURY 4.125 10/31/2027	750,000.00	11/09/2022 4.30%	744,169.92 746,972.59	100.57 3.89%	754,248.05 12,990.33	2.74% 7,275.45	AAA/AA AA	2.59 2.39
9128283F5	UNITED STATES TREASURY 2.25 11/15/2027	875,000.00	12/09/2022 3.79%	814,946.29 843,020.32	95.93 3.90%	839,384.77 7,450.79	3.04% (3,635.55)	AAA/AA AA	2.63 2.49
91282CMA6	UNITED STATES TREASURY 4.125 11/30/2029	600,000.00	02/13/2025 4.41%	592,546.88 592,742.79	100.77 3.94%	604,640.63 8,295.33	2.19% 11,897.84	AAA/AA AA	4.67 4.15
91282CMD0	UNITED STATES TREASURY 4.375 12/31/2029	600,000.00	01/07/2025 4.47%	597,539.06 597,651.41	101.82 3.95%	610,898.44 6,598.76	2.22% 13,247.02	AAA/AA AA	4.75 4.22
91282CMG3	UNITED STATES TREASURY 4.25 01/31/2030	600,000.00	02/03/2025 4.36%	597,187.50 597,273.94	101.28 3.96%	607,687.80 4,226.52	2.20% 10,413.86	AAA/AA AA	4.84 4.31
<b>Total US Treasury</b>		<b>12,915,000.00</b>	<b>2.39%</b>	<b>12,672,430.48</b> <b>12,815,651.23</b>	<b>97.66</b> <b>3.98%</b>	<b>12,607,467.49</b> <b>56,279.44</b>	<b>45.73%</b> <b>(208,183.74)</b>		<b>2.05</b> <b>1.92</b>
<b>Total Portfolio</b>		<b>27,975,472.09</b>	<b>2.54%</b>	<b>27,744,711.57</b> <b>27,884,037.79</b>	<b>95.42</b> <b>4.13%</b>	<b>27,570,831.10</b> <b>147,160.70</b>	<b>100.00%</b> <b>(313,206.68)</b>		<b>1.79</b> <b>1.66</b>
<b>Total Market Value + Accrued</b>						<b>27,717,991.80</b>			

# HOLDINGS REPORT



Walnut Valley Water District Liquidity | Account #10075 | As of March 31, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
<b>CASH</b>									
90CASH\$00	Custodial Cash Account	8,552,897.92	-- 0.00%	8,552,897.92 8,552,897.92	1.00 0.00%	8,552,897.92 0.00	60.23% 0.00	NA/NA NA	0.00 0.00
CCYUSD	Receivable	32,492.44	-- 0.00%	32,492.44 32,492.44	1.00 0.00%	32,492.44 0.00	0.23% 0.00	AAA/AAA AAA	0.00 0.00
<b>Total Cash</b>		<b>8,585,390.36</b>	<b>0.00%</b>	<b>8,585,390.36</b> <b>8,585,390.36</b>	<b>1.00</b> <b>0.00%</b>	<b>8,585,390.36</b> <b>0.00</b>	<b>60.46%</b> <b>0.00</b>		<b>0.00</b> <b>0.00</b>
<b>LAIF</b>									
90LAIF\$00	Local Agency Investment Fund State Pool	2,866,098.80	-- 4.31%	2,866,098.80 2,866,098.80	1.00 4.31%	2,866,098.80 0.00	20.18% 0.00	NA/NA NA	0.00 0.00
<b>Total LAIF</b>		<b>2,866,098.80</b>	<b>4.31%</b>	<b>2,866,098.80</b> <b>2,866,098.80</b>	<b>1.00</b> <b>4.31%</b>	<b>2,866,098.80</b> <b>0.00</b>	<b>20.18%</b> <b>0.00</b>		<b>0.00</b> <b>0.00</b>
<b>LOCAL GOV INVESTMENT POOL</b>									
90CACL\$0	California CLASS	2,018,380.05	-- 4.39%	2,018,380.05 2,018,380.05	1.00 4.39%	2,018,380.05 0.00	14.21% 0.00	NA/NA NA	0.00 0.00
<b>Total Local Gov Investment Pool</b>		<b>2,018,380.05</b>	<b>4.39%</b>	<b>2,018,380.05</b> <b>2,018,380.05</b>	<b>1.00</b> <b>4.39%</b>	<b>2,018,380.05</b> <b>0.00</b>	<b>14.21%</b> <b>0.00</b>		<b>0.00</b> <b>0.00</b>
<b>NEGOTIABLE CD</b>									
7954506L4	Sallie Mae Bank 0.85 05/27/2025	248,000.00	05/27/2020 0.85%	248,000.00 248,000.00	99.46 4.39%	246,655.89 721.92	1.74% (1,344.11)	BBB/BBB BBB	0.16 0.15
856285TQ4	State Bank of India - New York Branch 1.1 05/28/2025	248,000.00	05/28/2020 1.10%	248,000.00 248,000.00	99.49 4.39%	246,728.55 926.77	1.74% (1,271.45)	BBB/BBB NA	0.16 0.16
38149MZJ5	Goldman Sachs Bank USA 1.05 09/08/2026	248,000.00	08/25/2021 1.05%	248,000.00 248,000.00	95.77 4.11%	237,512.85 171.22	1.67% (10,487.15)	A/A AA	1.44 1.40
<b>Total Negotiable CD</b>		<b>744,000.00</b>	<b>1.00%</b>	<b>744,000.00</b> <b>744,000.00</b>	<b>98.27</b> <b>4.30%</b>	<b>730,897.29</b> <b>1,819.91</b>	<b>5.15%</b> <b>(13,102.71)</b>		<b>0.57</b> <b>0.56</b>

HOLDINGS REPORT



Walnut Valley Water District Liquidity | Account #10075 | As of March 31, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
Total Portfolio		14,213,869.21	1.55%	14,213,869.21	6.01 1.72%	14,200,766.50 1,819.91	100.00% (13,102.71)		0.03 0.03
Total Market Value + Accrued						14,202,586.41			



## TRANSACTIONS

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## TRANSACTION LEDGER



Walnut Valley Water District | Account #10074 | 01/01/2025 Through 03/31/2025 |

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	01/08/2025	91282CMD0	600,000.00	UNITED STATES TREASURY 4.375 12/31/2029	99.590	4.47%	(597,539.06)	(580.11)	(598,119.17)	0.00
Purchase	02/04/2025	91282CMG3	600,000.00	UNITED STATES TREASURY 4.25 01/31/2030	99.531	4.36%	(597,187.50)	(281.77)	(597,469.27)	0.00
Purchase	02/14/2025	91282CMA6	600,000.00	UNITED STATES TREASURY 4.125 11/30/2029	98.758	4.41%	(592,546.88)	(5,167.58)	(597,714.46)	0.00
<b>Total Purchase</b>			<b>1,800,000.00</b>				<b>(1,787,273.44)</b>	<b>(6,029.46)</b>	<b>(1,793,302.90)</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>			<b>1,800,000.00</b>				<b>(1,787,273.44)</b>	<b>(6,029.46)</b>	<b>(1,793,302.90)</b>	<b>0.00</b>
<b>DISPOSITIONS</b>										
Maturity	01/07/2025	3135G0X24	(600,000.00)	FEDERAL NATIONAL MORTGAGE ASSOCIATION 1.625 01/07/2025	100.000	1.48%	600,000.00	0.00	600,000.00	0.00
Maturity	01/31/2025	912828Z52	(575,000.00)	UNITED STATES TREASURY 1.375 01/31/2025	100.000	0.72%	575,000.00	0.00	575,000.00	0.00
Maturity	02/12/2025	3137EAEP0	(600,000.00)	FEDERAL HOME LOAN MORTGAGE CORP 1.5 02/12/2025	100.000	1.48%	600,000.00	0.00	600,000.00	0.00
Maturity	03/31/2025	912828ZF0	(750,000.00)	UNITED STATES TREASURY 0.5 03/31/2025	100.000	0.50%	750,000.00	0.00	750,000.00	0.00
<b>Total Maturity</b>			<b>(2,525,000.00)</b>				<b>2,525,000.00</b>	<b>0.00</b>	<b>2,525,000.00</b>	<b>0.00</b>
<b>TOTAL DISPOSITIONS</b>			<b>(2,525,000.00)</b>				<b>2,525,000.00</b>	<b>0.00</b>	<b>2,525,000.00</b>	<b>0.00</b>

TRANSACTION LEDGER



Walnut Valley Water District Liquidity | Account #10075 | 01/01/2025 Through 03/31/2025 |

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	01/15/2025	90LAIF\$00	32,950.29	Local Agency Investment Fund State Pool	1.000	4.36%	(32,950.29)	0.00	(32,950.29)	0.00
Purchase	01/15/2025	99FLCLA\$0	2,179.08	FLCLASS Investment Pool	1.000	4.48%	(2,179.08)	0.00	(2,179.08)	0.00
Purchase	01/31/2025	90CACLA\$0	2,000,000.00	California CLASS	1.000	4.42%	(2,000,000.00)	0.00	(2,000,000.00)	0.00
Purchase	01/31/2025	90CACLA\$0	(2,000,000.00)	California CLASS	1.000	4.41%	2,000,000.00	0.00	2,000,000.00	0.00
Purchase	01/31/2025	90CACLA\$0	2,000,000.00	California CLASS	1.000	4.41%	(2,000,000.00)	0.00	(2,000,000.00)	0.00
Purchase	02/28/2025	90CACLA\$0	6,771.71	California CLASS	1.000	4.41%	(6,771.71)	0.00	(6,771.71)	0.00
Purchase	03/31/2025	90CACLA\$0	9,429.26	California CLASS	1.000	4.39%	(9,429.26)	0.00	(9,429.26)	0.00
Total Purchase			2,051,330.34				(2,051,330.34)	0.00	(2,051,330.34)	0.00
TOTAL ACQUISITIONS			2,051,330.34				(2,051,330.34)	0.00	(2,051,330.34)	0.00

## IMPORTANT DISCLOSURES



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Information contained herein is confidential. Prices are provided by ICE Data Services Inc ("IDS"), an independent pricing source. In the event IDS does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.

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Fixed income investments are subject to interest, credit and market risk. Interest rate risk: the value of fixed income investments will decline as interest rates rise. Credit risk: the possibility that the borrower may not be able to repay interest and principal. Low rated bonds generally have to pay higher interest rates to attract investors willing to take on greater risk. Market risk: the bond market in general could decline due to economic conditions, especially during periods of rising interest rates.

Ratings information have been provided by Moody's, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

Security level ratings for U.S. Agency issued mortgage-backed securities ("MBS") reflect the issuer rating because the securities themselves are not rated. The issuing U.S. Agency guarantees the full and timely payment of both principal and interest and carries a AA+/Aaa/AAA by S&P, Moody's and Fitch respectively.

- **US Small Cap Stocks** – Morgan Stanley Capital International (MSCI) Small Cap 1750 – The MSCI Small Cap 1750 is a market capitalization weighted index that measures the performance of small capitalization U.S. stocks.
- **US Mid Cap Stocks** – Morgan Stanley Capital International (MSCI) Mid Cap 450 – The MSCI Mid Cap 450 is a market capitalization weighted index that measures the performance of mid-capitalization U.S. stocks.
- **US Large Cap Stocks** – Standard & Poor's 500 – The S&P 500 is a market value weighted index of 500 large capitalization stocks. The 500 companies included in the index capture approximately 80% of available U.S. market capitalization.
- **International Stocks** – Morgan Stanley Capital International (MSCI) EAFE – The MSCI EAFE International Equity Index is a market capitalization weighted index that captures international equity performance of large and mid-cap stocks in the developed stock markets of Europe, Australasia, and the Far East.
- **Emerging Market Stocks** – Morgan Stanley Capital International (MSCI) Emerging Markets – The MSCI Emerging Markets Index is a market capitalization weighted index that captures equity performance of large and mid-cap stocks across emerging market countries.
- **U.S. Real Estate** – Morgan Stanley Capital International (MSCI) REIT – The MSCI US REIT Index is a free float-adjusted market capitalization index that is comprised of equity REITs. It represents about 99% of the US REIT universe and securities are classified in the REIT sector according to the Global Industry Classification Standard (GICS®). It excludes Mortgage REITs and selected Specialized REITs.
- **International Real Estate** – S&P Developed Ex-US Property – The S&P Developed Ex-US Property Index is a market capitalization weighted index that captures the performance of a universe of publicly traded property companies based in developing countries outside of the US. The companies included are engaged in real estate related activities, such as property ownership, management, development, rental and investment.
- **US Core Bonds** – ICE BofA US Corporate, Government, Mortgage – The ICE BofA US Corporate, Government, Mortgage index is a broad measure of US investment grade bond performance, including US Treasuries, agencies, investment-grade corporates and mortgage securities.
- **US High Yield Bonds** – ICE BofA US High Yield – The ICE BofA High Yield Bond Index measures the market of USD-denominated, non-investment grade, fixed-rate, taxable corporate bonds.
- **International Bonds** – Bloomberg Barclays Global Aggregate ex-USD Total Return Index Value Unhedged USD – Index from 2/1/2013 – current. This index measures the performance of global investment grade debt from 24 local currency markets. This multi-currency benchmark includes treasury, government-related, corporate and securitized fixed-rate bonds from both developed and emerging markets issuers. S&P Citigroup International Govt Bond – Index from 1/1/2009 – 1/31/2013. This index measures the performance of sovereign bonds of non-U.S. developed countries.

- **Diversified Commodities** – S&P GSCI Commodity Index – The S&P GSCI Commodity Index is a world production-weighted measure of general commodity price movements and inflation in the world economy. It consists of a basket of physical commodity futures contracts.

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Benchmark	Disclosure
ICE BofA 1-5 Yr US Treasury & Agency Index	The ICE BofA 1-5 Year US Treasury & Agency Index tracks the performance of US dollar denominated US Treasury and nonsubordinated US agency debt issued in the US domestic market. Qualifying securities must have an investment grade rating (based on an average of Moody’s, S&P and Fitch). Qualifying securities must have at least one year remaining term to final maturity and less than five years remaining term to final maturity, at least 18 months to maturity at time of issuance, a fixed coupon schedule, and a minimum amount outstanding of \$1 billion for sovereigns and \$250 million for agencies.

# WVWD – Staff Report



**TO:** Board of Directors  
**FROM:** General Manager  
**DATE:** May 19, 2025  
**SUBJECT:** Proposed Revisions to the 2023-27 Terms and Conditions of Employment

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☒ **Action/Discussion**

☐ **Fiscal Impact**

☐ **Resolution**

☐ **Information Only**

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## **Recommendation**

The Board of Directors adopt the revisions to the current 2023-27 Terms and Conditions for the General Employees Unit (GEU), Mid-Management (MM), and Executive Staff employee groups.

## **Background Information**

At the March 17, 2025 board meeting, the board voted 3-2 (Directors Lee and Tang opposed) to approve the transitioning from the current 9/80 work schedule to a 4/10 work schedule, with implementation set for later in 2025.

The below sections of the 2023-27 Terms and Conditions were revised to reflect the change in the workweek and hours in transitioning from a 9-hour and 8-hour workday (9/80 schedule) to a 10-hour workday (4/10 schedule). Additional sections were revised based on attorney recommended language changes.

- Pay Period
- Workweek
- Holidays
- Personal Leave Provisions
- Standby Pay

If adopted by the Board of Directors, the amended Terms and Conditions will be revised and distributed to all employees.

## **Attachments:**

- Redline 2023-27 Terms and Conditions of Employment for the following employee groups:
  - General Employees Unit
  - Mid-Management
  - Executive Staff

# **WALNUT VALLEY WATER DISTRICT**



## **TERMS AND CONDITIONS OF EMPLOYMENT**

Effective July 1, 2023 through June 30, 2027

### **GENERAL EMPLOYEES UNIT**



**GENERAL EMPLOYEES UNIT TERMS AND CONDITIONS OF EMPLOYMENT**  
**Changes for July 1, 2023 - June 30, 2027**

<b>Section No.</b>	<b>Revisions (if applicable)</b>
Article 1 - Purpose	No Change
Article 2 - Term	No Change
Article 3 - Employee Rights	No Change
Article 4 - Employee Representatives Release Time	No Change
Article 5 - Use of District Facilities	No Change
Article 6 - Use of Bulletin Boards	No Change
Article 7 - Time Off to Meet and Confer	No Change
Article 8 - Pay Period	Revision to pay period due to conversion from 9/80 work schedule to new 4/10 schedule.
Article 9 - Workweek	Revision to workweek due to conversion from 9/80 work schedule to new 4/10 schedule.
Article 10 - Overtime Provisions	Attorney recommended language changes.
Article 11 - Call Back Compensation	Clarification on the start and end time of call back compensation.
Article 12 - Probationary Period	No Change
Article 13 - Performance and Development Plans/Step Adjustments	No Change
Article 14 - Management Rights	No Change
Article 15 - Promotions, Demotions, and Transfers	No Change
Article 16 - Holidays	Removal of Friday after Thanksgiving as a paid holiday. Removal of Friday being observed as a holiday if a holiday falls on a Saturday. Increase of holiday leave bank from 18 hours (two 9-hour days) to 20 hours (two 10-hour days).
Article 17 - Vacation	No Change
Article 18 - Sick Leave Provisions	Increase personal leave sick payout from 24 hours (three 8-hour days) to 30 hours (three 10-hour days).
Article 19 - Personal Leave Provisions	Increase personal leave from 24 hours (three 8-hour days) to 30 hours (three 10-hour days).
Article 20 - Leave of Absence	No Change
Article 21 - Unexcused Absence	No Change
Article 22 - Insurance	No Change

**GENERAL EMPLOYEES UNIT TERMS AND CONDITIONS OF EMPLOYMENT**  
**Changes for July 1, 2023 - June 30, 2027**

Section No.	Revisions (if applicable)
Article 23 - Pension Plan	No Change
Article 24 - Social Security and Medicare	No Change
Article 25 - Deferred Compensation	No Change
Article 26 - Education and Tuition Reimbursement	No Change
Article 27 - Industrial Injury	No Change
Article 28 - Mileage Reimbursement/Use of Personal Vehicles	No Change
Article 29 - Termination of Service	No Change
Article 30 - Grounds for Disciplinary Action	No Change
Article 31 - Procedures for Taking Disciplinary Action	No Change
Article 32 - Employee Grievance Procedure	No Change
Article 33 - Uniforms and Dress Code	No Change
Article 34 - Standby Pay	Increase of Standby Pay from \$70 to \$90 on Friday.  Attorney recommended language changes.
Article 35 - Use of District Vehicles	No Change
Article 36 - District Rights	No Change
Article 37 - Exclusion of Temporary, Part-Time or Seasonal Employees	No Change
Article 38 - Emergency Meal Provision	No Change
Article 39 - Certification Pay	No Change
Article 40 - Wages	No Change
Article 41 - Severability	No Change
Exhibit A - Position Classification	Changes to GEU position classifications to be consistent with Organizational Chart.
Exhibit B - Parity Adjustment Schedule	No Change
Exhibit C - Retiree Medical Insurance Benefits Vesting Schedule	No Change
Exhibit D - Benefit Guideline for Part-Time Active and Retired Employees of the General Employees Unit (GEU)	No Change

## **ARTICLE 1 – Purpose**

These terms and conditions of employment ("Terms and Conditions") set forth the terms and conditions of employment for the General Employees Unit (GEU) of the Walnut Valley Water District ("District"), whose job classifications are listed in Exhibit A attached hereto.

## **ARTICLE 2 – Term**

Except as to those Articles and provisions that expressly provide otherwise, these Terms and Conditions shall become effective upon approval by the District's Board of Directors become effective the first day of the July 1, 2023 pay period, or as soon as reasonably possible, and shall remain in effect through the last full pay period in June 2027.

All articles, policies, procedures, and any revisions to these Terms and Conditions shall be subject to prior review by the District's legal counsel and approval by the Board of Directors.

## **ARTICLE 3 – Employee Rights**

Employees of the District shall have the right to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations. Employees of the District shall also have the right to refuse to join or participate in the activities of employee organizations. No representative of Walnut Valley Water District or the GEU shall interfere with, intimidate, restrain, coerce, or discriminate against any employee because of they/them/their exercise of any of these rights.

## **ARTICLE 4 – Employee Representative(s) Release Time**

The District will grant to GEU representatives' reasonable access to District work locations and offices for the purpose of processing grievances or communicating with members of the GEU concerning the terms and conditions of employment.

GEU representatives are required to obtain the appropriate release time authorization from their Supervisor and/or Department Head, who shall in turn notify the District Employee Relations Officer prior to any GEU representative contacting employees on their work time. Such access shall be restricted so as not to interfere with the normal conduct of District business or services or with safety or security standards.

## **ARTICLE 5 – Use of District Facilities**

Subject to the approval of the District Employee Relations Officer, GEU representatives may use available District facilities during non-work hours for meetings, provided such meetings are not used for organization activities or membership drives. Requests to use District facilities shall be in writing and shall state the purpose of the meeting as set forth in Resolution 1-98-320, a copy of which is available at the District office.

## ARTICLE 6 – Use of Bulletin Boards

The GEU may use portions of District bulletin boards under the following conditions:

1. Materials to be posted must be approved in advance by the Department or Division Head in charge of the departmental bulletin board. Prior to denying the posting of any GEU materials, the Department or Division Head shall first discuss the reason for denial with the General Manager.
2. All posted GEU materials shall be dated and must identify the organization that published them.
3. The actual posting of materials will be done by the District as soon as possible after approval. Unless special arrangements have been made, GEU materials will be removed thirty-one (31) days after posting.

## ARTICLE 7 – Time Off for Labor Relations

The GEU may select two (2) members who are current employees of the District to attend meetings with the Employee Relations Officer or other management officials on subjects related to terms and conditions of employment during work hours without loss of compensation or other benefits. For grievance purposes, or when the subject of the meeting affects primarily one (1) department or class of employees, a single employee representative will be provided with time off.

## ARTICLE 8 – Pay Period

~~Authorized District employees participating in an alternative work schedule (9/80) are paid every other Friday for the two (2) weeks ending at 10:59 am the Friday before payday pursuant to the provisions of the 9/80 work schedule policy. All other~~ District employees are paid every other Friday for the two (2) weeks ending at 11:59 pm the ~~Saturday~~ Friday before payday. The District will make every reasonable effort to have paychecks ready by noon on payday.

## ARTICLE 9 – Workweek

The workweek for GEU employees is a fixed and regularly recurring period of seven consecutive 24-hour periods. ~~The workweek begins at 12:00 am on Sunday morning and ends the following Saturday at 11:59 pm. For those employees participating in a 9/80 work schedule, an employee's workweek will begin at 11:00 am Friday and end at 10:59 am on the following Friday as outlined in the 9/80 work schedule policy. All other District employees' workweek begins Saturday at 12:00 am and ends at 11:59 pm the following Friday.~~ The General Manager/Designee may designate a different workweek for an appropriate category of District employees so long as the new workweek is intended to be permanent in nature (i.e., indefinite duration, with no present intention to change on a given future date) for certain GEU employees based on the departmental/divisional needs as determined by the General Manager/Designee.

Alternative work schedules may vary between departments and divisions and amongst employees within departments and divisions. An employee's work schedule may be revised at the sole discretion of the General Manager/Designee based upon the employee's work assignments as well as the operational and service needs of the District. Work schedules may require work on weekends and holidays. If needed, employees shall be available for work beyond their scheduled assigned day or assigned week upon advance notice from the District. The District will not reduce an employee's work hours for the sole purpose of avoiding payment of overtime.

## ARTICLE 10 – Overtime Provisions

A non-exempt employee may be eligible to receive overtime compensation for all hours of work performed in excess of forty (40) hours the number of hours established as full-time service for the employee's designated workweek. The General Manager or the Department Head (or their designee) must approve overtime work prior to the work being performed. All overtime worked shall be reported as actual hours worked. The District compensates for overtime worked in fifteen (15) minute increments. No overtime credit shall be given or allowed for any overtime worked of less than one-half (1/2) of each fifteen-minute (15) minute increment.

~~At no time shall~~ vacation, sick or personal leave hours shall not be counted as hours worked for determining the amount of overtime compensation owed to the employee. ~~Under special circumstances, and at the sole discretion of the District, inclusion of such leave hours taken may be used to determine hours worked for the purpose of calculating overtime earnings.~~ Overtime hours worked will be paid at one-and-one-half (1 ½) times the employee's regular rate of pay.

In place of overtime compensation, nonexempt employees may also select the option of accruing compensatory time off at one-and-one half (1½) times the actual hours of overtime worked in accordance with the Fair Labor Standards Act (FLSA) and applicable regulations. Such compensatory time accrued cannot exceed a maximum of sixty (60) hours per year and will be paid out to the employee by December 31<sup>st</sup> if not used by the end of the calendar year when the compensatory time was earned.

An employee wishing to use they/them/their accumulated compensatory time must provide reasonable notice to they/them/their supervisor. The request may be denied if the request is deemed unduly disruptive to the District's operations. Generally, reasonable notice is at least one calendar week. If an employee wishes to use compensatory time without providing reasonable notice, the decision to grant or deny that request will be at the discretion of the employee's supervisor.

## ARTICLE 11 – Call Back Compensation

District employees called back to work after completing their scheduled regular workday shall be entitled to call back compensation, with the following exceptions:

1. Employees called in to work within one (1) hour of the beginning of their scheduled work;
2. Employees completing consumer service turn-ons or turn-offs, which result in an extension of their work schedules.

Employees entitled to call back compensation will be paid at one-and-one-half (1 ½) times their hourly rate of pay for all call back time worked, and employees will be entitled to minimum call back compensation of at least two (2) hours for each call back occurrence. Call back compensation will start from the time the employee departs their residence until they return to their residence. If the employee receives another call back before they return to their residence that call back should be recorded as continued time from the previous call back and not a separate call back that triggers the minimum two hours. If the employee receives a call back after they arrive back to their residence it should be considered a separate call back and trigger a minimum two hours, even if it overlaps the previous call back compensation of two hours. If a call back results in an employee working in excess of forty (40) hours of they/them/their designated workweek, the employee shall be paid at the rate of one-and-one-half (1½) times they/them/their regular rate of pay for the excess overtime hours worked.

On-call/standby employees required to electronically access the District's SCADA system and/or respond to a District Service call during non-regular working hours will be compensated for all hours worked, and will be entitled to a minimum of thirty (30) minutes of compensation, paid at their hourly

rate of pay. If an employee completes the work required and is subsequently required to respond during the thirty (30) minute period, the employee is not entitled to additional compensation until the minimum thirty (30) minute period has expired. If an on-call/standby response results in an employee working in excess of forty (40) hours of they/them/their designated workweek, the employee shall be paid at the rate of one-and-one-half (1½) times they/them/their regular rate of pay for the excess overtime hours worked. If called out to respond, the employee will be entitled to the call back compensation mentioned in the preceding paragraph.

## **ARTICLE 12 – Probationary Period**

All new hires shall be considered probationary employees as herein provided. The probationary period is an essential part of the selection process and shall be utilized for closely observing the employee's work to determine the employee's fitness for the position. The probationary period shall be for six (6) months of actual and continuous service. If the General Manager/Designee determines that the probationary period should be extended, the probationary employee shall be given notice in writing prior to the expiration of the original probationary period. Upon successful completion of the probationary period, the employee shall be transferred to regular status.

Periods of time on paid or unpaid leave exceeding five (5) days (consecutive or not) shall automatically extend the probationary period by the number of days the employee has been on leave.

During the initial or extended probationary period, an employee may be rejected and released from they/them/their employment at any time without cause and without the right to appeal.

## **ARTICLE 13 – Performance and Development Plans/Step Adjustments**

### Performance and Development Plans

Employee performance and development plans will be conducted annually based on the employee's date of hire.

### Performance Step Adjustments

District positions have established salary ranges with multiple steps. Advancement from one step to another within the salary range is dependent upon satisfactory job performance and completion of the required qualifying time and upon recommendation of the General Manager/Designee.

District employees may advance within an assigned salary range following successful completion of the probationary period. Thereafter, on they/them/their anniversary date (date of hire) an employee with satisfactory job performance during the previous twelve (12) months may be granted a merit increase (as determined by the Department Head, subject to review and approval of the General Manager/Designee) until the maximum rate within that position's approved salary range is reached.

If, however, an employee has been subject to disciplinary action (e.g., written reprimand, pay reduction, suspension, or demotion) within the previous twelve (12) months, the step increase will be withheld unless otherwise recommended in writing by the Department Head, subject to the review and approval of the General Manager/Designee.

Any employee not receiving a performance step adjustment due to disciplinary action or lack of satisfactory performance may be re-evaluated within six (6) months. Any performance step adjustment awarded following re-evaluation may be limited to a maximum of one-half (1/2) step.

## **ARTICLE 14 – Management Rights**

The parties to these Terms and Conditions recognize the existence of various sections of the Water Code of the State of California, which vest in the District's Board of Directors and its General Manager the power to exercise traditional managerial prerogatives, including, but not limited to: the hiring, firing, layoff, demotion, discipline, discharge, assignment, and transfer of employees. In addition:

1. The District shall retain, whether exercised or not, solely and exclusively, all express and inherent rights and authority pursuant to law with respect to determining the level of, and the manner in which, the District's activities are conducted, managed, and administered, and the GEU recognizes the exclusive right of the District to establish and maintain departmental rules and procedures for the administration of its departments.
2. The District has the exclusive right and authority to schedule work and/or overtime work as required in the manner most advantageous to the District.
3. Every incidental duty connected with operations enumerated in a job description is not always specifically described; nevertheless, it is intended that all such duties shall be performed by the employee.
4. The District reserves the right to discipline or discharge employees. The District reserves the right to lay off personnel of the District at any time.
5. The District shall determine assignments, and establish methods and processes by which assignments are performed.
6. The District shall have the exclusive right to transfer employees within departments and to positions outside a department in a manner most advantageous to the District.
7. The District shall have the exclusive authority to effect reorganizations and reallocation of work of the District.
8. The District has the exclusive right to contract for matters relating to operations, including the contracting out of existing work.
9. The District has the exclusive right to exercise management rights.

## **ARTICLE 15 – Promotions, Demotions, and Transfers**

Employees of the District who have completed their probationary period and who have attained regular status will be given consideration for promotional and transfer opportunities within the District provided they meet all qualifications of the position for which they have applied. Promotional decisions are discretionary with the District and will require that the promoted employee serve a new probationary period based on the requirements of the position, unless otherwise stipulated by the Department Head and/or the General Manager. Any promotional appointee who does not successfully complete the probationary period shall be placed in they/them/their former position, if the position is vacant at the time. If the employee's former position is not vacant, the employee shall be placed on a re-hire list for that position for a period of six (6) months.

## ARTICLE 16 – Holidays

The following are approved paid holidays for employees of the District:

New Year's Day	January 1
Martin Luther King, Jr. Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
<del>Friday after Thanksgiving</del>	<del>Friday after Thanksgiving</del>
Christmas Eve*	December 24 - when it falls on Monday, Tuesday, Wednesday, or Thursday
Christmas Day	December 25
Floating Holidays	Three Floating Holidays

District employees receive three (3) floating holidays. ~~Each These~~ floating holidays ~~is recorded as ten (10) hours in an employee's holiday leave bank and~~ can be used, upon prior approval of the employee's Supervisor/Department Head, any time during the calendar year.

~~For employees working an alternative work schedule, if the "flex day" (i.e., an employee's scheduled day off under that schedule) falls on an approved District holiday, the holiday will be placed in the employee's holiday leave bank, which can be used for other leave reasons, such as sick, vacation, or personal. An employee's holiday leave bank cannot exceed a maximum accrual of eighteen (18) hours.~~

~~When a District holiday falls on a Friday or Saturday, 10-hours will be placed in the employee's holiday leave bank, which can be used for other leave reasons, such as sick, vacation or personal. When a District holiday falls on a Sunday, the following workday will be observed as the holiday.~~

~~An employee's holiday leave bank cannot exceed a maximum accrual of twenty (20) hours.~~ Holiday bank and unused floating holiday hours accrued in excess of ~~twenty eighteen (20 18)~~ hours will be paid out to the employee by December 31<sup>st</sup>.

~~When a District holiday falls on a Saturday, the previous workday will be observed as the holiday. When a District holiday falls on a Sunday, the following workday will be observed as the holiday.~~

Employees required to work on a District holiday, ~~other than Thanksgiving Day or Christmas Day,~~ will ~~receive their regular holiday pay of ten (10) hours paid at their base hourly rate and will be paid for each hour worked at a holiday premium rate of at one-and-one-half (1½) times their base hourly rate for each hour worked in addition to regular holiday pay.~~ Employees assigned to work on Thanksgiving Day or Christmas Day shall receive ~~their regular holiday pay of ten (10) hours paid at their base hourly rate and will be paid for each hour worked at a holiday premium rate of two (2) times their base hourly rate for each hour worked in lieu of the pay employees would otherwise receive for working on a District holiday (one-and-one-half (1½) times their base hourly rate for each hour worked) detailed above.~~ If working a holiday results in an employee working in excess of forty (40) hours in they/them/their designated workweek, the employee shall be paid ~~at a rate of one-and-one-half (1½) times they/them/their regular rate of pay overtime compensation for the all excess overtime hours worked at a rate of one-and-one-half (1½) times they/them/their regular rate of pay.~~



## ARTICLE 17 – Vacation

New-hire probationary employees will accrue vacation at the rates set forth below, but are not eligible to utilize any accrued vacation hours until completion of the probationary period.

### Chart of Vacation Credit

#### FOR EMPLOYEES HIRED ON OR BEFORE AUGUST 1, 2017

Beginning of employment to fifth annual anniversary	6.64 hours vacation per month
61 months to fourteenth annual anniversary	10.00 hours vacation per month
169 months to twenty-fifth annual anniversary	13.28 hours vacation per month
301 months and more	16.64 hours vacation per month

#### FOR EMPLOYEES HIRED AFTER AUGUST 1, 2017

Beginning of employment to fifth annual anniversary	6.64 hours vacation per month
61 months to fourteenth annual anniversary	10.00 hours vacation per month
169 months and more	13.28 hours vacation per month

- (A) In an emergency, or under special circumstances, the General Manager/Designee may allow an employee to use up to forty (40) hours of vacation prior to completing his/her first full year of employment.
- (B) Length of service with the District, the needs of the department, and the wishes of the employee will be considered in the scheduling of vacation time. Initial approval and changes to an employee's vacation schedule must be approved by the employee's Department Head or the General Manager/Designee.
- (C) Requests for vacation must be submitted thirty (30) days in advance of the proposed vacation date unless otherwise approved by the employee's Department Head or the General Manager/Designee.
- (D) Each employee's maximum vacation accrual shall be limited to 250 hours.

During the last pay period of the calendar year, the hours in excess of the maximum accrual will be placed in the employee's 401-A deferred compensation account at the employee's then hourly rate of pay.

If an employee does not want those funds to be placed in a 401-A account, the employee must either use the hours in excess of the maximum accrual or, must have, prior to the **end of** the previous calendar year, followed the stipulated procedures of the Vacation Pay In Lieu Program.

- (E) Employees submitting a Vacation Pay in Lieu Request must comply with the provisions of the approval process in the Vacation Pay in Lieu Program and shall maintain a minimum balance of forty (40) hours of accrued vacation before such request may be considered.
- (F) At termination of employment, including retirement, voluntary resignation or death of the employee, any earned and unused vacation credit will be paid in a lump sum to the employee or deposited into the employee's deferred compensation account **or** 401-A account in accordance with the employee's pre-authorized final pay election at they/them/their then hourly rate of pay and combined with the final pay check, but in no event shall such paid earned and unused vacation credit exceed that allowed under these Terms and Conditions. The Accounting Department shall keep a detailed record of such earned vacation credit.

## **ARTICLE 18 – Sick Leave Provisions**

### **A. Application of California's Paid Sick Leave Law**

In accordance with California's Paid Sick Leave Law, all employees may use the greater of five (5) days or forty (40) hours of accrued paid sick leave in a twelve (12) month period for one of the following reasons:

- For the employee's own diagnosis, care, or treatment of an existing health condition or preventative care.
- For the diagnosis, care, or treatment of an existing health condition or preventative care for an employee's family member, including:
  - Child of any age or dependency status (including a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis.);
  - Spouse or Registered Domestic Partner;
  - Parent or Parent-in-Law (including biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child.);
  - Grandparent;
  - Grandchild;
  - Sibling;
  - Designated person, which means a person identified by the employee at the time the employee requests paid sick leave. Such designated person may be limited to one person per 12-month period for paid sick days.
- For an employee who is a victim of domestic violence, sexual assault, or stalking to: i) obtain or attempt to obtain a temporary restraining order or other court assistance to help ensure the health, safety or welfare of the employee or his or her child, or ii) obtain medical attention or psychological counseling; services from a shelter; program or crisis center; or participate in safety planning or other actions to increase safety, with appropriate certification of the need for such services.

### **B. Temporary Employees and Part-Time Employees Who Work Less Than 20 Hours Per Week**

Pursuant to California's Paid Sick Leave Law, temporary and part-time employees who have been employed for at least thirty (30) days, other than retired annuitants, are entitled to begin accruing paid sick leave on the first date of employment and can begin using paid sick leave on the 90th day of employment under the following conditions.

- An employee begins to accrue paid sick leave at the rate of one (1) hour of paid sick leave for every thirty (30) hours worked.

- An employee is allowed to use up to a maximum of five (5) days or forty (40) hours, whichever is greater, of paid sick leave in a twelve (12) month period.
- An employee can only accrue paid sick leave up to a cap of ten (10) work days or eighty (80) hours, whichever is greater, ongoing. Any unused accrued paid sick leave does carryover year to year while continuously employed, up to the accrual cap.
- An employee shall provide reasonable advance notification of their need to use accrued paid sick leave to their supervisor if the need for paid sick leave use is foreseeable (e.g., doctor's appointment scheduled in advance). If the need for paid sick leave use is unforeseeable, the employee shall provide notice of the need for the leave to his/her supervisor as soon as is practicable.
- An employee who uses paid sick leave must do so with a minimum increment of two (2) hours of sick leave.
- Paid sick leave will not be considered hours worked for purposes of overtime calculation. An employee will not receive compensation for unused accrued paid sick leave upon termination, resignation, retirement or other separation from employment from the District.
- If an employee separates from District employment and is re-hired by the District within one (1) year of the date of separation, previously accrued and unused paid sick leave hours shall be reinstated to the extent required by law. However, if the rehired employee had not yet worked the requisite ninety (90) days of employment to use paid sick leave at the time of separation, the employee must still satisfy the ninety (90) days of employment requirement collectively over the periods of employment with the District before any paid sick leave can be used.

**C. Full-Time Employees and Part-Time Employees Who Work 20 or More Hours Per Week**

Sick leave with pay shall be granted by the District at the rate of eight (8) hours for each full calendar month of service for all full-time employees or for part-time employees working twenty (20) or more hours per week as otherwise designated in Exhibit D of these Terms and Conditions of Employment. Retired annuitants are not eligible for sick leave.

Each calendar year, up to one-half of an employee's annual accrued paid sick leave, ~~but no less than 40 hours or 5 days, whichever is greater,~~ can be used for any reason as noted in Section A of this policy in accordance with California's Paid Sick Leave Law and Labor Code section 233. Any additional paid sick leave provided by the District in that calendar year can only be used for the employee's own diagnosis, care, or treatment of an existing health condition or preventative care.

In order to receive compensation for work time lost due to sickness, the employee shall notify they/them/their immediate supervisor prior to the time set for commencement of they/them/their work shift, or as may be specified by the Department Head. Failure to do so without good reason may result in that day of absence treated as leave of absence without pay. After an employee has used one-half of their annual accrued paid sick leave in a calendar year, but no less than 40 hours or 5 days, whichever is greater, for any absence of three (3) days or less, a physician's certificate may be required. For absences of more than three (3) days, and prior to returning to work, the employee shall file with the Personnel Office a verification from a licensed health care provider, or other evidence satisfactory to the District, confirming the need for the time off and releasing the employee to return to work without restriction.

On or about December 1st of each year, the sick hours accrued, but not used, during the preceding year will be transferred to an accumulated or qualification account. After an employee has accumulated two hundred forty (240) hours of sick leave in this account, the employee will be eligible to receive a cash payout of unused sick leave. The maximum amount of sick leave an employee may accrue is four hundred (400) hours and payment for such accrued and unused sick leave will be as follows:

- (1) Employees who have accrued more than two hundred forty (240) hours, but fewer than four hundred (400) hours of sick leave:

During the month of December, employees who have fewer than four hundred (400) hours of accrued sick leave as of December 1, will receive a cash payment at the employee's then hourly rate of pay for three-quarters (3/4) of any current accrued sick leave accumulated in their account, which exceeds the two hundred forty (240) hour qualification level.

- (2) Employees who have accrued more than four hundred (400) hours of sick leave:

In December of each year, if it is determined by the Finance Department that an employee will still have an excess of four hundred (400) hours of accrued sick leave following the sick leave buyout, the employee will then receive a cash payment of 100% of the employee's current accrued and unused sick leave accumulated in excess of four hundred (400) hours at the employee's then hourly rate of pay.

- (3) Employees who have accrued over four hundred (400) hours as of October 31, 2011:

Those employees who, as of October 31, 2011, have an accrued sick leave balance in excess of four hundred (400) hours are exempted from this provision at this time and the accrued sick leave they have accumulated will remain in their accounts. However, in December of each year, those employees will receive a cash payment at the employee's then hourly rate of pay for all sick leave that the employee has accrued that calendar year as long as they have an excess of four hundred (400) hours of accumulated sick leave.

In subsections (1-3) above, the employee also has the option of placing such funds in their deferred compensation account or 401-A plan account, pursuant to state and federal deferred compensation limits and regulations.

The remaining one-quarter (1/4) of the current sick leave over the two hundred forty (240) hour but less than the four hundred (400) hour qualification level will then be placed in the long-term sick leave account and will not be considered in any future annual sick leave cash payout under the preceding paragraph.

In using sick leave, accrued sick hours will be exhausted by all employees in the following order: Current sick leave over the qualification level, qualification sick leave, and then long-term sick leave.

Upon termination of employment for any reason other than retirement, employees shall be paid for one-quarter (1/4) of all accumulated sick leave, *i.e.*, current, qualification, and long-term, at their hourly rate of pay at the time of separation. Upon retirement, the employee will receive cash payment for all accumulated sick leave at the then current rate of pay or may elect to receive CalPERS service credit for all unused sick leave in lieu of pay consistent with applicable retirement laws. The employee may also defer payment up to the maximum amount allowable by law into the employee's deferred compensation account or 401-A plan in accordance with the employee's pre-authorized final pay election. Upon the death of an employee, sick leave shall be paid in full to the employee's beneficiary.

Except as provided otherwise in this section, employees do not receive compensation for any unused, accrued paid sick leave at the time of separation of employment, except that up to ~~thirty twenty-four~~ (3024) hours of accrued sick leave shall be payable at separation of employment as consideration for the personal leave provided in Article 19, below. However, if an employee is re-hired with the District within twelve (12) months of the previous separation of employment, the District will reinstate up to ten (10) days or eighty (80) hours of previously accrued but unused paid sick leave at the time of re-hire to the extent such amount was not otherwise cashed out as provided in this section.

## ARTICLE 19 – Personal Leave Provisions

Up to ~~thirty twenty-four~~ (3024) hours of accrued annual sick leave may be used for personal leave ~~in increments of less than eight (8) hours with the prior approval of the employee's Department Head. Personal leave requests for duration of eight (8) hours or more may be granted upon approval of the Department Head and the General Manager/Designee.~~ Additional personal leave in excess of the ~~thirty twenty-four~~ (3024) hour maximum is subject to the approval of the General Manager/Designee.

## ARTICLE 20 – Leave of Absence

Consistent with state and federally mandated leave laws, the General Manager may grant within his/her sole discretion, a temporary leave of absence (with or without pay) or modified duty to any employee who, immediately preceding the effective date of such leave, shall have completed at least one (1) year of continuous service. A request for a leave of absence shall state specifically the reason for the request, the date when the employee desires to begin the leave and the probable date of return. Requests for leave not subject to state and federal leave requirements require approval by the General Manager/Designee.

Approval of the leave of absence shall be in writing and a copy filed with the Personnel Office. During the leave of absence period, continuation of the employee's health benefits will be provided pursuant to state and federal laws and subject to the leave provisions as stipulated in these Terms and Conditions. If an employee exhausts statutory leave and has not returned to work, the employee will be offered COBRA continuation coverage to begin at the end of the statutory leave period. For approved non-statutory or personal leaves of absence, the employee will be offered COBRA continuation coverage beginning the first day of the month following the month the leave began. During the leave of absence, the employee will not be entitled to accrue sick, vacation and holiday leave. Upon expiration of a regularly approved leave, or within a reasonable period of time after notice to return to work, the employee may be reinstated to the position held at the time the leave was granted (provided that position has not been eliminated by work force reduction or District reorganization), or to a comparable position if one is available for which the employee is qualified, as determined by the General Manager/Designee.

## ARTICLE 21 – Unexcused Absence

Any period of time an employee is absent from scheduled work without prior Department Head or other authorized District approval is considered an unexcused absence. An unexcused absence creates an undue burden upon the District and will not be tolerated. An employee who is absent without approval (including, but not limited to, being absent for three (3) or more consecutive working days) may be subject to discipline, up to and including discharge.

## ARTICLE 22 – Insurance

### I. Active Employees

- A. The District will offer the following health insurance coverages for all full-time employees of the District: Full-time employment for purposes of determining eligibility for District health insurance benefits listed below is defined as a regular District employee working thirty (30) hours or more per week.
  - 1. Major medical plan, which includes provisions for prescription drug coverage
  - 2. Dental plan

3. Vision plan
- B. The District will also offer the following other benefit coverages:
  1. Employee Assistance Program (District paid benefit)
  2. Short Term Disability plan
  3. Long Term Disability plan
  4. Life Insurance Plan/Accidental Death & Dismemberment (District paid benefit)
- C. Employees may elect to have dependent health insurance coverage by contributing the minimum monthly cost established by the District from time to time, provided that the District shall not pay more than the amount specified per month for employee and dependent coverage, in accordance with the following:

The full payment of the combined least cost medical, dental, and vision plans, excluding the high deductible medical plan.
- D. The following medical insurance coverages shall be subject to the medical cap specified in Section C, above:
  1. Major medical plan
  2. Dental plan
  3. Vision care

Medical Coverage for Registered Domestic Partners – Pursuant to state and federal law, and subject to the provisions and requirements set forth by the District's health plan provider, the District extends certain health insurance benefits to domestic partners of eligible full-time employees who comply with California domestic partnership registration requirements.

If at any time an employee selects coverage that costs more than the maximum amount allowed under the medical cap in Section C, above, then this excess amount shall be pro-rated and withheld from the employee's bi-weekly payroll check. The District also offers its employees the option of utilizing a Flexible Spending Account (FSA) for payment of health benefit premiums and other health related expenses in compliance with state and federal FSA stipulations, regulations and restrictions.

Should the employee no longer receive a payroll check and/or remain eligible for District paid benefits, then it shall be the obligation of the employee to make any premium payments due in advance of the premium due date as specified by the District. Notification for such benefits shall be made to such employees in accordance with Consolidated Omnibus Budget Reconciliation Act of 1985 ("COBRA") requirements. Any premium obligation in arrears for a period of thirty (30) days or longer will result in the cancellation of portions of dependent coverage until the total monthly premiums for the employee equal or fall below the medical cap in Section C, above. Cancellation of dependent benefits will be in the following order:

1. Vision plan
2. Dental plan
3. Major medical plan

#### District Contribution Upon Disability, Incapacitation, or Death of an Employee

Should an employee who is eligible for retirement from the District, who meets the minimum retirement age, and who is eligible for retiree medical coverage in accordance with the District's Retiree Medical Vesting Schedule (Exhibit C), become disabled or incapacitated before retirement, the employee may retire and receive retiree health coverage in accordance with the District's Retiree Health coverage policy (Exhibit C). Upon death of the employee who is eligible for retirement from the District, medical coverage for they/them/their spouse and/or dependents, as evidenced based on District records, shall be paid by the District for a period not to exceed six (6) months. Upon death of the retiree, benefits for the surviving spouse and/or dependents, as

evidenced based on the District's records, shall continue in accordance with the provisions under the District's Retiree Medical Vesting Schedule (Exhibit C).

## II. A. Retiree Medical Insurance Benefits

Retiree medical insurance benefits are subject to the eligibility provisions and vesting schedule listed in Exhibit C of these Terms and Conditions of Employment. As outlined in Exhibit C, these eligibility requirements determine if the retiree, spouse, and/or dependents are eligible for coverage at the time of retirement, and if so, what percentage of coverage will be paid by the District and what percentage must be paid by the retiree if coverage is selected.

As medical premiums increase, retiree payments will increase. Retirees required to contribute towards their retiree medical coverage shall be obligated to make such co-payments as stipulated in the provisions set forth in Exhibit C.

Subject to the employee's retiree medical benefit eligibility, the employee must elect the medical plan they wish to enroll in retirement at the employee's last open enrollment prior to retirement. Due to increasing medical costs, retirees may change plans during a District annual open enrollment period post-retirement.

## B. Retiree Life Insurance Benefits

For employees who retire with a pension benefit, the District will provide retiree life insurance in an amount not to exceed \$50,000 up to age 70. From ages 70-74, such life insurance coverage will be subject to a reduction of coverage by 35%, followed by an additional 15% reduction upon the attainment of age 75. However, if the cost of providing this life insurance benefit becomes prohibitive, the District may eliminate the benefit entirely, reduce the amount of coverage, or require a co-payment in order to maintain the benefit. The determination of whether the benefit has become cost-prohibitive and what course of action to follow shall be made by the District in its sole discretion.

## C. Upon Death of the Retiree

At the time of a retiree's death, coverage for they/them/their spouse and/or dependents as shown on District records shall remain in force in accordance with the provisions under which the retiree and they/them/their spouse and/or dependents initially became eligible for coverage. Subject to the provision of the District's Retiree Medical Vesting Schedule (Exhibit C).

## III. Medical Insurance Benefits During Periods of Disability

### A. Temporary Disability – Non-Industrial

An employee who becomes temporarily disabled due a non-industrial injury or illness shall be entitled to continuation of medical coverage while on eligible FMLA/CFRA leave. Should the disability period extend beyond the eligible FMLA/CFRA period, the employee will be offered COBRA continuation coverage. Medical coverages for the temporarily disabled employee (non-industrial), they/them/their spouse, and/or dependents, as evidenced based on District records, shall be paid by the District for a period not to exceed six (6) months.

While on disability leave, vacation and sick leave accruals will cease until such employee returns to work. Additionally, for disabilities that do not arise from industrial injuries, which will be handled pursuant to Article 31, below, during the period in which the employee is eligible to receive disability benefits from the District's disability insurance carrier, the employee will not be entitled to use existing accrued leave to the extent they/them/their is already being provided sufficient supplemental benefits by the District to ensure that the employee is not receiving more than 100% of pay. If an employee remains out on FMLA/CFRA leave, however,

they/them/their is not eligible to receive disability payments until verification has been received by the District that disability benefit payments have terminated. The employee may then be eligible to use existing accrued leave.

#### B. Permanent Disability

##### 1. Vested Employees

An employee who becomes permanently disabled, and is eligible for retirement in accordance with the District's pension plan under which the employee is classified and the District's retiree medical vesting requirements, shall be entitled to continuation of medical coverage as a retiree in accordance with the provisions of Exhibit C.

##### 2. Non-Vested Employees

An employee who becomes permanently disabled by reason of a non-industrial injury or illness and is not eligible for retirement shall only be eligible for medical coverage as set forth in Section III-A, Temporary Disability- Non-Industrial.

It is understood that medical insurance coverage available to retirees may differ from time to time from the plans in effect at the time of retirement due to changes in the various plans covering the District's benefits eligible employees and retirees.

### ARTICLE 23 – Pension Plan

The District participates in the Federal Social Security System and is a contracting member of the California Public Employees Retirement System ("CalPERS"). Non-temporary full-time and qualifying part-time employees of the District shall be eligible for participation in CalPERS in accordance with the provisions, stipulations and mandates set forth in the Public Employees Retirement Law ("PERL") and applicable CalPERS Regulations.

An employee's CalPERS retirement benefit formula is determined generally by hire date and subject to the provisions and restrictions of the PERL and the District's contract with CalPERS. CalPERS statutes, regulations and guidance provide the following relevant definitions:

#### **New Member**

Government Code section 7522.04(f) defines "new member" as follows:

(f) "New member" means any of the following:

(1) An individual who becomes a member of any public retirement system for the first time on or after January 1, 2013, and who was not a member of any other public retirement system prior to that date.

(2) An individual who becomes a member of a public retirement system for the first time on or after January 1, 2013, and who was a member of another public retirement system prior to that date, but who was not subject to reciprocity under subdivision (c) of Section 7522.02.

(3) An individual who was an active member in a retirement system and who, after a break in service of more than six months, returned to active membership in that system with a new employer.

#### **Classic Member**

CalPERS refers to all members who do not fit the definition of new member as a classic member.



To be eligible for a CalPERS service retirement with District medical benefits, in addition to the vesting requirements for retirement through CalPERS, the employee must also meet the District's vesting requirements, as stipulated in the District's Retiree Medical Vesting Schedule (Exhibit C).

All District employees, classified as Classic Members under the PERL, will be responsible for full payment of the "employee portion" of the District's CalPERS retirement cost, which shall be based upon the retirement formula held by the individual employee.

CalPERS members classified as New Members under the PERL, shall pay fifty-percent (50%) of the normal retirement cost as currently set forth by the CalPERS actuarial valuation prepared annually by the CalPERS actuary staff and will be responsible for any future increased payments as determined by the same process.

Employees receiving and maintaining a valid California Class A or B driver's license required to perform their duties shall receive a 5% differential. This form of pay, also referred to as "Government Agency Required Licenses", shall be reported to CalPERS as special compensation, and is therefore compensation earnable for Classic Members pursuant to 2 CCR 571 (Classic), and pensionable compensation for New Members and pursuant to 2 CCR 571.1 (PEPRA).

Reportable compensation and/or compensation earnable is determined by applicable law.

#### **ARTICLE 24 – Social Security and Medicare**

GEU employees are required to pay the portion of Social Security dedicated to funding Medicare.

#### **ARTICLE 25 – Deferred Compensation – 457**

Employees covered by these Terms and Conditions may participate in the District's deferred compensation plans whereby a portion of their salary is deferred for later use.

#### **ARTICLE 26 – Education and Tuition Reimbursement**

Full-time employees are eligible to apply to the General Manager for consideration and prior approval of a course of study, which could qualify for reimbursement.

The courses that may be approved for tuition reimbursement consideration are those which:

1. Will directly improve the employee's ability in they/them/their present position or increase they/them/their potential in a foreseeable future position with the District.
2. The course of study must have prior approval by the General Manager/Designee, and be limited to the following levels of instruction:
  - A. Undergraduate or graduate courses at an institution recognized as accredited by the United States Department of Education.
  - B. Technical or business school of post high school level
  - C. The course work is not generally a requirement to fulfill the minimum educational requirements of the employee's position.

The maximum amount that may be reimbursed upon proper prior approval will be \$8,500.00 per calendar year for tuition, registration, required books, parking, and other related educational fees based on the following attainment schedules:

<u>COURSE GRADE</u>	<u>AMOUNT REIMBURSABLE (UP TO ALLOWABLE MAXIMUM)</u>
"C" or better	100% of tuition, fees, and required books
"D" or lower	0% of tuition, fees, and required books
Satisfactory	100% of tuition, fees, and required books
Unsatisfactory	0% of tuition, fees, and required books
Incomplete	0% of tuition, fees, and required books

The employee is to submit the estimated tuition cost in writing to they/them/their Department Head by March prior to the upcoming fiscal year.

Courses must be taken on an employee's own time.

The employee will not be reimbursed for training the employee has already received.

If an employee is interested in registering for job related professional courses, but is unable to pay the tuition fees at the time of registration due to financial hardship, the employee may submit a written request to the District to pay the employee's fees and, pursuant to written agreement prepared by the District and signed by the employee, pledge they/them/their accrued leave hours as collateral until the successful completion of the course(s). Participants must have enough accrued leave at the time the request is made to guarantee payment of the tuition if a satisfactory grade is not received.

If an employee resigns or is terminated for any reason prior to completing a course and/or receiving a grade, there shall be no obligation on the part of the District to reimburse any part of the expense.

Upon successful completion of the course, it shall be the responsibility of the employee to provide a copy of the official grade report and receipts for approved reimbursable expenses to the General Manager/Designee for payment.

#### **ARTICLE 27 – Industrial Injury**

The District provides benefits in the event of an injury, illness, or disability incurred on the job through the ACWA JPIA Workers' Compensation Insurance Fund. These benefits include: medical treatment, temporary disability, permanent disability (compensation based on the rated degree of injury determined to be permanent), vocational rehabilitation, and a death benefit.

#### **ARTICLE 28 – Mileage Reimbursement/Use of Personal Vehicles**

Employees with prior authorization granted by the employee's supervisor to use their personal vehicles in the course of District business shall be reimbursed for actual mileage at the IRS-approved rate per mile for all miles driven. Requests for mileage reimbursement shall be submitted in the prescribed format determined by the District. Employees are required to provide Human Resources with a copy of the employee's most current and valid auto insurance coverage before authorization to use their personal vehicles for District business will be given.

#### **ARTICLE 29 – Termination of Service**

An employee planning to resign shall give written notice of resignation as far in advance of the effective date as possible. The employee's final paycheck shall include payment for earned but unused vacation, compensatory time off and, under limited circumstances, sick leave in accordance with Article 17 and 18 of these Rules.

### **ARTICLE 30 – Grounds for Disciplinary Action**

Pursuant to applicable Water Code sections, the General Manager or Designee has been delegated the authority to take disciplinary action, as appropriate. Employees may be subject to disciplinary action including suspension, demotion, reduction in pay, or discharge for reasons including, but not limited to, the following:

- A. Repeated unexcused absences. Unexcused absence for more than three (3) consecutive working days will be considered excessive absenteeism.
- B. Other excessive absenteeism.
- C. Repeated tardiness.
- D. Abuse or misuse of District tools, vehicles, equipment or other property.
- E. Failure to keep supervisor aware of whereabouts during normal workday or other working time when availability may be required.
- F. Abuse of sick leave.
- G. Citation for moving violations in a District vehicle.
- H. Use or possession of alcoholic beverages except as expressly authorized by the District for a sanctioned event; or the possession, use of, or being under the influence of alcoholic beverages or illegal drugs and/or controlled substances during work hours, while the employee is on duty or subject to being called to duty; or when on any District property, or when reporting to work.
- I. Use or possession of dangerous weapons or firearms on District property at any time.
- J. Insubordination.
- K. Violation of safety practices.
- L. Incompetence.
- M. Dishonesty and/or theft of District tools, vehicles, equipment or other property.
- N. Discourteous behavior toward consumers or other employees of the District.
- O. Violation of District rules, policies, and requirements, or any other applicable state and federal rules and regulations.
- P. Immoral or unethical conduct.
- Q. Unprofessional conduct.
- R. Failure or refusal to perform the normal and reasonable duties of the position or job assignment.
- S. Conducting himself/herself in a manner, which reflects unfavorably upon the District.
- T. Other failure to maintain good behavior, which is of such a nature that it causes discredit to the District or the person's employment.

- U. Failure to dress or wear District uniforms in compliance with the District's dress code and uniform policy.
- V. For employees assigned to drive District vehicles, a conviction for driving under the influence (DUI).
- W. Failure to use seat belts in the manner prescribed by California Law or the District's insurer (ACWA JPIA) while operating or riding as a passenger in a District vehicle or personal vehicle used for District business.
- X. Accepting any gifts, loans, gratuities, services, discounts or other type of compensation from any person or business entity if such gift, loan, gratuity, service, discount or other compensation would be likely to or could tend to influence the employee's decisions regarding services the employee provides in connection with they/them/their employment at the District, or any material decision the employee must make in connection with such employment.
- Y. Disciplinary action up to and including discharge will also be considered for: disruptive, inappropriate, threatening, or unsafe conduct; fighting; insolent or profane language; endangering the safety of others; refusing to abide by safety standards; loafing or sleeping on duty; violations of assigned duties or working hours; conducting personal business during working hours; utilizing District property or equipment for unauthorized purposes; or refusing or failing to report to work when requested during an emergency situation.

The preceding list of grounds for disciplinary action is meant to provide guidelines and examples of prohibited conduct, and is not intended to be exhaustive as it is not possible to describe every possible scenario of prohibited conduct in this Article. As such, the District may rely on additional grounds to support a disciplinary action.

## ARTICLE 31 – Procedures for Taking Disciplinary Action

This Article does not apply to probationary employees who may be disciplined or dismissed at will, with or without cause, and without application of pre-disciplinary procedures.

### **Section A: Pre-Disciplinary/Skelly Procedures**

Disciplinary action shall be taken in compliance with the following procedures:

#### **1. Notice of Intent**

Whenever the appropriate authority intends to suspend an employee for five (5) days or more, demote the employee, reduce the employee's pay, or dismiss the employee, the appropriate authority shall give the employee a written notice of proposed discipline, which sets forth the following:

- a. The disciplinary action intended;
- b. The specific charges upon which the action is based;
- c. A summary of the facts upon which the charges are based;
- d. A copy of all written materials, reports, and documents upon which the discipline is based;
- e. Notice of the employee's right to respond to the charges to the appropriate authority either orally or in writing;
- f. The date, time, and person before whom the employee may respond, which will be no less than five (5) working days from the date of the notice, and notice of the employee's right to have a representative of they/them/their choice present;
- g. Notice that failure to respond at the time specified shall constitute a waiver of the right to respond prior to final discipline being imposed.

#### **2. Response by Employee**

The employee shall have the right to respond to the appropriate authority either orally or in writing. The employee shall have a right to be represented at any meeting set by the appropriate authority to hear the employee's response. In cases of suspensions, demotions, reductions in pay, or dismissals, the employee's response will be considered before final action is taken. If no employee response is received, final disciplinary action will be taken pursuant to the provisions of the Notice of Intent.

#### **3. Final Notice**

Following receipt of the employee response, the appropriate authority shall: (1) dismiss the notice of intent and take no disciplinary action against the employee, (2) modify the intended disciplinary action, or (3) prepare and serve upon the employee a final notice of disciplinary action. The final notice of disciplinary action shall include the following:

- a. The disciplinary action taken;
- b. The effective date of the disciplinary action taken;
- c. Specific charges upon which the action is based;
- d. A summary of the facts upon which the charges are based;
- e. The written materials, reports, and documents upon which the disciplinary action is based;

- f. The employee's right to appeal and the deadline to appeal (for applicable disciplinary actions).

## **Section B: Appeal Process**

### **1. Request for Hearing:**

Within ten (10) calendar days after receipt of final notice of disciplinary action of five (5) days or more, demotion, reduction in pay, or discharge, a regular employee or the employee's representative may file an appeal in writing to the Employee Relations Officer. If, within the ten (10) calendar day appeal period the employee does not file said appeal, the action of the District shall be considered conclusive. The appeal shall include the following:

- a. An admission or denial of each charge with an explanation of why the charge is admitted or denied;
- b. A statement of any affirmative defenses;
- c. A statement that the employee disagrees with the penalty with an explanation of the employee's position;
- d. The employee's current mailing address;
- e. A request for a hearing.

Failure to provide this information may result in the appeal not being processed.

### **2. Selection of an Arbitrator**

Upon receipt of the request for a discipline appeal hearing, the employee or they/them/their representative and the Department Head or they/them/their representative shall be notified by the Employee Relations Officer. The Employee Relations Officer shall choose the Hearing Officer. The District shall not thereafter reuse the same hearing officer for at least two (2) years for any subsequent discipline appeal hearing involving a GEU employee.

### **3. Scheduling of Hearing:**

The appeal hearing shall be scheduled at a mutually convenient time. All interested parties shall be notified in writing of the day, time, and place of the hearing at least ten (10) working days prior to the hearing.

### **4. Pre-Hearing Procedure:**

- a. Subpoenas

The arbitrator is authorized to issue subpoenas at the request of either party prior to the commencement of the hearing. After the commencement of the hearing, subpoenas shall be issued by the arbitrator only for good cause.

- b. Exhibits and Witness Lists

Five (5) working days prior to the date set for the hearing, each party shall serve upon the other party and submit to the arbitrator a list of all witnesses and a list of all exhibits.

## **5. Record of Proceedings and Costs:**

### **a. Court Reporter**

All disciplinary appeal hearings shall be recorded by a court reporter at the District's expense. If either party requests a transcript, the cost of the transcript will be borne by the requestor, or split equally between the parties if they make joint requests for a transcript.

### **b. Employee Witness Compensation:**

Employees of the District who are subpoenaed to testify during working hours will be released with pay to appear at the hearing. The arbitrator may direct that these employees remain on call until called to testify. Employees who are subpoenaed to testify during non-working hours will be compensated at their base hourly rate for the time they actually testify.

### **c. Conduct of the Hearing:**

1. The hearing need not be conducted in accordance with technical rules relating to evidence and witnesses, but hearings shall be conducted in a manner most conducive to determination of the truth.
2. Any relevant evidence may be admitted if it is the type of evidence upon which responsible persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rules, which might make improper the admission of such evidence over objection in civil actions.
3. Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence but shall not be sufficient in itself to support a finding unless it would be admissible over objection in civil actions.
4. The rules dealing with privileges shall be effective to the same extent that they are now or hereafter may be recognized in civil actions.
5. Irrelevant and unduly repetitious evidence may be excluded.
6. The hearing officer shall determine relevancy, weight, and credibility of testimony and evidence. The hearing officer shall neither add to, detract from, nor modify the language of the District's Terms and Conditions or policies in considering any issue properly before him/her. The hearing officer shall expressly confine him/herself to the precise issues submitted to him/herself, and shall not have authority to consider any other issue not so submitted. Decisions made by the hearing officer shall not be invalidated by any informality in the proceedings.
7. During examination of a witness, all other witnesses, except the parties, may be excluded from the hearing upon motion of either party.

### **d. Burden of Proof:** In a disciplinary appeal, the District has the burden of proof for each charge by preponderance of the evidence.

### **e. Written Findings and Recommended Decision:** The arbitrator shall render findings and a recommended decision. The findings and recommended decision shall be rendered as soon after the conclusion of the hearing as possible. A finding must be made on each charge and/or material issue. The decision may recommend the

sustaining or rejecting of any or all of the charges filed against the employee. The decision may recommend sustaining, rejecting, or modifying the disciplinary action invoked against the employee.

f. **Recommendation to the General Manager:**

The proposed decision shall be filed and served upon the employee, the Department Head, and the General Manager, and shall set forth all recommended findings and conclusions.

Any party desiring to contest the recommended decision may request a transcript for review within ten (10) working days of the recommended decision. If the appealing party requests a transcript, that party shall pay the cost of the transcript.

g. **Final Action by the General Manager:**

Within forty-five (45) calendar days of the arbitrator's decision, the General Manager shall ratify, modify, or reverse the proposed decision of the arbitrator. Before modifying or reversing the recommended decision, the General Manager shall review the full record of the advisory arbitration proceeding. The decision shall be transmitted to the employee appealing disciplinary action via mail with an attached proof of service to the employee's last known address, and to the Department Head.

<b>ARTICLE 32 – Employee Grievance Procedure</b>
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A grievance is a written allegation by an employee, submitted as herein specified, claiming violation(s), misrepresentations, or misapplications of the specified express terms of these Terms and Conditions. In filing a grievance, the employee must set forth the following information:

1. The specific section of the Terms and Conditions allegedly violated, misinterpreted, or misapplied;
2. The specific act or omission which gave rise to this alleged violation, misinterpretation, or misapplication;
3. The date or dates on which the violation, misinterpretation, or misapplication occurred;
4. The documents, witnesses and/or other evidence in support of the employee's position;
5. The remedy requested.

**SECTION 1. DEFINITIONS**

A. **Grievance:**

A grievance is an allegation by an employee that they/them/their has been adversely affected by an alleged violation, misrepresentation or misapplication of the specified express terms of these Terms and Conditions for which there is no other method of review that applies.

B. **Those subjects excluded from the Grievance Procedure set forth herein, include, but are not limited to, the following:**

1. Employer/employee relations matters for which another method of review is provided;



2. Administrative regulations and procedures;
3. Content of employee performance and development plans;
4. Reclassification, layoff, transfer, denial of reinstatement, or denial of step increase;
5. Discipline and other corrective actions, including oral reprimands, written reprimands, demotion, reductions in pay, suspension or termination;
6. Examinations or appointment to positions.

C. Day:

For purposes of this article, a day is defined as any regular workday.

D. Immediate Supervisor:

The individual who has been designated by the Department Head as the person responsible for first step grievances.

**SECTION 2. PRESENTATION OF GRIEVANCES**

A. No Reprisal

An employee is free from reprisal for using this grievance procedure. An employee who has initiated a grievance, or assisted another employee to initiate and/or process a grievance, shall not in any way be coerced, intimidated, or discriminated against.

B. Release Time

An employee and/or the employee's representative may use a reasonable amount of work time in presenting a grievance. No employee shall be absent from the assigned work place without permission of they/them/their supervisor.

**SECTION 3. INFORMAL RESOLUTION**

- A. An employee with a grievance must promptly inform and discuss the grievance with the Department Head or they/them/their designee in order to, in good faith, endeavor to resolve the matter expeditiously and informally.
- B. If such informal discussion does not resolve the grievance to the employee's satisfaction, the employee may file a formal grievance in accordance with the procedure set forth herein.

**SECTION 4. TIMELINES**

- A. Grievances must be presented for informal resolution within fifteen (15) calendar days from the initial date of the event giving rise to the grievance. If any employee fails to appeal from one level to the next level within the time limitation established in the grievance procedure, the grievance shall be considered settled on the basis of the last decision and the grievance shall not be subject to further appeal or reconsideration. If the grievant does not receive a response within the prescribed time limits, the grievance automatically goes on to the next step.
- B. Any level of review or any time limits may be waived or extended by mutual written agreement of the parties concerned.

## **SECTION 5. PROCESS**

A. Grievances will be processed in the following manner:

### **Step 1: Immediate Supervisor**

- (a) If the matter is not resolved at the informal resolution stage, the employee may, within fifteen (15) working days after the informal resolution meeting, present they/them/their grievance in writing to they/them/their immediate supervisor on the grievance form.
- (b) The immediate supervisor shall consider the grievance and answer the employee's grievance in writing within fifteen (15) working days after receipt of the grievance.

### **Step 2: Department Head**

- (a) If the matter is not resolved in Step 1, the employee may within fifteen (15) working days after receiving the written answer, appeal they/them/their grievance to the Department Head on the grievance form.
- (b) The Department Head will answer the grievance in writing within fifteen (15) working days after receipt of the grievance.

### **Step 3: General Manager Representative**

If the matter is not resolved in Step 2, the employee may appeal the grievance on the grievance form to a designated representative of the General Manager's Office within five (5) working days of the employee's receipt of the Department Head's response. The General Manager's designated representative may set a meeting with the employee, the employee's designated representative, and such other persons as they/them/their deems appropriate, to consider the grievance. Within fifteen (15) working days of the meeting, the General Manager's designated representative shall submit they/them/their response to the employee and the employee's representative.

### **Step 4: Advisory Arbitration**

If the response of the General Manager's representative does not result in resolution of the grievance:

- 1) The employee may appeal the grievance to advisory arbitration by signing and completing the District form and presenting it to the General Manager or designee within five (5) calendar days of the employee's receipt of the response to the grievance at Step 3.
- 2) The District and the employee shall agree on an arbitrator and, if they are unable to agree on an arbitrator within a reasonable time, either the District or employee may request the State Mediation and Conciliation Service to submit to them a list of seven (7) arbitrators who have had experience in the public sector. They shall select the arbitrator by alternately striking names from a list until one (1) name remains. Such person shall then serve as the arbitrator.
- 3) The arbitrator so selected shall hold a hearing as expeditiously as possible at a time and place convenient to the parties, and shall be bound by the following:

- (a) The arbitrator shall be bound by the provisions of the Terms and Conditions and/or District and departmental rules and regulations applicable in considering any issue properly before the arbitrator.
- (b) The arbitrator shall expressly confine him/herself to the precise issues submitted to him/her and shall have no authority to consider any other issue not so submitted to the arbitrator.
- (c) The arbitrator shall be bound by federal, state and local law.
- (d) The arbitrator may not recommend changes in established wages or benefits, nor recommend the payment of back wages or benefits to a date prior to ten (10) calendar days before the grievance was timely filed.
- (e) Upon conclusion of the hearing, the arbitrator shall submit findings and an advisory recommendation to the employee and to the General Manager or designee.
- (f) The cost of the arbitrator and other mutually incurred costs shall be borne equally by the parties.

**Step 5: General Manager**

The General Manager or designee shall, within fifteen (15) working days of receipt of the arbitrator's written findings and advisory recommendation, make the final determination of the grievance and submit it in writing to the employee and they/them/their designated representative.

**ARTICLE 33 – Uniforms and Dress Code**

The District shall provide uniforms to those employees in maintenance classifications that require employees to wear a District uniform. Upon termination, all uniforms shall be returned to the District prior to the employee's last workday. Uniforms may be worn to and from work and are required during working hours. Employees are prohibited from wearing District uniforms outside working hours.

If the District requires employees to wear safety-toed shoes or boots (which must be OSHA approved and subject to all current state and federal safety regulations), then the District will supply a maximum of one (1) pair per employee, per year, based on the supervisor's recommendation. The allowance for safety-toed shoes or boots shall be a maximum of \$250.00 per year for each employee required to wear such shoes or boots. Such allowance shall also include in-soles and other related items that increase the life expectancy of the boot or as recommended by the District's Workers' Compensation carrier. If the Department Head determines, in they/them/their sole discretion, that an employee's boots needs replacement prior to the completion of one (1) full year, the employee may be given authorization, subject to the approval of the General Manager/Designee, to purchase a new pair at the District's expense, which shall not exceed the \$250.00 per pair maximum.

It is understood that the District maintains a dress code for all employees under a separate written policy.

**ARTICLE 34 – Standby Pay**

In addition to any call-back compensation under Article 11, above, any employee who is assigned to on-call/standby duty will receive \$70.00 per day Monday through [Thursday](#) [Friday](#), and \$90.00 per day on [Friday](#), weekends and holidays, or be provided with the full-time non-personal use of a District

vehicle. Employees' assigned District vehicles shall use such vehicles in accordance with District policy.

Aside from the above, any employee assigned to on-call/standby duty is not entitled to any compensation for time spent waiting to respond while assigned to on-call/standby duty.

#### **ARTICLE 35 – Use of District Vehicles**

The District may provide vehicles on an as-needed basis to those employees in classifications who are assigned to on-call/standby duty and/or that require them to respond for emergencies. Said vehicles shall be used for transportation to and from work, responding to emergencies, and/or other authorized use(s) as may be approved by the General Manager/Designee. Employees driving District vehicles shall strictly obey all traffic laws, any and all such policies pertaining to driving a District vehicle, including, but not limited to, Cellular Telephone and Other Similar Personal Electronic Device Policy, and at no time shall operate a District vehicle following the consumption of alcoholic beverages, illegal drugs, or controlled substances. Employee incidents that result in traffic citation(s) or involve any other violations of law may result in disciplinary action. Before the District will permit an employee to use a District vehicle, the employee must provide proof that the employee possesses the appropriate California driver's license to operate the vehicle in question and that the employee is insurable.

#### **ARTICLE 36 – District Rights**

The District retains, exclusively, all of its inherent rights, functions, duties, and responsibilities, except where specifically limited in these Terms and Conditions. It is expressly recognized merely by illustration and not by way of limitation that the rights of the District include, but are not limited to, the exclusive right to consider the merits, necessity, or organization of any service or activity; determine the mission of its constituent departments, commissions, and boards; set standards of service; determine the procedures and standards of selection for employment and promotion; direct its employees schedule work and/or overtime; take disciplinary action; relieve its employees from duty because of lack of work or other legitimate reasons; maintain the efficiency of District operations; determine the methods, means, and personnel by which District operations are to be conducted, including outsourcing; effect reorganizations or reallocations of District work, determine the content of job classifications; take all necessary actions to carry out its missions and emergencies; and exercise complete control and discretion over its organization and the technology of performing its work as set forth in District Resolution 1-98-320.

#### **ARTICLE 37 – Exclusion of Temporary, Part-Time or Seasonal Employees**

The District may exercise the right to employ persons on a temporary, part-time, or seasonal basis and such employees shall not be subject to these Terms and Conditions unless otherwise stipulated in specific sections of these Terms and Conditions of Employment and/or as authorized or directed by the employee's Department Head and approved by the General Manager/Designee.

#### **ARTICLE 38 – Emergency Meal Provision**

Employees who are called into work from their homes to perform work or who are held over after completion of their work shift on an emergency basis will be provided with a District paid meal under the following circumstances:

- A) When the employee is required to report for work two (2) or more hours in advance of the scheduled work shift or held over three (3) or more hours after the time scheduled for completion of the work shift;

B) When the employee is required to work through a lunch period; or

C) When the employee is required to work four (4) or more consecutive hours on a non-scheduled workday.

The District will provide a meal to be eaten at the work site on District time or, when authorized by the District during an emergency or following completion of an emergency call out, the District shall reimburse the employee for the cost of such meals in accordance with the following schedule upon submission of a valid receipt:

Morning meal - \$10.00  
Mid day meal - \$15.00  
Evening meal - \$20.00

#### ARTICLE 39 – Certification Pay

Employees possessing Water Distribution Operator certification issued by the State Water Resources Control Board at a level higher than what is required for their current classification are eligible for certification pay. Eligible employees will receive their certification pay in a lump sum payment in December of each year.

The certification pay shall be calculated based on the level of certification obtained as long as that certification level exceeds what is required for the employee's current job classification. For new employees eligible to receive certification pay during their first year of employment, the amount of the pay shall be prorated to the employee's month of hire.

Grade	Pay
D1	\$600.00
D2	\$600.00
D3	\$750.00
D4	\$1,250.00
D5	\$1,250.00

Grade	Pay
T1	\$600.00
T2	\$750.00

Employees possessing the below Backflow certification at a level higher than what is required for their current classification are eligible for certification pay.

Certification	Pay
CA-NV American Water Works Certification (AWWA) Backflow Prevention Assembly Tester (BPAT) Certification	\$750.00
CA-NV American Water Works Certification (AWWA) Cross-Connection Control Specialist (CCCS) Certification	\$750.00
Los Angeles County Certified Backflow Prevention Device Tester	\$750.00

Employees possessing the below Water Quality Laboratory Analyst certification at a level higher than what is required for their current classification are eligible for certification pay.

Certification	Pay
CA-NV American Water Works Certification (AWWA)Water Quality Laboratory Analyst (WQLA) Certification- Grade 1	\$750.00
CA-NV American Water Works Certification (AWWA)Water Quality Laboratory Analyst (WQLA) Certification- Grade 2	\$750.00

A temporary or interim certificate held by an employee at a higher-grade level will not qualify the employee for certification pay at the higher level.

#### **ARTICLE 40 – Wages**

##### **I. Cost-of-Living Adjustments**

Base salaries shall be adjusted once mid-year and annually, based on the following agreed upon and approved salary adjustment amounts:

July 1, 2023	3%
January 1, 2024	2%
January 1, 2025	2%
January 1, 2026	2%
January 1, 2027	4%

The salary range for each classification in Exhibit A shall be adjusted effective at the beginning of the first payroll period of July 1, 2023 and at the beginning of the first payroll period of twenty-six (26) payroll periods in a calendar year occurring during January 1, 2024, 2025, 2026, and 2027. The amount of the one-time mid-year and annual increase under this section shall be reflected in the District's publicly available pay schedules.

#### **ARTICLE 41 – Severability**

If any portion of these Terms and Conditions is held to be invalid by a court of competent jurisdiction, the remainder shall not be affected thereby.

## EXHIBIT A

The General Employees Unit (GEU) represents the following job classifications:

ACCOUNTING TECHNICIAN I  
ACCOUNTING TECHNICIAN II  
ADMINISTRATIVE ASSISTANT I  
ADMINISTRATIVE ASSISTANT II  
CIVIL ENGINEER  
CIVIL ENGINEERING ASSISTANT  
[CONSTRUCTION INSPECTOR I](#)  
CROSS CONNECTION SPECIALIST  
CROSS CONNECTION TECHNICIAN I  
CUSTOMER SERVICE REPRESENTATIVE I  
CUSTOMER SERVICE REPRESENTATIVE II  
EXECUTIVE ASSISTANT  
[EXTERNAL AFFAIRS AND SUSTAINABILITY COORDINATOR I](#)  
[EXTERNAL AFFAIRS AND SUSTAINABILITY COORDINATOR II](#)  
~~EXTERNAL AFFAIRS COORDINATOR~~  
~~FACILITY MAINTENANCE LEAD~~  
~~FACILITY MAINTENANCE WORKER I~~  
~~FACILITY MAINTENANCE WORKER II~~  
HUMAN RESOURCES ANALYST  
INFORMATION TECHNOLOGY [SPECIALIST TECHNICIAN](#)  
INSTRUMENTATION/ELECTRICAL SYSTEM TECHNICIAN  
SENIOR ACCOUNTANT  
~~SENIOR ACCOUNTING TECHNICIAN~~  
SENIOR CIVIL ENGINEER  
SENIOR CIVIL ENGINEERING ASSISTANT  
SENIOR CUSTOMER SERVICE REPRESENTATIVE  
SENIOR EXECUTIVE ASSISTANT  
[SENIOR EXTERNAL AFFAIRS AND SUSTAINABILITY COORDINATOR](#)  
~~SUSTAINABILITY COORDINATOR~~  
UTILITY SERVICE LEAD  
UTILITY SERVICE WORKER I  
UTILITY SERVICE WORKER II  
[UTILITY SERVICE WORKER III](#)  
[WATER MAINTENANCE AND FACILITY WORKER I](#)  
[WATER MAINTENANCE AND FACILITY WORKER II](#)

[WATER MAINTENANCE AND FACILITY WORKER III](#)

[WATER PRODUCTION LEAD](#)

WATER PRODUCTION OPERATOR I

WATER PRODUCTION OPERATOR II

WATER QUALITY SPECIALIST



**EXHIBIT B**

**WALNUT VALLEY WATER DISTRICT  
GENERAL EMPLOYEES UNIT MARKET ANALYSIS & PARITY ADJUSTMENT  
INCREASES FOR TERMS & CONDITIONS OF EMPLOYMENT  
PERIOD ENDING JUNE 30, 2027**

There were no parity adjustments for this contract period.

## EXHIBIT C

### WALNUT VALLEY WATER DISTRICT GENERAL EMPLOYEES UNIT RETIREE MEDICAL INSURANCE BENEFITS VESTING SCHEDULE

#### GROUP A - District Contribution for Employees on Payroll as of February 28, 1989

For employees who were on the District's payroll as full-time employees as of February 28, 1989 who have been continuously employed by the District since that time, and who retire, the District will provide the fully paid retiree medical insurance coverage premium for the retiree, they/them/their spouse, and dependents as shown on District records at the time of the employee's retirement. This will include reimbursement of payment for Medicare Option B for both the retiree and they/them/their eligible spouse upon the attainment of age sixty-five (65) and after submitting verification to the District of official enrollment in Medicare Option B.

Aside from the eligible reimbursement for Medicare Option B, the District will only pay the cost of the medical premium payable to ACWA JPIA or the District's current health insurance provider. No other health care costs, fees, charges, or taxes will be covered or reimbursed.

#### GROUP B - District Contribution for Employees Hired on or after March 1, 1989

For employees who were hired on or after March 1, 1989, who retire and who have worked for the district a minimum of five (5) consecutive years prior to retirement, and who are at least age fifty (50) at the time of retirement, the District will provide the fully paid medical insurance coverage premium for the retiree. Coverage for the retiree's spouse as shown on the District records at the time of the employee's retirement will be offered under the following vesting schedule of service to the District:

Years of Service:	Percentage of Spousal Coverage:
15	50%
20	75%
25	100%

This will include reimbursement of Medicare Option B for both the retiree and they/them/their eligible spouse upon the attainment of age sixty-five (65) and after submitting verification of enrollment in Medicare Option B. If the employee does not meet the services/vesting criteria for spousal coverage, the retiree may elect to continue spousal and/or dependent coverage on a voluntary basis for all other health coverages offered. A retiree who elects to continue spousal and/or dependent coverage will be responsible for payment of all premiums for continuation of such coverage, and any premium obligation in arrears for a period of ten (10) days or longer will result in cancellation of spousal and/or dependent coverage(s) in the same manner set forth in this article governing premiums in arrears for full-time employees. Once coverage is dropped or otherwise terminates, it will not be reinstated.

Aside from the eligible reimbursement for Medicare Option B, the District will only pay the cost of the medical premium payable to ACWA JPIA or the District's current health insurance provider. No other health care costs, fees, charges, or taxes will be covered or reimbursed.

### **GROUP C – District Contribution for Employees Hired on or after July 1, 2005**

For employees hired on or after July 1, 2005, who retire from the District, who have worked a minimum of fifteen (15) full time (or the equivalent) consecutive years prior to retirement, and who are at least age fifty (50) at the time of retirement, the District will provide the fully paid medical insurance coverage premium for the retiree . Coverage for the retiree's spouse as shown on District records at the time of the employee's retirement will be offered under the following vesting schedule of service to the District:

Years of Service	Percentage of Spousal Coverage:
15	50%
20	75%
25	100%

This will include reimbursement of Medicare Option B for both the retiree and they/them/their eligible spouse upon the attainment of age sixty-five (65) and after submitting verification of enrollment in Medicare Option B. If the retiree does not meet the services/vesting criteria for spousal retiree coverage, the retiree may elect to continue spousal and/or dependent coverage on a voluntary basis for all other health coverages offered. A retiree who elects to continue spousal and/or dependent coverage will be responsible for payment of all premiums for continuation of such coverage, and any premium obligation in arrears for a period of ten (10) days or longer will result in cancellation of spousal and/or dependent coverage(s) in the same manner set forth in this article governing premiums in arrears for full-time employees. Once coverage is dropped or otherwise terminates, it will not be reinstated.

Aside from the eligible reimbursement for Medicare Option B, the District will only pay the cost of the medical premium payable to ACWA JPIA or the District's current health insurance provider. No other health care costs, fees, charges, or taxes will be covered or reimbursed.

### **GROUP D – District Contribution for Employees Hired on or after July 1, 2014**

For employees hired on or after July 1, 2014, who retire from the District, who have worked for the District a minimum of twenty (20) consecutive years prior to retirement, who are at least age fifty-two (52), the District will provide 100% retiree only coverage premium of the least cost health, dental and vision plans on District record at the time of the employee's retirement. For employees who are at least age fifty-two (52), but have worked and retire from the District after twenty-five (25) years of consecutive service to the District prior to retirement, the District will provide 100% retiree only coverage premium of any of the District plans offered at the time of the employee's retirement.

Upon reaching age sixty-five (65), the retiree will be required to sign up for Medicare, which includes Options A and B. No reimbursement will be provided for any costs associated with that mandatory coverage and no other health care costs, fees, charges, or taxes will be covered or reimbursed.

If, at the time of retirement, the retiree wishes to continue coverage of they/them/their spouse and/or eligible dependents as shown on District record at the time of retirement, coverage for such spouse and/or dependents will be at the retiree's sole cost. A retiree who elects to continue spousal and/or dependent coverage will be responsible for payment of all premiums for continuation of such coverage, and any premium obligation in arrears for a period of ten (10) days longer will result in cancellation of spousal and/or dependent coverage(s) in the same manner set forth in this article governing premiums in arrears for full-time employees. Once coverage is dropped or otherwise terminates, it will not be reinstated.

## Exhibit D

### WALNUT VALLEY WATER DISTRICT BENEFITS GUIDELINE FOR PART-TIME ACTIVE AND RETIRED EMPLOYEES OF THE GENERAL EMPLOYEES UNIT (GEU)

#### Accrued Leaves:

Leave	Percentage of Full Time Hours (Hours)					
	100 (40)	90 (36)	80 (32)	60 (24)	50 (20)	<50 (20)
<b>Vacation</b>	100	90	75	50	25	0
<b>Sick*</b>	100	90	75	50	25	1 Hour for Every 30 Hours Worked
<b>Holiday</b>	100	90	75	50	25	0
<b>Bereavement</b>	100	90	75	50	25	0

\*Note: Pursuant to California's Paid Sick Leave Law (AB 1522) and Article 18 of these Terms and Conditions of Employment, temporary employees and part-time employees working less than 20 hours per week are entitled to accrue one (1) hour of sick leave for every thirty (30) hours worked beginning on the first date of employment and may begin using their accrued sick leave on the 90th day of employment. Part-time employees working greater than twenty (20) hours per week are subject to the leave benefits guidelines outlined above.

Retired annuitants employed by the District are not eligible for any of these accrued leaves.

#### **Cost of Living Adjustments:**

Base salaries used for calculating hourly pay rates shall be adjusted annually in accordance with the Terms and Conditions of Employment for the General Employees Unit.

#### **Partial Service Retirements Only:**

On June 24, 2008, following Board approval, the CalPERS Partial Service Retirement was included as one of the Class 3 benefit options for District employees. An employee must receive prior approval from the District and CalPERS in order to be eligible for this benefit.

#### **Health/Life Insurance:**

Benefits will be provided to employees/retirees in accordance with Article 27 - Insurance in the General Employees Unit Terms and Conditions of Employment and Exhibit C - General Employees Unit Retiree Medical Insurance Benefits Vesting Schedule.

# **WALNUT VALLEY WATER DISTRICT**



## **TERMS AND CONDITIONS OF EMPLOYMENT**

Effective July 1, 2023 through June 30, 2027

### **MID-MANAGEMENT**

# WALNUT VALLEY WATER DISTRICT

<b>MID-MANAGEMENT TERMS AND CONDITIONS OF EMPLOYMENT</b> <b>Changes Effective for July 1, 2023 - June 30, 2027</b>	
<b>Section No.</b>	<b>Revisions (if applicable)</b>
<b>A. Terms of Employment</b>	
1 - Water Code	No Change
2 - Employment At Will	No Change
3 - Performance and Development Plans	No Change
4 - Performance Step/Other Adjustments	No Change
5 - Promotions, Demotions, and Transfers	No Change
6 - Workweek	Revision to workweek due to conversion from 9/80 work schedule to new 4/10 schedule.
7 - Pay Period	Revision to pay period due to conversion from 9/80 work schedule to new 4/10 schedule.
8 - Overtime Provisions	Attorney recommended language changes.
9 - Call Back Compensation	Clarification on the start and end time of call back compensation.
10 - Certification Pay	No Change
11 - Uniforms and Dress Code	No Change
12 - Use of District Vehicles	No Change
13 - Mileage Reimbursement/Use of Personal Vehicles	No Change
14 - Disciplinary Action	No Change
15 - Termination of Service	No Change
16 - Cost of Living ("COLA") Increases	No Change
17 - Reporting Compensation and/or Compensation Earnable to the California Public Employees' Retirement System ("CalPERS" or "PERS")	No Change
18 - Social Security and Medicare	No Change
<b>B. Benefits</b>	
1 - Deferred Compensation	No Change
2 - Holiday Schedule	Removal of Friday after Thanksgiving as a paid holiday. Removal of Friday being observed as a holiday if a holiday falls on a Saturday. Increase of holiday leave bank from 18 hours (two 9-hour days)

**MID-MANAGEMENT TERMS AND CONDITIONS OF EMPLOYMENT**  
**Changes Effective for July 1, 2023 - June 30, 2027**

<b>Section No.</b>	<b>Revisions (if applicable)</b>
	to 20 hours (two 10-hour days).
3- Health/Life Insurance	No Change
4 - Industrial Injury	No Change
5 - Leave Provisions	<ul style="list-style-type: none"> <li>• Administrative Leave – No Change</li> <li>• Leave of Absence – No Change</li> <li>• Sick Leave – Increase personal leave sick payout from 24 hours (three 8-hour days) to 30 hours (three 10-hour days).</li> <li>• Personal Leave – Increase personal leave from 24 hours (three 8-hour days) to 30 hours (three 10-hour days).</li> <li>• Vacation Leave – No Change</li> </ul>
6 - Pension Plan	No Change
7 - Education and Tuition Reimbursement	No Change
<b>C. Severability</b>	No Change
Exhibit A - Position Classifications	Changes to Mid-Management Position Classifications to be consistent with Organizational Chart
Exhibit B - Parity Adjustment Schedule	No Change
Exhibit C - Retiree Medical Insurance Benefits Vesting Schedule	No Change
Exhibit D - Benefits Guideline for Part-Time Active and Retired Employees Mid-Management	No Change

A Resolution of the Board of Directors of the  
Walnut Valley Water District Establishing a  
**Salary and Benefit Schedule and  
Terms and Conditions of Employment  
for Middle Management and Confidential Employees**

**WHEREAS**, employees of Walnut Valley Water District filling the following positions listed on Exhibit A are not represented by an employee organization, and

**WHEREAS**, the Board of Directors intends to compensate these employees in a fair and equitable manner,

**NOW, THEREFORE**, be it resolved that the salary ranges, benefits, and terms and conditions of employment for the job classifications attached hereto as Exhibit A become effective the first day of the July 1, 2023 pay period, or as soon thereafter as reasonably possible, and shall remain in effect through the last full pay period in June 2027.



**A. Terms of Employment**

**1. Water Code**

Pursuant to the Water Code of the State of California, the District's Board of Directors has vested in the General Manager the power to exercise traditional managerial prerogatives, including the hiring, firing, layoff, demotion, discipline, discharge, assignment, and transfer of employees in they/them/their sole discretion on an at will basis.

**2. Employment at Will**

Employment at the District is for no definite period of time and may be terminated at the will of the employee or the District at any time, with or without cause and with or without notice. Employment at will is not modified by length of service with the District and no contract of employment, expressed or implied, will be valid unless in writing, signed by the General Manager, and approved by the Board of Directors of the District and must express the clear and unambiguous intent to alter the at-will nature of the employment relationship, as defined by California Labor Code section 2922.

**3. Performance and Development Plans**

Performance and development plans will normally be conducted on an annual basis prior to July 1 of each year; however, they may be conducted more or less frequently depending upon the performance of the employee or other factors as determined by the General Manager/Designee.

**4. Performance Step/Other Adjustments**

District positions have established salary ranges with a minimum (entry) rate, intermediate rate, and maximum rate. Performance step adjustments are normally granted on an annual basis at the discretion of the General Manager/Designee and depend upon satisfactory job performance.

- a. A performance step adjustment may be granted within the prescribed salary range following satisfactory completion of six months of employment in they/them/their position. Thereafter, twelve (12) consecutive months of satisfactory job performance is normally required to qualify for performance step adjustments until the maximum rate within the salary range is reached.
- b. Upon demonstrated exemplary performance, an employee may be granted additional step adjustments at the recommendation of the Department Head and upon approval of the General Manager.
- c. At the discretion of the General Manager/Designee, when determined that it is necessary based upon the needs of the District for any employee to perform work out of class at a higher level, the employee, upon recommendation of the Department Head, may be awarded a stipend for the period which the out of class work was performed.

**5. Promotions, Demotions, and Transfers**

It is recommended that employees discuss their goals and interests with their Supervisors/Department Head so that it may be possible for them to plan and carry out preparation and training for promotional opportunities as they may arise.

- a. **Promotion** is advancement to a job with higher duties, greater responsibilities, higher qualifications, and a higher maximum rate of pay. The District will consider

qualified employees for "promotion from within" in making promotional appointments.

- b. **Demotion** means movement from one class to another class with a lower salary. Demotions can be voluntary or involuntary. A voluntary demotion is when an employee requests, for personal or other reasons, a demotion because they/them/their believes they/them/their may be more effective or more satisfied in a less demanding position, or because the employee would like to move to a different position to learn a new line of work. The District may institute involuntary demotions for deficiencies in work performance and/or disciplinary reasons.
- c. **Transfers** can occur when an employee requests a transfer because they/them/their believes they/them/their may be more effective or more satisfied in a different job (voluntary transfer), including requests for transfer because the employee would like to learn a new line of work or has personal reasons. Transfers can also occur involuntarily based on needs of the District. Transfers may result in movement from one class to another class with a lower salary.

## 6. Workweek

The workweek for Mid-Management and Executive Staff employees is a fixed and regularly recurring period of seven consecutive 24-hour periods. ~~The workweek begins at 12:00 am on Sunday morning and ends the following Saturday at 11:59 pm. For those employees participating in a 9/80 work schedule, an employee's workweek will begin at 11:00 am Friday and end at 10:59 am on the following Friday as outlined in the 9/80 work schedule policy. All other District employees' workweek begins Saturday at 12:00 am and ends at 11:59 pm the following Friday.~~ The General Manager/Designee may designate a different workweek for an appropriate category of District employees so long as the new workweek is intended to be permanent in nature (i.e., indefinite duration, with no present intention to change on a given future date), for certain Mid-Management and Confidential employees based on the departmental/divisional needs as determined by the General Manager/Designee.

~~Alternative W~~work schedules may vary between departments and divisions and amongst employees within departments and divisions. An employee's work schedule may be revised or rescinded at the sole discretion of the General Manager/Designee based upon the employee's work assignments as well as the operational and service needs of the District. Work schedules may require work on weekends and holidays. If needed, employees shall be available for work beyond their scheduled assigned day or assigned week upon advance notice from the District.

## 7. Pay Period

~~Authorized District employees participating in an alternative work schedule (9/80) are paid every other Friday for the two weeks ending at 10:59 am the Friday before payday pursuant to the 9/80 work schedule policy. All other~~ District employees are paid every other Friday for the two weeks ending at 11:59 pm the ~~Saturday~~ Friday before payday. The District will make every reasonable effort to have paychecks ready by noon on payday.

## 8. Overtime Provisions

Employees that are exempt from the applicable overtime provisions of the Fair Labor Standards Act (FLSA) shall not be entitled to receive overtime compensation for hours worked in excess of the number of hours established as full-time service for the classification.

For employees in non-exempt positions, the workweek shall total forty (40) hours over seven consecutive twenty-four (24) hour periods. Overtime hours are all hours actually

worked by the non-exempt employee in excess of forty (40) hours in they/them/their designated workweek. Overtime hours will be compensated at the rate of one-and-one-half (1-½) times the employee's regular rate of pay.

- a. Non-exempt employees may only work overtime hours with the express, advance authorization of the General Manager or the Department Head (or their designee).
- b. All overtime hours worked shall be reported as hours actually worked.
- c. The District compensates for overtime worked in fifteen (15) minute increments. No overtime credit shall be given or allowed for any overtime worked of less than one-half (1/2) of each fifteen (15) minute increment.
- d. Non-exempt employees working in excess of a forty (40) hour week shall have the option to receive overtime pay at one-and-one-half (1-½) times their regular rate of pay or may accrue compensatory time off at one-and-one-half (1-½) times the actual hours worked in accordance with the FLSA and applicable regulations, up to a maximum of sixty (60) hours. Such compensatory time accrued will be paid out to the employee by December 31<sup>st</sup> if not used by the end of the calendar year when the compensatory time was earned.

An employee wishing to use they/them/their accumulated compensatory time must provide reasonable notice to they/them/their supervisor. The request may be denied if the request is deemed unduly disruptive to the District's operations. Generally, reasonable notice is at least one calendar week. If an employee wishes to use compensatory time without providing reasonable notice, the decision to grant or deny that request will be at the discretion of the employee's supervisor.

- e. Vacation, sick ~~and/~~ or personal leave hours shall not will not be counted as hours worked for determining overtime compensation earnings or earned compensatory time off. ~~Under special circumstances, and at the sole discretion of the District, inclusion of such leave hours may be used to determine hours worked for the purpose of calculating overtime earnings for non-exempt employees.~~

## 9. Call-Back Compensation

Non-exempt employees who are called back to work on an emergency basis after completing their normal workday may be entitled to call-back compensation. Employees who are called back will be paid at one-and-one-half (1-½) times the base hourly rate for emergency call-back time worked, and employees will be entitled to minimum call-back compensation of at least two (2) hours for each call-back occurrence. Call back compensation will start from the time the employee departs their residence until they return to their residence. If the employee receives another call back before they return to their residence that call back should be recorded as continued time from the previous call back and not a separate call back that triggers the minimum two hours. If the employee receives a call back after they arrive back to their residence it should be considered a separate call back and trigger a minimum two hours, even if it overlaps the previous call back compensation of two hours. Employees assigned non-emergency scheduled overtime shall not be entitled to the call-back compensation provisions set forth herein. Such overtime shall be compensated for on an hour-for-hour basis at the rate of one-and-one-half (1-½) hours compensation for each full hour of work performed with a minimum of one (1) hour's compensation, with actual hours worked reported in one-quarter (1/4) hour increments. Employees called back within one (1) hour of the beginning of their normal workday are not eligible for call-back compensation.

Non-exempt ~~on-call~~ employees required to electronically access the District's SCADA system and/or respond to a District Service call during non-regular working hours will be compensated for all hours worked, and will be entitled to a minimum of thirty (30) minutes

of regular hourly pay. If an employee completes the work required and is subsequently required to respond during the thirty (30) minute period, the employee is not entitled to additional compensation until the minimum thirty (30) minute period has expired. If an on-call/standby response results in an employee working in excess of forty (40) hours of they/them/their designated workweek, the employee shall be paid at the rate of one-and-one-half (1½) times they/them/their regular rate of pay for the excess overtime hours worked. If called out to respond, the employee will be entitled to the call-back compensation mentioned in the preceding paragraph.

Aside from the above, any employee assigned to on-call/standby duty is not entitled to any compensation for time spent waiting to respond while assigned to on-call/standby duty.

## 10. Certification Pay

Employees possessing Water Distribution Operator certification issued by the State Water Resources Control Board at a level higher than what is required for their current classification are eligible for certification pay. Eligible employees will receive their certification pay in a lump sum payment in December of each year. Executive Staff are not eligible for certification pay.

The certification pay shall be calculated based on level of certification obtained as long as such certification level exceeds what is required for the employee's current job classification. For new employees eligible to receive certification pay during their first year of employment, the amount of the pay shall be prorated to the employee's month of hire.

Grade	Pay
D1	\$600.00
D2	\$600.00
D3	\$750.00
D4	\$1,250.00
D5	\$1,250.00

Grade	Pay
T1	\$600.00
T2	\$750.00

Employees possessing the below Backflow certification at a level higher than what is required for their current classification are eligible for certification pay.

Certification	Pay
CA-NV American Water Works Certification (AWWA) Backflow Prevention Assembly Tester (BPAT) Certification	\$750.00
CA-NV American Water Works Certification (AWWA) Cross-Connection Control Specialist (CCCS) Certification	\$750.00
Los Angeles County Certified Backflow Prevention Device Tester	\$750.00

Employees possessing the below Water Quality Laboratory Analyst certification at a level higher than what is required for their current classification are eligible for certification pay.

Certification	Pay
CA-NV American Water Works Certification (AWWA) Water Quality Laboratory Analyst (WQLA) Certification- Grade 1	\$750.00

A temporary or interim certificate held by an employee at a higher grade level will not qualify the employee for certification pay at the higher level.

#### **11. Uniforms and Dress Code**

The District maintains a dress code for all employees which provides:

- a. The District shall provide uniforms to those employees in classifications that require employees to wear a District uniform.
- b. Employees are required to wear District uniforms during working hours. Employees may wear District uniforms to and from work, but are otherwise prohibited from wearing District uniforms outside working hours.
- c. If the District requires employees to wear safety-toed shoes or boots (which must be OSHA approved), then the District will supply a maximum of one (1) pair per employee, per year, based on the supervisor's recommendation. The allowance for safety-toed shoes or boots shall be a maximum of \$250.00 per year for each employee required to wear such shoes or boots. Such allowance shall also include in-soles and other related items that increase the life expectancy of the boot or as recommended by the District's Workers' Compensation carrier. If the Department Head determines, in they/them/their sole discretion, that an employee's boots are in need of replacement prior to the completion of one (1) full year, the employee may be given authorization, subject to General Manager/Designee approval, to purchase a new pair at the District's expense, but in any event, the cost shall not exceed the \$250.00 per pair maximum.

#### **12. Use of District Vehicles**

The District may provide vehicles on an as-needed basis for those supervisors in classifications that require them to respond for emergencies. Said vehicles shall be used for transportation to and from work, responding to emergencies, and/or other authorized work-related use(s) as may be approved by the General Manager/Designee. Employees driving District vehicles shall strictly obey all traffic laws, and any and all such policies pertaining to driving a District vehicle, including, but not limited to, Cellular Telephone and Other Similar Personal Electronic Device Policy, and at no time shall operate a District vehicle under the influence of alcohol or any controlled substance. Employee incidents that result in traffic citation(s) or involve any other violations of law may result in disciplinary action. Before the District will permit an employee to use a District vehicle, the employee must provide proof that the employee possesses the appropriate California driver's license to operate the vehicle in question and that the employee is insurable.

#### **13. Mileage Reimbursement/Use of Personal Vehicles**

Employees with prior authorization granted by the employee's supervisor to use their personal vehicles in the course of District business shall be reimbursed for actual mileage at the IRS-approved rate per mile for all miles driven. Requests for mileage reimbursement shall be submitted in the prescribed format determined by the District. Employees are required to provide Human Resources with a copy of the employee's most current and valid auto insurance coverage before authorization to use their personal vehicles for District business will be given.

#### **14. Disciplinary Action**

Pursuant to the Water Code of the State of California, the Board has delegated to the General Manager/Designee, all necessary power and authority to conduct the District's employee relations and to take disciplinary action as appropriate. Subject to the provisions of the FLSA (and applicable limited exceptions), if a suspension is imposed on an exempt employee, such suspension must be in increments of a full week unless it is a for a violation of a workplace conduct rule. In that case, the suspension can be in less than a workweek increment.

**15. Termination of Service**

An employee planning to resign or retire should give they/them/their supervisor written notice as far in advance of the effective date as possible. The employee shall make every reasonable effort to provide this notice a minimum of twenty-one (21) calendar days prior to the effective date. The employee's final paycheck shall include payment for any earned but unused leave benefits under these Terms and Conditions of Employment.

**16. Cost of Living ("COLA") Increases**

Base salaries shall be adjusted annually, based upon the following agreed upon and approved salary adjustment amounts:

July 1, 2023	3%
January 1, 2024	4%
January 1, 2025	4%
January 1, 2026	4%
January 1, 2027	4%

The amount of the one-time mid-year and annual increase under this section shall be reflected in the District's publicly available pay schedules.

**17. Reporting Compensation and/or Compensation Earnable to the California Public Employees' Retirement System ("CalPERS" or "PERS")**

Employees receiving and maintaining a valid California Class A or B driver's license required to perform their duties shall receive a 5% differential. This form of pay, also referred to as "Government Agency Required Licenses", shall be reported to CalPERS as special compensation, and is therefore compensation earnable for Classic Members pursuant to 2 CCR 571 (Classic), and pensionable compensation for New Members and pursuant to 2 CCR 571.1 (PEPRA).

Reportable compensation and/or compensation earnable is determined by applicable law.

**18. Social Security and Medicare**

Employees hired or promoted into Mid-Management and Executive Staff after July 1, 2023, are required to pay the portion of Social Security dedicated to funding Medicare.

## B. Benefits

### 1. **Deferred Compensation**

The District provides a voluntary deferred compensation plan for employees. Under the plan(s), an employee may defer up to the maximum amount of income allowed by law per calendar year. Upon authorization of the employee, the District will remit the employee's deferred income to the District's deferred compensation plan provider.

### 2. **Holiday Schedule**

a. The following are approved paid holidays for employees of the District:

New Years Day	January 1
Martin Luther King, Jr. Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
<del>Friday after Thanksgiving</del>	<del>Friday after Thanksgiving</del>
Christmas Eve	December 24 - when it falls on Monday, Tuesday, Wednesday, or Thursday
Christmas Day	December 25
	Three Floating Holidays

District employees receive three (3) floating holidays. Each ~~These~~ floating holidays is recorded as ten (10) hours in an employee's holiday leave bank and can be used, upon prior approval of the employee's Supervisor/Department Head, any time during the calendar year.

~~b. For employees working an alternative work schedule, if the "flex day" (i.e., an employee's scheduled day off under that schedule) falls on an approved District holiday, the holiday will be placed in the employee's holiday leave bank and can be used for other leave options such as sick, vacation, or personal. An employee's holiday leave bank cannot exceed a maximum accrual of eighteen (18) hours. When a District holiday falls on a Friday or Saturday, 10-hours will be placed in the employee's holiday leave bank, which can be used for other leave reasons, such as sick, vacation or personal. When a District holiday falls on a Sunday, the following workday will be observed as the holiday.~~

~~b.~~

c. An employee's holiday leave bank cannot exceed a maximum accrual of twenty (20) hours. Holiday leave bank and unused floating holiday hours accrued in excess of twenty eighteen (2018) hours will be paid out to the employee by December 31<sup>st</sup>.

~~d. When a District holiday falls on a Saturday, the previous workday will be observed as the holiday. When a District holiday falls on a Sunday, the following workday will be observed as the holiday.~~

e.d. Employees in non-exempt job classifications who are required to work on a District holiday, other than Thanksgiving Day or Christmas Day, will receive their regular holiday pay of ten (10) hours paid at their base hourly rate and will be paid for each hour worked at a holiday premium rate of at one-and-one-half (1-½) times their base hourly rate ~~for each hour worked in addition to regular holiday pay~~ or may

accrue the holiday in accordance with compensatory time provisions. Non-Exempt employees assigned to work on Thanksgiving Day, or Christmas Day shall receive their regular holiday pay of ten (10) hours paid at their base hourly rate and will be paid for each hour worked at a holiday premium rate of two (2) times their base hourly rate. If working a holiday results in an employee working in excess of forty (40) hours in they/them/their designated workweek, the employee shall be paid at a rate of one-and-one-half (1½) times they/them/their regular rate of pay overtime compensation for the all excess overtime hours worked at a rate of one-and-one-half (1½) times they/them/their regular rate of pay.

~~f.e. Non-Exempt employees assigned to work on Thanksgiving Day, or Christmas Day shall receive two (2) times their base hourly rate for each hour worked in lieu of the pay employees would otherwise receive for working on a District holiday (one-and-one-half (1½) times their base hourly rate for each hour worked) detailed in Section B (2)(e) above.~~

### 3. Health/Life Insurance

The District will offer the following health insurance coverages for all full-time employees of the District: Full-time employment for purposes of determining eligibility for District health insurance benefits listed below is defined as a regular District employee working thirty (30) hours per week.

A. The District will offer the following health insurance coverages for all full-time employees of the District:

1. Major medical plan, which includes provisions for prescription drug coverage
2. Dental plan
3. Vision plan

B. The District will also offer the following other benefit coverages:

1. Employee Assistance Program (District paid benefit)
2. Short Term Disability plan
3. Long Term Disability plan
4. Life Insurance Plan/Accidental Death & Dismemberment (District paid benefit)

C. Employees may elect to have dependent health insurance coverage by contributing the minimum monthly cost established by the District from time to time, provided that the District shall not pay more than the amount specified per month for the employee and dependent coverage, in accordance with the following:

The full payment of the combined least cost medical, dental, and vision plans, excluding the high deductible medical plan.

D. The following medical insurance coverages shall be subject to the medical cap specified in Section C, above:

1. Major medical plan
2. Dental plan
3. Vision care

Medical Coverage for Registered Domestic Partners – Pursuant to state and federal law, and subject to the provisions and requirements set forth by the District's health plan provider, the District extends certain health insurance benefits to the registered California domestic partners of eligible full-time employees.



If at any time an employee selects coverage that costs more than the maximum amount allowed under the medical cap in Section C, above, then this excess amount shall be pro-rated and withheld from the employee's bi-weekly payroll check. Written forms authorizing such payroll deduction for the payment of medical premiums will be on file in the employee's personnel and payroll files.

The District also offers its employees the option of utilizing a Flexible Spending Account (FSA) for payment of health benefit premiums and other health related expenses in compliance with state and federal FSA stipulations, regulations and restrictions.

Should the employee no longer receive a payroll check, and remain eligible for District paid benefits, then it shall be the obligation of the employee to make any premium payments due in advance of the premium due date as specified by the District. Notification for such benefits shall be made to such employees in accordance with Consolidated Omnibus Budget Reconciliation Act of 1985 ("COBRA") requirements. Any premium obligation in arrears for a period of thirty (30) days or longer will result in the cancellation of portions of dependent coverage until the total monthly premiums for the employee equal or fall below the medical cap in Section C, above. Cancellation of dependent benefits will be in the following order:

- (1) Vision plan
- (2) Dental plan
- (3) Major medical plan

#### Retiree Medical Insurance Benefits

- A. Retiree medical insurance benefits are subject to the eligibility provisions and vesting schedule listed in Exhibit C of these Terms and Conditions of Employment. As outlined in Exhibit C, these eligibility requirements determine if the retiree, spouse, and/or dependents are eligible for coverage at the time of retirement, and if so, what percentage of coverage will be paid by the District and what percentage must be paid by the retiree if coverage is selected.

As medical premiums increase, retiree payments will increase. Retirees required to contribute towards their retiree medical coverage shall be obligated to make such co-payments as stipulated in the provisions set forth in Exhibit C.

Subject to the employee's retiree medical benefit eligibility, the employee must elect the medical plan they wish to enroll in retirement by the employee's last open enrollment prior to retirement. Due to increasing medical costs, retirees may change plans during a District annual open enrollment period post-retirement.

- B. Retiree Life Insurance Benefits – For District employees who retire with a pension benefit, the District will provide retiree life insurance in an amount not to exceed \$50,000 up to age 70. From ages 70-74, such life insurance will be subject to a reduction of coverage by 35%, then an additional 15% following attainment of age 75. However, if the cost of providing this life insurance benefit becomes prohibitive, the District may eliminate the benefit entirely, reduce the amount of coverage, or require a co-payment in order to maintain the benefit. The determination of whether the benefit has become cost-prohibitive and what course of action to follow shall be made by the District in its sole discretion.
- C. Upon Death of the Retiree – At the time of a retiree's death, coverage for they/them/their spouse and/or dependents as shown on District records shall remain in force in accordance with the provisions under which the retiree and they/them/their spouse and/or dependents initially became eligible for coverage pursuant to the District's Retiree medical Vesting Schedule (Exhibit C).

- D. District Contribution Upon Disability, Incapacitation, or Death of an Employee  
Should an employee who is eligible for retirement from the District, who meets the minimum retirement age, and who is eligible for retiree medical coverages in accordance with the District's Retiree Medical Vesting Schedule (Exhibit C) become disabled, or incapacitated before retirement, the employee may retire and receive retiree health coverage in accordance with the District's Retiree Health coverage policy (Exhibit C). Upon death of the employee who is eligible for retirement from the District, medical coverages for they/them/their spouse and/or dependents, as evidenced based on District records, shall be paid by the District for a period not to exceed six (6) months. Upon death of the retiree, benefits for the surviving spouse and/or dependents, as evidenced based on the District's records, shall continue in accordance with the provisions under the District's Retiree Medical Vesting Schedule (Exhibit C).

Medical Insurance Benefits During Periods of Disability

- A. Temporary Disability – Non-Industrial –An employee who becomes temporarily disabled due a non-industrial injury or illness shall be entitled to continuation of medical coverage while on eligible FMLA/CFRA leave. Should the disability period extend beyond the eligible FMLA/CFRA period, the employee will be offered COBRA continuation coverage. Medical coverages for the temporarily disabled employee (non-industrial), they/them/their spouse, and/or dependents, as evidenced based on District records, shall be paid by the District for a period not to exceed six (6) months. .

While on disability leave, vacation and sick leave accruals will cease until such employee returns to work. Additionally, for disabilities that do not arise from industrial injuries, which will be handled pursuant to Section 4, below, during the period in which the employee is eligible to receive disability benefits from the District's disability insurance carrier, the employee will not be entitled to use existing accrued leave to the extent they/them/their is already being provided sufficient supplemental benefits by the District to ensure that the employee is not receiving more than 100% of pay. If an employee remains out on FMLA/CFRA leave, however, they/them/their is not eligible to receive disability payments until verification has been received by the District that disability benefit payments have terminated. The employee may then be eligible to use existing accrued leave.

- B. Permanent Disability

Vested Employees – An employee who becomes permanently disabled and is eligible for retirement in accordance with the District's pension plan under which the employee is classified and the District's retiree medical vesting requirements shall be entitled to continuation of medical coverage as a retiree in accordance with the provisions of Exhibit C.

Non-Vested Employees – An employee who becomes permanently disabled by reason of a non-industrial injury or illness and is not eligible for retirement shall only be eligible for medical coverage as set forth in the Temporary Disability – Non-Industrial section.

It is understood that medical insurance coverage available to retirees may differ from time to time from the plans in effect at the time of retirement due to changes in the various plans covering the District's benefits eligible employees and retirees.

**4. Industrial Injury**

The District provides benefits in the event of an injury, illness, or disability incurred on the job through the ACWA JPIA Workers' Compensation Insurance Fund. These benefits include: medical treatment, temporary disability, permanent disability (compensation based

on the rated degree of injury determined to be permanent), vocational rehabilitation, and a death benefit.

## **5. Leave Provisions**

### **a. Administrative Leave**

FLSA exempt employees shall be granted a maximum of forty-eight (48) hours paid administrative leave per year, and the use of such leave requires the prior approval of the employee's Department Head and the General Manager/Designee.

### **b. Leave of Absence**

Consistent with state and federally mandated leave laws, the General Manager may grant within they/them/their sole discretion a temporary leave of absence without pay. Request for a leave of absence shall state specifically the reason for the request, the date when the employee desires to begin the leave and the probable date of return. Requests for leave not subject to state and federal leave requirements require approval by the General Manager/Designee.

Approval of the leave of absence shall be in writing and a copy filed with the Personnel Office. During the leave of absence period, continuation of the employee's health benefits will be provided pursuant to state and federal laws and subject to the leave provisions as stipulated in these Terms and Conditions. If an employee exhausts statutory leave and has not returned to work, the employee will be offered COBRA continuation coverage to begin at the end of the statutory leave period. For approved non-statutory or personal leaves of absence, the employee will be offered COBRA continuation coverage beginning the first day of the month following the month the leave began. During the leave of absence, the employee will not be entitled to accrue sick, vacation and holiday leave. Upon expiration of approved leave, or within a reasonable period of time after notice to return to work, the employee may be reinstated to the position held at the time the leave was granted, provided that the position has not been eliminated by work force reduction or District reorganization, or to a comparable position if one is available for which the employee is qualified, as determined by the General Manager/Designee.

### **c. Sick Leave**

#### **A. Application of California's Paid Sick Leave Law**

In accordance with California's Paid Sick Leave Law, all employees may use the greater of five (5) days or forty (40) hours of accrued paid sick leave in a twelve (12) month period for one of the following reasons:

- For the employee's own diagnosis, care, or treatment of an existing health condition or preventative care.
- For the diagnosis, care, or treatment of an existing health condition or preventative care for an employee's family member, including:
  - Child of any age or dependency status (including a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis.);
  - Spouse or Registered Domestic Partner;
  - Parent or Parent-in-Law (including biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child.);
  - Grandparent;
  - Grandchild;
  - Sibling;

- Designated Person, which means a person identified by the employee at the time the employee requests paid sick leave. Such designated person may be limited to one person per 12-month period for paid sick days.
- For an employee who is a victim of domestic violence, sexual assault, or stalking to i) obtain or attempt to obtain a temporary restraining order or other court assistance to help ensure the health safety or welfare of the employee or his or her child, or ii) obtain medical attention or psychological counseling; services from a shelter; program or crisis center; or participate in safety planning or other actions to increase safety, with appropriate certification of the need for such services:

**B. Temporary Employees and Part-Time Employees Who Work Less Than 20 Hours Per Week**

Pursuant to California's Paid Sick Leave Law, temporary and part-time employees who have been employed for at least thirty (30) days, other than retired annuitants, are entitled to begin accruing paid sick leave on the first date of employment and can begin using paid sick leave on the 90th day of employment under the following conditions.

- An employee begins to accrue paid sick leave at the rate of one (1) hour of paid sick leave for every thirty (30) hours worked.
- An employee is allowed to use up to a maximum of five (5) days or forty (40) hours, whichever is greater, of paid sick leave in a twelve (12) month period.
- An employee can only accrue paid sick leave up to a cap of ten (10) work days or eighty (80) hours, whichever is greater, ongoing. Any unused accrued paid sick leave does carryover year to year while continuously employed, up to the accrual cap.
- An employee shall provide reasonable advance notification of their need to use accrued paid sick leave to their supervisor if the need for paid sick leave use is foreseeable (e.g., doctor's appointment scheduled in advance). If the need for paid sick leave use is unforeseeable, the employee shall provide notice of the need for the leave to his/her supervisor as soon as is practicable.
- An employee who uses paid sick leave must do so with a minimum increment of two (2) hours of sick leave.
- Paid sick leave will not be considered hours worked for purposes of overtime calculation. An employee will not receive compensation for unused accrued paid sick leave upon termination, resignation, retirement or other separation from employment from the District.
- If an employee separates from District employment and is re-hired by the District within one (1) year of the date of separation, previously accrued and unused paid sick leave hours shall be reinstated to the extent required by law. However, if the rehired employee had not yet worked the requisite ninety (90) days of employment to use paid sick leave at the time of separation, the employee must still satisfy the ninety (90) days of employment requirement collectively over the periods of employment with the District before any paid sick leave can be used.

**C. Full-Time Employees and Part-Time Employees Who Work 20 or More Hours Per Week**

Sick leave with pay shall be granted by the District at the rate of eight (8) hours for each full calendar month of service for all full-time employees or for part-time employees working twenty (20) or more hours per week as otherwise designated in Exhibit D of these Terms and Conditions of Employment. Retired annuitants are not eligible for sick leave.

Each calendar year, up to one-half of an employee's annual accrued paid sick leave ~~hours or 5 days, whichever is greater,~~ but no less than 40 can be used for any reason as noted in Section A of this policy in accordance with California's Paid Sick Leave Law and Labor Code section 233. Any additional paid sick

leave provided by the District in that calendar year can only be used for the employee's own diagnosis, care, or treatment of an existing health condition or preventative care.

In order to receive compensation for work time lost due to sickness, the employee shall notify they/them/their immediate supervisor prior to the time set for commencement of they/them/their work shift, or as may be specified by the Department Head. Failure to do so without good reason may result in that day of absence treated as a leave of absence without pay. After an employee has used one-half of their annual accrued paid sick leave in a calendar year, but no less than 40 hours or 5 days, whichever is greater, for any absence of three (3) days or less, a physician's certificate may be required. For absences of more than three (3) days, and prior to returning to work, the employee shall file with the Personnel Office a verification from a licensed health care provider, or other evidence satisfactory to the District, confirming the need for the time off and releasing the employee to return to work without restriction.

On or about December 1st of each year, the sick hours accrued, but not used, during the preceding year will be transferred to an accumulated or qualification account. After an employee has accumulated two hundred forty (240) hours of sick leave in this account, the employee will be eligible to receive a cash payout of unused sick leave. The maximum amount of sick leave an employee may accrue is four hundred (400) hours and payment for such accrued and unused sick leave will be as follows:

- (1) Employees who have accrued more than two hundred forty (240) hours, but fewer than four hundred (400) hours of sick leave:

During the month of December, employees who have fewer than four hundred (400) hours of accrued sick leave as of December 1, will receive a cash payment at the employee's then hourly rate of pay for three-quarters (3/4) of any current accrued sick leave accumulated in their account, which exceeds the two hundred forty (240) hour qualification level.

- (2) Employees who have accrued more than four hundred (400) hours of sick leave:

In December of each year, if it is determined by the Finance Department that an employee will still have an excess of four hundred (400) hours of accrued sick leave following the sick leave buyout, the employee will then receive a cash payment of 100% of the employee's current accrued and unused sick leave accumulated in excess of four hundred (400) hours at the employee's then hourly rate of pay.

- (3) Employees who have accrued over four hundred (400) hours as of October 31, 2011:

Those employees who, as of October 31, 2011, have an accrued sick leave balance in excess of four hundred (400) hours are exempted from this provision at this time and the accrued sick leave they have accumulated will remain in their accounts. However, in December of each year, those employees will receive a cash payment at the employee's then hourly rate of pay for all sick leave that the employee has accrued that calendar year as long as they have an excess of four hundred (400) hours of accumulated sick leave.

In subsections (1-3) above, the employee also has the option of placing such funds in they/them/their deferred compensation account or 401-A plan account, pursuant to state and federal deferred compensation limits and regulations.

The remaining one-quarter (1/4) of the current sick leave over the two hundred forty (240) hour but less than the four hundred (400) hour qualification level will then be placed in the long-term sick leave account and will not be considered in any future annual sick leave cash payout under the preceding paragraph.

- a. Upon termination of employment with the District, employees shall be entitled to a sick leave payoff, based upon a percentage of the qualification account as defined above, as follows; provided, however, that in all events, as consideration for personal leave provided under subsection (i), below, the first ~~thirty~~ ~~twenty-four~~

(3024) hours of any accrued sick leave shall be paid out at one hundred percent (100%):

1)	Termination by the District	25%
2)	Voluntary Resignation	50%
3)	Death of the Employee	100%
4)	Retirement Options:	
	A. Cash payoff	100%
	B. Placement in deferred compensation account	100%
	C. Retirement Service Credit	100%
	D. Placement in preauthorized 401-A plan account	100%

- b. The District shall maintain all sick leave records and shall make the determination for annual cash and all other payments.
- c. Upon retirement the employee may elect to receive a cash payoff, defer the cash payoff up to the maximum amount allowable by law into the employee's deferred compensation account and/or place funds in 401-A plan account in accordance with the employee's pre-authorized final pay election.
- d. The employee may also elect to receive CalPERS retirement service credit with the unused and accrued sick leave hours in lieu of receiving financial compensation.
- e. Upon the death of an employee, sick leave shall be paid in full to the employee's beneficiary.

Except as provided otherwise in this section, employees do not receive compensation for any unused, accrued paid sick leave at the time of separation of employment, except that up to ~~thirty twenty-four (3024)~~ hours of accrued sick leave shall be payable at separation of employment as consideration for the personal leave provided in Section I, below. However, if an employee is re-hired with the District within twelve (12) months of the previous separation of employment, the District will reinstate up to ten (10) days or eighty (80) hours of previously accrued but unused paid sick leave at the time of re-hire to the extent such amount was not otherwise cashed out as provided in this section.

d. **Personal Leave**

Up to ~~thirty twenty-four (3024)~~ hours of accrued annual sick leave may be used for personal leave. ~~in increments of less than eight (8) hours with the prior approval of the employee's Department Head. Personal leave requests for a duration of eight (8) hours or more may be granted upon approval of the Department Head and the General Manager or designee.~~ Additional personal leave in excess of the ~~thirty twenty-four (3024)~~ hour maximum is subject to the approval of the General Manager/Designee.

e. **Vacation Leave**

All full-time employees shall accrue paid vacation leave as provided herein. Vacation leave shall accrue on a monthly basis and shall be prorated when an employee begins or terminates employment in the middle of a month.

- 1. Employees shall be granted annual vacation leave at a minimum rate of eighty (80) hours per year during the first year of employment upon completion of six (6) consecutive months' service. Thereafter, the employee shall accrue vacation at the rate of eight (8) additional hours per

month for each full year of employment to a maximum of two hundred (200) hours per year for employees hired on or before August 1, 2017. Employees hired after August 1, 2017 shall accrue vacation at a rate of eight (8) additional hours per month for each full year of employment to a maximum of one hundred sixty (160) hours per year.

Each employee's maximum accrual shall be limited to 250 hours.

2. During the last pay period of the calendar year, the hours in excess of the maximum accrual will be placed in the employee's 401-A plan account at the employee's then hourly rate of pay.

If the employee does not want those funds to be placed in the 401-A plan account, the employee must either use the hours in excess of the maximum accrual or, must have, prior to the end of the previous calendar year, followed the stipulated procedures of the Vacation Pay In Lieu Program.

3. Under special circumstances, the General Manager/Designee may allow an employee the use of forty (40) hours vacation after six (6) months of employment, and may authorize the advance of vacation hours earned or may approve accrual in excess of the maximum allowed provided the employee submits a written request.
4. The needs of the District and the needs of the employee will be considered in the scheduling of vacation time. Vacation schedules shall be developed by employees, based on the needs of the District. Changes to approved vacations must be authorized by the Department Head and/or General Manager/Designee.
5. Requests for vacation must be submitted in advance of the proposed vacation date.
6. Employees submitting a Vacation Pay in Lieu Request must comply with the provisions of the approval process in the Vacation Pay in Lieu Program and shall maintain a minimum balance of forty (40) hours of accrued vacation before such request may be considered.
7. At termination of employment, including discharge, retirement, voluntary resignation, layoff, or death of the employee any earned but unused vacation credit will be paid in a lump sum to the employee, deposited into the employee's deferred compensation account at they/them/their then hourly rate of pay or placed in a 401-A plan account in accordance with the employee's final pay election. The Accounting Department shall keep a detailed record of such earned vacation time.

## **6. Pension Plan**

The District participates in the Federal Social Security System and is a contracting member of the California Public Employees Retirement System ("CalPERS"). Effective January 1, 2003, the Social Security reimbursement benefit is hereby limited to qualifying employees of record as of that date or as may otherwise be approved by the General Manager.

Qualifying employees of the District shall be enrolled as members of CalPERS in accordance with applicable law. An employee's CalPERS retirement benefit formula is determined generally by hire date and subject to the provisions and restrictions of the Public Employees Retirement Law ("PERL") and the District's contract with CalPERS.

CalPERS statutes, regulations and guidance provide the following relevant definitions:

### **New Member**

Government Code section 7522.04(f) defines "new member" as follows:

(f) "New member" means any of the following:

- (1) An individual who becomes a member of any public retirement system for the first time on or after January 1, 2013, and who was not a member of any other public retirement system prior to that date.
- (2) An individual who becomes a member of a public retirement system for the first time on or after January 1, 2013, and who was a member of another public retirement system prior to that date, but who was not subject to reciprocity under subdivision (c) of Section 7522.02.
- (3) An individual who was an active member in a retirement system and who, after a break in service of more than six months, returned to active membership in that system with a new employer.

### **Classic Member**

CalPERS refers to all members who do not fit the definition of new member as a classic member.

To be eligible for a CalPERS service retirement with District medical benefits, in addition to the vesting requirements for retirement through CalPERS, the employee must also meet the District's vesting requirements, as stipulated in the District's Retiree Medical Vesting Schedule (Exhibit C).

All District employees, classified as Classic Members under the PERL, will be responsible for full payment of the "employee portion" of the District's CalPERS retirement cost, which shall be based upon the retirement formula held by the individual employee.

CalPERS members classified as "New Members" under the PERL, shall pay fifty-percent (50%) of the normal retirement cost as currently set forth by the CalPERS actuarial valuation prepared annually by the CalPERS actuary staff and will be responsible for any future increased payments as determined by the same process.

## **7. Education and Tuition Reimbursement**

The District shall reimburse employees up to a maximum of \$8,500.00 per calendar year for the cost of tuition, registration, books, parking, and other related educational fees when completing job related professional improvement courses provided that:

- a. The employee has obtained the prior approval of they/them/their Department Head and the General Manager or designee.
- b. The employee receives a minimum grade of "B" and submits proof thereof. If the final course grade is a "C" and proof is submitted thereof, the employee shall receive 75% of the allowed reimbursable amount. Any grade lower than a "C" shall not qualify for any reimbursement.
- c. The course work is not generally a requirement to fulfill the minimum educational requirements of the employee's position.
- d. The employee submits the estimated tuition cost in writing to they/them/their Department Head by March prior to the upcoming fiscal year.



If a mid-management employee is interested in registering for job related professional courses, but is unable to pay the tuition fees at the time of registration due to financial hardship, the employee may submit a written request to the District to pay the employee's fees and, pursuant to written agreement prepared by the District and signed by the employee, pledge they/them/their accrued leave hours as collateral until the successful completion of the course(s). Participants must have enough accrued leave at the time the request is made to guarantee payment of the tuition if a satisfactory grade is not received. if termination of employment occurs, or if the employee does not complete the course.

Specific approval for college level courses outside of the traditional classroom instructional setting must be authorized by the General Manager/Designee.

Courses must be taken on an employee's own time.

The employee will not be reimbursed for training the employee has already received.

If an employee resigns or is terminated for any reason prior to completing a course and/or receiving a grade, there shall be no obligation on the part of the District to reimburse any part of the expense.

Upon successful completion of the course, in order to receive reimbursement, it shall be the responsibility of the employee to provide a copy of the official grade report and receipts for payment of approved reimbursable expenses.

**C. Severability:**

If any portion of these Terms and Conditions is held to be invalid by a court of competent jurisdiction, the remainder shall not be affected thereby.

## EXHIBIT A

### Position Classification

#### Position

<u>Accounting Manager</u>	<u>Exempt</u>
Customer Service Manager	Exempt
Engineering Manager	Exempt
<u>External Affairs and Sustainability Manager</u>	<u>Exempt</u>
<del>General Services &amp; Procurement Manager</del>	<del>Exempt</del>
Information Technology Manager	Exempt
Operations Manager	Exempt
<u>Technical Design Manager</u>	<u>Exempt</u>
<u>Water Maintenance and Facility Manager</u>	<u>Exempt</u>
Accounting Supervisor	Non-Exempt
Construction Inspection Supervisor	Non-Exempt
Customer Service Supervisor	Non-Exempt
<del>Engineering Supervisor</del>	<del>Non-Exempt</del>
Field Supervisor	Non-Exempt
<u>Water Maintenance and Facility Supervisor</u>	<u>Non-Exempt</u>
Water Production Supervisor	Non-Exempt

The District shall conduct a salary survey in March of 2027 for the above positions. Salary ranges shall be adjusted in accordance with the market average using predesignated water agencies for salary survey information and such other reliable data as may be available to the District. If any District salary range proves to be compensated at a range higher than the market average as determined by the District, no adjustment shall be made. If, however, a salary range change is determined to be appropriate, all changes shall be implemented according to the parity adjustment schedule.

**EXHIBIT B**

**WALNUT VALLEY WATER DISTRICT  
MID MANAGEMENT EMPLOYEES  
PARITY ADJUSTMENT INCREASES  
FOR TERMS & CONDITIONS OF EMPLOYMENT  
PERIOD ENDING JUNE 30, 2027**

There were no parity adjustments for this contract period.

## EXHIBIT C

### WALNUT VALLEY WATER DISTRICT MID MANAGEMENT EMPLOYEES RETIREE MEDICAL INSURANCE BENEFITS VESTING SCHEDULE

#### GROUP A - District Contribution for Employees on Payroll as of February 28, 1989

For employees who were on the District's payroll as full-time employees as of February 28, 1989 who have been continuously employed by the District since that time, and who retire, the District will provide the fully paid retiree medical insurance coverage premium for the retiree, they/them/their spouse, and dependents as shown on District records at the time of the employee's retirement. This will include reimbursement of payment for Medicare Option B for both the retiree and they/them/their eligible spouse upon the attainment of age sixty-five (65) and after submitting verification to the District of official enrollment in Medicare Option B.

Aside from the eligible reimbursement for Medicare Option B, the District will only pay the cost of the medical premium payable to ACWA JPIA or the District's current health insurance provider. No other health care costs, fees, charges, or taxes will be covered or reimbursed.

#### GROUP B - District Contribution for Employees Hired on or after March 1, 1989

For employees who were hired on or after March 1, 1989, who retire and who have worked for the district a minimum of five (5) consecutive years prior to retirement, and who are at least age fifty (50) at the time of retirement, the District will provide the fully paid medical insurance coverage premium for the retiree. Coverage for the retiree's spouse as shown on the District records at the time of the employee's retirement will be offered under the following vesting schedule of service to the District:

Years of Service:	Percentage of Spousal Coverage:
10	50%
15	75%
20	100%

This will include reimbursement of Medicare Option B for both the retiree and they/them/their eligible spouse upon the attainment of age sixty-five (65) and after submitting verification of enrollment in Medicare Option B. If the employee does not meet the services/vesting criteria for spousal coverage, the retiree may elect to continue spousal and/or dependent coverage on a voluntary basis for all other health coverages offered. A retiree who elects to continue spousal and/or dependent coverage will be responsible for payment of all premiums for continuation of such coverage, and any premium obligation in arrears for a period of ten (10) days or longer will result in cancellation of spousal and/or dependent coverage(s) in the same manner set forth in this article governing premiums in arrears for full-time employees. Once coverage is dropped or otherwise terminates, it will not be reinstated.

Aside from the eligible reimbursement for Medicare Option B, the District will only pay the cost of the medical premium payable to ACWA JPIA or the District's current health insurance provider. No other health care costs, fees, charges, or taxes will be covered or reimbursed.

#### **GROUP C – District Contribution for Employees Hired on or after July 1, 2005**

For employees hired on or after July 1, 2005, who retire from the District, who have worked a minimum of ten (10) full time (or the equivalent) consecutive years prior to retirement, and who are at least age fifty (50) at the time of retirement, the District will provide the fully paid medical insurance coverage premium for the retiree. Coverage for the retiree's spouse as shown on the District records at the time of the employee's retirement will be offered under the following vesting schedule of service to the District:

Years of Service	Percentage of Spousal Coverage:
10	50%
15	75%
20	100%

This will include reimbursement of Medicare Option B for both the retiree and they/them/their eligible spouse upon the attainment of age sixty-five (65) and after submitting verification of enrollment in Medicare Option B. If the retiree does not meet the services/vesting criteria for spousal retiree coverage, the retiree may elect to continue spousal and/or dependent coverage on a voluntary basis for all other health coverages offered. A retiree who elects to continue spousal and/or dependent coverage will be responsible for payment of all premiums for continuation of such coverage, and any premium obligation in arrears for a period of ten (10) days or longer will result in cancellation of spousal and/or dependent coverage(s) in the same manner set forth in this article governing premiums in arrears for full-time employees. Once coverage is dropped or otherwise terminates, it will not be reinstated.

Aside from the eligible reimbursement for Medicare Option B, the District will only pay the cost of the medical premium payable to ACWA JPIA or the District's current health insurance provider. No other health care costs, fees, charges, or taxes will be covered or reimbursed.

#### **GROUP D – District Contribution for Employees Hired on or after July 1, 2014**

For employees hired on or after July 1, 2014, who retire from the District, who have worked for the District a minimum of twenty (20) consecutive years prior to retirement, who are at least age fifty-two (52), the District will provide 100% retiree only coverage premium of the least cost health, dental and vision plans on District record at the time of the employee's retirement. For employees who are at least age fifty-two (52), but have worked and retire from the District after twenty-five (25) years of consecutive service to the District prior to retirement, the District will provide 100% retiree only coverage premium of any of the District plans offered at the time of the employee's retirement.

Upon reaching age sixty-five (65), the retiree will be required to sign up for Medicare, which includes Options A and B. No reimbursement will be provided for any costs associated with that mandatory coverage and no other health care costs, fees, charges, or taxes will be covered or reimbursed.

If, at the time of retirement, the retiree wishes to continue coverage of they/them/their spouse and/or eligible dependents as shown on District record at the time of retirement, coverage for such spouse and/or dependents will be at the retiree's sole cost. A retiree who elects to continue spousal and/or dependent coverage will be responsible for payment of all premiums for continuation of such coverage, and any premium obligation in arrears for a period of ten (10) days longer will result in cancellation of spousal and/or dependent coverage(s) in the same manner set forth in this article governing premiums in arrears for full-time employees. Once coverage is dropped or otherwise terminates, it will not be reinstated.

## Exhibit D

### WALNUT VALLEY WATER DISTRICT BENEFITS GUIDELINE FOR PART-TIME ACTIVE AND RETIRED EMPLOYEES MID-MANAGEMENT

#### Accrued Leaves:

Leave	Percentage of Full Time Hours (Hours)					
	100 (40)	90 (36)	80 (32)	60 (24)	50 (20)	<50 (20)
<b>Vacation</b>	100	90	75	50	25	0
<b>Sick*</b>	100	90	75	50	25	1 Hour for Every 30 Hours Worked
<b>Holiday</b>	100	90	75	50	25	0
<b>Bereavement</b>	100	90	75	50	25	0

\*Note:

Pursuant to California's Paid Sick Leave Law (AB 1522) and the sick leave provisions of these Terms and Conditions of Employment, temporary employees and part-time employees working less than 20 hours per week are entitled to begin accruing one hour of sick leave for every thirty (30) hours worked and may begin using their accrued sick leave on the 90th day of employment. Part-time employees working greater than twenty (20) hours per week are subject to the leave benefits guidelines outlined above.

Retired annuitants employed by the District are not eligible for any of these accrued leaves.

#### **Cost of Living Adjustments:**

Base salaries used for calculating hourly pay rates shall be adjusted annually in accordance with the Terms and Conditions of Employment for the Mid-Management Employees Unit.

#### **Partial Service Retirements Only:**

On June 24, 2008, following Board approval, the CalPERS Partial Service Retirement was included as one of the Class 3 benefit options for District employees. An employee must receive prior approval from the District and CalPERS in order to be eligible for this benefit.

#### **Health/Life Insurance:**

Benefits will be provided to employees/retirees in accordance with Section B-3 Health/Life insurance of the Mid-Management Terms and Conditions of Employment and Exhibit C – Mid-Management Retiree Medical Insurance Benefits Vesting Schedule.

# **WALNUT VALLEY WATER DISTRICT**



## **TERMS AND CONDITIONS OF EMPLOYMENT**

Effective July 1, 2023 through June 30, 2027

### **EXECUTIVE STAFF**

A Resolution of the Board of Directors of the  
Walnut Valley Water District formalizing its  
**Labor Policy for Executive Staff Employees**

**WHEREAS**, Executive Staff Employees of the Walnut Valley Water District filling Executive Staff positions listed on Exhibit A are not represented by an employee organization;

**NOW, THEREFORE, BE IT RESOLVED**, that the Executive Staff of the Walnut Valley Water District shall operate under the same provisions of and be entitled to the same benefits as in the Mid-Management Terms and Conditions of Employment with the exception that the Executive Staff employees receive an additional two (2) days of Administrative Leave per fiscal year and have separate Exhibits A through D attached to these Terms and Conditions of Employment.



## EXHIBIT A

### Position Classification

#### Position

Assistant General Manager	Exempt
Director of Administrative Services	Exempt
Director of Engineering	Exempt
Director of External Affairs and Sustainability	Exempt
Director of Finance	Exempt
Director of Operations	Exempt
Executive <del>Secretary</del> <u>Services Administrator</u>	Exempt
General Manager/Chief Civil Engineer	Exempt

## **EXHIBIT B**

There were no parity adjustments for the four (4) year contract period between July 1, 2023 through June 30, 2027.

## EXHIBIT C

### WALNUT VALLEY WATER DISTRICT EXECUTIVE STAFF EMPLOYEES RETIREE MEDICAL INSURANCE BENEFITS VESTING SCHEDULE

#### GROUP A - District Contribution for Employees on Payroll as of February 28, 1989

For employees who were on the District's payroll as full-time employees as of February 28, 1989 who have been continuously employed by the District since that time, and who retire, the District will provide the fully paid retiree medical insurance coverage premium for the retiree, they/them/their spouse, and dependents as shown on District records at the time of the employee's retirement. This will include reimbursement of payment for Medicare Option B for both the retiree and they/them/their eligible spouse upon the attainment of age sixty-five (65) and after submitting verification to the District of official enrollment in Medicare Option B.

Aside from the eligible reimbursement for Medicare Option B, the District will only pay the cost of the medical premium payable to ACWA JPIA or the District's current health insurance provider. No other health care costs, fees, charges, or taxes will be covered or reimbursed.

#### GROUP B - District Contribution for Employees Hired on or after March 1, 1989

For employees who were hired on or after March 1, 1989, who retire and who have worked for the district a minimum of five (5) consecutive years prior to retirement, and who are at least age fifty (50) at the time of retirement, the District will provide the fully paid medical insurance coverage premium for the retiree. Coverage for the retiree's spouse as shown on the District records at the time of the employee's retirement will be offered under the following vesting schedule of service to the District:

Years of Service:	Percentage of Spousal Coverage:
5	50%
10	75%
15	100%

This will include reimbursement of Medicare Option B for both the retiree and they/them/their eligible spouse upon the attainment of age sixty-five (65) and after submitting verification of enrollment in Medicare Option B. If the employee does not meet the services/vesting criteria for spousal coverage, the retiree may elect to continue spousal and/or dependent coverage on a voluntary basis for all other health coverages offered. A retiree who elects to continue spousal and/or dependent coverage will be responsible for payment of all premiums for continuation of such coverage, and any premium obligation in arrears for a period of ten (10) days or longer will result in cancellation of spousal and/or dependent coverage(s) in the same manner set forth in this article governing premiums in arrears for full-time employees. Once coverage is dropped or otherwise terminates, it will not be reinstated.

Aside from the eligible reimbursement for Medicare Option B, the District will only pay the cost of the medical premium payable to ACWA JPIA or the District's current health insurance provider. No other health care costs, fees, charges, or taxes will be covered or reimbursed.

#### **GROUP C – District Contribution for Employees Hired on or after July 1, 2005**

For employees hired on or after July 1, 2005, who retire from the District, who have worked a minimum of five (5) full time (or the equivalent) consecutive years prior to retirement, and who are at least age fifty (50) at the time of retirement, the District will provide the fully paid medical insurance coverage premium for the retiree. Coverage for the retiree's spouse as shown on District records at the time of the employee's retirement will be offered under the following vesting schedule of service to the District:

Years of Service	Percentage of Spousal Coverage:
5	50%
10	75%
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This will include reimbursement of Medicare Option B for both the retiree and they/them/their eligible spouse upon the attainment of age sixty-five (65) and after submitting verification of enrollment in Medicare Option B. If the retiree does not meet the services/vesting criteria for spousal retiree coverage, the retiree may elect to continue spousal and/or dependent coverage on a voluntary contribution basis for all other health coverages offered. A retiree who elects to continue spousal and/or dependent coverage will be responsible for payment of all premiums for continuation of such coverage, and any premium obligation in arrears for a period of ten (10) days or longer will result in cancellation of spousal and/or dependent coverage(s) in the same manner set forth in this article governing premiums in arrears for full-time employees. Once coverage is dropped or otherwise terminates, it will not be reinstated.

Aside from the eligible reimbursement for Medicare Option B, the District will only pay the cost of the medical premium payable to ACWA JPIA or the District's current health insurance provider. No other health care costs, fees, charges, or taxes will be covered or reimbursed.

#### **GROUP D – District Contribution for Employees Hired on or after July 1, 2014**

For employees hired on or after July 1, 2014, who retire from the District, who have worked for the District a minimum of twenty (20) consecutive years prior to retirement, who are at least age fifty-two (52), the District will provide 100% retiree only coverage premium of the least cost health, dental and vision plans on District record at the time of the employee's retirement. For employees who are at least age fifty-two (52), but have worked and retire from the District after twenty-five (25) years of consecutive service to the District prior to retirement, the District will provide 100% retiree only coverage premium of any of the District plans offered at the time of the employee's retirement.

Upon reaching age sixty-five (65), the retiree will be required to sign up for Medicare, which includes Options A and B. No reimbursement will be provided for any costs associated with that mandatory coverage and no other health care costs, fees, charges, or taxes will be covered or reimbursed.

If, at the time of retirement, the retiree wishes to continue coverage of they/them/their spouse and/or eligible dependents as shown on District record at the time of retirement, coverage for such spouse and/or dependents will be at the retiree's sole cost. A retiree who elects to continue spousal and/or dependent coverage will be responsible for payment of all premiums for continuation of such coverage, and any premium obligation in arrears for a period of ten (10) days longer will result in cancellation of spousal and/or dependent coverage(s) in the same manner set forth in this article governing premiums in arrears for full-time employees. Once coverage is dropped or otherwise terminates, it will not be reinstated.

## EXHIBIT D

### WALNUT VALLEY WATER DISTRICT PARTIAL SERVICE RETIREMENT/MODIFIED WORK SCHEDULE BENEFITS GUIDELINE FOR EXECUTIVE STAFF EMPLOYEES

#### Accrued Leaves:

Leave	Percentage of Full Time Hours (Hours)					
	100 (40)	90 (36)	80 (32)	60 (24)	50 (20)	<50 (20)
Vacation	100	90	75	50	25	0
Sick	100	90	75	50	25	1 Hour for Every 30 Hours Worked
Administrative	100	90	75	50	25	0
Holiday	100	90	75	50	25	0

\*Note: Pursuant to California's Paid Sick Leave Law (AB 1522) and the sick leave provisions of these Terms and Conditions of Employment, temporary employees and part-time employees working less than 20 hours per week are entitled to accrue one (1) hour of sick leave for every thirty (30) hours worked beginning on the first date of employment and may begin using their accrued sick leave on the 90th day of employment. Part-time employees working greater than twenty (20) hours per week are subject to the leave benefits guidelines outlined above.

Retired annuitants employed by the District are not eligible for any of these accrued leaves.

#### **Cost of Living Adjustments:**

Base salaries used for calculating hourly pay rates shall be adjusted annually in accordance with the Terms and Conditions of Employment for Mid-Management and Executive Staff.

#### **Partial Service Retirements Only:**

On June 24, 2008, following Board approval, the CalPERS Partial Service Retirement was included as one of the Class 3 benefit options for District employees. An employee must receive prior approval from the District and CalPERS in order to be eligible for this benefit.

#### **Health/Life Insurance:**

Benefits will be provided to employees/retirees in accordance with Section B.3. Health/Life Insurance in the Mid-Management Terms and Conditions of Employment and Exhibit C Executive Staff Retiree Medical Insurance Benefits Vesting Schedule.

# WVWD – Staff Report



**TO:** Board of Directors  
**FROM:** General Manager  
**DATE:** May 19, 2025  
**SUBJECT:** Proposed 4/10 Work Schedule Policy

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☒ **Action/Discussion**

☐ **Fiscal Impact**

☐ **Resolution**

☐ **Information Only**

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## **Recommendation**

The Board of Directors adopt the proposed 4/10 Work Schedule Policy which further defines the policy provisions.

## **Background**

At March 17, 2025 board meeting, the board voted 3-2 (Directors Lee and Tang opposed) to approve the transitioning from the current 9/80 work schedule to a 4/10 work schedule, with implementation set for later in 2025.

The 4/10 schedule provides four 10-hour workdays, which aligns better with the District's peak service hours and allows the District to extend service hours (7am-6pm) by an hour per day. Due to the approval of the 4/10 work schedule, a policy was drafted to define the work schedule in greater detail.

If adopted by the Board of Directors, the new policy will be distributed to all employees.

Attachment:

- *Proposed 4/10 Work Schedule Policy*

## **WALNUT VALLEY WATER DISTRICT**

### **4/10 WORK SCHEDULE**

#### **1. PURPOSE:**

The purpose of this policy is to establish guidelines for the implementation of a 4/10 work schedule, where employees work four 10-hour days per week, totaling 40 hours, to improve operational efficiency and work-life balance. The terms of this policy are incorporated into the Terms and Conditions of Employment.

#### **2. POLICY:**

The 4/10 work schedule will not be provided at the expense of service to the public and must not adversely affect the District's ability to provide coverage or maintain service levels. District offices will be open to the public from 7:00am-6:00pm, Monday through Thursday with the exception of District holidays.

#### **3. DEFINITIONS:**

3.1 "4/10 workweek" shall mean employees work ten (10) straight time hours per day for four days per week, forty (40) straight time hours per week.

3.2 Workweek:

- a. The workweek will begin at 12:00 am on Sunday morning and ends the following Saturday at 11:59 pm.

3.3 Pay Period:

- a. District employees are paid every other Friday for the two (2) weeks ending at 11:59 pm the Saturday Friday before payday.

#### **4. WORK SCHEDULE:**

4.1 Work four consecutive 10-hour days per week.

4.2 Start work between 6:30 AM and 7:30 AM, with corresponding end times between 5:00 PM and 6:00 PM, of which one-hour or 30 minutes will be the unpaid meal break.

#### **5. PROCEDURES – Holidays, Personal Time Off:**

5.1 For holidays that fall on a Friday or Saturday, ten (10) hours will be placed in the employee's holiday leave bank, which can be used for other leave reasons, such as sick, vacation or personal.

5.2 When a District holiday falls on a Sunday, the following workday will be observed as the holiday.

5.3 Time off from work for vacation, sick, or other paid leave will be charged ten (10) hours.

**6 PROCEDURES - Overtime:**

Non-exempt employees who work more than forty (40) hours during their work week shall receive overtime pay or compensatory time off pursuant to District policy.



**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.**

# MINUTES OF SPECIAL MEETING OF THE BOARD OF DIRECTORS OF WALNUT VALLEY WATER DISTRICT

April 24, 2025  
At the Offices 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  
Thomas Monk, Director of Operations  
Alanna Diaz, Director of Administrative Services  
Lucie Cazares, Executive Services Administrator  
Jim Ciampa, Legal Counsel

## **DIRECTORS ABSENT:**

None

The meeting was called to order at 4:01 p.m. with President Kwong presiding.

Guests and others in attendance: WVWD Employees James Ning, Greg Galindo, and Josh Byerrum, Consultant with Platinum Strategies, Inc.

### **Item 3: Public Comment**

- ◆ There were no requests. (Item 3)

### **Item 4: Fiscal Year 2025-2026 Budget Overview**

- ◆ The Board received a PowerPoint presentation from Mr. Ning detailing various elements of the FY 2025-26 budget. The presentation included a synopsis of WVWD revenues, expenses, purchased water, TVMWD's rates and charges, TVMWD assessments, WVWD personnel costs, WVWD operations and maintenance costs, the CIP process and budget, major projects, and reserve funding.
- ◆ Following Mr. Ning's presentation, he advised that staff proposed to present the budget for further discussion and possible action at the May 19, 2025 WVWD Regular Board meeting.
- ◆ As this was an informational item only, no Board action was taken. (Item 4)

### **Item 5: Amend the Agreement with Resource Computer Solution for the District Headquarters IT, AV, Low Voltage and Security Services (P.N. 19-3569-1) and clarify award of contract to Axelliant for Switches, Access Points (Wifi), Network Security, Routers, Labor, etc.**

- ◆ It was decided to present the Agreement with Resource Computer Solution for the District Headquarters IT, AV, Low Voltage and Security Services (P.N. 19-3569-1) and clarify award of contract to Axelliant at a future WVWD Regular Board meeting.
- ◆ No action was taken (Item 5)

### **Adjournment at 5:02 P.M.**

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

**May 1, 2025  
At the Offices 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  
Lily Lopez, Director of External Affairs  
Lucie Cazares, Executive Services Administrator  
Jim Ciampa, Legal Counsel

**DIRECTORS ABSENT:**

None

The meeting was called to order at 4:00 p.m. with President Kwong presiding.

Guests and others in attendance: WVWD Employee Bertha Perez.

**Item 3: Public Comment**

- ◆ There were no requests. (Item 3)

**Item 4: Consider Award to Pacific Hydrotech Corporation for the Operations & Maintenance Site Improvements – Labor and Material (P.N. 19-3569-0)**

- ◆ The Board received a presentation from Ms. Perez regarding the proposed site improvements at the existing Headquarters building (future Operations & Maintenance building) which will enhance material and equipment storage, improve operations activities and provide parking for employees as shown on the site plan layout presented to the Board.

***Motion No. 25-04-2156: Upon consideration thereof, it was moved by Director Lee, seconded by Director Tang and unanimously carried 5-0, to award the site improvements contract to Pacific Hydrotech Corporation for the sum of \$4,085,333.00 for the Operations & Maintenance Site Improvements- Labor and Material (P.N. 19-3569-0), and approval of the CEQA Categorical Exemption under Classes 2 and 11, with direction for staff to file the Notice of Exemption with the Los Angeles County Registrar-Recorder/County Clerk. (Item 4)***

**President Kwong indicated Motion No. 25-04-2156 was approved by a 5-0 vote**

**Adjournment at 4:37 P.M.**

Walnut Valley Water District  
Check Register For the Month of April 2025

CHECK NUMBER	DATE	PAYEE	AMOUNT
11958	4/1/2025	Diamond Bar Chinese-American Association	\$ 1,500.00
11959	4/1/2025	Graybar Electric Company, Inc.	\$ 626.26
11960	4/1/2025	Core & Main LP	\$ 2,893.87
11961	4/1/2025	Liebert, Cassidy, & Whitmore	\$ 315.00
11962	4/1/2025	McMaster-Carr Supply Company	\$ 45.03
11963	4/1/2025	South Coast A.Q.M.D.	\$ 2,828.00
11964	4/1/2025	Verizon Wireless	\$ 1,060.80
11965	4/1/2025	Western Water Works	\$ 2,412.50
11966	4/1/2025	Cintas Corporation #150	\$ 213.44
11967	4/1/2025	Rowland Water District	\$ 259.40
11968	4/1/2025	Genesis Computer Systems, Inc.	\$ 785.49
11969	4/1/2025	BAVCO	\$ 250.33
11970	4/1/2025	Safety Kleen System, Inc.	\$ 192.00
11971	4/1/2025	Frontier Communications	\$ 475.29
11972	4/1/2025	Managed Mobile, Inc.	\$ 5,937.75
11973	4/1/2025	HASA, Inc.	\$ 1,221.16
11974	4/1/2025	A & J Tree Care, Inc.	\$ 5,500.00
11975	4/1/2025	GNA - Brook Fire Protection, Inc.	\$ 1,919.06
11976	4/1/2025	Autonovation Mobile Auto Repair	\$ 1,423.23
11977	4/1/2025	Public Water Agencies Group	\$ 2,557.20
11978	4/1/2025	Leadership Development Network LLC	\$ 67.50
11979	4/1/2025	Automationdirect.com Inc	\$ 59.13
11980	4/1/2025	Babashoff, Jason	\$ 135.32
11981	4/1/2025	11:11 Systems, Inc.	\$ 423.95
11982	4/1/2025	Equitable Financial Life Insurance Company of America	\$ 7,355.30
11983	4/1/2025	Resource Computer Solutions, Inc.	\$ 5,000.00
11984	4/1/2025	Hubbell Lenoir City	\$ 7,471.77
11985	4/1/2025	La Habra Fence Co., LLC	\$ 878.00
11986	4/1/2025	Teamergent Limited Liability Company	\$ 16,500.00
11987	4/8/2025	ACWA - JPIA	\$ 28,935.12
11988	4/8/2025	ACWA Services Corporation	\$ 156,272.45
11989	4/8/2025	Badger Meter, Inc.	\$ 16.10
11990	4/8/2025	Diamond Bar Friends of the Library	\$ 600.00
11991	4/8/2025	Federal Express	\$ 188.84
11992	4/8/2025	Core & Main LP	\$ 1,854.78
11993	4/8/2025	Ken's Ace Hardware	\$ 109.47
11994	4/8/2025	Underground Service Alert	\$ 472.50
11995	4/8/2025	United Rentals Northwest, Inc.	\$ 3,114.84
11996	4/8/2025	WaterWise Consulting, Inc.	\$ 5,730.35

Walnut Valley Water District  
Check Register For the Month of April 2025

CHECK NUMBER	DATE	PAYEE	AMOUNT
11997	4/8/2025	Western Water Works	\$ 1,014.09
11998	4/8/2025	Cintas Corporation #150	\$ 193.83
11999	4/8/2025	Verizon Connect Fleet USA LLC	\$ 664.24
12000	4/8/2025	Applied Technology Group, Inc.	\$ 340.00
12001	4/8/2025	Online Information Services, Inc.	\$ 334.72
12002	4/8/2025	EcoTech Services, Inc.	\$ 9,824.00
12003	4/8/2025	West Coast Sand and Gravel, Inc.	\$ 489.72
12004	4/8/2025	State Water Resources Ctrl Bd - Cert Rnw	\$ 60.00
12005	4/8/2025	S & J Supply Company, Inc.	\$ 648.76
12006	4/8/2025	Lift Safety	\$ 286.64
12007	4/8/2025	TelePacific Corp.	\$ 1,255.77
12008	4/8/2025	Wienhoff and Associates, Inc.	\$ 85.00
12009	4/8/2025	Spadra Basin Groundwater Sustainability Agency	\$ 7,461.94
12010	4/8/2025	ALS Group USA, Corp.	\$ 2,240.00
12011	4/8/2025	Public Water Agencies Group	\$ 3,512.81
12012	4/8/2025	West Yost & Associates, Inc.	\$ 12,113.50
12013	4/8/2025	Railroad Management Company, LLC	\$ 612.72
12014	4/8/2025	Gamboa, Juan	\$ 49.26
12015	4/8/2025	Cortez, Alexandra	\$ 66.79
12016	4/8/2025	Alliant Insurance Services, Inc.	\$ 297.00
12017	4/8/2025	Fox Glove One, LLC	\$ 4,281.60
12018	4/9/2025	Caro, Pat	\$ 1,110.00
12019	4/9/2025	Engdahl, Richard	\$ 555.00
12020	4/9/2025	Litt, Jack	\$ 1,110.00
12021	4/9/2025	Nesline, Gerald J.	\$ 1,110.00
12022	4/9/2025	Angelico, Jo Ann	\$ 1,110.00
12023	4/9/2025	Davidson-Tinoco, Grace	\$ 555.00
12024	4/15/2025	Azteca Landscape	\$ 15,675.00
12025	4/15/2025	Badger Meter, Inc.	\$ 7,930.60
12026	4/15/2025	Ken's Ace Hardware	\$ 40.04
12027	4/15/2025	Pomona City Clerk	\$ 2,027.55
12028	4/15/2025	South Coast A.Q.M.D.	\$ 707.00
12029	4/15/2025	United Rentals Northwest, Inc.	\$ 228.88
12030	4/15/2025	Cintas Corporation #150	\$ 193.83
12031	4/15/2025	InForm Decisions	\$ 631.03
12032	4/15/2025	Chandler Asset Management, Inc.	\$ 2,574.39
12033	4/15/2025	InfoSend, Inc.	\$ 21,827.54
12034	4/15/2025	Ferguson Waterworks - Santa Ana	\$ 540.30
12035	4/15/2025	Western Exterminator Company	\$ 88.00



Walnut Valley Water District  
Check Register For the Month of April 2025

CHECK NUMBER	DATE	PAYEE	AMOUNT
12036	4/15/2025	Cintas First Aid & Safety LOC#168	\$ 216.81
12037	4/15/2025	West Coast Sand and Gravel, Inc.	\$ 869.55
12038	4/15/2025	Managed Mobile, Inc.	\$ 619.76
12039	4/15/2025	Fu, Stephanie	\$ 182.11
12040	4/15/2025	HASA, Inc.	\$ 1,438.27
12041	4/15/2025	A & J Tree Care, Inc.	\$ 6,700.00
12042	4/15/2025	NATEC International, Inc.	\$ 1,750.00
12043	4/15/2025	Canon Solutions America, Inc.	\$ 59.26
12044	4/15/2025	Healthequity, Inc.	\$ 17.70
12045	4/15/2025	GNA - Brook Fire Protection, Inc.	\$ 104.00
12046	4/15/2025	Lagerlof, LLP	\$ 2,490.00
12047	4/15/2025	Aqua Backflow, Inc	\$ 2,014.00
12048	4/15/2025	Thermal Concepts, Inc.	\$ 1,116.00
12049	4/15/2025	Central Communications	\$ 666.43
12050	4/15/2025	Southern California News Group	\$ 916.32
12051	4/15/2025	Valley Vista Services, Inc.	\$ 1,628.35
12052	4/15/2025	La Canada Design Group, Inc.	\$ 23,157.22
12053	4/15/2025	Corelogic Solutions, LLC	\$ 265.23
12054	4/15/2025	Day & Nite Publishing	\$ 445.00
12055	4/15/2025	Searock Stafford CM, Inc.	\$ 34,195.00
12056	4/15/2025	D 7 Consulting Inc.	\$ 4,050.00
12057	4/15/2025	Purchase Power	\$ 500.00
12058	4/15/2025	CPI	\$ 166.90
12059	4/15/2025	AmeriComp Toner & Repair, LLC	\$ 462.99
12060	4/22/2025	AT&T Mobility II, LLC	\$ 556.65
12061	4/22/2025	Civiltec Engineering, Inc.	\$ 9,270.00
12062	4/22/2025	Graybar Electric Company, Inc.	\$ 1,723.96
12063	4/22/2025	Core & Main LP	\$ 1,485.42
12064	4/22/2025	Southern Calif Gas Company	\$ 112.64
12065	4/22/2025	Verizon Wireless	\$ 1,055.95
12066	4/22/2025	Western Water Works	\$ 30,277.83
12067	4/22/2025	Cintas Corporation #150	\$ 494.87
12068	4/22/2025	Diamond Bar Community Foundation	\$ 600.00
12069	4/22/2025	Industry Public Utility Commission	\$ 662.90
12070	4/22/2025	Cintas First Aid & Safety LOC#168	\$ 198.19
12071	4/22/2025	Frontier Communications	\$ 1,074.48
12072	4/22/2025	Iga Printing	\$ 544.63
12073	4/22/2025	Education & Outreach Company	\$ 609.12
12074	4/22/2025	OPARC, Inc.	\$ 5,436.94
12075	4/22/2025	Premier Family Medicine Associates, Inc.	\$ 80.00
12076	4/22/2025	HASA, Inc.	\$ 2,657.64
12077	4/22/2025	Nextiva, Inc.	\$ 2,892.86
12078	4/22/2025	Red Line Trucking School LLC	\$ 3,700.00

Walnut Valley Water District  
Check Register For the Month of April 2025

CHECK NUMBER	DATE	PAYEE	AMOUNT
12079	4/22/2025	Pro-West & Associates, Inc.	\$ 1,301.40
12080	4/22/2025	City of Industry	\$ 31,090.15
12081	4/24/2025	Resource Computer Solutions, Inc.	\$ 165,931.99
12082	4/29/2025	Civiltec Engineering, Inc.	\$ 3,731.75
12083	4/29/2025	Federal Express	\$ 378.57
12084	4/29/2025	Graybar Electric Company, Inc.	\$ 380.33
12085	4/29/2025	Core & Main LP	\$ 1,621.09
12086	4/29/2025	Ken's Ace Hardware	\$ 73.63
12087	4/29/2025	McMaster-Carr Supply Company	\$ 288.26
12088	4/29/2025	Quinn Company	\$ 5,754.32
12089	4/29/2025	Fuel Pros, Inc.	\$ 250.00
12090	4/29/2025	InForm Decisions	\$ 609.57
12091	4/29/2025	Ferguson Waterworks - Santa Ana	\$ 8,034.27
12092	4/29/2025	West Coast Sand and Gravel, Inc.	\$ 1,193.51
12093	4/29/2025	Anne Chang	\$ 650.00
12094	4/29/2025	HASA, Inc.	\$ 4,539.81
12095	4/29/2025	Thermal Concepts, Inc.	\$ 930.00
12096	4/29/2025	David Wilson's Villa Ford	\$ 70,230.11
12097	4/29/2025	Babashoff, Jason	\$ 1,077.49
12098	4/29/2025	Day & Nite Publishing	\$ 42.28
12099	4/29/2025	Merrimac Energy Group	\$ 7,606.86
12100	4/29/2025	Gamboa, Juan	\$ 194.23
12101	4/29/2025	Cortez, Alexandra	\$ 112.14
12102	4/29/2025	Liu, Kimberly	\$ 100.00
12103	4/29/2025	Resource Computer Solutions, Inc.	\$ 15,000.00
12104	4/29/2025	Charles Marr Consulting	\$ 1,115.00
12105	4/29/2025	Total Clean	\$ 7,025.73
12106	4/29/2025	Southern Tire Mart, LLC	\$ 564.47
12107	4/29/2025	Tang, Kiki	\$ 100.00
12108	4/29/2025	Huang, Anson	\$ 100.00
12109	4/29/2025	Tran, Rylynn	\$ 100.00
12110	4/29/2025	Han, Jeremy	\$ 100.00
12111	4/29/2025	Chin, Kirra	\$ 100.00
12112	4/29/2025	Hess, Audrey	\$ 100.00
12113	4/29/2025	Mendoza, Hannah	\$ 100.00
12114	4/29/2025	Chen, Julia	\$ 100.00
12115	4/29/2025	Zhang, Chenxi	\$ 100.00
12116	4/29/2025	Hui, Manlei	\$ 100.00
12117	4/29/2025	Shuffer, Kaitlyn	\$ 50.00
12118	4/29/2025	Truong, Jayden	\$ 50.00
12119	4/29/2025	Lu, Talon	\$ 50.00
12120	4/29/2025	Ly, Sofie	\$ 250.00
12121	4/29/2025	Ramos, Nia	\$ 100.00
EFT000000001333	4/1/2025	Southern California Edison Company	\$ 87,060.85
EFT000000001334	4/2/2025	Quest Building Services	\$ 2,595.00
EFT000000001335	4/4/2025	Puente Basin Water Agency	\$ 240,764.21
EFT000000001336	4/4/2025	Pomona-Walnut-Rowland JWL Commission	\$ 1,053,948.22


**Walnut Valley Water District**  
**Check Register For the Month of April 2025**

CHECK NUMBER	DATE	PAYEE	AMOUNT
EFT000000001337	4/8/2025	County of Los Angeles (EPIC LA Online)	\$ 3,098.63
EFT000000001338	4/8/2025	State Board of Equalization - Use Tax	\$ 6,927.00
EFT000000001339	4/9/2025	Doty Bros Equipment Co, Inc.	\$ 27,746.78
EFT000000001340	4/9/2025	Puente Basin Water Agency	\$ 74,936.59
EFT000000001341	4/9/2025	DPR Construction, A General Partnership	\$ 921,774.90
EFT000000001342	4/9/2025	Amazon Capital Services, Inc.	\$ 1,825.81
EFT000000001343	4/10/2025	Boswell, Marty	\$ 1,110.00
EFT000000001344	4/10/2025	Bricka, Gale	\$ 555.00
EFT000000001345	4/10/2025	Gonzales, Richard	\$ 1,110.00
EFT000000001346	4/10/2025	Hernandez, Denis	\$ 1,110.00
EFT000000001347	4/10/2025	Hunt, Thomas	\$ 777.00
EFT000000001348	4/10/2025	Juarez, Marianna	\$ 1,110.00
EFT000000001349	4/10/2025	Lew, Carmen	\$ 971.25
EFT000000001350	4/10/2025	Vasquez, Regina	\$ 555.00
EFT000000001351	4/10/2025	Ybarra, Stella	\$ 1,110.00
EFT000000001352	4/10/2025	Yersky, Joseph A.	\$ 1,110.00
EFT000000001353	4/10/2025	Zimmerman, Cregg	\$ 1,110.00
EFT000000001354	4/10/2025	Hunt, Karolyn K.	\$ 555.00
EFT000000001355	4/10/2025	Miyake, Norman R.	\$ 555.00
EFT000000001356	4/10/2025	Nettles, Donald L.	\$ 555.00
EFT000000001357	4/10/2025	Hernandez, Martine A	\$ 555.00
EFT000000001358	4/10/2025	Spencer, Steven	\$ 555.00
EFT000000001359	4/10/2025	Fevella, Gerald	\$ 555.00
EFT000000001360	4/10/2025	Turner, Patricia	\$ 555.00
EFT000000001361	4/10/2025	Acuna, Raymond L.	\$ 1,110.00
EFT000000001362	4/10/2025	Galindo, Bernadette	\$ 1,467.60
EFT000000001363	4/10/2025	Serna, Arthur	\$ 555.00
EFT000000001364	4/10/2025	Dixon, Diana W.	\$ 1,110.00
EFT000000001365	4/10/2025	Hermosillo, Barbara	\$ 555.00
EFT000000001366	4/10/2025	Longballa, Karen Miller	\$ 1,776.00
EFT000000001367	4/10/2025	Powers, Karen	\$ 2,885.40
EFT000000001368	4/10/2025	Lewis, Kathleen	\$ 1,442.70
EFT000000001369	4/10/2025	Fevella, Susan M.	\$ 555.00
EFT000000001370	4/10/2025	Tarin, Steven L.	\$ 555.00
EFT000000001371	4/15/2025	Home Depot Credit Services	\$ 1,156.87
EFT000000001372	4/15/2025	County of Los Angeles (EPIC LA Online)	\$ 215.38
EFT000000001373	4/15/2025	Bill Operations LLC	\$ 11,820.73
EFT000000001374	4/16/2025	Doty Bros Equipment Co, Inc.	\$ 70,395.11
EFT000000001375	4/22/2025	Southern California Edison Company	\$ 76,041.17
EFT000000001376	4/22/2025	East West Bank - Visa	\$ 270.00
EFT000000001377	4/23/2025	Doty Bros Equipment Co, Inc.	\$ 27,245.10
EFT000000001378	4/23/2025	Puente Basin Water Agency	\$ 54,903.39
EFT000000001379	4/23/2025	U.S. Bank National Association	\$ 1,092,227.75
EFT000000001380	4/23/2025	Boostlingo, LLC	\$ 95.00
EFT000000001381	4/24/2025	Air Resources Board	\$ 62.36
EFT000000001382	4/30/2025	Doty Bros Equipment Co, Inc.	\$ 35,431.85
EFT000000001383	4/30/2025	Quest Building Services	\$ 2,595.00

Walnut Valley Water District  
Check Register For the Month of April 2025

CHECK NUMBER	DATE	PAYEE	AMOUNT
EFT000000001384	4/30/2025	DPR Construction, A General Partnership	\$ 1,619,319.77
EFT000000001385	4/30/2025	U.S. Bank National Association	\$ 231,430.06
XFR0000008578	4/24/2025	WATER REFUND	\$ 16,310.59
TOTAL			\$ 6,536,962.79

Reviewed by:



Accounting Manager

5/19/2025

Date

Reviewed by:



General Manager

5/12/2025

Date

**Walnut Valley Water District  
Monthly Employee Expense Reimbursements  
Exceeding the Amount of \$100.00  
For the Month of April 30, 2025**



Date	Check Number	Employee Name	Description	Amount
4/1/2025	011980	Babashoff, Jason	Expense Reimbursement	\$ 135.32
4/8/2025	012015	Cortez, Alexandra	Education Reimbursement	\$ 66.79
4/29/2025	012101	Cortez, Alexandra	Expense Reimbursement	\$ 112.14
4/15/2025	012039	Fu, Stephanie	Expense Reimbursement	\$ 182.11
4/8/2025	012014	Gamboa, Juan	Expense Reimbursement	\$ 49.26
4/29/2025	012100	Gamboa, Juan	Expense Reimbursement	\$ 194.23

In accordance with California Government Code Section 53065.5, the District shall, at least annually, disclose all reimbursements paid to any employee for an individual charge that is at least one hundred dollars (\$100).

# WVWD – Staff Report



**TO:** Public Information/Community Relations/Legislative Action Committee  
**FROM:** External Affairs & Sustainability  
**DATE:** May 19, 2025  
**SUBJECT:** Community Outreach Update

☐ Action/Discussion

☐ Fiscal Impact

☒ Resolution

☒ Information Only

## RECOMMENDATION

For information only.

## BACKGROUND INFORMATION:

### External Affairs & Sustainability Outreach Update

#### 1. May Bill Insert

District customers received the inserts noted below (front/back) with their monthly bill statement.


### Insert Front

WALNUT VALLEY WATER DISTRICT

## 2024 ANNUAL WATER QUALITY REPORT



This notice shares how you can find important information about your drinking water.

Each year, Walnut Valley Water District provides the Annual Water Quality Report, also known as the Consumer Confidence Report (CCR), to provide a summary of your drinking water quality and testing results from January 1 to December 31, 2024.



 We are proud to report that your drinking water is safe and meets or exceeds all state and federal drinking water standards.

To view the 2024 Annual Water Quality Report, please visit:  
[walnutvalleywater.gov/your-water/your-drinking-water/water-quality](https://walnutvalleywater.gov/your-water/your-drinking-water/water-quality)  
(Available beginning July 1, 2025)

If you would like to request a paper copy of the report or speak with a Water Quality Specialist, please contact us at:

 [cservice@walnutvalleywater.gov](mailto:cservice@walnutvalleywater.gov)  
 (909) 595-7554

Scan the QR code to view the 2024 CCR & to learn more.



**YOUR WATER. YOUR TRUST. OUR PRIORITY.**

### WHERE DOES MY WATER COME FROM?

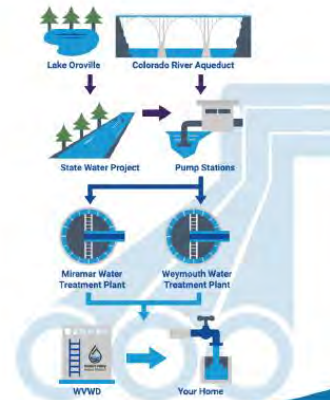
WVWD imports 100% of our drinking water supply through our wholesale and retail partners, Three Valleys Municipal Water District (TVMWD) and the Metropolitan Water District of Southern California (MWD).



**HERE'S A LOOK AT THE JOURNEY YOUR WATER TAKES FROM ITS SOURCE TO YOUR TAP:**



- MWD imports and treats surface water transported through the 242-mile-long Colorado River Aqueduct and the 444-mile-long State Water Project (SWP).
- Water transported via the Colorado River Aqueduct originates in the Colorado River basin states, and water transported by the SWP conveyance system originates in the Sacramento-San Joaquin Delta.
- MWD treats this water at its F. E. Weymouth Water Treatment Plant in the City of La Verne.
- The water is then purchased by the District through our designated wholesale water agency, TVMWD.
- The District also receives SWP water treated by TVMWD at its Miramar Water Treatment Plant in Claremont.

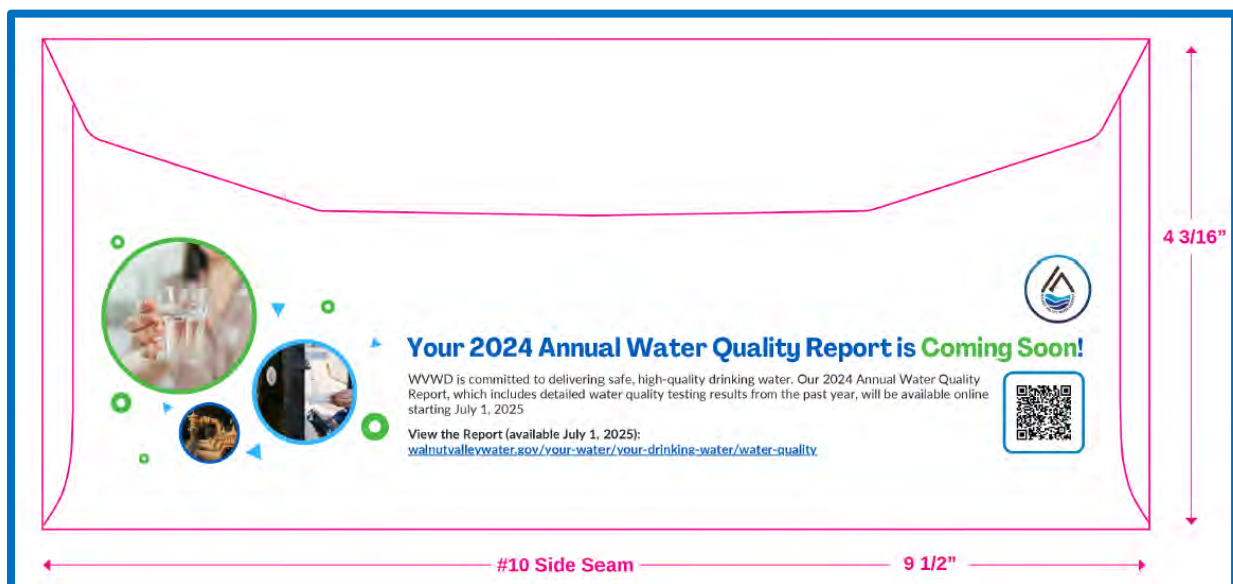


LEARN MORE AT [WALNUTVALLEYWATER.GOV](http://WALNUTVALLEYWATER.GOV)



## April Bill Snipe

District customers received the bill snipe design noted below (front/back) with their monthly bill statement.





2. Facebook, Instagram, X and YouTube

The District regularly posts updates and promotions of External Affairs/Sustainability activities, conservation tips, and educational materials on Facebook, Instagram, X, and YouTube.

During April, the District shared the following:

- Community Favorite Artwork Award
- Job Post – Utility Service Worker I/II
- Happy Earth Day
- Career Day at South Pointe Middle School
- CA-NV AWWA Water Conference of the West Water Taste Test
- Kona Ice Truck at Earth Day Block Party




### 3. Customer Portal Campaign

The District utilizes the Customer Portal to send customers alerts, emails, and text messages.

During the month of May, the District shared the following:

- Customer Monthly Newsletter




## Walnut Valley Water District

### Monthly Newsletter

May 2025

#### May Is Water Awareness Month!


This month we celebrate the water that powers our homes, nourishes our communities, and keeps our environment thriving. Let's take a moment to appreciate this essential resource and commit to using it wisely. Together, we can make a lasting impact on preserving water for future generations.



Happy  
#WaterAwarenessMonth!  
Join us this month in  
making sure every drop  
counts!

Water  
Awareness  
Month


#### Rebates for a Water-Smart Summer



In partnership with the Metropolitan Water District of Southern California, we're offering rebates on water-efficient appliances, turf replacement, and much more! Take advantage of these savings to upgrade your home, conserve water, and lower your utility bills this summer.

[View Available Rebates](#)

#### Have You Spotted the WaterSense Logo?




Look for it on products like toilets and faucets to find water-efficient products that save you water, money, and help the environment.

[Search Products](#)

#### Thank You for Attending Our Earth Day Block Party!


Thank you to the over 200 students and families who attended our Earth Day Block Party at Suzanne Park on April 24th! Guests enjoyed games, raffles, and delicious shaved ice, making it a fun and memorable celebration of our planet. Stay informed to receive updates about future events like this!



Walnut Valley Water District

#### In The Community

We're proud to share that both the City of Diamond Bar and the City of Walnut have officially proclaimed May as Water Awareness Month. These proclamations, made during recent city council meetings, underscore the vital role water plays in our communities.





## External Affairs & Sustainability Activities

### 1. Earth Day Block Party

WVWD celebrated Earth Day with a Block Party on April 24 at Suzanne Park in Walnut. This free event was attended by over 200 students and their families and featured games, activities, and complimentary shaved ice. WVWD also showcased artwork from the Student Poster Contest and facilitated voting for the Community Favorite Artwork Award.



## 2. Student Contests

The "Being Water Wise Is..." Student Art Contest received entries from 572 students and 84 teachers across 3<sup>rd</sup>-12<sup>th</sup> graders from 20 schools. The High School Media Contest garnered 19 video submissions, with students producing creative videos highlighting the importance of water conservation. Contest winners were recognized at an awards ceremony held on May 6 at the Diamond Bar Center.



## 3. Community and Public Safety Appreciation Luncheon

WVWD hosted its annual Water Awareness Month Luncheon on May 6 at the Diamond Bar Center. The event marked the beginning of Water Awareness Month and welcomed over 140 community members and public safety personnel. The luncheon served as an opportunity to show appreciation for the public's ongoing support of the District. The Habit Burger & Grill truck provided meals for attendees.



4. Concerts in the Park

The District will be participating in the City of Walnut and City of Diamond Bar Concerts in the Park. The District will have a booth at the events to hand out giveaways and conservation-related flyers. In addition, the District will be promoting customer portal sign-ups.

5. Scholar Dollar Student Scholarships

WVWD will award two scholarships through the Scholar Dollar Contest, managed and funded by PWAG-CET. Following an application process that included an essay, one student from Diamond Bar High School and one from Walnut High School have been selected to each receive a \$1,500 scholarship for their college education.

6. Leak Repair Programs

Through the MWD's MAAP funding program, WVWD has secured \$25,000 to support its Leak Repair Program for qualifying customers. Eligible customers may participate through an invitation, which is extended following an assessment of water usage and need. To date, all available funding has been allocated to assist over 80 customers. The District is allocating additional funds to continue supporting additional repairs under this program. In addition, a separate program is available specifically for customers enrolled in the Affordable Rate Program. EcoTech Services is responsible for conducting all leak assessments and performing repairs for both indoor and outdoor leaks.

7. IOK School STEAM Night

The District participated in the IOK School's Annual STEAM Night on April 26. Our team hosted a booth to distribute giveaways and educate attendees about the water cycle.

8. Killian Career Car Show

WVWD participated in the Killian Elementary School Car Show on May 10. Our team hosted a booth to distribute giveaways and conservation-related flyers.

## Local Sponsorships

1. Walnut High School Science Olympiad Team  
The District is sponsoring the Walnut High School Science Olympiad Team. The sponsorship will support the team at their upcoming tournaments.
2. Diamond Bar Friends of the Library Wine Soirée  
The District is sponsoring the Diamond Bar Friends of the Library 31<sup>st</sup> Annual Wine Soirée to be held on July 27. The sponsorship includes an ad on the inside back cover of their program.
3. Rowland Heights Buckboard Days Parade  
The District is sponsoring the Rowland Heights Buckboard Days Parade to be held on October 18. The sponsorship includes a half-page ad in their program, recognition in the parade and a booth at the festival.
4. Diamond Bar Evergreen Club Journal Ads  
The District is sponsoring the Diamond Bar Evergreen Club's Journal Ads. The sponsorship includes a whole-page ad that will be sent quarterly to their members.
5. Life Steps Foundation Earth Day 5k  
The District sponsored the Life Steps Foundation Every Day is Earth Day 5K. The sponsorship includes the recognition of electronic materials.
6. Diamond Bar Chinese-American Association Annual Gala  
WVWD sponsored the 2025 Diamond Bar Chinese-American Association Annual Gala held on May 10. The sponsorship includes a table of ten seats.
7. Diamond Bar Community Foundation Golfing "Fore" the Kids  
The District sponsored the 14<sup>th</sup> Annual Diamond Bar Community Foundation Golfing Fore the Kids golf tournament on May 12 at the Western Hills Country Club. The sponsorship included the participation of four players.
8. MeterHero  
The District has an ongoing partnership with MeterHero as part of its commitment to sustainability and community engagement. MeterHero is an innovative academic curriculum that provides high school students with hands-on experience in water conservation and data analysis. Students learn to collect and analyze water meter data from their homes and then develop and implement a water conservation strategy that benefits their household and the community. This year, two AP Environmental Science classes from Rowland High School and one from Walnut High School will participate in the program.
9. Public Water Agencies Group - Conservation and Education Team (PWAG-CET)  
WVWD is a member of the Public Water Agencies Group (PWAG) Conservation and Education Team (CET), which provides conservation and educational resources to teachers and students. All schools, teachers, and students within WVWD's service area have access to all of the PWAG CET programs and services, including the Splash Cash program, Scholar Dollar program, and more.



# DIRECTOR EXPENSE FORM



**NAME: Edwin Hilden**

**DATE: April 2025**

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	4/2/2025	TVMWD Board Meeting	<input checked="" type="checkbox"/>				\$ -
2	4/4/2025	CSDA "Legislator of the Year" Assemblywoman Blanca Rubio @ TVMWD	<input checked="" type="checkbox"/>				\$ -
3	4/14/2025	SGVCOC Government Affairs Council Zoom Meeting	<input checked="" type="checkbox"/>				\$ -
4	4/16/2025	TVMWD Board Meeting	<input checked="" type="checkbox"/>				\$ -
5	4/21/2025	WVWD Board Meeting	<input checked="" type="checkbox"/>				\$ -
6	4/24/2025	Board Workshop	<input checked="" type="checkbox"/>				\$ -
7	4/30/2025	DB Mayor's Prayer Breakfast	<input checked="" type="checkbox"/>				\$ -
8			<input type="checkbox"/>				\$ -
9			<input type="checkbox"/>				\$ -
10			<input type="checkbox"/>				\$ -
11			<input type="checkbox"/>				\$ -
12			<input type="checkbox"/>				\$ -
13			<input type="checkbox"/>				\$ -

Total Number of Miles: 0 X \$0.70 \$ -

Total Reimbursable Expenses \$ -

Total Meeting Compensation 7 X \$150.00 per day \$ 1,050.00

**TOTAL \$ 1,050.00**

*I certify the above is correct and accurate to the best of my knowledge*

  
Signature

4/30/2025  
Date

\* Mileage is reimbursed at IRS Standard Business Mileage Rate \$0.70

\*\*Directors are eligible for seven meeting days per month at \$150 per day.

# DIRECTOR EXPENSE FORM



**NAME: Scarlett Kwong**

**DATE: April 2025**

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	4/2/2025	WVUSD Water Month Proclamation	<input checked="" type="checkbox"/>				\$ -
2	4/3/2025	PBWA meeting	<input checked="" type="checkbox"/>				\$ -
3	4/14/2025	Public Info/Legislative Action committee	<input checked="" type="checkbox"/>				\$ -
4	4/15/2025	Diamond Bar City Water Month Proclamation	<input checked="" type="checkbox"/>				\$ -
5	4/21/2025	Board meeting	<input checked="" type="checkbox"/>				\$ -
6	4/24/2025	Board workshop	<input checked="" type="checkbox"/>				\$ -
7	4/30/2025	Diamond Bar Mayor's Prayer Luncheon	<input checked="" type="checkbox"/>				\$ -
8			<input type="checkbox"/>				\$ -
9			<input type="checkbox"/>				\$ -
10			<input type="checkbox"/>				\$ -
11			<input type="checkbox"/>				\$ -
12			<input type="checkbox"/>				\$ -
13			<input type="checkbox"/>				\$ -

Total Number of Miles: 0 X \$0.7 \$ -

Total Reimbursable Expenses \$ -

Total Meeting Compensation 7 X \$150.00 per day \$ 1,050.00

**TOTAL \$ 1,050.00**

*I certify the above is correct and accurate to the best of my knowledge*

Signature

Date

\* Mileage is reimbursed at IRS Standard Business Mileage Rate \$0.700

\*\*Directors are eligible for seven meeting days per month at \$150 per day.



# DIRECTOR EXPENSE FORM



**NAME: Theresa Lee**

**DATE: April 2025**

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	4/14/2025	WVWD Finance Committee Meeting	<input checked="" type="checkbox"/>				\$ -
2	4/15/2025	WVWD Engineering Committee Meeting	<input checked="" type="checkbox"/>				\$ -
3	4/15/2025	Diamond Bar City Council Meeting - Proclamation Water Month	<input type="checkbox"/>				\$ -
4	4/21/2025	WVWD Board Meeting	<input checked="" type="checkbox"/>				\$ -
5	4/23/2025	Walnut City Council Meeting - Proclamation Water Month	<input checked="" type="checkbox"/>				\$ -
6	4/24/2025	WVWD Board Workwhop	<input checked="" type="checkbox"/>				\$ -
7	4/26/2025	UAAA Assessment Test Volunteer @ DB Center	<input type="checkbox"/>				\$ -
8	4/26/2025	IOK (Institute of Knowledge) STEAM Night - Featuring Dynasaures	<input checked="" type="checkbox"/>				\$ -
9	4/30/2025	Diamond Bar Mayor's Prayer Luncheon @ DB Golf Course	<input checked="" type="checkbox"/>				\$ -
10			<input type="checkbox"/>				\$ -
11			<input type="checkbox"/>				\$ -
12			<input type="checkbox"/>				\$ -
13			<input type="checkbox"/>				\$ -

Total Number of Miles: 0 X \$0.7 \$ -

Total Reimbursable Expenses \$ -

Total Meeting Compensation 7 X \$150.00 per day \$ 1,050.00

**TOTAL \$ 1,050.00**

*I certify the above is correct and accurate to the best of my knowledge*

Signature

Date

\* Mileage is reimbursed at IRS Standard Business Mileage Rate \$0.700

\*\*Directors are eligible for seven meeting days per month at \$150 per day.

# DIRECTOR EXPENSE FORM



**NAME: Jerry C. Tang**

**DATE: April 2025**

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	4/2/25	City of Walnut Water Awareness Month Proclamation	<input checked="" type="checkbox"/>				\$ -
2	4/23/25	Walnut Valley Unified School District Water Awareness Month Proclamation	<input checked="" type="checkbox"/>				\$ -
3	4/24/25	WVWD Board Workshop	<input checked="" type="checkbox"/>				\$ -
4	4/26/25	Institute of Knowledge Event	<input checked="" type="checkbox"/>				\$ -
5	4/30/25	Diamond Bar Mayor's Prayer Luncheon	<input checked="" type="checkbox"/>				\$ -
6			<input type="checkbox"/>				\$ -
7			<input type="checkbox"/>				\$ -
8			<input type="checkbox"/>				\$ -
9			<input type="checkbox"/>				\$ -
10			<input type="checkbox"/>				\$ -
11			<input type="checkbox"/>				\$ -
12			<input type="checkbox"/>				\$ -
13			<input type="checkbox"/>				\$ -

Total Number of Miles: 0 X \$0.70 \$ -

Total Reimbursable Expenses \$ -

Total Meeting Compensation 5 X \$150.00 per day \$ 750.00

**TOTAL \$ 750.00**

*I certify the above is correct and accurate to the best of my knowledge*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\* Mileage is reimbursed at IRS Standard Business Mileage Rate \$0.70

\*\*Directors are eligible for seven meeting days per month at \$150 per day.

# DIRECTOR EXPENSE FORM



**NAME: Henry Woo**

**DATE: April,2025**

No	Date	Title of Meeting / Description	Per Diem Request	Mileage (assumed as round trip unless noted)			
				From Location	To Location	Miles	Miles \$
1	4/2/2025	Three Valley MWD board meeting	<input checked="" type="checkbox"/>				\$ -
2	4/3/2025	PBWA board meeting	<input checked="" type="checkbox"/>				\$ -
3	4/4/2025	CSDA Legislator of the Year event	<input checked="" type="checkbox"/>	WWWD	TVMWD	35.8	\$ 27.57
4	4/14/2025	Public Info/Legislative Committee meeting	<input checked="" type="checkbox"/>				\$ -
5	4/15/2025	Engineering Committee meeting	<input type="checkbox"/>				\$ -
6	4/16/2025	TVMWD board meeting	<input checked="" type="checkbox"/>				\$ -
7	4/21/2025	Regular board meeting	<input checked="" type="checkbox"/>				\$ -
8	4/24/2025	Special Board Meeting	<input type="checkbox"/>				\$ -
9	4/30/2025	Diamond Bar Mayor's Prayer's Breakfast	<input checked="" type="checkbox"/>				\$ -
10			<input type="checkbox"/>				\$ -
11			<input type="checkbox"/>				\$ -
12			<input type="checkbox"/>				\$ -
13			<input type="checkbox"/>				\$ -

Total Number of Miles: 35.8 X \$0.70 \$ 25.06

Total Reimbursable Expenses \$ -

Total Meeting Compensation 7 X \$150.00 per day \$ 1,050.00

**TOTAL \$ 1,075.06**

*I certify the above is correct and accurate to the best of my knowledge*

Signature

Date

\* Mileage is reimbursed at IRS Standard Business Mileage Rate \$0.70

\*\*Directors are eligible for seven meeting days per month at \$150 per day.

**Monthly Board Expense Detail**  
 Edwin Hilden  
 April 30, 2025

Payment Date/Charge Date	Type	Description	Conference/Meeting	Payment Type	Check Number	Payment	Reimbursed By Director	District Expense	GL Acct.
04/01/25	6	Meetings/Luncheons	Diamond Bar Mayor's Prayer Luncheon	VISA		45.00		45.00	10-5520-5720
04/24/25	6	Meetings/Luncheons	Three Valleys MWD's June Leadership Breakfast	VISA		39.19		39.19	10-5520-5720
								-	
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Total Districts Charges						84.19	-	84.19	

Edwin Hilden \_\_\_\_\_ Date \_\_\_\_\_

*Rocio Cazun* \_\_\_\_\_ Date *05/13/2025*

Executive Services Administrator

*James KJ* \_\_\_\_\_ Date *05/09/2025*

Accounting Manager

*Syl 285* \_\_\_\_\_ Date *5/12/2025*

General Manager

12:00 Noon : Buffet Lunch Served  
Ticket must be purchased upon booking

You've successfully completed registration for Diamond Bar Mayor's Prayer Luncheon via Aziz Amiri Website.

[Click Here for More Information](#)

Summary			
Item	Details	Quantity	Total Amt
Mayor's Prayer Luncheon General Admission	Edwin Hilden	1	\$45.00
Mayor's Prayer Luncheon General Admission	Pearl Hilden	1	\$45.00
Total:			\$90.00 PAID

[Edit Registration / Edit Attendee\(s\)](#)

[Options to Resend Confirmation Email\(s\)](#)

[Add to Google Calendar](#)

[Add to Yahoo Calendar](#)

[Add to iCal \(Outlook, Apple, or other\) Calendar](#)

## Diamond Bar Mayor's Prayer Luncheon

**Date:** April 30, 2025 11:00 AM - 1:30 PM PDT



**Location:** Diamond Bar Golf Course Club Room  
22751 Golden Springs Rd.  
Diamond Bar, CA 91765

**Date/Time Details:** 11:00 AM Registration  
11.30 AM Program Begins  
12:00 Noon : Buffet Lunch Served  
Ticket must be purchased upon booking

**Item:** Mayor's Prayer Luncheon General Admission

**Attendee Name:** Edwin Hilden

**Attendee ID:** 363

**Confirmation Number:** e.99.13182.295



Order #12298325053

## Three Valleys MWD's June Leadership Breakfast



**Early Bird Registration \$39.19**

Kellogg West Conference Center and Hotel, 3801 West Temple Avenue, #Bldg. 76,  
Pomona, CA 91768

Thursday, June 26, 2025 from 7:30 AM to 9:30 AM (PDT)

**Eventbrite Completed**

Order Information

Order #12298325053. Ordered by E\* Hil\*\*\* on April 23,  
2025 2:04 PM

Name

E\* Hil\*\*\*



1229832505320139525363001

**Do you organize events?**

Start selling in minutes with Eventbrite!

[www.eventbrite.com](https://www.eventbrite.com)

**Monthly Board Expense Detail**  
 Scarlett Kwong  
 April 30, 2025

Payment Date/Charge Date	Type	Description	Conference/Meeting	Payment Type	Check Number	Payment	Reimbursed By Director	District Expense	GL Acct.
04/01/25	5	Transportation	ACWA Conference Transportation	VISA		313.37		313.37	10-5520-5720
04/02/25	6	Meetings/Luncheons	Diamond Bar Mayor's Prayer Luncheon	VISA		45.00		45.00	10-5520-5720
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Total Districts Charges						358.37	-	358.37	

Scarlett Kwong \_\_\_\_\_ Date \_\_\_\_\_

*Lucie Caring* 05/13/2025  
 Executive Services Administrator Date

*Jessie King* 05/09/2025  
 Accounting Manager Date

*SL 285* 5/12/2025  
 General Manager Date

✕ **Transaction details**

**SK** Scarlett P Kwong

BUDGET.COM PREPAY

**\$313.37**

Cleared 04/01/25

Authorized 03/31/25

**VISA** Virtual card

**First Virtual Card**

Merchant Location

Virginia Beac, VA 23462



12:00 Noon : Buffet Lunch Served  
Ticket must be purchased upon booking

You've successfully completed registration for Diamond Bar Mayor's Prayer Luncheon via Aziz Amiri Website.

[Click Here for More Information](#)

Summary			
Item	Details	Quantity	Total Amt
Mayor's Prayer Luncheon General Admission	Scarlett Kwong	1	\$45.00
Total:			\$45.00 PAID

[Edit Registration / Edit Attendee\(s\)](#)

[Add to Google Calendar](#)

[Add to Yahoo Calendar](#)

[Add to iCal \(Outlook, Apple, or other\) Calendar](#)

## Diamond Bar Mayor's Prayer Luncheon

**Date:** April 30, 2025 11:00 AM - 1:30 PM PDT

**Location:** Diamond Bar Golf Course Club Room  
22751 Golden Springs Rd.  
Diamond Bar, CA 91765

**Date/Time Details:** 11:00 AM Registration  
11.30 AM Program Begins  
12:00 Noon : Buffet Lunch Served  
Ticket must be purchased upon booking

**Item:** Mayor's Prayer Luncheon General Admission



**Attendee Name:** Scarlett Kwong

**Attendee ID:** 368

**Confirmation Number:** e.99.13182.299

**Monthly Board Expense Detail**  
Theresa Lee  
April 30, 2025

Payment Date/Charge Date	Type	Description	Conference/Meeting	Payment Type	Check Number	Payment	Reimbursed By Director	District Expense	GL Acct.
04/02/25	6	Meetings/Luncheons	Diamond Bar Mayor's Prayer Luncheon	VISA		45.00		45.00	10-5520-5720
04/02/25	6	Meetings/Luncheons	Three Valleys MWD's June Leadership Breakfast	VISA		39.19		39.19	10-5520-5720
								-	
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Total Districts Charges						84.19	-	84.19	

Theresa Lee \_\_\_\_\_ Date \_\_\_\_\_

*Lucie Caring* \_\_\_\_\_ Date 05/13/2025

Executive Services Administrator

*James King* \_\_\_\_\_ Date 05/09/2025

Accounting Manager

*SP & S* \_\_\_\_\_ Date 5/12/2025

General Manager

12:00 Noon : Buffet Lunch Served  
Ticket must be purchased upon booking

You've successfully completed registration for Diamond Bar Mayor's Prayer Luncheon via Aziz Amiri Website.

[Click Here for More Information](#)

Summary			
Item	Details	Quantity	Total Amt
Mayor's Prayer Luncheon General Admission	Theresa Lee	1	\$45.00
Total:			\$45.00 PAID

[Edit Registration / Edit Attendee\(s\)](#)

[Add to Google Calendar](#)

[Add to Yahoo Calendar](#)

[Add to iCal \(Outlook, Apple, or other\) Calendar](#)

## Diamond Bar Mayor's Prayer Luncheon

**Date:** April 30, 2025 11:00 AM - 1:30 PM PDT

**Location:** Diamond Bar Golf Course Club Room  
22751 Golden Springs Rd.  
Diamond Bar, CA 91765



**Date/Time Details:** 11:00 AM Registration  
11.30 AM Program Begins  
12:00 Noon : Buffet Lunch Served  
Ticket must be purchased upon booking

**Item:** Mayor's Prayer Luncheon General Admission

**Attendee Name:** Theresa Lee

**Attendee ID:** 367

**Confirmation Number:** e.99.13182.298



Order #12298386543

## Three Valleys MWD's June Leadership Breakfast

**Early Bird Registration \$39.19**



Kellogg West Conference Center and Hotel, 3801 West Temple Avenue, #Bldg. 76,  
Pomona, CA 91768

Thursday, June 26, 2025 from 7:30 AM to 9:30 AM (PDT)

Eventbrite Completed

Order Information

Name

Order #12298386543. Ordered by The\*\*\*\* L\*\* on April 23,  
2025 2:13 PM

The\*\*\*\* L\*\*



1229838654320139622723001

**Do you organize events?**

Start selling in minutes with Eventbrite!

[www.eventbrite.com](https://www.eventbrite.com)



12:00 Noon : Buffet Lunch Served  
Ticket must be purchased upon booking

You've successfully completed registration for Diamond Bar Mayor's Prayer Luncheon via Aziz Amiri Website.

[Click Here for More Information](#)

Summary			
Item	Details	Quantity	Total Amt
Mayor's Prayer Luncheon General Admission	Jerry Tang	1	\$45.00
Total:			\$45.00 PAID

[Edit Registration / Edit Attendee\(s\)](#)

[Add to Google Calendar](#)

[Add to Yahoo Calendar](#)

[Add to iCal \(Outlook, Apple, or other\) Calendar](#)

## Diamond Bar Mayor's Prayer Luncheon

**Date:** April 30, 2025 11:00 AM - 1:30 PM PDT

**Location:** Diamond Bar Golf Course Club Room  
22751 Golden Springs Rd.  
Diamond Bar, CA 91765



**Date/Time Details:** 11:00 AM Registration  
11.30 AM Program Begins  
12:00 Noon : Buffet Lunch Served  
Ticket must be purchased upon booking

**Item:** Mayor's Prayer Luncheon General Admission

**Attendee Name:** Jerry Tang

**Attendee ID:** 366

**Confirmation Number:** e.99.13182.297



**Monthly Board Expense Detail**  
Henry Woo  
April 30, 2025

Payment Date/Charge Date	Type	Description	Conference/Meeting	Payment Type	Check Number	Payment	Reimbursed By Director	District Expense	GL Acct.
04/03/25	6	Meetings/Luncheons	Diamond Bar Mayor's Prayer Luncheon	VISA		45.00		45.00	10-5520-5720
								-	
								-	
								-	
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Total Districts Charges						45.00	-	45.00	

Henry Woo \_\_\_\_\_ Date \_\_\_\_\_

*Lucie Caring* \_\_\_\_\_ Date 05/13/2025

Executive Services Administrator

*James King* \_\_\_\_\_ Date 05/09/2025

Accounting Manager

*S/O 280* \_\_\_\_\_ Date 5/12/2025

General Manager

12:00 Noon : Buffet Lunch Served  
Ticket must be purchased upon booking.

You've successfully completed registration for Diamond Bar Mayor's Prayer Luncheon via Aziz Amiri Website.

[Click Here for More Information](#)

Summary			
Item	Details	Quantity	Total Amt
Mayor's Prayer Luncheon General Admission	Henry Woo	1	\$45.00
Total:			\$45.00 PAID

[Edit Registration / Edit Attendee\(s\)](#)

[Add to Google Calendar](#)

[Add to Yahoo Calendar](#)

[Add to iCal \(Outlook, Apple, or other\) Calendar](#)

## Diamond Bar Mayor's Prayer Luncheon

**Date:** April 30, 2025 11:00 AM - 1:30 PM PDT

**Location:** Diamond Bar Golf Course Club Room  
22751 Golden Springs Rd.  
Diamond Bar, CA 91765

**Date/Time Details:** 11:00 AM Registration  
11.30 AM Program Begins  
12:00 Noon : Buffet Lunch Served  
Ticket must be purchased upon booking.

**Item:** Mayor's Prayer Luncheon General Admission

**Attendee Name:** Monique Fitchett

**Attendee ID:** 369

**Confirmation Number:** e.99.13182.300







**WALNUT VALLEY WATER DISTRICT  
TREASURER'S REPORT  
May 19, 2025**

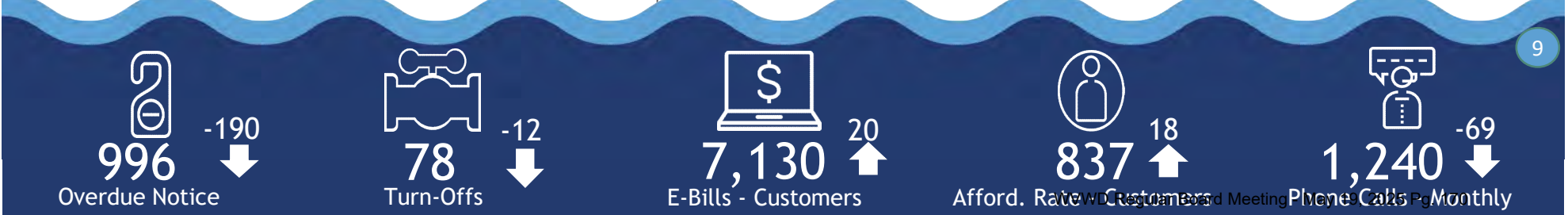
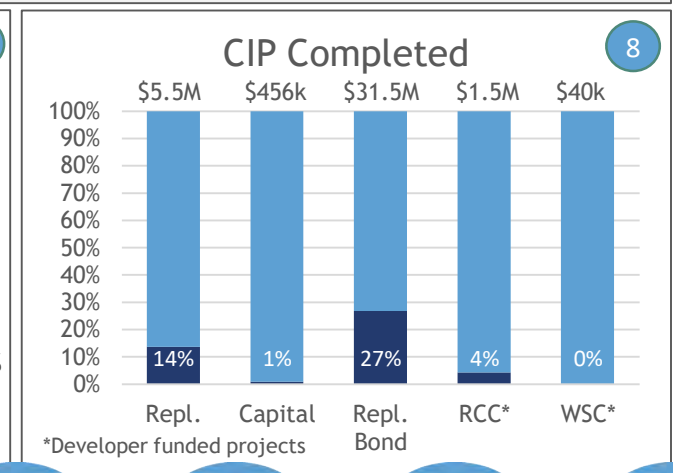
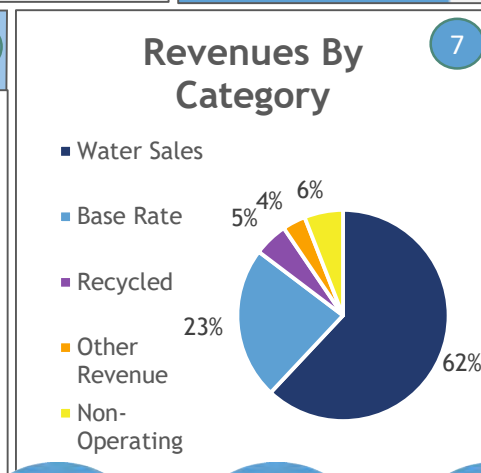
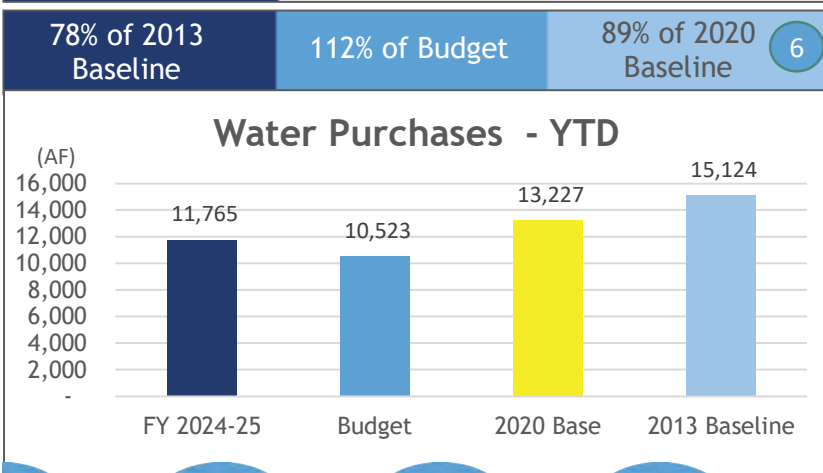
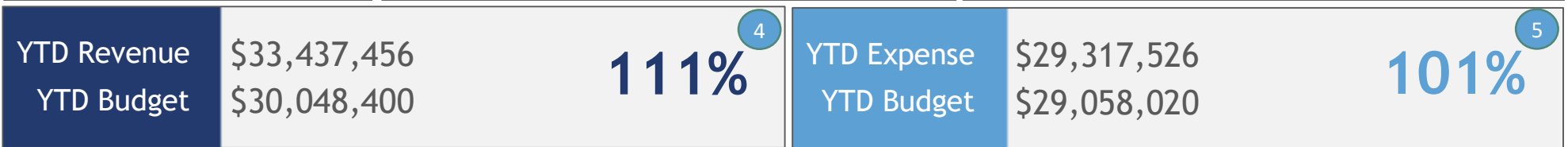
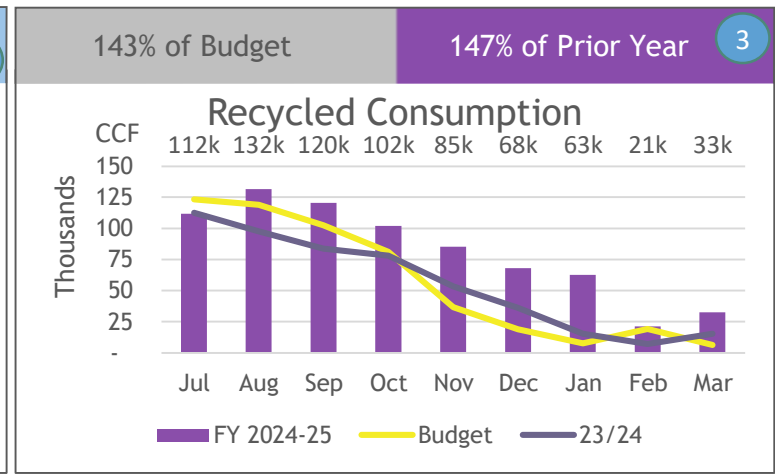
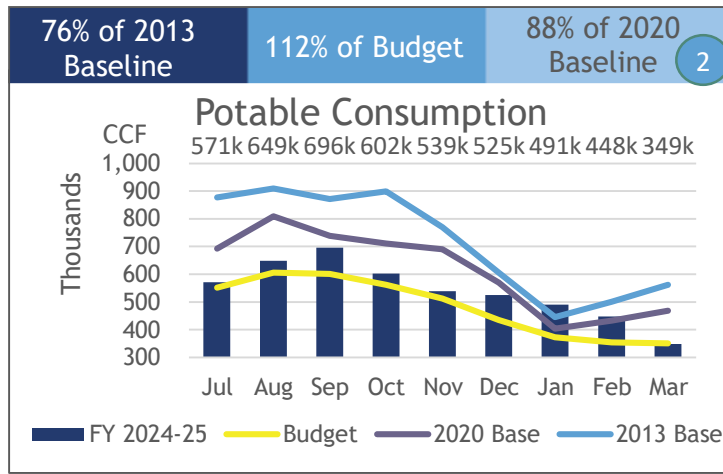
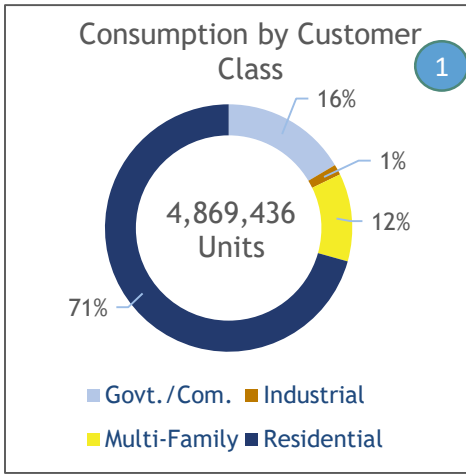
- A. Financial Dashboard as of March 31, 2025
- B. District Statement of Revenues, Expenses, and Change in Net Position as of March 31, 2025
- C. District Statement of Net Position as of March 31, 2025
- D. Summary of Cash Investments as of March 31, 2025



# Walnut Valley Water District Financial Dashboard



March 31, 2025



\* Consumption revenue and expense data excludes wholesale water

Walnut Valley Water District  
Unaudited Statement of Revenues, Expenses & Changes in Net Position  
Summary by Division  
For the Nine Months Ending Monday, March 31, 2025

	Actual	March Budget	% of Budget	YTD Actual	Budget	Annual % of Budget
<b>Operating Revenues</b>						
Water Sales	\$2,767,945.01	\$2,679,400.00	103.30%	\$31,856,831.45	\$37,693,300.00	84.52%
Water Sales - Recycled	116,377.03	52,100.00	223.37%	1,851,141.04	1,714,900.00	107.94%
Hydroelectric Sales	4,032.49	2,500.00	161.30%	37,522.24	30,000.00	125.07%
Stand-by Charges	243.60	9,400.00	2.59%	504,080.95	825,000.00	61.10%
Total Operating Revenues	2,888,598.13	2,743,400.00	105.29%	34,249,575.68	40,263,200.00	85.06%
<b>Operating Expenses</b>						
Operations	612,036.25	599,320.00	102.12%	5,585,636.35	7,781,600.00	71.78%
Engineering	110,918.19	122,830.00	90.30%	994,161.39	1,601,850.00	62.06%
Finance	191,351.69	205,460.00	93.13%	1,785,521.92	2,610,300.00	68.40%
Board of Directors/GM Office	118,534.99	134,570.00	88.08%	1,110,809.32	1,755,600.00	63.27%
Administrative Services	331,292.17	350,930.00	94.40%	2,762,372.48	4,417,150.00	62.54%
General Administration	104,458.92	109,670.00	95.25%	1,109,714.45	1,468,800.00	75.55%
Total Operating Expenses	1,468,592.21	1,522,780.00	96.44%	13,348,215.91	19,635,300.00	67.98%
Purchased Water & Related	1,489,999.45	1,204,200.00	123.73%	16,781,429.13	19,891,000.00	84.37%
Total Expenses	2,958,591.66	2,726,980.00	108.49%	30,129,645.04	39,526,300.00	76.23%
<b>Income (Loss) From Operations</b>	<b>(69,993.53)</b>	<b>16,420.00</b>	<b>-426.27%</b>	<b>4,119,930.64</b>	<b>736,900.00</b>	<b>559.09%</b>
Nonoperating Revenues/(Expenses)	173,035.81	67,100.00	257.88%	1,333,494.94	1,818,900.00	73.31%
<b>Income (Loss) Before Res. Rev &amp; Deprec.</b>	<b>103,042.28</b>	<b>83,520.00</b>	<b>123.37%</b>	<b>5,453,425.58</b>	<b>2,555,800.00</b>	<b>213.37%</b>
Restricted/Desig Rev & Other Exp.	98,715.70	0.00	0.00%	1,088,270.71	0.00	0.00%
<b>Income (Loss) Before Depreciation</b>	<b>201,757.98</b>	<b>83,520.00</b>	<b>241.57%</b>	<b>6,541,696.29</b>	<b>2,555,800.00</b>	<b>255.95%</b>
Depreciation & Amortization	469,455.22	0.00	0.00%	4,240,263.43	0.00	0.00%
<b>Income Before Capital Contributions</b>	<b>(267,697.24)</b>	<b>83,520.00</b>	<b>-320.52%</b>	<b>2,301,432.86</b>	<b>2,555,800.00</b>	<b>90.05%</b>
Capital Contributions	83,811.66	0.00	0.00%	916,539.12	0.00	0.00%
<b>Net Increase (Decrease) in Net Position</b>	<b>(183,885.58)</b>	<b>83,520.00</b>	<b>-220.17%</b>	<b>3,217,971.98</b>	<b>2,555,800.00</b>	<b>125.91%</b>

Walnut Valley Water District  
Unaudited Statement of Net Position  
Monday, March 31, 2025

**ASSETS**

**CURRENT ASSETS:**

Cash & Investments - Unrestricted	\$33,603,872.34	
Accounts Receivable:		
Water	3,701,271.05	
Taxes	63,210.13	
Accrued Interest	116,053.09	
Other	1,353,499.03	
Standby Charges	35,304.23	
Materials Inventory	1,568,397.61	
Prepaid Expenses	419,361.68	
TOTAL CURRENT ASSETS		40,860,969.16

**RESTRICTED ASSETS**

Cash & Investments - Restricted	7,305,509.36	
Cash & Investments - Fiscal Agent	27,890,272.56	
Interest Receivable	13,708.46	
Investment in Joint Venture	23,635,209.14	
TOTAL RESTRICTED ASSETS		58,844,699.52

**OTHER ASSETS**

**CAPITAL ASSETS**

Capital Assets	241,016,040.08	
Construction in Progress	24,237,615.04	
Less: Accumulated Depreciation	(140,179,833.32)	
NET CAPITAL ASSETS		125,073,821.80
TOTAL ASSETS		224,779,490.48

Walnut Valley Water District  
Unaudited Statement of Net Position  
Monday, March 31, 2025

**DEFERRED OUTFLOW OF RESOURCES**

Deferred Pension Contributions		2,654,679.00
Deferred Outflow - Actuarial		5,554,876.00
Deferred Outflow - OPEB		4,873,104.00
TOTAL DEFERRED OUTFLOW OF RESOURCES		<u>13,082,659.00</u>

**LIABILITIES & FUND EQUITY**

**CURRENT LIABILITIES**

Accounts Payable	(4,602,596.51)	
Other Current Liabilities	106,066.31	
Current Portion of Long Term Debt	(955,000.00)	
Interest Payable	(126,279.00)	
TOTAL CURRENT LIABILITIES	<u></u>	(5,577,809.20)

**RESTRICTED LIABILITIES**

Accounts Payable	(28,877.71)	
Deposits	(3,120,577.55)	
Construction Advances	(2,182,250.92)	
TOTAL RESTRICTED LIABILITIES	<u></u>	(5,331,706.18)

**LONG TERM DEBT & RELATED**

Revenue Bonds	(44,535,000.00)	
Deferred Bond Premium	(2,526,792.00)	
Net Pension Liability	(17,194,995.00)	
Other Long-term Debt	(3,483,192.62)	
TOTAL LONG TERM DEBT & RELATED	<u></u>	(67,739,979.62)
TOTAL LIABILITIES		<u><u>(78,649,495.00)</u></u>

Walnut Valley Water District  
Unaudited Statement of Net Position  
Monday, March 31, 2025

**DEFERRED INFLOW OF RESOURCES**

Deferred Inflow of Resources - Actuarial	(1,369,900.00)
Deferred Inflow of Resources - OPEB	(2,124,488.00)
TOTAL DEFERRED INFLOW OF RESOURCES	<u>(3,494,388.00)</u>

**NET POSITION**

Invested in Capital Assets, Net of Related Debt	125,073,821.80	
Restricted	5,496,201.34	
Unrestricted	25,148,243.34	
TOTAL NET POSITION	<u>155,718,266.48</u>	
TOTAL NET POSITION		<u>155,718,266.48</u>

Walnut Valley Water District  
Unaudited Summary of Cash and Investments  
3/31/2025

**CASH & CASH EQUIVALENTS**

Cash on Hand		\$3,000.00	
<u>Cash in Bank</u>			
East West Bank - General	\$6,354,598.41		
East West Bank - Payroll	752,106.35		
East West Bank - Water Refund	18,689.41		
East West Bank - Revolving	20,924.33		
East West Bank - Credit Card	1,019,118.82		
East West Bank - Badillo Grand	316,414.70		
East West Bank - Payroll Reimbursement	68,045.90		
Total Cash in Bank		8,549,897.92	
TOTAL CASH			\$8,552,897.92

**INVESTMENTS**

Certificates of Deposit		744,000.00	
Corporate Notes		8,125,000.00	
Supranational		1,100,000.00	
Local Agency Investment Fund (LAIF)		2,866,098.80	
BNY Mellon - Money Market (Sweep)		917,964.53	
US Agency		4,950,000.00	
US Treasury		12,915,000.00	
CA Class		2,018,380.05	
TOTAL INVESTMENTS			33,636,443.38
TOTAL CASH & INVESTMENTS			<u>\$42,189,341.30</u>

I certify that this report accurately reflects all investments of the Walnut Valley Water District and that all investments are in full compliance with State law and District's Investment Policy.

  
James Ning

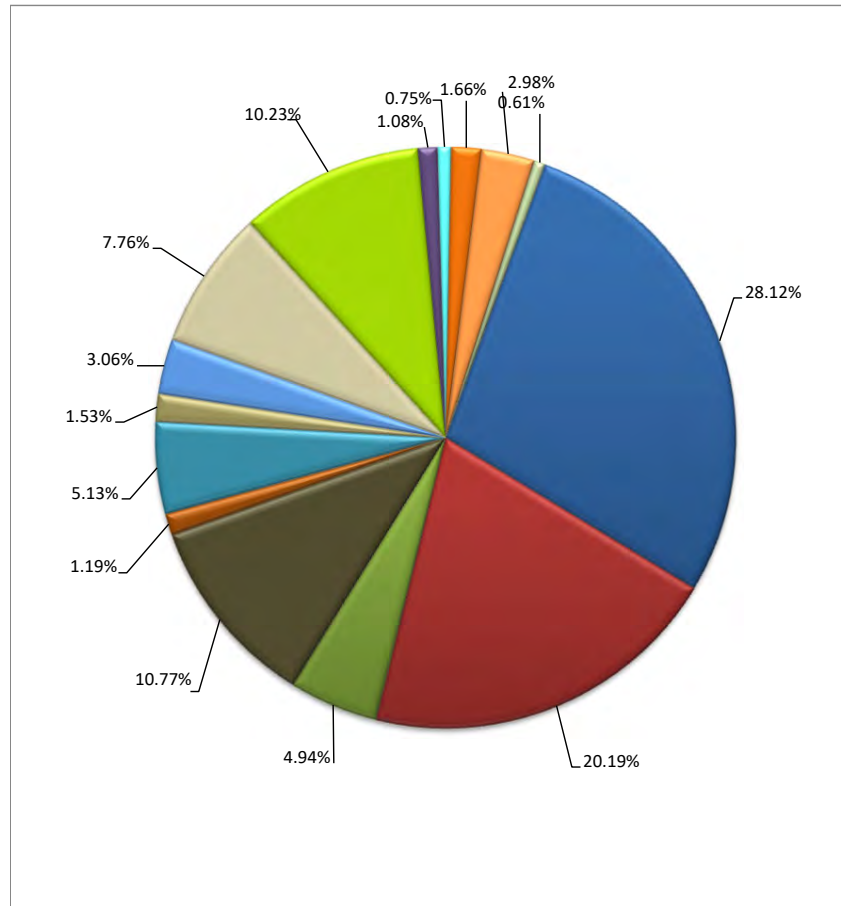
Accounting Manager

# Walnut Valley Water District

## Summary of Cash and Investments

### by Reserve Fund

### March 31, 2025



ALLOCATION OF CASH AND INVESTMENTS			
Unrestricted			
Category 1			
General Account	\$	11,862,056.38	28.12%
	\$	11,862,056.38	28.12%
Designated			
Category 2			
Operating Reserve	\$	3,272,600.00	7.76%
Replacement	\$	8,518,878.32	20.19%
Capital Improvement	\$	2,083,461.85	4.94%
Rate Stabilization	\$	4,543,125.39	10.77%
B/G Catastrophic Ins	\$	500,000.00	1.19%
Employee Liabilities	\$	2,164,499.73	5.13%
Stored Water	\$	646,900.00	1.53%
Project Reserve	\$	1,292,310.27	3.06%
	\$	23,021,775.56	54.57%

Restricted Reserves			
Category 3			
Customer/Developer Deposits	\$	4,317,318.55	10.23%
	\$	4,317,318.55	10.23%
Category 4			
ASC	\$	454,773.12	1.08%
Badillo/Grand-Maintenance	\$	316,414.70	0.75%
RCC	\$	700,300.84	1.66%
WSC	\$	1,258,628.15	2.98%
Capacity Charge	\$	258,074.00	0.61%
	\$	2,988,190.81	7.08%
<b>Total</b>	<b>\$</b>	<b>42,189,341.30</b>	<b>100.00%</b>

**Category 1** - These are funds that accumulate from day-to-day operations and represent the net equity in the District's General Fund. All interest earned is retained in the General Fund.

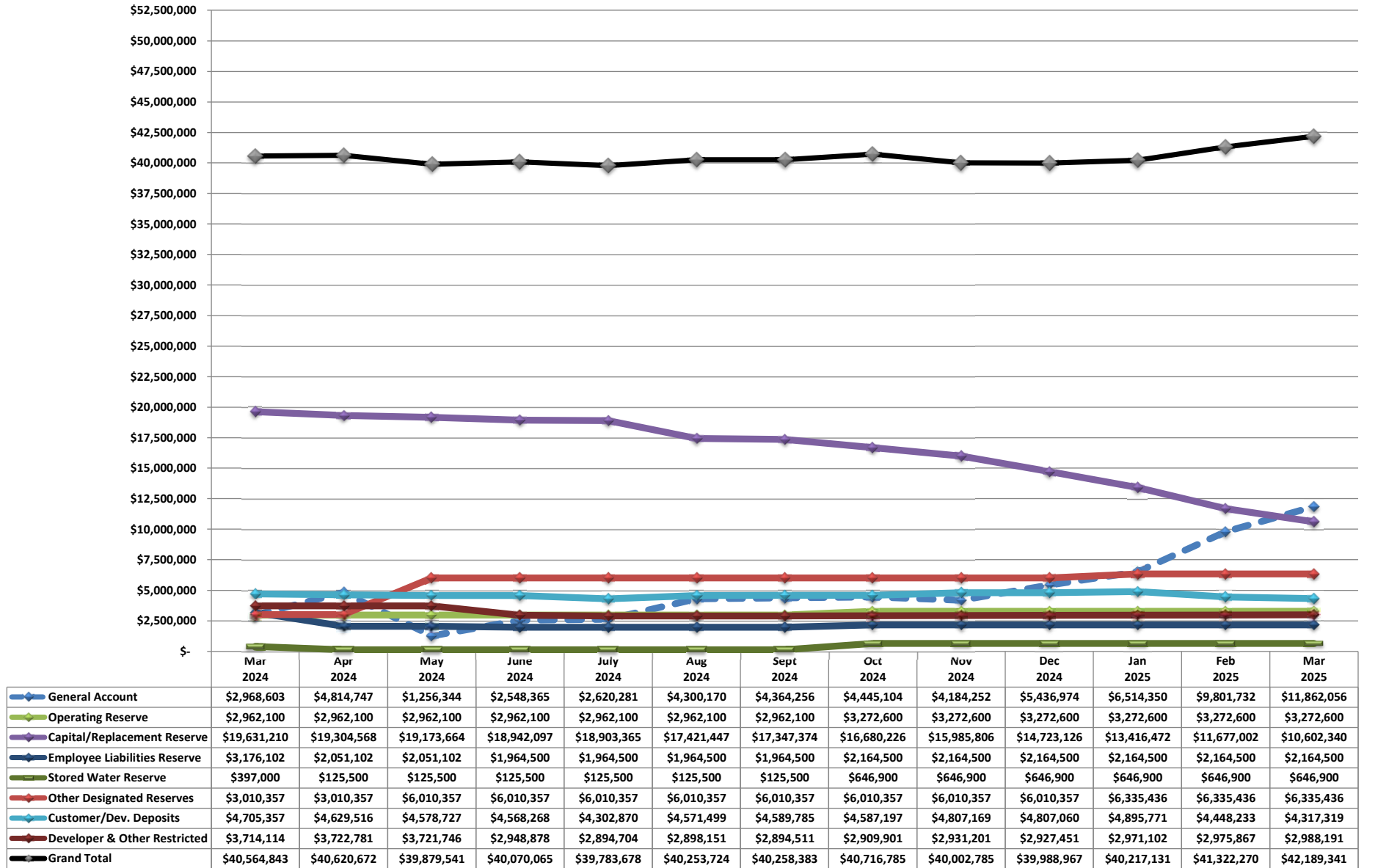
**Category 2** - These funds, although not legally or externally restricted, have been reserved pursuant to the Board's desire to provide a stable and equitable rate structure. All interest earned related to these funds is retained by each designated fund.

**Category 3** - These funds have legal or external restrictions. These Restricted Funds can only be used for the specific purposes established for the fund. All interest earned is retained in the General Fund.

**Category 4** - These funds have legal or external restrictions. All interest earned must be retained by each Restricted Fund and can only be used for the specific purposes established for the fund.



**Walnut Valley Water District  
Cash Balances  
March 2024 - March 2025**



# WVWD – Staff Report



**TO:** Board of Directors  
**FROM:** General Manager  
**SUMMITTED BY:** Accounting Manager  
**DATE:** May 19, 2025  
**SUBJECT:** Schedule Public Hearing for Standby Charge Assessment

---

<input checked="" type="checkbox"/> Action/Discussion	<input checked="" type="checkbox"/> Fiscal Impact	<input type="checkbox"/> Resolution	<input type="checkbox"/> Information Only
---	---	-------------------------------------	---

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## **Recommendation**

That the Board of Directors schedule a public hearing to be held during the regular June 23, 2025 Board meeting to receive comments regarding the District's Standby Charge Assessment and to consider for approval the adoption of a Resolution Establishing Water Standby Charges to Holders of Title to Land.

## **Background Information**

California Water District Law, commencing with Section 35470 of the California Water Code, authorizes the raising of money for District purposes by the levy of standby charges to holders of land to which water may be made available, whether the water is used or not. The District may use the proceeds of such charges for the construction of the District's fire related storage requirements and its terminal storage facilities to procure alternate sources of supply, to defray the ordinary operation or maintenance expenses incurred in providing fire protection facilities, and for any other lawful District purpose. Assessments existing prior to the passage of Proposition 218 on November 5, 1996, are exempt from the procedures and approval process of Proposition 218, provided the assessments are not increased and are imposed exclusively to finance the capital costs or maintenance and operating expenses for water systems. The District's standby charge has not changed since June of 1996 when it was decreased from \$64 per acre to \$56 per acre.

The Los Angeles County Auditor-Controller requires the annual adoption of a resolution to place the District's Standby Charges on the County's property tax roll, which must be submitted to them in early August. Before adopting such a resolution, the District is required to hold a public hearing to receive and consider comments, protests, and/or objections, if any, to the standby charge. Notice of that hearing must be published in a newspaper of general circulation once a week for two consecutive weeks prior to the hearing.

Staff proposes that the public hearing be held during the June 23, 2025 regular Board meeting with the adoption of a Resolution Establishing Water Standby Charges to Holders of Title to Land to be considered for approval.

The proposed schedule to implement the District's standby charge for the current year is as follows:

<b>TASK</b>	<b>DATE</b>
Schedule Public Hearing	May 19, 2025 (Board Meeting)
Publish Notice of Public Hearing for two consecutive weeks beginning June 9, 2025	Two consecutive weeks
Hold Public Hearing Regarding Imposition of Standby Charge and Consider Adoption of a Resolution Establishing Water Standby Charges	June 23, 2025 Board Meeting
Submit Assessments to Los Angeles County	To meet the August 2025 deadline

*Attachment:*  
*Notice of Public Hearing*

**DRAFT**

**WALNUT VALLEY WATER DISTRICT  
NOTICE OF PUBLIC HEARING FOR WATER STANDBY CHARGES**

**NOTICE IS HEREBY GIVEN**, pursuant to California Government Code Sections 54984.4 and 54984.7, that the Board of Directors of Walnut Valley Water District (the “District”) will consider at a public hearing to be held at 5:00 p.m. on June 23, 2025, to establish a schedule of standby charges for properties within the District. The standby charge was first imposed in 1982 and has been maintained at its current level (as set forth below), since prior to November 5, 1996. No change from that current level is recommended.

The amount of the standby charge to be considered is Fifty-Six Dollars (\$56.00) per acre. The amount of the standby charge for one-fourth of an acre or less shall be considered at the flat rate of Fourteen Dollars (\$14.00). The amount of the standby charge for a parcel larger than one-fourth of an acre and less than one acre shall be considered by prorating the charge on the basis of Fifty-Six Dollars (\$56.00) per acre. A written report detailing the amount of, and the use for, the charges proposed is available for inspection at the District office located at the address set forth below.

The public hearing at which the standby charges will be considered will take place at the District’s offices at 271 South Brea Canyon Road, Walnut, California. At the hearing, the District’s Board of Directors will hear and consider comments, protests, or objections, if any, to the standby charge from affected property owners. Following the public hearing, the Board of Director may take action on the standby charges.

# MONTHLY ACCOUNT STATEMENT

---

Walnut Valley Water District Cons | Account #10076 | As of April 30, 2025

**CHANDLER ASSET MANAGEMENT** | [chandlerasset.com](http://chandlerasset.com)

**Chandler Team:**

For ques our account, please call (800) 317-4747,  
or contact [clientservice@chandlerasset.com](mailto:clientservice@chandlerasset.com)

**Custodian:**

PORTFOLIO SUMMARY



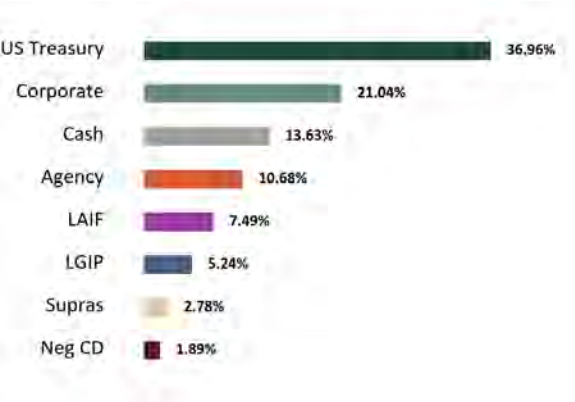
Walnut Valley Water District Cons | Account #10076 | As of April 30, 2025

Portfolio Characteristics		
Average Duration	1.31	
Average Coupon	2.31%	
Average Purchase YTM	2.44%	
Average Market YTM	3.42%	
Average Credit Quality*	AA+	
Average Final Maturity	1.42	
Average Life	1.34	

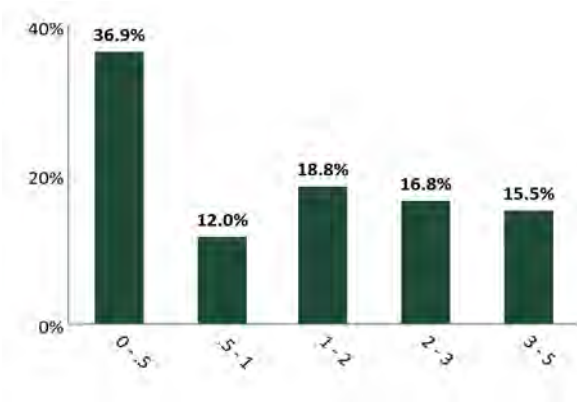
Account Summary		
	End Values as of 03/31/2025	End Values as of 04/30/2025
Market Value	41,771,597.60	38,677,165.79
Accrued Interest	148,980.61	178,158.57
<b>Total Market Value</b>	<b>41,920,578.22</b>	<b>38,855,324.37</b>
Income Earned	65,184.69	98,967.11
Cont/WD	797,950.60	(3,293,477.39)
Par	42,189,341.30	38,941,722.87
Book Value	42,097,906.99	38,853,789.09
Cost Value	41,958,580.78	38,707,034.73

Top Issuers	
Government of The United States	36.96%
Cash	13.60%
LAIF	7.49%
Federal Home Loan Banks	6.29%
CA CLASS	5.24%
Federal Home Loan Mortgage Corp	2.81%
FNMA	1.59%
Internal or Recon and Dev	1.52%

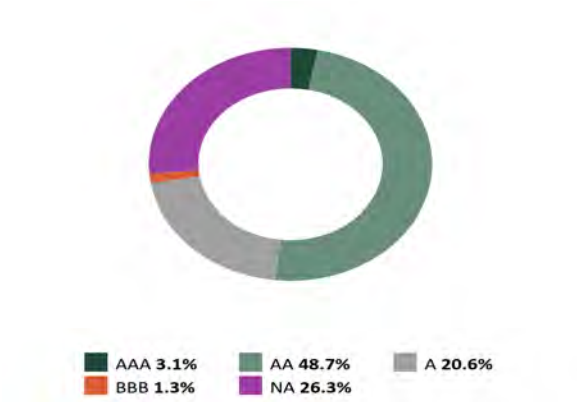
Sector Allocation



Maturity Distribution



Credit Quality (S&P)



\*The average credit quality is a weighted average calculation of S&P, Moody's and Fitch.

## PORTFOLIO SUMMARY

Walnut Valley Water District | Account #10074 | As of April 30, 2025

### Portfolio Characteristics

Average Duration	1.82
Average Coupon	2.44%
Average Purchase YTM	2.62%
Average Market YTM	3.89%
Average Credit Quality*	AA+
Average Final Maturity	1.97
Average Life	1.85

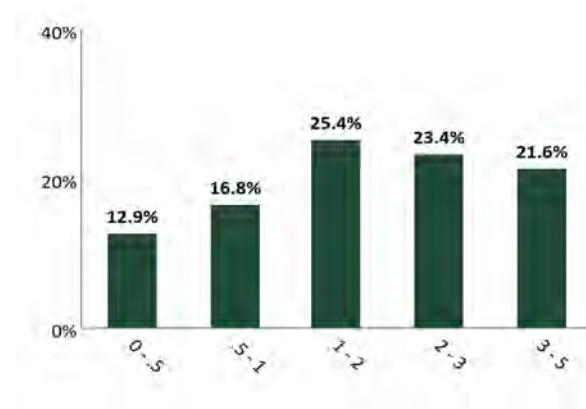
### Sector Allocation



### Account Summary

	End Values as of 03/31/2025	End Values as of 04/30/2025
Market Value	27,570,831.10	27,748,191.09
Accrued Interest	147,160.70	175,727.16
<b>Total Market Value</b>	<b>27,717,991.80</b>	<b>27,923,918.24</b>
Income Earned	56,414.84	57,613.02
Cont/WD	1,291.30	0.00
Par	27,975,472.09	28,001,642.50
Book Value	27,884,037.79	27,913,708.72
Cost Value	27,744,711.57	27,766,954.36

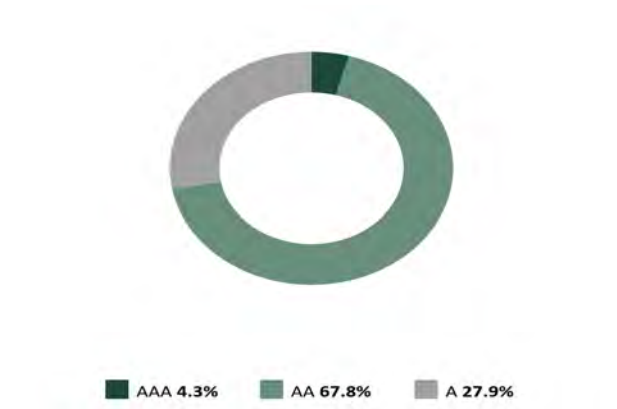
### Maturity Distribution



### Top Issuers

Government of The United States	51.51%
Federal Home Loan Banks	8.77%
Federal Home Loan Mortgage Corp	3.91%
FNMA	2.21%
Internal or Recon and Dev	2.12%
Deere & Company	1.84%
Bank of America Corporate	1.83%
PACCAR Inc	1.83%

### Credit Quality (S&P)



### Performance Review

Total Rate of Return**	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	Since Inception (08/01/09)
Walnut Valley WD	0.74%	1.93%	2.44%	6.84%	4.57%	3.46%	1.29%	1.81%	1.79%
Benchmark Return	0.98%	2.50%	3.00%	7.34%	4.25%	3.11%	0.89%	1.57%	1.56%

\*The average credit quality is a weighted average calculation of S&P, Moody's and Fitch.

\*\*Periods over 1 year are annualized.

Benchmark: ICE BofA 1-5 Year Unsubordinated US Treasury & Agency Index Secondary Benchmark:

## RECONCILIATION SUMMARY



Walnut Valley Water District Cons | Account #10076 | As of April 30, 2025

### Ma

Month to Date	(800,000.00)
Fiscal Year to Date	(3,325,000.00)

### Principal Paydowns

Month to Date	0.00
Fiscal Year to Date	0.00

### Purchases

Month to Date	2,473,152.68
Fiscal Year to Date	10,818,509.76

### Sales

Month to Date	(4,900,732.07)
Fiscal Year to Date	(8,528,034.76)

### Interest Received

Month to Date	73,543.30
Fiscal Year to Date	298,165.98

### Purchased / Sold Interest

Month to Date	(7,645.30)
Fiscal Year to Date	(13,674.76)

y

	Month to Date	Fiscal Year to Date (01/01/2025)
Beginning Book Value	42,097,906.99	39,898,974.76
Ma	(800,000.00)	(3,325,000.00)
Principal Paydowns	0.00	0.00
Purchases	2,473,152.68	10,818,509.76
Sales	(4,900,732.07)	(8,528,034.76)
Change in Cash, Payables, Receivables	(20,429.66)	(25,836.37)
a Accre	3,891.15	15,175.70
Realized Gain (Loss)	0.00	0.00
Ending Book Value	38,853,789.09	38,853,789.09

### Fair Marke

y

	Month to Date	Fiscal Year to Date (01/01/2025)
Beginning Market Value	41,771,597.60	39,270,901.31
Ma	(800,000.00)	(3,325,000.00)
Principal Paydowns	0.00	0.00
Purchases	2,473,152.68	10,818,509.76
Sales	(4,900,732.07)	(8,528,034.76)
Change in Cash, Payables, Receivables	(20,429.66)	(25,836.37)
a Accre	3,891.15	15,175.70
Change in Net Unrealized Gain (Loss)	149,686.09	451,450.16
Realized Gain (Loss)	0.00	0.00
Ending Market Value	38,677,165.79	38,677,165.79



# HOLDINGS REPORT



Walnut Valley Water District Cons | Account #10076 | As of April 30, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
<b>AGENCY</b>									
3130AJKW8	FEDERAL HOME LOAN BANKS 0.5 06/13/2025	600,000.00	06/10/2020 0.54%	598,866.00 599,973.27	99.55 4.36%	597,305.60 1,150.00	1.54% (2,667.66)	Aaa/AA+ AA+	0.12 0.12
3137EAEU9	FEDERAL HOME LOAN MORTGAGE CORP 0.375 07/21/2025	400,000.00	08/12/2020 0.45%	398,456.00 399,930.64	99.12 4.37%	396,479.77 416.67	1.03% (3,450.86)	Aaa/AA+ AA+	0.22 0.22
3137EAEX3	FEDERAL HOME LOAN MORTGAGE CORP 0.375 09/23/2025	700,000.00	10/07/2020 0.50%	695,758.00 699,660.36	98.46 4.34%	689,221.79 277.08	1.78% (10,438.57)	Aaa/AA+ AA+	0.40 0.39
3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025	625,000.00	11/18/2020 0.51%	624,775.00 624,976.43	98.17 4.11%	613,580.25 1,510.42	1.59% (11,396.18)	Aaa/AA+ AA+	0.52 0.51
3130AKFA9	FEDERAL HOME LOAN BANKS 0.375 12/12/2025	600,000.00	01/05/2021 0.42%	598,680.00 599,835.09	97.85 3.95%	587,112.94 868.75	1.52% (12,722.15)	Aaa/AA+ AA+	0.62 0.60
3130ATUS4	FEDERAL HOME LOAN BANKS 4.25 12/10/2027	475,000.00	01/26/2023 3.67%	487,188.50 481,532.98	101.51 3.64%	482,149.37 7,906.77	1.25% 616.39	Aaa/AA+ AA+	2.61 2.41
3130AWMN7	FEDERAL HOME LOAN BANKS 4.375 06/09/2028	750,000.00	07/21/2023 4.17%	756,637.50 754,227.59	102.10 3.65%	765,754.84 12,942.71	1.98% 11,527.25	Aaa/AA+ AA+	3.11 2.84
<b>Total Agency</b>		<b>4,150,000.00</b>	<b>1.54%</b>	<b>4,160,361.00</b> <b>4,160,136.35</b>	<b>99.58</b> <b>4.05%</b>	<b>4,131,604.56</b> <b>25,072.40</b>	<b>10.68%</b> <b>(28,531.79)</b>		<b>1.15</b> <b>1.07</b>
<b>CASH</b>									
90CASH\$00	Custodial Cash Account	5,259,420.53	-- 0.00%	5,259,420.53 5,259,420.53	1.00 0.00%	5,259,420.53 0.00	13.60% 0.00	NA/NA NA	0.00 0.00
CCYUSD	Receivable	1,059.45	-- 0.00%	1,059.45 1,059.45	1.00 0.00%	1,059.45 0.00	0.00% 0.00	Aaa/AAA AAA	0.00 0.00
CCYUSD	Receivable	11,438.41	-- 0.00%	11,438.41 11,438.41	1.00 0.00%	11,438.41 0.00	0.03% 0.00	Aaa/AAA AAA	0.00 0.00
<b>Total Cash</b>		<b>5,271,918.39</b>	<b>0.00%</b>	<b>5,271,918.39</b> <b>5,271,918.39</b>	<b>1.00</b> <b>0.00%</b>	<b>5,271,918.39</b> <b>0.00</b>	<b>13.63%</b> <b>0.00</b>		<b>0.00</b> <b>0.00</b>
<b>CORPORATE</b>									
06367WB85	BANK OF MONTREAL 1.85 05/01/2025	400,000.00	02/15/2022 2.25%	395,048.00 400,000.00	100.00 1.85%	400,000.00 3,700.00	1.03% 0.00	A2/A- AA-	0.00 0.00
717081EX7	PFIZER INC 0.8 05/28/2025	400,000.00	05/26/2020 0.83%	399,376.00 399,990.77	99.71 4.65%	398,844.14 1,360.00	1.03% (1,146.63)	A2/A NA	0.08 0.07

# HOLDINGS REPORT



Walnut Valley Water District Cons | Account #10076 | As of April 30, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
78015K7H1YANK	ROYAL BANK OF CANADA 1.15 06/10/2025	400,000.00	05/20/2021 0.96%	403,072.00 400,083.14	99.61 4.76%	398,436.00 1,801.67	1.03% (1,647.14)	A1/A AA-	0.11 0.11
89114TZD7	TORONTO-DOMINION BANK 1.2 06/03/2026	400,000.00	08/11/2021 1.12%	401,416.00 400,321.12	96.75 4.28%	387,010.54 1,973.33	1.00% (13,310.58)	A2/A- AA-	1.09 1.06
06428CAA2	BANK OF AMERICA NA 5.526 08/18/2026	500,000.00	09/11/2023 5.51%	500,150.00 500,063.96	101.64 4.21%	508,214.58 5,602.75	1.31% 8,150.62	Aa1/A+ AA	1.30 1.15
87612EBM7	TARGET CORP 1.95 01/15/2027	500,000.00	01/24/2022 1.87%	501,865.00 500,619.93	96.81 3.90%	484,037.28 2,870.83	1.25% (16,582.65)	A2/A A	1.71 1.64
06406RBA4	BANK OF NEW YORK MELLON CORP 2.05 01/26/2027	500,000.00	01/26/2022 2.03%	500,400.00 500,134.49	96.53 4.14%	482,628.81 2,704.86	1.25% (17,505.68)	Aa3/A AA-	1.74 1.67
023135CF1	AMAZON.COM INC 3.3 04/13/2027	400,000.00	04/26/2022 3.26%	400,788.00 400,301.48	98.98 3.85%	395,936.14 660.00	1.02% (4,365.34)	A1/AA AA-	1.95 1.87
665859AW4	NORTHERN TRUST CORP 4.0 05/10/2027	500,000.00	06/28/2022 4.00%	500,045.00 500,018.33	99.86 4.07%	499,296.84 9,500.00	1.29% (721.49)	A2/A+ A+	2.03 1.89
69371RS31	PACCAR FINANCIAL CORP 4.6 01/10/2028	500,000.00	01/26/2023 4.26%	507,430.00 504,048.24	101.64 3.95%	508,179.33 7,091.67	1.31% 4,131.09	A1/A+ NA	2.70 2.48
24422EWR6	JOHN DEERE CAPITAL CORP 4.75 01/20/2028	500,000.00	01/26/2023 4.29%	510,270.00 505,621.35	101.90 4.01%	509,475.51 6,663.19	1.32% 3,854.15	A1/A A+	2.73 2.50
438516CJ3	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028	425,000.00	04/11/2023 4.02%	441,923.50 434,630.23	102.26 4.08%	434,597.30 4,441.25	1.12% (32.93)	A2/A A	2.80 2.49
713448FL7	PEPSICO INC 3.6 02/18/2028	500,000.00	03/20/2023 4.18%	487,155.00 492,675.34	99.33 3.85%	496,668.41 3,650.00	1.28% 3,993.07	A1/A+ NA	2.80 2.62
57636QAW4	MASTERCARD INC 4.875 03/09/2028	450,000.00	03/10/2023 4.83%	450,904.50 450,511.52	102.58 3.91%	461,614.50 3,168.75	1.19% 11,102.98	Aa3/A+ NA	2.86 2.56
74456QBU9	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028	400,000.00	06/26/2023 4.70%	382,788.00 389,336.15	98.79 4.13%	395,174.11 7,400.00	1.02% 5,837.96	A1/A NA	3.00 2.81
341081GN1	FLORIDA POWER & LIGHT CO 4.4 05/15/2028	450,000.00	-- 4.67%	444,781.50 446,789.82	100.92 4.08%	454,120.29 9,130.00	1.17% 7,330.47	Aa2/A+ AA-	3.04 2.62
74340XCG4	PROLOGIS LP 4.875 06/15/2028	450,000.00	07/21/2023 4.96%	448,330.50 448,934.02	101.87 4.23%	458,411.47 8,287.50	1.19% 9,477.45	A2/A NA	3.13 2.75
89236TLB9	TOYOTA MOTOR CREDIT CORP 5.25 09/11/2028	450,000.00	09/26/2023 5.34%	448,227.00 448,796.12	103.13 4.24%	464,079.97 3,281.25	1.20% 15,283.85	A1/A+ A+	3.37 3.04
<b>Total Corporate</b>		<b>8,125,000.00</b>	<b>3.58%</b>	<b>8,123,970.00</b> <b>8,122,876.02</b>	<b>100.18</b> <b>4.01%</b>	<b>8,136,725.21</b> <b>83,287.06</b>	<b>21.04%</b> <b>13,849.19</b>		<b>2.07</b> <b>1.90</b>

LAIF

# HOLDINGS REPORT



Walnut Valley Water District Cons | Account #10076 | As of April 30, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
90LAIF\$00	Local Agency Investment Fund State Pool	2,897,682.89	-- 4.27%	2,897,682.89 2,897,682.89	1.00 4.27%	2,897,682.89 0.00	7.49% 0.00	NA/NA NA	0.00 0.00
<b>Total LAIF</b>		<b>2,897,682.89</b>	<b>4.27%</b>	<b>2,897,682.89</b>	<b>4.27%</b>	<b>2,897,682.89</b> <b>0.00</b>	<b>7.49%</b> <b>0.00</b>		<b>0.00</b>
<b>LOCAL GOV INVESTMENT POOL</b>									
90CACL\$0	California CLASS	2,027,538.54	-- 4.30%	2,027,538.54 2,027,538.54	1.00 4.30%	2,027,538.54 0.00	5.24% 0.00	NA/NA NA	0.00 0.00
<b>Total Local Gov Investment Pool</b>		<b>2,027,538.54</b>	<b>4.30%</b>	<b>2,027,538.54</b>	<b>1.00</b> <b>4.30%</b>	<b>2,027,538.54</b> <b>0.00</b>	<b>5.24%</b> <b>0.00</b>		<b>0.00</b>
<b>MONEY MARKET FUND</b>									
60934N807	FEDERATED HRMS GV O SVC	110,583.05	-- 4.00%	110,583.05 110,583.05	1.00 4.00%	110,583.05 0.00	0.29% 0.00	Aaa/ AAAm AAA	0.00 0.00
<b>Total Money Market Fund</b>		<b>110,583.05</b>	<b>4.00%</b>	<b>110,583.05</b>	<b>1.00</b> <b>4.00%</b>	<b>110,583.05</b> <b>0.00</b>	<b>0.29%</b> <b>0.00</b>		<b>0.00</b>
<b>NEGOTIABLE CD</b>									
7954506L4	Sallie Mae Bank 0.85 05/27/2025	248,000.00	05/27/2020 0.85%	248,000.00 248,000.00	99.75 4.25%	247,368.29 895.18	0.64% (631.71)	Baa1/BBB- BBB-	0.07 0.07
856285TQ4	State Bank of India - New York Branch 1.1 05/28/2025	248,000.00	05/28/2020 1.10%	248,000.00 248,000.00	99.75 4.27%	247,390.66 1,150.99	0.64% (609.34)	Baa3/BBB- NA	0.08 0.07
38149MZJ5	Goldman Sachs Bank USA 1.05 09/08/2026	248,000.00	08/25/2021 1.05%	248,000.00 248,000.00	96.02 4.09%	238,135.38 385.25	0.62% (9,864.62)	A1/A+ AA-	1.36 1.32
<b>Total Negotiable CD</b>		<b>744,000.00</b>	<b>1.00%</b>	<b>744,000.00</b>	<b>98.54</b> <b>4.21%</b>	<b>732,894.34</b> <b>2,431.42</b>	<b>1.89%</b> <b>(11,105.66)</b>		<b>0.49</b> <b>0.48</b>
<b>SUPRANATIONAL</b>									
459058JL8	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 0.5 10/28/2025	600,000.00	12/14/2020 0.48%	600,516.00 600,052.27	98.19 4.26%	589,129.10 25.00	1.52% (10,923.17)	Aaa/AAA NA	0.50 0.48

# HOLDINGS REPORT



Walnut Valley Water District Cons | Account #10076 | As of April 30, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
4581X0DV7	INTER-AMERICAN DEVELOPMENT BANK 0.875 04/20/2026	500,000.00	04/27/2021 0.94%	498,425.00 499,693.15	97.12 3.93%	485,622.55 133.68	1.26% (14,070.60)	Aaa/AAA NA	0.97 0.95
<b>Total</b>				<b>1,098,941.00</b>	<b>97.71</b>	<b>1,074,751.65</b>	<b>2.78%</b>		<b>0.71</b>
<b>Supranational</b>		<b>1,100,000.00</b>	<b>0.69%</b>	<b>1,099,745.42</b>	<b>4.11%</b>	<b>158.68</b>	<b>(24,993.77)</b>		<b>0.69</b>
<b>US TREASURY</b>									
91282CAT8	UNITED STATES TREASURY 0.25 10/31/2025	700,000.00	02/16/2021 0.51%	691,605.47 699,104.78	98.08 4.20%	686,541.41 4.76	1.78% (12,563.37)	Aaa/AA+ AA+	0.50 0.49
91282CBC4	UNITED STATES TREASURY 0.375 12/31/2025	700,000.00	01/12/2021 0.52%	694,968.75 699,322.88	97.61 4.05%	683,260.16 877.42	1.77% (16,062.72)	Aaa/AA+ AA+	0.67 0.65
91282CBH3	UNITED STATES TREASURY 0.375 01/31/2026	550,000.00	03/22/2021 0.85%	537,625.00 548,081.67	97.32 4.04%	535,240.23 512.78	1.38% (12,841.43)	Aaa/AA+ AA+	0.76 0.74
91282CBQ3	UNITED STATES TREASURY 0.5 02/28/2026	650,000.00	03/09/2021 0.83%	639,589.84 648,261.15	97.16 4.00%	631,566.40 547.55	1.63% (16,694.74)	Aaa/AA+ AA+	0.83 0.81
91282CBT7	UNITED STATES TREASURY 0.75 03/31/2026	440,000.00	03/29/2021 0.87%	437,301.56 439,506.42	97.17 3.93%	427,535.62 279.51	1.11% (11,970.80)	Aaa/AA+ AA+	0.92 0.90
91282CCF6	UNITED STATES TREASURY 0.75 05/31/2026	850,000.00	06/28/2021 0.88%	844,820.31 848,861.45	96.71 3.88%	822,042.97 2,662.09	2.13% (26,818.47)	Aaa/AA+ AA+	1.08 1.06
91282CCP4	UNITED STATES TREASURY 0.625 07/31/2026	750,000.00	10/08/2021 1.02%	736,171.88 746,402.95	96.16 3.80%	721,172.25 1,165.40	1.86% (25,230.70)	Aaa/AA+ AA+	1.25 1.22
91282CCW9	UNITED STATES TREASURY 0.75 08/31/2026	850,000.00	09/28/2021 1.00%	839,939.45 847,273.52	96.11 3.77%	816,929.69 1,074.05	2.11% (30,343.83)	Aaa/AA+ AA+	1.34 1.30
91282CCZ2	UNITED STATES TREASURY 0.875 09/30/2026	650,000.00	12/29/2021 1.26%	638,447.27 646,555.50	96.09 3.74%	624,558.60 481.73	1.61% (21,996.90)	Aaa/AA+ AA+	1.42 1.38
91282CDG3	UNITED STATES TREASURY 1.125 10/31/2026	575,000.00	11/29/2021 1.18%	573,472.66 574,533.98	96.25 3.72%	553,459.96 17.58	1.43% (21,074.02)	Aaa/AA+ AA+	1.50 1.46
91282CDK4	UNITED STATES TREASURY 1.25 11/30/2026	575,000.00	04/26/2022 2.74%	537,827.15 562,195.53	96.28 3.69%	553,594.73 3,001.37	1.43% (8,600.80)	Aaa/AA+ AA+	1.59 1.54
91282CEF4	UNITED STATES TREASURY 2.5 03/31/2027	700,000.00	06/13/2022 3.44%	670,878.91 688,374.85	97.95 3.61%	685,671.88 1,482.24	1.77% (2,702.97)	Aaa/AA+ AA+	1.92 1.84
91282CEW7	UNITED STATES TREASURY 3.25 06/30/2027	550,000.00	09/13/2022 3.61%	541,363.28 546,101.14	99.30 3.59%	546,132.81 5,974.79	1.41% 31.67	Aaa/AA+ AA+	2.17 2.05
91282CFH9	UNITED STATES TREASURY 3.125 08/31/2027	550,000.00	09/08/2022 3.39%	543,232.42 546,821.40	98.95 3.60%	544,242.19 2,895.72	1.41% (2,579.22)	Aaa/AA+ AA+	2.34 2.22

# HOLDINGS REPORT



Walnut Valley Water District Cons | Account #10076 | As of April 30, 2025

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
91282CFM8	UNITED STATES TREASURY 4.125 09/30/2027	400,000.00	10/28/2022 4.19%	398,796.88 399,408.83	101.28 3.57%	405,109.38 1,397.54	1.05% 5,700.55	Aaa/AA+ AA+	2.42 2.28
91282CFU0	UNITED STATES TREASURY 4.125 10/31/2027	750,000.00	11/09/2022 4.30%	744,169.92 747,068.91	101.27 3.59%	759,521.48 84.07	1.96% 12,452.58	Aaa/AA+ AA+	2.50 2.36
9128283F5	UNITED STATES TREASURY 2.25 11/15/2027	875,000.00	12/09/2022 3.79%	814,946.29 844,021.77	96.77 3.59%	846,699.22 9,082.36	2.19% 2,677.45	Aaa/AA+ AA+	2.54 2.41
91282CLC3	UNITED STATES TREASURY 4.0 07/31/2029	400,000.00	04/07/2025 3.72%	404,406.25 404,341.90	101.25 3.68%	405,015.62 3,977.90	1.05% 673.72	Aaa/AA+ AA+	4.25 3.85
91282CLK5	UNITED STATES TREASURY 3.625 08/31/2029	800,000.00	04/23/2025 3.92%	790,687.50 790,728.50	99.78 3.68%	798,250.40 4,885.87	2.06% 7,521.90	Aaa/AA+ AA+	4.34 3.95
91282CMA6	UNITED STATES TREASURY 4.125 11/30/2029	600,000.00	02/13/2025 4.41%	592,546.88 592,870.56	101.82 3.69%	610,898.44 10,335.16	1.58% 18,027.88	Aaa/AA+ AA+	4.59 4.08
91282CMD0	UNITED STATES TREASURY 4.375 12/31/2029	600,000.00	01/07/2025 4.47%	597,539.06 597,692.02	102.84 3.70%	617,062.80 8,774.17	1.60% 19,370.78	Aaa/AA+ AA+	4.67 4.14
91282CMG3	UNITED STATES TREASURY 4.25 01/31/2030	600,000.00	02/03/2025 4.36%	597,187.50 597,320.25	102.33 3.71%	613,992.19 6,339.78	1.59% 16,671.93	Aaa/AA+ AA+	4.76 4.24
91282CMU2	UNITED STATES TREASURY 4.0 03/31/2030	400,000.00	04/07/2025 3.75%	404,515.63 404,458.50	101.24 3.72%	404,968.75 1,355.19	1.05% 510.25	Aaa/AA+ AA+	4.92 4.42
<b>Total US Treasury</b>		<b>14,515,000.00</b>	<b>2.51%</b>	<b>14,272,039.86</b> <b>14,419,308.44</b>	<b>98.52</b> <b>3.77%</b>	<b>14,293,467.17</b> <b>67,209.02</b>	<b>36.96%</b> <b>(125,841.27)</b>		<b>2.25</b> <b>2.09</b>
<b>Total Portfolio</b>		<b>38,941,722.87</b>	<b>2.44%</b>	<b>38,707,034.73</b> <b>38,853,789.09</b>	<b>72.97</b> <b>3.42%</b>	<b>38,677,165.79</b> <b>178,158.57</b>	<b>100.00%</b> <b>(176,623.30)</b>		<b>1.42</b> <b>1.31</b>
<b>Total Market Value + Accrued</b>						<b>38,855,324.37</b>			

# TRANSACTION LEDGER



Walnut Valley Water District Cons | Account #10076 | As of April 30, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	04/02/2025	60934N807	435.09	FEDERATED HRMS GV O SVC	1.000	4.00%	(435.09)	0.00	(435.09)	0.00
Purchase	04/08/2025	91282CMU2	400,000.00	UNITED STATES TREASURY 4.0 03/31/2030	101.129	3.75%	(404,515.63)	(349.73)	(404,865.36)	0.00
Purchase	04/08/2025	91282CLC3	400,000.00	UNITED STATES TREASURY 4.0 07/31/2029	101.102	3.72%	(404,406.25)	(2,961.33)	(407,367.58)	0.00
Purchase	04/14/2025	60934N807	6,600.00	FEDERATED HRMS GV O SVC	1.000	3.99%	(6,600.00)	0.00	(6,600.00)	0.00
Purchase	04/15/2025	90LAIF\$00	31,584.09	Local Agency Investment Fund State Pool	1.000	4.28%	(31,584.09)	0.00	(31,584.09)	0.00
Purchase	04/21/2025	60934N807	2,187.50	FEDERATED HRMS GV O SVC	1.000	0.00%	(2,187.50)	0.00	(2,187.50)	0.00
Purchase	04/22/2025	60934N807	2,500.00	FEDERATED HRMS GV O SVC	1.000	3.98%	(2,500.00)	0.00	(2,500.00)	0.00
Purchase	04/22/2025	60934N807	800,000.00	FEDERATED HRMS GV O SVC	1.000	3.98%	(800,000.00)	0.00	(800,000.00)	0.00
Purchase	04/24/2025	91282CLK5	800,000.00	UNITED STATES TREASURY 3.625 08/31/2029	98.836	3.92%	(790,687.50)	(4,334.24)	(795,021.74)	0.00
Purchase	04/29/2025	60934N807	1,500.00	FEDERATED HRMS GV O SVC	1.000	4.00%	(1,500.00)	0.00	(1,500.00)	0.00
Purchase	04/30/2025	90CACL\$0	9,158.49	California CLASS	1.000	4.30%	(9,158.49)	0.00	(9,158.49)	0.00
Purchase	04/30/2025	60934N807	19,578.13	FEDERATED HRMS GV O SVC	1.000	4.00%	(19,578.13)	0.00	(19,578.13)	0.00
<b>Total Purchase</b>			<b>2,473,543.30</b>				<b>(2,473,152.68)</b>	<b>(7,645.30)</b>	<b>(2,480,797.98)</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>			<b>2,473,543.30</b>				<b>(2,473,152.68)</b>	<b>(7,645.30)</b>	<b>(2,480,797.98)</b>	<b>0.00</b>
<b>DISPOSITIONS</b>										
Maturity	04/22/2025	3135G03U5	(800,000.00)	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.625 04/22/2025	100.000	0.53%	800,000.00	0.00	800,000.00	0.00
<b>Total Maturity</b>			<b>(800,000.00)</b>				<b>800,000.00</b>	<b>0.00</b>	<b>800,000.00</b>	<b>0.00</b>

## TRANSACTION LEDGER



Walnut Valley Water District Cons | Account #10076 | As of April 30, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
Sale	04/08/2025	60934N807	(679,046.38)	FEDERATED HRMS GV O SVC	1.000	0.00%	679,046.38	0.00	679,046.38	0.00
Sale	04/08/2025	60934N807	(133,186.56)	FEDERATED HRMS GV O SVC	1.000	0.00%	133,186.56	0.00	133,186.56	0.00
Sale	04/24/2025	60934N807	(795,021.74)	FEDERATED HRMS GV O SVC	1.000	3.96%	795,021.74	0.00	795,021.74	0.00
Sale	04/30/2025	90CASH\$00	(3,293,477.39)	Custodial Cash Account	1.000	0.00%	3,293,477.39	0.00	3,293,477.39	0.00
<b>Total Sale</b>			<b>(4,900,732.07)</b>				<b>4,900,732.07</b>	<b>0.00</b>	<b>4,900,732.07</b>	<b>0.00</b>
<b>TOTAL DISPOSITIONS</b>			<b>(5,700,732.07)</b>				<b>5,700,732.07</b>	<b>0.00</b>	<b>5,700,732.07</b>	<b>0.00</b>
<b>OTHER TRANSACTIONS</b>										
Cash Transfer	04/30/2025	CCYUSD	(3,293,477.39)	Cash		0.00%	(3,293,477.39)	0.00	(3,293,477.39)	0.00
<b>Total Cash Transfer</b>			<b>(3,293,477.39)</b>				<b>(3,293,477.39)</b>	<b>0.00</b>	<b>(3,293,477.39)</b>	<b>0.00</b>
Coupon	04/13/2025	023135CF1	0.00	AMAZON.COM INC 3.3 04/13/2027		3.26%	6,600.00	0.00	6,600.00	0.00
Coupon	04/20/2025	4581X0DV7	0.00	INTER-AMERICAN DEVELOPMENT BANK 0.875 04/20/2026		0.94%	2,187.50	0.00	2,187.50	0.00
Coupon	04/22/2025	3135G03U5	0.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.625 04/22/2025		0.53%	2,500.00	0.00	2,500.00	0.00
Coupon	04/28/2025	459058JL8	0.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 0.5 10/28/2025		0.48%	1,500.00	0.00	1,500.00	0.00
Coupon	04/30/2025	91282CFU0	0.00	UNITED STATES TREASURY 4.125 10/31/2027		4.30%	15,468.75	0.00	15,468.75	0.00
Coupon	04/30/2025	91282CDG3	0.00	UNITED STATES TREASURY 1.125 10/31/2026		1.18%	3,234.38	0.00	3,234.38	0.00

TRANSACTION LEDGER



Walnut Valley Water District Cons | Account #10076 | As of April 30, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Coupon	04/30/2025	91282CAT8	0.00	UNITED STATES TREASURY 0.25 10/31/2025		0.51%	875.00	0.00	875.00	0.00
Total Coupon			0.00				32,365.63	0.00	32,365.63	0.00
Dividend	04/15/2025	90LAIF\$00	0.00	Local Agency Investment Fund State Pool		4.28%	382.95	0.00	382.95	0.00
Dividend	04/30/2025	90CACL\$0	0.00	California CLASS		4.30%	9,158.49	0.00	9,158.49	0.00
Dividend	04/30/2025	60934N807	0.00	FEDERATED HRMS GV O SVC		4.01%	1,059.46	0.00	1,059.46	0.00
Total Dividend			0.00				10,600.90	0.00	10,600.90	0.00
TOTAL OTHER TRANSACTIONS			(3,293,477.39)				(3,250,510.86)	0.00	(3,250,510.86)	0.00



# STATEMENT OF COMPLIANCE



Walnut Valley Water District | Account #10074 | As of April 30, 2025

Rules Name	Limit	Actual	Compliance Status	Notes
<b>AGENCY MORTGAGE SECURITIES (CMOS)</b>				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV; Agencies & Agency CMOs)	30.0	8.8	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
<b>ASSET-BACKED SECURITIES (ABS)</b>				
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
Min Ra - by 1)	0.0	0.0	Compliant	
<b>BANKERS' ACCEPTANCES</b>				
Max % (MV)	40.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	180	0.0	Compliant	
<b>CERTIFICATE OF DEPOSIT PLACEMENT SERVICE (CDARS)</b>				
Max % (MV)	50.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
<b>COLLATERALIZED BANK DEPOSITS</b>				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
<b>COLLATERALIZED TIME DEPOSITS (NON-NEGOTIABLE CD/TD)</b>				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
<b>COMMERCIAL PAPER</b>				
Max % (MV)	25.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	270	0.0	Compliant	
Min Ra -1 by 1 or A- by 1)	0.0	0.0	Compliant	
<b>CORPORATE MEDIUM TERM NOTES</b>				
Max % (MV)	30.0	29.3	Compliant	
Max % Issuer (MV)	5.0	1.8	Compliant	
Max Maturity (Years)	5	3	Compliant	

# STATEMENT OF COMPLIANCE



Walnut Valley Water District | Account #10074 | As of April 30, 2025

Rules Name	Limit	Actual	Compliance Status	Notes
Min Ra - by 1)	0.0	0.0	Compliant	
<b>FDIC INSURED TIME DEPOSITS (NON-NEGOTIABLE CD/ TD)</b>				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
<b>FEDERAL AGENCIES</b>				
Max % (MV)	100.0	14.9	Compliant	
Max % Issuer (MV; Agencies & Agency CMOs)	30.0	8.8	Compliant	
Max Callables (MV)	20.0	0.0	Compliant	
Max Maturity (Years)	5	3	Compliant	
<b>LOCAL AGENCY INVESTMENT FUND (LAIF)</b>				
Max Concentra	75.0	0.0	Compliant	
<b>LOCAL GOVERNMENT INVESTMENT POOL (LGIP)</b>				
Max % Issuer (MV)	5.0	0.0	Compliant	
<b>MONEY MARKET MUTUAL FUNDS</b>				
Max % (MV)	20.0	0.4	Compliant	
Max % Issuer (MV)	20.0	0.4	Compliant	
Min Ra y 2)	0.0	0.0	Compliant	
<b>MORTGAGE-BACKED SECURITIES (NON-AGENCY)</b>				
Max % (MV)	20.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5.0	0.0	Compliant	
Min Ra - by 1)	0.0	0.0	Compliant	
<b>MUNICIPAL SECURITIES (CA, LOCAL AGENCY)</b>				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
<b>MUNICIPAL SECURITIES (CA, OTHER STATES)</b>				
Max % (MV)	100.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
<b>MUTUAL FUNDS</b>				
Max % (MV)	20.0	0.0	Compliant	

# STATEMENT OF COMPLIANCE



Walnut Valley Water District | Account #10074 | As of April 30, 2025

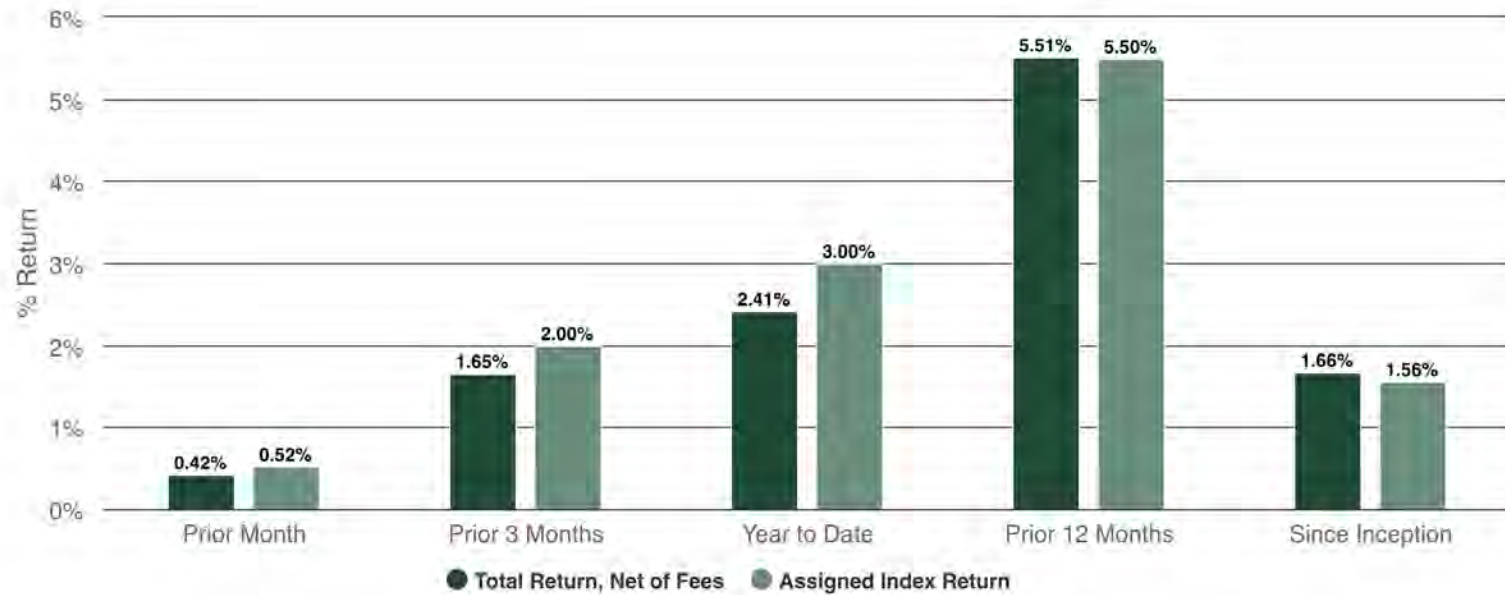
Rules Name	Limit	Actual	Compliance Status	Notes
Max % Issuer (MV)	10.0	0.0	Compliant	
Min Ra y 2)	0.0	0.0	Compliant	
<b>NEGOTIABLE CERTIFICATES OF DEPOSIT (NCD)</b>				
Max % (MV)	30.0	0.0	Compliant	
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
<b>REPURCHASE AGREEMENTS</b>				
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Years)	1.0	0.0	Compliant	
<b>REVERSE REPURCHASE AGREEMENTS</b>				
Max % Issuer (MV)	5.0	0.0	Compliant	
Max Maturity (Days)	92.0	0.0	Compliant	
<b>SUPRANATIONAL OBLIGATIONS</b>				
Max % (MV)	30.0	3.9	Compliant	
Max % Issuer (MV)	10.0	2.1	Compliant	
Max Maturity (Years)	5	0.0	Compliant	
Min Ra - by 1)	0.0	0.0	Compliant	
<b>U.S. TREASURIES</b>				
Max % (MV)	100.0	51.5	Compliant	
Max Maturity (Years)	5	4	Compliant	

## Net of Fees Performance

As of 04/30/2025

Walnut Valley WD (331583)

Dated: 05/09/2025



Period	Period Begin	Period End	Total Return, Net of Fees	Assigned Index Return
Prior Month	03/01/2025	03/31/2025	0.42%	0.52%
Prior 3 Months	01/01/2025	03/31/2025	1.65%	2.00%
Year to Date	01/01/2025	04/30/2025	2.41%	3.00%
Prior 12 Months	04/01/2024	03/31/2025	5.51%	5.50%
Since Inception	08/01/2009	04/30/2025	1.66%	1.56%

Account	Index	Index Start Date	Index End Date
Walnut Valley WD	ICE BofA 1-3 Year US Treasury Index	07/22/2002	08/31/2010
Walnut Valley WD	ICE BofA 1-5 Year Unsubordinated US Treasury & Agency Index	09/01/2010	---

Net of Fees (includes management and trading).

Returns for periods greater than a year have been annualized.

No Tax Adjustment.

Note that data will not exist prior to the performance inception date of: 08/01/2009.

Historical data exists for the options shown below, only available on historical data boundaries:

Begin Date	End Date	Return Type	Fee Options	Tax Options
08/01/2009	12/31/2023	Total Return	All Fees, Gross of Fees, Net of Fees	No Tax Adjustment

## Net of Fees Performance

As of 04/30/2025

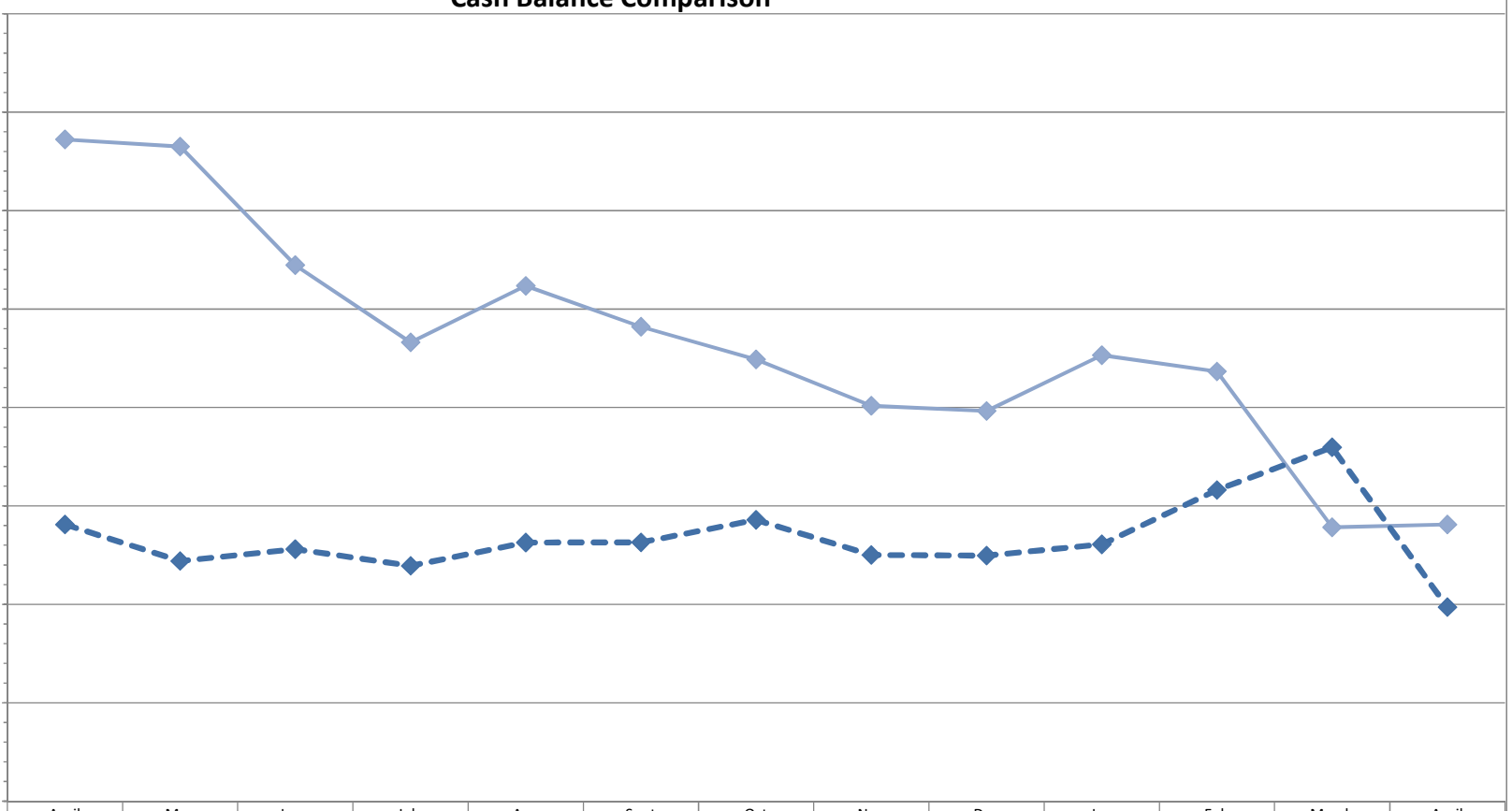
Walnut Valley WD (331583)

Dated: 05/09/2025

Reported Index Return is always Total Return.

### Walnut Valley Water District Cash Balance Comparison

\$51,000,000  
\$49,000,000  
\$47,000,000  
\$45,000,000  
\$43,000,000  
\$41,000,000  
\$39,000,000  
\$37,000,000  
\$35,000,000



	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April
04/2023-04/2024	\$48,443,917	\$48,299,033	\$45,889,232	\$44,322,236	\$45,472,657	\$44,639,576	\$43,974,194	\$43,035,525	\$42,927,963	\$44,061,272	\$43,732,980	\$40,564,843	\$40,620,672
04/2024-04/2025	\$40,620,672	\$39,879,541	\$40,118,644	\$39,783,678	\$40,253,724	\$40,258,383	\$40,716,785	\$40,002,785	\$39,988,967	\$40,217,131	\$41,322,270	\$42,189,341	\$38,941,723

Walnut Valley Water District  
Revenue Bond - Held at US Bank  
Life to Date  
April 30, 2025

Bond Proceeds	\$ 33,176,590.01
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Disbursements:

Cost of Issuance

Urban Futures (Financial Advisors)	(51,250.00)	
US Bank (Trustee)	(7,200.00)	
Stradling Yocca Carlson and Rauth (Bond Counsel)	(71,500.00)	
Ava Communications Inc (Official Statement)	(1,450.00)	
Standard & Poor's Rating Services (Credit Rating)	(31,500.00)	
	<hr/>	(162,900.00)

Projects

Administration Headquarters Phase 1	(5,532,366.24)	
Administration Headquarters Phase 2	<hr/>	(5,532,366.24)

Interest Income	805,158.21
District Payment of Principal and Interest	526,800.65
Interest Expense	(620,448.87)

Ending Balance of Bond Funds	<hr/> <hr/> \$ 28,192,833.76
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Walnut Valley Water District  
Revenue Bond - Held at US Bank  
April 30, 2025

Beginning Balance of Bonds		\$	27,890,272.56
Receipts:			
Interest Income			71,131.14
Prepayment of Interest			231,430.06
Disbursements:			
Cost of Issuance			
Administration Headquarters Phase 1			
Administration Headquarters Phase 2		0.00	
Interest Expense			
			0.00
Ending Balance of Bond Funds		\$	28,192,833.76



# WVWD – Staff Report



**TO:** Board of Directors  
**FROM:** General Manager/Chief Engineer  
**SUBMITTED BY:** Director of Operations  
**DATE:** May 19, 2025  
**SUBJECT:** New Above Ground Storage Tank for FY 2025-26

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☒ Action/Discussion

☒ Fiscal Impact

☐ Resolution

☐ Information Only

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## **Recommendation**

The Board of Directors to authorize the General Manager to award the installation of a new Above Ground Storage Tank to Fuel Pros, at a cost not-to-exceed \$450,000.

## **Background**

The District's insurance carrier, Association of California Water Agencies Joint Powers Insurance Authority (ACWA-JPIA), has provided notice and guidance on their proposed transition for the Underground Storage Tank (UST) Pollution Liability Program for the agencies they represent. ACWA-JPIA has noted that due to the increased age of the fuel tanks in the ground, this has created a challenging market condition for insuring UST's. They have noted a scarcity in finding companies to insure the fuel tanks.

For the 2025-2026 insurance renewal on the UST, the premium has increased as well as the per-loss deductible, increasing from \$10,000 to \$250,000. This is in accordance with the phased approach the ACWA-JPIA has proposed in their shift from a pooled program structure to more of a fully insured group policy, putting more financial responsibility on individual agencies who own UST's. If market conditions are to remain stable, the premium will continue to increase along with the per-loss deductible. For the 2026-2027 renewal, it is expected that the per-loss deductible will increase to \$500,000 and continue to go up in future years. The timeline for removal is tentatively set for a 12-month period, per the last townhall meeting hosted by the ACWA-JPIA.

To mitigate this liability, the District is proposing to replace the UST with a new Above Ground Storage Tank (AST) with the same capacity as the current UST. The current UST is 6,000 gallons and the new AST will also be 6,000 gallons. The new AST concrete pad will measure 23' long x 12' wide. Above Ground Storage Tanks have much less regulatory constraints, are easier to maintain, and cheaper to insure. As part of this project, the old, obsolete underground storage tank will also be removed.

Proposals were requested and evaluated by District staff from three reputable companies. After a review of all three, Staff recommends a contract be awarded to Fuel Pros, who is the District's current fuel pump maintenance vendor. Currently, there is \$200,000 included in the District's approved FY 2024-25 CIP budget for this project. An additional \$250,000 is being proposed in the FY 2025-2026 budget to cover the remaining costs.

Bids solicited from qualified vendors with the capability to complete the project are below:

Vendor	Price
<b>1. Fuel Pros</b>	<b>\$ 391,087</b>
2. Tank Specialists of California	\$ 418,871
3. Tait Environmental Services, INC.	\$ 468,858

The approval by the Board to move forward will commence a permitting process for the next several months, giving the vendor time to create a schedule for completion.

# April 2025 Operations Report



## Field Customer Service

Type of Completed Service Order	Apr-25	FY Total	Monthly Avg	% of Total
Get Read/Verify Read	231	2347	235	23.8%
Meter Repair	36	1299	130	13.2%
Customer Transfer	137	1709	171	17.3%
Delinquent Turn Off	90	1082	108	11.0%
Delinquent Reconnection	88	1022	102	10.4%
Leak Inspection	45	579	58	5.9%
Customer Leak Inspection - Beacon	3	203	20	2.1%
Customer Leak Follow Up	11	198	20	2.0%
Customer Requested Turn On/Off for Repair	22	188	19	1.9%
After Hours	16	145	15	1.5%
Other	94	1090	109	11.1%
<b>Total</b>	<b>773</b>	<b>9862</b>	<b>986</b>	

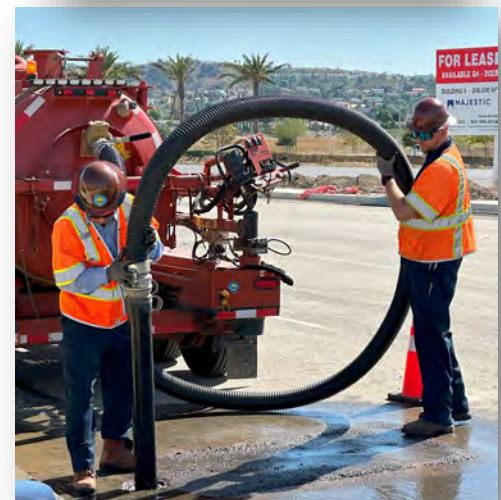
## Underground Service Alerts

USAs Processed	Apr-25	FY Total	Monthly Avg
Marked	79	1065	107
Verified No Marks Required	333	4372	437
<b>Total</b>	<b>412</b>	<b>5437</b>	<b>544</b>



## Water Distribution System Maintenance

Maintenance Type	April	FY Total	Monthly Avg
Valves	54	786	77
Fire Hydrants	35	325	31
Blow Offs	16	135	13
Air Vacs	5	90	9
Fire Hydrants Painted	109	1388	136
Blow Offs Painted	14	285	30
Air Vacs Painted	8	207	22



# April 2025 Operations Report (cont.)



## Water System Repairs

The Field Team performed 11 excavations to complete water system repairs in April and responded to 1 on site sheared fire hydrant and 1 sheared blow off event. The table below provides dates and locations of the work events:

Board Division	Work Date	Address	City	Repair Type
Division 4	4/7/2025	2220 Evergreen Springs Dr.	Diamond Bar	Service Line Replacement
Division 2	4/9/2025	1118 S Diamond Bar Blvd.	Diamond Bar	Valve Replacement
<b>Division 5</b>	<b>4/10/2025</b>	<b>4200 Valley Blvd.</b>	<b>Pomona</b>	<b>Sheared Blow Off</b>
<b>Division 5</b>	<b>4/11/2025</b>	<b>20301 E Walnut Dr. N</b>	<b>Walnut</b>	<b>On Site Sheared FH</b>
Division 1	4/14/2025	20512 Loyaltan Dr.	Walnut	Service Line Replacement
Division 3	4/15/2025	2400 Indian Creek Rd.	Diamond Bar	Service Line Replacement
Division 3	4/16/2025	23610 Ridge Line Rd.	Diamond Bar	Service Line Replacement
Division 1	4/17/2025	231 Spyglass Ln.	Walnut	Service Line & Saddle Replacement
Division 3	4/18/2025	2406 Clear Creek Ln.	Diamond Bar	Service Line & Saddle Replacement
Division 5	4/21/2025	3424 Gauntlet Dr.	West Covina	Service Line Replacement
Division 4	4/28/2025	1447 Brea Cyn Cut Off Rd.	Rowland Heights	Service Line Replacement
Division 5	4/29/2025	3218 La Puente Rd.	Walnut	Service Line Replacement
Division 1	4/30/2025	20426 Loyaltan Dr.	Walnut	Service Line Replacement

### 231 Spyglass Ln.





# April 2025 Operations Report (cont.)



## Water System Repairs

### Monthly Totals

Type of Repair	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Monthly Average
Angle Meter Stop Replacement	6	5	3	0	3	1	17	5.00
Meter Setter Replacement	7	1	3	4	2	2	2	3.00
Service Line Repair	0	0	0	3	1	0	0	0.57
Service Line Replacement	3	6	12	11	6	6	8	7.43
Service Line & Saddle Replacement	0	4	3	1	4	1	2	2.14
Main Repair	1	1	1	0	0	1	0	0.57
Main Replacement	1	1	1	0	1	0	0	0.57
Valve Replacement	0	1	0	2	3	3	1	1.43
Sheared Fire Hydrant	3	3	1	1	1	2	2	1.86
<b>Total</b>	<b>21</b>	<b>22</b>	<b>24</b>	<b>22</b>	<b>21</b>	<b>16</b>	<b>32</b>	<b>22.57</b>

## Other Notable Work

The Field Team initiated its large meter testing program and completed 4 large meter tests in the month of April. The Team also supported the Earth Day event at Susan Park on April 24<sup>th</sup>.



# April 2025 Operations Report (cont.)



## Production & Water Quality

125 routine and 5 non-routine bacteriological samples were collected from the distribution system this month. All bacteriological samples were analyzed at District's lab and all results were within standards. 26 general physical samples were also collected from the distribution system. An additional 2 bacteriological samples were collected from Armitos Tank A prior to returning the tank to service after cleaning.

The Production Team also collected 6 samples from purchased water connections as part of its Disinfection Byproducts monitoring program.

There was 1 water quality complaint this month which was investigated and resolved. The Production Team submitted 8 compliance reports to State Water Resources Control Board, Division of Drinking Water.

Using the SCADA system, along with reservoir sampling, the Production Team continually monitors and adjust disinfectant residuals in the District's 28 potable water reservoirs. The table below summarizes the monthly data pertaining to effective management of disinfectant residuals:

Reservoir WQ Management	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	FY Avg
Average Disinfectant Residual (ppm)	2.23	2.39	2.44	2.32	2.14	2.41	2.33	2.33	2.22	1.92	<b>2.27</b>
Average Nitrite Level (ppm)	0.033	0.029	0.023	0.021	0.022	0.010	0.012	0.013	0.018	0.019	<b>0.020</b>
Hypochlorite Delivered (gal)	5742	4473	4848	3345	3811	3040	1737	2252	1310	4560	<b>3512</b>
Ammonium Sulfate Delivered (gal)	335	950	895	1172	1026	0	886	0	445	0	<b>571</b>
No. of Manual Tank Dosings	12	17	12	15	15	10	0	1	4	3	<b>9</b>

The Production Team operated the potable water system facilities to meet an average daily demand of 12.45 million gallons a day (MGD). The maximum day demand was 14.37 MGD on April 21st.

Other notable work performed by the Production Team:

- Pulled Durward Well motor for testing
- Pulled Ridgeline Pump Station motor #2 for maintenance
- Monthly Puente Basin well level monitoring
- Repairing electrical components at Colima interties (ongoing)
- Installed a VFD at Baker Well and initiated testing procedure
- 3 Production team members attended 2-day Cla-Val training





# April 2025 Operations Report (cont.)



## General Services

The General Services team performed 107 tasks related to the maintenance of facilities and the District's fleet submitted through the Work Order system (W.O.).

Type of Work Completed	Mar	Apr	FY Total	Monthly Avg
General Services Miscellaneous Tasks (W.O.)	71	92	1137	114
General Building Maintenance (W.O.)	1	3	44	4
Warehouse Maintenance (W.O.)	2	1	24	2
Fleet Maintenance & Testing (W.O.)	7	2	66	7
Equipment Maintenance & Repairs (W.O.)	4	1	27	3
Site Irrigation Leak Repairs (W.O.)	0	5	44	4
Site Tree Maintenance (W.O.)	7	2	19	2
Site Miscellaneous Repairs (W.O.)	1	1	15	2
Inventory Movement (Warehouse System)	799	527	5678	568
<b>Total</b>	<b>892</b>	<b>634</b>	<b>7054</b>	<b>706</b>

Notable work completed this month includes the purchase and delivery of one of the District fleet vehicles and air compressor.

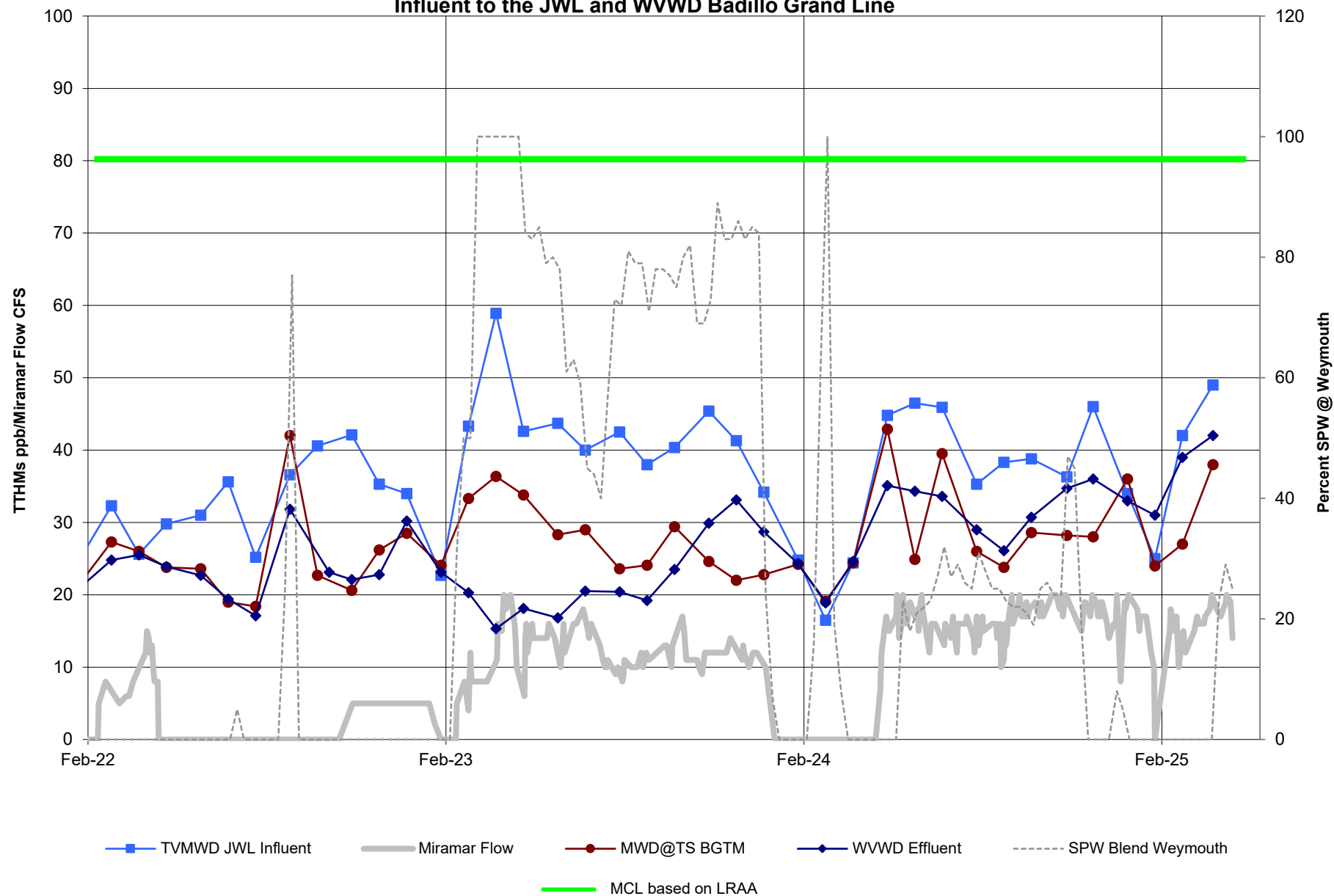


**District Utility Vehicle**



**Air Compressor**

# **Total Trihalomethanes (TTHMs) @ the Influent to the JWL and WVWD Badillo Grand Line**







**POMONA-WALNUT-ROWLAND JOINT WATER LINE COMMISSION**  
**WATER USE DISTRIBUTION & BILLING**  
*APRIL 2025*

**Report not received in time for packet publication.**

**PUENTE BASIN WATER AGENCY  
FY 25-26 OPERATING BUDGET**

	Budget FY 24-25	Projected FY 24-25	Budget FY 25-26	Administrative	TVMWD	CDWC	Pomona Basin	LHHCWD
<b>1 REVENUES:</b>								
2 Administrative Assessment - RWD	\$ 193,450	\$ 156,300	\$ 193,450	\$ 193,450	\$ -	\$ -	\$ -	\$ -
3 Administrative Assessment - WVWD	193,450	156,300	193,450	193,450	-	-	-	-
4 Other	32,000	33,600	32,000	32,000	-	-	-	-
5 Water Sales - Project - RWD	1,077,950	477,350	1,668,100	-	-	1,003,950	662,800	1,350
6 Water Sales - Project - WVWD	1,077,950	477,350	1,668,100	-	-	1,003,950	662,800	1,350
7 Water Sales - TVMWD - RWD	4,429,600	4,584,800	5,812,500	-	5,812,500	-	-	-
8 Water Sales - TVMWD - WVWD	10,374,900	9,809,800	10,055,600	-	10,055,600	-	-	-
9 Project Maintenance Reserve - RWD	3,000	2,580	6,000	-	-	6,000	-	-
10 Project Maintenance Reserve - WVWD	3,000	2,580	6,000	-	-	6,000	-	-
11 Total Revenues	17,385,300	15,700,660	19,635,200	418,900	15,868,100	2,019,900	1,325,600	2,700
12 Use of Stored/Leased Water	675,900	614,500	1,427,300	-	-	1,427,300	-	-
13 Total	18,061,200	16,315,160	21,062,500	418,900	15,868,100	3,447,200	1,325,600	2,700
<b>14 EXPENSES:</b>								
15 <u>Source of Supply</u>								
16 Purchased Water - TVMWD	14,004,400	13,514,200	14,802,000	-	14,802,000	-	-	-
17 Purchased Water - LHHCWD	-	-	-	-	-	-	-	-
18 Purchased Water - CDWC	536,100	436,200	1,086,700	-	-	1,086,700	-	-
19 Purchased Water - Old Baldy	310,400	-	365,600	-	-	-	365,600	-
20 Purchased Water - Durward	414,700	-	471,500	-	-	-	471,500	-
21 Stored Water Used	675,900	614,500	1,427,300	-	-	1,427,300	-	-
22 Surcharge - Orchard Dale	-	-	-	-	-	-	-	-
23 Assessments - WRD	-	-	-	-	-	-	-	-
24 Assessments - MSGBWM	240,000	207,100	483,400	-	-	483,400	-	-
25 Subtotal	16,181,500	14,772,000	18,636,500	-	14,802,000	2,997,400	837,100	-
<b>26 Fixed Charges</b>								
27 TVMWD Water Use Charge	83,600	83,600	98,700	-	98,700	-	-	-
28 TVMWD Connected Capacity	88,000	88,000	105,800	-	105,800	-	-	-
29 TVMWD Equivalent Small Meters	91,700	91,700	110,000	-	110,000	-	-	-
30 TVMWD RTS Charge	83,500	163,900	274,000	-	274,000	-	-	-
31 MWD Capacity Reservation Charge	451,100	451,100	475,400	-	475,400	-	-	-
32 Subtotal	797,900	878,300	1,063,900	-	1,063,900	-	-	-

		Budget FY 24-25	Projected FY 24-25	Budget FY 25-26	Administrative	TVMWD	CDWC	Pomona Basin	LHHCWD
33	<u>Other Costs</u>								
34	Energy - Pumping and Treatment	409,000	99,800	<b>352,100</b>	-	-	256,200	95,900	-
35	Materials & Supplies - Chemicals	33,600	45,900	<b>116,000</b>	-	-	116,000	-	-
36	Materials & Supplies - Other	25,000	10,000	<b>20,000</b>	-	-	20,000	-	-
37	Other Costs (Labor etc.)	65,700	37,200	<b>315,300</b>	-	-	45,600	267,000	2,700
38	Lease Agreements - Old Baldy	121,400	118,500	<b>125,600</b>	-	-	-	125,600	-
39	Permits & Fees	2,200	2,100	<b>2,200</b>	-	2,200	-	-	-
40	Subtotal	656,900	313,500	<b>931,200</b>	-	2,200	437,800	488,500	2,700
41	<u>Administrative &amp; General</u>								
42	Legal	20,000	6,000	<b>20,000</b>	20,000	-	-	-	-
43	Engineering	5,000	1,500	<b>5,000</b>	5,000	-	-	-	-
44	Professional Services- Other	304,200	254,000	<b>304,200</b>	304,200	-	-	-	-
45	Insurance - Property & Liability	6,500	6,300	<b>6,500</b>	6,500	-	-	-	-
46	Accounting/Auditing	8,400	8,400	<b>8,400</b>	8,400	-	-	-	-
47	Administrative Expenses - Other	74,800	70,000	<b>74,800</b>	74,800	-	-	-	-
48	Subtotal	418,900	346,200	<b>418,900</b>	418,900	-	-	-	-
49	Total Expenses	\$ 18,055,200	\$ 16,310,000	<b>\$ 21,050,500</b>	\$ 418,900	\$ 15,868,100	\$ 3,435,200	\$ 1,325,600	\$ 2,700
50	Other Income/(Expense)	-		-	-	-	-	-	-
51	Interest Income	2,000	2,000	<b>2,000</b>	2,000	-	-	-	-
52	Leased Water Revenue	125,500	125,500	<b>125,500</b>	125,500	-	-	-	-
53	Depreciation	-	-	-	-	-	-	-	-
54	Subtotal	127,500	127,500	<b>127,500</b>	127,500	-	-	-	-
55	Net Income (Loss) Before Transfers	\$ 133,500	\$ 132,660	<b>\$ 139,500</b>	\$ 127,500	\$ -	\$ 12,000	\$ -	\$ -
56	Transfers In: Maint. Reserve Funds Used			-	-	-	-	-	-
57	Transfers Out: Maint. Reserve Funds Collected	(6,000)	(5,160)	<b>(12,000)</b>	-	-	(12,000)	-	-
58	Net Income (Loss) After Transfers	\$ 127,500	\$ 127,500	<b>\$ 127,500</b>	\$ 127,500	\$ -	\$ -	\$ -	\$ -
59	<u>PBWA Maintenance Reserve</u>			<b>Total</b>	Administrative	TVMWD	CDWC	Pomona Basin	LHHCWD
60	Beginning Balance July 1	\$ 167,123	\$ 161,603	<b>\$ 166,763</b>	\$ -	\$ -	\$ 145,669	\$ -	\$ 21,094
61	Transfers In	6,000	5,160	<b>12,000</b>	-	-	12,000	-	-
62	Transfers Out			-	-	-	-	-	-
63	Ending Balance June 30	\$ 173,123	\$ 166,763	<b>178,763</b>	\$ -	\$ -	\$ 157,669	\$ -	\$ 21,094

## PUENTE BASIN WATER AGENCY FY 2025-26 Budget Supplement

The following is a supplement to the proposed budget and is intended to provide more specific detail and explanation of the major revenues and expenses proposed in the FY 25-26 Operating Budget.

### REVENUES

#### Administrative Assessments RWD/WVWD

Represents payments received from the WVWD and RWD related to the administrative costs of the District. The administrative costs of the District are shared equally by both agencies.

#### Water Sales - Project RWD/WVWD

Represents payments received from the WVWD and RWD related to the production of water from PBWA water reliability projects. The costs and benefits of these projects is shared equally by the agencies.

#### Water Sales -TVMWD

Represents payments received from the WVWD and RWD related to water purchased from TVMWD. Unlike the project water sales, the amounts collected from each agency are based on the estimated costs associated with each individual agency's estimated purchases through the Joint Water Line. These costs include both the commodity and fixed charges assessed by TVMWD.

#### Project Maintenance Reserve

In an effort to ensure sufficient money is available to repair and maintain the LHCWD and CDWC projects, the agencies decided, through separate project agreements, to establish a maintenance reserve account to fund the repair of the facilities. The amounts collected will be reserved for this purpose. For FY 25-26 the budgeted amount is \$12,000, related to expected production from the Cal Domestic project of 2,417 acre-feet. No water production related to other projects has been included in the budget. The maintenance reserve amounts are to be funded equally by the agencies.

#### Stored/Leased Water

The PBWA, through RWD and WVWD, has over the past several years purchased and stored untreated water in the Main Basin to be used initially by the CDWC project. For the current year budget, it is anticipated that the CDWC project will produce 2,417 AF of water. The average cost of the stored water is \$590.54 per acre-foot, this amount has been included in the budgeted expenses and revenues.

### EXPENSES

#### Source of Supply

Purchased Water - TVMWD - Represents the commodity cost, including TVMWD's surcharge, associated with the purchase of water from TVMWD. Costs are based on purchases of 10,014 acre-feet (RWD 3,720 acre-feet; WVWD 6,294 acre-feet).

## PUENTE BASIN WATER AGENCY FY 2025-26 Budget Supplement

Purchased Water - LHCWD - Represents the estimated charges associated with purchase of water from LHCWD, as outlined in the agreement. For FY 25-26, no water production has been included in the budget.

Purchased Water - CDWC - Represents the estimated charges associated with purchase of water from CDWC, as outlined in the agreement. Includes the cost of untreated water, previously purchased and stored in the Main Basin. Based on water purchases of 2,417 acre-feet.

Purchased Water - Old Baldy - Represents the estimated charges associated with production of water from the Old Baldy Well, as outlined in the agreement. Includes the cost of untreated water, purchased from the City of La Verne. Based on water purchases of 563 acre-feet.

Purchased Water - Durward - Represents the estimated charges associated with production of water from the Durward Well, as outlined in the agreement. Includes the cost of untreated water, purchased from Goldenstate. Based on water purchases of 343 acre-feet.

Surcharge Orchard Dale - In addition to the costs charged by LHCWD, the District must also pay a per acre-foot surcharge to Orchard Dale Water. No amount has been budgeted for FY 25-26

Assessments - WRD - Represents the cost of replenishment water related to the CDWC project. Based on water purchases of 2,417 acre-feet

### Fixed Charges

These charges represent the fixed charges assessed to each respective agency by TVMWD. These charges include the Imported Water Use Charge, Connected Capacity, Equivalent Small Meters, TVMWD RTS Charge, and MWD Capacity Reservation Charge. For the year the total charges are estimated to be \$1,063,900. RWD's share of this amount is \$289,500 and WVWD's share is \$774,400.

### Other Costs

Energy - Represents the power cost associated with the pumping activities and treatment facilities of the water reliability projects.

Materials and Supplies - Chemicals - Estimated costs for chemicals used for the treatment facilities associated with the water reliability projects.

Materials and Supplies - Other - Estimated costs for other miscellaneous supplies necessary for the operation of the projects.

## PUENTE BASIN WATER AGENCY FY 2025-26 Budget Supplement

Other Costs - Estimated costs for RWD and TVMWD labor and other professional fees related to operating and maintaining the project facilities.

Lease Agreement - Estimated costs for operating the Old Baldy Well on La Verne property

Permits & Fees - Includes costs for WRD Admin Budget, Central Basin Water Rights fees, and Water Research foundation fees paid through TVMWD.

### Administrative & General

Legal - To provide funds for legal expense related to the activities of the PBWA.

Engineering - To provide funds for professional engineering fees related to the management and reporting requirements for the Puente Basin

Professional Services Other - To provide funds for professional services related to state funding, and other outside services not related to a specific project.

Insurance - Property and Liability - To provide funds for property and liability insurance

Accounting - To provide funds for auditing services.

Administrative Expenses - Includes funding for internal labor, ACWA dues, and banking fees attributable to the activities of the PBWA.

### **Other Income/(Expenses)**

Interest Income - Interest received from monies in the LAIF investment account.

Leased Water Revenue - Leased water to other agencies from water rights owned in the Central Basin

# June 2025



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 6:30 PM Diamond Bar City Council Meeting	4 8AM TVMWD Board Meeting	5 8AM PBWA Meeting  4PM WVWD Board Workshop	6	7
8	9	10	11	12	13	14
AWWA's 2025 Annual Conference & Expo, Denver, CO						
	7PM Rowland Heights CCC Meeting		7PM Walnut City Council Meeting	4PM P-W-R Meeting		
15	16 4PM Public Info Committee 4:30 PM Finance Committee	17 4PM Engineering Committee 4:30 PM Personnel Committee 6:30PM Diamond Bar City Council Meeting	18 8AM TVMWD Board Meeting	19	20	21
22	23 5PM WVWD Board Meeting	24	25 7PM Walnut City Council Meeting	26 4PM WVWD Board Workshop	27	28
29	30	1	2	3	4	5
6	7	Notes				

# July 2025



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1 6:30 PM Diamond Bar City Council Meeting	2	3	 <b>4th of July- District Closed</b>	5
6	7 3:30PM SPADRA Executive Committee Meeting	8	9 7PM Walnut City Council Meeting	10	11	12
13	14 7PM Rowland Heights CCC Meeting	15 6:30 PM Diamond Bar City Council Meeting	16	17	18	19
20	21 5PM WVWD Board Meeting	22	23 7PM Walnut City Council Meeting	24	25	26
27	28	29	30	31	1	2
3	4	Notes				



# August 2025



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4	5 6:30 PM Diamond Bar City Council Meeting	6	7	8	9
10	11 4PM Public Info Committee 4:30 PM Finance Committee 7PM Rowland Heights CCC Mtg	12 4PM Engineering Committee 4:30 PM Personnel Committee	13 7PM Walnut City Council Meeting	14	15	16
17	18 5PM WVWD Board Meeting	19 6:30 PM Diamond Bar City Council Meeting	20	21 4PM WVWD Workshop Meeting	22	23
24	25	26	27 7PM Walnut City Council Meeting	28	29	30
31	1	Notes				

**WALNUT VALLEY WATER DISTRICT  
WATER SUPPLY AND CONSERVATION UPDATE  
May 19, 2025**

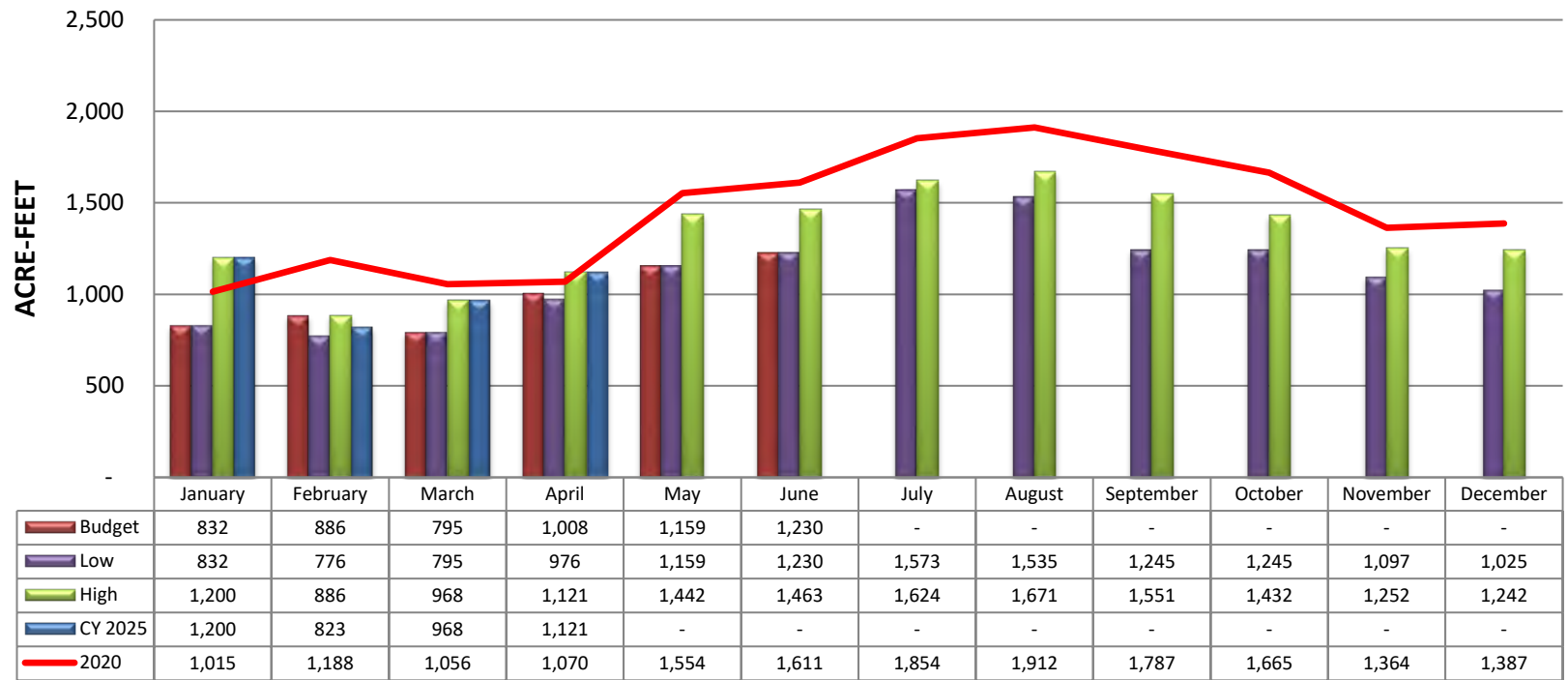


<p>A</p> <p>B</p> <p>C</p>	<p><b><u>Water Use</u></b> – Water usage for April 2025 was 1,120.86 acre-feet, an <b>increase of 4.76%</b> compared to April 2020 and a <b>decrease of 34.08%</b> from April 2013. The average inflow into the system during the month was approximately 18.87 <b>cfs</b> (8,469.87 gallons per minute).</p> <p><b><u>Recycled Water Use</u></b> – During the month of April recycled water system delivered 1,727,381.33 <b>G.P.D.</b>, an increase of <b>131.59%</b> compared to the use in April 2024. Of the recycled water delivered, 92.61% was from the District wells and no potable make-up water was used.</p> <p><b><u>Production Report</u></b> – attached are:</p> <ul style="list-style-type: none"><li>▪ Purchased Water Projections (Two total)</li><li>▪ Climate Summary</li><li>▪ Monthly Consumption Versus the 2013 and 2020 Baseline Years (Two total)</li></ul>	<p>Exhibits</p>
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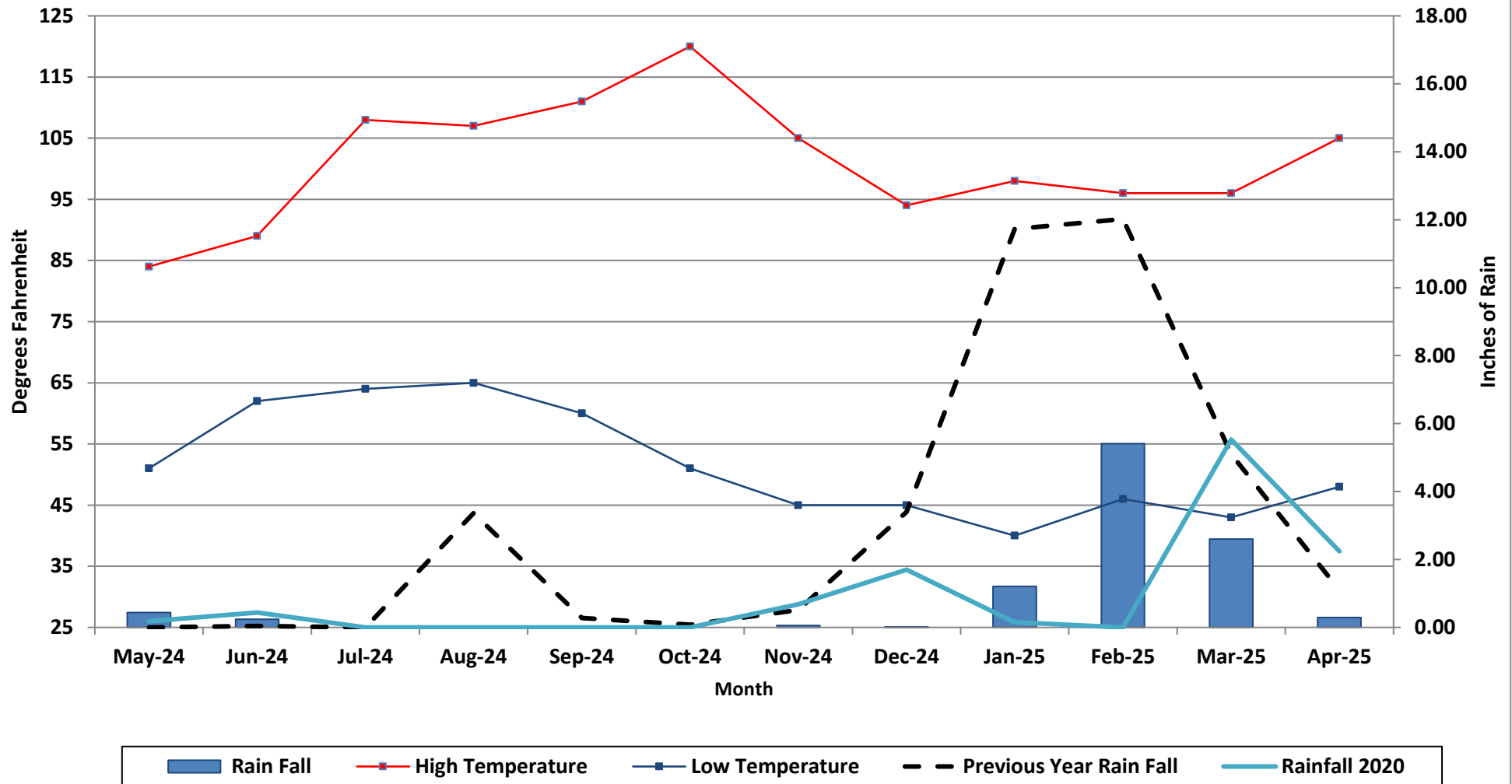
**WALNUT VALLEY WATER DISTRICT**  
**Calendar Year 2025 Purchased Water Estimate**

Actual Purchases (AF)		Projected Purchases (AF)				Baseline Year Purchases	
Month	Total	Budget	Low	High	Average	2013	2020
January	1,200	832	832	1,200	987	1,156	1,015
February	823	886	776	886	828	1,123	1,188
March	968	795	795	968	870	1,496	1,056
April	1,121	1,008	976	1,121	1,035	1,700	1,070
May	-	1,159	1,159	1,442	1,266	1,904	1,554
June	-	1,230	1,230	1,463	1,349	2,082	1,611
July	-	-	1,573	1,624	1,596	2,149	1,854
August	-	-	1,535	1,671	1,618	2,309	1,912
September	-	-	1,245	1,551	1,403	2,064	1,787
October	-	-	1,245	1,432	1,311	1,858	1,665
November	-	-	1,097	1,252	1,164	1,569	1,364
December	-	-	1,025	1,242	1,111	1,401	1,387
<b>Total</b>	<b>4,112</b>	<b>5,910</b>	<b>13,488</b>	<b>15,852</b>	<b>14,538</b>	<b>20,810</b>	<b>17,461</b>
<b>Remaining Projected Purchases</b>		<b>2,389</b>	<b>10,109</b>	<b>11,678</b>	<b>10,818</b>		
<b>Total Projected Purchases</b>		<b>6,501</b>	<b>14,221</b>	<b>15,789</b>	<b>14,930</b>		

### Calendar Year 2025 Purchased Water



## Walnut Valley Water District Climate Summary

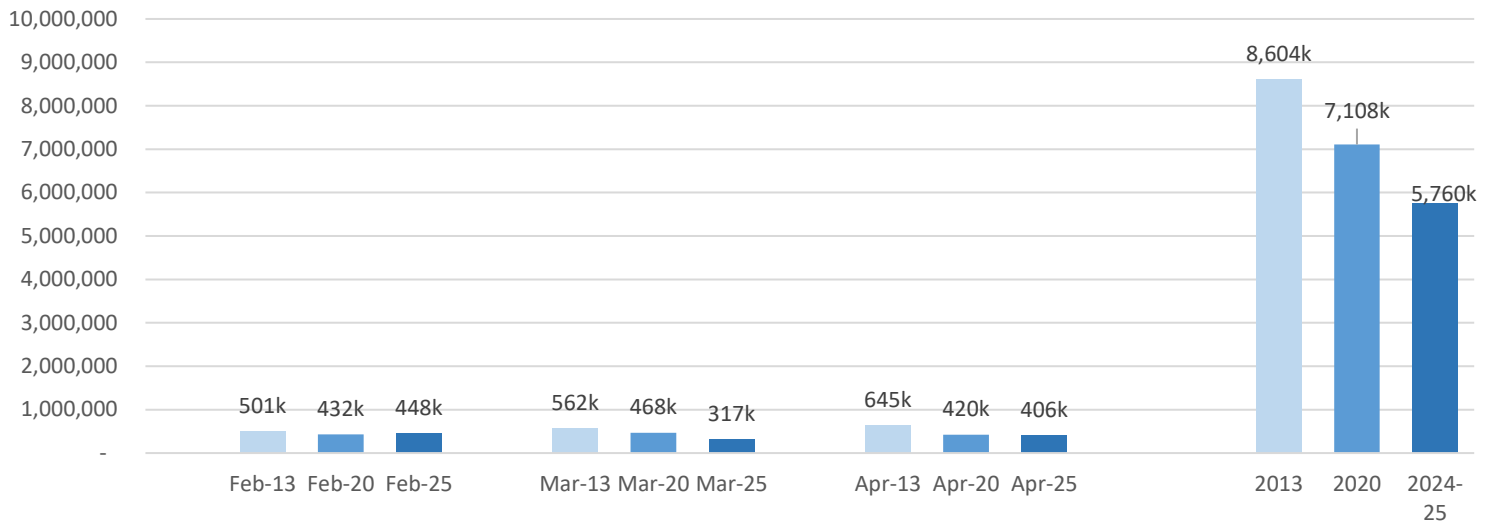


Walnut Valley Water District  
Monthly Consumption Versus 2013 and 2020 Baseline Years

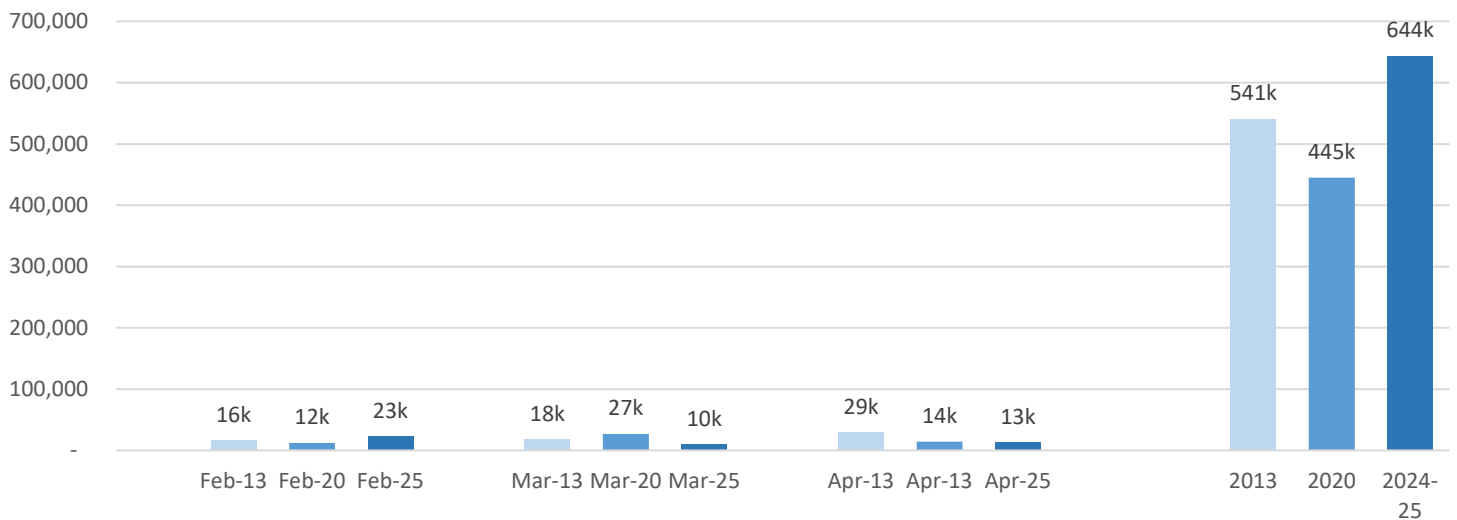
Consumption/Water Sales																				
	February					March					April					YTD (FY 24-25)				
User Class	Feb-13	Feb-20	Feb-25	Change	% Change	Mar-13	Mar-20	Mar-25	Change-20	% Change-20	Apr-13	Apr-20	Apr-25	Change-20	% Change-20	2013 YTD	2020 YTD	FY 24-25	% Change 2013	% Change 2020
COG	13,938	8,359	21,124	7,186	52%	14,911	19,184	10,418	(8,766)	-46%	21,592	10,720	11,742	1,022	10%	347,977	253,228	270,951	-22%	7%
COM	50,657	48,774	50,332	(325)	-1%	57,610	54,288	38,605	(15,683)	-29%	51,628	39,518	44,328	4,810	12%	743,414	594,970	588,286	-21%	-1%
IND	10,261	8,312	6,528	(3,733)	-36%	9,765	8,112	4,875	(3,237)	-40%	10,119	6,693	5,465	(1,228)	-18%	115,984	90,787	70,699	-39%	-22%
MUL	65,729	48,995	57,683	(8,046)	-12%	54,291	55,067	44,138	(10,929)	-20%	74,331	52,659	50,693	(1,966)	-4%	697,196	639,496	611,533	-12%	-4%
RES	360,648	317,901	312,169	(48,479)	-13%	425,117	331,162	218,468	(112,694)	-34%	487,369	310,094	293,418	(16,676)	-5%	5,179,988	4,355,222	3,701,357	-29%	-15%
	501,233	432,341	447,836	(53,397)	-11%	561,694	467,813	316,504	(151,309)	-32%	645,039	419,684	405,646	(14,038)	-3%	7,084,559	5,933,703	5,242,826	-26%	-12%
IRRIGATION																				
User Class	Feb-13	Feb-20	Feb-25	Change	% Change	Mar-13	Mar-20	Mar-25	Change-20	% Change-20	Apr-13	Apr-20	Apr-25	Change-20	% Change-20	2013 YTD	2020 YTD	FY 24-25	% Change 2013	% Change 2020
COG	5,062	2,174	12,714	7,652	151%	6,415	11,847	4,001	(7,846)	-66%	11,988	6,021	5,140	(881)	-15%	210,786	171,124	291,823	38%	71%
COM	9,632	9,398	8,981	(651)	-7%	10,975	13,960	4,887	(9,073)	-65%	15,406	7,444	7,020	(424)	-6%	212,854	198,761	299,837	41%	51%
IND	1,222	708	1,100	(122)	-10%	670	900	618	(282)	-31%	1,562	660	730	70	11%	16,479	10,828	20,376	24%	88%
RES	190	46	64	(126)	-66%	153	84	63	(21)	-25%	216	192	107	(85)	-44%	2,495	1,246	2,273	-9%	82%
	16,106	12,326	22,859	6,753	42%	18,213	26,791	9,569	(17,222)	-64%	29,172	14,317	12,997	(1,320)	-9%	442,614	381,959	614,309	39%	61%
RESIDENTIAL																				
Residential	Tier I	Tier II	Tier III	Total		Tier I	Tier II	Tier III	Total		Tier I	Tier II	Tier III	Total		Tier I	Tier II	Tier III	Total	
2013	232,969	105,818	21,861	360,648		252,300	143,295	29,522	425,117		257,883	183,967	45,519	487,369		2,600,041	1,993,292	586,655	5,179,988	
2020	183,705	118,808	15,388	317,901		188,883	125,131	17,148	331,162		188,516	110,213	11,365	310,094		1,992,560	1,984,632	378,030	4,355,222	
FY 24-25	137,540	146,299	28,330	312,169		130,772	105,519	14,430	250,721		134,768	136,112	22,538	293,418		1,782,533	1,663,115	287,965	3,733,613	
% Change 2013	-41%	38%	30%	-13%		-48%	-26%	-51%	-41%		-48%	-26%	-50%	-40%		-31%	-17%	-51%	-28%	
% Change 2020	-25%	23%	84%	-2%		-31%	-16%	-16%	-24%		-29%	23%	98%	-5%		-11%	-16%	-24%	-14%	
Water Purchases																				
	February	March	April	Total																
2013	1,123.30	1,495.70	1,700.26	4,319.26																
2020	1,187.69	1,055.91	1,069.91	3,313.51																
FY 24-25	819.47	951.48	1,120.86	2,891.81																
% Change 2013	-27%	-36%	-34%	(0.98)																
% Change 2020	-31%	-10%	5%	(0.36)																

WALNUT VALLEY WATER DISTRICT  
CONSUMPTION DATA - CURRENT YEAR VERSUS 2013 & 2020 BASELINE

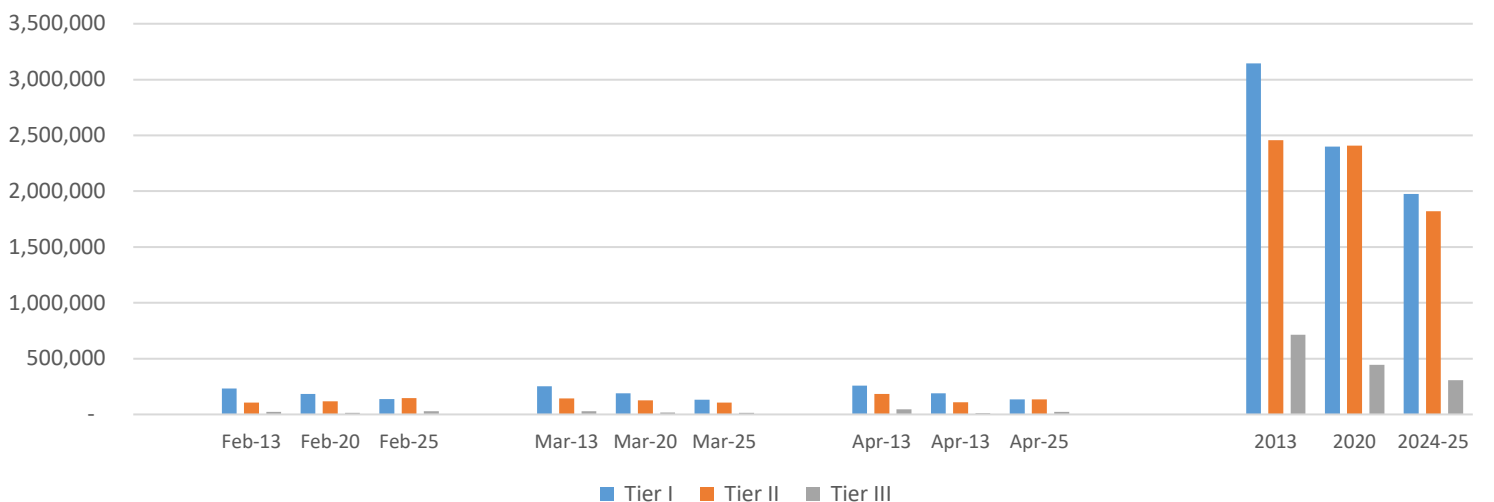
## YTD Consumption Versus 2013 & 2020 Baseline



## Irrigation Consumption Versus 2013 & 2020 Baseline



## Residential Tiers Versus 2013 & 2020 Baseline



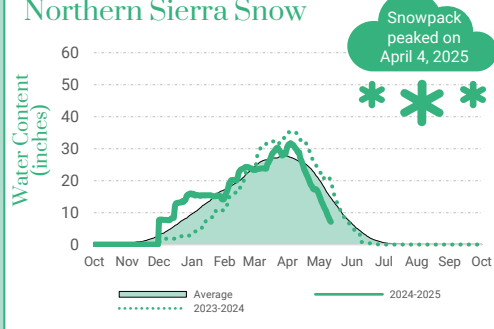


# The Metropolitan Water District of Southern California's Water Supply Conditions Report (WSCR)

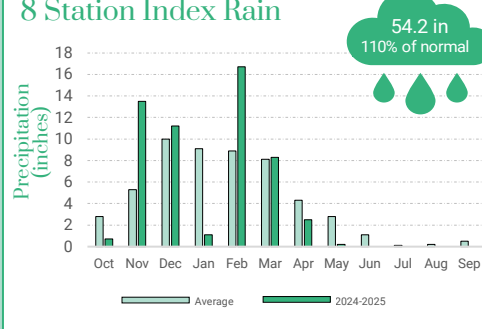
Water Year 2024-2025  
As of: 05/12/2025

State Water Project

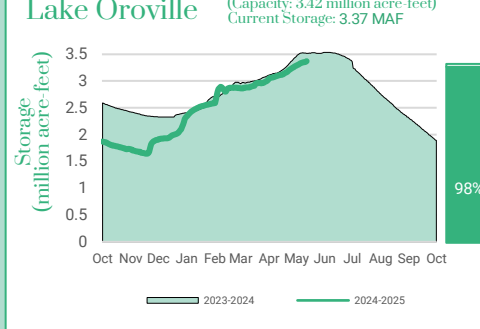
## Northern Sierra Snow



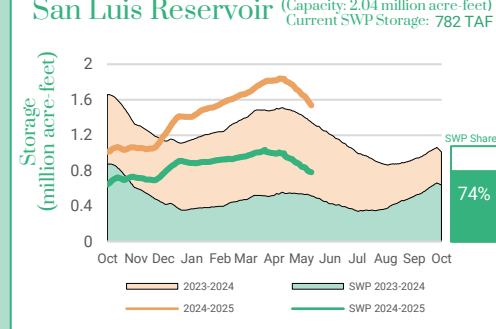
## 8 Station Index Rain



## Lake Oroville

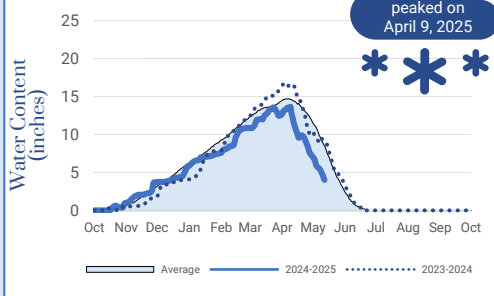


## San Luis Reservoir

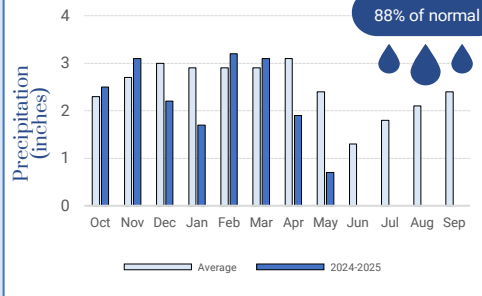


Colorado River

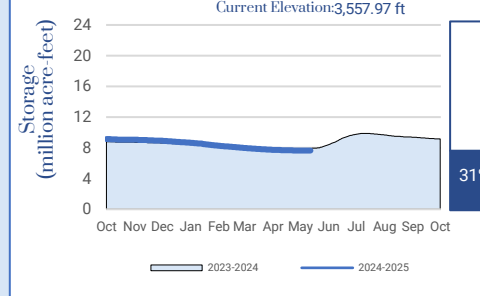
## Colorado River Basin Snow



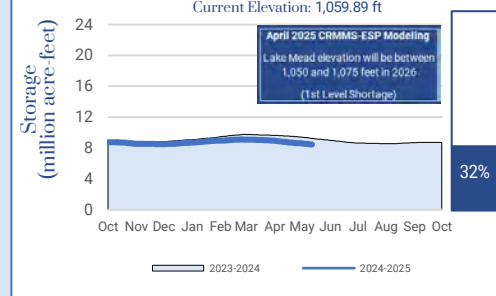
## Colorado River Basin Rain



## Lake Powell

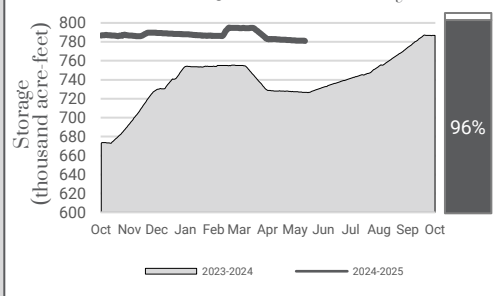


## Lake Mead

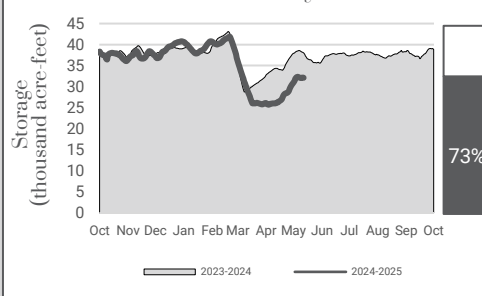


Metropolitan

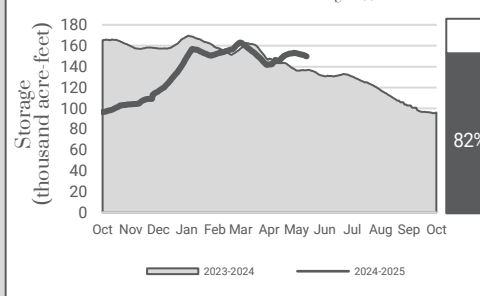
## Diamond Valley Lake



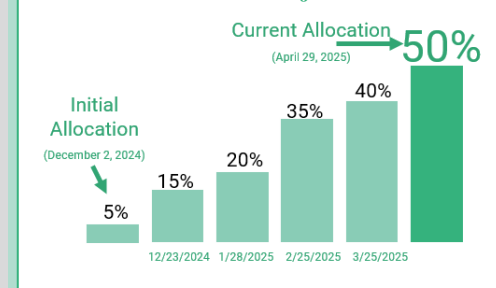
## Lake Skinner



## Lake Mathews



## 2025 State Water Project Allocation



This report contains information from various federal, state, and local agencies.  
The Metropolitan Water District of Southern California cannot guarantee the accuracy or completeness of this information.  
Readers should refer to the relevant state, federal, and local agencies for additional or for the most up to date water supply information.

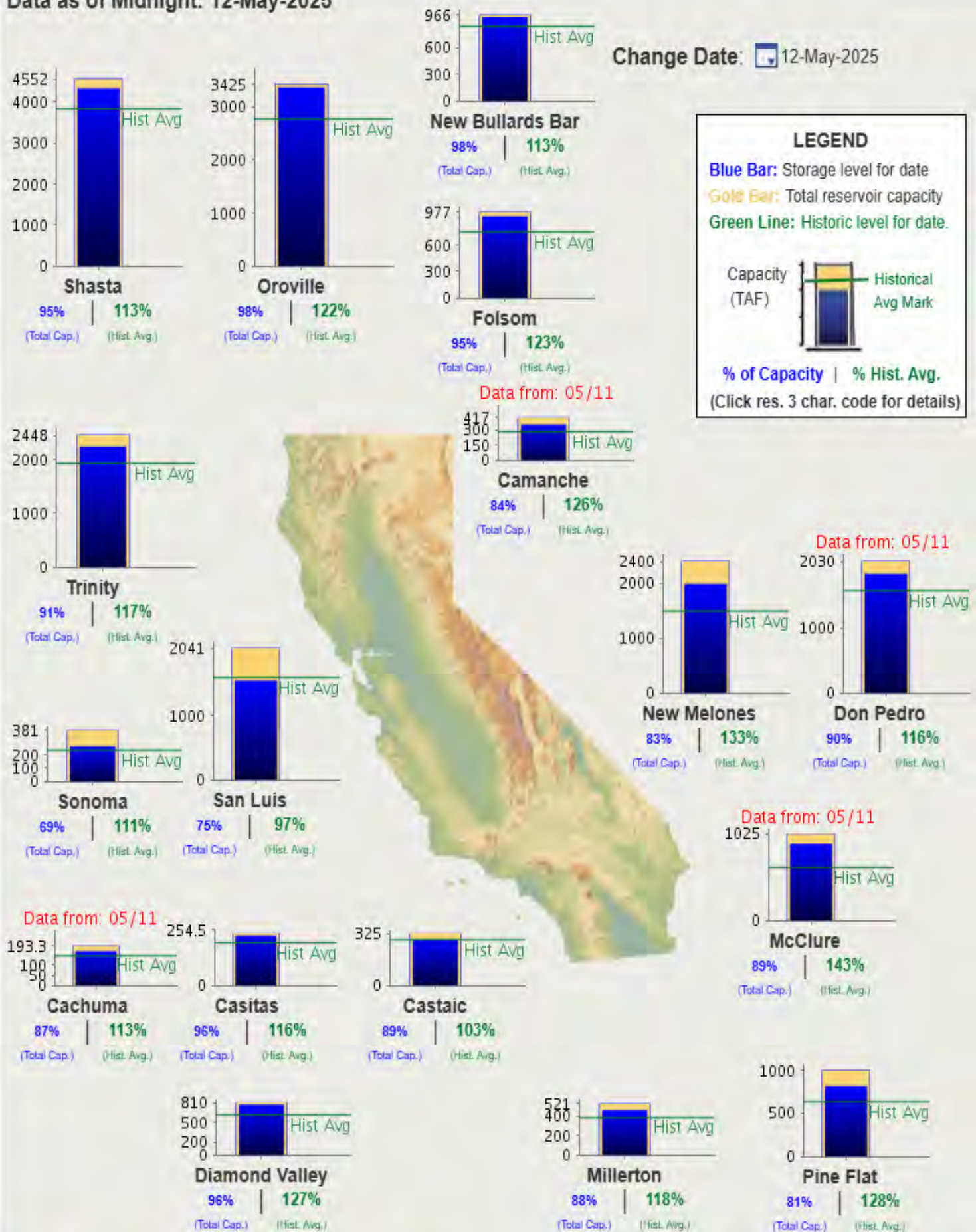
WVWD Regular Board Meeting - May 19, 2025 Pg. 224

<https://www.mwdh2o.com/WSCR>



# CURRENT CONDITIONS: MAJOR WATER SUPPLY RESERVOIRS:12-MAY-2025

Data as of Midnight: 12-May-2025



[Click to download printable version of current data.](#)

Report Generated: 13-May-2025 10:43 AM

The CSI link has been disabled to zoom in, for the lack of historical data.

# WVWD – Staff Report



**TO:** Board of Directors  
**FROM:** General Manager/Chief Engineer  
**DATE:** May 19, 2025  
**SUBJECT:** Consider Walnut Valley Water District to Approve Membership in the First Public Hydrogen Authority (FPH2)

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<input checked="" type="checkbox"/> <b>Action/Discussion</b>	<input type="checkbox"/> <b>Fiscal Impact</b>	<input checked="" type="checkbox"/> <b>Resolution</b>	<input type="checkbox"/> <b>Information Only</b>
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## **Recommendation**

- 1) Approve and authorize the Walnut Valley Water District to enter the JPA Agreement, and thereby approve and authorize the Walnut Valley Water District to become a member of FPH2.

## **Background Information**

The City of Lancaster, in partnership with the City of Industry, has established the First Public Hydrogen Authority (FPH2) to facilitate the development of green hydrogen. This initiative aims to create a sustainable and economically viable hydrogen ecosystem by aggregating demand from various public and private stakeholders, thereby achieving lower hydrogen prices through bulk procurement.

FPH2's operational model is designed to aggregate hydrogen demand across a wide array of stakeholders including transit agencies, municipalities, and port authorities. This collective demand will enable the procurement of green hydrogen at significantly reduced prices compared to current market rates, promoting wider adoption and utilization.

Membership in FPH2 offers a unique opportunity to participate in an innovative, collaborative initiative aimed at accelerating the transition to green hydrogen. FPH2 invites all potential members to join this groundbreaking endeavor to collectively enhance our energy resilience and sustainability.

## **Attachment:**

A. Resolution for FPH2 Membership

**RESOLUTION NO. 03-25-743**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WALNUT VALLEY  
WATER DISTRICT, CALIFORNIA, TO APPROVE MEMBERSHIP IN THE  
FIRST PUBLIC HYDROGEN AUTHORITY**

**WHEREAS**, the Walnut Valley Water District (“Agency”) is a California water district that is duly organized and existing under Division 13 of the Water Code of the State of California, with the Board of Directors of the Walnut Water Valley District (“Governing Body”) serving as the governing body of the Agency;

**WHEREAS**, the First Public Hydrogen Authority (“Authority”) is a joint exercise of powers authority created under the Joint Exercise of Powers Act (California Government Code Section 6500, et seq.) by that certain agreement dated December 10, 2024, (“JPA Agreement”) attached hereto as Exhibit “A”;

**WHEREAS**, Section 13 of the JPA Agreement, provides that public agencies may be added as parties to the JPA Agreement, and thereby become members of the Authority, upon the following: (i) the filing with the Authority of an executed counterpart of the JPA Agreement, attached herewith as Exhibit “B”, together with a copy of the resolution of the governing body of the joining public agency approving the JPA Agreement and the execution and delivery thereof; and (ii) adoption of a resolution of the Authority’s governing body approving the addition of such public agency as a member;

**WHEREAS**, the Walnut Valley Water District desires to become a party to the JPA Agreement, and a member of the Authority, and finds that doing so will further the public health, safety, and general welfare of the community;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Walnut Valley Water District as follows:

**SECTION 1.** Based on the staff report, presentation, public comment, and other matters presented to the Board of Directors during its consideration of this matter, the Walnut Valley Water District finds and declares that the foregoing recitals are true and correct, and hereby incorporated as substantive findings of this Resolution.

**SECTION 2.** The Board of Directors hereby approves and authorizes the Walnut Valley Water District to enter into the JPA Agreement, and thereby approves and authorizes the District to become a member of the Authority. The General Manager is authorized and directed to execute a counterpart to the JPA Agreement on behalf of the Walnut Valley Water District and file the same, along with a copy of this Resolution, with the Authority pursuant to Section 13 of the JPA Agreement.

**SECTION 3.** The Board Secretary shall attest and certify to the passage and adoption of this Resolution and it should become effective immediately upon its approval.

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

---

Scarlett Kwong  
President, Board of Directors

ATTEST:

---

Sheryl Shaw  
Secretary, Board of Directors

## **JOINT EXERCISE OF POWERS AGREEMENT FOR FIRST PUBLIC HYDROGEN AUTHORITY**

THIS AGREEMENT, dated as of December 10, 2024, is entered into by and between the City of Lancaster, a municipal corporation (Lancaster) and the City of Industry, a municipal corporation (Industry). Lancaster and Industry are herein referred to as the “Founding Members”:

### **WITNESSETH**

WHEREAS, pursuant to Title 1, Division 7, Chapter 5 of the California Government Code (in effect as of the date hereof and as the same may from time to time be amended or supplemented, the “Joint Exercise of Powers Act”), two or more public agencies may by agreement jointly exercise any power common to the contracting parties; and

WHEREAS, each of the Founding Members is a “public agency” as that term is defined in Section 6500 of the Joint Exercise of Powers Act; and

WHEREAS, pursuant to Article XI, Section 9, of the California Constitution, a municipal corporation may establish, purchase, and operate public works to furnish its inhabitants with light, water, power, heat, transportation, or means of communication; and

WHEREAS, each of the Founding Members may accomplish the purposes and objectives described in the preceding preamble by various means, including through making grants, loans or providing other financial assistance to governmental and nonprofit organizations, and private retail customers within their jurisdiction; and

WHEREAS, each Founding Member is also empowered by law to acquire and dispose of real property for a public purpose; and

WHEREAS, the Joint Exercise of Powers Act authorizes the Founding Members to create a joint exercise of powers entity with the authority to exercise any powers common to the Founding Members, as specified in this Agreement and to exercise the additional powers granted to it in the Joint Exercise of Powers Act and any other applicable provisions of the laws of the State of California; and

WHEREAS, pursuant to Section 10002 of the Public Utilities Code, any municipal corporation may acquire, construct, own, operate, or lease any public utility; and

WHEREAS, the intent of the Founding Members is to bring other qualifying public agencies into the joint exercise of power entity as members as provided herein (all such members together with the Founding Members shall herein be referred to as the “Members”); and

WHEREAS, it is the desire of the Founding Members to use a public entity established pursuant to the Joint Exercise of Powers Act to undertake the purchase, sale, and or resale of hydrogen and/or energy, the financing and/or refinancing of projects of any nature, including, but not limited to, capital or working capital projects, insurance, liability or maintenance programs or facilitating Members’ use of existing or new financial instruments and mechanisms; and

WHEREAS, it is further the intention of the Founding Members that the projects undertaken will result in significant public benefits to the jurisdictions of the Founding Members; and

WHEREAS, beginning January 1, 2027 the State has mandated that all vehicle purchases made by public agencies be for zero emissions vehicles; and

WHEREAS, the State has received 1.2 billion dollars in funding from the federal government and the State has formed the Alliance for Renewable Clean Hydrogen Energy Systems (ARCHES) for the purpose of distributing those funds; and

WHEREAS, municipal utilities have unique authority to implement energy services and cities have the authority to provide public transit services; and

WHEREAS, hydrogen is seen as an integral tool to solve the climate crisis; and

WHEREAS, First Public Hydrogen Authority is committed to provide transportation services and fueling infrastructure to assist in the state's energy transition goals; and

WHEREAS, First Public Hydrogen Authority intends to provide for off-grid and beyond the meter solutions for the construction of new industrial and residential developments; and

WHEREAS, First Public Hydrogen Authority intends to develop off-grid and beyond the meter solutions for transportation services; and

WHEREAS, First Public Hydrogen Authority intends to remove load from the grid while using microgrids powered by hydrogen; and

WHEREAS, by this Agreement, each Member desires to create and establish the "First Public Hydrogen Authority" for the purposes set forth herein and to exercise the powers provided herein;

NOW, THEREFORE, the Members, for and in consideration of the mutual promises and agreements herein contained, do agree as follows:

**Section 1.     Purpose.**

This Agreement is made pursuant to the provisions of the Joint Exercise of Powers Act. The purpose of this Agreement is to establish a public entity for the joint exercise of powers common to the Members and for the exercise of additional powers given to a joint powers entity under the Joint Powers Act or any other applicable law, including, but not limited to, the purchase, sale, production, trading, retail, and/or resale, transport delivery and dispensary of hydrogen and/or energy, issuance of Bonds for any purpose or activity permitted under the Joint Exercise of Powers Act or any other applicable law. The purpose also includes, the design, construction, operation of behind the meter, off-grid energy solutions to be powered by a number of technologies including, but not limited to, solar, battery, and hydrogen fuel cell. Such purpose will be accomplished and said power exercised in the manner hereinafter set forth.

**Section 2.     Term.**

This Agreement shall become effective in accordance with Section 16 as of the date hereof and shall continue in full force and effect until such time as it is terminated in writing by all the Members;

provided, however, that this Agreement shall not terminate or be terminated until each of the following is satisfied:

1. All Bonds issued or caused to be issued by the Authority (defined below) shall no longer be outstanding under the terms of the indenture, trust agreement or other instrument pursuant to which such Bonds are issued, or unless a successor to the Authority assumes all of the Authority's debts, liabilities and obligations;
2. All obligations under all Energy Contracts to which the Authority is a party have been fully performed, assigned or terminated in accordance with their respective terms. For purposes of the foregoing sentence, "Energy Contract" means an agreement for the purchase, sale or other disposition of hydrogen energy, hydrogen, renewable energy or related products, including a power purchase agreement and/or confirmation letter thereto.
3. All obligations to Authority's then current or former employees (e.g. pension, other post-employment benefits, and/or unfunded pension liability) have been fully satisfied, performed, assigned or terminated.

### **Section 3. Authority.**

#### **A. CREATION AND POWERS OF AUTHORITY.**

Pursuant to the Joint Exercise of Powers Act, there is hereby created a public entity to be known as the "First Public Hydrogen Authority" (the "Authority"), and said Authority shall be a public entity separate and apart from the Members. Its debts, liabilities and obligations do not constitute debts, liabilities or obligations of any individual member and shall be debts, liabilities or obligations of the Authority, only.

#### **B. BOARD.**

The Authority shall be administered by a board of directors, comprised of the following:

1. Board Members. The Board shall be comprised of seven (7) members, each of whom shall have one (1) vote.

(a) The initial Board shall be appointed as follows:

- i. Lancaster shall appoint five (5) of the initial Board members and shall designate one (1) of those Board members as a "Founding Board Member"; and
- ii. Industry shall appoint one (1) Board member, who shall be a Founding Board Member.
- iii. The six initial Board members appointed by Lancaster and Industry shall appoint one (1) Board member.

(b) With the exception of the Founding Board Members, if and as vacanc(ies) exist on the Board, the remaining members on the Board shall appoint such replacement member(s) as may be necessary to fill such vacanc(ies). Industry and Lancaster shall each continue to always appoint one (1) member to the Board should the respective Founding Board Member's seat become vacant.

(c) If a Board Member is absent without permission from the greater of (i) all Authority regular meetings for 90 days consecutively from the last regular meeting he or she attended, or (ii) two consecutive regular Board meetings, then his or her board position shall immediately become vacant and shall be filled in accordance with subsection (a) above.

(d) In the event that each of the governing bodies of the Founding Members determine by majority vote that any Board Member has engaged in malfeasance, neglect, and/or impropriety with regard to their Board Member duties, then his or her board position shall immediately become vacant and shall be filled in accordance with subsection (a) above.

2. The Board shall be the administering agency of this Agreement and, as such, shall be vested with the powers set forth herein, and shall administer this Agreement in accordance with the purposes and functions provided herein.

### C. OFFICERS; DUTIES; OFFICIAL BONDS.

1. Chair and Vice Chair. The City of Lancaster shall appoint a Director to serve as the first Chair of the Board of Directors for a six (6) year term, and the Director appointed by Industry shall serve as the Vice Chair. At the conclusion of the first Chair's and Vice Chair's term, as well as at the conclusion of subsequent terms of office, or in the event of a vacancy, the Chair and Vice Chair shall be selected by a majority vote of the Board to serve a four (4) year term.

3. Other. The Board of Directors shall appoint a Chief Executive, General Counsel, Secretary, and Treasurer/Auditor-Controller of the Authority (the "Treasurer") pursuant to Section 6505.6 of the Joint Exercise of Powers Act.

Subject to the applicable provisions of any resolution, indenture, trust agreement or other instrument or proceeding authorizing or securing Bonds (each such resolution, indenture, trust agreement, instrument and proceeding being herein referred to as an "Indenture") providing for a trustee or other fiscal agent and except as may otherwise be specified by resolution of the Board, the Treasurer is designated as the depository of the Authority to have custody of all money of the Authority, from whatever source derived and shall have the powers, duties and responsibilities specified in Sections 6505, 6505.5 and 6509.5 of the Joint Exercise of Powers Act.

The Treasurer of the Authority is designated as the public officer or person who has charge of, handles, or has access to any property of the Authority, and such officer shall file an official bond with the Secretary of the Authority in the amount specified by resolution of the Board but in no event less than \$1,000.

The Chief Executive shall have the power to appoint such other officers and employees as he/she may deem necessary and to retain independent counsel, consultants and accountants subject to the same contract limits as the City Manager of Lancaster has until such time as the Board adopts its own purchasing policy.

The Board shall have the power, by resolution, to the extent permitted by the Joint Exercise of Powers Act or any other applicable law, to delegate any of its functions to one or more of the Board Members, employees or agents of the Authority and to cause any of said Board Members, employees



or agents to take any actions and execute any documents or instruments for and in the name and on behalf of the Board or the Authority.

D. MEETINGS OF THE BOARD.

(1) Ralph M. Brown Act.

All meetings of the Board, including, without limitation, regular, adjourned regular, special, and adjourned special meetings shall be called, noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act (commencing with Section 54950 of the Government Code of the State of California), or any successor legislation hereinafter enacted (the "Brown Act").

(2) Regular Meetings.

The Board shall provide for its regular meetings; provided, however, it shall hold at least one regular meeting each year. The date, hour and place of the holding of the regular meetings shall be fixed by resolution of the Board. To the extent permitted by the Brown Act, such meetings may be held by telephone and/or video conference.

(3) Special Meetings.

Special meetings of the Board may be called in accordance with the provisions of Section 54956 of the Government Code of the State of California. To the extent permitted by the Brown Act, such meetings may be held by telephone and/or video conference.

(4) Minutes.

The Secretary of the Authority shall cause to be kept minutes of the regular, adjourned regular, special, and adjourned special meetings of the Board and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each Director.

(5) Quorum.

A majority of the Board shall constitute a quorum for the transaction of business. No action may be taken by the Board except upon the affirmative vote of a majority of the Directors constituting a quorum, except that less than a quorum may adjourn a meeting to another time and place.

E. RULES AND REGULATIONS.

The Authority may adopt, from time to time, by resolution of the Board such rules and regulations for the conduct of its meetings and affairs as may be required. In the absence of any policies or procedures, the policies or procedures of the City of Lancaster.

F. PUBLIC OFFICIALS



The Board Members shall be considered public officials within the meaning of the Political Reform Act of 1974, as amended, and its regulations, for the purposes of financial disclosure, conflict of interest and other requirements of such Act and regulations, and shall file annual statements of economic interest as required, along with any other officers of the Authority who is required to do so. Other persons working for or on behalf of the Authority may be required to file such statements in accordance with the Authority's conflict of interest code, which shall be adopted by the Board promptly.

**G. TECHNICAL ADVISORY COMMITTEE.**

The Authority shall have a Technical Advisory Committee ("TAC"), comprised of (i) the City Manager (or chief executive) of each Member, or his or her designee, and (ii) the Chief Executive Officer of the Authority. The TAC shall be vested with authority, responsibility and scope of activity as may be established by action of the Authority Board from time to time. Each member of the TAC shall have one vote.

**Section 4. Powers.**

The Authority shall have the power, in its own name, to exercise the common powers of the Members and to exercise all additional powers given to a joint powers entity under any of the laws of the State of California, including, but not limited to, the Joint Exercise of Powers Act, for any purpose authorized under this Agreement. Such powers shall include the common powers specified in this Agreement and may be exercised in the manner and according to the method provided in this Agreement. The Authority is hereby authorized to do all acts necessary for the exercise of such power, including, but not limited to, any of all of the following: to purchase, sell, and or resell hydrogen and/or energy; to make and enter into contracts; to employ agents and employees; to acquire, construct, provide for maintenance and operation of, or maintain and operate, any buildings, works or improvements; to acquire, hold or dispose of property wherever located; to incur debts, liabilities or obligations; to receive gifts, contributions and donations of property, funds, services, and other forms of assistance from person, firms, corporations and any governmental entity; to sue and be sued in its own name; to make grants, loans or provide other financial assistance to governmental and nonprofit organizations, or private retail customers to accomplish any of its purposes; and generally to do any and all things necessary or convenient to accomplish its purposes.

Without limiting the generality of the foregoing, the Authority may issue or cause to be issued Bonds, and pledge any property or revenues as security to the extent permitted under the Joint Exercise of Powers Act, or any other applicable provision of law; provided, however, the Authority shall not issue Bonds with respect to any project located in the jurisdiction of one or more Members unless the governing body of any such Member, or its duly authorized representative, shall approve, conditionally or unconditionally, the project, including the issuance of Bonds therefor. Such approval may be evidenced by resolution, certificate, order, report or such other means of written approval of such project as may be selected by the Member (or its authorized representative) whose approval is required. No such approval shall be required in connection with Bonds that refund Bonds previously issued by the Authority and approved by the governing board of a Member.

The manner in which the Authority shall exercise its powers and perform its duties is and shall be subject to the restrictions upon the manner in which a California charter city could exercise such powers and perform such duties. The manner in which the Authority shall exercise its powers and perform its duties shall not be subject to any restrictions applicable to the manner in which any other

public agency could exercise such powers or perform such duties, whether such agency is a party to this Agreement or not.

**Section 5. Fiscal Year.**

For the purposes of this Agreement, the term “Fiscal Year” shall mean the fiscal year as established from time to time by resolution of the Board, being, at the date of this Agreement, the period from July 1 to and including the following June 30, except for the first Fiscal Year which shall be the period from the date of this Agreement to June 30, 2025.

**Section 6. Disposition of Assets.**

At the end of the term hereof or upon the earlier termination of this Agreement as set forth in Section 2, after payment of all expenses and liabilities of the Authority, all property of the Authority both real and personal shall automatically vest in the Members in the manner and amount determined by the Board in its sole discretion and shall thereafter remain the sole property of the Members; provided, however, that any surplus money on hand shall be returned in proportion to the contributions made by the Members.

**Section 7. Funding**

Nothing in this Agreement shall require any Member to fund any costs associated with the administration of the Authority, any activity of the Authority, and any debts related thereto, including but not limited to, capital improvement projects, real property purchases, power purchase agreements, and maintenance costs. Any Member may elect to loan or grant funds to the Authority pursuant to such terms as such parties may mutually agree in writing.

**Section 8. Bonds.**

From time to time the Authority may issue Bonds, in one or more series, for the purpose of exercising its powers and raising the funds necessary to carry out its purposes under this Agreement. However, the Founding Members' credit ratings will not be utilized for the issuance of any Bonds without their prior written consent.

The services of bond counsel, financing consultants and other consultants and advisors working on the projects and/or their financing shall be used by the Authority. The expenses of the Authority shall be paid from the proceeds of the Bonds or any other unencumbered funds of the Authority available for such purpose.

**Section 9. Bonds Only Limited and Special Obligations of Authority.**

The Bonds, together with the interest and premium, if any, thereon, shall not be deemed to constitute a debt of any Member or pledge of the faith and credit of the Members or the Authority. The Bonds shall be only special obligations of the Authority, and the Authority shall under no circumstances be obligated to pay the Bonds except from revenues and other funds pledged therefor. Neither the Members nor the Authority shall be obligated to pay the principal of, premium, if any, or interest on the Bonds, or other costs incidental thereto, except from the revenues and funds pledged therefor, and neither the faith and credit nor the taxing power of the Members nor the faith and credit of the Authority shall be pledged to the payment of the principal of, premium, if any, or interest on the

Bonds nor shall the Members or the Authority in any manner be obligated to make any appropriation for such payment.

No covenant or agreement contained in any Bond or related document shall be deemed to be a covenant or agreement of any Board Member, or any officer, employee or agent of the Authority in his or her individual capacity and neither the Board of the Authority nor any Board Member or officer thereof executing the Bonds shall be liable personally on any Bond or be subject to any personal liability or accountability by reason of the issuance of any Bonds.

#### **Section 10. Accounts and Reports.**

All funds of the Authority shall be strictly accounted for. The Authority shall establish and maintain such funds and accounts as may be required by good accounting practice and by any provision of any Indenture (to the extent such duties are not assigned to a trustee of Bonds). The books and records of the Authority shall be open to inspection at all reasonable times by each Member.

The Treasurer of the Authority shall cause an independent audit to be made of the books of accounts and financial records of the Authority by a certified public accountant or public accountant in compliance with the provisions of Section 6505 of the Joint Exercise of Powers Act. In each case the minimum requirements of the audit shall be those prescribed by the State Controller for special districts under Section 26909 of the Government Code of the State of California and shall conform to generally accepted auditing standards. When such an audit of accounts and records is made by a certified public accountant or public accountant, a report thereof shall be filed as a public record with each Member and also with the county auditor of each county in which a Member is located; provided, however, that to the extent permitted by law, the Authority may, instead of filing such report with each Member and such county auditor, elect to post such report as a public record electronically on a website designated by the Authority. Such report if made shall be filed within 12 months of the end of the Fiscal Year or Years under examination.

The Treasurer is hereby directed to report in writing during the months of July, October, January, and April of each year to the Board which report shall describe the amount of money held by the Treasurer for the Authority, the amount of receipts since the last such report, and the amount paid out since the last such report (which may exclude amounts held by a trustee or other fiduciary in connection with any Bonds to the extent that such trustee or other fiduciary provided regular reports covering such amounts).

Any costs of the audit, including contracts with, or employment of, certified public accountants or public accountants in making an audit pursuant to this Section, shall be borne by the Authority and shall be a charge against any unencumbered funds of the Authority available for that purpose.

In any Fiscal Year the Board may, by resolution adopted by unanimous vote, replace the annual special audit with an audit covering a two-year period.

#### **Section 11. Funds.**

Subject to the applicable provisions of any Indenture, which may provide for a trustee or other fiduciary to receive, have custody of and disburse Authority funds, the Treasurer of the Authority shall receive, have the custody of and disburse Authority funds pursuant to the accounting procedures

developed under Sections 3(E) and 9, and shall make the disbursements required by this Agreement or otherwise necessary to carry out any of the provisions of purposes of this Agreement.

#### **Section 12.    Notices.**

Notices and other communications hereunder to the Members shall be sufficient if delivered to the clerk of the governing body of each Member; provided, however, that to the extent permitted by law, the Authority may, provide notices and other communications and postings electronically (including, without limitation, through email).

#### **Section 13.    Additional Members/Withdrawal of Members.**

Qualifying public agencies may be added as parties to this Agreement and become Members upon: (1) the filing by such public agency with the Authority of an executed counterpart of this Agreement, together with a copy of the resolution of the governing body of such public agency approving this Agreement and the execution and delivery hereof; and (2) adoption of a resolution of the Board approving the addition of such public agency as a Member. Upon satisfaction of such conditions, the Board shall file such executed counterpart of this Agreement as an amendment hereto, effective upon such filing.

A Member may withdraw from this Agreement upon written notice to the Board; provided, however no such withdrawal notice shall be effective until and unless: (a) such withdrawal will not result in the dissolution of the Authority so long as any Bonds remain outstanding; (b) all obligations of such Member under all of the Energy Contracts between the Authority and such Member have been fully performed or assigned by such Member, and (c) the date on which all of the Energy Contracts to between the Authority and the Member have terminated or assigned in accordance with their respective terms. In the event that there are only two Members, a Member may withdraw, provided the withdrawing Member presents a substitute public agency to the Board for its approval as a Member. Said approval by the Board shall not be unreasonably withheld, conditioned, or delayed. Withdrawal of a Member shall not relieve the withdrawing Member of its share of any debts or other liabilities incurred by the Authority prior to the effective date of such withdrawal, or any liabilities imposed upon or incurred by the Member pursuant to this Agreement prior to the effective date of such withdrawal. Upon the effective date of a withdrawal, the withdrawing Member shall not be entitled to any revenue being generated by the Authority; provided, however, that it shall remain entitled a share of the revenue proportionate to that Member's contribution to ( 1) any existing or future long-term agreement, and (2) any conveyance of all or any portion of any asset of the Authority when, and if such conveyance, occurs.

#### **Section 14.    Indemnification.**

To the full extent permitted by law, the Board may authorize indemnification by the Authority of any person who is or was a Director or an officer, employee of other agent of the Authority, and who was or is a party or is threatened to be made a party to a proceeding by reason of the fact that such person is or was such a Director or an officer, employee or other agent of the Authority, against expenses, including attorneys' fees, judgments, fines, settlements and other amounts actually and reasonably incurred in connection with such proceeding, if such person acted in good faith in a manner such person reasonably believed to be in the best interests of the Authority and, in the case of a criminal

proceeding, had no reasonable cause to believe the conduct of such person was unlawful and, in the case of an action by or in the right of the Authority, acted with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances.

The Authority shall defend, indemnify and hold harmless each Member and each Member's elected officials, officers, employees, agents and representatives, harmless from all claims, disputes, litigation, judgments and attorney fees arising out of the acts and/or omissions of the Authority.

**Section 15. Immunities.**

All of the privileges and immunities from liabilities, exemptions from laws, ordinances and rules, and other benefits which apply to the activity of officers, agents or employees of Members when performing their respective functions within the territorial limits of their respective public agencies, shall apply to the same degree and extent to the Directors, officers, employees, agents or other representatives of the Authority while engaged in the performance of any of their functions or duties under the provisions of this Agreement.

**Section 16. Amendments.**

Except as provided in Section 12 above, this Agreement shall not be amended, modified, or altered without (1) a 30-day notice being given to each Member, and (2) written approval by each Member.

**Section 17. Effectiveness.**

This Agreement shall become effective and be in full force and effect and a legal, valid and binding obligation of each of the Members on the date that the Board shall have received from each of the Founding Members an executed counterpart of this Agreement, together with a certified copy of a resolution of the governing body of each such Founding Member approving this Agreement and the execution and delivery hereof.

**Section 18. Partial Invalidity.**

If any one or more of the terms, provisions, promises, covenants or conditions of this Agreement shall to any extent be adjudged invalid, unenforceable, void or voidable for any reason whatsoever by a court of competent jurisdiction, each and all of the remaining terms, provisions, promises, covenants and conditions of this Agreement shall not be affected thereby, and shall be valid and enforceable to the fullest extent permitted by law.

**Section 19. Successors.**

This Agreement shall be binding upon and shall inure to the benefit of the successors of the parties hereto. Except to the extent expressly provided herein, no Member may assign any right or obligation hereunder without the consent of the other Members.

**Section 20. Insurance.**

The Authority shall at all times maintain insurance policies (or pooled insurance coverage through a joint powers authority) naming the Members as additional insureds in compliance with the

following:

A. The insurance shall be in amounts no less than the following:

**Commercial General Liability**

Each Occurrence	\$2,000,000
Per Project General Aggregate	\$5,000,000
Including Products/Completed Operations; Contractual Liability/Independent Contractors; Property Damage	
<i>(Coverage shall be at least as broad as ISO form CG2010 11/85 or CG2010 07/04 and CG2037 07/04 combined, or an equivalent providing ongoing and completed operations)</i>	

**Commercial Automobile Liability**

Combined Single Limit per Accident for Bodily Injury and Property Damage	\$5,000,000
<i>(Coverage shall be at least as broad as ISO form CA00 01)</i>	

**Workers Compensation**

As Required by the State of California	Statutory Limits
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**Employers' Liability**

Each Accident	\$1,000,000
Bodily Injury by Disease	\$1,000,000
Each Employee	\$1,000,000
<i>(A Waiver of Subrogation must be provided on behalf of the Certificate Holder for the Workers Compensation &amp; Employers' Liability policies)</i>	

**Professional Liability**

Each Occurrence	\$5,000,000
General Aggregate	\$5,000,000

B. The Authority's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insured's liability.

C. Professional liability and/or cyber insurance written on a "claims made" basis must be renewed for a period of three (3) years after this contract expires or is terminated. Such insurance must have the same coverage and limits as the policy that was in effect during the term of this contract and will cover Authority for all claims made by the City insured entities arising out of any acts or omissions of Authority or its officers, employees, or agents during the time this Agreement was in effect.

D. All insurance shall be primary and non-contributory as respects the Member insured entities. Any insurance or self-insurance maintained by the Member insured entities shall be in excess of the Authority's insurance and shall not contribute with it.

F. Authority shall furnish the Members with Certificates of Insurance and with endorsements effecting coverage required by this Agreement.

**Section 21. Government Claims.**

A. To the extent authorized by Government Code section 935 and any other laws, all claims against the Authority for money or damages, including any claims otherwise excepted from the claims filing requirement by Government Code section 905, shall be subject to and presented within the time and manner prescribed in Part 3 of Division 3.6 of Title 1 of the Government Code. A signed written claim shall be presented to the Authority by mail or personal delivery by the claimant or a person authorized by claimant to act on his or her behalf. The claim shall conform to the requirements of Government Code section 910.

B. Unless otherwise designated by the Board, the TAC shall comprise a Claims Committee. The Claims Committee shall, in consultation with legal counsel for the Authority, review all claims and make recommendations to the Board concerning their disposition.

## **Section 22. Miscellaneous.**

This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

The section headings herein are for convenience only and are not to be construed as modifying or governing the language in the section referred to.

Wherever in this Agreement any consent or approval is required, the same shall not be unreasonably withheld.

This Agreement shall be governed under the laws of the State of California.

This Agreement is the complete and exclusive statement of the agreement among the Members, which supersedes and merges all prior proposals, understandings, and other agreements, whether oral, written, or implied in conduct, between and among the Members relating to the subject matter of this Agreement.

IN WITNESS WHEREOF, the Founding Members have caused this Agreement to be executed and attested by its duly authorized representatives as of the date and year first set forth above.

[SIGNATURES ON NEXT PAGE]

Founding Member:

CITY OF LANCASTER

By   
Name: R. Rex Parris  
Title: Mayor

ATTEST:

  
Andrea Alexander, Clerk

Founding Member:

CITY OF INDUSTRY

By   
Name: Cory C. Moss  
Title: Mayor

ATTEST:

  
Julie Gutierrez-Robles, Clerk