

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

**November 13, 2025  
At the Diamond Bar Center, Maple Room  
1600 Grand Avenue, Diamond Bar, CA 91765**

**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  
Alanna Diaz, Director of Administrative Services  
Jim Ciampa, Legal Counsel (by telephone)

**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 Monique Fitchett

**Item 3: Public Comment**

- ◆ There were no requests. (Item 3)

**Item 4: Closed Session**

- ◆ The Board met in closed session in accordance with Government Code (§54957) for Public Employee Performance Evaluation. (Item 4)

**Item 5: Reconvene in Open Session/ Report Action Taken in Closed Session**

Closed Session Report: The Board reconvened in Open Session at 4:28 p.m. Legal Counsel Ciampa reported the performance evaluation of the General Manager took place in closed session and the General Manager received a satisfactory evaluation and met all expectations, with a comment that the Board would like the General Manager to be more visible as the leader of the District.

Consider Compensation Adjustment for the General Manager: Director Lee moved, and Director Tang seconded, that the General Manager's contract be extended for three (3) years and that she receive an eight percent (8%) salary increase, consisting of a four percent (4%) cost of living adjustment and a four percent (4%) merit increase, to be effective January 1, 2026.

**Adjournment at 4:46 p.m.**