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

September 21, 2026
Walnut Valley Water District Board Room
235 South Brea Canyon Road, Walnut, CA 91789

DIRECTORS PRESENT:
Edwin Hilden
Theresa Lee
Michael Lin
Jerry Tang
Henry Woo

DIRECTORS ABSENT:
None

STAFF PRESENT:
Jared Macias, Interim General Manager
Bertha Perez, Director of Engineering
James Ning, Director of Finance
Lily Lopez, Director of External Affairs & Sustainability
Alanna Diaz, Director of Administrative Services
Lucie Cazares, Executive Services Administrator
Jim Ciampa, Legal Counsel

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

Guests and Others in Attendance: Three Valleys Municipal Water District (TVMWD) Director David De Jesus, Chief Financial Officer Erika Gomez; WVWD staff Manny Rodriguez, Greg Galindo, and Dave Rudy. Member of the public, Pearl Hilden, and Dennis Yang.

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: Special Recognition & Team Milestones

- Mr. Macias recognized the following team members. (Item 6 A-D)
  - The Accounting team for receiving the Government Finance Officers Association (GFOA) Award of Financial Reporting Achievement.
  - Donna DiLaura's Retirement after 10 years of Service.
  - Shelly Wang for passing the D2 Certification exam.
  - Chason Snyder for passing the AWWA Cross Connection Control Specialist exam.

Item 7: Consider Approval of Consent Calendar

- The Board was asked to approve the Consent Calendar, consisting of the minutes of Regular Board meeting held August 17, 2026, the Check Register, the Employee Expense Reimbursement Report, the Community Outreach Report, and the District Calendars for October, November, & December 2026. (Item 7, A-E)

***Motion No. 26-09-2353:* Upon consideration thereof, it was moved by Director Lee, seconded by Director Lin, and carried 5-0, to approve the Consent Calendar, consisting of the minutes of Regular Board meeting held August 17, 2026, the Check Register, the Employee Expense Reimbursement Report, the Community Outreach Report, and the District Calendars for October, November, & December 2026. (Item 7, A-E)**

President Tang indicated Motion No. 26-09-2353 was approved by a 5-0, vote

Item 8: Consider Approval of 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 August 2026. (Item 8)

***Motion No. 26-09-2354:* Upon consideration thereof, it was moved by Director Lee, seconded by Director Hilden, and carried 5-0, to receive, approve, and file the Board member expense reports indicating per diem requests for meeting attendance and individual reports of additional expenses incurred by the District on behalf of each Director for events occurring during August 2026. (Item 8)**

President Tang indicated Motion No. 26-09-2354 was approved by a 5-0, vote

Committee Chair Reports

Item 9: Public Information/Community Relations/Legislative Action Committee – Director Tang

- The Board was asked to approve a three-year subscription renewal with Eagle Aerial Solutions for the WaterView Enterprise Module, covering FY 2026-2029, in an amount not to exceed $101,862. The renewal expands services to include Commercial, Industrial, and Institutional (CII) customers and supports the District's water conservation efforts, regulatory compliance, and long-term water resource planning. (Item 9)

Motion No. 26-09-2355: ***Upon consideration thereof, it was moved by Director Tang, seconded by Director Lee, and carried 5-0, to approve the three-year WaterView subscription renewal with Eagle Aerial Solutions for FY 2026-2029, in an amount not to exceed $101,862. (Item 9)***

President Tang indicated Motion No. 26-09-2355 was approved by a 5-0, vote

Item 10: Finance Committee – Director Lee

- The Board was asked to review and approved the proposed revisions to the Identity Theft Prevention Program, as presented. (Item 10-A)

Motion No. 26-09-2356: ***Upon consideration thereof, it was moved by Director Lee, second by Director Tang, and carried 5-0, to approve the proposed revisions to the Identity Theft Prevention Program, as presented. (Item 10-A)***

President Tang indicated Motion No. 26-09-2356 was approved by a 5-0, vote

- The Board was asked to consider the rejection of an estimated $10,000 claim submitted by Ms. Adelaida Tolentino for alleged injuries and related damage resulting from a fall at the District's headquarters grand opening on April 18, 2026. The claim was referred to ACWA JPIA for review and investigation, and staff recommended rejection in accordance with established legal procedures. (Item 10-B)

Motion No. 26-09-2357: ***Upon consideration thereof, it was moved by Director Tang, seconded by Director Lin, and carried 5-0, to approve staff's recommendation to reject the claim filed by Ms. Adelaida Tolentino and directed legal counsel to provide notice of that rejection to the claimant. (Item 10-B)***

President Tang indicated Motion No. 26-09-2357 was approved by a 5-0, vote

- Mr. Ning reviewed the District's investment transaction report for the period ending August 31, 2026. The Board was then asked to receive, approve, and file the investment transactions report. (Item 10-C)

Motion No. 26-09-2358: ***Upon consideration thereof, it was moved by Director Tang, second by Director Hilden, and carried 5-0, to receive, approve, and file the investment transactions report. (Item 10-C)***

President Tang indicated Motion No. 26-09-2358 was approved by a 5-0, vote

- As a matter of information only, the Board received a Revenue Bond Funds Held in Trust – US Bank. (Item 10-D)

Item 11: Engineering and Special Projects – Director Woo

- The Board was asked to accept the completed work for the PRV 2 Rehabilitation Project (Project No. 26-3894), performed by Doty Bros., and authorize the filing of a Notice of Completion. Staff confirmed that all work was completed in accordance with the contract documents. (Item 11-A)

Motion No. 26-09-2359: ***Upon consideration thereof, it was moved by Director Woo, seconded by Director Lin, and carried 5-0, to accept the completed work for the PRV 2 Rehabilitation Project (P.N. 26-3894) and authorize the filing of a Notice of Completion. (Item 11-A)***

President Tang indicated Motion No. 26-09-2359 was approved by a 5-0, vote

- The Board was asked to accept the completed work for the 12-inch Recycled Water Main Relocation on Golden Springs Drive Project (P.N. 20-3681DEV), performed by Doty Bros., and authorize the filing of a Notice of Completion. Staff confirmed that all work was completed in accordance with the contract documents. (Item 11-B)

  Motion No. 26-09-2360: ***Upon consideration thereof, it was moved by Director Woo, seconded by Director Hilden, and carried 5-0, to accept the completed work for the 12-inch Recycled Water Main Relocation on Golden Springs Drive Project (P.N. 20-3681DEV) and authorize the filing of a Notice of Completion. (Item 11-B)***

President Tang indicated Motion No. 26-09-2360 was approved by a 5-0, vote

- The Board was asked to declare the District's vehicles identified in the packet as surplus; and authorize the Interim General Manager to dispose of the surplus vehicles in accordance with the District's Surplus Property Policy. (Item 11-C)

  Motion No. 26-09-2361: ***Upon consideration thereof, it was moved by Director Woo, seconded by Director Hilden, and carried 5-0, to declare the District vehicles identified in the agenda packet as surplus property and authorize the Interim General Manager to dispose of the vehicles in accordance with the District's Surplus Property Policy. (Item 11-C)***

President Tang indicated Motion No. 26-09-2361 was approved by a 5-0, vote

- The Board was asked to authorize the Interim General Manager to purchase a valve operator truck, including specialized equipment, through Sourcewell Contract No. 032824-RTG, in an amount not to exceed $225,000. The vehicle will improve operational efficiency, emergency response, and preventive maintenance of the District's water distribution system. Funding is available through the approved CIP budget (P.N. 26-3943). (Item 11-D)

  Motion No. 26-09-2362: ***Upon consideration thereof, it was moved by Director Lin, seconded by Director Woo, and carried 5-0, to authorize the Interim General Manager to purchase one valve operator truck, including chassis and specialized upfit, through Sourcewell Contract No. 032824-RTG, in an amount not to exceed $225,000. (Item 11-D)***

President Tang indicated Motion No. 26-09-2362 was approved by a 5-0, vote

- The Board was asked to ratify an executed agreement with Complex Steel Buildings for the design, fabrication, and delivery of a new storage building at the District's O&M facility, in an amount not to exceed $76,115.90. The building will provide additional storage for maintenance materials and emergency supplies as part of the O&M Site Improvements Project (P.N. 19-3569-0). Funding will be provided through the project budget. (Item 11-E)

  Motion No. 26-09-2363: ***Upon consideration thereof, it was moved by Director Woo, seconded by Director Hilden, and carried 5-0, to ratify the executed sale agreement with Complex Steel Buildings for the design, fabrication, and delivery of a new storage building in an amount not to exceed $76,115.90. (Item 11-E)***

President Tang indicated Motion No. 26-09-2363 was approved by a 5-0, vote

- Ms. Perez reviewed the Project Status Report included in the Board Packet. No action was taken by the Board. (Item 11-F)

- Mr. Galindo reviewed the Operations Report included in the Board Packets. No action was taken by the board. (Item 11-G)

Item 12: Personnel Committee- Director Tang

- As a matter of information only, the Board received the ACWA JPIA medical, dental, and vision insurance premium rates for calendar year 2027. (Item 12-A)

- The Board considered proposed staffing and organizational changes to the External Affairs and Sustainability (EAS) and Operations Departments following the retirement of the EAS Manager. The proposed realignment includes reallocating the vacant position to Operations, establishing an EAS Supervisor incentive classification, and updating the District's salary ranges and organizational charts. The changes also include a budget transfer of $129,146 and are expected to improve operational efficiency while reducing personnel costs.

Motion No. 26-09-2364: Upon consideration thereof, it was moved by Director Tang, seconded by Director Lin, and carried 5-0, to approve the proposed organizational and staffing revisions to the External Affairs and Sustainability and Operations Departments, including the reallocation of one position, establishment of an EAS Supervisor incentive classification, revisions to the salary ranges and organizational charts, and transfer of $129,146 between departmental budgets.

President Tang indicated Motion No. 26-09-2364 was approved by a 5-0, vote

- The Board was asked to approve updates to several Board policies reviewed by District staff and Legal Counsel. The proposed changes are intended to clarify existing procedures, reflect current legal requirements, and provide clearer guidance on Board responsibilities and practices. The updates will have no immediate fiscal impact. (Item 12-C)

Motion No. 26-09-2365: Upon consideration thereof, it was moved by Director Tang, second by Director Lee, and carried 5-0, to adopt the proposed Board of Directors Policy amendments as drafted by the District staff, reviewed by general counsel and labor counsel and included in the Board meeting materials. (Item 12-C)

President Tang indicated Motion No. 26-09-2365 was approved by a 5-0, vote

Item 13: TVMWD/MWD

- Updates on TVMWD/MWD business matters were provided by TVMWD Director David De Jesus (Item 13)

Item 14: The P-W-R Joint Water Line Commission

- Mr. Macias provided the P-W-R Joint Water Line Commission water use report for the month of July 2026. (Item 14)

Item 15: Puente Basin Water Agency (PBWA)

- Director Lee reported that there was no meeting for PBWA and the next meeting will be held October 1, 2026. (Item 15)

Item 16: Spadra Basin Groundwater Sustainability Agency

- Director Tang reported on the Spadra Basin GSA Executive Committee meeting held on September 8, 2026; he also noted that the following meeting has been canceled. (Item 16).

Item 17: General Manager's Report

- Mr. Macias informed the board of the following:
  - Governor's Proclamation of a State of Emergency related to El Niño weather conditions.
  - Provided a brief report on developments regarding the Sacramento Delta.
- Legal Counsel's Report: Mr. Ciampa reported on changes made in the Bay-Delta Water Quality Control Plan that differ from concepts that had been agreed upon in a memorandum of understanding entered into with the State.

Item 18: 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 18)

- Director Hilden reported the following on his activities for August: Public Info Committee Meeting, Finance Committee Meeting, Engineering Committee Meeting, and WVWD Board Meeting.

- Director Lin reported the following on his activities for August: PBWA Board Meeting, Public Information Committee Meeting, Finance Committee Meeting, Engineering Committee Meeting, and WVWD Regular Board Meeting.

- Director Lee reported the following on her activities for August: PBWA Board Meeting, Congresswoman Linda Sanchez State of Congress, WVWD Public Information Committee Meeting, WVWD Finance Committee Meeting, Bob Pacheco Park Playground Recognition Ceremony, and WVWD Board Meeting.

- Director Tang reported the following on his activities for August: Meeting with WVWD Interim General Manager, Congresswoman Linda Sanchez State of Congress, WVWD Public Information Committee Meeting, Meeting with WVWD Personnel Manager, Bob Pacheco Park Playground Recognition Ceremony, Walnut City Council Meeting, WVWD Board Meeting and Communication with a Local Resident regarding District's tiered water rate structure.

- Director Woo reported the following on his activities for August: Finance Committee Meeting, Engineering Committee Meeting, WVWD Board Meeting, and Attended Board Governance Seminar in San Diego.

Item 19: Board of Directors Business:

- There are no items to come to the Board at this time. (Item 19)

Adjournment to Closed Session - 6:18 p.m.

Item 20: Closed Session

- The Board met in closed session in accordance with Government Code section 54957:
  PUBLIC EMPLOYMENT
  Title: General Manager (Item 20).

Item 21: Reconvene in Open Session/ Report of Action Taken in Closed Session – 6:48 P.M.

- Mr. Ciampa reported that the Board met in closed session in accordance with Government Code section 54957. There was no reportable action. (Item 21).

Adjournment

- The meeting was adjourned at 6:49 p.m.