

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

**April 18, 2016  
At the Offices of the District**

**DIRECTORS PRESENT:**

Scarlett Kwong, President  
Theodore L. Ebenkamp  
Edwin Hilden  
Theresa Lee  
Allen Wu

**STAFF PRESENT:**

Erik Hitchman, Assistant General Manager/Chief Engineer  
Sandra Olson, Director of Administrative Services  
Gabriela Sanchez, Executive Secretary  
Jim Ciampa, Legal Counsel

**DIRECTORS ABSENT:**

None

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

Guests and others in attendance: Three Valleys Municipal Water District Director Joe Ruzicka

**Item 3: Public Comment –President Kwong**

- ◆ There were no requests.

**Item 4: Additions to the Agenda –Kwong**

- ◆ There were no requests.

**Item 5: Reorder of Agenda –President Kwong**

- ◆ There were no requests.

**Item 6: Consider Approval of Consent Calendar**

- ◆ The Board was asked to approve the Consent Calendar, including the minutes of the regular Board meeting held March 17, 2016, and minutes of the Special Board meeting held March 21, 2016, the check register, and the WVWD Employee Expense Reimbursements Report indicating monthly WVWD employee expense reimbursements exceeding the amount of \$100. (Items 6-1, 2, 3, 4)

***Motion No. 16-04-905: Upon consideration thereof, it was moved by Director Hilden, seconded by Director Ebenkamp and unanimously carried (5-0), to receive, approve, and file the Consent Calendar including the minutes of the regular Board meeting held March 17, 2016, and Special Board meeting held March 21, 2016, the check register, and the WVWD Employee Expense Reimbursements Report indicating monthly WVWD employee expense reimbursements exceeding the amount of \$100. (Items 6-1, 2, 3, 4)***

**President Kwong indicated Motion No. 16-04-905 was approved by a (5-0) vote**

**Item 7: 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 the individual reports of additional expenses incurred by the District on behalf of each Director for events occurring during March 2016.

**Motion No. 16-04-906:** *Upon consideration thereof, it was moved by Director Hilden, seconded by Director Ebenkamp and unanimously carried (5-0), to receive, approve, and file the Board member expense reports for meeting attendance during the month of March 2016. (Item 7)*

**President Kwong indicated Motion No. 16-04-906 was approved by a (5-0) vote**

**Item 8: Treasurer's Report**

- ◆ Mr. Hitchman reviewed the District Statement of Revenues, Expenses, and Change in Net Assets as of March 31, 2016; the District Statement of Net Assets as of March 31, 2016; and the Summary of Cash Investments as of March 31, 2016. (Items 8-1, 2, 3)

**Motion No. 16-04-907:** *Upon consideration thereof, it was moved by Director Hilden, seconded by Director Ebenkamp and unanimously carried (5-0), to receive and file the District Statement of Revenues, Expenses, and Change in Net Assets as of March 31, 2016; the Statement of Net Assets as of March 31, 2016; and the Summary of Cash and Investments as of March 31, 2016. (Items 8-1, 2, 3)*

**President Kwong indicated Motion No. 16-04-907 was approved by a (5-0) vote**

**Committee Chair Reports**

**Item 9: Engineering & Special Projects Committee – Director Ebenkamp**

- ◆ The Board was asked to authorize the General Manager to execute contracts for labor and materials per the bid results listed below for the Water Distribution System for South Point West Tract 063623 (P.N. 15-3413); to find the project is exempt pursuant to CEQA Guidelines Categorical Exemption Section 15282; and to authorize staff to file a Notice of Exemption for the subject project with the Office of the Los Angeles County Registrar-Recorder/County Clerk. (Item 9-A)

<u>Bid</u>	<u>Supplier</u>	<u>Price</u>	<u>Delivery</u>
Labor	T.E. Roberts	\$ 269,961.00	N/A
Resilient Wedge Gate Valves	United Water Works, Inc.	23,446.99	1-4 Days
Polyvinyl Chloride (PVC) Pipe	D'Angelo Co., Inc.	5,664.02	3-5 Days
Setters, Saddles & Jumpers	HD Supply Waterworks	53,362.30	7-14 Days
Service Materials	D'Angelo Co., Inc.	42,738.61	3-5 Days
Ductile Iron Pipe	HD Supply Waterworks	67,829.37	10 Days
Ductile Iron Fittings & Misc. Matls.	United Water Works, Inc.	31,258.70	3-5 Days

**Motion No. 16-04-908** *Upon consideration thereof, it was moved by Director Wu, seconded by Director Ebenkamp and unanimously carried (5-0), to authorize the General Manager to execute contracts for labor and materials per the bid results listed below for the Water Distribution System for South Point West Tract 063623 (P.N. 15-3413); to find the project is exempt pursuant to CEQA Guidelines Categorical Exemption Section 15282; and to authorize staff to file a Notice of Exemption for the subject project with the Office of the Los Angeles County Registrar-Recorder/County Clerk.*

<u>Bid</u>	<u>Supplier</u>	<u>Price</u>	<u>Delivery</u>
Labor	T.E. Roberts	\$ 269,961.00	N/A
Resilient Wedge Gate Valves	United Water Works, Inc.	23,446.99	1-4 Days
Polyvinyl Chloride (PVC) Pipe	D'Angelo Co., Inc.	5,664.02	3-5 Days
Setters, Saddles & Jumpers	HD Supply Waterworks	53,362.30	7-14 Days
Service Materials	D'Angelo Co., Inc.	42,738.61	3-5 Days

<i>Ductile Iron Pipe</i>	<i>HD Supply Waterworks</i>	<i>67,829.37</i>	<i>10 Days</i>
<i>Ductile Iron Fittings &amp; Misc. Matls.</i>	<i>United Water Works, Inc.</i>	<i>31,258.70</i>	<i>3-5 Days</i>

(Item 9-A)

**President Kwong indicated Motion No. 16-04-908 was approved by a (5-0) vote**

- ◆ The Board was asked to adopt Resolution No. 04-16-624, authorizing the implementation of a Water Supply Charge to be imposed on all development projects or projects involving changes in land use, and to approve the proposed modifications to the District's Rules and Regulations to include the Water Supply Charge. (Item 9-B)

**Motion No. 16-04-909:** *Upon consideration thereof, it was moved by Director Wu, seconded by Director Hilden and unanimously carried (5-0), by the roll call vote noted below, to adopt Resolution No. 04-16-624 establishing a Water Supply Charge to be imposed on all development projects involving changes in land use, and to approve the proposed modifications to the District's Rules and Regulations to include the Water Supply Charge. (Item 9-B)*

*Aye: Ebenkamp, Hilden, Kwong, Lee, Wu*  
*No: None*  
*Absent: None*

**President Kwong indicated Motion No. 16-04-909, approving Resolution No. 04-16-624, was approved by a (5-0) roll call vote**

- ◆ The Board was informed of a reservoir filling incident that occurred during the MWD Weymouth Treatment Plant shutdown. (Item 9-C)

**Item 10: Personnel Committee – Director Hilden**

- ◆ There were no Personnel Committee items to come before the Board at this time.

**Item 11: Finance Committee – Director Wu**

- ◆ The Board was asked to receive, approve, and file the March 2016 Investments Transaction Report included in the Board packet. (Item 11-A)

**Motion No. 16-04-910:** *Upon consideration thereof, it was moved by Director Wu, seconded by Director Ebenkamp and unanimously carried (5-0), to receive, approve, and file the District's Consolidated Investment Transactions Report for the period of March 1, 2016 through March 31, 2016. (Item 11-A)*

**President Kwong indicated Motion No. 16-04-910 was approved by a (5-0) vote**

- ◆ Mr. Hitchman reviewed the Revenue Bond Funds Held in Trust and detailed disbursement of bond proceeds reports for March 2016. As this was an informational item only, Board action was not needed. (Item 11-B)

**Item 12: Public Information/Community Relations/Legislative Action Committee–Director Ebenkamp**

- ◆ The Board was asked to consider having the District take a “support” position for AB 2488 (Debabneh), relating to impacts to the protected unarmored threespine stickleback fish from periodic shutdowns of the Metropolitan Water District’s Foothill Feeder line. (Item 12-A)

**Motion No. 16-04-911:** *Upon consideration thereof, it was moved by Director Wu, seconded by Director Ebenkamp and unanimously carried (5-0), to approve the District taking a “support” position as to AB 2488 (Debabneh, D-Encino). (Item 12-A)*

**President Kwong indicated Motion No. 16-04-911 was approved by a (5-0) vote**

### **Other Items**

#### **Item 13: TVMWD/MWD – Director Hilden**

- ◆ It was noted that the next TVMWD Board meeting will be held on April 20, 2016. (Item 13)

#### **Item 14: The P-W-R Joint Water Line Commission – Director Kwong**

- ◆ Director Kwong reviewed the P-W-R Joint Water Line Commission water use report included in the Board packet. (Item 14)

#### **Item 15: Puente Basin Water Agency –Director Ebenkamp**

- ◆ The Board was asked to receive, approve, and file the Puente Basin Water Agency FY 2016-17 Budget, as approved by the PBWA Commission at the April 7, 2016, Commission meeting. (Item 15-A)

**Motion No. 16-04-912:** *Upon consideration thereof, it was moved by Director Wu, seconded by Director Ebenkamp and unanimously carried (5-0), to receive, approve, and file the Puente Basin Water Agency FY 2016-17 Budget. (Item 15-A)*

**President Kwong indicated Motion No. 16-04-912 was approved by a (5-0) vote**

- ◆ The Board received an update on matters discussed at the April 7, 2016, PBWA Commission meeting. (Item 15-B)

#### **Item 16: General Manager’s Report**

- ◆ The Board received a follow-up report on prior Board actions. (Item 16-A)
- ◆ The Board received the District’s activities calendars for April - June 2016. (Item 16-B)
- ◆ Mr. Hitchman advised that the District’s 2016-17 preliminary Budget will be reviewed at April 21, 2016, Board workshop. (Item 16-C)

#### **Item 17: Water Supply and Drought**

- ◆ The Board received a report on the District’s drought and water conservation outreach efforts. (Item 17-A)
- ◆ The Board received reports and graphs of the following items: District potable and recycled water use, FY 2015-16 purchase water projections, conservation goal summary, 2015-16 climate summary, and 2016 monthly water consumption versus the 2013 baseline year. Staff made note that the District’s water usage for March 2016 was 24.77% lower than usage in March 2013. (Item 17-B)
- ◆ The Board viewed reports on California’s water supply and reservoir conditions as of April 3, 2016. (Item 17-C)

**Item 18: Directors' Oral Reports**

(NOTE: Board meeting Minutes provide written reports of Board meeting activities and committee meeting reports are given during the course of regular Board meeting activities. Directors include reports of their participation in non-expense/per diem paid community events as a matter of information.)

- ◆ In addition to District committee and Board meetings, PBWA Commission meeting, and the TVMWD Board meetings previously reported, Director Ebenkamp noted his attendance at an Industry Manufacturers' Council lunch meeting and a San Gabriel Valley Regional Chamber Government Affairs committee meeting.
- ◆ In addition to District committee and Board meetings, and the TVMWD Board meetings previously reported, Director Hilden stated that he attended the Industry Manufacturers' Council lunch meeting, a Diamond Bar Republican Women's meeting, and the City of Diamond Bar's State of the City address.
- ◆ In addition to the District committee and Board meetings, and the PBWA meeting previously noted, Director Wu participated in a WateReuse webcast, a WateReuse Conference, and a customer-related service call on March 1, 2016.
- ◆ Director Lee noted her attendance at District Board and committee meetings, the Miss Diamond Bar Pageant, and the 2016 United Abacus Arithmetic Association Global Cup Championship Event.
- ◆ Director Kwong indicated that in addition to attending District committee and Board meetings, she attended the City of Diamond Bar's State of the City address.

**Item 19: Legal Reports**

- ◆ Mr. Ciampa informed the Board that the SWRCB scheduled a public workshop for April 20, 2016, to receive input on the potential modification of the current Emergency Regulation for Statewide Urban Water Conservation. He then noted a Closed Session will follow the regular business meeting.

**Item 20: Items for Future Discussion**

- ◆ There were no requests made for future items of discussion.

**Item 21: Board of Directors Business**

- ◆ The Board was asked to schedule a public hearing to be held during the June 14, 2016, Board meeting to receive comments regarding the 2015 Urban Water Management Plan (UWMP) update. (Item 21-A)

***Motion No. 16-04-913: Upon consideration thereof, it was moved by Director Ebenkamp, seconded by Director Wu and unanimously carried (5-0), to schedule a public hearing to be held during the June 14, 2016, Board meeting to receive comments regarding the 2015 Urban Water Management Plan (UWMP) update. (Item 21-B)***

**President Kwong indicated Motion No. 16-04-913 was approved by a (5-0) vote**

- ◆ As a matter of information only, Legal Counsel conducted a presentation on the Los Angeles County Municipal Separate Storm Sewer System (MS4) Permit and related compliance issues. No action was taken on this matter.

**Item 22: Public Comment on Closed Session**

- ◆ There were no requests to comment on either open or closed session items.

**Item 23: Adjourn to Closed Session – 6:23 p.m.****Item 24: Closed Session – 6:35 p.m.**

- A. The Board met in closed session in accordance with Government Code [§54956.9(d)(4)] to discuss one anticipated litigation matter with Legal Counsel.

**Item 25: Reconvene in Open Session/Report of Action Taken in Closed Session – 7:01 p.m.**

- A. The Board also met in closed session in accordance with Government Code [§54956.9(d)(4)] to discuss one anticipated litigation matter with Legal Counsel. No reportable action under the Brown Act was taken on this matter.

**Adjournment at 7:01 p.m.**

**Motion No: 16-04-914: *Upon consideration thereof, it was moved by Director Hilden, seconded by Director Wu and unanimously carried (5-0), to adjourn the meeting.***

**President Kwong indicated Motion No. 16-04-914 was approved by a (5-0) vote**