

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

**May 25, 2017  
At the Offices of the District**

**DIRECTORS PRESENT:**

Theodore L. Ebenkamp  
Edwin Hilden  
Theresa Lee  
Allen Wu

**STAFF PRESENT:**

Michael Holmes, General Manager  
Erik Hitchman, Assistant General Manager/Chief Engineer  
Brian Teuber, Director of Finance  
Sandy Olson, Director of Administrative Services  
Carmen Fleming, Executive Assistant  
Jim Ciampa, Legal Counsel

**DIRECTORS ABSENT:**

Scarlett Kwong

The meeting was called to order at 4:03 p.m. with President Allen Wu presiding.

Guests and others in attendance: No guests were present.

**Item 3: Public Comment**

- ◆ No comments were offered. (Item 3)

**Item 4: Fiscal Year 2017-18 Draft Budget Review and Discussion**

- ◆ Staff presented an overview of the FY 2017-18 Draft Budget consisting of major expense categories such as: purchased water, TVMWD assessments, WVWD personnel costs, WVWD operations and maintenance costs, debt service, and FY 2017-18 projected revenue summary. The following supplemental documents were also presented for review: District Chart of Positions, District Organizational Chart, Employee Salary Ranges, and the Capital Investment Program Budget. Since this was an informational item only, the Board took no action. Board action on the proposed budget was deferred to the June regular Board meeting. (Item 4)

**Item 5: Update on Employee Negotiations**

- ◆ Ms. Olson referred to the handouts included in the Committee packets, and noted that further review and possible Board action on the General Employees Unit and Mid-Management revisions will take place at the Board Workshop on June 22, 2017, not the Board meeting. She reviewed language cleanup for the Terms and Conditions, and reported that Legal Counsel will review all of the documents. Since this was an informational item only, the Board took no action. (Item 5)

**Item 6: Proposed 401-A Plan Adoption Agreement**

- ◆ Ms. Olson reviewed the proposed 401-A Plan Adoption Agreement and corresponding Administrative Services Agreement. She stated that, if adopted, there would be a cost savings to the District. She noted that, if the Board adopts this Plan, District staff would begin implementation of the 60-day predesignated election period. Pursuant to applicable law, the District's employees will then need to decide whether to participate in the Plan within that 60-day period. (Item 5)

**Motion No. 17-05-1080: Upon consideration thereof, it was moved by Director Wu, seconded by Director Hilden and unanimously carried (4-0), to adopt the proposed 401-A Plan Adoption Agreement and corresponding Administrative Services Agreement. (Item 6)**

**President Wu indicated Motion No. 17-05-1080 was approved by a (4-0) vote**

**Item 7: Proposed Open Enrollment for Retirees Health Insurance Coverage through the Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA)**

- ◆ The Board was asked to consider expanding the District's annual Health Benefit Open Enrollment period to include eligible District retirees. Ms. Olson reviewed the benefit this plan change would have for retirees, and noted that, if approved, ACWA/JPIA member agencies are simply required to submit a letter from the General Manager documenting this plan change. (Item 7)

**Motion No. 17-05-1081: Upon consideration thereof, it was moved by Director Wu, seconded by Director Hilden and unanimously carried (4-0), to approve expansion of the District's health care open enrollment options to include eligible District retirees, and authorize the General Manager to submit a letter to the ACWA/JPIA documenting this plan change. (Item 7)**

**President Wu indicated Motion No. 17-05-1081 was approved by a (4-0) vote**

**Adjournment at 5:24 p.m.**

**Motion No. 17-05-1082: Upon consideration thereof, it was moved by Director Ebenkamp, seconded by Director Hilden, and unanimously carried (4-0), to adjourn the meeting.**

**President Wu indicated Motion No. 17-05-1082 was approved by a (4-0) vote**