

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

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

**DIRECTORS PRESENT:**

Scarlett Kwong, President  
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  
Sandra Olson, Director of Administrative Services  
Donna DiLaura, Executive Secretary  
Jim Ciampa, Legal Counsel

**DIRECTORS ABSENT:**

None

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

There were no guests in attendance.

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

- ◆ There were no requests for public comment.

**Item 4: Update on the Conservation Portal**

- ◆ For informational purposes only, the Board received a presentation on the District's Conservation Portal by Mr. Brian Teuber and Ms. Sandy Olson. The presentation included information on customer usage, neighborhood comparison data, and water conservation suggestions. (Item 4)

**Item 5: A Review of Compliance Issues for District Directors**

- ◆ For informational purposes only, the Board received a presentation on Board of Director's Compliance Issues by Mr. Jim Ciampa, District Attorney. The presentation included a review of compliance requirements relative to policies for ethical conduct, director expenses, and The Brown Act. (Item 5)

(Director Wu exited the meeting at 4:48 p.m.)

**Adjournment at 5:12 p.m.**

**Motion No: 16-08-968: Upon consideration thereof, it was moved by Director Ebenkamp, seconded by Director Hilden and unanimously carried (4-0), to adjourn the meeting.**

**President Kwong indicated Motion No. 16-08-968 was approved by a (4-0) vote**