

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

**February 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
Gabriela Sanchez, Executive Secretary
Andrew Turner, Legal Counsel

DIRECTORS ABSENT:

None

The meeting was called to order at 5:06 p.m. with President Kwong presiding.

There were no guests in attendance.

Item 3: Public Comment –President Kwong

- ◆ There were no requests.

Item 4: MWD Weymouth Treatment Plant Shutdown February 29-March 9, 2016

- ◆ The Board viewed a PowerPoint presentation, prepared by MWD, on the upcoming Weymouth Water Treatment Plant shutdown scheduled to start February 29 and go ten days through March 9, 2016.
- ◆ Following review of the presentation, Mr. Hitchman reported on the operational activities that will be undertaken in preparation and during the ten-day Weymouth Treatment Plant shutdown.
- ◆ Ms. Olson then reported on the District's extensive community outreach efforts in preparation and for the duration of the shutdown.

Item 5: Scope-of-Work Update for Revised Rate model Study

- ◆ As a follow-up to the Board's action made on January 21, 2016, to authorize staff to develop a scope-of-work related to revising the rate model and solicit a bid from Raftelis Financial Consultants, Inc. and another qualified consultant, Mr. Teuber indicated that he anticipates presenting this information for Board consideration at the upcoming March 2016 Board workshop.

Item 6: Request to Reschedule the March 2016 Board Meeting and Workshop

- ◆ Board approved rescheduling the March Board meetings as follows:
Regular Board Meeting: Thursday, March 17, 5:00 p.m.
Board Workshop: Monday, March 21, 4:00 p.m.

Item 7: Awarding of a Professional Services Agreement for the 2015 Urban Water Management Plan

- ◆ The Board was asked to authorize the General Manager to enter into a Professional Services Agreement with Civiltec Engineering Inc. in the amount of \$36,110, to prepare the District's 2015 Urban Water Management Plan (UWMP). A staff report providing background information in support of this request was presented and discussed by Ms. Olson.

Motion No. 16-02-893: *Upon consideration thereof, it was moved by Director Wu, seconded by Director Hilden and carried by a (5-0), to authorize the General Manager to enter into a Professional Services Agreement with Civiltec Engineering Inc. in the amount of \$36,110 to prepare the WVWD 2015 Urban Water Management Plan. (Item 7)*

President Kwong indicated Motion No. 16-02-893 was approved by a (5-0) vote

Adjournment at 5:55 p.m.