

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

**June 20, 2019  
At the Offices of the District**

**DIRECTORS PRESENT:**

Theodore L. Ebenkamp  
Edwin Hilden  
Scarlett Kwong (arrived at 4:01 p.m.)  
Theresa Lee  
Jerry Tang

**DIRECTORS ABSENT:**

None

**STAFF PRESENT:**

Erik Hitchman, General Manager/Chief Engineer  
Brian Teuber, Assistant General Manager  
Sandy Olson, Director of Administrative Services  
Sherry Shaw, Director of Engineering  
Dave Johnson, Director of Operations  
Joshua Byerrum, Accounting Manager  
Gabriela Sanchez, Executive Secretary  
Collin Spillman, Legal Counsel

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

Guests and others in attendance: Erin Gilhuly, President, and Tara Bravo, Vice President, of CV Strategies; Ms. Jillian Keller of Walnut Valley Water District.

**Item 3: Public Comment**

- ◆ There were no requests. (Item 3)

**Item 4: WVWD Strategic Vision Plan and Implementation – Presentation by Erin Gilhuly, President, CV Strategies**

- ◆ Ms. Erin Gilhuly provided an overview of the District's draft 2019 Strategic Plan. Her presentation focused on the core planning principles identified in the document: Thriving Workforce, Financial Strength, System Resilience, Supply Reliability, Collaborative Leadership, and Customer Engagement.
- ◆ Following discussion of the proposed initiatives and tactics identified to advance the District's vision over the next five-years, the Board was asked to consider adoption of the 2019 Strategic Plan, with minor revisions as recommended by Board members. (Item 4)

***Motion No. 19-06-1397: Upon consideration thereof, it was moved by Director Ebenkamp, seconded by Director Kwong and unanimously carried (5-0), to adopt the 2019 Strategic Plan with minor revisions as recommended by the Board. (Item 4)***

**President Hilden indicated Motion No. 19-06-1397 was approved by a (5-0) vote**

**Item 5: Adoption of Revised Cash Reserve Policy and Approval of Transfer of Funds**

- ◆ The Board was asked to approve the revised Cash Reserve Policy, with minor modifications, and to approve the transfer of \$2,737,000 from the Operating Reserve to the Reserve for Replacement. (Item 5-A)

***Motion No. 19-06-1398: Upon consideration thereof, it was moved by Director Ebenkamp, seconded by Director Tang and unanimously carried (5-0), to approve the proposed revisions to the Cash Reserve Policy and to approve the transfer of \$2,737,000 from the Operating Reserve to the Reserve for Replacement. (Item 5-A)***

**President Hilden indicated Motion No. 19-06-1398 was approved by a (5-0) vote**

- ◆ The Board was asked to adopt the 20-year Asset Replacement and Refurbishment Plan (AR&R Plan) provided in the board packet. Mr. Teuber noted that staff intends to update the AR&R Plan annually, as part of its overall financial planning process that includes the annual operating budget and CIP budget, and will be incorporated into the financial plan of the rate study. (Item 5-B)

***Motion No. 19-06-1399: Upon consideration thereof, it was moved by Director Ebenkamp, seconded by Director Kwong and unanimously carried (5-0), to adopt the 20-Year Asset Replacement and Refurbishment Plan. (Item 5-B)***

**President Hilden indicated Motion No. 19-06-1399 was approved by a (5-0) vote**

- ◆ In light of discussion held during the May 23, 2019 WVWD Special Board meeting pertaining to the 2019 Rate Study, the Board was presented with various residential tier width scenarios, based on 3-year annual and seasonal consumption averages. This analysis was presented for informational purposes only to assist Board members when considering approval of the 2019 Rate Model Structure in the near future; no Board action was taken. (Item 5-C)

**Item 6: Other**

- ◆ No other items were discussed.

**Meeting Adjournment at 5:11 p.m.**