

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

**July 15, 2019
At the Offices of the District**

DIRECTORS PRESENT:

Theodore L. Ebenkamp
Scarlett Kwong
Theresa Lee

DIRECTORS ABSENT:

Edwin Hilden
Jerry Tang

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
Josh Byerrum, Finance Manager
Carmen Fleming, Executive Assistant
Melanie Trevino, Administrative Assistant
Jim Ciampa, Legal Counsel

The meeting was called to order at 5:00 p.m. with Vice President Lee presiding.

Guests and others in attendance: Three Valleys Municipal Water District (TVMWD) Directors Denise Jackman, David De Jesus and Joe Ruzicka, TVMWD General Manager Matt Litchfield, and Ms. Jillian Keller of Walnut Valley Water District.

Item 3: Public Comment

- ◆ There were no requests. (Item 3)

Item 4: Additions to the Agenda

- ◆ There were no requests for additions to the agenda. (Item 4)

Item 5: Reorder of Agenda

- ◆ There were no requests. (Item 5)

Item 6: Special Presentation

- ◆ Presentation of Water Drop Awards were given to Mr. David Johnson and Ms. Sandra Olson on the occasion of their upcoming retirements. (Item 6)

Item 7: Public Hearing: 2016-2018 Public Health Goals Report

- ◆ Vice President Lee opened the public hearing to receive comments regarding the 2016-2018 Public Health Goals Report. Ms. Shaw reviewed the report. There were no public comments made. Vice President Lee then closed the public hearing.
- ◆ The Board was then asked to receive and file the 2016-2018 Public Health Goals Report. (Item 7-E)

Motion No. 19-07-1400: Upon consideration thereof, it was moved by Director Ebenkamp, seconded by Director Kwong, and unanimously carried (3-0), to receive, approve and file the District's 2016-2018 Public Health Goals Report. (Item 7-E)

Vice President Lee indicated Motion No. 19-07-1400 was approved by a (3-0) vote

Item 8: Consider Approval of Consent Calendar

- ◆ The Board was asked to approve the Consent Calendar, including: the minutes of the Regular Board meeting held June 17, 2019, and of the Special Board meeting held June 20, 2019, the Check Register, the Employee Reimbursement Report, and the Community Outreach Update. (Items 8-1, 2, 3, 4 and 5)

Motion No. 19-07-1401: Upon consideration thereof, it was moved by Director Ebenkamp, seconded by Director Kwong and unanimously carried (3-0), to approve the Consent Calendar including the minutes of the Regular Board meeting held June 17, 2019, and of the Special Board meeting held June 20, 2019, the Check Register, the Employee Reimbursement Report, and the Community Outreach Update. (Items 8-1, 2, 3, 4 and 5)

Vice President Lee indicated Motion No. 19-07-1401 was approved by a (3-0) vote

Item 9: 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 the month of June 2019. (Item 9)

Motion No. 19-07-1402: Upon consideration thereof, it was moved by Director Ebenkamp, seconded by Director Kwong and unanimously carried (3-0), to receive, approve, and file the Board member expense reports for meeting attendance and additional expenses incurred by

the District on behalf of each Director for events occurring during the month of June 2019. (Item 9)

Vice President Lee indicated Motion No. 19-07-1402 was approved by a (3-0) vote

Item 10: Treasurer's Report

- ◆ Mr. Teuber reported that, due to fiscal year-end, the District financials will be presented at the August Board Meeting. (Item 10)

Committee Chair Reports

Item 11: Engineering Committee – Director Lee

- ◆ Vice President Lee noted that there were no Engineering Committee items to come before the Board at this time. (Item 11).

Item 12: Personnel Committee – Director Hilden

- ◆ Vice President Lee noted that there were no Personnel Committee items to come before the Board at this time. (Item 12)

Item 13: Finance Committee – Director Kwong

- ◆ Director Kwong noted there were no Finance Committee items to come before the Board at this time. (Item 13)

Item 14: Public Information/Community Relations/Legislative Action Committee – Director Hilden

- ◆ Vice President Lee noted there were no Public Information/Community Relations/Legislative Action Committee items to come before the Board at this time. (Item 14)

Item 15: TVMWD/MWD – Director Hilden

- ◆ The Board received a verbal update on TVMWD activities. (Item 15)

Item 16: The P-W-R Joint Water Line Commission

- ◆ Mr. Teuber reported that the P-W-R Joint Water Line Commission water use report for the month of June will be provided at the August Board meeting. (Item 16)

Item 17: Puente Basin Water Agency (PBWA)

- ◆ There were no items to report to the Board at this time. (Item 17)

Item 18: Spadra Basin Groundwater Sustainability Agency

- ◆ Director Ebenkamp updated the Board on agency business matters. (Item 18)

Item 19: General Manager's Report

- ◆ The Board received a follow-up report on prior Board actions. (Item 19-A)
- ◆ The Board received the District's activities calendars for August, September, and October 2019. (Item 19-B)

Item 20: Water Supply and Conservation

- ◆ The Board received reports and graphs of the following items: District potable and recycled water use, Calendar Year 2019 purchase water projections, conservation goal summary, climate summary, and 2019 monthly water consumption versus the 2013 baseline year. Staff made note that the District's water usage for June 2019 was 31.00% lower than usage in June 2013. (Item 20-A)
- ◆ The Board viewed reports on California's water supply and reservoir conditions as of July 1, 2019. (Item 20-B)

Item 21: 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.) (Item 21)

- ◆ Director Ebenkamp reported on his participation in WVWD committee and Board meetings in addition to a Spadra Basin GSA strategic planning workshop, a PBWA Commission meeting, a SGV Regional Chamber Government Affairs Committee meeting, a TVMWD Board meeting, the WVWD Public Safety Appreciation BBQ, and the San Gabriel Valley Regional Chamber of Commerce Annual Installation Meeting and Gala.
- ◆ Director Kwong indicated that in addition to the District committee and Board meetings, she also attended a P-W-R Joint Water Line Commission Meeting and the WVWD Public Safety Appreciation BBQ.
- ◆ Although Director Hilden was not in attendance, his expense report noted that, in addition to the District committee and Board meetings previously reported, he attended a TVMWD Board meeting, a TVMWD Special Board Meeting, and the City of Diamond Bar's State of the City Address.

- ◆ Although Director Tang was not in attendance, his expense report noted his attendance at District committee and Board meetings, a Spadra Basin GSA strategic planning workshop, the WVWD Public Safety Appreciation BBQ and touring of WVWD's facilities.
- ◆ Director Lee advised that in addition to District committee and Board meetings, she attended the UAAA Assessment Test Award Ceremony, a PBWA Commission meeting, the AWWA ACE-19 Annual Conference, the WVWD Public Safety Appreciation BBQ, the CEO Installation & Award Ceremony, Diamond Bar's State of the City Address and Rowland Heights Coordinating Council Community BBQ

Item 22: Legal Reports

- ◆ Mr. Ciampa reported on the Emergency Preparedness Program, specifically referencing the recent earthquakes, in which he indicated everything ran seamlessly in terms of contacting the participating water agencies affected by the earthquake and to offer any needed assistance. No damages were reported by any participant agency. (Item 22)

Item 23: Items for Future Discussion

- ◆ Director Ebenkamp requested an update on the Pathfinder Pipeline project to be brought to the Board. (Item 23)

Item 24: Board of Directors Business

- ◆ The Board was asked to consider adoption of Resolution No. 07-19-660 "Establishing Water Standby Charges to Holders of Title to Land" for submittal to the Los Angeles County Auditor Controller. Staff noted a public hearing was previously held on June 17, 2019, to receive public comments regarding the Water Standby Charge Report prepared by Wildan Financial Services. No comments were received at that hearing. (Item 24-A)

Motion No. 19-07-1403: Upon consideration thereof, it was moved by Director Ebenkamp, seconded by Director Kwong and unanimously carried (3-0), by roll call vote noted below, to adopt Resolution No. 07-19-660 "Establishing Water Standby Charges to Holders of Title to Land" for submittal to the Los Angeles County Auditor Controller by August 10, 2019. (Item 24-A)

Ayes: Ebenkamp, Kwong, Lee

Noes: None

Absent: Hilden, Tang

Abstain: None

Vice President Lee indicated Motion No. 19-07-1403 was approved by a (3-0) roll call vote

- ◆ The Board was asked to approve the renewal of the Employment Relations Consortium Agreement with the law firm of Liebert Cassidy Whitmore (LCW), special labor counsel, for the fiscal year ending June 30, 2020 in the amount of \$3,045. (Item 24-B)

Motion No. 19-07-1404: Upon consideration thereof, it was moved by Director Ebenkamp, seconded by Director Kwong and unanimously carried (3-0), to approve the renewal of the Employment Relations Consortium Agreement with Liebert Cassidy Whitmore (LCW), special labor counsel, for the fiscal year ending June 30, 2020, in the amount of \$3,045. (Item 24-B)

Vice President Lee indicated Motion No. 19-07-1404 was approved by a (3-0) vote

- ◆ The Board was asked to declare the fully depreciated IT equipment listed in the staff report included in the Board packet as surplus property, and authorize disposal of such surplus property in accordance with District Policy. (Item 24-C)

Motion No. 19-07-1405: Upon consideration thereof, it was moved by Director Kwong, seconded by Director Ebenkamp and unanimously carried (3-0), to declare as surplus property the items listed in the staff report included in the Board packet, and to authorize disposal of such surplus property in accordance with District policy. (Item 24-C)

Vice President Lee indicated Motion No. 19-07-1405 was approved by a (3-0) vote

- ◆ The Board was asked to receive, approve, and file the June 2019 Consolidated Investment Transactions Report included in the Board packet. (Item 24-D)

Motion No. 19-07-1406: Upon consideration thereof, it was moved by Director Ebenkamp, seconded by Director Kwong and unanimously carried (3-0), to receive, approve and file the District's Consolidated Investment Transactions Report for the period of June 1, 2019 through June 30, 2019. (Item 24-D)

Vice President Lee indicated Motion No. 19-07-1406 was approved by a (3-0) vote

- ◆ Mr. Teuber reviewed the Revenue Bond Funds Held in Trust and detailed disbursement of bond proceeds report through June 30, 2019. As this was an informational item only, Board action was not needed. (Item 24-E)
- ◆ Mr. Teuber updated the Board on the District's Unclaimed Funds in which no claims or inquires related to the unclaimed funds have been made. As a result, the unclaimed funds became the property of the District on June 12, 2019. As this was an informational item only, Board action was not needed. (Item 24-F)
- ◆ Mr. Johnson referenced the Operations Report included in the Board packet. As this was an informational item only, Board action was not needed. (Item 24-G)

Item 25: Public Comment on Closed Session

- ◆ There were no requests to comment on either open or closed session items. (Item 25)

Item 26: Adjourn to Closed Session – 5:43 p.m.

Item 27: Closed Session – 6:00 p.m.

- A. The Board met in closed session in accordance with Government Code [§54956.9(d)(2)] to discuss anticipated litigation matters with Legal Counsel – Two Potential Cases. (Item 27)

Item 28: Reconvene in Open Session/Report of Action Taken in Closed Session – 6:18 p.m.

- A. The Board met in closed session in accordance with Government Code [§54956.9(d)(2)] to discuss two anticipated litigation matters with Legal Counsel. The Board was briefed on the facts and circumstances of the matters and no reportable action under the Brown Act was taken. (Item 28)

Adjournment at 6:18 p.m.

Motion No. 19-07-1407: Upon consideration thereof, by consensus, the meeting was adjourned.

Vice President Lee indicated Motion No. 19-07-1407 was approved by consensus