

**MINUTES OF MEETING
OF THE BOARD OF COMMISSIONERS OF
PUENTE BASIN WATER AGENCY**

**February 8, 2018
At the Offices of the
Rowland Water District**

COMMISSIONERS PRESENT:

Theodore L. Ebenkamp, Commissioner
Anthony Lima, Commissioner
Theresa Lee, Commissioner
Robert Lewis, Commissioner

STAFF PRESENT:

Mike Holmes, Administrative Officer
Tom Coleman, Assistant Administrative Officer
Andy Turner, Legal Counsel
Brian Teuber, Treasurer
Sean Henry, Assistant Treasurer
Carmen Fleming, Secretary

Staff, guests and others in attendance: Mr. Dave Warren, Rowland Water District, and Mr. Erik Hitchman, Mr. Josh Byerrum, Walnut Valley Water District.

The meeting was called to order at 7:00 a.m. with Chair Ebenkamp presiding.

Item IV: Public Comment

None.

Item V: Approval of Minutes for December 7, 2017 and January 10, 2018

Upon consideration thereof, it was moved by Commissioner Lewis, seconded by Commissioner Lima and unanimously carried (4-0) to approve the minutes of the Commission meeting held on December 7, 2017 and approve the minutes of the January 10, 2018 with a 3-0-1 vote (Commissioner Lewis passed).

Chair Ebenkamp indicated that the motion for December 17, 2017 was approved by a 4-0 vote, and the motion for January 10, 2018 was approved by 3-0-1 (Commissioner Lewis passed).

Item VI: Receive and File Rowland and Walnut Valley Water Districts' 2018 PBWA Board Member Appointment Resolutions

- ◆ Mr. Holmes reported that the attached resolutions were previously approved by the Agency's individual Water District members.

Upon consideration thereof, it was moved by Commissioner Lima seconded by Commissioner Lee and unanimously carried (4-0), to receive and file the Rowland Water District and Walnut Valley Water District Board Member appointment resolutions.

Chair Ebenkamp indicated that the motion was approved by a 4-0 vote

Item VII: Annual Selection of Commission Officers and Commission Staff

- ◆ As per the rotation policy, the Commission selected Commissioner Lima to be the Chair and Commissioner Lee be seated as Vice-Chair of the Puente Basin Water Agency for the 2018 term, effective immediately.

Upon consideration thereof, it was moved by Commissioner Lewis, seconded by Commissioner Lima and unanimously carried (4-0), that Commissioner Lima be seated as Chair, and Commissioner Lee be seated as Vice-Chair of the Puente Basin Water Agency for the 2018 term, effective immediately.

Upon consideration thereof, it was moved by Commissioner Lewis, seconded by Commissioner Lima and unanimously carried (4-0), that the Agency's administrative positions will be as follows for the 2018 term: Mr. Coleman as Assistant Administrative Officer, Mr. Henry as Assistant Treasurer, Ms. Fleming as Secretary, Mr. Teuber as Treasurer, and Mr. Hitchman as Administrative Officer of the Puente Basin Water Agency, effective immediately.

Chair Ebenkamp indicated that the motion was approved by a 4-0 vote

Commissioner Lima proceeded as Chair for the remainder of the meeting

Item VIII: 2016-17 Audited Financial Statements Prepared by Davis Farr

- ◆ An overview of the Agency's Audit Report for Fiscal Year 2016-17 was presented via telephone by Ms. Jennifer Farr, of the firm Davis Farr, LLP. Mr. Turner suggested a change on the "Summary of Audit Results" letter to change wording from "Board of Directors" to "Board of Commissioners".

Upon consideration thereof, it was moved by Commissioner Ebenkamp, seconded by Commissioner Lewis, and unanimously carried (4-0), to approve, receive and file the Agency's Audit Report for Fiscal Year 2016-17 with the attorney's corrections.

Chair Lima indicated that the motion was approved by a 4-0 vote

Item IX: Review of Financial Statements: Second Quarter FY 2017-18

- ◆ Mr. Teuber reviewed the Second Quarter Fiscal Year 2017-18 financials.

Upon consideration thereof, it was moved by Commissioner Ebenkamp seconded by Commissioner Lewis, and unanimously carried (4-0), to receive and file the financials for the Second Quarter Fiscal Year 2017-18.

Chair Lima indicated that the motion was approved by a 4-0 vote

Item X: Regional Water Supply Reliability Program Updates/Status:

(1) California Domestic Water Company:

- a. **Project Update:** Mr. Coleman reported that the Cal Domestic project is continuing to produce water. Staff is maintaining a one-pump flow.

(2) Pathfinder:

- a. **Consider Award of Contract for the 20" Water Transmission Main (P.N. PB17-0004):**

Mr. Hitchman reported that bids were solicited and received by the WVWD staff for the 20" pipeline. The Commissioners were asked to authorize the Administrative Officer to execute contracts for labor and materials based on the bids received.

Upon consideration thereof, it was moved by Commissioner Ebenkamp seconded by Commissioner Lewis, and unanimously carried (4-0), to authorize the Administrative Officer to execute contracts for labor and materials for the 20" Water Transmission Main (P.N. PB17-0004).

Chair Lima indicated that the motion was approved by a 4-0 vote

- b. **Project Update:** Mr. Hitchman reported the project is tentatively scheduled to begin in late June.

(3) Pomona Basin Regional Groundwater Project

- a. **Project Update:** 100% design drawings are being reviewed.
- b. **Update: Old Baldy Well Agreement:** Mr. Holmes reported that staff sent the aforementioned agreement to Mr. Keeseey and has since received confirmation that the City of La Verne City Council has approved the agreement. A separate letter was sent to the City regarding site locations for the Durward Well, and staff will meet with City staff to review that item at a later time.
- c. **Update: Proposition 84:** Pending execution of the City of La Verne agreement, Ms. Wendy La, of LASER, Inc. is continuing her efforts regarding the deadline on this item.

(4) Central Basin Well

- a. **Project Update:** Mr. Coleman stated that staff has finalized the agreement with the Central Basin Hydrogeologist for the well analysis study. The results will be brought to the Commission upon completion.

- (5) **Update: Proposition 1 Integrated Regional Water Management Grant:** Mr. Holmes reported that staff is continuing to work with LASER, Inc., on potential projects for which grant funding may be sought.

Item XI: Commission Follow-Up

- ◆ The Commission received a follow-up on report on prior actions.

Item XII: Commissioner Comments

None.

Item XIII: Items for Future Discussion/Review

Item XIV: Attorney's Report

Nothing to report.

Item XV: Public Comment on Closed Session

There were no requests to comment on closed session.

Item XVI: Closed Session at 7:44 a.m.

- (1) The Commission met in closed session in accordance with Government Code [§54956.8] to discuss one real property matter pertaining to the acquisition of Central Basin and Main San Gabriel water rights. The negotiators are Mr. Tom Coleman and Mr. Michael Holmes. The negotiating parties are various water rights holders. Under negotiations are the price and terms of payment.

- No discussion on this item.

(2) The Commission met in closed session in accordance with Government Code [§54956.8] to discuss one real property matter. The negotiators are Mr. Tom Coleman and Mr. Michael Holmes. The negotiating parties are various water rights holders. Under negotiations are the price and terms of payment.

- No discussion on this item.

(3) The Commission was briefed on the facts and circumstances of anticipated litigation under Government Code Section [§54956.9(d)(4)] (one case) and no reportable action under the Brown Act was taken.

Item XVII: Reconvene in Open Session at 8:12 a.m. – see above for the closed session report concerning Item 3.

Adjournment – 8:14 a.m.

There being no further business to discuss, upon consideration thereof, it was moved by Commissioner Lee, seconded by Commissioner Lewis and unanimously carried (4-0), to adjourn the Commission meeting.

Chair Lima indicated that the motion was approved by a 4-0 vote