



**BOARD OF COMMISSIONERS
MEETING AGENDA**

Walnut Valley Water District
271 S Brea Canyon Road
Walnut, CA 91789

**Thursday, November 8, 2018
To begin at 7:00 A.M.**

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance, to take action on any item.

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review during regular business hours at the Walnut Valley Water District office, located at 271 S. Brea Canyon Road, Walnut, California.

- I. Welcome and Introductions Chairman Lima
- II. Flag Salute
- III. Roll Call

Commissioner Lewis		Commissioner Ebenkamp	
Commissioner Lima		Commissioner Lee	
- IV. Public Comment
The Chair may impose reasonable limitation on public comments to assure an orderly and timely meeting.
- V. Approval of Minutes for October 4, 2018 (attachment) Chairman Lima
 - a. Discussion
 - b. Action Taken
- VI. Review of Financial Statements: First Quarter FY 2018-19 (attachment) Mr. Teuber
 - a. Discussion
 - b. Action Taken
- VII. Regional Water Supply Reliability Program Updates/Status: Mr. Coleman/Mr. Hitchman
 - (1) California Domestic Water Company
 - a. Project Update (verbal)
 - i. Discussion
 - ii. Action Taken
 - (2) Pathfinder Road 20-inch Water Main Installation
 - a. Project Update (verbal)
 - i. Discussion
 - ii. Action Taken
 - (3) Pomona Basin Regional Groundwater Project
 - a. Six Basins Groundwater Project Update
 - i. Discussion
 - ii. Action Taken
 - b. Update: Proposition 84 (verbal)
 - i. Discussion
 - ii. Action Taken
 - (4) Central Basin Well
 - a. Project Update (verbal)

- (5) Proposition 1 Integrated Regional Water Management Grant
a. Project Update (verbal)

- VIII. Commission Follow-Up Mr. Hitchman
a. Discussion b. Action Taken
- IX. Commissioner Comments
a. Discussion b. Action Taken
- X. Items for Future Discussion/Review Chairman Lima
a. Discussion b. Action Taken
- XI. Attorney's Report
a. Legal Counsel will report on matters of interest or having an effect on the Agency
- XII. Public Comment on Closed Session Chairman Lima
- XIII. Closed Session
(1) CONFERENCE WITH REAL PROPERTY NEGOTIATOR [§54956.8]
Property: Acquisition and/or Lease
Negotiators: Tom Coleman, Erik Hitchman
Negotiating Parties: Various Property Owners
Under Negotiations: Price and Payment Term
- (2) CONFERENCE WITH REAL PROPERTY NEGOTIATOR [§54956.8]
Property: Acquisition and/or Lease of Central Basin Water Rights
Negotiators: Tom Coleman, Erik Hitchman
Negotiating Parties: Various Water Rights Holders
Under Negotiations: Price and Payment Term
- (3) CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION [§54956.9(d)(4)]
Initiation of Litigation – One Potential Case
- XIV. Reconvene in Open Session
Report of action, if any, taken in Closed Session
- *Next Commission Meeting: Thursday, December 6, 2018, 7:00 a.m., at Rowland Water District*
- Adjournment

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

**October 4, 2018
At the Offices of the
Rowland Water District**

COMMISSIONERS PRESENT:

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

STAFF PRESENT:

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

COMMISSIONERS ABSENT:

None

Staff, guests and others in attendance: Mr. Dave Warren, and Ms. Rose Perea, Rowland Water District; Mr. Josh Byerrum, and Ms. Sherry Shaw, Walnut Valley Water District.

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

Item IV: Public Comment

None.

Item V: Approval of Minutes for August 9, 2018

Upon consideration thereof, it was moved by Commissioner Ebenkamp, seconded by Commissioner Lewis and unanimously carried (4-0) to approve the minutes of the Commission meeting held on August 9, 2018.

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

Item VII: Review of Financial Statements: Fourth Quarter FY 2017-18

- ◆ Mr. Teuber reviewed the PBWA financial statements for the fourth quarter ending June 30, 2018, for fiscal year 2017-18.

Upon consideration thereof, it was moved by Commission Lewis, seconded by Commissioner Ebenkamp and unanimously carried (4-0), to receive, approve, and file the PBWA financial statements for the fourth quarter ending June 30, 2018, for fiscal year 2017-2018.

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

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

(1) *California Domestic Water Company:*

- a. *Project Update:* Mr. Coleman reported that the Cal Domestic project did not produce any water in the month of September. Access to water will return in the coming weeks.

(2) *Pathfinder Road 20-inch Water Main Installation:*

- a. *Project Update:* Mr. Hitchman reported that potholing had begun and placement of pipe will begin soon.

- (3) *Pomona Basin Regional Groundwater Project*
- a. *Six Basins Groundwater Project Update:* Mr. Hitchman reported that staff had taken possession of the 18-inch and 36-inch Cla-Val's. Staff is working with the contractors to continue the work on the project.
 - b. *Update: Proposition 84:* Mr. Hitchman stated that the project is progressing and staff is awaiting the executed Durward Well lease agreement from the City of La Verne.
- (4) *Central Basin Well*
- a. *Project Update:* Mr. Coleman stated that the application to WRD's pilot program to finance a rehabilitation/drilling of an Agency well was submitted. A committee meeting was held which Mr. Teuber attended. Mr. Teuber stated WRD awarded the available funding to the City of Lynwood.
- (5) *Proposition 1 Integrated Regional Water Management Grant*
- a. *Project Update:* Mr. Hitchman reported that staff is continuing to work with LASER, Inc., on potential projects for which grant funding may be sought. No draft guidelines have been released by the Department of Water Resources.

Item VIII: Commission Follow-Up

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

Item IX: Commissioner Comments

None.

Item X: Items for Future Discussion/Review

None.

Item XI: Attorney's Report

Nothing to report.

Item XII: Public Comment on Closed Session

There were no requests to comment on closed session.

Item XIII: Closed Session at 7:30 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 and/or lease of Central Basin water rights. The negotiators are Mr. Tom Coleman and Mr. Erik Hitchman. 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. Erik Hitchman. 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)
 - The Commission was briefed on the facts and circumstances and no reportable action under the Brown Act was taken.

Item XIV: Reconvene in Open Session at 7:32 a.m. – see above for the closed session report concerning Item 3.

Adjournment – 7:35 a.m.

There being no further business to discuss, upon consideration thereof, it was moved by Commissioner Ebenkamp, 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

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Puente Basin Water Agency

FY 2018-19 Operating Results By Quarter

	9/30/2018	TOTAL	Budget
Income			
Administrative Assessment	\$ 21,135	\$ 21,135	\$ 278,040
Water Sales - Project	185,285	185,285	2,017,290
Water Sales - TVMWD	5,780,211	5,780,211	13,508,930
Project Maintenance Reserve	971	971	15,000
Used of Stored/Leased Water	102,301	102,301	1,581,000
Total Income	6,089,903	6,089,903	17,400,260
Expense			
Source of Supply			
Purchased Water - TVMWD	5,643,038	5,643,038	12,969,260
Purchased Water - CDWC	70,467	70,467	1,081,510
Purchased Water - Stored Water	102,301	102,301	1,581,000
Assessments - MSGBWM	26,206	26,206	405,000
Total Source of Supply	5,842,012	5,842,012	16,036,770
Fixed Charges			
TVMWD Equivalent Small Meters	15,221	15,221	62,590
TVMWD Water Use Charge	16,724	16,724	70,780
TVMWD Connected Capacity	14,500	14,500	59,330
MWD Capacity Reservation Charge	88,669	88,669	344,870
CDWC Ready To Serve	1,859	1,859	7,440
Total Fixed Charges	136,972	136,972	545,010
Other Costs			
Energy - Pumping and Treatment	27,295	27,295	324,000
Materials & Supplies - Chemical	2,647	2,647	39,000
Materials & Supplies - Others	3,315	3,315	19,000
Other Costs (RWD Labor etc.)	3,496	3,496	38,340
Baldy Lease Agreement	50,000	50,000	103,000
Permits & Fees	2,060	2,060	2,100
Total Other Costs	88,813	88,813	525,440
Administrative & General			
Legal	8,708	8,708	100,000
Engineering	-	-	5,000
Professional Services- Other	6,750	6,750	125,000
Insurance - Property & Liability	-	-	10,000
Accounting	-	-	8,040
Administrative Expenses - Other	5,677	5,677	30,000
Total Administrative & General	21,135	21,135	278,040
Total Expense	6,088,932	6,088,932	17,385,260
Net Ordinary Income	971	971	15,000
Other Income/Expense			
Leased Water Income	-	-	-
LAIF Interest	-	-	400
Net Other Income	-	-	400
Net Income (Loss) Before Transfers	971	971	15,400
Transfer In: Maint. Reserve Funds Used	-	-	-
Transfer Out: Maint. Reserve Funds Collected	(971)	(971)	(15,000)
Net Income (Loss) After Transfers	\$ -	\$ -	\$ 400

PBWA Maintenance Reserve	9/30/2018	Year to Date	Budget
Beginning Balance	\$ 133,193	\$ 133,193	\$ 133,193
Transfers In	971	971	15,000
Transfers Out	-	-	-
Ending Balance June, 30 2018	\$ 134,164	\$ 134,164	\$ 148,193

Puente Basin Water Agency

FY 2018-19 Operating Results By Quarter

Capital Projects	9/30/2018	Year to Date	Life to Date
Revenues			
Member Assessment - RWD	\$ 315,216	\$ 315,216	\$ 1,385,841
Member Assessment - WVWD	315,216	315,216	1,385,841
Total Revenues	630,432	630,432	2,771,681
Expenses			
Pathfinder	457,412	457,412	643,739
Pomona Basin	173,020	173,020	2,127,942
Total Expenses	\$ 630,432	\$ 630,432	\$ 2,771,681

PBWA Stored Water	9/30/2018	Year to Date
Stored Water (\$\$):		
Beginning Balance	\$ 6,861,294	\$ 6,861,294
Add: Purchased Water		-
Less: Water Purchased	(102,301)	(102,301)
Ending Balance	\$ 6,758,993	\$ 6,758,993
Stored Water (AF):		
Beginning Balance	12,158	12,158
Add: Purchased Water	-	-
Less: Water Purchased	(194)	(194)
Ending Balance	11,964	11,964

PUENTE BASIN WATER AGENCY
STATEMENT OF CASH FLOWS
FY 2018-19

		BEGINNING BALANCE JULY 1, 2018		\$ 1,008,025.08
<u>Deposits:</u>				
		Rowland	\$ 1,700,548.68	
		WVWD	3,513,851.72	
		Liberty Utilities	40,000.00	
		Suburban Water Systems	15,000.00	
		LAIF-Interest	3,344.92	
		TVMWD	-	5,272,745.32
		Total Deposits		6,280,770.40
<u>Disbursements</u>				
<u>Date</u>	<u>Check #</u>	<u>Payee</u>		
07/13/18	1326	Doty Bros. Equipment	(233,526.55)	
07/13/18	1327	DRP Engineering Inc.	(20,045.52)	
07/13/18	1328	Inland Water Works	(235.43)	
07/13/18	1329	La Verne	(50,000.00)	
07/13/18	1330	Lagerlof, Senecal, Gosney & Kruse LLP	(240.00)	
07/13/18	1331	Woodard & Curran - RMC	(5,874.20)	
07/13/18	1332	TVMWD	(1,215,139.71)	
07/13/18	1333	United Water Works Inc	(328.50)	
07/13/18	1334	Western Water Works Supply Co.	(7,382.38)	
07/25/18	1335	Bank of America	(442.27)	
07/25/18	1336	City of La Verne	(8,918.00)	
07/25/18	1337	CV Strategies	(50.00)	
07/25/18	1338	DavisFarr	(1,000.00)	
07/25/18	1339	Lagerlof, Senecal, Gosney & Kruse LLP	(975.00)	
07/25/18	1340	LASER LLC	(4,949.68)	
07/25/18	1341	Rowland Water District	(43,026.88)	
07/25/18	1342	Water Replenishment District of Southern	(820.25)	
08/15/18	1343	Doty Bros. Equipment	(69,296.49)	
08/15/18	1344	TVMWD	(1,357,734.71)	
09/13/18	1345	Doty Bros. Equipment	(6,495.33)	
09/13/18	1346	Ecotech Services	(1,900.00)	
09/13/18	1347	Lagerlof, Senecal, Gosney & Kruse LLP	(1,440.00)	
09/13/18	1348	LASER LLC	(3,349.68)	
09/13/18	1349	Woodard & Curran - RMC	(17,434.80)	
09/13/18	1350	Rowland Water District	(37,781.50)	
09/13/18	1351	San Gabriel Valley Watermaster	(171,375.25)	
09/13/18	1352	TVMWD	(2,005,549.71)	
09/13/18	1353	Walnut Valley Water District	(6,641.17)	
		Total Disbursements		(5,271,953.01)
		ENDING BALANCE SEPTEMBER 30, 2018		\$ 1,008,817.39
		LAIF		\$ 708,269.75
		Checking		\$ 300,547.64
		Total Cash Balance		1,008,817.39