

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

**June 2, 2022
At the Offices of the
Rowland Water District**

COMMISSIONERS PRESENT:

Theresa Lee, Commissioner
Anthony Lima, Commissioner
Robert Lewis, Commissioner
Scarlett Kwong, Alternate Commissioner

ABSENT:

Jerry Tang, Commissioner

STAFF PRESENT:

Erik Hitchman, Administrative Officer
Tom Coleman, Assistant Administrative Officer
Josh Byerrum, Treasurer (via telephone)
Myra Malner, Assistant Treasurer
Jim Ciampa, Legal Counsel
Carmen Fleming, Secretary

Staff, guests and others in attendance: Mr. Chris Brown, Fedak & Brown, LLP (via telephone); Ms. Jodi Roberto, Director at Three Valleys Municipal Water District; Ms. Gabriela Sanchez, Mr. Robert Leamy and Mr. Dusty Moisiso, Rowland Water District; and Mr. Jared Macias; Walnut Valley Water District.

The meeting was called to order at 7:01 a.m. with Chair Lima presiding.

Item IV: Public Comment

None.

Item V: Audit Communication

- ◆ A brief overview of the Agency's preliminary items for the upcoming audit was presented via Webex by Mr. Chris Brown, of the firm Fedak & Brown, LLP.

Item VI: Approval of Minutes for April 7, 2022

Upon consideration thereof, it was moved by Commissioner Lewis, seconded by Commissioner Lee, and carried (4-0) by roll call vote to approve the minutes of the Commission meeting held April 7, 2022.

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

Item VII: Review of Financial Statements: Third Quarter FY 21-22

- ◆ Mr. Byerrum reviewed the Third Quarter Fiscal Year 2021-22 financials.

Upon consideration thereof, it was moved by Commissioner Lewis, seconded by Commissioner Lee, and unanimously carried (4-0) by roll call vote, to receive, approve and file the financials for the Third Quarter Fiscal Year 2021-22.

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

Item VIII: Discussion and Approval of the Amended FY 2022-23 Budget

- ◆ Mr. Byerrum presented the proposed amended PBWA Fiscal Year 2022-23 Budget. He highlighted the amendments made were under line items: "Other Revenues" and "Professional Services/Other", regarding adjustments for a previously approved project.

Upon consideration thereof, it was moved by Commissioner Lee, seconded by Commissioner Lewis, to approve, receive and file the amended PBWA Budget for Fiscal Year 2022-23, and to present that proposed amended Budget to the Rowland Water District and Walnut Valley Water District Boards for approval.

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

Item IX: Puente Narrows Underflow-Fiscal Year 2021-22

- ◆ Mr. Hitchman reported on the letter that was received from the Puente Narrows Watermaster to the Main San Gabriel Basin Watermaster regarding the annual measurement of the Puente Narrows subsurface flow for the Fiscal Year 2021-22.

Upon consideration thereof, it was moved by Commissioner Lewis, seconded by Commissioner Lee, and unanimously carried (4-0) by roll call vote, to approve, receive and file the Puente Narrows Underflow-Fiscal Year 2021-22 annual measurement.

Item X: Solve the Water Crisis Coalition Membership

- ◆ Mr. Hitchman and Mr. Coleman provided the Commissioners with information and an overview of the of Solve the Water Crisis Coalition for consideration of membership.

Upon consideration thereof, it was moved by Commissioner Lewis, seconded by Commissioner Kwong, to authorize the Administrative Officer to execute a contract to join the Solve the Water Crisis Coalition. A roll call vote was then taken:

Yes: Kwong, Lee, Lewis, Lima

Noes: None

Motion Passed (4-0)

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

Item XI: Consider Adoption of Resolution No. 06-22-025 Establishing Records Retention Policy

- ◆ Mr. Hitchman stated in a commitment to transparency that the Commission adopt the Resolution establishing an Agency Records Retention Policy allowing the Agency to efficiently and cost-effectively store, retain and destroy the Agency's records in accordance with industry best practices and in compliance with applicable law.

Upon consideration thereof, it was moved by Commissioner Lewis, seconded by Commissioner Lee, to adopt Resolution No. 06-22-025, establishing a Puente Basin Water Agency Records Retention Policy. A roll call vote was then taken:

Yes: Kwong, Lee, Lewis, Lima

Noes: None

Motion Passed (4-0)

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

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

(1) Groundwater Management Plan for the Puente Basin

- ◆ Mr. Hitchman updated the Commissioners on the development of the agreements for the project.

(2) California Domestic Water Company

- ◆ Mr. Coleman reported that the project is currently offline.

(3) Pomona Basin Regional Groundwater Project

- a. *Six Basins Groundwater Project Update:* Mr. Hitchman reported that the Old Baldy well was in the process of determining the depth of the sanitary seal. The Durward Well replacement project continues to be in the process of receiving the necessary permits needed.
- b. *Proposition 84:* Mr. Hitchman reported that the latest project quarterly report was being prepared for submittal.

(4) Proposition 1 Integrated Regional Water Management Grant:

- a. *LA Solutions for Engineering Solutions, LLC (LASER): Seventh Addendum to Professional Services Agreement for Strategic Consulting Services:* Mr. Hitchman requested that the Commissioners authorize the Administrative Officer to execute a Seventh Amendment to the Professional Services Agreement for Strategic Consulting Services for LA Solutions for Engineering Resources (LASER), LLC, with an increase of funding in the amount of \$40,000, and extending the contract to June 30, 2023.

Upon consideration thereof, it was moved by Commissioner Lewis seconded by Commissioner Lee, and carried (4-0) by roll call vote, to authorize the Administrative Officer to execute a Seventh Amendment to the Professional Services Agreement for Strategic Consulting Services for LA Solutions for Engineering Resources (LASER), LLC, to cover an increase of funding of \$40,000 and an extension of the agreement's term to June 30, 2023.

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

Mr. Hitchman reported that staff receives regular updates from Wendy La, of LASER, Inc. She is currently tracking the progress of grant-funded projects.

Item XIII: Commission Follow-Up

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

Item XIV: Commissioner Comments

None.

Item XV: Items for Future Discussion/Review

None.

Item XVI: Attorney's Report

No report on this item.

Item XVII: Public Comment on Closed Session

- ◆ There were no requests to comment on closed session.

Item XVIII: Closed Session at 8:40 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.

- The Commission directed staff to enter into negotiations for Central Basin Water Rights.

Item XIX: Reconvene in Open Session at 8:42 a.m.

Adjournment at 8:43 a.m.

Upon consideration thereof, it was moved by Commissioner Lewis seconded by Commissioner Lee, and unanimously carried (4-0) by roll call vote, to adjourn the Commission meeting. The next Commission meeting to be held August 4, 2022.