



- VII. [Consider Adoption of Resolution No. 08-22-027 Establishing Bank Account and Designating Check Signers for PBWA Bank Account \(attachment\)](#) Mr. Byerrum  
a. Discussion b. Action Taken
- VIII. [Consider Adoption of Resolution No. 08-22-028 Establishing Volunteer Personnel Coverage Under Workers' Compensation \(attachment\)](#) Mr. Hitchman  
a. Discussion b. Action Taken
- IX. Regional Water Supply Reliability Program Updates/Status: Mr. Coleman/  
Mr. Hitchman  
(1) Groundwater Management Plan for the Puente Basin  
(2) California Domestic Water Company  
(3) Pomona Basin Regional Groundwater Project  
a. [Ratification of the Amendment for Operation and Maintenance of Six Basins Groundwater Project \(attachment\)](#)  
i. Discussion ii. Action Taken  
b. Six Basins Groundwater Project Update  
c. Proposition 84  
(4) Proposition 1 Integrated Regional Water Management Grant
- X. [Commission Follow-Up \(attachment\)](#) Mr. Hitchman  
a. Discussion b. Action Taken
- XI. Commissioner Comments  
a. Discussion b. Action Taken
- XII. Items for Future Discussion/Review Chair Lima  
a. Discussion b. Action Taken
- XIII. Attorney's Report  
a. Legal Counsel will report on matters of interest or having an effect on the Agency
- XIV. Public Comment on Closed Session Chair Lima
- XV. Closed Session  
(1) 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
- XVI. Reconvene in Open Session  
Report of action, if any, taken in Closed Session

Adjournment

*Next Commission Meeting: Thursday, October 6, 2022, 7:00 a.m. at Rowland Water District.*





- 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.***



**RESOLUTION NO. 08-22-026**  
**A RESOLUTION OF THE COMMISSION OF THE PUENTE BASIN WATER AGENCY**  
**PROCLAIMING A STATE OF EMERGENCY PERSISTS, RE-RATIFYING THE**  
**PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR GAVIN**  
**NEWSOM, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF**  
**THE COMMISSION OF THE PUENTE BASIN WATER AGENCY FOR THE PERIOD**  
**AUGUST 4, 2022 TO SEPTEMBER 2, 2022 PURSUANT TO BROWN ACT**  
**PROVISIONS.**

**WHEREAS**, the Puente Basin Water Agency (the "Agency") is committed to preserving and nurturing public access and participation in its Commission's meetings; and

**WHEREAS**, all meetings of the Agency's Commission are open and public, as required by the Ralph M. Brown Act (California Government Code Sections 54950 – 54963), so that any member of the public may attend, participate, and watch those bodies conduct their business; and

**WHEREAS**, the Brown Act, in Government Code Section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code Section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition for application of Section 54953(e) is that a state of emergency is declared by the Governor pursuant to Government Code Section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code Section 8558; and

**WHEREAS**, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the Agency's boundaries, caused by natural, technological or human-caused disasters; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, the Agency's Commission previously adopted a Resolution, Resolution No. 10-21-020 on October 7, 2021 finding that the requisite conditions exist for the Agency's Commission to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of Section 54953; and

**WHEREAS**, as a condition of extending the use of the provisions found in Section 54953(e), the Agency's Commission must reconsider the circumstances of the state of emergency that exists in the Agency, and the Commission has done so; and

**WHEREAS**, emergency conditions persist in the Agency, specifically, COVID-19, and its Delta variant, remain highly contagious and, therefore, a threat to the health, safety and well-being of the Agency's employees, directors, vendors, contractors, customers and residents; and

**WHEREAS**, orders from the Los Angeles County Department of Public Health and regulations from the State of California impose limitations on gatherings and provide guidance on best practices with respect to actions to reduce the spread of COVID-19; and

**WHEREAS**, the Agency's Commission does hereby find that a state of emergency continues to exist within the Agency's service area as a result of the continuing presence of COVID-19 and resulting local, state and federal orders and guidance, which has caused, and will continue to cause, conditions of peril to the safety of persons within the Agency that are likely to be beyond the control of services,

personnel, equipment, and facilities of the Agency, and the Commissioners desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

**WHEREAS**, as a consequence of the local emergency persisting, the Commission does hereby find that the Agency shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code Section 54953, as authorized by subdivision (e) of Section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of Section 54953; and

**WHEREAS**, the Agency will continue to provide proper notice to the public regarding all Agency Commission meetings, in accordance with Government Code Section 54953(e)(2)(A) and shall provide notice to the public of how they may access any such meeting via call-in number and/or internet link.

**NOW, THEREFORE, THE COMMISSION OF THE PUENTE BASIN WATER AGENCY DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Commission hereby considers the conditions of the state of emergency in the Agency and proclaims that a local emergency now exists throughout the Agency, and that conducting Agency Commission meetings virtually will minimize the possible spread COVID-19 and any variant thereof.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Commission hereby ratifies the Governor of the State of California's Proclamation of State of Emergency regarding COVID-19, dated March 4, 2020.

Section 4. Remote Teleconference Meetings. The Agency's Administrative Officer, or his or her delegee, and the Agency's Commission are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) the expiration of thirty (30) days from the date this Resolution was adopted, as set forth below, or (ii) such time as the Commission adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Agency's Commission may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

**PASSED AND ADOPTED by the Commission of the Puente Basin Water Agency this 4<sup>th</sup> day of August, 2022, by the following roll call vote:**

AYES:  
NOES:  
ABSENT:

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary





August 4, 2022

TO: Board of Commissioners  
FROM: Erik Hitchman, Administrative Officer  
RE: Consider Adoption of Resolution No. 08-22-027  
Establishing Bank Account and Designating Check Signers for PBWA Bank Account

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**Recommendation**

That the Commission consider adoption of Resolution No. 08-22-027, establishing bank account and designating check signers for the Puente Basin Water Agency's Citizens Business Bank account.

**Background**

The Puente Basin Water Agency currently maintains a checking account with Bank of America as the depository for safekeeping of funds needed for day-to-day operations. Staff determined that it would be to the advantage of Puente Basin Water Agency to change the designated depository institution to Citizens Business Bank due to fee increases at Bank of America. It is recommended that the Commission approve Resolution No. 08-22-027, which establishes one or more deposit accounts at Citizens Business Bank and designates the following positions as signers on behalf of the Puente Basin Water Agency.

Chairman – Anthony Lima
Vice-Chairman – Theresa Lee
Administrative Officer – Erik Hitchman
Assistant Administrative Officer – Thomas Coleman
Treasurer – Josh Byerrum
Assistant Treasurer – Esmeralda “Myra” Malner

***Attachments:***

- *Resolution No. 08-22-027*

**RESOLUTION NO. 08-22-027**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF PUENTE BASIN WATER AGENCY  
ESTABLISHING BANK ACCOUNT AND DESIGNATING CHECK SIGNERS**

**WHEREAS**, Puente Basin Water Agency (“Account Holder”) desires to establish one or more deposit accounts with Citizens Business Bank (“Financial Institution”); and

**WHEREAS**, in connection with the opening of such deposit accounts with the Financial Institution, it is necessary to specify those persons who are authorized to access those accounts,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Puente Basin Water Agency that the Account Holder is hereby authorized to open one or more deposit accounts at the Financial Institution, and the Financial Institution is directed to accept any written direction to draw monies, accept account transfers and accept deposits from any of such accounts without further inquiry which bears the signature of either the Account Holder’s duly appointed:

1. Chairman
2. Vice-Chairman
3. Administrative Officer
4. Assistant Administrative Officer
5. Treasurer
6. Assistant Treasurer

**RESOLVED FURTHER** that the Puente Basin Water Agency does hereby requires a minimum of two authorized signatures, one Rowland Water District designee and one Walnut Valley Water District designee, for all checks written;

**RESOLVED FURTHER** that the authority given to the above-referenced signers shall remain in full force until written notice of revocation is delivered to and received by the Financial Institution. Any such notice shall not affect items in process at the time the notice is given. An agent of the Account Holder will notify the Financial Institution of any change in the composition, name or any assumed business names or any aspect of organization affecting the lending relationship between the Account Holder and the Financial Institution.

**RESOLVED FURTHER** that Account Holder’s Secretary is authorized to deliver a certified copy of this resolution to the Financial Institution.

The undersigned certifies that this resolution was adopted by the entity in accordance with law and its charter documents, that it is now in force, and that the persons named above are authorized to act as stated in this resolution.

**PASSED AND ADOPTED at the regular meeting of the Board of Commissioners of Puente Basin Water Agency held on August 4, 2022, by the following roll call vote:**

AYES:  
NOES:  
ABSENT:

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary

**RESOLUTION NO. 08-22-028  
VOLUNTEER PERSONNEL  
WORKERS' COMPENSATION INSURANCE**

**WHEREAS**, this board desires to provide Workers' Compensation Insurance benefits for persons authorized by the Agency to perform volunteer services for the Agency, and

**WHEREAS**, the Legislature of the State of California has provided through legislation (Labor Code Section 3363.5) authorization for the inclusion of such coverage in the District's workers' compensation insurance policy.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Puente Basin Water Agency hereby adopts the policy that an unpaid person authorized to perform volunteer service for the Agency shall be deemed to be an employee of the Agency for the purposes of Workers' Compensation Insurance benefits provided for by law for any injury or illness sustained by them while engaged in the performance of services for the Agency under its direction and control.

**PASSED AND ADOPTED** by the Commission of the Puente Basin Water Agency this 4<sup>th</sup> day of August, 2022, by the following roll call vote:

AYES:  
NOES:  
ABSENT:

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary

**FIRST AMENDMENT TO AGREEMENT  
FOR OPERATION AND MAINTENANCE OF  
SIX BASINS GROUNDWATER PROJECT**

THIS AGREEMENT is made this 16<sup>th</sup> day of June, 2022, by and between THREE VALLEYS MUNICIPAL WATER DISTRICT, a public agency (“TVMWD” herein), and PUENTE BASIN WATER AGENCY, a public agency (“PBWA” herein). TVMWD and PBWA are each referred to as “Party” and jointly referred to as “Parties” herein.

**RECITALS**

A. The Parties entered into an Agreement for Operation and Maintenance of Six Basins Groundwater Project on or about September 15, 2021 (“Agreement” herein) to set forth the respective rights and duties of the Parties concerning the operation and maintenance of the Six Basins Groundwater Project (“Project” herein).

B. WHEREAS the California State Water Resources Control Board Division of Drinking Water (“DDW” herein) has requested revisions to the Agreement to clearly indicate that TVMWD is the responsible permit holder for the operation and maintenance of the Project.

C. WHEREAS, the Parties desire to amend the Agreement in response to the DDW requirements in the manner set forth herein.

**COVENANTS**

NOW THEREFORE, in consideration of the preceding Recitals and the mutual Covenants contained herein, the Parties hereto agree as follows:


Section 1. PROJECT OPERATION. Pursuant to Section XIII.B.2. of the Agreement, Section V.A. of the Agreement is hereby amended to add subsection 10 thereof to provide in full as follows:

“10. TVMWD shall be the responsible agency for the DDW Permit, related communications and correspondence, and permit compliance for Project operations, including any associated violations and penalties, subject to the terms and conditions of the Agreement.”


Section 2. STATUS OF AGREEMENT. Except as expressly set forth herein, all other provisions of the Agreement, as amended, shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have caused this First Amendment to the Agreement to be executed by their respective officers as of the date first above written.

TVMWD:

By:   
Three Valleys Municipal Water District  
Matthew H. Litchfield, General Manager

PBWA:

By:   
Puente Basin Water Agency  
Erik Hitchman, Administrative Officer



August 4, 2022

TO: Board of Commissioners  
 FROM: Erik Hitchman, Administrative Officer  
 RE: Commission Follow-Up

**Recommendation**

For information only.

**Background**

Following is an update regarding matters that have recently come before the Commission.

Item	Meeting Date	Commission Activity	Completed	Follow-Up
PBWA Legislative Activities: Engagement of Lobbyist	10/07/21	Approved renewal agreement		Contract sent for signature
Award contract for Groundwater Management Plan for the Puente Basin	04/07/22	Authorize the Administrative Officer to execute contract with West Yost to develop a Groundwater Management Plan for the Puente Basin	07/25/22: Executed documents received	Completed
Award contract for Groundwater Management Plan for the Puente Basin	04/07/22	Develop a Groundwater Management Plan for the Puente Basin cost sharing agreement between the Agency and City of Industry		Pending
Amendment to PBWA Budget for FY 2022-2023	06/02/22	Approved the Amended PBWA Operating Budget for Fiscal Year 2022-2023	06/14/22: Ratified by Rowland Water District's Board of Directors 06/20/22: Ratified by Walnut Valley Water District's Board of Directors	Completed
LA Solutions for Engineering Solutions, LLC (LASER): Seventh Addendum to Professional Services Agreement for Strategic Consulting Services	06/04/22	Approved agreement	06/24/22: Received executed agreement from LA Solutions for Engineering Solutions, LLC (LASER)	Completed