



**BOARD OF COMMISSIONERS  
MEETING AGENDA**

Rowland Water District  
3021 S. Fullerton Road  
Rowland Heights, CA 91748

**Thursday, October 6, 2022  
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 at <https://puentebasin.com/board-packets/> or 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 Lee \_\_\_\_\_  
                         Commissioner Lima \_\_\_\_\_      Commissioner Tang \_\_\_\_\_
- IV. Public Comment  
The Chair may impose reasonable limitations on public comments to assure an orderly and timely meeting.
- V. [Approval of Minutes for August 4, 2022 \(attachment\)](#) Chairman Lima
  - a. Discussion
  - b. Action Taken
- VI. [Review of Financial Statements: Fourth Quarter FY 21-22 \(attachment\)](#) Ms. Malner
  - a. Discussion
  - b. Action Taken
- VII. [Biennial Review of Conflict of Interest Code \(attachment\)](#) Mr. Hitchman
  - a. Discussion
  - b. Action Taken
- VIII. PBWA Legislative Activities Mr. Hitchman
  - (1) Solve the Water Crisis Coalition Update
- IX. Regional Water Supply Reliability Program Updates/Status: Mr. Coleman/  
Mr. Hitchman
  - (1) Groundwater Management Plan for the Puente Basin
    - a. [Consider Amendment to the Groundwater Management Plan for the Puente Basin \(attachment\)](#)
      - i. Discussion
      - ii. Action Taken

- (2) California Domestic Water Company
- (3) Pomona Basin Regional Groundwater Project
  - a. Six Basins Groundwater Project Update
  - b. 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
- XVII. Adjournment  
*Next Commission Meeting: Thursday, December 8, 2022, 7:00 a.m.*

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

**August 4, 2022  
Walnut Valley Water District hosted the Webex Teleconference Meeting**

**COMMISSIONERS PRESENT:**

Theresa Lee, Commissioner  
Anthony Lima, Commissioner  
Robert Lewis, Commissioner  
Jerry Tang, Commissioner

**STAFF PRESENT:**

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

Staff, guests and others in attendance: Ms. Gabriela Sanchez, and Mr. Robert Leamy, Rowland Water District; and Ms. Sherry Shaw, Mr. Tom Monk, and Mr. Jared Macias; Walnut Valley Water District.

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

**Item IV: Public Comment**

None.

**Item V: Consider Adoption of Subsequent Resolution No. 08-22-026 – Authorizing Remote Teleconference Meetings for the Period of August 4, 2022 to September 2, 2022.**

*Upon consideration thereof, it was moved by Commissioner Lewis, seconded by Commissioner Lee, and carried (4-0) to adopt Resolution No. 08-22-026 authorizing teleconference meetings for the period of August 4, 2022 to September 2, 2022. A roll call vote was then taken:*

**Yes: Lee, Lewis, Lima, Tang**

**Noes: None**

**Motion Passed (4-0)**

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

**Item VI: Approval of Minutes for June 2, 2022**

*Upon consideration thereof, it was moved by Commissioner Tang, seconded by Commissioner Lewis, and carried (4-0) by roll call vote to approve the minutes of the Commission meeting held June 2, 2022. A roll call vote was then taken:*

**Yes: Lee, Lewis, Lima, Tang**

**Noes: None**

**Motion Passed (4-0)**

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

**Item VII: Consider Adoption of Resolution No. 08-22-027 Establishing Bank Account and Designating Check Signers for PBWA Bank Account**

- ♦ Ms. Malner requested that the Commission consider adoption of Resolution No. 08-22-027, establishing a bank account and designating check signers for the Puente Basin Water Agency's Citizen Business Bank account. Financial duties will be moved from Walnut Valley Water District to Rowland Water District staff.

***Upon consideration thereof, it was moved by Commissioner Lewis, seconded by Commissioner Tang, and carried (4-0) to adopt Resolution No. 08-22-027, designating the Chairman, Vice-Chairman, Administrative Officer, Assistant Administrative Officer, Treasurer, and Assistant Treasurer as designated signers to the Puente Basin Water Agency banking account at Citizens Business Bank. A roll call vote was then taken:***

***Yes: Lee, Lewis, Lima, Tang***

***Noes: None***

***Motion Passed (4-0)***

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

**Item VIII: Consider Adoption of Resolution No. 08-22-028 Establishing Volunteer Personnel Coverage Under Workers' Compensation**

- ♦ Mr. Hitchman reported that a recent JPIA field visit suggested the Agency establish a Volunteer Personnel Coverage under the Agency's Workers' Compensation program. Pending approval, a copy of the Resolution will be sent to JPIA for filing.

***Upon consideration thereof, it was moved by Commissioner Tang, seconded by Commissioner Lewis, to adopt Resolution No. 08-22-028, adopting the Volunteer Personnel Workers' Compensation Insurance resolution. A roll call vote was then taken:***

***Yes: Lee, Lewis, Lima, Tang***

***Noes: None***

***Motion Passed (4-0)***

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

**Item IX: 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. ***Ratification of the Amendment for Operation and Maintenance of Six Basins Groundwater Project***  
Mr. Hitchman reviewed the amended and clarifying language requested by the DDW to the Agreement for the Commission's consideration of ratification of those changes.

***Upon consideration thereof, it was moved by Commissioner Lewis, seconded by Commissioner Lee, to approve the First Amendment to Agreement for Operation and Maintenance of Six Basins Groundwater Project. A roll call vote was then taken:***

***Yes: Lee, Lewis, Lima, Tang***

***Noes: None***

***Motion Passed (4-0)***

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

- b. ***Six Basins Groundwater Project Update:*** Ms. Shaw reported that the Old Baldy Well received its sanitary seal retrofit. The Durward Well replacement project received the necessary permits needed.

- c. *Proposition 84*: Mr. Hitchman reported that staff is continuing to move forward with the project and a possible extension is in discussion.

(4) *Proposition 1 Integrated Regional Water Management Grant*:

- ♦ 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 X: Commission Follow-Up**

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

**Item XI: Commissioner Comments**

None.

**Item XII: Items for Future Discussion/Review**

None.

**Item XIII: Attorney's Report**

No report on this item.

**Item XIV: Public Comment on Closed Session**

- ♦ Mr. Ciampa reported that Legislatures have returned from summer session and final legislative activities of the 2021-22 session are underway. Also, the Department of Water Resources has distributed the draft Delta Conveyance Project EIR for comment.

**Item XV: Closed Session at 7:36 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 unanimously ratified the 2022-23 water year, 500 acre-foot lease of Central Basin Allowed Pumping Allocation to Montebello Land & Water Company at a price of \$125 per acre-foot.

**Item XVI: Reconvene in Open Session at 7:42 a.m.**

**Adjournment at 7:43 a.m.**

*Upon consideration thereof, it was moved by Commissioner Lee seconded by Commissioner Lewis, 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: Lee, Lewis, Lima, Tang  
NOES: None  
ABSENT: None

  
Chairman

ATTEST:

  
Secretary



**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: Lee, Lewis, Lima, Tang  
NOES: None  
ABSENT: None

  
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: Lee, Lewis, Lima, Tang

NOES: None

ABSENT: None

  
Chairman

ATTEST:

  
Secretary

# Puente Basin Water Agency

## FY 2021-22 Operating Results By Quarter

		9/30/2021	12/31/2021	3/31/2022	6/30/2022	TOTAL	Budget
1	Income						
2	Administrative Assessment	\$ 54,527	\$ 48,115	\$ 45,107	\$ 58,060	\$ 205,810	\$ 283,375
3	Water Sales - Project	62,223	319,767	189,497	8,979	580,466	2,777,120
4	Water Sales - TVMWD	6,235,111	3,249,905	4,686,422	4,153,494	18,324,933	11,536,290
5	Project Maintenance Reserve	-	1,819	1,153	-	2,972	18,750
6	Used of Stored/Leased Water	-	191,770	141,139	-	332,909	2,131,800
7	Total Income	6,351,861	3,811,377	5,063,318	4,220,534	19,447,090	16,747,335
8	Expense						
9	Source of Supply						
10	Purchased Water - TVMWD	6,069,705	3,086,560	4,498,506	3,965,578	17,620,350	10,832,730
11	Purchased Water - CDWC	-	143,558	91,031	-	234,589	1,465,280
12	Purchased Water - Stored Water	-	191,770	141,139	-	332,909	2,131,800
13	Assessments - MSGBWM	-	72,778	46,118	-	118,896	750,000
14	Total Source of Supply	6,069,705	3,494,666	4,776,794	3,965,578	18,306,743	15,179,810
15	Fixed Charges						
16	TVMWD Equivalent Small Meters	17,309	17,309	18,912	18,912	72,442	72,070
17	TVMWD Water Use Charge	17,745	17,745	16,817	16,817	69,123	68,790
18	TVMWD Connected Capacity	16,621	16,621	18,263	18,263	69,768	69,410
19	MWD Capacity Reservation Charge	111,671	111,671	133,924	133,924	491,190	491,190
20	CDWC Ready To Serve	2,026	2,026	2,026	2,026	8,105	7,440
21	Total Fixed Charges	165,372	165,372	189,942	189,942	710,628	708,900
22	Other Costs						
23	Energy - Pumping and Treatment	2,592	29,249	33,368	2,375	67,584	333,750
24	Materials & Supplies - Chemical	-	7,672	3,982	-	11,654	56,250
25	Materials & Supplies - Others	102	153	163	153	571	19,600
26	Other Costs (RWD Labor etc.)	5,178	11,286	12,088	4,395	32,947	38,700
27	Baldy Lease Agreement	53,045	53,045	-	-	106,090	106,100
28	Permits & Fees	2,060	-	-	-	2,060	2,100
29	Total Other Costs	62,977	101,405	49,602	6,923	220,907	556,500
30	Administrative & General						
31	Legal	1,658	780	875	2,240	5,553	100,000
32	Engineering	-	600	-	600	1,200	5,000
33	Professional Services- Other	34,600	30,000	31,500	26,500	122,600	125,000
34	Insurance - Property & Liability	2,440	2,139	-	-	4,579	5,000
35	Accounting	630	4,751	1,100	2,756	9,237	8,375
36	Administrative Expenses - Other	14,479	9,845	12,353	25,964	62,642	40,000
37	Total Administrative & General	53,806	48,115	45,828	58,060	205,810	283,375
38	Total Expense	6,351,861	3,809,558	5,062,166	4,220,504	19,444,088	16,728,585
39	Other Income/Expense						
40	Stored Water Transfer/Purchase	-	-	-	480,600	480,600	-
41	Leased Water Income	62,500	-	-	-	62,500	62,500
42	LAIF Interest	928	693	655	2,044	4,320	6,000
43	Grant Revenue	-	-	-	-	-	-
44	Other Income	-	-	-	-	-	-
45	Stored Water Expense	-	-	-	(480,600)	(480,600)	-
46	Net Other Income	63,428	693	655	2,044	66,820	68,500
47	Net Income (Loss) Before Transfers	63,428	2,512	1,808	2,073	69,823	87,250
48	Transfer In: Maint. Reserve Funds Used	-	-	-	-	-	-
49	Transfer Out: Maint. Reserve Funds Collected	-	(1,819)	(1,153)	-	(2,972)	(18,750)
50	Net Income (Loss) After Transfers	\$ 63,428	\$ 693	\$ 655	\$ 2,073	\$ 66,850	\$ 68,500

	PBWA Maintenance Reserve	9/30/2021	12/31/2021	3/31/2022	6/30/2022	Year to Date	Budget
51	Beginning Balance	\$ 146,157	\$ 146,157	\$ 147,976	\$ 149,129	\$ 146,157	\$ 146,157
52	Transfers In	-	1,819	1,153	-	2,972	18,750
53	Transfers Out	-	-	-	-	-	-
54	Ending Balance June 30, 2022	\$ 146,157	\$ 147,976	\$ 149,129	\$ 149,129	\$ 149,129	\$ 164,907

# Puente Basin Water Agency

## FY 2021-22 Operating Results By Quarter

Capital Projects		9/30/2021	12/31/2021	3/31/2022	6/30/2022	Year to Date	Life to Date
55	Revenues						
56	Member Assessment - RWD	\$ 2,273	\$ 25,460	\$ 2,932	\$ 46,158	\$ 76,824	\$ 3,226,273
57	Member Assessment - WWWD	2,273	25,460	2,932	46,158	76,824	\$ 3,226,273
58	Grant Proceeds Use	61,816	223,257	50,840	493,769	829,682	\$ 1,872,700
59	Total Revenues	66,363	274,177	56,704	586,085	983,329	\$ 8,325,246
60	Expenses						
61	Pathfinder	4,547	50,920	5,864	92,346	153,677	\$ 3,140,078
62	Pomona Basin	61,816	223,257	50,840	582,844	918,758	\$ 6,852,265
63	Total Expenses	\$ 66,363	\$ 274,177	\$ 56,704	\$ 675,191	1,072,435	\$ 9,992,343

PBWA Stored Water		9/30/2021	12/31/2021	3/31/2022	6/30/2022	Year to Date
64	Stored Water (\$\$):					
65	Beginning Balance	\$ 12,980,026	\$ 12,980,026	\$ 12,788,255	\$ 12,647,117	\$ 12,980,026
66	Add: Transferred Water	-	-	-	480,600	480,600
67	Less: Water Produced	-	(191,770)	(141,139)	-	(332,909)
68	Ending Balance	\$ 12,980,026	\$ 12,788,255	\$ 12,647,117	\$ 13,127,717	\$ 13,127,716
69	Stored Water (AF):					
70	Beginning Balance	21,661	21,661	21,297	21,066	21,661
71	Add: Transferred Water	-	-	-	600	600
72	Less: Water Produced	-	(364)	(231)	-	(594)
73	Ending Balance	21,661	21,297	21,066	21,666	21,666

**PUENTE BASIN WATER AGENCY  
STATEMENT OF CASH FLOWS FY 2021-22**

		BEGINNING BALANCE JULY 1, 2021		\$ 1,583,485.34
<u>Deposits:</u>				
		Rowland	4,871,638.83	
		WVWD	15,704,587.38	
		Palmdale Water District	18,333.26	
		Valley County Water District	11,000.00	
		Montebello Land & Water Company	62,500.00	
		LAIF-Interest	3,028.60	
		Subtotal Deposits		20,671,088.07
		Total Deposits		22,254,573.41
<u>Disbursements</u>				
<u>Date</u>	<u>Check #</u>	<u>Payee</u>		
07/16/21	EFT	TVMWD	(2,089,103.33)	
07/15/21	EFT	Bank of America	(1,856.07)	
08/16/21	EFT	TVMWD	(2,574,738.73)	
09/17/21	EFT	TVMWD	(2,337,274.13)	
07/01/21	1682	City of La Verne	(53,045.00)	
07/01/21	1683	Reeb Government Relations, LLC	(6,000.00)	
07/01/21	1684	Water Replenishment District of Southern	(482.50)	
07/27/21	1685	ACWA/JPIA	(2,439.67)	
07/27/21	1686	City of La Verne	(83.35)	
07/27/21	1687	Civiltec Engineering	(10,823.75)	
07/27/21	1688	Doty Bros. Equipment	(3,338.38)	
07/27/21	1689	LASER LLC	(2,300.00)	
07/27/21	1690	Rowland Water District	(11,688.70)	
07/27/21	1691	Woodard & Curran - RMC	(1,631.00)	
08/17/21	1692	City of La Verne	-	
08/17/21	1693	Fedak & Brown	(630.00)	
08/17/21	1694	Lagerlof, LLP	(520.00)	
08/17/21	1695	LASER LLC	(3,300.00)	
08/17/21	1696	Reeb Government Relations, LLC	(12,000.00)	
08/17/21	1697	Rowland Water District	(337.72)	
08/17/21	1698	Walnut Valley Water District	(12,262.61)	
08/17/21	1699	City of La Verne	(98.65)	
09/07/21	1700	Civiltec Engineering	(740.00)	
09/07/21	1701	Lagerlof, LLP	(260.00)	
09/07/21	1702	Rowland Water District	(3,431.79)	
09/07/21	1703	San Gabriel Valley Watermaster	-	
09/16/21	1704	San Gabriel Valley Watermaster	(220,976.00)	

**PUENTE BASIN WATER AGENCY  
STATEMENT OF CASH FLOWS FY 2021-22**

09/23/21	1705	City of La Verne	(51.00)	
09/23/21	1706	Civiltec Engineering	(2,720.00)	
09/23/21	1707	Doty Bros. Equipment	(27,747.67)	
09/23/21	1708	Lagerlof, LLP	(747.50)	
09/23/21	1709	LASER LLC	(2,100.00)	
09/23/21	1710	Reeb Government Relations, LLC	(6,000.00)	
09/23/21	1711	Rowland Water District	(2,418.23)	
09/23/21	1712	Woodard & Curran - RMC	(13,082.50)	
10/20/21	EFT	TVMWD	(2,354,061.13)	
10/15/21	EFT	Bank of America	(1,843.24)	
11/17/21	EFT	TVMWD	(1,543,775.73)	
12/16/21	EFT	TVMWD	(1,204,932.93)	
10/07/21	1713	ACWA	(3,325.00)	
10/07/21	1714	City of La Verne	(51.00)	
10/07/21	1715	Lagerlof, LLP	(357.50)	
10/07/21	1716	SoCal SCADA Solutions	(7,120.00)	
10/22/21	1717	ACWA/JPIA	(2,139.00)	
10/22/21	1718	Brkich Construction Corp.	(13,829.79)	
10/22/21	1719	Civiltec Engineering	(7,078.00)	
10/22/21	1720	Kear Groundwater	(700.00)	
10/22/21	1721	LASER LLC	(5,200.00)	
10/22/21	1722	Reeb Government Relations, LLC	(6,000.00)	
10/22/21	1723	Rowland Water District	(2,449.75)	
10/22/21	1724	Walnut Valley Water District	(4,137.40)	
11/16/21	1725	City of La Verne	(51.00)	
11/16/21	1726	Civiltec Engineering	(3,293.75)	
11/16/21	1727	Doty Bros. Equipment	(31,281.25)	
11/16/21	1728	Fedak & Brown	(3,125.00)	
11/16/21	1729	Lagerlof, LLP	(552.50)	
11/16/21	1730	LASER LLC	(2,800.00)	
11/16/21	1731	Reeb Government Relations, LLC	(6,000.00)	
11/16/21	1732	Rowland Water District	(6,585.67)	
11/16/21	1733	Woodard & Curran - RMC	(11,816.25)	
12/06/21	1734	City of La Verne	(51.00)	
12/06/21	1735	Fedak & Brown	(795.00)	
12/06/21	1736	Kear Groundwater	(840.00)	
12/06/21	1737	LASER LLC	(3,600.00)	
12/06/21	1738	Rowland Water District	(36,283.71)	
12/22/21	1739	Kear Groundwater	(1,120.00)	
12/22/21	1740	Lagerlof, LLP	(292.50)	
12/22/21	1741	Reeb Government Relations, LLC	(6,000.00)	

**PUENTE BASIN WATER AGENCY  
STATEMENT OF CASH FLOWS FY 2021-22**

12/22/21	1742	Rowland Water District	(11,603.07)	
01/20/22	EFT	TVMWD	(1,261,362.53)	
01/18/22	EFT	Bank of America	(1,863.73)	
02/18/22	EFT	TVMWD	(783,609.79)	
03/17/22	EFT	TVMWD	(1,178,945.31)	
03/15/22	EFT	Bank of America	(1,858.76)	
01/14/22	1743	Brkich Construction Corp.	(188,054.14)	
01/14/22	1744	City of La Verne	(53,045.00)	
01/14/22	1745	Civiltec Engineering	(7,472.50)	
01/14/22	1746	Fedak & Brown	(831.00)	
01/14/22	1747	Lagerlof, LLP	(227.50)	
01/14/22	1748	LASER LLC	(5,600.00)	
01/14/22	1749	Rowland Water District	(32,567.80)	
02/09/22	1750-1756	VOID	-	
02/09/22	1757	City of La Verne	(109.84)	
02/09/22	1758	Civiltec Engineering	(8,147.50)	
02/09/22	1759	Fedak & Brown	(600.00)	
02/09/22	1760	LASER LLC	(4,800.00)	
02/09/22	1761	Reeb Government Relations, LLC	(6,000.00)	
02/09/22	1762	Rowland Water District	(47,300.31)	
02/09/22	1763	Walnut Valley Water District	(12,786.90)	
03/08/22	1764	Civiltec Engineering	(5,770.00)	
03/08/22	1765	Lagerlof, LLP	(525.00)	
03/08/22	1766	Reeb Government Relations, LLC	(6,000.00)	
03/08/22	1767	Rowland Water District	(24,948.79)	
03/28/22	1768	City of La Verne	(53.55)	
03/28/22	1769	Fedak & Brown	(500.00)	
03/28/22	1770	Lagerlof, LLP	(210.00)	
03/28/22	1771	Reeb Government Relations, LLC	(6,000.00)	
03/28/22	1772	Rowland Water District	(12,531.40)	
03/29/22	1773	City of La Verne	(51.00)	
04/20/22	EFT	TVMWD	(1,430,783.61)	
05/18/22	EFT	TVMWD	(2,076,693.41)	
06/16/22	EFT	TVMWD	(1,039,291.91)	
04/27/22	1774	Civiltec Engineering	(27,751.10)	
04/27/22	1775	LASER LLC	(8,700.00)	
04/27/22	1776	Reeb Government Relations, LLC	(6,000.00)	
04/27/22	1777	Rowland Water District	(2,355.45)	
04/27/22	1778	Walnut Valley Water District	(13,443.25)	
04/27/22	1779	Woodard & Curran - RMC	(6,317.68)	
05/20/22	1780	Best Drilling and Pump Inc	(26,657.00)	

**PUENTE BASIN WATER AGENCY  
STATEMENT OF CASH FLOWS FY 2021-22**

05/20/22	1781	City of La Verne	(51.00)	
05/20/22	1782	Civiltec Engineering	(1,720.00)	
05/20/22	1783	Lagerlof, LLP	(525.00)	
05/20/22	1784	LASER LLC	(4,600.00)	
05/20/22	1785	Rowland Water District	(337.72)	
05/20/22	1786	SoCal SCADA Solutions	(8,720.00)	
05/20/22	1787	City of La Verne	(51.00)	
06/17/22	1788	Doty Bros. Equipment	(92,316.45)	
06/17/22	1789	Fedak & Brown	(700.00)	
06/17/22	1790	LASER LLC	(4,500.00)	
06/17/22	1791	Reeb Government Relations, LLC	(6,000.00)	
06/17/22	1792	Rowland Water District	(2,151.80)	
06/30/22	1793	Civiltec Engineering	(4,927.50)	
06/30/22	1794	Kear Groundwater	(2,100.00)	
06/30/22	1795	KP Public Affairs LLC	(15,000.00)	
06/30/22	1796	Lagerlof, LLP	(560.00)	
06/30/22	1797	Rowland Water District	(2,428.89)	
		Total Disbursements		<u>(21,123,774.57)</u>
		ENDING BALANCE JUNE 30, 2022		\$ 1,130,798.84
		LAIF		\$ 689,984.36
		Checking		\$ 440,814.48
		Total Cash Balance		\$ 1,130,798.84



# 2022 BIENNIAL REVIEW CERTIFICATION FORM

Submit now or no later than October 3, 2022

Name of Agency: Puente Basin Water Agency  
Name of Agency Head: Erik Hitchman  
Mailing Address: 271 S. Brea Canyon Road  
City: Walnut State: CA Zip Code: 91789  
Agency Code Officer: Carmen Fleming Office Phone No.: 909-595-1268  
E-Mail Address: cfleming@wwwd.com

*Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.*

**This agency has reviewed its conflict of interest code and has determined that (check one box):**

- ☐ 1. **AN AMENDMENT IS REQUIRED** (Check all that apply. You have 90 days to submit your changes):
- ☐ Include new positions
  - ☐ Revise disclosure categories
  - ☐ Revise the titles of existing positions
  - ☐ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
  - ☐ Other (describe) \_\_\_\_\_
- ☐ 2. **THE CODE CHANGES HAVE BEEN SUBMITTED AND ARE IN THE PROCESS OF ADOPTION BY THE COUNTY.**
- ☒ 3. **NO AMENDMENT IS REQUIRED.**

**If your code has not been amended in more than five years, amendments may be necessary.**

**Verification (to be completed if no amendment is required)**

*This agency's conflict of interest code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions. The code includes all other provisions required by Government Code Section 87302.*

  
Signature of Agency Head or Designee

Sept 20, 2022  
Date

**All agencies must complete and return this notice even if no amendment is required, and regardless of how recently your code was approved or amended. Please submit this notice no later than Monday, October 3, 2022 to [COICODES-Desk@bos.lacounty.gov](mailto:COICODES-Desk@bos.lacounty.gov)**

**PLEASE DO NOT RETURN THIS FORM TO THE FPPC**

Conflict of Interest Code  
of the

**PUENTE BASIN WATER AGENCY**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Commission Members, Alternate Commission Members, as appropriate, and its Administrative Officer and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

## **PUENTE BASIN WATER AGENCY**

### **EXHIBIT "A"**

#### **CATEGORY 1**

Persons in this category shall disclose, in accordance with this Code, all interests in real property within the Agency, except personal residences. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the Agency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

#### **CATEGORY 2**

Persons in this category shall disclose all investments and business positions.

#### **CATEGORY 3**

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

#### **CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

## **PUENTE BASIN WATER AGENCY**

### **EXHIBIT "B"**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Commission Member/Alternate	1, 2, 3
Administrative Officer	1, 2, 3
Consultants/New Positions*	

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Administrative Officer or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Administrative Officer or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the identical duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position

**EFFECTIVE DATE: 10/28/2020**

## AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT

Puente Basin Water Agency, a public corporation organized and existing under the provisions of the California Government Code (“Agency”) and West Yost (“Consultant”) hereby amend the provisions of the Professional Consultant Services Agreement dated May 25, 2022 (“Agreement”) into which they previously entered.

The Agreement is amended as follows:

A. Section 3.2.4(a) is amended with the newly added language underlined and deletion marked as stricken, as follows:

“(a) Additional Insured Status: Agency and the City of Industry, and their respective ~~its~~ commissioners, council members, officers, employees and authorized volunteers are to be given insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations performed by or on behalf of the Consultant, including materials, parts, or equipment furnished in connection with such work or operations.”

B. Section 3.3 is amended with the newly added language underlined and deletion marked as stricken, as follows:

“3.3 Indemnification. To the extent permitted by law, Consultant shall hold harmless and indemnify the Agency and the City of Industry (“City”), and their respective ~~its~~ commissioners, council members, officers, employees and authorized volunteers, against any and all liability, claims, demands, losses, damages or expenses, including reasonable attorney’s fees and costs, to the extent caused by the negligent, reckless or willful misconduct of Consultant and its officers, agents or employees in rendering services under this Agreement; but this indemnity does not apply to liability for damages arising from the sole negligence, active negligence or willful acts of the Agency and/or the City; and does not apply to the passive negligence of the Agency and/or the City unless caused at least in part by Consultant. Notwithstanding any language to the contrary in this Agreement, Consultant shall only be required to reimburse Agency and/or the City for defense fees and costs (including reasonable attorney’s fees), in proportion to Consultant’s proven acts of negligence and further, only to the extent such fees and costs were directly attributable to Agency’s and/or the City’s defense of a suit based on Consultant’s proven negligence. The Parties also acknowledge that this Agreement is subject to California Civil Code 2782.8 as amended and effective January 1, 2018.

“Consultant’s obligation to indemnify shall not be limited to insurance proceeds, if any, received by Agency or the City or any of ~~its~~ their respective commissioners, officers, employees, agents, or volunteers.”

C. Except as amended by Paragraphs A and B, above, the Agreement shall remain unchanged and in full force and effect.

The parties hereto have caused this Amendment to be duly executed by their respective authorized officers.

**PUENTE BASIN WATER AGENCY**

**WEST YOST**

By \_\_\_\_\_  
Erik Hitchman, Administrative Officer

By \_\_\_\_\_

\_\_\_\_\_  
(Print Name/Title)

Date \_\_\_\_\_

Date \_\_\_\_\_



August 4, 2022

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

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### **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
Water Rights Lease of 500 acre-feet for FY 2022/23 and FY 2021/22 to Montebello Land and Water Company	8/4/22	Closed Session report	8/18/22: Received recording of lease from the Water Replenishment District of Southern California for 500 acre-feet. (see attached)	Complete



# CENTRAL BASIN WATERMASTER ADMINISTRATIVE BODY



August 18, 2022

Montebello Land and Water Company  
P.O. Box 279  
Montebello, CA 90640  
Attn: Korey Bradbury, General Manager

Dear Korey Bradbury,

The Administrative Body of the Central Basin Watermaster has received, recorded, and filed your water right lease agreement that includes the information shown below.

Licensor:	Puente Basin Water Agency
Licensee:	Montebello Land and Water Company
Lease dated:	August 16, 2022
Date received:	August 17, 2022
Lease amount:	465.00 acre-feet of Allowed Pumping Allocation
Carryover flexibility right:	Shall go to Licensee
Applicable for period:	July 1, 2022 through June 30, 2023
Watermaster service area:	Central Basin

Your lease transaction is confirmed. To view the new balances of your water rights, please log on to our website at <https://rights.wrd.org/> after allowing for approximately one week for processing. If you have any questions regarding this transaction, please contact me at [erojas@wrd.org](mailto:erojas@wrd.org) or (562) 275-4259.

Sincerely,

A handwritten signature in blue ink, appearing to read "Esther Valle Rojas", is written over a light blue horizontal line.

Esther Valle Rojas  
Manager of Watermaster & Water Resources

cc: Puente Basin Water Agency  
271 S. Brea Canyon Rd.  
Walnut, CA 901789  
Attn: Erik Hitchman, Administrative Officer