

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

**February 2, 2023
At the Offices of the
Rowland Water District**

COMMISSIONERS PRESENT:

Theresa Lee, Commissioner
Anthony Lima, Commissioner
Robert Lewis, Commissioner
Scarlett Kwong, Alternate 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, Rowland Water District; and Ms. Sherry Shaw, Mr. Tom Monk, and Mr. Jared Macias; 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 December 8, 2022

Upon consideration thereof, it was moved by Commissioner Lee, seconded by Commissioner Lewis, and carried (4-0) to approve the minutes of the Commission meeting held December 8, 2022.

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

Item VII: Review of Financial Statements: Second Quarter FY 22-23

◆ Ms. Malner reviewed the Second Quarter Fiscal Year 2022-23 financials.

Upon consideration thereof, it was moved by Commissioner Lewis, seconded by Commissioner Lee, and unanimously carried (4-0), to receive, approve and file the financials for the Second Quarter Fiscal Year 2022-23.

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

Item VII: Receive and File Rowland Water Districts' 2023 - PBWA Board Member Appointment Resolution

◆ Mr. Hitchman reported the attached resolution appointing Rowland Water Districts' Commissioners for 2023 was adopted by Rowland Water District's Board of Directors. Due to a recent Walnut Valley Water District Board member vacancy, its appointment resolution will be brought to the April Commission meeting.

Upon consideration thereof, it was moved by Commissioner Lee, seconded by Commissioner Lewis, and unanimously carried (4-0) to receive and file Rowland Water Districts' 2023 PBWA Board Member appointment resolution.

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

Item VIII: Annual Selection of Commission Officers and Commission Staff

◆ As per the rotation policy, new Commission officers would be selected at this meeting. However, due to the delay in Walnut Valley Water District's appointments, the Commission deferred the annual selection of the Chair and Vice-Chair to the April 6, 2023 meeting.

Upon consideration thereof, it was moved by Commissioner Lee, seconded by Commissioner Lewis, and unanimously carried (4-0) that the Commission defer the annual selection of the Chair and Vice-Chair to the April 6, 2023 meeting.

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

◆ Also, the annual appointment of Administrative Officer, Assistant Administrative Officer, Treasurer, Assistant Treasurer, and Secretary shall be as set forth in the JPA Agreement.

Upon consideration thereof, it was moved by Commissioner Lewis, seconded by Alternate Commissioner Kwong, and unanimously carried (4-0) that the Agency's administrative positions will be as follows: Mr. Macias as Administrative Officer, Mr. Coleman as Assistant Administrative Officer, Ms. Malner as Treasurer, Mr. Byerrum as Assistant Treasurer, and Ms. Fleming as Secretary of the Puente Basin Water Agency, for the 2023 term, effective immediately.

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

Item IX: PBWA Legislative Activities

a. Solve the Water Crisis Coalition Update

- ◆ The Commission was updated on the Solve the Water Crisis Coalition's recent activities.
- ◆ The cost of membership with the California Municipal Utilities Agency (CMUA) was requested to be included on the April 6, 2023 agenda.

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

(1) Groundwater Management Plan for the Puente Basin

a. Phase 1: Project Update

- ◆ Mr. Macias updated the Commissioners on the Phase 1 presentation made at a stakeholder meeting held January 11, 2023. The next presentation is projected for July or August 2023.

b. Groundwater Reliability Partnership – Cost Sharing Agreement

- ◆ Mr. Hitchman briefed the Commissioners on the cost sharing agreement for the Groundwater Reliability Partnership with Three Valleys Municipal Water District (TVMWD), and the City of Glendora.
- ◆ The Commission was asked to approve the retention of Woodard & Curran to complete the feasibility study for the project based on current conditions. TVMWD will serve as the lead agency for the study.
- ◆ Grammatical edit to Exhibit A, changing "Authority" to "Agency".

Upon consideration thereof, it was moved by Commissioner Lee, seconded by Commissioner Lewis, and unanimously carried (4-0), to authorize the Administrative Officer to execute a cost sharing agreement for Groundwater Reliability Partnership with Three Valleys Municipal Water District, and the City of Glendora, with the noted grammatical change.

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

(2) California Domestic Water Company

- ◆ Mr. Coleman reported that the Cal Domestic project was operating at a single pump flow and maintenance work was briefly performed halting production for a few days.

(3) Pomona Basin Regional Groundwater Project

a. Consider Acceptance of Work and Notice of Completion for the Six Basins Project (Phase 2) – Durward Well Developing & Equipping-Drilling Phase (P.N. PB18-0005-P2-DR)

- ◆ Ms. Shaw reported that the contractors have substantially completed the work on the project and that work has been performed in accordance with the contract documents. Staff requested the Commission accept the work as installed and authorize the filing of Notice of Completion.

Upon consideration thereof, it was moved by Commissioner Kwong, seconded by Commissioner Lee, and unanimously carried (4-0), to accept the work as installed and authorize the filing of Notice of Completion for the Six Basins Project (Phase 2) – Durward Well Developing & Equipping-Drilling Phase (P.N. PB18-0005-P2-DR).

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

b. Six Basins Groundwater Project Update

- ◆ Mr. Hitchman reported that the equipping well design is under review.

c. Proposition 84

- ◆ Mr. Macias reported that the latest project quarterly report would be prepared and submission continues.

(4) Proposition 1 Integrated Regional Water Management Grant

- ◆ Mr. Hitchman reported that staff receives regular updates from Wendy La, of LASER, Inc.

Item XI: Commission Follow-Up

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

Item XII: Commissioner Comments

None.

Item XIII: Items for Future Discussion/Review

None.

Item XIV: Attorney's Report

- ◆ Mr. Ciampa updated the Commission on AB249, regarding school water sampling and will update staff and the Commission on any significant developments.

Item XV: Adjournment at 8:23 a.m.

Upon consideration thereof, it was moved by Commissioner Lewis seconded by Alternate Commissioner Kwong, and unanimously carried (4-0), to adjourn the Commission meeting. The next Commission meeting to be held April 6, 2023.