



**BOARD OF COMMISSIONERS
MEETING AGENDA**

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

**Thursday, February 1, 2024
To begin at 8:00 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 Chair Lee
- II. Flag Salute
- III. Roll Call Commissioner Lewis _____ Commissioner Lee _____
 Commissioner Lima _____ Commissioner Woo _____
- IV. Public Comment
The Chair may impose reasonable limitations on public comments to assure an orderly and timely meeting.
- V. [Approval of Minutes for December 7, 2023 \(attachment\)](#) Chair Lee
 - a. Discussion
 - b. Action Taken
- VI. [Review of Financial Statements: Second Quarter FY 23-24 \(attachment\)](#) Ms. Malner
 - a. Discussion
 - b. Action Taken
- VII. [Receive and File Rowland and Walnut Valley Water Districts' 2024 PBWA Board Member Appointment Resolutions \(attachment\)](#) Mr. Macias
 - a. Discussion
 - b. Action Taken
- VIII. [Annual Selection of Commission Officers and Commission Staff \(attachment\)](#) Chair
 - a. Discussion
 - b. Action Taken

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

**December 7, 2023
At the Offices of the
Walnut Valley Water District**

COMMISSIONERS PRESENT:

Theresa Lee, Commissioner
Robert Lewis, Commissioner
Anthony Lima, Commissioner (arrived at 7:30 a.m.)
Henry Woo, Commissioner
Tom Coleman, Alternate Commissioner

STAFF PRESENT:

Jared Macias, Administrative Officer
Myra Malner, Treasurer
Josh Byerrum, Assistant Treasurer
Jim Ciampa, Legal Counsel (via Telephone)

Staff, guests and others in attendance: Ms. Gabriela Palomares and Mr. Dusty Moisia, Rowland Water District; and Ms. Sherry Shaw, Mr. Tom Monk, and Mr. Erik Hitchman, Walnut Valley Water District.

The meeting was called to order at 7:08 a.m. with Chair Lee presiding. It was noted that Commissioner Lima would arrive late, and therefore Mr. Coleman would assume the role of Alternate Commissioner voting member during Commissioner Lima's absence.

Item IV: Public Comment

None.

Item V: 2022-23 Audited Financial Statements – Prepared by Fedak & Brown

Mr. Chris Brown, representative of C.J. Brown and Company CPAs, joined the meeting via teleconference and presented the 2022-23 Audited Financial Statements as prepared by his firm. Upon conclusion of Mr. Brown's presentation, he reported the financial statements of the Puente Basin Water Agency presented fairly in all material respects, the respective financial position of the business type activities, as of June 30, 2023 and 2022, and the respective changes in financial position, and cash flows thereof for the years then ended were in accordance with accounting principles generally accepted.

Upon consideration thereof, it was moved by Alternate Commissioner Coleman, seconded by Commissioner Woo, and unanimously carried (4-0) to approve and file 2022-23 Puente Basin Water Agency Audited Financial Statements.

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

Item VI: Approval of Minutes for October 5, 2023

Upon consideration thereof, it was moved by Commissioner Lewis, seconded by Commissioner Lee, and unanimously carried (4-0) to approve the minutes of the Commission meeting held on October 5, 2023.

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

Item VII: Review of Financial Statements: First Quarter FY 23-24

◆ Ms. Malner reviewed the First Quarter Fiscal Year 2023-24 financials and answered questions posed by Commissioners.

Upon consideration thereof, it was moved by Commissioner Lewis, seconded by Commissioner Woo, and unanimously carried (4-0), to receive, approve and file the financials for the First Quarter Fiscal Year 2023-24.

(Commissioner Lima arrived at 7:30 a.m. during Ms. Malner's review of the First Quarter Financial Statements)

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

Item VIII: PBWA Legislative Activities

(1) CA Water for All Campaign Update

- ◆ Mr. Macias reported that both Rowland Water District and Walnut Valley Water District are in the process of scheduling meetings with local representatives to address the water challenges that negatively affect the state and to request their support for SB 366. The Commission will continue to be apprised of advancements in meetings with local representatives.

Item IX: PBWA's Proposed 2024 Meeting Schedule and Approval of Resolution No. 12-23-031 Noting Same (attachment)

Upon consideration thereof, it was moved by Commissioner Lima, seconded by Commissioner Woo, and unanimously carried (4-0) by the roll call vote noted below, to adopt PBWA Resolution No. 12-23-031, Adopting the 2024 PBWA Meeting Schedule:

Ayes: Robert Lewis, Theresa Lee, Anthony J. Lima, Henry Woo

Noes: None

Absent: None

Abstain: None

Chair Lee indicated that PBWD Resolution No. 12-23-031 was approved by a 4-0 roll call vote

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

(1) Groundwater Management Plan for the Puente Basin

- ◆ Mr. Macias noted that West Yost continues its effort in developing the Groundwater Management Plan for the Puente Basin. A meeting will be scheduled in early 2024 for continued stakeholder discussion.

(2) California Domestic Water Company

- ◆ Mr. Coleman noted that although the Cal Domestic project is currently offline, production for October was 100 acre-feet, and November was 98.7 acre-feet.

(3) Pomona Basin Regional Groundwater Project

a. Consider Approval of a Professional Services Engineering Agreement with Woodard & Curran for the Puente Basin Water Agency Regional Water Supply Program Update

- ◆ Commissioners received copies of the Proposal for the Puente Basin Water Agency Regional Water Supply Program Update, as prepared by Woodard & Curran.
- ◆ Mr. Macias presented the summary of deliverables proposed by Woodard & Curran. Staff in attendance then took a moment to answer questions posed by Commissioners.

Following discussion, upon consideration thereof, it was moved by Commissioner Lima, seconded by Commissioner Woo, and unanimously carried (4-0), to approve the Professional Services Engineering Agreement with Woodard & Curran for the Regional Water Supply Program Update, in an amount not to exceed \$125,342.

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

- b. *Consider Approval of a Professional Services Agreement with Morrow-Meadows Corporation for Bypass 1 and 2 PLC Modifications*

Following discussion, upon consideration thereof, it was moved by Commissioner Lewis, seconded by Commissioner Lima, and unanimously carried (4-0), to approve the Professional Services Agreement with Morrow-Meadows Corporation for Bypass 1 and 2 PLC Modifications, in an amount not to exceed \$105,300.

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

- c. *Six Basins Groundwater Project Update –*
◆ Ms. Shaw reported on the Old Baldy Well project's status.
- d. *Proposition 84*
◆ Mr. Macias updated the Commission on the continuing project reporting required for the receipt of grant funds.

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

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

Item XI: Commission Follow-Up

None.

Item XII: Commissioner Comments

None.

Item XIII: Items for Future Discussion/Review

None.

Item XIV: Attorney's Report

No report on this item.

Item XV: Adjournment at 8:34 a.m.

Upon consideration thereof, it was moved by Commissioner Lima to adjourn the Commission meeting. The next Commission meeting is to be held February 1, 2024, at Rowland Water District.

Puente Basin Water Agency

FY 2023-24 Operating Results By Quarter

		9/30/2023	12/31/2023	TOTAL	Budget
	Ordinary Income/Expense				
1	Income				
2	Administrative Assessment	\$ 158,700	\$ 59,251	\$ 217,951	\$ 379,000
3	Water Sales - Project	154,570	263,940	418,510	1,016,300
4	Water Sales - TVMWD	4,191,774	3,026,018	7,217,791	14,765,400
5	Project Maintenance Reserve	390	1,672	2,062	5,500
6	Used of Stored/Leased Water	43,917	188,122	232,039	617,600
7	Total Income	4,549,350	3,539,003	8,088,353	16,783,800
8	Expense				
9	Source of Supply				
10	Purchased Water - TVMWD	4,040,797	2,877,101	6,917,897	14,136,400
11	Purchased Water - CDWC	33,518	142,754	176,272	468,400
12	Purchased Water - Stored Water	43,917	188,122	232,039	617,600
13	Assessments - MSGBWM	15,692	67,210	82,902	220,000
14	Total Source of Supply	4,133,923	3,275,187	7,409,111	15,442,400
15	Fixed Charges				
16	TVMWD Equivalent Small Meters	20,407	20,407	40,814	84,700
17	TVMWD Water Use Charge	18,311	18,311	36,622	76,900
18	TVMWD Connected Capacity	19,436	19,436	38,872	81,000
19	MWD Capacity Reservation Charge	90,763	90,763	181,525	384,300
21	Total Fixed Charges	148,917	148,917	297,834	626,900
22	Other Costs				
23	Energy - Pumping and Treatment	43,161	33,791	76,952	117,700
24	Materials & Supplies - Chemical	-	10,725	10,725	29,700
25	Materials & Supplies - Others	153	153	306	20,000
26	Other Costs (RWD Labor etc.)	4,780	9,307	14,087	44,700
27	Baldy Lease Agreement	57,265	-	57,265	115,800
28	Permits & Fees	2,060	-	2,060	2,100
29	Total Other Costs	107,420	53,975	161,395	330,000
30	Administrative & General				
31	Legal	2,870	700	3,570	20,000
32	Engineering	-	750	750	5,000
33	Professional Services- Other	135,550	30,115	165,665	283,000
34	Insurance - Property & Liability	4,146	2,138	6,284	5,700
35	Accounting	3,328	1,714	5,042	8,400
36	Administrative Expenses - Other	12,806	23,834	36,640	56,900
37	Total Administrative & General	158,700	59,251	217,951	379,000
38	Total Expense	4,548,960	3,537,331	8,086,291	16,778,300
39	Other Income/Expense				
40	Stored Water Transfer/Purchase	-	-	-	-
41	Leased Water Income	65,000	-	65,000	125,500
42	LAIF Interest	-	2,372	2,372	2,000
43	Grant Revenue	-	-	-	-
44	Other Income	-	-	-	-
45	Stored Water Expense	-	-	-	-
46	Net Other Income	65,000	2,372	67,372	127,500
47	Net Income (Loss) Before Transfers	65,390	4,044	69,434	133,000
48	Transfer In: Maint. Reserve Funds Used	-	-	-	-
49	Transfer Out: Maint. Reserve Funds Collected	(390)	(1,672)	(2,062)	(5,500)
50	Net Income (Loss) After Transfers	\$ 65,000	\$ 2,372	\$ 67,372	\$ 127,500

PBWA Maintenance Reserve		9/30/2023	12/31/2023	Year to Date	Budget
51	Beginning Balance	\$ 161,603	\$ 161,993	\$ 161,603	\$ 161,603
52	Transfers In	390	1,672	2,062	5,500
53	Transfers Out	-	-	-	-
54	Ending Balance June 30, 2023	\$ 161,993	\$ 163,665	\$ 163,665	\$ 167,103

Puente Basin Water Agency

FY 2023-24 Operating Results By Quarter

Capital Projects		9/30/2023	12/31/2023	Year to Date	Life to Date
55	Revenues				
56	Member Assessment - RWD	\$ 36,166	\$ 185,287	\$ 221,454	\$ 4,212,933
57	Member Assessment - WWWD	36,166	185,287	221,454	\$ 4,212,933
58	Grant Proceeds Use	-	-	-	\$ 1,872,700
59	Total Revenues	72,333	370,574	442,907	\$ 10,298,566
60	Expenses				
61	Pathfinder	-	-	-	\$ 3,140,078
62	Pomona Basin	72,333	370,574	442,907	\$ 9,358,651
63	Total Expenses	\$ 72,333	\$ 370,574	442,907	\$ 12,498,729

PBWA Stored Water		9/30/2023	12/31/2023	Year to Date
64	Stored Water (\$\$):			
65	Beginning Balance	\$ 14,977,731	\$ 14,933,814	\$ 14,977,731
66	Add: Transferred Water	-	-	-
67	Less: Water Produced	(43,917)	(188,122)	(232,039)
68	Ending Balance	\$ 14,933,814	\$ 14,745,692	\$ 14,745,692
69	Stored Water (AF):			
70	Beginning Balance	23,755	23,677	23,755
71	Add: Transferred Water	-	-	-
72	Less: Water Produced	(78)	(334)	(412)
73	Ending Balance	23,677	23,343	23,343

**PUENTE BASIN WATER AGENCY
STATEMENT OF CASH FLOWS
FY 2023-24**

		BEGINNING BALANCE JULY 1, 2023		\$ 358,932.53
<u>Deposits:</u>				
		Rowland	3,212,766.92	
		WVWD	5,441,256.36	
		Bellflower	5,000.00	
		South Montebello Irrigation District	65,000.00	
		LAIF-Interest	4,421.53	
		Subtotal Deposits		8,728,444.81
		Total Deposits		9,087,377.34
<u>Disbursements</u>				
<u>Date</u>	<u>Check #</u>	<u>Payee</u>		
07/19/23	EFT	TVMWD	(856,417.00)	
08/23/23	EFT	TVMWD	(1,116,146.30)	
09/20/23	EFT	TVMWD	(1,563,760.30)	
07/05/23	2092	Civiltec Engineering	(3,760.20)	
07/05/23	2093	Rowland Water District	(54,680.96)	
07/05/23	2094	Southern California Edison	(35.63)	
07/05/23	2095	Water Replenishment District of Southern	(144.75)	
07/05/23	2096	West Yost & Associates, Inc.	(12,402.50)	
07/05/23	2097	Reeb Government Relations, LLC	(4,500.00)	
07/17/23	2098	City of La Verne	(57,264.91)	
07/17/23	2099	Reeb Government Relations, LLC	(4,500.00)	
07/17/23	2100	Southern California Edison	(29.50)	
07/17/23	2101	West Yost & Associates, Inc.	(16,176.25)	
07/17/23	2102	City of La Verne	(51.00)	
08/01/23	2103	ACWA/JPIA	(4,046.22)	
08/01/23	2104	C.J. Brown & Company CPAs	(3,078.00)	
08/01/23	2105	Civiltec Engineering	(3,598.00)	
08/01/23	2106	Kear Groundwater	(3,300.00)	
08/01/23	2107	Lagerlof, LLP	(1,610.00)	
08/01/23	2108	LASER LLC	(1,500.00)	
08/01/23	2109	Rowland Water District	(35,119.78)	
08/01/23	2110	Walnut Valley Water District	(1,542.95)	
08/01/23	2111	City of La Verne	(51.00)	
08/01/23	2112	Southern California Edison	(37.66)	
08/14/23	2113	ACWA/JPIA	(100.00)	
08/14/23	2114	Civiltec Engineering	(880.00)	
08/14/23	2115	Lagerlof, LLP	(175.00)	
08/14/23	2116	Reeb Government Relations, LLC	(4,500.00)	
08/14/23	2117	Rowland Water District	(17,168.20)	
08/14/23	2118	Water Replenishment District of Southern	(196,869.00)	
08/28/23	2119	Rowland Water District	(16,759.04)	
08/28/23	2120	Southern California Edison	(37.75)	
08/28/23	2121	West Yost & Associates, Inc.	(21,760.25)	
09/14/23	2122	City of La Verne	(51.00)	

**PUENTE BASIN WATER AGENCY
STATEMENT OF CASH FLOWS
FY 2023-24**

09/14/23	2123	Reeb Government Relations, LLC	(4,500.00)	
09/14/23	2124	Rowland Water District	(17,087.18)	
09/14/23	2125	San Gabriel Valley Watermaster	(279,367.89)	
09/29/23	2126	C.J. Brown & Company CPAs	(3,328.00)	
09/29/23	2127	City of La Verne	(51.00)	
09/29/23	2128	Lagerlof, LLP	(1,015.00)	
09/29/23	2129	LASER LLC	(3,800.00)	
09/29/23	2130	Rowland Water District	(2,235.02)	
09/29/23	2131	Southern California Edison	(36.49)	
09/29/23	2132	Southern California Edison	(771.63)	
09/29/23	2133	TVMWD	(15,873.34)	
10/23/23	EFT	TVMWD	(1,384,858.60)	
11/20/23	EFT	TVMWD	(1,243,154.80)	
12/20/23	EFT	TVMWD	(1,135,079.20)	
10/12/23	2134	Civiltec Engineering	(2,843.75)	
10/12/23	2135	LASER LLC	(8,100.00)	
10/12/23	2136	Morrow Meadow	(67,849.00)	
10/12/23	2137	Southern California Edison	(95.15)	
10/12/23	2138	Walnut Valley Water District	(600.29)	
10/12/23	2139	West Yost & Associates, Inc.	(45,184.75)	
10/25/23	2140	ACWA	(3,565.00)	
10/25/23	2141	Lagerlof, LLP	(1,680.00)	
10/25/23	2142	Reeb Government Relations, LLC	(4,500.00)	
10/25/23	2143	Rowland Water District	(8,865.61)	
10/25/23	2144	TVMWD	(5,821.99)	
11/14/23	2145	City of La Verne	(51.00)	
11/14/23	2146	Civiltec Engineering	(660.00)	
11/14/23	2147	Lagerlof, LLP	(70.00)	
11/14/23	2148	Reeb Government Relations, LLC	(4,500.00)	
11/14/23	2149	West Yost & Associates, Inc.	(38,769.50)	
11/15/23	2150	ACWA/JPIA	(2,138.00)	
11/16/23	2151	Rowland Water District	(76,121.33)	
12/21/23	2152	City of La Verne	(51.00)	
12/21/23	2153	Civiltec Engineering	(5,832.50)	
12/21/23	2154	Lagerlof, LLP	(140.00)	
12/21/23	2155	LASER LLC	(4,800.00)	
12/21/23	2156	Peerless Pump Company	(251,179.88)	
12/21/23	2157	Rowland Water District	(53,397.88)	
12/21/23	2158	California Municipal Utilities Associatio	(10,000.00)	
12/21/23	2159	Reeb Government Relations, LLC	(4,500.00)	
		Total Disbursements		(8,694,527.93)
		ENDING BALANCE DECEMBER 31, 2023		\$ 392,849.41
		LAIF		\$ 265,435.91
		Checking		\$ 127,413.50
		Total Cash Balance		\$ 392,849.41



TO: Board of Commissioners
FROM: Jared Macias, Administrative Officer
DATE: February 1, 2024
RE: Receive and File Rowland and Walnut Water Districts' 2024
PBWA Board Member Appointment Resolutions

Recommendation:

Receive and file Resolution No. 12.1-2023, Rowland Water District, and Resolution No. 01-24-728, Walnut Valley Water District.

Background

Attachments:

- ✓ *Rowland Water District Board approval documents*
- ✓ *Walnut Valley Water District*

**CERTIFIED COPY OF RESOLUTION OF THE
BOARD OF DIRECTORS OF
THE ROWLAND WATER DISTRICT**

The Board of Directors met in regular session in the Board Room of the Rowland Water District on December 19, 2023, at 6:00 p.m., with the following members being present and participating, to wit:

Present: Directors John Bellah, Anthony J. Lima, Robert Lewis, Szu Pei Lu-Yang

Absent: Director Vanessa Hsu

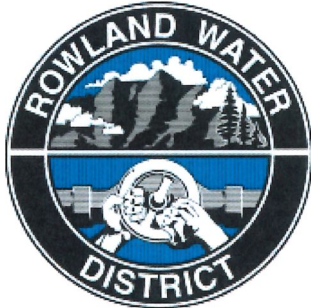
Board President Lu-Yang declared that a quorum was present and called the meeting to order.

CERTIFICATE

I hereby certify that the attached copy of Resolution No. 12.1-2023 is a true and correct copy of the resolution duly adopted by the Board of Directors of the Rowland Water District on the Board meeting date stated therein, at which meeting a quorum of Board of Directors was present, that such resolution has not been modified, rescinded or revoked, and is at present in full force and effect.

This resolution is effective: December 19, 2023

The official resolution is on file in the resolution book of the Rowland Water District.



Gabriela Plomaris

Executive Services Manager

Date: December 20, 2023



RESOLUTION NO. 12.1-2023
Supersedes Resolution No. 12.3-2022

ROWLAND WATER DISTRICT

**RESOLUTION OF THE BOARD OF DIRECTORS
APPOINTING REPRESENTATIVES TO THE
PUENTE BASIN WATER AGENCY**

WHEREAS, the Rowland Water District entered into an Amended Restated and Renewed Joint Powers Agreement creating the PUENTE BASIN WATER AGENCY, dated October 28, 2009, with Walnut Valley Water District, (the PBWA Agreement); and,

WHEREAS, the PBWA Agreement provides that the PUENTE BASIN WATER AGENCY shall be governed by a Commission consisting of four commissioners, and that the governing body of each of the members shall annually appoint two representatives to the Commission and one alternate to serve in the absence of either of the appointed representatives; and,

WHEREAS, the PBWA Agreement further provides that at least one of the appointed representatives of each member shall be a Director on the governing board of the appointing member; and,

WHEREAS, each Commissioner must file with the PUENTE BASIN WATER AGENCY a certified copy of the resolution of the member appointing him or her,

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Rowland Water District:

1. That ANTHONY J. LIMA, who is a member of the Board of Directors of the Rowland Water District, shall be appointed as a representative of the Rowland Water District to serve on the Commission of the PUENTE BASIN WATER AGENCY.
2. That ROBERT W. LEWIS, who is a member of the Board of Directors of the Rowland Water District shall be appointed as a representative of the Rowland Water District to serve on the Commission of the PUENTE BASIN WATER AGENCY.
3. That TOM COLEMAN, General Manager of Rowland Water District, shall be appointed as an alternate representative of the Rowland Water District to serve on the Commission of the PUENTE BASIN WATER AGENCY in the absence of either of the appointed representatives.

4. That each of the representatives and alternate appointed herein shall serve for a term of one year unless removed and replaced at the pleasure of the Board of Directors, or unless such representative or alternate resigns or becomes incapacitated.

5. That a certified copy of this Resolution be provided to the PUENTE BASIN WATER AGENCY.

PASSED, APPROVED, AND ADOPTED at the regular meeting of the Board of Directors held December 19, 2023, by the following roll call vote:

AYES: Directors Bellah, Lewis, Lima, and Lu-Yang

NOES: None

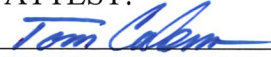
ABSENT: Director Hsu

ABSTAIN: None



SZU PEI LU-YANG
President

ATTEST:



TOM COLEMAN
General Manager

I certify that the forgoing Resolution is a true and correct copy of the Resolution of the Board of Directors of the Rowland Water District adopted on December 19, 2023.



TOM COLEMAN
Board Secretary

RESOLUTION NO. 01-24-728

**RESOLUTION OF THE WALNUT VALLEY WATER DISTRICT
BOARD OF DIRECTORS
APPOINTING REPRESENTATIVES TO THE PUENTE BASIN WATER AGENCY**

WHEREAS, the Walnut Valley Water District entered into an Amended Restated and Renewed Joint Powers Agreement creating the PUENTE BASIN WATER AGENCY, dated October 28, 2009, with Rowland Water District, (the PBWA Agreement); and,

WHEREAS, the PBWA Agreement provides that the PUENTE BASIN WATER AGENCY shall be governed by a Commission consisting of four commissioners, and that the governing body of each of the members shall annually appoint two representatives to the Commission and one alternate to serve in the absence of either of the appointed representatives; and,

WHEREAS, the PBWA Agreement further provides that at least one of the appointed representatives of each member shall be a director on the governing board of the appointing member; and,

WHEREAS, each Commissioner must file with the PUENTE BASIN WATER AGENCY a certified copy of the resolution of the member appointing him or her,

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Walnut Valley Water District:

1. That Theresa Lee, who is a member of the Board of Directors of the Walnut Valley Water District, shall be appointed as a representative of the Walnut Valley Water District to serve on the Commission of the PUENTE BASIN WATER AGENCY.
2. That Henry Woo, who is a member of the Board of Directors of the Walnut Valley Water District, shall be appointed as a representative of the Walnut Valley Water District to serve on the Commission of the PUENTE BASIN WATER AGENCY.
3. That Scarlett P. Kwong, who is a member of the Board of Directors of the Walnut Valley Water District, shall be appointed as an alternate representative of the Walnut Valley Water District to serve on the Commission of the PUENTE BASIN WATER AGENCY in the absence of either of the appointed representatives.
4. That each of the representatives and alternate appointed herein shall serve for a term of one year unless removed and replaced at the pleasure of the Board of Directors, or unless such representative or alternate resigns or becomes incapacitated.
5. That a certified copy of this Resolution be provided to the PUENTE BASIN WATER AGENCY.

**ADOPTED AT A REGULAR MEETING OF THE WALNUT VALLEY WATER DISTRICT
HELD January 16, 2024.**

AYES: Hilden, Kwong, Lee, Tang, Woo
NOES: None
ABSENT: None
ABSTAIN: None

/s/Theresa Lee
Theresa Lee
President, Board of Directors

ATTEST:

/s/Erik Hitchman
Erik Hitchman
Secretary, Board of Directors



TO: Board of Commissioners
 FROM: Jared Macias, Administrative Officer
 DATE: February 1, 2024
 RE: Annual Selection of Commission Officers and Commission Staff

Recommendation

That the Commissioners:

1. Conduct the annual selection of officers as set forth in the Joint Powers Agreement (JPA);¹ and the,
2. Annual appointment of Secretary, Treasurer, Administrative Officer, Assistant Administrative Officer and Assistant Treasurer as set forth in the JPA.

Background

At February’s PBWA meeting the amended JPA (referenced below) directs the selection of Commission officers:

1. **Section of Chair and Vice-Chair** (as amended on January 19, 2012)

In the JPA, subdivision 1 of Section E, it states,

At the Commission meeting in February, there shall be selected from the Commission a Chairman and a Vice Chairman. When the Commissioners select a Chairman from Walnut, the Vice Chairman shall be from Rowland. In that instance, for the following year, the new Chairman shall be from Rowland and the Vice Chairman shall be from Walnut. Such offices shall alternate between the Commissioners from Walnut and Rowland each year.

Following is the rotation for 2024:

Position	Current	Rotation for 2024
Chairman	Ms. Lee - WWWD	RWD Designee
Vice-Chairman	Mr. Lewis – RWD	WWWD Designee

¹ As amended at the PBWA’s Jan 19, 2012, meeting and approved by the Rowland and Walnut Water Districts Board of Directors. Further amendments took place at the Feb 7, 2017, Commission meeting where Section E(1) authorizes the Commission to appoint additional officers as they deem appropriate (also refer to Item No. 2 of this report).

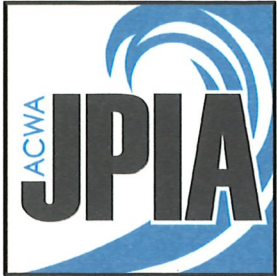
2. **Appointment of Secretary, Treasurer, Administrative Officer, Assistant Administrative Officer, and the Assistant Treasurer** (as amended on January 19, 2012 and February 7, 2017)

The JPA further states in subdivision 1 of Section E,

There shall also be a Secretary, Treasurer, and Administrative Officer. The Secretary of the Commission shall rotate annually between the General Manager of Walnut, or Walnut's General Manager's designee, and the General Manager of Rowland, or Rowland's General Manager's designee. The Treasurer of the Commission shall be the Treasurer of Rowland or Rowland's General Manager's designee. The Administrative Officer shall be the General Manager of Walnut, or Walnut's General Manager's designee.

In addition to the officers specified in Section 2, above, Section E(1) of the Agency's Joint Powers Agreement authorizes the Commission to appoint additional officers, as they deem appropriate. Accordingly, at the February 7, 2017, Commission meeting, approval was given to add the positions of Assistant Administrative Officer and Assistant Treasurer, to these PBWA positions.

Position	Current Appointments	Proposed for 2024
Secretary (Rotates between RWD and WVWD)	RWD Designee (Ms. Fleming)	WVWD's Designee (Ms. Fleming)
Treasurer (RWD)	RWD Designee (Ms. Malner)	RWD Designee (Ms. Malner)
Administrative Officer (WVWD)	Mr. Jared Macias, WVWD	Mr. Jared Macias, WVWD
Assistant Administrative Officer	Mr. Coleman, RWD	Mr. Coleman, RWD
Assistant Treasurer	Mr. Byerrum, RWD	Mr. Byerrum, RWD



YOUR BEST PROTECTION

ACWA JPIA

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www.acwajpia.com

Core Values

- People
- Service
- Integrity
- Innovation

11/27/2023

Puente Basin Water Agency (P030)
3021 Fullerton Road
Rowland Heights, CA 91748

General Manager:

Each year at Fall Conference, the JPIA recognizes members that have a Loss Ratio of 20% or less in either of the Liability, Property or Workers' Compensation programs (loss ratio = total losses / total premiums).

The members with this distinction receive the "**President's Special Recognition Award**" certificate for each Program that they qualify in.

The JPIA is extremely pleased to present Puente Basin Water Agency (P030) with this special recognition and commends the District on the hard work in reducing claims.

Congratulations to you, your staff, Board, and District. Keep up the good work!

The JPIA wishes you the best in 2024.

Sincerely,

Melody McDonald
President

Enclosure: President's Special Recognition Award(s)

President's Special Recognition Award

*The President of the
ACWA JPIA
hereby gives Special Recognition to*

Puente Basin Water Agency

*for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums"
in the Property Program for the period 07/01/2019 - 06/30/2022
announced at the Board of Directors' Meeting in Indian Wells.*



Melody McDonald, President



November 27, 2023

President's Special Recognition Award

*The President of the
ACWA JPIA
hereby gives Special Recognition to*

Puente Basin Water Agency

*for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums"
in the Liability Program for the period 10/01/2019 - 09/30/2022
announced at the Board of Directors' Meeting in Indian Wells.*



Melody McDonald, President



November 27, 2023



TO: Board of Commissioners
FROM: Jared Macias, Administrative Officer
DATE: February 1, 2024
RE: Proposed Issuance of Revenue Bonds by PBWA for Walnut Valley Water District

Recommendation

For information and discussion.

Background

As a joint powers authority, Puente Basin Water Agency (Agency) has the ability to issue revenue bonds for certain projects for the benefit of its member agencies. Walnut Valley Water District (WVWD) is proposing a bond issuance by the Agency to finance its new Administrative Facility and Operations and Maintenance Building renovation for the amount of \$33,000,000. WVWD is working with a bond team consisting of a Financial Advisor (Urban Futures, Inc.), Bond Council (Stradling, Yocca, Carlson & Rauth), and Underwriter (Wells Fargo), who will be preparing a Preliminary Official Statement. This team was used by WVWD in 2021 for a bond refinance, and has a thorough understanding of the District and its operations. At this time, no costs are incurred for the selected team to issue a Preliminary Official Statement unless the bonds are successfully issued.

Under the proposed bond agreements, both the Puente Basin Water Agency and Rowland Water District are indemnified by Walnut Valley Water District in the event WVWD defaults on its bond payments. Also, the bond documents shall clearly state that the general assets of the Agency and its member districts are not security for the payment obligations under the Bonds.

At this time, there is no action for the Commission to take. At a future date, WVWD will bring back a resolution for the PBWA Commission to execute the bonds.



TO: Board of Commissioners
FROM: Jared Macias, Administrative Officer
DATE: February 1, 2024
RE: Consider Ratification of Payment for Tri County Pump Company Professional Services

Recommendation:

Consider Ratification of Payment for Tri County Pump Company Professional Services for \$71,778.00.

Background

Following the requirement by the State to retrofit the Old Baldy Well with a sanitary seal, the Agency has been using Tri County to perform this work. The attached invoice represents extensive airlifting, brushing and bailing, video log, extending the casing and pouring a new pedestal for the well. In order to keep the project moving and ahead of the deadline for the grant funding, the invoice was paid ahead of Board approval. The amount (\$71,778.00) is above the Administrative Officer's authority to pay. Staff is seeking an after-the-fact ratification of payment for Tri County Pump Company Professional Services in the amount of \$71,778.00.

Attachments:

✓ *Tri County Invoice No. 18366*

Invoice



241 South Arrowhead Ave.
 San Bernardino, CA 92408
 (909) 888-7706

Invoice #: 18366
Invoice Date: 12/20/2023
Terms: Net 30
Due Date: 1/19/2024
TCP Job # : 2104231
P.O. #: Per Sherry

Bill To:

Walnut Valley Water District
 Attn: Accounts Payable
 271 South Brea Canyon Road
 Walnut, CA 91789

Ship To:

Walnut Valley Water District
 Old Baldy Well Site

Description	Amount
Old Baldy Well Progress Invoice #5	
Field Labor	
Travel to and from jobsite; bail and airlift 400' of gravel from well (114 hours @ \$325.00 per hour)	37,050.00
Travel to and from jobsite; bail and airlift 400' of gravel from well (22 OT hours @ \$525.00 per hour)	11,550.00
Travel to and from jobsite; brush and bail well (24 hours @ \$325.00 per hour)	7,800.00
Travel to and from jobsite; video log well	1,300.00
Travel to and from jobsite; extend casing and pour new pedestal	5,975.00
Materials	
1 - Rental Tank	4,000.00T
1 - Lot; Casing Extension, sole plate, forms and concrete	3,400.00T
Sales Tax	703.00

A FINANCE CHARGE OF 1 -1/2% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18% WILL BE CHARGED ON ALL PAST DUE ACCOUNTS.
 WE ACCEPT VISA AND MASTERCARD (3% SURCHARGE)

Total	\$71,778.00
Payments/Credits	\$0.00
Balance Due	\$71,778.00