



**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
LA PUENTE VALLEY COUNTY WATER DISTRICT**

A regular meeting of the Board of Directors of the La Puente Valley County Water District was held on Monday, January 8, 2018 at 5:30 at the District office, 112 N. First St., La Puente, California.

Meeting Called to Order:

President Hastings called the meeting to order at 5:35 p.m.

Pledge of Allegiance:

President Hastings led the meeting in the Pledge of Allegiance.

Directors Present:

David Hastings, President; William Rojas, Vice President; Charles Aguirre, Director; John Escalera, Director and Henry Hernandez, Director

Staff Present:

Greg Galindo, General Manager; Gina Herrera, Office Manager; Roy Frausto, Engineering and Compliance Manager and Roland Trinh, District Counsel.

Others Present:

No members of the public present.

Public Comment:

No comment.

Adoption of Agenda:

President Hastings asked for the approval of the agenda.

Motion by Director Aguirre, seconded by Vice President Rojas that the agenda be adopted as presented.

Motion approved by the following vote:

Ayes: Hastings, Rojas, Aguirre, Escalera and Hernandez

Nays: None.

Re-organization of the Board of Directors:

Position of President

President Hastings asked if there were any nominations for the position of President.

- Director Escalera nominated Vice President Rojas for President, seconded by President Hastings and unanimously carried.

Motion approved by the following vote:

Ayes: Hastings, Rojas, Aguirre, Escalera and Hernandez

Nays: None.

Position of Vice President

- Director Aguirre nominated Director Escalera for Vice President, seconded by newly elected President Rojas and unanimously carried.

Motion approved by following vote:

Ayes: Hastings, Rojas, Aguirre, Escalera and Hernandez

Nays: None.

Consent Calendar:

President Rojas asked for the approval of the Consent Calendar.

- A. Approval of the Minutes of the Regular Meeting of the Board of Directors held on December 21, 2017.
- B. Approval of District Expenses for the Month of December 2017.
- C. Approval of City of Industry Waterworks System Expenses for the Month of December 2017.
- D. Receive and File the District's Water Sales Report for December 2017.
- E. Receive and File the City of Industry Waterworks System's Water Sales Report for December 2017.
- F. Receive and File the Water Production and Conservation Report for December 2017.
- G. Receive and File the Report on Director's Expenses for the Fourth Quarter of 2017.

Mr. Galindo pointed out a couple of out of the ordinary expenses listed in the District Expense Report that were associated with the Del Valle development project. Mr. Galindo also highlighted some of the information in the Water Production and Conservation Report.

Motion by President Rojas, seconded by Director Aguirre, to approve the consent calendar as presented.

Motion approved by the following vote:

Ayes: Rojas, Escalera, Aguirre, Hastings and Hernandez.

Nays: None.

Action/Discussion Items:

- A. Consideration of Resolution No. 251, Revising the District's Employee Policies and Procedures Manual.
 - Mr. Galindo provided the Board a review of each of the proposed changes that were shown in the redlined draft of the Employee Policies and Procedures Manual. Mr. Galindo also provided explanation as to why these changes were being proposed.
 - During the review there was discussion regarding the impacts of the recommended changes.
 - Also during the review there was a minor correction that was pointed out by Mr. Galindo in the redlined draft. Correction needed was in section VI.E., correcting the amount of the certification bonus for a Water Distribution Operator V Certification, which should read \$1,200.
 - Mr. Trinh pointed out a correction on Resolution No. 251 in the third paragraph, the date should read December 21, 2017.

After further discussion, motion by President Rojas, seconded by Director Hastings, to approve Resolution No. 251 as corrected.

Motion approved by the following vote:

Ayes: Rojas, Escalera, Aguirre, Hastings and Hernandez.

Nays: None.

B. Authorization of the Annual Audit by Fedak & Brown LLP of the District's Financial Statements for Year Ending December 31, 2017.

- Mr. Galindo stated that Fedak & Brown LLP was selected last year to perform the 2016 Financial Audit after an RFP process. He added that staff worked well with Fedak & Brown LLP and recommend that the District utilize their services to perform the audit of the District's annual financial statements for 2017 for the amount of \$17,930.

Motion by Vice President Escalera, seconded by Director Hernandez, to Authorize Fedak & Brown LLP to perform the 2017 Financial Audit.

Motion approved by the following vote:

Ayes: Rojas, Escalera, Aguirre, Hastings and Hernandez.

Nays: None.

C. Consideration to Declare the District's Truck No. 24 (2007 Ford Ranger Pickup Truck) as Surplus Property and Authorize the Sale Thereof.

- Mr. Galindo provided a summary of his staff report on this item recommending the surplus of a 2007 Ford Ranger Pickup truck.

After discussion, motion by President Rojas, seconded by Director Hastings, to declare the District's Truck 24 as Surplus Property and authorize Staff to sell the vehicle via auction at Ken Porter Auctions.

Motion approved by the following vote:

Ayes: Rojas, Escalera, Aguirre, Hastings and Hernandez.

Nays: None.

D. Approval of Attendance for Upcoming Conferences and Meetings.

- Mr. Galindo summarized the staff report prepared by the Office Administrator, which included a list of the 2018 conferences, seminars and meetings the Board of Directors and Staff typically attend.

After discussion, motion by Director Aguirre, seconded by Vice President Escalera to approve the upcoming events for 2018 as presented.

Motion approved by the following vote:

Ayes: Rojas, Escalera, Aguirre, Hastings and Hernandez.

Nays: None.

E. Discussion Regarding Current Ad Hoc Committee Assignments.

- Mr. Galindo stated that there were currently three Ad Hoc Committees that were established by the past Board President that may or may not be needed going forward. He added that the three existing Ad Hoc Committees were the PVOU IZ, Recycled Water and Staff Assessment Ad Hoc Committees.
- A discussion between the Directors occurred and the consensus was that the Recycled Water Ad Hoc Committee was still needed but the other two committees were no longer needed.
- President Rojas stated that the PVOU IZ and Staff Assessment Ad Hoc Committees would be discontinued.

General Manager's Report:

- Mr. Galindo thanked outgoing President Hastings for his efforts over the last year and stated that he is looking forward to working with President Rojas in the coming year.
- Mr. Galindo also provided a brief summary of a few state legislative items.

Information Items:

- A. Upcoming Events.
 - Mr. Galindo provided an update on the upcoming events in 2018. He verified with the Directors who was planning on attending each of the next few events.
- B. Correspondence to the Board of Directors.
Included in the Board Meeting Agenda Packet.

Attorney comments:

- Mr. Trinh had no report.

Board member comments:

- A. Report on events attended.
No events attended.
- B. Other comments.
 - Outgoing President Hastings thanked the Board, Staff and District Counsel for their support and was grateful on how smooth the year went.
 - Director's Aguirre, Escalera and Hernandez along with newly elected President Rojas thanked outgoing President Hastings for a great job this past year serving as Board President.

Future agenda items:

- Vice President Escalera requested that the Board consider rescheduling the first Board meeting in February 2018.

Adjournment:

There is no further business or comment, the meeting was adjourned 6:28 p.m.

William R. Rojas, President

Greg B. Galindo, Secretary