

**MINUTES  
REGULAR BOARD OF DIRECTORS MEETING  
THREE VALLEYS MUNICIPAL WATER DISTRICT  
VIA TELECONFERENCE**

**Wednesday, February 17, 2021  
8:00 a.m.**

**1. Call to Order**

The Board meeting was called to order at 8:00 a.m. via teleconference. The presiding officer was President Bob Kuhn.

**2. Roll Call**

Roll call was taken with a quorum of the Board present.

**Directors Present**

Bob Kuhn, President  
David De Jesus, Vice President  
Carlos Goytia, Secretary  
Brian Bowcock, Treasurer  
Jody Roberto, Director  
Danielle Soto, Director  
Mike Ti, Director

**Staff Present**

Matt Litchfield, General Manager  
Steve Kennedy, Legal Counsel  
Dominique Aguiar, Operations Supervisor  
Nadia Aguirre, Executive Assistant  
Liz Cohn, Senior Financial Analyst  
Maria Contreras, Admin./Communications Assistant  
Karen Harberson, Compliance Specialist  
Kirk Howie, Chief Administrative Officer  
Tim Kellett, Chief Water Resources Officer  
Steve Lang, Chief Operations Officer  
James Linthicum, Chief Financial Officer  
Lucy Pena, HR/Risk Manager  
Robert Peng, I.T. Manager  
Esther Romero, Accounting Technician  
Ryan Sonnenberg, Shift Operator

Virtual Attendees: Josh Byerrum, Walnut Valley Water District; Chris Clarke, National Parks Conservation Association; Neal Desai, National Parks Conservation Association; Demi Espinoza, National Parks Conservation Association; Gregory Foster, Southern California Group; Victoria Hahn, Pomona resident; Rick Hansen, Cal Poly Pomona; Kevin Hayakawa, Walnut Valley Water District; Ed Hilden, Walnut Valley Water District; Erik Hitchman, Walnut Valley Water District; Denise Jackman, resident; Brad Jensen, SGV Economic Partnership; Dan Keeseey, City of La Verne; Richard Lambros, Engineering Contractors Association; Ben Lewis, Golden State Water Company; Tony Lima, Rowland Water District; Szu Pei Lu, Rowland Water District; Joseph Lyons, resident; Myra Malner, Rowland Water District; Dave Michalko, Valencia Heights Water Company; Tom Monk, Walnut Valley Water District; John Monsen, The Sierra Club; Stephen Paz, City of Pomona; Randall Reed, Cucamonga Valley Water District; Sherry Shaw, Walnut Valley Water District; Jennifer Stark, City of Claremont; Brian Teuber, Walnut Valley Water District; Dave Warren, Rowland Water District.

### 3. Additions to Agenda

No additions to the agenda were requested.

### 4. Reorder Agenda

No reorder to the agenda was requested.

### 5. Public Comment

Joseph Lyons submitted public comment to be read on his behalf. In addition, he commented on tendering his resignation as the District's Board appointed public member of the review panel to the Bonanza Springs study.

Brad Jensen commented on the Bonanza Springs study.

John Monsen commented on the Bonanza Springs study.

Chris Clarke commented on the Bonanza Springs study.

Jennifer Stark commented on the Bonanza Springs study.

Neal Desai commented on the Bonanza Springs study.

Richard Lambros commented on the Bonanza Springs study.

### 6. Consent Calendar

The Board was asked to consider consent calendar items (6.A - 6.G) for the February 17, 2021 Board meeting that included: (6.A) Receive, Approve and File Minutes: January 6, 2021, January 20, 2021 and January 27, 2021; (6.B) Receive, Approve and File Financial Reports and Investment Update, January 2021; (6.C) Imported Water Sales, January 2021; (6.D) Miramar Operations Report, January 2021; (6.E) Approve Director Expense Reports, January 2021; (6.F) Resolution No. 21-02-884 Tax Sharing Exchange for County Lighting Maintenance District 1687, Annexation of Project Parcel Map 74517; (6.G) FY 2020-21 Second Quarter Reserve Update.

President Kuhn announced a correction to the motion numbers of the January 6, 2021 meeting minutes. Corrected minutes will be posted on the District's website.

Upon motion and second, President Kuhn called for discussion. There being no discussion, President Kuhn called for a roll call vote.

<p><b>Moved: Director Soto</b>                      <b>Second: Director Roberto</b> <b>Ayes: Bowcock, De Jesus, Goytia, Kuhn, Roberto, Soto, Ti</b> <b>Noes:</b> <b>Absent:</b> <b>Motion No. 21-02-5302 – Approval of Consent Calendar Items 6.A –</b> <b>6.G for February 17, 2021</b> <b>Motion passed 7-0</b></p>
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## **7. General Manager's Report**

### **7.A – Resolution No. 21-02-885 Concurring in Nomination of Randall Reed to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)**

Mr. Randall Reed thanked the Board for the nomination and provided an update on current ACWA JPIA activities.

Upon motion and second, President Kuhn called for discussion. There being no further discussion, President Kuhn called for a roll call vote.

**Moved: Director Kuhn                      Second: Director Bowcock**  
**Ayes: Bowcock, De Jesus, Goytia, Kuhn, Roberto, Soto, Ti**  
**Noes:**  
**Absent:**  
**Motion No. 21-02-5303 – Approval of Resolution No. 21-02-885**  
**Motion passed 7-0**

### **7.B – Legislative Update, February 2021**

Mr. Kirk Howie advised that Assembly Member Blanca Rubio has sponsored the District's proposed legislation allowing the legislative body of a local agency to use teleconferencing for meetings. It has been assigned as assembly bill number 703. A conference call has been scheduled with Assembly Member Rubio for March 1, 2021. Census data will be available around July 2021 for the redistricting process. The District will have until April 17, 2022 to complete its redistricting process. Two proposals have been received and preliminary cost estimates are in the \$40,000 range for a full-scale study. Director Soto has been appointed by LAFCO as the independent special district representative to Redevelopment Oversight Board No. 4.

### **7.C – CSDA Board Election – Southern Network Seat A**

CSDA is accepting nominations for their Board of Directors - Southern Network Seat A for 2022-24. Nominations with board action must be submitted to CSDA by March 29, 2021. New board members will officially take office on January 1, 2022. The commitment is extensive and involves attendance at several board and committee meetings at the Capitol each year, in addition to special events.

### **7.D – ACWA JPIA Risk Management Update**

ACWA JPIA has recognized the District with the President's Special Recognition Award in Liability, Property and Workers' Compensation programs. The JPIA commends the District on its hard work in reducing claims.

## **7.E – Consider Sunshine Ordinance No. 21-02-22**

Legal Counsel Steve Kennedy advised the Board that Sections 2.3.3 and 2.3.5 of the Sunshine Ordinance have been modified based on recommendations received at previous board meetings.

Upon motion and second, President Kuhn called for discussion. There being no discussion, President Kuhn called for a roll call vote.

**Moved: Director Roberto                      Second: Director Soto**  
**Ayes: Bowcock, De Jesus, Goytia, Kuhn, Roberto, Soto, Ti**  
**Noes:**  
**Absent:**  
**Motion No. 21-02-5304 – Approval of Ordinance No. 21-02-22**  
**Motion passed 7-0**

## **7.F – Resolution No. 21-02-886 Adopting TVMWD Policy Manual-Biennial Update**

Mr. Matthew Litchfield thanked the Board and staff for input and valuable changes to compensation and reimbursement protocols. Policy additions include email acceptable use, internet acceptable use, password protocol, social media use and District-Issued Cell Phones for Directors.

Upon motion and second, President Kuhn called for discussion. There being no discussion, President Kuhn called for a roll call vote.

**Moved: Director Bowcock                      Second: Director De Jesus**  
**Ayes: Bowcock, De Jesus, Goytia, Kuhn, Roberto, Soto, Ti**  
**Noes:**  
**Absent:**  
**Motion No. 21-02-5305 – Approval of Resolution No. 21-02-886**  
**Motion passed 7-0**

## **7.G – Strategic Plan Fiscal Year 2021/2022**

Four main goals outlined in the Strategic Plan are: (1) provide an adequate, reliable, high-quality water supply; (2) provide water supplies in the most cost-effective manner; (3) be financially responsible and maintain public trust; (4) continuously implement organizational enhancements. Current challenges include the Rialto Feeder Shutdown in 2035, incorporating groundwater and pandemic and post pandemic related employee work environment. Director recommendations included language to be incorporated on staff development and succession planning, diversity, environmental responsibility, conservation, and a “progress” or “completion” column. Director Soto would like Agendas and Minutes to remain on the District website for longer than one year.

Mr. Litchfield thanked James Linthicum, Liz Cohn and Esther Romero for their work on the Strategic Plan.



## 9. Closed Session

The Board convened into closed session at 11:12 a.m. to discuss the following items:

### 9.A – Conference with Legal Counsel – Anticipated Litigation

- Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2)
- One potential case

### 9.B – Threat to Public Services or Facilities (Government Code Section 54957)

- Consultation with: Robert Peng, IT Manager

The Board reconvened to regular session at 12:56 p.m. and Mr. Kennedy advised no reportable action was taken.

## 10. Future Agenda Items

No future agenda items were requested.

## 11. Adjournment

The Board adjourned in memory and honor of Representative Grace Napolitano's Deputy District Director Hector Elizalde, at 12:57 p.m. to the next regular meeting scheduled for Wednesday, March 3, 2021.



Bob Kuhn  
President, Board of Directors



Recorded by: Nadia Aguirre  
Executive Assistant