

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

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

**1. Call to Order**

The Board meeting was called to order at 8:03 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  
Robert Peng, I.T. Manager  
Esther Romero, Accounting Technician

Virtual Attendees: Martiza Alvarez, Sacred Places Institute for Indigenous Peoples; Sara Catalan, Catalan Consulting; Chris Clarke, National Parks Conservation Association; Jeff Davis, Provost & Pritchard; Courtney Degener, Cadiz, Inc.; Neal Desai, National Parks Conservation Association; Janice Elliott; Demi Espinoza, National Parks Conservation Association; Gregory Foster, Southern California Group; Kareem Gongora, Southern California Group; Rick Hansen, Cal Poly Pomona; Bill Hasencamp, Metropolitan Water District; Kevin Hayakawa, Walnut Valley Water District; Charles Hepperle, Claremont resident; Ed Hilden, Walnut Valley Water District; Erik Hitchman, Walnut Valley Water District; Denise Jackman, resident; Brad Jensen, SGV Economic Partnership; Richard Lambros, Engineering Contractors' Association; Ben Lewis, Golden State Water Company; Tony Lima, Rowland Water District; Szu Pei Lu, Rowland Water District; Myra Malner, Rowland Water District; Gabriela Mendez, Center for Community Action and Environmental Justice; John Mendoza, Pomona resident; Dave Michalko, Valencia Heights Water Company; Tom Monk, Walnut Valley Water District; Columba Quintero, Native American Land Conservancy; Shanti Rosset, Metropolitan Water District; Mary Ann Ruiz, Sierra Club; Sherry Shaw, Walnut Valley Water District; Marci Stange, Rebuild SoCal Partnership; Jennifer Stark, City of Claremont; Skylar Stephens, San

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Diego County Water Authority; Brian Teuber, Walnut Valley Water District; Gracie Torres, Western Municipal Water District; DeAndre Valencia, BizFed; Blanca Villalobos, Morongo Basin community member; Dave Warren, Rowland Water District; Andrew Winnick; Janet Zimmerman, CV Strategies.

In-Person Attendee: Joe Silva

### **3. Additions to Agenda**

No additions to the agenda were requested.

### **4. Reorder Agenda**

General Manager Matthew Litchfield requested to pull item 7.G – Approve Salary Schedule Effective July 1, 2021. This item will be brought back at a future date.

### **5. Public Comment**

Joe Silva commented on the Cadiz project.

Janice Elliott commented on the Cadiz project.

Andy Winnick commented on the Cadiz project.

Mary Ann Ruiz commented on the Cadiz project.

Charles Hepperle submitted a public comment card to be read on his behalf regarding the Cadiz Project.

Gracie Torres commented on the Cadiz project.

Maritza Alvarez commented on the Cadiz project.

Blanca Villalobos commented on the Cadiz project.

Sorrel Stielstra submitted a public comment card to be read on her behalf regarding the Cadiz project.

Kareem Gongora commented on the Cadiz project.

Chris Clarke commented on the Cadiz project.

Gabriela Mendez commented on the Cadiz project.

Moises Cisneros submitted a public comment card to be read on his behalf regarding the Cadiz project.

Brad Jensen commented on the Cadiz project.

Marci Stange commented on the Cadiz project.

DeAndre Valencia commented on the Cadiz project.

Columba Quintero commented on the Cadiz project.

## **6. Presentation**

Mr. William Hasencamp, Colorado River Resources Manager at Metropolitan Water District of Southern California, provided a PowerPoint presentation of the Colorado River water supply. Mr. Hasencamp provided a historical perspective of drought conditions in California. In December 2007, Colorado River Interim Guidelines were established, effective through to 2026. Key provisions of the guidelines include surplus and shortage provisions, establishment of Intentionally Created Surplus, and coordinated reservoir operations. The Colorado River Drought Contingency Plan was created and approved in May 2019. MWD's goals for the new guidelines (December 2025) are to maintain some base level of reliability, ability to fill CRA during low SWP allocations and ability to implement interstate exchanges.

## **7. Consent Calendar**

The Board was asked to consider consent calendar items (7.A - 7.G) for the March 17, 2021 Board meeting that included: (7.A) Receive, Approve and File Minutes: February 3, 2021 and February 17, 2021; (7.B) Receive, Approve and File Financial Reports and Investment Update, February 2021; (7.C) Imported Water Sales, February 2021; (7.D) Miramar Operations Report, February 2021; (7.E) Approve Director Expense Reports, February 2021; (7.F) Approve FY 2021/22 Annual Purchase Orders; (7.G) Approve Salary Schedule Effective July 1, 2021.

Item 7.G. was pulled from the consent calendar and will be moved to a future Board meeting.

Upon motion and second, President Kuhn called for discussion. There being no discussion, President Kuhn called for a roll call vote. The motion passed items 7.A through 7.F, with item 7.G being removed.

<p><b>Moved: Director De Jesus</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. 21-03-5308 – Approval of Consent Calendar Items 7.A –</b> <b>7.F for March 17, 2021</b> <b>Motion passed 7-0</b></p>
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## **8. General Manager's Report**

### **8.A – Legislative Update, March 2021**

Mr. Kirk Howie provided an update on AB 703 and support from local agencies and associations. The legislature will be on recess and return in early April to committee

hearings. Four proposals were received for the redistricting process. Preliminary cost estimates range from \$20,000 to \$37,000 for full-scale study. An optional recommended mapping tool is approximately \$5,000.

#### **8.B – Consider Agreement for Operation and Maintenance of Miramar Water Treatment, Water Transmission and Hydroelectric Generating Facilities**

The District worked with City of La Verne and Golden State Water Company to update the agreement. In addition to the agreement, a meet and confer letter was signed agreeing that the three parties will meet once every ten years to review the agreement.

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

**Moved: Director De Jesus**                      **Second: Director Goytia**  
**Ayes: Bowcock, De Jesus, Goytia, Kuhn, Roberto, Soto, Ti**  
**Noes:**  
**Absent:**  
**Motion No. 21-03-5309 – Approval of Agreement for Operation and Maintenance of Miramar Water Treatment, Water Transmission and Hydroelectric Generating Facilities**  
**Motion passed 7-0**

#### **8.C – Approval of Resolution No. 21-03-887 Records Retention Schedule and Policy Update**

The records retention schedule and policy will update *Board Meeting Audio Tapes – 6 months* to *Board Meeting Recordings, Audio/Video – 2 years*.

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

**Moved: Director Soto**                      **Second: Director Goytia**  
**Ayes: Bowcock, De Jesus, Goytia, Kuhn, Roberto, Soto, Ti**  
**Noes:**  
**Absent:**  
**Motion No. 21-03-5310 – Approval of Resolution No. 21-03-887**  
**Motion passed 7-0**

#### **8.D – FY 2021/2022 Budget Draft Follow-Up**

At the March 3<sup>rd</sup> Board meeting, the Board requested follow-up information on legal expenses, insurance and memberships. Budgeted for legal expenses for FY 21/22 is \$170,000 and budgeted for Chino Basin Watermaster legal expenses for FY 21/22 is \$65,000. Insurance premiums have remained stable. Cyber Liability renewal will be a challenge due to an uptick in frequency and severity that has occurred over the last two years. Liability insurance is budgeted for \$73,000 FY 20/21 and \$75,000 for FY 21/22. In regards to memberships, the District pays \$13,000 annually to the SGV Council of Governments (SGVCOG) as part of a three-agency rotation (\$39,000 full

membership). The annual cost for a Director membership at the SGV Economic Partnership (SGVEP) is \$6,000. The Board recommended to budget for a full SGVCOG membership and the \$11,000 level for the SGVEP. Both memberships will be considered for actual changes to the membership level at a later time.

#### **9. Directors' / General Manager's Oral Reports**

Director Ti shared that the Rowland Water District has appointed Vanessa Hsu as the Division 1 Director.

Mr. Litchfield advised a historical video of the District will be made. The part-time Human Resources Manager position is vacant and will be brought to the Board for consideration of modifying to full-time status.

#### **10. Future Agenda Items**

No future agenda items were requested.

#### **11. Adjournment**

The Board adjourned at 10:20 a.m. to the next regular meeting scheduled for Wednesday, April 7, 2021.



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Bob Kuhn  
President, Board of Directors



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Recorded by: Nadia Aguirre  
Executive Assistant