

MINUTES
REGULAR BOARD OF DIRECTORS MEETING
THREE VALLEYS MUNICIPAL WATER DISTRICT

Wednesday, March 18, 2020
8:00 a.m.

1. Call to Order

The Board meeting was called to order at 8:01 a.m. at the District office located at 1021 East Miramar Avenue, Claremont, California. The presiding officer was President Bob Kuhn.

2. Pledge of Allegiance

The flag salute was led by President Bob Kuhn.

3. 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
Denise Jackman, Director
John Mendoza, Director
Jody Roberto, Director

Staff Present

Matt Litchfield, General Manager
Steve Kennedy, Legal Counsel
Nadia Aguirre, Executive Assistant
Wendy Galarneau, HR /Risk Manager
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

Guest present: Tom Coleman, Rowland Water District; Tony Lima, Rowland Water District; Dave Warren, Rowland Water District.

Virtual Attendees: Liz Cohn, TVMWD; Freeman Ensign, TVMWD; Karen Harberson, TVMWD; Victor Carno; Gregory Foster; Victoria Hahn; James Lee; Ben Lewis; Szu Pei Lu; Arturo Montes.

4. Additions to Agenda

No additions to the agenda were requested.

5. Reorder Agenda

No reorder to the agenda was requested.

6. Public Comment

President Kuhn called for public comment and there was none.

7. Consent Calendar

The Board was asked to consider consent calendar items (7.A - 7.J) for the March 18, 2020 Board meeting that included: (7.A) Receive, Approve and File Minutes, February 5, 2020; February 19, 2020; February 24, 2020; (7.B) Receive, Approve and File Financial Reports and Investment Update, February 2020; (7.C) Imported Water Sales, February 2020; (7.D) Miramar Operations Report, February 2020; (7.E) Approve Director Expense Reports, February 2020; (7.F) Approval of Resolution No. 20-03-869 Tax Sharing Exchange CLMD 1687, Annexation of Petition No. 79-718; (7.G) Approval of Resolution No. 20-03-870 Tax Sharing Exchange CLMD 1687, Annexation of Project No. 74433; (7.H) Resolution No. 20-03-871 Adoption of Annual Investment Policy; (7.I) Approve FY 2020-21 Annual Purchase Orders; (7.J) Approve Salary Schedule Effective July 1, 2020.

Upon motion, President Kuhn called for discussion. There being no discussion, President Kuhn called for the vote.

<p>Moved: Director Roberto Second: Director Goytia Motion No. 20-03-5268 – Approval of Consent Calendar Items 7.A – 7.J for March 18, 2020. Motion passed by a 7-0 vote.</p>

8. General Manager’s Report

8.A – Legislative Update, March 2020

Mr. Kirk Howie provided the Board with a brief update on legislative activities TVMWD engaged in through to March 2020. A custom update of action bills will be provided at the April board meeting. A recap of the statewide Presidential Primary Election was provided. In regards to AWIA, the district has complied with the initial phase to conduct a Risk and Resilience Assessment of the water system. The district is in the process of finalizing the report and submitting self-certification to the USEPA by the March 31, 2020 deadline. The final phase requires the completion of an Emergency Response Plan by September 30, 2020. President Kuhn requested to add an item on the April 1, 2020 board meeting agenda supporting natural gas bill SB 1352.

8.B – Approval of Non-Binding Letter of Intent with Metropolitan Water District of Southern California-Regional Recycled Water Project

Mr. Matthew Litchfield asked the Board to approve the non-binding Letter of Intent (LOI) with MWD and authorization to execute the letter. This will allow the district to enter into a future Memorandum of Understanding for participation and collaboration in the advanced water treatment facility. The LOI was drafted with terms and conditions that will be acceptable to all parties including MWD, Main San Gabriel Watermaster, and Upper San Gabriel Valley Municipal Water District. Mr. Litchfield

will continue working with the other agencies to finalize the letter of intent. Mr. Litchfield requested from the Board the authority to negotiate any non-substantive issues in the LOI and stated that if any substantive changes are made, the revised LOI will be brought back to the Board for consideration,

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

<p>Moved: Director De Jesus Second: Director Bowcock Motion No. 20-03-5269 – Approval of Non-Binding Letter of Intent with MWD-Regional Recycled Water Project Motion passed by a 7-0 vote.</p>

8.C – Discussion of Teleconferencing Options for Board Meetings

The recent outbreak of COVID-19 and quarantine guidelines set forth by Governor Newsom and President Trump has brought up the discussion of teleconferencing options for the district's board meetings. Governor Newsom relaxed Brown Act restrictions with Executive Order N-25-20. A GoTo webinar/call-in option was set up to allow members of the public and member agencies to attend district board meetings virtually. Directors also have the option to attend future board meetings via GoTo Webinar during the pandemic.

9. Directors' / General Manager's Oral Reports

Director Jackman advised the kickoff meeting for the CSDA SGV Chapter on March 18, 2020 will be rescheduled.

Director Mendoza had nothing to report.

Director Roberto attended the ACWA Symposium in Sacramento with Mr. Howie last week and was introduced to district lobbyist Mr. Arnold.

Director Bowcock reported on the closing of local colleges, city hall and police department lobby due to COVID-19.

Director Kuhn reported the WQA has gone to a modified work schedule during the COVID-19 quarantine.

Director De Jesus reported on the retirement announcement of MWD's General Manager Jeffrey Kightlinger.

Director Goytia had nothing to report.

Mr. Litchfield reported on the modified work schedule and social distancing rules implemented during the COVID-19 quarantine. Ms. Wendy Galarneau and Mr. Steve Lang provided the details of the modified work schedule for Administration and Operations. Mr. Lang also thanked Ms. Karen Harberson for her work in submitting an application to ACWA JPIA resulting in the district receiving a \$10,000 award.

10. Closed Session

10.A – Conference with Legal Counsel – Anticipated Litigation

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

10.B – Public Employee Performance Evaluation (Government Code Section 54957)

Title: Matthew Litchfield, General Manager

10.C - Conference with Labor Negotiators (Government Code Section 54957.6)

- District Designated Representative: Steven M. Kennedy General Counsel
- Unrepresented Employee: Matthew H. Litchfield, General Manager

10.D - Conference with Legal Counsel – Existing Litigation [Government Code Section 54956.9(d)(1)]

Name of Case: San Diego County Water Authority v. Metropolitan Water District of Southern California, et al., San Francisco County Superior Court Case No. CPF-10-510830 (Consolidated with Case No. CPF-12-512466)

The Board convened into closed session at 9:15 a.m. to discuss the above-mentioned items. They reconvened out of closed session at 10:35 a.m. No reportable action was taken on any of the items.

11. Future Agenda Items

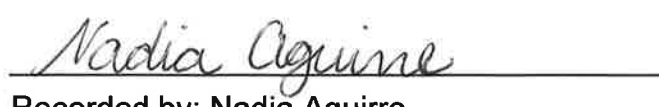
No future agenda items were requested.

12. Adjournment

The Board adjourned at 10:35 a.m. to its next regular meeting scheduled for Wednesday, April 1, 2020.



Bob Kuhn
President, Board of Directors
Three Valleys Municipal Water District



Recorded by: Nadia Aguirre
Executive Assistant