

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

**Wednesday, May 20, 2020  
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  
Denise Jackman, Director  
John Mendoza, Director  
Jody Roberto, Director

**Staff Present**

Matt Litchfield, General Manager  
Steve Kennedy, Legal Counsel  
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  
Ben Peralta, Project Manager

Virtual Attendees: Ray Baca, Engineering Contractors Association; John Brettli, Suburban Water Systems; Andy Bullington, City of Covina; Tom Coleman, Rowland Water District; Gregory Foster, Southern California Group; Victoria Hahn, resident; Rick Hansen, Cal Poly Pomona; Ed Hilden, Walnut Valley Water District; Erik Hitchman, Walnut Valley Water District; Brad Jensen, SGV Economic Partnership; Ben Lewis, Golden State Water Company; Tony Lima, Rowland Water District; Szu Pei Lu, Rowland Water District; Stephanie Moreno, Water Quality Authority; Bob Pence, Congresswoman Napolitano's Office; Carlos Rodriguez, Building Industry Association; Randy Schoellerman, Water Quality Authority; Marci Stange, Southern California Partnership for Jobs; Jennifer Stark, City of Claremont; Brian Teuber, Walnut Valley Water District; Dave Warren, Rowland Water District; Janet Zimmerman, CV Strategies.

**3. Additions to Agenda**

No additions to the agenda were requested.

#### **4. Reorder Agenda**

No reorder to the agenda was requested.

#### **5. Public Comment**

President Kuhn called for public comment.

Mr. Rick Hansen submitted a public comment card to be read, requesting a correction to the April 1 and 15, 2020 Board meeting minutes as representing Cal Poly not as resident.

Mr. Ray Baca submitted a public comment card to be read, in support for the Bonanza Spring Study.

Ms. Marci Stanage spoke in support of the Bonanza Spring Study.

Mr. Brad Jensen spoke in support of the Bonanza Spring Study.

Mr. Carlos Rodriguez spoke in support of the Bonanza Spring Study.

#### **6. Consent Calendar**

The Board was asked to consider consent calendar items (6.A - 6.H) for the May 20, 2020 Board meeting that included: (6.A) Receive, Approve and File Minutes, April 1, 2020 and April 15, 2020; (6.B) Receive, Approve and File Financial Reports and Investment Update, April 2020; (6.C) Imported Water Sales, April 2020; (6.D) Miramar Operations Report, April 2020; (6.E) Approve Director Expense Reports, April 2020; (6.F) FY 2019-20 Third Quarter Reserve Update; (6.G) Resolution No. 20-05-876 Tax Sharing Exchange County Sanitation District No. 22, Annexation No. 22-437; (6.H) Resolution No. 20-05-877 Responsibilities and Authority of the General Manager and TVMWD Purchasing Policy.

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

<p><b>Moved: Director Goytia                      Second: Director Roberto</b> <b>Motion No. 20-05-5279 – Approval of Consent Calendar Items 6.A –</b> <b>6.H for May 20, 2020</b> <b>Motion passed by a 7-0 vote.</b></p>
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#### **7. General Manager's Report**

##### **7.A – Legislative Update, May 2020**

Mr. Kirk Howie provided the Board with a brief update on legislative activities TVMWD engaged in through to May 2020. The legislature returned to Sacramento this month after an extended layoff due to the COVID-19 pandemic. Hearings in both houses have commenced and the deadline for bills to pass out of their house of origin is May 29. Mr. Howie provided a budget update and reviewed bills that the house is

considering. President Kuhn requested for the district lobbyist to provide an update at the June 3, 2020 Board meeting.

**7.B – Award Miragrand Well (Phase 1 – Drilling/Development) Construction Contract, Project No. 58463**

Mr. Ben Peralta briefed the Board on the construction contract for the Miragrand Well Phase 1. Staff reviewed the bid and financial information provided during the public bidding in April 2020. Bakersfield Well & Pump, Co. are the lowest bidder and received positive feedback from references. Staff recommends that Bakersfield Well & Pump, Co. be awarded the construction contract for the drilling and development of the Miragrand Well. A contract budget of \$1,056,390 is requested. The project is expected to be completed within 3.5 months.

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

<b>Moved: Director Bowcock</b>	<b>Second: Director Jackman</b>
<b>Motion No. 20-05-5280 – Award Miragrand Well Construction Contract to Bakersfield Well &amp; Pump Co.</b>	
<b>Motion passed by a 7-0 vote.</b>	

**7.C – Approve Miragrand Well Equipping (Phase 2 – Design) Professional Services Agreement, Project No. 58463**

The Board was updated on the Miragrand Well Equipping Phase 2 project. Staff recommended the Board authorize the General Manager to execute a professional services agreement to Civiltec Engineering, Inc. in the amount of \$253,055. The District issued a Request for Proposals and a total of four proposals were received and thoroughly reviewed. After the interview process was completed, Civiltec received the highest ranking. The project is expected to be completed in late December.

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

<b>Moved: Director Bowcock</b>	<b>Second: Director Roberto</b>
<b>Motion No. 20-05-5281 – Approval of Miragrand Well Equipping Professional Services Agreement to Civiltec Engineering, Inc.</b>	
<b>Motion passed by a 7-0 vote.</b>	

**8. Directors' / General Manager's Oral Reports**

Director Bowcock reported the ACWA Conference has been changed to a virtual conference in July 2020.

Director De Jesus reported MWD is working on updating the Integrated Resource Plan. Director De Jesus thanked Mr. Litchfield and Mr. Timothy Kellett for their efforts with MWD's IRP Stakeholder Workshops.

Director Goytia - nothing to report

Director Jackman - nothing to report.

Director Kuhn will attend the WQA Board meeting today. Chino Basin Watermaster will hold a Special Board meeting on Friday, May 22, 2020.

Director Mendoza will listen in on Friday's session for the IRP Stakeholder Workshop.

Director Roberto – nothing to report.

Mr. Litchfield and Mr. Kellett are actively engaged with MWD on the IRP. Mr. Litchfield and Mr. Tony Zampielo of Main San Gabriel Basin Watermaster, have signed the Cyclic Storage 1-year extension letter agreement. The letter has been sent to Mr. Jeffrey Kightlinger at MWD for signature.

Mr. Steve Kennedy reviewed the memo he provided to the Board regarding board activity during the election. The memo is a reminder to the Board outlining expectations between the Board and staff during the upcoming election season.

## 9. Future Agenda Items

No future agenda items were requested.


## 10. Adjournment

The Board adjourned at 8:57 a.m. to its next regular meeting scheduled for Wednesday, June 3, 2020.



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



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Recorded by: Nadia Aguirre  
Executive Assistant