

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

Wednesday, June 17, 2020
8:00 a.m.

1. Call to Order

The Board meeting was called to order at 8:02 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
Dominique Aguiar, Operations Supervisor
Nadia Aguirre, Executive Assistant
Liz Cohn, Senior Financial Analyst
Maria Contreras, Admin./Communications Assistant
Wendy Galarneau, HR Manager
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: John Brett, Suburban Water Systems; Tom Coleman, Rowland Water District; Gregory Foster, Southern California Group; Chonney Gano, Wildan Financial Services; Kelly Gardner, Main San Gabriel Basin Watermaster; Victoria Hahn, resident; Rick Hansen, Cal Poly Pomona; Ed Hilden, Walnut Valley Water District; Erik Hitchman, Walnut Valley Water District; Flor Iturbe, Wildan Financial Services; Ben Lewis, Golden State Water Company; Tony Lima, Rowland Water District; Szu Pei Lu, Rowland Water District; Steve Patton, City of Glendora; D.S.; Jennifer Stark, City of Claremont; 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.

There was no public comment.

6. Public Hearing Standby Charge

Board President Kuhn opened the Public Hearing at 8:05 a.m. for the FY 2020-21 Water Standby Charge and requested the staff report. Notice of the Public Hearing was published in the Inland Valley Daily Bulletin and the San Gabriel Valley Tribune on June 3 and 10, 2020. The Engineer's Report is included in the board packet and explains the cost and methodology of the assessment. The standby charge will increase from \$19.23 to \$19.90. No written protests were received. Ms. Flor Iturbe and Ms. Chonney Gano from Wildan Financial Services provided a brief explanation on how the standby charge is calculated.

President Kuhn called for public comment. There being none, the Public Hearing closed at 8:14 a.m.

7. Approval of Resolution No. 20-06-878 Adopting the FY 2020-21 Standby Charge

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

Moved: Director Bowcock	Second: Director Goytia
Ayes: Bowcock, De Jesus, Goytia, Jackman, Kuhn, Mendoza, Roberto	
Noes:	
Abstain:	
Motion No. 20-06-5282 – Approval of Resolution No. 20-06-878	
Motion passed by a 7-0 vote.	

8. Consent Calendar

The Board was asked to consider consent calendar items (8.A - 8.I) for the June 17, 2020 Board meeting that included: (8.A) Receive, Approve and File Minutes, May 6, 2020 and May 20, 2020; (8.B) Receive, Approve and File Financial Reports and Investment Update, May 2020; (8.C) Imported Water Sales, May 2020; (8.D) Miramar Operations Report, May 2020; (8.E) Approve Director Expense Reports, May 2020; (8.F) Approval of a Modified Board Meeting Schedule; (8.G) Approval of FY 2020-21

General Manager's Work Plan; (8.H) Approval of State Lobbyist Letter Agreement; (8.I) Approval of SCADA Software Upgrade.

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

Moved: Director Goytia	Second: Director Roberto
Motion No. 20-06-5283 – Approval of Consent Calendar Items 8.A – 8.I for June 17, 2020	
Motion passed by a 7-0 vote.	

9. General Manager's Report

9.A – Legislative Update, June 2020

Mr. Kirk Howie provided the Board with a brief update on legislative activities TVMWD engaged in through June 2020. The proposed annual state budget deadline was on June 15 and the Governor has until June 30 to approve it. The legislature will be on summer recess soon. Mr. Howie reviewed bills that the district is keeping an eye on: AB 2093 (oppose), AB 2107 (support), AB 2182 (support), ACR 179 (support), SB 625 (watch), SB 1099 (support), SB 1352 (support).

9.B – Approval of the Cyclic Storage Agreement Among the Metropolitan Water District of Southern California (MWD), Three Valleys MWD (TVMWD) and Main San Gabriel Basin Watermaster (MSGBWM)

The current 1-year cyclic storage agreement among MWD, Three Valleys MWD and Watermaster expired June 1, 2020 and an extended letter agreement was executed for another 12 months. The new agreement will be for 10 years and the storage volume amount will increase from 40,000 acre-feet to 50,000 acre-feet. Once all parties execute the agreement, the court will have to be presented with the agreement for final approval. Due to the court shutdown as a result of the COVID-19 pandemic, the scheduled hearing for July 2020 may be rescheduled to a future date. Mr. Matthew Litchfield called for a correction to the staff report under "Staff Recommendation" to authorize, rather than approve, the General Manager to execute the agreement between the parties.

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

Moved: Director Bowcock	Second: Director Roberto
Ayes: Bowcock, De Jesus, Goytia, Jackman, Kuhn, Mendoza, Roberto	
Noes:	
Abstain:	
Motion No. 20-06-5284 – Approval of the Cyclic Storage Agreement Among MWD, TVMWD and MSGBWM.	
Motion passed by a 7-0 vote.	

9.C – Award Professional Services Agreement for Development and Preparation of the 2020 Urban Water Management Plan (UWMP)

The UWMP must be updated every five years as required by the California Urban Water Management Plan Act. Three Valleys MWD has partnered with five member agencies to develop the 2020 UWMP: City of Glendora, Golden State Water Company, City of Pomona, Rowland Water District, and Walnut Valley Water District. The agencies reached a cost sharing agreement or the consultant fee where Three Valleys MWD will pay 25% as lead agency and each participating agency will pay 15%. A request for proposals (RFP) was issued to several consulting firms and after review and evaluation by the Selection Committee, Stetson Engineers, Inc. was unanimously chosen. The total proposed cost for the development and preparation of the District's 2020 UWMP is \$165,000.

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

<p>Moved: Director Bowcock Motion No. 20-06-5285 – Award PSA for Development and Preparation of the 2020 UWMP. Motion passed by a 7-0 vote.</p>	<p>Second: Director Mendoza</p>
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9.D – Administrative Staff Return Post COVID-19 Closure

Ms. Wendy Galarneau reviewed safeguards for staff's return to work plan post COVID-19. Centers for Disease Control (CDC) recommendations, staff training, symptom screening and personal protective equipment (PPE) were discussed. Check-in stations for self-evaluation and appropriate signage is being displayed at the office. A discussion ensued among the Board and Staff. A Special Board of Directors meeting will be held in July to approve COVID-19 policies. Director Mendoza commended the General Manager and staff for all their efforts during this time.

10. Directors' / General Manager's Oral Reports

Director Bowcock had nothing to report.

Director De Jesus stated MWD will hold the monthly IRP meeting on June 23 at 9:00 a.m.

Director Goytia had nothing to report.

Director Jackman advised the CSDA San Gabriel Valley Chapter meeting is postponed to September, exact date to be determined. Director Jackman met with Mr. John Monsen & Mr. Chris Clarke and discussed the Cadiz project and Bonanza Springs. She is interested in attending a Cadiz tour.

Director Kuhn announced today is Mr. Ken Manning's last board meeting at the Water Quality Authority. Chino Basin Watermaster has delayed the OBMP and storage management plan by 45 days as it may be challenged by the Agricultural Pool in court.

Director Mendoza had nothing to report.

Director Roberto also attended the meeting with Director Jackman, Mr. Monsen and Mr. Clarke and is interested in attending a Cadiz tour.

Mr. Litchfield thanked Ms. Galarneau for her leadership with the staff reintegration plan as well as the Executive team and staff.

11. Closed Session

The Board convened into closed session at 10:18 a.m. to discuss the following items:

11.A – Conference with Legal Counsel – Existing Litigation [Government Code Section 54956.9(d)(1)]

Name of Case: Chino Basin Municipal Water District v. City of Chino, et al., San Bernardino County Superior Court Case No. RCV RS 51010

11.B – Conference with Legal Counsel – Anticipated Litigation

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

The Board reconvened to regular session at 11:01 a.m.

Mr. Kennedy reported on Item 11.A, the Board unanimously advised general counsel to file a joinder to the motion filed by Chino Basin Watermaster to reset the safe yield. With respect to Item 11.B, no reportable action was taken.


12. Future Agenda Items

Director Jackman requested to add an item to the next regularly scheduled Board meeting to discuss a policy change regarding the General Manager's decision-making authority when professional services would be funded by outside sources.

Director Jackman requested to add an item to the next regularly scheduled board meeting to form an Ad Hoc Committee to review Director's expenses and compensation. President Kuhn stated he would rather have the Board as a whole review Director expenses and compensation as has been done in the past, but if Director Jackman preferred to form an Ad Hoc Committee he would take her lead. Director Jackman advised a preliminary discussion can be made and taken to the full Board for a final vote. It was decided that Director Jackman, Director Bowcock and Director Roberto will form the Ad Hoc Committee.

13. Adjournment

The Board adjourned at 11:06 a.m. to its next regular meeting scheduled for Wednesday, September 2, 2020.



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



Recorded by: Nadia Aguirre
Executive Assistant