



THREE VALLEYS MUNICIPAL WATER DISTRICT REGULAR BOARD MEETING MINUTES

Wednesday, June 15, 2022 – 8:00 a.m.

I. CALL TO ORDER

The Board meeting was called to order at 8:00 a.m. at the District office located at 1021 East Miramar Ave., Claremont, CA, and via teleconference. The presiding officer was President Jody Roberto.

2. ROLL CALL

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

DIRECTORS PRESENT

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

STAFF PRESENT

Matthew Litchfield, General Manager
Steve Kennedy, Legal Counsel
Dominique Aguiar, Operations Supervisor
Nadia Aguirre, Executive Assistant
Karen Harberson, Compliance Specialist
Kirk Howie, Chief Administrative Officer
Steve Lang, Chief Operations Officer
Sylvie Lee, Chief Water Resource Officer
James Linthicum, Chief Finance Officer
Kevin Panzer, Assistant Engineer
Robert Peng, I.T. Manager
Ben Peralta, Project Manager
Viviana Robles, Human Resources/Risk Manager
Esther Romero, Accounting Technician
Marissa Turner, Admin./Communications Assistant

Virtual Attendees: Andy Bullington, City of Covina; Josh Byerrum, Walnut Valley Water District; Ed Chavez, Upper San Gabriel Valley Municipal Water District; Tami Eaton, Harris & Associates; Kelly Gardner, Main San Gabriel Basin Watermaster; Ed Hilden, Walnut Valley Water District; Erik Hitchman, Walnut Valley Water District; Richard Lambros, Engineering Contractors' Association; Ben Lewis, Golden State Water Company; Szu Lu, Rowland Water District; Jared Macias, Walnut Valley Water District; Myra Malner, Rowland Water District; John Mendoza; Dave Michalko, Valencia Heights Water Company; Dusty Moio, Rowland Water District; Carolee Monroe, League of Women Voters; Toby Moore, Golden State Water Company; Stephanie Moreno, Water Quality Authority; Gabriela Sanchez, Rowland Water District; Jayson Schmitt, Chandler Asset Management; Sherry Shaw, Walnut Valley Water District; Jennifer Stark, City of Claremont; Lisa Tarpin, Southern California Group; Anthony Zampiello, Main San Gabriel Basin Watermaster

In person attendees: Tony Lima, Rowland Water District; Randall Reed, Cucamonga Valley Water District

3. FLAG SALUTE

The flag salute was led by President Roberto.

4. AGENDA REORDER/ADDITIONS

No reorder or additions to the agenda were requested.

5. PUBLIC COMMENT

President Roberto called for public comment and there was none.

6. PRESENTATION

A. JPIA REFUND CHECK

Mr. Randall Reed, Executive Committee Member of JPIA, presented TVMWD with a JPIA refund check in the amount of \$17,210.00. In the last year, 17 staff members have attended JPIA courses, one training class was hosted at TVMWD, 24 users have completed 368 online courses in various categories, one employee completed the professional development program, and one employee is enrolled in Essential Leadership for Water Industry.

B. TVMWD TEAM ACHIEVEMENTS AND MILESTONES

General Manager Litchfield recognized the following employees for their achievements and milestones at TVMWD: Ben Peralta, Project Manager – 10 years of dedicated service; Rick Nelson, Shift Operator III – 20 years of dedicated service; Kevin Panzer, Engineer – promoted from Assistant Engineer to Engineer as of July 2022.

C. CHANDLER ASSET MANAGEMENT

Mr. Jayson Schmitt provided an update on TVMWD's investment portfolio. The investment portfolio fully complies with the TVMWD investment policy and California Government Code. The total market value of the portfolio is approximately \$5.7 million with the majority of the portfolio being made up from the U.S. Government. The portfolio's average purchase yield is 1.51% and the average market yield is 2.63%. The rate of return over the last twelve months is -3.91% with the benchmark being -4.26%.

7. CONSENT CALENDAR

The Board considered consent calendar items 7.A – 7.L for the June 15, 2022 Board meeting that included: (7.A) Receive, Approve and File Minutes, May 18, 2022; (7.B) Receive, Approve and File Financial Reports and Investment Update, May 2022; (7.C) Imported Water Sales, May 2022; (7.D) Miramar Operations Report, May 2022; (7.E) Approve Director Expense Reports, May 2022; (7.F) FY 2022-23 Annual Purchase Order; (7.G) Adopt Resolution No. 22-06-931 Tax Sharing Exchange County Lighting Maintenance District 1687; (7.H) Approve Modified Board Meeting Schedule; (7.I) Approve Social Media Policy – Elected Officials; (7.J) Approve On-Call Pay Increase; (7.K) Approve 2022 Annual Water Shortage Report; and (7.L)

Adopt Resolution No. 22-06-932 Re-Authorizing Remote Teleconference Meetings Pursuant to the Provisions of AB 361.

Upon motion and second and no discussion, President Roberto called for a roll call vote.

Moved: Director Goytia	Second: Director De Jesus
Ayes: Bowcock, De Jesus, Goytia, Kuhn, Roberto, Soto, Ti	
Noes:	
Absent:	
Motion No. 22-06-5383 Approval of Consent Calendar Items 7.A – 7.L	
Motion passed 7-0	

8. REPORTS

A. INVESTMENT POLICY REVIEW

The Board Policy dictates the Investment Policy must be brought to the Board annually for consideration. The Investment Policy was reviewed by Chandler Asset Management, and they determined no updates were necessary this year. The Investment Policy will be reviewed again next year.

B. LEGISLATIVE UPDATE

Chief Administrative Officer Howie briefed the Board on current legislative activities. AB 2449 passed through the Assembly with a 65-4 vote and is now being reviewed by the Senate Governance and Finance Committee, and the Judiciary Committee. AB 2449 will be heard in the Governance and Finance Committee on June 22, 2022, and in the Judiciary Committee on June 28, 2022. President Roberto, General Manger Litchfield, and Chief Administrative Officer Howie will attend the committee meetings, in conjunction with TVMWD lobbyists and bill author, Assemblywoman Rubio. Legal Counsel Kennedy provided clarification on the language of AB 2449. Mr. Howie provided a recap on the primary election held on June 7, 2022.

C. CONSERVATION UPDATE

An informational sheet on MWD's Member Agency Administered Projects funding was included in the board packet. \$356,000 of a \$374,000 budget has been utilized in the two-year cycle. Three projects will carry over to the next two-year budget cycle to continue receiving funding. A majority of next year's funding cycle is already allocated to a major project.

D. EDUCATION AND OUTREACH UPDATE

Administrative/Communications Assistant Turner reminded the Board of the Leadership Breakfast on June 23, 2022, at Mountain Meadows Golf Course. On-site educational tours have resumed in person at TVMWD, and two tours have been hosted in recent weeks. MWD will provide an update on inspection trips later today. Director Goytia advised Senator Leyva would like a tour of TVMWD facilities.

E. WATER SUPPLY UPDATE

Chief Water Resources Officer Lee provided a water supply update. The Colorado River supply projections continue to show long-term decline. State Water Project (SWP) allocation of 5% with human health and safety started June 1. MWD is submitting weekly reports to the Department of Water Resources and the six affected member agencies. Golden State Water Company-Claremont and City of La Verne are on target to stay below allocation. TVMWD is working with MWD on very high fire hazard zones by requesting 1,100 AF additional SWP supplies for Claremont and La Verne. In addition, Operational Shift Cost Offset Program credits are being worked on for the Miramar shift to Weymouth, Miramar Pumpback operations, and CIC sub-agencies shift to Weymouth treated water. The state adopted emergency regulations in May, requiring water suppliers to implement conservation actions under level 2 of their water shortage contingency plans by June 1, 2022. Ads have been placed in the Claremont Courier as part of outreach to the community. TVMWD staff has flyers that can be handed out to residents by the Board and staff when out in the field.

9. PUBLIC HEARING FY 2022/23 STANDBY CHARGE

President Roberto opened the Public Hearing at 10:23 a.m. The 2022/23 standby process concludes with the public hearing. The rate and methodology for the standby charge of \$24.18 per equivalent dwelling unit are described in the Engineer's Report provided by Harris Associates. No public comment was received in writing or at the time of the meeting. The Public Hearing closed at 10:25 a.m.

10. ACTION AGENDA

A. APPROVAL OF RESOLUTION NO. 22-06-933 ADOPTING THE FY 2022-23 WATER STANDBY CHARGE

Upon motion and second, President Roberto called for a roll call vote.

Moved: Director Soto	Second: Director De Jesus
Ayes: Bowcock, De Jesus, Goytia, Kuhn, Roberto, Soto, Ti	
Noes:	
Absent:	
Motion No. 22-06-5384 Approval of Resolution No. 22-06-933	
Motion passed 7-0	

B. ADOPT SUNSHINE ORDINANCE NO. 22-06-23

Legal Counsel Kennedy reported the only change to the updated Sunshine ordinance is the addition of language to Section 2.3.5, requiring district staff to email the board packet when receiving notification from a member of the public. Legal Counsel Kennedy stated the Board continues to reflect governance transparency to the public.

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

General Manager Litchfield stated the Leadership Breakfast will be held on June 23, 2022, at Mountain Meadows Golf Course.

12. CLOSED SESSION

The Board convened into closed session at 10:41 a.m. to discuss the following items:

A. 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-14-514004

(Consolidated with Case Nos. CPF-16-515282 and CPF-18-516389)

B. 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

C. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

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

The Board convened out of closed session and into open session at 11:16 a.m. Legal Counsel Kennedy stated no reportable action was taken.

12. FUTURE AGENDA ITEMS


Director Kuhn requested to add a discussion item regarding the JPIA refund check to the September 7, 2022, board meeting agenda.

13. ADJOURNMENT

The meeting adjourned at 11:17 a.m. to the next regular meeting scheduled for Wednesday, September 7, 2022.



Jody Roberto
President, Board of Directors



Recorded by: Nadia Aguirre
Executive Assistant