



# THREE VALLEYS MUNICIPAL WATER DISTRICT REGULAR BOARD MEETING MINUTES

February 1, 2022 – 8:00 a.m.

## 1. 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  
Mike Ti, Vice President  
Carlos Goytia, Secretary  
Bob Kuhn, Treasurer  
David De Jesus, Director  
Jeff Hanlon, Director

### DIRECTORS ABSENT

Danielle Soto, Director

### STAFF PRESENT

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

Virtual Attendees: Ed Hilden, Walnut Valley Water District; Richard Lambros, Engineering Contractors' Association; Ben Lewis, Golden State Water Company; Myra Malner, Rowland Water District; Stephanie Moreno, San Gabriel Basin Water Quality Authority; Gabby Sanchez, Rowland Water District; Madelyn Yang

In Person Attendees: Julie Carver, City of Pomona; Tom Coleman, Rowland Water District; Erik Hitchman, Walnut Valley Water District; Tony Lima, Rowland Water District; Jared Macias, Walnut Valley Water District

## 3. FLAG SALUTE

The flag salute was led by President Roberto.

## 4. APPROVAL OF AGENDA

No reorder or additions to the agenda were requested.

**5. PUBLIC COMMENT**

President Roberto called for public comment and there was none.

**6. ACTION AGENDA**

**A. ADOPT RESOLUTION NO. 23-02-954 RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS PURSUANT TO THE PROVISIONS OF ASSEMBLY BILL 361**

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

Moved: Director Kuhn            Second: Director Goytia  
Ayes: De Jesus, Goytia, Hanlon, Kuhn, Roberto, Ti  
Noes:  
Absent: Soto  
Motion No. 23-02-5422 Adoption of Resolution No. 23-02-954  
Motion passed 6-0-1

**7. GENERAL MANAGER'S REPORT**

**A. FY 2023-24 BUDGET REVIEW SCHEDULE**

Chief Finance Officer Linthicum presented the draft FY 2023-24 budget schedule. The first board workshop will be held on March 1, 2023, followed by a budget workshop at the Member Agency Manager's meeting on March 16, 2023. MWD has already adopted their rates for 2024, making this the second year of a two-year rate cycle. The final budget and CY 2024 rates will be brought to the April 19, 2023 board meeting for consideration of adoption.

**B. STRATEGIC PLAN**

Chief Finance Officer Linthicum reviewed changes to the Strategic Plan, as outlined in the staff report. The Strategic Plan will no longer be an annual update, the five-year CIP and Reserve Goals will now be a part of the annual budget preparation, and Priorities and Actions will now be part of the annual General Manager's Workplan. Directors Roberto and De Jesus requested to bring the Strategic Plan for review every couple of years. It was agreed that the Strategic Plan will be distributed to the board every year for review and agendized with changes as needed.

**C. REVIEW RESOLUTION ENCOURAGING DISCONTINUANCE OF NON-FUNCTIONAL TURF**

Chief Administrative Officer Howie provided an update on revisions to the proposed resolution encouraging the discontinuance of non-functional turf. President Roberto requested to establish an ad hoc committee with Directors Kuhn, Hanlon, and Ti. The Board discussed how to proceed with the resolution and made suggestions to be further discussed at the ad hoc committee meeting. Once the ad hoc committee meets and a good draft of the resolution is ready, it will be brought back to a future meeting for consideration of adoption.

## **D. WATER RESOURCES MASTER PLAN PROFESSIONAL SERVICES AGREEMENT AWARD**

The Water Resources Master Plan (WRMP) will develop supply portfolios and supply actions meeting short and long term needs that provide climate change resilience. The Regional Drought Contingency Plan enables TVMWD and its member agencies to be eligible for grant funding opportunities. Proposals were solicited and out of the five submitted, GEI Consultants, Inc. was selected. The total cost is \$400,000, with \$200,00 from a U.S. Bureau of Reclamation grant that TVMWD received. Tom Coleman, General Manager at Rowland Water District, provided input on the WRMP. He commended staff for finding grant funding to assist with the project.

## **E. PROJECTS SUMMARY**

Engineer Panzer provided an update on current district projects. The Miragrand Well is in the start-up phase and a 72-hour test on the pump is being performed. Final landscape plans will be provided to the City of Claremont for approval and landscape installed before summer. Director Goytia requested weed abatement around the property while the project is ongoing. Emergency Generator Connection Upgrades work will be performed during the annual TVMWD Miramar treatment plant shutdown. The contractor's submittals have been approved and their activity will be coordinated with the shutdown. This project is set to be completed by the end of the year. Engineer Panzer is working with the contractor on the initial engineering and review of the breakers for the Electrical Switchgear Replacement. All parts will be ordered in advance allowing equipment to be available during a future shutdown. The installation of new concrete pedestals to elevate the chlorine tanks will also be performed during the shutdown which will aid in ease of maintenance for the Operations team and mitigate corrosion. The project was put out to bid and three quotes were received. Pascal and Ludwig came in well below the engineer's estimate around \$70,000 and they are cognizant of time constraints. The Miramar Leak Detection program will determine if there are any leaks in the system and increase reliability. After Xylem's initial site visit, additional asset upgrades were recommended to enhance the accuracy of GIS mapping. This project is being pushed back to later in the year to accommodate the lower flows requirements that will increase accuracy of the final deliverables and organize a consolidated effort for the other recommended upgrades. The Six Basins Groundwater project includes the operation of the Old Baldy Well and Durward Well in conjunction with Puente Basin Water Agency. Construction will begin at the Old Baldy Well next week and the final equipping design is being finalized for the Durward Well. The Groundwater Reliability project is a cost-sharing project with the City of Glendora and Puente Basin Water Agency to develop 6,000 acre feet of groundwater supply in the San Gabriel Basin. Woodard & Curran was selected from the master on-call contracts to develop the feasibility study. The total cost of the project is \$148,000 and each partners share is at 33%. An update was provided on the master on-call professional services contract list that was established last year.

## **8. DIRECTORS'/GENERAL MANAGER'S ORAL REPORTS**

### **A. METROPOLITAN WATER DISTRICT**

Director De Jesus reported MWD is working on water supply challenges in the Colorado River system. The six other basin states will submit a proposal on solutions for the Colorado

River system; California did not join the other six states in the proposal. The proposal was submitted to the Department of Interior yesterday.

**B. CHINO BASIN WATERMASTER**

Director Kuhn had nothing to report.

**C. MAIN SAN GABRIEL BASIN WATERMASTER**

Director Ti discussed significant flow for recharge due to precipitation from December 2022 through January 2023.

**D. SIX BASINS WATERMASTER**

President Roberto stated Six Basins Watermaster recognized Brian Bowcock for his years of service. They also reported on the water rights and production of CY 2022. President Roberto met with Andy Malone to further familiarize herself with Watermaster.

**E. SAN GABRIEL BASIN WATER QUALITY AUTHORITY**

Director Kuhn reported WQA is waiting for confirmation on an additional \$10 million from congress for water cleanup projects in the San Gabriel Basin.

**F. ADDITIONAL BOARD MEMBER REPORTS/COMMENTS**

Director Goytia stated he invited Congresswomen Torres to visit TVMWD. He attended the SCWC luncheon last week and spoke with MWD Chairperson Ortega about visiting TVMWD. The SGVCOG has planned Pomona Water Reclamation Plant tour on February 3, 2023 .

**G. GENERAL MANAGER'S COMMENTS**

General Manager Litchfield reminded the Board of the Leadership Breakfast on February 23, 2023 with Mr. Charley Wilson as guest speaker. General Manager Litchfield is awaiting confirmation on a meeting next week in Sacramento with Senator Archuleta.

**9. CLOSED SESSION**

The Board convened into closed session at 9:31 a.m. to discuss the following item:

**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

The Board reconvened out of closed session at 9:51 a.m. Legal Counsel Kennedy stated no reportable action was taken.

**10. FUTURE AGENDA ITEMS**

No future agenda items were requested.

**11. ADJOURNMENT AND NEXT MEETING**

The board meeting adjourned at 9:51 a.m. to the next regular board meeting scheduled for Wednesday, February 15, 2022.



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Jody Roberto  
President, Board of Directors



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Recorded by: Nadia Aguirre  
Executive Assistant