



# THREE VALLEYS MUNICIPAL WATER DISTRICT REGULAR BOARD MEETING MINUTES

Wednesday, March 20, 2024 – 8:00 a.m.

## 1. CALL TO ORDER

The Board meeting was called to order at 8:06 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/Treasurer  
David De Jesus, Director  
Jeff Hanlon, Director  
Bob Kuhn, Director  
Danielle Soto, Director

### STAFF PRESENT

Matthew Litchfield, General Manager  
Steve Kennedy, Legal Counsel  
Dominique Aguiar, Operations Supervisor  
Brittany Aguilar, Finance Manager  
Nadia Aguirre, Executive Assistant  
David Dransfeldt, Water Resources Intern  
Freeman Ensign, Operations Supervisor  
Karen Harberson, Compliance Specialist  
Kirk Howie, Chief Administrative Officer  
Steve Lang, Chief Operations Officer  
Sylvie Lee, Chief Water Resources Officer  
Kevin Panzer, Engineer  
Brian Pen, Water Resources Analyst  
Robert Peng, I.T. Manager  
Marissa Turner, Admin. Communications Assistant  
Jose Velasquez, Chief Finance Officer

Virtual Attendees: John Bellah, Rowland Water District; Ed Chavez, Upper San Gabriel Valley Municipal Water District; Ryan Ciotti, City of La Verne; Jeanette Flores; Ed Hilden, Walnut Valley Water District; John Monsen; Stephanie Moreno, Water Quality Authority; Gabby Palomares, Rowland Water District; Tony Zampiendo, Main San Gabriel Basin Watermaster; 626-824-4667

In person attendees: John Bellah, Rowland Water District; Josh Byerrum; Walnut Valley Water District; Ben Lewis, Golden State Water Company; Tony Lima, Rowland Water District; Jared Macias, Walnut Valley Water District; Myra Malner, Rowland Water District; Meg

McWade, City of La Verne; Dave Michalko, Valencia Heights Water Company; Dusty Moiso, Rowland Water District; Sherry Shaw, Walnut Valleys Water District

3. FLAG SALUTE

President Roberto led the flag salute.

4. DIRECTOR REMOTE PARTICIPATION PURSUANT TO AB 2449

A. NOTIFICATION DUE TO JUST CAUSE

B. REQUEST DUE TO EMERGENCY CIRCUMSTANCES

There were no requests submitted by any Directors for remote participation due to Emergency Circumstances, and therefore no motion was needed for this item.

5. AGENDA REORDER/ADDITIONS

No reorder or additions to the agenda were requested.

6. PUBLIC COMMENT

John Monsen provided public comment.

7. CONSENT CALENDAR

The Board considered consent calendar items 7.A – 7.G for the March 20, 2024 Board meeting that included: (7.A) Receive, Approve and File Minutes, February 7 & 21, 2024; (7.B) Receive, Approve, and File Financial Reports and Investment Update, February 2024; (7.C) Imported Water Sales, February 2024; (7.D) Miramar Operations Report, February 2024; (7.E) Approve Director Expense Reports, February 2024; (7.F) Approve Salary Schedule Effective July 1, 2024; (7.G) Resolution No. 24-03-985 Adopting the Employee Handbook

Moved: Director Kuhn	Second: Director Goytia
Ayes: De Jesus, Goytia, Hanlon, Kuhn, Roberto, Soto, Ti	
Noes:	
Absent:	
Motion No. 24-03-5475 Approval of Consent Calendar Items 7.A – 7.G	
Motion passed 7-0-0	

## 8. ACTION AGENDA

### A. SPECIAL DISTRICT LAFCO VOTING MEMBER REPRESENTATIVE BALLOT

The Board discussed selecting a candidate to cast a vote for the LAFCO Special District Voting Member representative. The Board would like to invite the candidates to the April 17<sup>th</sup> board meeting and will generate questions to ask them. This item will be brought back to the April 17, 2024 board meeting. No action was taken on this item.

## 9. REPORTS

### A. METROPOLITAN WATER DISTRICT UPDATE

Director De Jesus reported on the ongoing MWD budget discussions held during board meetings, committee meetings, caucus meetings, and workshops. There are currently six different budget alternatives for the MWD Board to consider. The MWD Board is expected to approve the budget at the April 9, 2024 board meeting.

### B. LEGISLATIVE UPDATE

Chief Administrative Officer Howie reported that the legislature goes on spring break next week and returns to office April 1, 2024. Many bills are being supported including SB 366-California Water for All. District lobbyist Arnold & Associates will provide a legislative update at the April 3, 2024 Board Meeting. Mr. Howie reviewed local primary election results for Senators, Congressmembers, and Assemblymembers. District meetings and facility tours are being scheduled with potential incoming legislative representatives. The annual lobby day will be on April 24, 2024 in Sacramento where Board Members, staff, and the district lobbyist will meet with legislative representatives.

### C. CONSERVATION PROGRAMMING UPDATE

Chief Administrative Officer Howie reported the Member Agency Administered Program (MAAP) from MWD has been 100% allocated. Six member agencies have taken advantage of MAAP funding during the two-year cycle. The conservation funding allowance may be reduced in the next two-year cycle for FY 24-26; this will be announced June 2024. However, MAAP flex spending will increase from 25% to 50%. The commercial turf removal program rebate remains at \$2/sf and the residential turf removal program has increased to \$3/sf. The public agency turf removal program rebate has increased to \$4/sf. MWD has a new Tree rebate of \$100, with a maximum of 5 trees, for the Turf Removal program. Mr. Howie will request an ACWA representative to provide an update on the new conservation programming regulations at a future Three Valleys board meeting.

#### D. OPERATIONS UPDATE

Chief Operations Officer Lang briefed the board on the activities performed during the annual Miramar plant shutdown. Activities conducted during the shutdown included the relocation of the water quality analyzer, chlorine system maintenance, chemical flow meters servicing, the sludge collection unit was repaired, and the hydroelectric inlet screen was inspected. Mr. Lang commended the Operations department for all their work not only during the shutdown but throughout the entire year. An update on the emergency leak shutdown was provided.

#### E. WATER SUPPLY UPDATE

Chief Water Resources Officer Lee reported that the State Water Project (SWP) allocation increased from 10% to 15%. MWD staff are forecasting that the SWP allocation will continue to increase, although they are unsure of the amount at this time. There is potential for water storage in the Chino Basin and Main San Gabriel Basin; Six Basins is not available for water storage.

#### 10. DIRECTORS' / GENERAL MANAGER'S ORAL REPORTS

General Manager Litchfield reported a Member Agency budget meeting will be held immediately following the board meeting.

Director Kuhn reported that an offer has been made to Todd Corbin for the General Manager position at Chino Basin Watermaster. He will begin on April 15, pending contract approval.

Director Roberto thanked Mr. Howie and Operations Supervisor Aguiar for hosting both the Cal Poly Engineers & Professors tour and the SGV Legislative tour.

#### 11. CLOSED SESSION

Legal Counsel Kennedy stated there is no immediate action necessary for the items listed in closed session. The Board did not convene into closed session.

#### 12. FUTURE AGENDA ITEMS

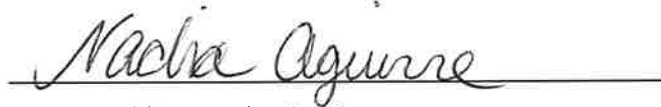
No future agenda items were requested.

13. ADJOURNMENT AND NEXT MEETING

President Roberto adjourned the meeting at 9:46 a.m. to the next regular board meeting scheduled for Wednesday, April 3, 2024.



Jody Roberto  
President, Board of Directors



Recorded by: Nadia Aguirre  
Executive Assistant