



THREE VALLEYS MUNICIPAL WATER DISTRICT SPECIAL BOARD MEETING WORKSHOP MINUTES

California State Polytechnic University, Pomona
Kellogg West Conference Center – Valley Vista
3801 W. Temple Ave.
Pomona, CA 91768

March 3, 2025 – 8:30 a.m.

1. CALL TO ORDER

The Special Board Meeting Workshop was called to order by President Ti at 8:40 a.m. at Kellogg West Conference Center, Valley Vista.

2. ROLL CALL

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

DIRECTORS PRESENT

Mike Ti, President
Carlos Goytia, Vice President
Jeff Hanlon, Secretary/Treasurer
(arrived 8:55a.m.)
David De Jesus, Director
Bob Kuhn, Director
Jorge Marquez, Director
Jody Roberto, Director

STAFF PRESENT

Matthew Litchfield, General Manager
Steve Kennedy, Legal Counsel
Brittany Aguilar, Finance Manager
Nadia Aguirre, Executive Board Secretary
Kirk Howie, Chief Administrative Officer
Steve Lang, Chief Operations Officer
Sylvie Lee, Chief Water Resources Officer
Jose Velasquez, Chief Finance Officer

Other attendees present: Lora Nichols, Fieldman, Rolapp, & Associates; Robert Porr, Fieldman, Rolapp, & Associates

3. PUBLIC COMMENT

President Ti opened public comment and there was none.

4. BOARD OF DIRECTORS WORKSHOP

Reserve Policy

The Reserve policy was adopted by the Board of Directors on February 19, 2025. Lora Nichols and Robert Porr from Fieldman, Rolapp, & Associates provided an overview of the Reserve Policy. There are five categories of reserves funds, each with their target levels: Operating Reserve - \$4.8 million, Emergency Reserve - \$1.9 million, Capital Improvement

and Replacement Reserve - \$10.7 million, Major Capital Reserve - \$0, and Revenue Stabilization Reserve - \$3.4 million. Ms. Nichols explained the budget forecast for FY 2026, showing how the district's projected cash balances compare to the minimum, target, and maximum reserve levels. The district is on track to meet the minimum reserve target by FY 2028. The district currently has \$7.2 million in reserve due to emergency leak repair and Miramar Treatment Plant downtime. Chief Finance Officer Velasquez proposed increasing the surcharge from \$16 to \$24 per acre-foot to target a reserve of \$10 million in three years. Two to three budget scenarios will be prepared to show options to reach minimum reserve levels in less than three years for the Budget Workshop scheduled for the 1st Board meeting in March.

5. ADJOURNMENT

President Ti adjourned the Special Board of Directors Meeting Workshop at 11:12 p.m. to the next regular board meeting scheduled for Wednesday, March 5, 2025.



Mike Ti
President, Board of Directors



Recorded by: Nadia Aguirre
Executive Board Secretary