



THREE VALLEYS MUNICIPAL WATER DISTRICT REGULAR BOARD MEETING MINUTES

Wednesday, May 7, 2025 | 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. The presiding officer was Vice President Carlos Goytia.

2. ROLL CALL

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

DIRECTORS PRESENT

Carlos Goytia, Vice President
Jeff Hanlon, Secretary/Treasurer
David De Jesus, Director
Bob Kuhn, Director
Jody Roberto, Director

DIRECTORS ABSENT

Mike Ti, President
Jorge Marquez, Director

STAFF PRESENT

Matthew Litchfield, General Manager
Steve Kennedy, Legal Counsel
Dom Aguiar, Operations Supervisor
Brittany Aguilar, Finance Manager
Nadia Aguirre, Executive Board Secretary
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, Water Resources Officer
Josh Olivares-Hernandez, Finance Analyst
Kevin Panzer, Engineer
Brian Pen, Water Resources Analyst
Robert Peng, I.T. Manager
Alvin Ramos, I.T. Analyst
Viviana Robles, Human Resources/Risk Manager
Marissa Turner, Admin. Communications Assistant
Jose Velasquez, Chief Finance Officer

Virtual Attendees: Ed Chavez, Upper San Gabriel Valley Municipal Water District; Armando De Jesus, City of Glendora; Kelly Gardner, Main San Gabriel Basin Watermaster; Cat Goytia, resident; Ed Hilden, Walnut Valley Water District; Robert Leamy, Rowland Water District; Ben Lewis, Golden State Water Company; Dave Michalko, Covina Valley Water Company; Gabby Palomares, Rowland Water District; Bertha Perez, Walnut Valley Water District; Henry Woo, Walnut Valley Water District; 19095389296; 8183971926

In person attendees: John Bellah, Rowland Water District; Ryan Ciotti, City of La Verne; Chris Diggs, City of Pomona; Tony Lima, Rowland Water District; Jared Macias, Walnut Valley

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Water District; Myra Malner, Rowland Water District; Dusty Miosio, Rowland Water District; Kristie Sanchez, City of La Verne; Joe Vieyra, City of La Verne

3. FLAG SALUTE

Vice President Goytia 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

Vice President Goytia opened public comment and there was none.

7. GENERAL MANAGER'S REPORT

A. LEGISLATIVE UPDATE

Chief Administrative Officer Howie provided a legislative update. The deadline for bills to pass out of committee is June 6, 2025. The district is currently tracking 11 state bills, including 4 for the assembly and 7 for the Senate, and 2 federal bills. AB 259 unanimously passed the assembly floor and will move to the senate before going to the Governor's desk. Other bills the district supports are AB 514, AB 580, SB 72, SB 90, SB 394, SB 454, and SB 496. The bills the district is opposing are AB 794, SB 350, and SB 601. Federal bills being supported are HR 1267 and HR 2766.

B. 2025 ACWA ELECTION PROCESS 2026-27 TERM

ACWA has launched the election process for the 2026-27 term, including positions for President, Vice President, and Region 8 board members. The nomination period opened on April 21 and closes on June 20, 2025. The election will be conducted electronically, with ballots due by September 19 and results announced on September 26, 2025. Elected

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officials will be introduced at the ACWA Fall Conference on December 3, 2025. If a TVMWD board member wishes to continue in the election process, a resolution will be considered at the May 21, 2025, board meeting.

C. FY 2025/26 ANNUAL PURCHASE ORDER

Chief Finance Officer Velasquez reported on the anticipated purchase orders for FY 2025-26 that exceed Three Valleys purchasing thresholds. The vendors listed in the staff report are single source due to their long-standing relationships and specialized services with the district. The Purchasing Policy generally requires board approval of purchases exceeding \$75,000. This item will be brought back to the May 21, 2025 Board of Directors meeting for consideration of approval.

D. WATER USE EFFICIENCY DASHBOARD PROFESSIONAL SERVICES AGREEMENT AWARD

The Water Use Efficiency (WUE) dashboard project includes aerial imagery analysis, land use classification, and the development of a regional landscape analysis. The total project cost is \$285,900, supported by an \$84,391 grant from the U.S. Bureau of Reclamation and a \$66,020 contribution from Three Valleys, with the cities of La Verne and Glendora co-funding their respective portions. The scope of work will be completed by two vendors. A sole source award is being proposed to Eagle Aerial Solutions in partnership with NV5 for a total of \$238,400. California Data Collaborative will perform the regional landscape analysis and create the dashboard for La Verne and Glendora for a total cost of \$47,500. A Professional Services Agreement with Eagle Aerial will be brought back to the May 21, 2025 Board of Directors meeting for consideration of approval.

E. PROJECTS UPDATE

The installation of a belt filter truck scale will enhance operational efficiency for accurate truck weight data to eliminate costly short loads. The total project cost is \$65,000. The project was posted on Planet Bids and from the four bids received; Michelli Weighing and Measurement was selected as the lowest bidder. The project has already been completed.

The Miramar sludge mixing efficiency study will analyze existing mixing systems and provide recommendations to improve operations and optimize efficiency. Two proposals were received from on-call technical services consultants and Trussell Technologies was selected. The design project cost is \$80,000 and will be completed by FYE 2025.

An updated gate access control and modernized intercom system will be installed for increased security at the district. The total project cost is \$100,000 and Evron was selected

as the contractor. Cameras, gate operator and badge access are being upgraded at the east and main gate of the district. This project is in progress.

The north parking structure is being replaced with an all-metal aluminum wood type of structure. Two bids were received, and Coast Patio Covers was selected for a total project cost of \$110,000. Demolition on this project will start next week.

Office furniture samples were delivered last week. The total project cost is \$167,000 with the original scope and the estimated completion in June 2025.

The seismic analysis to the Miramar Administration and Operations building was completed and no structural remediations are required. The roof replacement will be completed by the end of the year with metal roof panels that weigh 80% less than the current roofing. This classifies the building as a risk category 4, allowing the building to withstand seismic forces and remain operational for any critical seismic events.

8. DIRECTORS' / GENERAL MANAGER'S ORAL REPORTS

A. METROPOLITAN WATER DISTRICT

Director De Jesus reported on the 50% State Water Project allocation. MWD Director Gold submitted a letter to the U.S. Department of the Interior and the Bureau of Reclamation on the Colorado River and its operations, specifically on the agricultural community in California.

B. CHINO BASIN WATERMASTER

Director Kuhn had nothing to report.

C. SAN GABRIEL BASIN WATER QUALITY AUTHORITY

Director Kuhn had nothing to report.

D. MAIN SAN GABRIEL BASIN WATERMASTER

Director Hanlon had nothing to report.

E. SIX BASINS WATERMASTER

Director Hanlon had nothing to report.

F. ADDITIONAL BOARD MEMBER REPORTS

No additional comments were provided.

G. GENERAL MANAGER'S COMMENTS

General Manager Litchfield reminded the board of the ACWA conference next week in Monterey. Two board summer tours are confirmed in July and August. General Manager Litchfield reported that Chief Finance Officer Velasquez will be leaving the district and wishes him well in his new endeavors. He thanked Mr. Velasquez for his support; his contributions to staff and the board are not unrecognized.

Mr. Velasquez thanked the board for their support over the last two years. He is proud of his accomplishments at the district, setting the roadmap for Three Valleys. Mr. Velasquez thanked General Manager Litchfield for his support.

The Board thanked Mr. Velasquez for his work at the district and stated that he will be missed.

9. CLOSED SESSION

The Board convened into closed session at 9:33 a.m. to discuss the following items:

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

B. 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)

C. CONFERENCE WITH REAL PROPERTY NEGOTIATORS [Government Code Section 54956.8]

Property: DD64045-01-01, North of Rte. 210 Fwy., East of Padua Ave., Claremont, California
District Negotiator: Matthew Litchfield, General Manager

Negotiating Parties: State of California Department of Transportation

Under Negotiation: Purchase and Sale Agreement

D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS [Government Code Section 54956.8]

Property: 1021 E. Miramar Avenue, Well No. 3, Claremont, California

District Negotiator: Matthew Litchfield, General Manager

Negotiating Parties: Golden State Water Company

Under Negotiation: Price and Terms of Acquisition

The Board convened out of closed session and back into open session at 11:09 a.m. Vice President Goytia stated that no reportable action was taken.

10. FUTURE AGENDA ITEMS

There were no requests for future agenda items.

11. ADJOURNMENT AND NEXT MEETING

Vice President Goytia adjourned the meeting at 11:10 a.m. to the next regular board meeting scheduled for Wednesday, May 21, 2025.



Carlos Goytia
Vice President, Board of Directors

Recorded by: Nadia Aguirre
Executive Board Secretary