



## THREE VALLEYS MUNICIPAL WATER DISTRICT REGULAR BOARD MEETING MINUTES

Wednesday, June 18, 2025 | 8:00 a.m.

### 1. CALL TO ORDER

The Board meeting was called to order at 8:01 a.m. at the District office located at 1021 East Miramar Ave., Claremont, CA. The presiding officer was President Mike Ti.

### 2. ROLL CALL

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

#### DIRECTORS PRESENT

Mike Ti, President  
Carlos Goytia, Vice President  
David De Jesus, Director  
Bob Kuhn, Director  
Jorge Marquez, Director  
Jody Roberto, Director

#### DIRECTORS ABSENT

Jeff Hanlon, Secretary/Treasurer

#### STAFF PRESENT

Matthew Litchfield, General Manager  
Steve Kennedy, Legal Counsel  
Dominique Aguiar, Operations Supervisor  
Brittany Aguilar, Interim Chief Finance Officer  
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, Chief Water Resources Officer  
Joshua Olivares-Hernandez, Finance Analyst  
Kevin Panzer, Engineer  
Robert Peng, I.T. Manager  
Alivn Ramos, I.T. Analyst  
Marissa Turner, Admin. Communications Assistant

Virtual Attendees: Ed Chavez, Upper San Gabriel Valley Municipal Water District; Kelly Gardner, Main San Gabriel Basin Watermaster; Ed Hilden, Walnut Valley Water District; Dave Michalko, Covina Valley Water Company; Toby Moore, Golden State Water District; Stephanie Moreno, Water Quality Authority; Chris Thomas, Harris and Associates; Henry Woo, Walnut Valley Water District; 13107456518

In person attendees: John Bellah, Rowland Water District; Tony Lima, Rowland Water District; Myra Malner, Rowland Water District; Dinny Rasmussen, League of Women's Voters; Sherry Shaw, Walnut Valley Water District

### 3. FLAG SALUTE

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President Ti 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

President Ti opened public comment and there was none.

7. CONSENT CALENDAR

The Board considered consent calendar items 7.A – 7.J: (7.A) Receive, Approve, and File Minutes – May 7 and 21, 2025; (7.B) Receive, Approve, and File Financial Reports and Investment Update, May 2025; (7.C) Imported Water Sales, May 2025; (7.D) Miramar Operations Report, May 2025; (7.E) Approve Director Expense Reports, May 2025; (7.F) Approve Resolution No. 25-06-1009 Investment Policy; (7.G) Approve FY 2025/26 Encumbrance Carryforward; (7.H) Approve Cash-Out Program Fiscal Year Alignment; (7.I) Approve Modified Salary Schedule and Merit Increase Effective Date; (7.J) Professional Services Agreement Award for the Regional Urban Water Management

Moved: Director Roberto	Second: Director De Jesus
Ayes: De Jesus, Goytia, Marquez, Roberto, Ti	
Noes:	
Abstain:	
Absent: Hanlon, Kuhn	
Motion No. 25-06-5525 Approval of Consent Calendar Items 7.A – 7.J	
Motion passed 5-0-0-2	

8. PUBLIC HEARING FY 2025/26 WATER STANDBY CHARGE

President Ti opened the public hearing at 8:04 a.m.

Interim Chief Finance Officer Aguilar reported that the water standby charge for FY 2025/26 is \$29.41 per equivalent dwelling unit, the maximum amount per legislation. The public hearing notice was published in the San Gabriel Valley Tribune on June 4 and 11, 2025. No public comment for the standby charge was received. The public hearing closed at 8:05 a.m.

## 9. ACTION AGENDA

### A. APPROVAL OF RESOLUTION NO. 25-06-1010 ADOPTING THE FY 2025/26 WATER STANDBY CHARGE

The Board of Directors approved Resolution No. 25-06-1010 adopting the FY 2025/26 water standby charge.

Moved: Director Marquez	Second: Director Roberto
Ayes: De Jesus, Goytia, Marquez, Roberto, Ti	
Noes:	
Abstain:	
Absent: Hanlon, Kuhn	
Motion No. 25-06-5526 Approval of Resolution No. 25-06-1010	
Motion passed 5-0-0-2	

### B. APPROVE GENERAL MANAGER FY 2025/26 WORK PLAN

The Board of Directors approved the General Manager's FY 2025/26 Work Plan.

Moved: Director Goytia	Second: Director Roberto
Ayes: De Jesus, Goytia, Marquez, Roberto, Ti	
Noes:	
Abstain:	
Absent: Hanlon, Kuhn,	
Motion No. 25-06-5527 Approval of FY 25/26 General Manager's Work Plan	
Motion passed 5-0-0-2	

Director Kuhn arrived at the board meeting at 8:09 a.m.

### C. APPROVE BOARD OF DIRECTORS POLICY MANUAL

Directors discussed the potential need to increase the current fiscal year budget limit for travel and conference expenses from \$7,500 to \$8,000, due to rising costs. Actual spending

will be monitored before an increase is considered. Individual budget increases will be considered if the need arises. The Board of Directors approved the updated Board of Directors Policy Manual.

Moved: Director Roberto	Second: Director Ti
Ayes: De Jesus, Goytia, Kuhn, Marquez, Roberto, Ti	
Noes:	
Abstain:	
Absent: Hanlon	
Motion No. 25-06-5528 Approval of Board of Directors Policy Manual	
Motion passed 6-0-0-1	

#### D. CSDA 2025 BOARD OF DIRECTORS ELECTION BALLOT; SEAT B – SOUTHERN NETWORK

The Board of Directors elected to cast a vote for incumbent Don Bartz, General Manager of Phelan Pinon Hills Community Services District.

Moved: Director Roberto	Second: Director Ti
Ayes: De Jesus, Goytia, Kuhn, Marquez, Roberto, Ti	
Noes:	
Abstain:	
Absent: Hanlon	
Motion No. 25-06-5529 Cast a vote for Don Bartz	
Motion passed 6-0-0-1	

### 10. REPORTS

#### A. METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA UPDATE

Director De Jesus reported that MWD headquarters has reopened after protests in the downtown Los Angeles area. The recruitment process for a new MWD general manager is being conducted with the help of Bob Murray & Associates. A special meeting to discuss the general manager selection will be held on Tuesday after the regular meeting.

#### B. WATER SUPPLY UPDATE

Chief Water Resources Officer Lee reported the favorable conditions on the State Water Project (SWP) system following three consecutive years of above-normal precipitation. Reservoirs such as Lake Oroville and San Luis Reservoir are currently at healthy storage

levels. MWD is meeting all projected demands and has begun allocating surplus supplies into storage, including cyclic deliveries. Three Valleys has received approximately 2,400 acre-feet into its cyclic account in the main basin so far this year. However, physical delivery limitations due to small-capacity pipelines restrict the district's ability to maximize storage deliveries. The effects of the golden mussel in the delta were discussed and how it can impact the Three Valleys service area. The General Manager is meeting with other local general managers to discuss a mitigation plan.

#### C. LEGISLATIVE UPDATE

Chief Administrative Officer Howie reported that AB 259 will be heard in the Local Government Committee on July 2, 2025, prior to the legislative summer recess. SB 72 passed through the Senate and will be heard in the Water Parks and Wildlife Committee in July. The Delta Conveyance Plan lobby day last week was successful with many legislators expressing their support for the bill. The San Gabriel Valley Water Tour is scheduled for June 28 with Assemblymember Blanca Rubio's office, Upper San Gabriel Valley Municipal Water District, San Gabriel Valley Municipal Water District, and the Water Quality Authority. The SGVMWD Hydroelectric Generator, Morris dam, Santa Fe Spreading Facilities, and BPOU will be visited.

#### D. CONSERVATION PROGRAMMING UPDATE

Chief Administrative Officer Howie provided an update on the Member Agency Administered Program funding from MWD, highlighting that Three Valleys has received \$407,000 for the current two-year cycle, with approximately two-thirds already allocated to 16 active projects. These projects include leak detection, community classes, and educational initiatives, particularly in disadvantaged communities such as Pomona, Walnut, and Rowland. Agencies are collaborating well, with a first-come, first-served funding model in place. Additionally, the Member Agency Conservation Coordinators Committee meetings have been successful in fostering peer collaboration and idea-sharing among agency conservation staff.

#### E. EDUCATION AND OUTREACH UPDATE

Administrative Communications Assistant Turner reported that the Leadership Breakfast will be held on June 26, 2025, at Kellogg West where MWD General Manager Deven Upadhyay will be the guest speaker. Five district facility tours were held this quarter with legislative representatives and local schools, with an additional group from the University of La Verne expected next week. Three Valleys hosted MWD's Traveling Art Showcase, which included

four winning entries from within the service area. Furthermore, the district hosted the CSDA Legislator of the Year event honoring Assemblymember Blanca Rubio on April 4, 2025. Three Valleys has been approved for a one-day Diamond Valley Lake tour in March 2026 with Upper Water and a three-day State Water Project inspection tour in October 2025, in partnership with Central Basin MWD. Director De Jesus expressed appreciation for Marissa's efforts, recognizing her behind-the-scenes coordination and leadership in representing the district's educational programming.

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

General Manager Litchfield reported that there is a revision to the scope of work purchase order for the boardroom and conference room furniture that was not included in the original scope of work. This item will be brought back to the board for ratification in September, since the amount of \$214,000 exceeds his authority under the purchasing policy.

Director Roberto expressed her condolences to President Ti for the loss of his father. The CSDA SGV Chapter will hold a meeting at the historic Altadena Library in September.

President Ti thanked Vice President Goytia for presiding over the last few board meetings in his absence.

#### 12. CLOSED SESSION

The Board convened into closed session at 9:32 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: 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 10:44 a.m. Legal Counsel Kennedy stated that no reportable action was taken on any of the items.

13. FUTURE AGENDA ITEMS

No future agenda items were requested.

14. ADJOURNMENT AND NEXT MEETING

President Ti adjourned the meeting at 10:45 a.m. to the next regular board meeting scheduled for Wednesday, September 3, 2025.



Mike Ti

*President, Board of Directors*



Recorded by: Nadia Aguirre  
Executive Board Secretary