



## THREE VALLEYS MUNICIPAL WATER DISTRICT REGULAR BOARD MEETING MINUTES

Wednesday, November 19, 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 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  
Jeff Hanlon, Secretary/Treasurer  
David De Jesus, Director  
Bob Kuhn, Director  
Jorge Marquez, Director  
Jody Roberto, Director

#### STAFF PRESENT

Matthew Litchfield, General Manager  
Steve Kennedy, Legal Counsel  
Dominique Aguiar, Operations Supervisor  
Brittany Aguilar, Finance Manager  
Nadia Aguirre, Executive Board Secretary  
Freeman Ensign, Operations Supervisor  
Erika Gomez, Chief Finance Officer  
Karen Harberson, Compliance Specialist  
Kirk Howie, Chief Administrative Officer  
Steve Lang, Chief Operations Officer  
Joshua Olivares-Hernandez, Finance Analyst  
Kevin Panzer, Engineer  
Brian Pen, Water Resources Analyst  
Robert Peng, I.T. Manager  
Alivn Ramos, I.T. Analyst  
Christopher Tafoya, Operations Apprentice  
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; Tony Lima, Rowland Water District; Dave Michalko, Covina Valley Water Company; Stephanie Moreno, Water Quality Authority; Kristie Sanchez, City of La Verne; Joe Veyra, City of La Verne; Henry Woo, Walnut Valley Water District

In person attendees: John Bellah, Rowland Water District; Tom Coleman, Rowland Water District; Chris Diggs, City of Pomona; Myra Malner, Walnut Valley Water District; Dusty Moisio, Rowland Water District; Dinny Rasmussen, League of Women's Voters; Sherry Shaw, Walnut Valley Water District

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### 3. FLAG SALUTE

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.G: (7.A) Receive, Approve, and File Minutes – October 1, 15, and 20, 2025; (7.B) Receive, Approve, and File Financial Reports and Investment Update, October 2025; (7.C) Imported Water Sales, October 2025; (7.D) Miramar Operations Report, October 2025; (7.E) Approve Director Expense Reports, October 2025; (7.F) CY 2026 Meeting Schedule; (7.G) Adoption of Resolution No. 25-11-1018 Final 2025 Multi-Jurisdictional Hazard Mitigation Plan

Moved: Director Marquez      Second: Director Goytia

Second: Director Goytia

Ayes: De Jesus, Goytia, Hanlon, Kuhn, Marquez, Roberto, Ti

Noes:

Abstain:

Absent:

Motion No. 25-11-5540 Approval of Consent Calendar Items 7.A – 7.G

Motion passed 7-0-0-0

## 8 ACTION AGENDA

A. APPROVAL OF GENERAL COUNSEL AGREEMENT WITH BRUNICK, McELHANEY & KENNEDY

The Board of Directors approved the retainer agreement with a flat monthly fee of \$10,000 per month for legal services with General Counsel Brunick, McElhaney and Kennedy.

Moved: Director Roberto

Second: Director Hanlon

Ayes: De Jesus, Goytia, Hanlon, Kuhn, Marquez, Roberto, Ti

Noes:

Abstain:

Absent:

Motion No. 25-11-5541 Approval of agreement with Brunick, McElhaney and Kennedy

Motion passed 7-0-0-0

## 9. REPORTS

### A. LEGISLATIVE UPDATE

Chief Administrative Officer Howie reported that the Legislature will return in early January for the second year of the two-year session and will announce leadership changes that will take effect. An update was provided on SB 707, the newly signed Brown Act legislation that incorporates Three Valleys' previously sponsored provisions and extends remote meeting flexibilities for board members for an additional four years. Remote participation under "just cause" and "emergency" circumstances will be consolidated into a single category. Additional Brown Act updates will be reviewed through an upcoming CSDA webinar, with any required reporting or procedural changes implemented by the start of the new year. Finally, the District was recognized as ACWA Region 8's 2025 Outreach Winner and is now a finalist for the statewide outreach award to be announced on December 4 at the fall conference in San Diego.

### B. PROJECTS UPDATE

Engineer Panzer reported that construction will begin on the PM-21 upgrades during the next scheduled shutdown in March, which includes installing a new bypass meter for lower flow ranges to minimize unaccounted water loss. The project will be completed by MWD's internal construction crew at a total cost of approximately \$2.1 million.

The Grand Ave Well motor rebuild and upgrade will be completed in December due to motor winding failure. The total project cost is \$45,000.

Replacement of the aging Well No. 2 variable frequency drive will increase reliability and energy efficiency. The total project cost is \$350,000 and it will be out to bid early next year.

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The Miramar Distribution Line Manways – Phase 6 project will construct new manway access points between Fulton Reservoir and the JWL connection to support future leak detection and condition assessments. The project is currently in the planning phase, has a total estimated cost of \$350,000, and is scheduled for completion in FY 2027.

The Hydroelectric Efficiency Study is evaluating the mechanical and electrical performance of the District's existing hydroelectric generators. The total project cost is \$65,000 and is expected to be completed by March 2026.

The Miramar Administration & Operations Building Upgrades Design project will develop design and construction plans for modifications. Phase 1 is focused on the roofing replacement scheduled for November 2025. The total project cost is \$6.2 million and overall completion is anticipated in FY 2028.

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

President Ti thanked Walnut Valley Water District for presenting Three Valleys with a 75-year anniversary resolution at their board meeting.

General Manager Litchfield reminded the Board of the upcoming ACWA conference in San Diego and the cancellation of the December 3, 2025 board meeting. He wished a Happy Thanksgiving to all.

Director De Jesus reported that General Manager-designate Deshmukh began his role on November 3, 2025, and is currently working alongside General Manager Upadhyay. The Department of the Interior has directed the seven Colorado River Basin states to develop a long-term water-use plan due to worsening hydrologic conditions on the river, but the initial November 11 deadline passed without agreement. Several states, including Arizona and Colorado, remain far apart on proposed reductions. Federal officials continue to meet with the states and have granted additional time as long as negotiations continue but are prepared to impose a federal plan if necessary.

Vice President Goytia participated in an educational tour on the management of Owens Valley. He and Director Marquez participated in the 1<sup>st</sup> annual Native American Festival, which had a good turnout.

#### 11. CLOSED SESSION

The Board convened into closed session at 8:49 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 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

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

D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Property: 2105 Oxford Avenue, Claremont, California

District Negotiator: Matthew H. Litchfield, General Manager

Negotiating Parties: Property Owner

Under Negotiation: Price and terms of payment

The Board convened out of closed session and back into open session at 9:49 a.m. Legal Counsel Kennedy stated that no reportable action was taken.

12. FUTURE AGENDA ITEMS

No future agenda items were requested.

13. ADJOURNMENT AND NEXT MEETING

President Ti adjourned the meeting at 9:49 a.m. to the next regular board meeting scheduled for Wednesday, December 17, 2025.



Mike Ti  
*President, Board of Directors*

Nadia Aguirre

Recorded by: Nadia Aguirre  
Executive Board Secretary