



THREE VALLEYS MUNICIPAL WATER DISTRICT REGULAR BOARD MEETING MINUTES

Wednesday, February 7, 2024 – 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, 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 (virtual)
Jeff Hanlon, Director
Bob Kuhn, Director

DIRECTORS ABSENT

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
Jose Velasquez, Chief Finance Officer

Virtual Attendees: Josh Byerrum, Walnut Valley Water District; Ryan Ciotti, City of La Verne; Ed Hilden, Walnut Valley Water District; Ben Lewis, Golden State Water Company; Tony Lima, Rowland Water District; Myra Malner, Rowland Water District; Meg McWade, City of La Verne; Stephanie Moreno, Water Quality Authority; Thomas Monk, Walnut Valley Water District; Wendy Saavedra, Assembly Member Blanca Rubio's Office; Henry Woo, Walnut Valley Water District; 626-664-5511

In person attendees: John Bellah, Rowland Water District; Tom Coleman, Rowland Water District; Erik Hitchman, Walnut Valley Water District; Jared Macias, Walnut Valley Water District; Dusty Moisio, Rowland Water District; Dinny Rasmussen, League of Women Voters; Sherry Shaw, Walnut Valley Water District; Jennifer Stark, City of Claremont

3. FLAG SALUTE

President Roberto led the flag salute.

4. DIRECTOR REMOTE PARTICIPATION PURSUANT TO AB 2449

A. NOTIFICATION DUE TO JUST CAUSE

Director De Jesus submitted a request to participate in the board meeting remotely 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 Item 4.B.

5. AGENDA REORDER/ADDITIONS

No reorder or additions to the agenda were requested.

6. PUBLIC COMMENT

Mr. Luis Juarez submitted a public comment that was read on his behalf.

7. GENERAL MANAGER'S REPORT

A. FY 2024-25 BUDGET REVIEW SCHEDULE

Chief Finance Officer Velasquez reviewed the FY 2024-25 budget schedule that was included in the board packet. The budget will be discussed in greater detail at the March 6, 2024 Board meeting followed by a Member Agency Manager's meeting on March 13, 2024. It is anticipated that MWD will adopt the CY 2025 rates at their Board meeting on April 9, 2024. Three Valleys anticipates adopting the FY 2024-25 budget and CY 2025 rates at the April 17, 2024 Board meeting.

Director De Jesus provided an update on MWD budget planning, and a discussion ensued among the Board.

Rowland Water District General Manager Tom Coleman noted this is Erik Hitchman's, General Manager at Walnut Valley Water District, last Three Valleys Board meeting as he is retiring. It has been his honor to work alongside Mr. Hitchman for many years.

B. MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

Chief Administrative Officer Howie reported that the District is working with the Public Water Agency Group (PWAG) on the draft Multi-Jurisdictional Hazard Mitigation Plan (The Plan). The Plan will be submitted for approval at the federal level to be eligible for certain types of Federal Emergency Management Agency funding. Board Members, staff, member agencies, and stakeholders can submit comments to the PWAG site on the district website.

C. DEPARTMENT OF WATER RESOURCES FUNDING SUB-AGREEMENT WITH THE CITY OF COVINA

Chief Water Resource Officer Lee reported on the Department of Water Resources (DWR) funding sub-agreement with the city of Covina that was entered into in December 2023. The total received from the State of California was \$400,000 - the Groundwater Reliability Project studies will receive \$300,000 and the City of Covina's Water Use Efficiency Project will receive \$100,000. Staff worked with the City of Covina to develop the funding sub-agreement to be consistent with the DWR agreement and to create the provisions to pass funding to the City. The scope of work includes the development of outreach, communication, and education materials for the public with water conservation messages.

D. SECURITY CAMERA UPGRADES PROJECT

The Security Camera Upgrades Project will replace and/or add new security cameras and hardware to district facilities. The cost of the project is \$561,205 with a budget of \$300,000 for FY 23-24 and \$300,000 for FY 24-25. Four bids were received, three were responsive bids, and one was deemed unresponsive due to an incomplete package. After staff evaluation, it was determined that ADT Commercial provided the best value with its technology and cost-effective pricing.

E. PROJECTS UPDATE

Engineer Panzer reported that the system wide SCADA radio survey project creates an engineered, mapped system of the radios for increased reliability, redundancy, and operational function. The cost is \$73,000 and the project is scheduled to be completed in February. The initial site survey was recently completed. The Miramar System leak detection project has been completed. Civil improvements such as manway and pipe improvements took place before the inspection to facilitate the project. Videos detailed the Smartball insertion into the system and a drone in the pipe way to retrieve the Smartball. Once the Smartball was inserted into the pipeline they looked for audio, visual, and multiple sensors to locate the leak. The contractor provided a dig sheet with the location of the leak and where repairs should be made. With the Smartball dataset GIS mapping was obtained and the as-built dataset was prepared to include GPS data points on all fittings and offsets. Finally, based on the results of the Smartball, the emergency pipeline leak repair is

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underway. Agreements and materials are being procured within the next 2-3 weeks and construction is expected to last 5 weeks. The emergency on-call contractor list was utilized to procure a contractor that has extensive experience in deep complicated excavation and pipe repair. The estimated cost of repairs is \$850,000.

8. DIRECTORS' / GENERAL MANAGER'S ORAL REPORTS

A. METROPOLITAN WATER DISTRICT

Director De Jesus reported the proposed MWD untreated water rate will increase by 11% and the treated water rate will increase by 17%.

B. CHINO BASIN WATERMASTER

Director Kuhn reported that twelve applications were received for the General Manager position and a special Board meeting will be held on Friday to discuss the process.

C. SAN GABRIEL BASIN WATER QUALITY AUTHORITY

Director Kuhn had nothing new to report.

D. MAIN SAN GABRIEL BASIN WATERMASTER

Director Ti reported that Watermaster is starting discussions for setting the operating safe yield and it will depend on the engineer's recommendation.

E. SIX BASINS WATERMASTER

Director Hanlon reported that at the last Watermaster meeting, they were briefed on different rights holders pumping quantities in the last year and the basin pumping was under the operating safe yield.

F. ADDITIONAL BOARD MEMBER REPORTS

President Roberto acknowledged Mr. Hitchman on his retirement and thanked him for his partnership with Three Valleys.

Director Goytia appreciates Mr. Hitchman's professionalism as General Manager at Walnut Valley Water District and wishes him all the best in his retirement.

Director Ti wished Mr. Hitchman a happy retirement and thanked Mr. Hitchman for welcoming him to the Walnut Valley Water District Board meetings.

G. GENERAL MANAGER'S COMMENTS

General Manager Litchfield reported he will schedule a stand-by charge ad hoc committee later this month. Mr. Litchfield participated in an MWD Colorado River Inspection trip last week with Member Agency General Managers. It served as a bonding trip with the other General Manager's and many good conversations were held. The Leadership Breakfast will be held on February 29 at Kellogg West and there are over 100 attendees registered so far. General Manager Litchfield gave Engineer Panzer a heartfelt thank you for managing the leak detection program which led to the emergency pipeline leak repairs. He has done a great job at procuring the materials and contractors. He thanked Chief Operations Officer Lang and Operations staff for their support with these projects.

9. 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)

The Board convened out of closed session and into open session at 10:15 a.m. Internet service went down at the district while in closed session. There was no reportable action out of closed session.

10. FUTURE AGENDA ITEMS

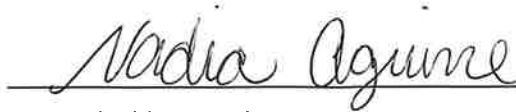
No future agenda items were requested.

11. ADJOURNMENT

President Roberto adjourned the meeting at 10:15 a.m. to the next regular board meeting scheduled for Wednesday, February 21, 2024.



Jody Roberto
President, Board of Directors



Recorded by: Nadia Aguirre
Executive Assistant