

MINUTES
REGULAR BOARD OF DIRECTORS MEETING
THREE VALLEYS MUNICIPAL WATER DISTRICT

Wednesday, November 1, 2017
8:00 a.m.

1. Call to Order

The Board of Directors meeting of Three Valleys Municipal Water District (TVMWD) was called to order at 8:00 a.m. at the TVMWD office located at 1021 East Miramar Avenue, Claremont, California. The presiding officer was President Bob Kuhn.

2. Pledge of Allegiance

The flag salute was led by President Bob Kuhn.

3. Roll Call

Roll call was taken with a quorum of the board present. Director Mendoza had an excused absence. Director Goytia was absent from the roll call.

Directors Present

Bob Kuhn, President
David De Jesus, Vice President
Brian Bowcock, Secretary
Joseph Ruzicka, Treasurer
Dan Horan, Director
Carlos Goytia, Director

Staff Present

Rick Hansen, General Manager
Steve Kennedy, Legal Counsel
Liz Cohn, Senior Financial Analyst
Vicki Hahn, District Clerk/Executive Assistant
Mario Garcia, Manager of Engineering & Planning
Kirk Howie, Assistant GM-Administration
Steve Lang, Water Operations Manager
James Linthicum, Chief Finance Officer
Ben Peralta, Project Engineer

Directors Absent

John Mendoza, Director (excused)

Guests and others present: Kathy Cole, MWD; Paul DiMaggio, Suburban Water Systems; Mike Holmes, Walnut Valley Water District; Maria Elena Kennedy, Kennedy Communications; Ben Lewis, Golden State Water Company; Director Tony Lima, Rowland Water District; Darron Poulsen, City of Pomona; Dave Warren, Rowland Water District

4. Additions to Agenda

President Kuhn inquired if there was a need to add items to the agenda. Staff did not have a need to add items to the agenda.

5. Reorder Agenda

President Kuhn inquired if there was a need to reorder the agenda. Staff did not have a need to reorder the agenda.

Director Goytia joined meeting at 8:03 a.m.

6. Public Comment

President Kuhn called for any public comment. There were no requests for public comment.

7. Presentation – Kathy Cole, Legislative Advocate – Metropolitan Water District

Ms. Cole presented the Board a recap the recently concluded year one of the 2017-2018 legislative session, and forecasts for year two of the session that will begin on January 3, 2018. Several bills that passed or failed this last legislative session that will, or may have had an impact on the industry were highlighted. A full copy of the presentation is available upon request.

8. General Manager's Report

8.A – Administration

8.A.1 Resolution No. 17-11-DRAFT Surplus Property

The Board was provided a review of the procedure TVMWD utilizes to surplus District property in accordance with Resolution No. 04-11-488, that was adopted by the Board in November 2004. Staff reviewed Exhibit A, that included several items of limited value, along with two higher valued electric carts TVMWD will surplus. Staff was directed to return this item to the next meeting for action.

8.A.2 LAFCO Nomination of Alternate Member – Special Districts

The Board was provided a copy of the materials to place a candidate in nomination to serve as the Alternate Member – Special Districts, for the Los Angeles Area Formation Commission of Los Angeles (LAFCO). TVMWD Director, Joe Ruzicka has served in this capacity since 2014 when he filled the seat to complete the unexpired term of Commissioner Lillian Kawasaki. The current term will expire in May 2018. Director Ruzicka has expressed interest in continuing to serve as the Alternate Member – Special Districts and is seeking the TVMWD Board support to do so. Staff was directed to return this item to the next meeting for action.

8.A.3 Mileage Reporting Standardization

The Board was provided with a draft template of designated mileage, to be used to report eligible mileage reimbursement in accordance with IRS mileage standards to various venues they travel to for District business. President Kuhn acknowledged Executive Assistant, Vicki Hahn for a thorough job in preparing this tool. He further commented that this is just one more way that TVMWD is ahead of the curve in illustrating its efforts toward transparency. Mr. Hansen informed that staff went back several years to determine the venues to include on the template, and that we recognize that the template will not be all inclusive.

Staff utilized www.googlemaps.com to come up with the mileage; utilizing the shortest distance from the Director's home to the venue, with numbers rounded to the nearest whole number for round trip travel. Directors were encouraged to use the template, and that if there are variables, that they be noted on the expense report. It was suggested that any significant variances be reported to staff, so they can be corrected on the template.

8.B – Engineering and Operations

8.B.1 Project Summary Update

The Board was provided with an update of ongoing projects at the District including a photographic presentation of progress. The full report was included as part of the agenda packet and is available upon request.

9. Closed Session

The Board convened to closed session at 9:18 a.m. to review one item as follows:

9.A Public Employee Performance Evaluation *(pursuant to Government Code Section 59457) – Title: General Manager*

10. Report Out of Closed Session

The Board reconvened to regular session at 10:00 a.m. The Board was briefed on the referenced matter in closed session; there was no reportable action pursuant to the Brown Act.

11. Future Agenda Items

There were no requests for future agenda items. Items requested for action during today's meeting will be returned on the next agenda.

12. Adjournment

The Board adjourned at 10:01 a.m. to its next regular meeting scheduled for Wednesday, November 15, 2017 at 8:00 a.m.

/s/ Bob Kuhn
President, Board of Directors
Three Valleys Municipal Water District

Recorded by: Victoria A. Hahn,
District Clerk/Executive Assistant