

**MINUTES**  
**REGULAR BOARD OF DIRECTORS MEETING**  
**THREE VALLEYS MUNICIPAL WATER DISTRICT**

**Wednesday, November 6, 2019**  
**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 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.

**Directors Present**

Bob Kuhn, President  
David De Jesus, Vice President  
Brian Bowcock, Secretary  
Joe Ruzicka, Treasurer  
Carlos Goytia, Director  
Denise Jackman, Director  
John Mendoza, Director

**Staff Present**

Matt Litchfield, General Manager  
Steve Kennedy, Legal Counsel  
Dominique Aguiar, Operations Supervisor  
Nadia Aguirre, Executive Assistant  
Liz Cohn, Senior Financial Analyst  
Freeman Ensign, Operations Supervisor  
Karen Harberson, Compliance Specialist  
Kirk Howie, Chief Administrative Officer  
Tim Kellett, Chief Water Resources Officer  
Steve Lang, Chief Operations Officer  
James Linthicum, Chief Finance Officer  
Robert Peng, I.T. Manager  
Ben Peralta, Project Manager

Guests present: Ted Ebenkamp, Walnut Valley Water District; Ed Hilden, Walnut Valley Water District; Erik Hitchman, Walnut Valley Water District; Tom Coleman, Rowland Water District; Tony Lima, Rowland Water District; Szu Pei Lu-Yang, Rowland Water District; Dave Warren, Rowland Water District; Ben Lewis, Golden State Water Company; Darron Poulsen, City of Pomona; John Brettl, Suburban Water Systems; Steve Patton, City of Glendora; Brad Johnson, City of Claremont; Jeremy Swan, City of Claremont; Lenet Pacheco, Valley County Water District; Mike Holmes, Public Water Agencies Group (PWAG).

**4. Additions to Agenda**

No additions to the agenda were requested.

**5. Reorder Agenda**

No reorder to the agenda was requested.

**6. Public Comment**

President Kuhn called for public comment. Mr. Brad Johnson, City of Claremont Community Development Director, addressed the Board regarding the Miragrand Well Project.

**7. Presentations**

Mr. Andy Malone's Satellite Mapping Systems presentation was rescheduled to the November 20, 2019 board meeting.

**8. General Manager's Report**

**8.A – American Water Infrastructure Act Update (AWIA)**

Mr. Mike Holmes of PWAG provided the Board with an update on the American Water Infrastructure Act. According to the Act, TVMWD must conduct a Risk and Resilience Assessment by March 31, 2020; update the Emergency Response Plan (ERP) by September 30, 2020; submit self-certification to EPA, review risk assessments and ERP's every five years, coordinate with local emergency planning committees and maintain records. TVMWD is working with PWAG and member agencies in a joint Request RFP solicitation and contract which will have a phased approach. Staff has entered into the initial joint agreement with PWAG and Claris for completion of Phase 1 of the project at an amount of \$9,718. The estimated cost of Phase 2 (RRA) and Phase 3 (ERP) is \$125,000.

This item will be brought back at a future board meeting for consideration of approval.

**8.B – Annual Consideration of Contributions to Pension and OPEB Trust**

Mr. James Linthicum presented the annual consideration of contributions to the Pension and OPEB Trust. The OPEB Trust contains a balance of \$929,000 as of June 30, 2019. The Pension Trust contains a balance of \$415,000 as of June 30, 2019. Staff recommends a \$200,000 contribution to the pension trust as planned in the FY 19-20 budget.

## **8.C – Chino Basin Watermaster 2020 Optimum Basin Management Program Update (OBMPU) Progress Report, September 2019**

Mr. Matthew Litchfield provided an update on the Chino Basin Watermaster 2020 OBMP. Listening Session #7 was held on October 17, 2019. Listening Session #8 will be held on December 11, 2019. The CEQA process will begin in early 2020 with completion by June 2020. OBMP updates will continue on a monthly basis as an informational item.

## **8.D – Miragrand Well CEQA Update**

Mr. Ben Peralta provided an update on the Miragrand Well CEQA process. The 30-day public review and comment period of the draft environmental documentation and public notice was from September 27 through October 28, 2019. Comments have been received from MWD, Caltrans, City of Claremont and residents. Responses will be incorporated into the CEQA document and will be brought to the board for public hearing on November 20, 2019.

A neighborhood meeting was held at the district on October 24, 2019. Approximately 12 residents attended and provided comment. Notices were hand delivered to 50 residents near the proposed site.

Before moving into closed session President Kuhn asked for comments from the board. Director Jackman thanked staff for an excellent job on the Solar Cup event that was held at the district on November 2, 2019.

Mr. Tom Coleman complimented the Board on their selection of General Manager Mr. Litchfield. Mr. Coleman stated Mr. Litchfield has been proactive and engaged in a refreshing way. He also acknowledged Director Jackman as a new board member that is beneficial and engaged in the Rowland community.

## **9. Closed Session**

The Board convened into closed session at 8:48 a.m. to discuss the following items:

- Conference with Real Property Negotiators (Government Code Section 54956.8). Property: 1500 N. College Avenue, Claremont, California [District is considering purchase of a small portion (10,000 sq. ft.) of this parcel]. District Negotiator: Matthew Litchfield, General Manager. Negotiating Parties: Rancho Santa Ana Botanic Garden. Under Negotiation: Price and terms of payment.
- Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2). One potential case.

The Board reconvened to regular session at 9:50 a.m. No reportable action was taken during closed session.

**10. Future Agenda Items**

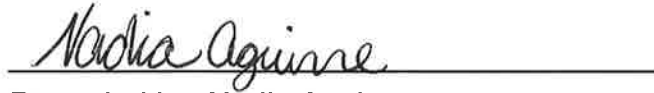
None.

**11. Adjournment**

The Board adjourned at 9:50 a.m. to its next regular Board meeting scheduled for Wednesday, November 20, 2019 at 8:00 a.m.



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



Recorded by: Nadia Aguirre  
Executive Assistant