



THREE VALLEYS MUNICIPAL WATER DISTRICT REGULAR BOARD MEETING MINUTES

Wednesday, May 1, 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,. 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
Jeff Hanlon, Director
Bob Kuhn, Director
Danielle Soto, Director

STAFF PRESENT

Matthew Litchfield, General Manager
Steve Kennedy, Legal Counsel
Dominique Aguiar, Operations Supervisor
Nadia Aguirre, Executive Assistant
David Dransfeldt, Water Resources Intern
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
Marissa Turner, Admin. Communications Assist.
Jose Velasquez, Chief Finance Officer

Virtual Attendees: Josh Byerrum, Walnut Valley Water District; Ed Chavez, Upper San Gabriel Valley Municipal Water District; Alana Diaz, Walnut Valley Water District; Ed Hilden, Walnut Valley Water District; Ben Lewis, Golden State Water Company; Myra Malner, Rowland Water District; Meg McWade, City of La Verne; Dave Michalko, Valencia Heights Water Company; Thomas Monk, Walnut Valley Water District; Stephanie Moreno, Water Quality Authority; Gabby Palomares, Rowland Water District; 13107456518

In person attendees: John Bellah, Rowland Water District; Tom Coleman, Rowland Water District; Tony Lima, Rowland Water District; Jared Macias, Walnut Valley Water District; Dusty Mosio, Rowland Water District; Dinny Rasmussen, League of Women Voters; Sherry Shaw, Walnut Valley Water District

3. FLAG SALUTE

President Roberto 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 Roberto opened public comment and there was none.

7. ACTION AGENDA

A. APPROVE FY 2024/25 BUDGET

Chief Finance Officer Velasquez presented the FY 24/25 budget version no. 3 for approval. Three Valleys budget is based on MWD's adopted 10-year financial forecast for the 2025 and 2026 rate setting cycles at overall increases of 8.5% and 8.5% per year. Three Valleys surcharge is \$16 per acre foot (AF) in addition to MWD's rate for CY 2025 and beyond. Effective January 1, 2025, the untreated rate will be \$912/AF and the treated rate will be \$1,411/AF.

Moved: Director Kuhn	Second: Director Ti
Ayes: De Jesus, Goytia, Hanlon, Kuhn, Roberto, Soto, Ti	
Noes:	
Absent:	
Motion No. 24-05-5481 Approval of FY 2024/25 Budget	
Motion passed 7-0-0	

B. ADOPT RESOLUTION NO. 24-05-988 ADOPTING WATER RATES AND CHARGES FOR CY 2025

Rates and charges are effective January 1, 2025, based on the assumptions for the FY 2024/25 budget. The treated water surcharge of \$16/AF is in addition to MWD's rate for CY 2025. Legal Counsel Kennedy stated there was a change to Resolution No. 24-05-988, recital H, satisfying the statutory requirements of Government Code Section 54999.7.

Moved: Director Ti	Second: Director Hanlon
Ayes: De Jesus, Goytia, Hanlon, Kuhn, Roberto, Soto, Ti	
Noes:	
Absent:	
Motion No. 24-05-5482 Adopting Resolution No. 24-05-988	
Motion passed 7-0-0	

8. GENERAL MANAGER'S REPORT

A. FY 2023/24 ENCUMBRANCE CARRYFORWARD

A list of projects that are likely to be incomplete as of June 30, 2024 was presented. The total funds of \$1.8 million should be carried forward to FY 2024/25 to allow for completion of the projects. This item will be brought back to the May 15, 2024 board meeting for consideration of adoption.

B. FY 2024/25 ANNUAL PURCHASE ORDERS

According to the Purchasing Policy, general purchases exceeding \$75,000 and public projects exceeding \$200,000 are to be approved by the board. Staff issues annual purchase orders covering specific vendors and purchases, with justification for selection of vendor. A list of vendors/contractors used on an ongoing basis was provided for consideration for the next fiscal year. This item will be brought back to the May 15, 2024 board meeting for consideration of approval.

C. LOS ANGELES COUNTY WATER PLAN

The Los Angeles County Public Works department requested Three Valleys adopt a resolution in support for the Los Angeles County Water Plan. The Los Angeles County Board of Supervisors adopted the Water Plan on December 5, 2023. The Water Plan is a collaborative effort with several agencies throughout the county that identifies shared goals and partners on projects. The Water Plan does not supplant the district's strategic plan. The Water Plan will be instrumental when applying for grant funding opportunities. This resolution will be brought back to the May 15, 2024 board meeting for consideration of approval.

D. MIRAMAR ADMINISTRATION AND OPERATIONS BUILDING UPGRADES DESIGN SERVICES CONTRACT AWARD

Engineer Panzer reported the purpose of the contract award is for a design firm to develop design and construction drawings for improvements to the administration and operations buildings. Upgrades will address the HVAC system and lighting, seismic evaluation, roofing upgrades, office space/cubicle configuration, and board room upgrades. A request for proposal for design services was issued on Planet Bids in January and five proposals were received in response. After reviewing and interviewing four firms, Miller Architectural Corporation (Miller) was selected. The proposed contract with Miller is \$413,375 and is included in the FY 23/24 budget. This item will be brought back to the May 15, 2024 board meeting for consideration of approval.

E. PROJECTS UPDATE

Security Camera Upgrades Project – a contract was awarded to ADT Commercial Systems to upgrade the new security cameras at Three Valleys facilities. ADT is 80% complete with the job and the project is scheduled to be completed in July.

System Wide Scada Radio Survey – an engineered map system was created of the districts radios for increased reliability, redundancy, and operational function. This project has three phases, two of which are already completed. It is anticipated that the project will be completed in June.

Emergency Pipeline Leak – a comprehensive presentation will be provided upon completion of the entire project in June. The actual leak repair will be completed in May. A steel cylinder failed allowing water to flow out of the crack. An access point was cut into the existing pipeline for inspection of the remaining pipeline. Most of the pipe within the casing was compromised therefore it was decided that the entire pipe should be removed and replaced. TVMWD is working with MWD's corrosion experts to determine how this happened.

9. DIRECTORS' / GENERAL MANAGER'S ORAL REPORTS

A. METROPOLITAN WATER DISTRICT

Director De Jesus had nothing further to report.

B. CHINO BASIN WATERMASTER

Director Kuhn had nothing new to report.

C. SAN GABRIEL BASIN WATER QUALITY AUTHORITY

Director Kuhn had nothing new to report.

D. MAIN SAN GABRIEL BASIN WATERMASTER

Director Ti had nothing new to report; however, he met Russ Bryden, Watermaster's new Executive Director on the Inspection Trip two weeks ago. He looks forward to getting to know him better.

E. SIX BASINS WATERMASTER

Director Hanlon had nothing new to report.

F. ADDITIONAL BOARD MEMBER REPORTS

Director Roberto reported the MWD Inspection Trip that was held on April 19 and 20. The trip, for informative and it was amazing to see the spillway open.

G. GENERAL MANAGER'S COMMENTS

General Manager Litchfield reminded the Board that the ACWA conference is next week.

10. CLOSED SESSION

The Board convened into closed session at 9:12 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 LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(D)(1)]

Name of Case: Asemota et al. v. City of Claremont et al. (Los Angeles County Superior Court Case No. 24STCV08598)

The Board convened out of closed session and into open session at 10:20 a.m. Legal Counsel Kennedy stated that the board met in closed session to discuss the items listed and no reportable action was taken.

11. FUTURE AGENDA ITEMS

No future agenda items were requested.

12. ADJOURNMENT

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



Jody Roberto
President, Board of Directors



Recorded by: Nadia Aguirre
Executive Assistant