



CHINO BASIN
**Water
Conservation
District**

Those persons wishing to speak on any item included on the agenda should fill out and submit to the Board Clerk/Administrative Coordinator a "Request to Speak" form (name and address optional), which is available in the Board Room. If you have any questions, you may contact Dena Lamarque via email at dlamarque@cbwcd.org or contact the District office at (909) 626-2711.

The Chino Basin Water Conservation District complies with the Americans with Disabilities Act and amendments thereto. If you require special assistance to participate in this meeting or if you desire a copy of the Agenda in an alternate format, please contact the District office at (909) 626-2711 at least 48 hours prior to the advertised starting time of the meeting.

**REGULAR MEETING
OF THE BOARD OF DIRECTORS**

Chino Basin Water Conservation District
4594 San Bernardino Street
Montclair, CA 91763

Monday, February 13, 2023

2:00 p.m.

A G E N D A

INVOCATION

CALL TO ORDER AND FLAG SALUTE

ROLL CALL

Board Members: President Mark Ligtenberg, Vice President Kati Parker, Treasurer Gil Aldaco, Directors Teri Layton, Amanda Coker, Hanif Gulmahamad, Ryan Sonnenberg.

ADDITIONS OR CHANGES TO THE AGENDA

In accordance with Section 54954.2 of the Government Code (Brown Act), a two-thirds vote (or unanimous vote if less than two-thirds are present), is required to add an item for action, provided that there is a need to take immediate action and that the need for action came to the attention of the agency after the agenda was posted.

PRESENTATIONS – None.

CONSENT CALENDAR

At this time, members of the public may present testimony as to why an item should be removed from the Consent Calendar for separate discussion. Unless a member of the public or a Director requests that an item be removed from the Consent Calendar, all items will be acted upon as a whole and by one vote. Items removed from the Consent Calendar will be acted upon separately, following the Public Hearing procedures.

1. **Minutes.**
 - a. **January 9, 2023 – Regular Board Meeting.** Approve.
 - b. **January 18, 2023 – Special Board Meeting.** Approve.
2. **Financial Reports.**
 - a. **December 2022.** Approve.
3. **AB 1234.**
 - a. **Director Travel, Training, and Meeting Report.** Approve.
 - b. **Compensation & Reimbursement Report.** Approve.
4. **Resolution No. 2022-XX authorizing the use of teleconference technology for meetings until February 28, 2023 Consistent with Assembly Bill (AB) 361.** Approve.
5. **Ratification of Lease Agreement with Advanced Office for Printer/Copier.** Approve.

PUBLIC HEARINGS – None.

PUBLIC COMMUNICATIONS

This is the time and place for the general public to address the Board of Directors. Due to Brown Act requirements, action will not be taken on any issues not on the Agenda; however, the Board of Directors may refer comments and concerns to staff or request the item be placed on a future agenda. In accordance with District Resolution No. 2020-05: Decorum During Public Meetings, each speaker shall be allotted five (5) minutes of time to address the Board.

DISCUSSION ITEMS

6. **Change in Meeting Time for March 13, 2023 Regular Board Meeting**

Report by: Elizabeth Skrzat, General Manager

RECOMMENDATION: Approve rescheduling March 2023 Board of Directors meeting on Monday, March 13, 2023, from 2:00 p.m. to 1:00 p.m. or recommended alternative to accommodate the 2023 Board Priorities Workshop scheduled from 1:00 p.m. to 5:00 p.m.

7. Adjustment to Director Compensation and Allowable Paid Days of Service

Report by: Elizabeth Skrzat, General Manager

RECOMMENDATION: Review, discuss, and provide direction to staff regarding Director compensation and number of allowable paid days of service. If the Directors choose to modify their compensation and/or number of allowable paid days of service, direct staff to: 1) Publish notices necessary to facilitate adoption of Ordinance 23-01 that will supersede existing Ordinance 20-01 and 2) schedule a public hearing regarding the new ordinance.

8. Memorandum of Understanding Between the Chino Basin Water Conservation District and the Theodore Payne Foundation

Report by: Elizabeth Skrzat, General Manager
Scott Kleinrock, Conservation Programs Manager

RECOMMENDATION: Review, discuss, and approve a memorandum of understanding between the Chino Basin Water Conservation District and the Theodore Payne Foundation to offer the California Native Plant Landscaper Certificate Program to landscape professionals who work within the CBWCD service area and local college students in programs supporting the landscape field.

9. Contract Amendment No. 1 with Kim Baer Design Associates (KBDA)

Report by: Elizabeth Skrzat, General Manager
Maia Dean, Community Programs Manager

RECOMMENDATION: Review, discuss, and approve Contract Amendment No. 1 with Kim Baer Design Associates (KBDA) for one additional year and an additional amount of \$66,900 for a total, not to exceed amount of \$166,204.05.

10. Policy No 38 - Vacation

Report by: Elizabeth Skrzat, General Manager

RECOMMENDATION: Review, discuss, and approve updates to Policy No. 38 – Vacation that clarify the timing of increases in vacation accruals, effective retroactively to January 1, 2022.

11. Montclair Chamber of Commerce Board Position

Report by: Elizabeth Skrzat, General Manager

RECOMMENDATION: Review, discuss, and approve the General Manager's participation in the Montclair Chamber of Commerce as a board member.

12. CSDA Board Nominations

Report by: Elizabeth Skrzat, General Manager

RECOMMENDATION: Review and discuss a potential nomination to the California Special District Association (CSDA) Board of Directors and provide direction to staff.

13. ACWA Foundation Communications Committee

Report by: Elizabeth Skrzat, General Manager

RECOMMENDATION: Review, discuss, and approve District staff participation on the ACWA Foundation Communications Committee.

INFORMATIONAL ITEMS

14. Quarterly Metrics Report

DIRECTOR ORAL REPORTS

This is the time and place for the Board of Directors to report on any items of interest. Upon request by an individual Director, the Board may choose to take action on any of the subject matters listed below.

President Ligtenberg

Vice President Parker

Treasurer Aldaco

Director Layton

Director Coker

Director Gulmahamad

Director Sonnenberg

STAFF ORAL REPORTS

General Manager/Secretary Report

Board Attorney Report

CLOSED SESSION


CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION: Pursuant to Government Code Section 54956.9(d)(1); KAISER FOUNDATION HEALTH PLAN, INC., et al. vs. CHINO BASIN WATER CONSERVATION DISTRICT; and DOES 1 through 10, inclusive; San Bernardino Superior Court Case No.: CIVDS 1933655.

CONFERENCE WITH LEGAL COUNSEL –PERSONNEL MATTERS: Pursuant to Government Code Section 54957(a); policies relating to health and safety of employees.

ADJOURN

The Board of Directors will adjourn to the next Regular Meeting of the Chino Basin Water Conservation District, to be held on Monday, March 13, 2023 at 1:00 p.m. at District Headquarters, located at 4594 San Bernardino Street, Montclair, CA 91763.

I, Dena Lamarque, Board Clerk/Administrative Coordinator of the Chino Basin Water Conservation District, do hereby certify that a copy of this agenda has been posted by 2:00 p.m. on Friday, February 10, 2023.



Dena Y. Lamarque, Board Clerk/Administrative Coordinator