



**CHINO BASIN WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING MINUTES**

MONDAY, October 9, 2023 AT 2:00 P.M.

**BOARD ROOM
4594 SAN BERNARDINO STREET
MONTCLAIR, CA 91763**

BOARD OF DIRECTORS

Mark Ligtenberg, President

Kati Parker, Vice President

Gil Aldaco, Treasurer

Teri Layton, Director

Amanda Coker, Director

Hanif Gulmahamad, Director

Ryan Sonnenberg, Director

GENERAL MANAGER

Elizabeth Willis

LEGAL COUNSEL

Lee McElhaney

INVOCATION – *Director Sonnenberg led the Board with the invocation.*

CALL TO ORDER AND FLAG SALUTE – *President Ligtenberg called the meeting to order at 2:00 p.m. and led the audience in the flag salute.*

ROLL CALL – *Board Members present were President Mark Ligtenberg, Vice President Kati Parker, Treasurer Gil Aldaco, Directors Teri Layton, Amanda Coker, Hanif Gulmahamad, and Ryan Sonnenberg.*

General Counsel Leland McElhaney, Esq., General Manager Elizabeth Willis, Conservation Programs Manager Scott Kleinrock, Facilities Maintenance Manager Dave Schroeder, Community Programs Manager Maia Dean, Landscape Maintenance Worker III James Salcido, Administrative Services Manager Alicia Fernandez, Community Programs Educators Billy Mercado, Azucena Quinones, Monica Curiel, Facilities & Basins Technician Robert Sotomayor, Landscape Maintenance Worker I Luis Holguin, Conservation Technician II George Jimenez, Conservation Specialist I Brandon Burgess, and Conservation Technician II Daniel Moreno were present.

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.

No changes.

PRESENTATIONS

- 1. METRICS PRESENTATION: LANDSCAPE AUDIT, WORKSHOP, GUEST LECTURE, AND PROFESSIONAL DEVELOPMENT PROGRAMS, FISCAL YEAR 2022-2023 – SCOTT KLEINROCK, CONSERVATION PROGRAMS MANAGER**

The presentation was received and filed.

- 2. LOTERIA PROJECT- MONICA CUIEL, PROGRAM EDUCATOR**

The presentation was received and filed.

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.

None.

CONSENT CALENDAR

At this time, members of the public may present testimony as to why an item should be pulled from the Consent Calendar for separate discussion. Unless a member of the public or a Director request that an item be pulled from the Consent Calendar, all items will be acted upon as a whole and approved in a single motion and vote. Items pulled from the Consent Calendar will be acted upon separately.

A motion was made by Vice President Kati Parker to approve Items No's. 3-6, seconded by Treasurer Gil Aldaco; the motion was approved unanimously.

3. APPROVE MEETING MINUTES: REGULAR BOARD MEETING OF SEPTEMBER 11, 2023

Recommendation: It is recommended that the Board of Directors approve said minutes as is.

Approved unanimously.

4. FINANCIAL REPORTS FOR AUGUST 2023

Recommendation: It is recommended that the Board of Directors approve the financial reports.

Approved unanimously.

5. APPROVE 1234 DIRECTOR TRAVEL, TRAINING, AND MEETING REPORT

Recommendation: It is recommended that the Board of Directors approve the Director Travel, Training and Meeting Report, reflecting business-related expenses incurred by the District.

Approved unanimously.

6. APPROVE 1234 DIRECTOR COMPENSATION & REIMBURSEMENT REPORT

Recommendation: It is recommended that the Board of Directors approve the Director Compensation and Reimbursement Report.

Approved unanimously.

DISCUSSION ITEMS

7. APPROVE REQUEST FOR PROPOSAL (RFP) NO. 2023-02 FOR DESIGN AND ENGINEERING SERVICES FOR AN AMPHITHEATER ROOF, ENHANCEMENT, AND RECLADDING

Recommendation: It is recommended that the Board of Directors review, discuss, and approve RFP No. 2023-02 for Design and Engineering Services for An Amphitheater Roof, Enhancement, and recladding.

General Manager Elizabeth Willis presented the staff report to the Board and explained the benefits of recladding and enhancing the existing amphitheater, with the presumption that construction begins within the first quarter of 2025.

Director Teri Layton inquired about the current seating capacity, to which Ms. Willis responded with the added value of a fourth row.

A motion was made by Treasurer Aldaco to approve the item as recommended by staff, seconded by Director Sonnenberg.

Treasurer Aldaco suggested that the stucco be included in the scope of services. Ms. Willis confirmed that it was already a concern that was to be addressed by District staff prior to construction. The scope of services itself includes recladding.

The motion was approved unanimously.

8. REPORT ON MONTCLAIR CHAMBER OF COMMERCE PILOT EVENT: "NIGHT UNDER THE STARS"

Recommendation: It is recommended that the Board of Directors receive and file staff's report on the District's pilot evening event and provide feedback and direction on their own perspectives on the event which can be incorporated into a future Facility Use Policy.

General Manager Elizabeth Willis presented the staff recommendation and feedback from the pilot evening event. Staff recommended appointing/assigning a single member of staff as a representative to tend to the event holder's needs. The appointed representative will be tasked with performing a walk-through with the event holder, no later than two weeks before the event, to ensure details and all documents are finalized. Among the recommendations it was noted that events that require furniture rearrangement should not be scheduled the day before or after a Board meeting to guarantee the Facilities Department ample time to move furniture. Lastly, Staff also recommended that a refundable deposit and the number of events be limited to safeguard the District's Mission.

Treasurer Aldaco suggested improving the existing audiovisual system.

President Ligtenberg expressed concern about utilizing staff in lieu of security. He articulated that it could put staff in a challenging position.

Vice President Parker sought confirmation that the facility use policy that is being recommended is intended to encompass solutions for future events.

As a result, from the Board's feedback, a Facility Use Policy and application process will be drafted.

9. NOTICE INVITING BIDS FOR BROOKS BASIN FENCING

Recommendation: It is recommended that the Board of Directors review, discuss and approve the release of the Notice Inviting Bids for Brooks Basin Fencing Project.

Facilities Maintenance Manager Dave Schroeder presented the staff report to the Board. Mr. Schroeder remarked that Montclair's City Planning office preferred the decorative iron fencing to be built along Brooks Street in an effort to deter vandalism and trespassing.

Treasurer Aldaco motioned to approve release of the Notice Inviting Bids for Brooks Basin Fencing. The motion was seconded by Director Layton.

Members of the Board expressed interest in the feasibility of the proposed fence and the involvement of United Pacific Railroad (UPRR).

Director Coker suggested Dave speak with the UPRR and in the interim the 170' of ornamental fencing be amended as an optional bid item to be better informed on the cost.

Treasurer Aldaco amended his motion to include Director Coker's recommendation to make the 170' fencing along the railroad an optional bid item, allowing time to review and consider the costs prior to awarding the project, the motion was seconded by Director Coker.

Director Coker inquired if there were any gates. Mr. Schroeder confirmed that there were five gates included in the specifications for the project. Ms. Coker then confirmed that the optional bid items to be amended were items 5 & 7.

President Ligtenberg inquired if Director Layton was in support of Director Aldaco's amended motion; she was in support.

President Ligtenberg changed the original motion to amend bid items 5 & 7 as optional bid items.

The motion was approved unanimously.

10. APPROVE AUTHORIZATION FOR TRUCK PURCHASE

Recommendation: It is recommended that the Board of Directors approve authorization for the purchase of a truck for the District's fleet of vehicles from MK Smith Chevrolet, the lowest responsive bidder, and approve an expenditure in the amount of up to \$66,000 for that purpose.

General Manager Elizabeth Willis presented the staff report to the Board and contesting market vehicle options and final selection of the MK Smith Chevrolet. District Staff sought

approval in the efforts of allotting more time to build the infrastructures needed to become compliant with the California Air Resources Board's Advanced Clean Fleet regulation.

Vice President Parker motioned to approve the item as recommended by staff; Director Layton seconded the motion.

Treasurer Aldaco inquired about vehicle usage and asked clarifying questions regarding the vehicle specifications. Mr. Schroeder acknowledged that usage varied depending on daily tasks and the proposed vehicle met the versatility needs to accomplish those tasks.

The motion was approved unanimously.

11. APPROVE THE YOUTH PROGRAMS TEACHING ASSISTANT JOB DESCRIPTION AND REVISED CLASSIFICATION AND COMPENSATION SCHEDULE

Recommendation: It is recommended that the Board of Directors approve the amended job description and revised Fiscal Year (FY) 2023-2024 Classification and Compensation Schedule that includes the position update from

A motion was made by Vice President Parker to approve the item as recommended by staff, seconded by Director Layton; the motion was approved unanimously.

12. CONSIDERATION OF PURCHASE OF WATER FOR REPLENISHMENT INTO THE CHINO GROUNDWATER BASIN AS PART OF THE DROUGHT PIGGY BANK PROGRAM

Recommendation: It is recommended that the Board of Directors direct staff to not purchase water during the 2023-2024 Fiscal Year.

General Manager Elizabeth Willis presented the staff report to the board.

Vice President Parker expressed her utmost support in the purchase of water. She motioned the purchase of 500-acre feet of untreated MWD water from Three Valleys for a total of \$ 436,000.000; Treasurer Aldaco seconded.

Director Layton expressed concerns about purchasing water at this moment and inquired about possible hidden fees and/or incurring higher future fees, as well as accessibility to the purchased water. Treasure Aldaco and Directors Coker and Gulmahamad were in support of Director Layton's suggestion. Director Gulmahamad suggested that the Board reconsider this item at a future meeting.

The motion failed.

MOVED: Parker	SECONDED:	Failed: 1-5-1-0
AYES: Parker		
NOES: Ligtenberg, Aldaco, Layton, Coker, Gulmahamad		
ABSTAIN: Sonnenberg		
ABSENT: None		

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 – None.

Vice President Parker – Ms. Parker attended meetings as itemized in Item 5- AB 1234 of the Agenda.

Treasurer Aldaco – Mr. Aldaco reported he took part in the California Nevada Drought Early warning system. He touched on the forecasts that were mentioned during the webinar.

Director Layton – Ms. Layton attended meetings as itemized in Item 5- AB 1234 of the Agenda.

Director Coker – Ms. Coker suggested a brief presentation on the plans for the Confluence Project. She expressed her excitement and complemented the artwork for the Loteria event.

Director Gulmahamad – Mr. Gulmahamad attended meetings as itemized in Item 5- AB 1234 of the Agenda. He praised the staff on the educational benefits of the Leak Repair workshop he attended on 9/16.

Director Sonnenberg – Mr. Sonnenberg commended the staff on the Waterwise Garden & Pumpkin Fest.

STAFF ORAL REPORTS

General Manager/Secretary Report – Ms. Willis also attended the State of the County event. She commended staff on Waterwise Garden & Pumpkin Fest. She reminded the Board of the Loteria event in November.

- Legal Counsel Report – None

President Ligtenberg recessed the meeting to Closed Session at 4:15 p.m.

CLOSED SESSION

Legal Counsel shall provide a briefing on the item listed for Closed Session as follows:

13. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

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

14. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Government Code Section 54956.9(d)(1)

Cari McCormick vs. California Public Employees' Retirement System

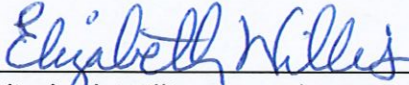
President Ligtenberg reconvened the regular Board meeting at 5:02 p.m.

Legal Counsel Leland stated that there was no reportable action taken.

ADJOURNMENT

President Ligtenberg adjourned the meeting at 5:02 p.m. to the next Regular Board Meeting of the Chino Basin Water Conservation District to be held on Monday, November 13, 2023, at 2:00 p.m. at District Headquarters, located at 4594 San Bernardino Street, Montclair, CA 91763.

APPROVED AND ADOPTED THIS 13TH DAY OF NOVEMBER 2023



Elizabeth Willis, General Manager

ATTEST:



Alicia Fernandez, Administrative Services Manager