



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

MONDAY, JUNE 10, 2024, AT 2:00 P.M.

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

OUR MISSION

Protecting and replenishing our regional groundwater supply since 1949.

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 Layton led the invocation.

CALL TO ORDER AND FLAG SALUTE

President Ligtenberg called the meeting to order at 2:02 p.m. and led the flag salute.

ROLL CALL

President Mark Ligtenberg, Vice President Kati Parker, Treasurer Gilbert Aldaco, and Directors Teri Layton, Hanif Gulmahamad, and Ryan Sonnenberg were present. Director Amanda Coker was absent.

General Manager Elizabeth Willis, Administrative Services Manager Alicia Fernandez, Conservation Programs Manager Scott Kleinrock, Board Clerk Brandon Yoshida, and Legal Counsel Lee McElhaney were present.

ADDITIONS OR CHANGES TO THE AGENDA

President Ligtenberg asked if there were any additions or changes to the agenda. General Manager Elizabeth Willis confirmed there were no changes or additions.

PUBLIC COMMUNICATIONS

President Ligtenberg opened the Public Comment Period. Sophia Siqueiros with Congresswoman Norma Torres' Office provided public comment.

CONSENT CALENDAR

Motion by Vice President Parker, second by Director Gulmahamad, carried 6-0, to approve the consent calendar. Director Coker was absent.

1. APPROVE MEETING MINUTES: REGULAR BOARD MEETING OF MAY 13, 2024, THE RECHARGE COMMITTEE MEETING OF MAY 17, 2024, AND THE SPECIAL BOARD MEETING OF JUNE 4, 2024

Recommendation: It is recommended that the Board of Directors:

1. Approve Meeting Minutes: Regular Board Meeting of May 13, 2024, the Recharge Committee Meeting of May 17, 2024, and the Special Board Meeting of June 4, 2024.

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

Recommendation: It is recommended that the Board of Directors:

1. Approve the Director Travel, Training, and Meeting Report, reflecting business-related expenses incurred by the District.

3. APPROVE 1234 DIRECTOR COMPENSATION & REIMBURSEMENT REPORT

Recommendation: It is recommended that the Board of Directors:

1. Approve the Compensation and Reimbursement Report.

4. FINANCIAL REPORTS FOR APRIL 2024

Recommendation: It is recommended that the Board of Directors:

1. Approve the financial reports for April 2024.

5. 2024 ELECTION MARKETING PLAN UPDATE

Recommendation: It is recommended that the Board of Directors:

1. Receive and file the update on the 2024 Election Marketing Plan.

DISCUSSION ITEMS

6. ADOPT THE FISCAL YEAR 2024-2025 BUDGET, CLASSIFICATION AND COMPENSATION SCHEDULE, AND MASTER SALARY CHART

Recommendation: It is recommended that the Board of Directors:

1. Review, discuss, and adopt the Fiscal Year 2024 – 2025 Budget, Classification and Compensation Schedule, and Master Salary Chart, effective July 1, 2024.

General Manager Willis introduced and presented Item 6. She noted the incorporated revisions from the May Regular Board of Directors Meeting in the final version of the Fiscal Year 2024 – 2025 budget.

Motion by Treasurer Aldaco, second by Director Sonnenberg, carried 6-0, to adopt the Fiscal Year 2024-2025 Budget, Classification and Compensation Schedule, and Master Salary Chart, effective July 1, 2024. Director Coker was absent.

7. APPROVE UPDATED DISTRICT POLICY NO. 22 – VEHICLE USE

Recommendation: It is recommended that the Board of Directors:

1. Review, discuss, and approve the updates to District Policy No. 22, to be effective June 10, 2024; and,
2. Direct staff to update the District’s Policy and Procedures Manual.

General Manager Willis introduced and presented Item 7. She noted the incorporated revisions from the May Regular Board of Directors Meeting in the final version of updated Policy No. 22.

Motion by Director Gulmahamad, second by Director Layton, carried 6-0, to approve the updates to District Policy No. 22, to be effective June 10, 2024, and update the District’s Policy and Procedures Manual. Director Coker was absent.

8. APPROVE PROFESSIONAL SERVICES AGREEMENT NO. 2024-03 WITH INLAND EMPIRE UTILITIES AGENCY (IEUA) FOR THE LANDSCAPE EVALUATION AND AUDIT PROGRAM (LEAP)

Recommendation: It is recommended that the Board of Directors:

1. Review, discuss, and approve Professional Services Agreement No. 2024-03 with Inland Empire Utilities Agency (IEUA) for the Landscape Evaluation and Audit Program, in an amount not to exceed \$150,000.

General Manager Willis introduced Item 8. She provided a brief overview of the report. Conservation Manager Scott Kleinrock presented Item 8. He provided a summary of the Landscape Evaluation and Audit Program and the history of the District working with IEUA to

accomplish the program's objectives. Mr. Kleinrock stated there are no changes with the program since the last time the item was approved by the Board of Directors.

Motion by Director Sonnenberg, second by Director Gulmahamad, carried 6-0, to approve Professional Services Agreement No. 2024-03 with Inland Empire Utilities Agency for the Landscape Evaluation and Audit Program. Director Coker was absent.

DIRECTOR ORAL REPORTS:

President Ligtenberg, Vice President Parker, Treasurer Aldaco, Directors Layton, Gulmahamad, and Sonnenberg all gave brief reports regarding their meetings attended in the month of May.

STAFF ORAL REPORTS

General Manager Willis provided a brief report regarding the District's past and upcoming events.

CLOSED SESSION

President Ligtenberg recessed the Regular Board of Directors Meeting into Closed Session at 2:30 p.m.

9. 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

10. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Government Code Section 54956.9(d)(2)
Significant Exposure to Litigation
Number of Cases: 1

11. PUBLIC EMPLOYEE PERFORMANCE REVIEW

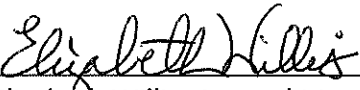
Government Code Section 54957
Title: General Manager

President Ligtenberg reconvened the Regular Board of Directors Meeting at 4:10 p.m. Legal Counsel stated no reportable action from Closed Session.

ADJOURNMENT

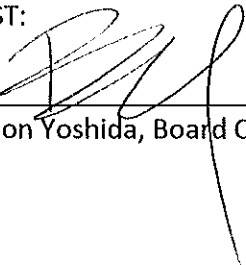
President Ligtenberg adjourned the Regular Board of Directors Meeting at 4:10 p.m. to the next Regular Board of Directors Meeting of the Chino Basin Water Conservation District, scheduled for Monday, July 8, 2024, at 2:00 p.m.

APPROVED AND ADOPTED THIS 8TH DAY OF JULY 2024.



Elizabeth Willis, General Manager

ATTEST:



Brandon Yoshida, Board Clerk