

**RESOLUTION NO. 2025-09**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHINO BASIN WATER CONSERVATION DISTRICT AUTHORIZING STAFF TO CREATE NURSERY ENTERPRISE FUND CHECKING ACCOUNT, CREDIT CARD, AND MAKE SEED FUNDING LOAN**

**WHEREAS**, the Chino Basin Water Conservation District ("District") is committed to advancing water conservation, environmental stewardship, and public education through various programs and projects; and,

**WHEREAS**, the District is initiating a new Nursery Project to support sustainable landscaping practices, promote native and drought-tolerant plants, and expand community access to conservation-focused horticultural resources; and,

**WHEREAS**, the efficient and transparent financial management of the Nursery Project requires a dedicated checking account to receive, hold, and disburse funds specific to the project, including revenues from plant sales, donations, and any other funding sources; and

**WHEREAS**, it is essential for lower-level staff to be able to purchase plant material, pots, soil, and assorted gardening supplies for sale at the nursery quickly and with as little friction as possible; and

**WHEREAS**, the Board of Directors finds it necessary and appropriate to open a checking account and credit card account in accordance with District policies and procedures;

**NOW THEREFORE, THE BOARD OF DIRECTORS OF THE CHINO BASIN WATER CONSERVATION DISTRICT HEREBY RESOLVES, FINDS, AND DECLARES AS FOLLOWS:**

**SECTION 1. Purpose and Authority.** The purpose of this Resolution is to authorize staff to create a Waterwise Community Nursery Enterprise Fund checking account, credit card, and issue a seed funding loan.

**SECTION 2. Checking Account Creation.** The Board of Directors authorizes staff to create a checking account for the Waterwise Community Nursery Enterprise Fund with signatories including the Board President, Vice President, and Treasurer, General Manager, and Conservation Programs Manager.

**SECTION 3. Establish Credit Card.** The Board of Directors authorizes staff to establish a credit card for Waterwise Community Nursery purchases for use by the Conservation Programs Manager and Conservation Programs Specialist assigned to lead nursery operations.

**SECTION 4. Point of Sale System.** The Board of Directors authorizes staff to link the enterprise fund checking account to the Waterwise Community Nursery's point of sale / credit card processing system.

**SECTION 5. Internal Loan.** The Board of Directors authorizes an internal loan to the Enterprise Fund of \$40,000 for the purpose of purchasing wholesale materials for resale, materials for plant production, and having available monies for change during cash transactions.

**SECTION 6. Effective Date.** This Resolution shall take effect immediately upon its adoption by the Board of Directors and the Board Secretary shall certify the passage and adoption of this Resolution.

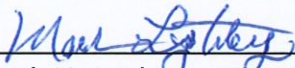
**PASSED, APPROVED, AND ADOPTED** this 11<sup>th</sup> day of August 2025.

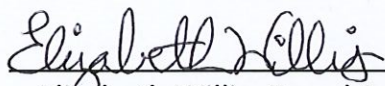
**AYES:** Ligtenberg, Parker, Aldaco, Layton, Coker, Sonnenberg

**NOES:**

**ABSTAIN:**

**ABSENT:** Gulmahamad

  
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Mark Ligtenberg, Board President

**ATTEST:**   
\_\_\_\_\_  
Elizabeth Willis, Board Secretary