
**REGULAR MEETING
OF THE BOARD OF DIRECTORS**

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

Tuesday, November 13, 2018

MINUTES

INVOCATION – Director Grupposo gave the invocation.

CALL TO ORDER AND FLAG SALUTE – Vice President Hamilton called the meeting to order at 10:00 a.m. and led the audience in the flag salute.

ROLL CALL

Board Members Present: Vice President Margaret Hamilton
Treasurer Marc Grupposo
Director Gil Aldaco
Director Mark Ligtenberg

Board Members Absent: President Terry King
Director Hanif Gulmahamad

General Counsel Present: William Brunick, Esq.

Staff Present: Acting Executive Director, Vivian Castro
Deputy Executive Director, Kristen Weger
Conservation Programs Manager, Scott Kleinrock
Program Specialist, Monica Curiel
Conservation Technician I, Marisela Lopez

Visitors Present: Jeff Simonetti, Capitol Core Group
Ryan Sonnenberg, CBWCD Division 7 Candidate

ADDITIONS OR CHANGES TO THE AGENDA – None.

PRESENTATIONS – None.

CLOSED SESSION – Vice President Hamilton requested closed session to be taken prior to the Consent Calendar agenda items. The Board recessed to closed session at 10:02 a.m. to consider the following closed session items:

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION: Pursuant to Government Code Subdivision (d)(1) of Section 54956.9; San Bernardino County Superior Court Case No. 164327; Chino Basin Municipal Water District v. City of Chino, et al. now Designated No. RCV 51010.

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION: Pursuant to Government Code Section 54956.9(d)(1); AMERICAN SAFETY CASUALTY INSURANCE COMPANY, an Oklahoma corporation; vs. CHINO BASIN WATER CONSERVATION DISTRICT; and DOES 1 through 50, inclusive; and related Cross-Complaint; San Bernardino Superior Court Case No.: CIVDS 1510122.

CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE APPOINTMENT: Pursuant to Government Code Section 54957. Title: Executive Director.

The meeting reconvened at 11:00 a.m. Board Attorney Brunick reported that the Board met in closed session – No reportable actions.

CONSENT CALENDAR

1. **Minutes**
 - a. **October 1, 2018 – Chino Basin Recharge Committee Meeting.** Approve.
 - b. **October 2, 2018 – Finance Committee Meeting.** Approve.
 - c. **October 4, 2018 – Personnel Committee Meeting.** Approve.
 - d. **October 8, 2018 – Regular Board Meeting.** Approve.
 - e. **October 12, 2018 – Personnel Committee Meeting.** Approve.
 - f. **October 22, 2018 – Personnel Committee Meeting.** Approve.
2. **Financial Reports – September 2018.** Approve.
3. **AB 1234 - Director Travel, Training and Meeting Report.** Approve.
4. **Board Compensation and Reimbursement for Listed Events per Policy 47.** Approve.
5. **Governmental Accounting Standard Board (GASB) Statement No. 54 Fund Balance Adjustment for September 30, 2018.** Approve and adopt.
6. **Board Clerk/Administrative Coordinator Position.** Approve.
7. **Organizational Chart.** Approve.

Motion carried on 4-0-0-2 vote to approve items #1-7 of the Consent Calendar.

MOVED: Aldaco SECONDED: Grupposo APPROVED: 4-0-0-2

AYES: Aldaco, Ligtenberg, Grupposo, Hamilton

NOES: None

ABSTAIN: None

ABSENT: Gulmahamad, King

PUBLIC HEARINGS – None.

PUBLIC COMMUNICATIONS – None.

DISCUSSION ITEMS

8. **Quarterly Update on Waterwise Community Center and Basin Projects, and Maintenance Activities. Receive and File.**

Senior Project Manager, Kristen Weger, reported on Waterwise Community Center and Basin Projects, as well as Maintenance Activities completed within the past quarter.

- o *Wilderness Park Fencing:* Completed in October 2018 which included the installation of 370 feet of rod iron fencing along the park and channel.
- o *Camera Security Upgrades:* Security cameras were installed at the Waterwise Community Center to provide additional security. A new electrical line will be installed next month to bring power to the newly installed security cameras. Ms. Weger reported that the project is currently below the budgeted amount.
- o *Alexan-Montclair Development:* Discharging Stormwater runoff from the Montclair Arrow Apartments into Montclair 2. The down drain discharge pipe was installed and Wagner & Bonsignore will provide the final inspection for this project. The last portion of this project will be to re-install the fencing that was removed.
- o *State Street Storm Drain Inlet Improvement Project:* The project was awarded to Jeremy Harris Construction with a project cost of \$199,464.00. Wet weather and unforeseen conditions caused a one-week delay in the project schedule. Updates will be provided to the Basin Recharge Committee.
- o *Brooks Basin Infiltration Project:* Thus far, the project has come in under budget. A topographical study was recently completed in order to understand the layout and design of the Basin.
- o *Ramboll Study:* To provide geophysical investigation of the confluence project site. This investigation was performed on October 23 & 26, 2018. Preliminary results will be shared with the Basin Recharge Committee. A final report will be provided in December of 2018. Due to a wet weather event, Montclair 4 was unable to be emptied and surveyed. Therefore; this has been removed from the scope of work but may be added at a later time.

- o *Montclair 2 & 3 Debris, Tree, and Graffiti Removal:* CalFire assisted with this project which took place on October 29, 2018 and November 2, 2018. Before and after photographs were provided to the Board.
- o *Nuisance Cattail Maintenance:* This project was award to Jeremy Harris Construction and included in the current adopted budget. The work took place September 26, 2018 through October 2, 2018. Before and after photographs were provided to the Board.

The Board requested to receive and file the report.

UNFINISHED BUSINESS

9. Confluence Regional Water Resource Project Professional Services.

Senior Project Manager, Kristen Weger provided an update on the Confluence Regional Water Resource Project Professional Services. In October 2018 the Board approved to move forward with the 30% design of the Confluence Project. Wagner & Bonsignore advised that the project timeline be slowed down to address environmental and right-of-way constraints at the 10% design level.

A report of these constraints will be provided to the Board for review once completed. At that time, the Board may want to consider alternative options.

Motion carried on 4-0-0-2 vote to approve to discuss and 1) Authorize the Acting Executive Director, or her designee, to modify the 30% design level schedule with Wagner & Bonsignore; 2) Direct staff to present the initial environmental review and right of away analysis at the January 2019 Board meeting; and 3) Authorize the Acting Executive Director, or her designee, to develop an agenda for a potential Confluence Project workshop to be reviewed by the Recharge Committee.

MOVED: Aldaco SECONDED: Gruppосо APPROVED: 4-0-0-2

AYES: Aldaco, Ligtenberg, Gruppосо, Hamilton

NOES: None

ABSTAIN: None

ABSENT: Gulmahamad, King

NEW BUSINESS

10. Acting Executive Director Compensation.

Treasurer Gruppосо explained that the Board did not approve an increase in pay for the appointed Acting Executive Director, Vivian Castro, on the day of her appointment. He requested to retroactively compensate Ms. Castro at the rate of \$86.54 per hour, cell allowance at \$100 per month, and car allowance at \$700 per month.

Vice President Hamilton posed a question to the Board regarding the car allowance.

Director Aldaco advised that the Board review the compensation package of the Executive Director prior to any future recruitment.

Motion carried on 4-0-0-2 vote to approve and authorize compensation for appointed Acting Executive Director Vivian Castro effective October 9, 2018 (retroactive), providing salary at a rate of \$86.54 per hour, cell allowance at \$100 per month, and car allowance at \$700 per month.

MOVED: Ligtenberg

SECONDED: Aldaco

APPROVED: 4-0-0-2

AYES: Aldaco, Ligtenberg, Gruposso, Hamilton

NOES: None

ABSTAIN: None

ABSENT: Gulmahamad, King

INFORMATIONAL ITEMS

Vice President Hamilton directed the Board to the following written materials provided in their agenda package for review:

Strategic Plan – Monthly Programs Update (Written)

Correspondence (Written)

DIRECTOR ORAL REPORTS

President King – Absent.

Vice President Hamilton – Nothing to report.

Treasurer Gruposso reported on the following:

- October 12, 2018 Personnel Committee Meeting
- October 22, 2018 Personnel Committee Meeting

Director Aldaco reported on the following:

- October 25, 2018 SCWC Annual Meeting and Dinner
- October 31, 2018 Three Valleys Leadership Breakfast
- November 2, 2018 ACWA Region 9 Program

Director Gulmahamad – Absent.

Director Ligtenberg – Nothing to report.

STAFF ORAL REPORTS

Acting Executive Director/Secretary reported on the following:

Acting Executive Director, Vivian Castro introduced Monica Curiel, Community Programs Specialist and provided the Board with a short biography of Ms. Curiel.

Monica Curiel thanked the Board and discussed her excitement to bring her previous work knowledge and experiences to her new role at CBWCD.

Conservation Programs Manager, Scott Kleinrock, introduced Marisela Lopez, Conservation Technician I. Mr. Kleinrock provided an impressive biography of Ms. Lopez which the Board enjoyed.

Ms. Lopez spoke with the Board and thanked them for the opportunity to be a part of the team at CBWCD.

The Board welcomed the new staff to the Chino Basin Water Conservation District.

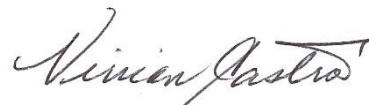
Ms. Castro reminded the Board of the Chino Watermaster 40th Celebration and requested RSVPs to Office Assistant II, Judy Taylor. In addition, Ms. Castro provided an update on current elections for the vacant Division 7 seat and future appointments to Committees.

Board Attorney Report – Nothing to report.

ADJOURN


Vice President Hamilton adjourned the meeting at 11:32 a.m. to the next regular Board meeting of the Chino Basin Water Conservation District to be held on Monday, December 10, 2018 at 10:00 a.m. at the District Headquarters, located at 4594 San Bernardino Street, Montclair, CA 91763.

APPROVED AND ADOPTED THIS 14th DAY OF JANUARY 2019.



Vivian Castro, Acting Executive Director

ATTEST:



Kristen Weger, Senior Project Manager