

**CHINO BASIN WATER CONSERVATION DISTRICT  
REGULAR MEETING**

**District Office  
4594 San Bernardino Street  
Montclair, CA 91763**

**MONDAY, May 11, 2009**

**MINUTES**

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**INVOCATION** – Treasurer De Haan, Jr. gave the invocation.

**FLAG SALUTE** - Treasurer De Haan, Jr. led the audience in the flag salute.

**CALL TO ORDER** - The meeting was called to order at 11:00 a.m. by Treasurer De Haan, Jr.

**ROLL CALL**

Board Members Present: Aldaco, De Haan, Jr., King, Reddick, Vanden Heuvel

Board Members Absent: Hofer, Parker

Staff and Visitors Present: General Manager (GM) Ulloa; Assistant GM Foote; Conservation Specialist III Zamora; Conservation Specialist II Schroeder; Administrative Assistant Macy; Legal Counsel Kennedy with Brunick, McElhaney & Beckett; and Jeff Veenema and Carl Welty with Claremont Environmental Design Group (CEDG).

**CONSENT CALENDAR**

1. **Minutes – April 13, 2009 – Regular Meeting.**  
**Minutes – May 1, 2009 – Facilities Committee Meeting.**
2. **Financial Reports – April 2009.** Receive and file.
3. **AB1234 - Director and Staff Travel, Training and Meeting Report.** Receive and file CBWCD's Director and Staff Travel Training and Meeting Report reflecting business-related expenses incurred by the District.
4. **Inland Empire Utilities Agency Supplemental and Storm Water Recharge data sheets and 2008/2009 total well production chart.** Monthly data collection information for April 2009 and 2008/2009 total well production chart. Receive and file.
5. **Association of the San Bernardino County Special District membership meeting.** Authorize interested Board members and staff to attend ASBCSD's meeting on Monday, May 18, 2009 at 6:00 p.m. at the Shandin Hills Golf Course in San Bernardino, CA.

**Moved by Director Vanden Heuvel, seconded by Director Reddick, and carried on a 5-0-2 vote to approve Consent Calendar items 1 through 5.**

**AYES: Aldaco, De Haan, Jr., King, Reddick, Vanden Heuvel**

**NOES: None**

**ABSENT: Hofer, Parker**

**ADDITIONS TO THE AGENDA** - None

**PUBLIC HEARINGS** - None

**PUBLIC COMMUNICATIONS** - None

**UNFINISHED BUSINESS** – None

**NEW BUSINESS**

6. **Final Design Acceptance – Phase II Mixed Use Building and Fire Lane; Funding of Plan Check Efforts; Funding of Construction Administration Services.**

Facilities Committee Aldaco and Assistant GM Foote gave the staff report. Upon final approval, the design package will be submitted to the City of Montclair (City) for plan check. The City has a fee structure not to exceed \$6,000 for plan check services. Fees for building permits and other impact fees are additional and will be identified during the plan check process by the City. The City approved plans will be used in the public works bidding process by the District. The results of the public works bidding process will be returned to the Board for approval to proceed. Due to the level of construction complexity with Phase II, staff suggests that construction administration oversight of this effort could best be performed by the architect at CEDG.

**Moved by Director Vanden Heuvel, seconded by Director Aldaco, and carried on a 4-1-2 vote to 1) approve the final design of the Phase II Multi Use Building and Fire Lane as recommended by the Facilities Committee; 2) authorize the submittal of the drawings to the City of Montclair for plan check; 3) award a contract for \$16,000 to Claremont Environmental Design Group (CEDG), Claremont, CA for Construction Administration Services; 4) transfer \$22,000 from the Facilities Improvement Project – Phase 2 & 3 Account 60500 to the Capital Clearing Account 58000 (\$6,000 for the City of Montclair’s plan check fees and \$16,000 to fund the Construction Administration Contract); and 5) authorize the General Manager to sign all necessary documents.**

Director King explained that he would be a no vote because he believes that construction management should be performed by a firm other than the design firm. His concern is greater on agenda item 7 because of the cost factor. This is a fundamental position for Director King.

**AYES: Aldaco, De Haan, Jr., Reddick, Vanden Heuvel**  
**NOES: King**  
**ABSENT: Hofer, Parker**

7. **Award of Contract – Administrative Building (Master Plan Phase III) Design Services**

Facilities Committee Chair Aldaco and Assistant GM Foote gave the staff report. It has been identified that certain design elements of the Administrative Building in Phase III of the District Facilities Master Plan must be concurrently developed so as to not adversely impact the construction of Phase II of the Facilities Master Plan. CEDG has knowledge of the synergies between the various phases of the Master Plan and is able to begin its work on the Administrative Building without delay, keeping the project on track. CEDG also has three LEED accredited personnel on staff which allows for efficient implementation of LEED standards within the design of the Administration Building Remodel and Expansion.

Director King asked if rain harvesting was already included in the design of this project. His concern is that rain harvesting in western San Bernardino County has no pay back value because the season to catch rain is so short and is not cost effective in this area. Assistant GM Foote stated that the rain harvesting project is included in the design of this overall project and is being built for demonstration purposes.

The Board discussed their concerns regarding cost factors versus demonstration value of the various design options for the District Administrative Building remodel and expansion project.

Director King stated that he would be a no vote for the same reason he voted no on Agenda Item 6, "...that construction management should be performed by a firm other than the design firm." Director Vanden Heuvel clarified that this vote is for awarding design services and not construction management.

**Moved by Director Vanden Heuvel, seconded by Director Aldaco, and carried on a 4-1-2 vote to 1) award a contract to Claremont Environmental Design Group (CEDG) in the amount of \$44,583 for final design, engineering and architectural services for the District Administrative Building Remodel and Expansion in Phase III of the District Facilities Master Plan and CEDG's associated LEED efforts and fees, 2) transfer \$144,583 from Facilities Improvement Project - Phases 2 & 3 Account 60500 to the Capital Clearing Account 58000, and 3) authorize GM Ulloa to execute all necessary documents.**

**AYES: Aldaco, De Haan, Jr., King, Reddick, Vanden Heuvel**

**NOES: King**

**ABSENT: Hofer, Parker**

**8. District Policy # 49, Military Leave**

Attorney Kennedy gave the staff report and pointed out an area of concern in the proposed policy. The Board decided to table this item until proposed policy #49: Military Leave correctly reflects California Law governing pay for staff who enter military service. This item will be address at the June, 2009 Board meeting.

**9. Education Coordinator Position.**

Personnel Committee Chair Reddick and GM Ulloa gave the staff report. The state of California legislature passed the Environmental Educational Initiative (EEI) which goes into effect on January 1, 2010. The EEI requires that specific education be provided to all grade levels through the 12<sup>th</sup> grade involving a variety of environmental areas. Many of these areas address water issues. The District may be able to establish programs which would meet the District's mission for education and help fulfill local school districts' dilemma of meeting the EEI standards. Director Reddick stated that the Education Committee also supports this position.

**Moved by Director Aldaco, seconded by Director King, and carried on a 5-0-2 vote to 1) hire an Education Coordinator and 2) authorize GM Ulloa to recruit, negotiate a wage, and hire the new staff member.**

**AYES: Aldaco, De Haan, Jr., King, Reddick, Vanden Heuvel**

**NOES: None**

**ABSENT: Hofer, Parker**

**DIRECTOR ORAL REPORTS**

President Parker – Absent

Vice President Hofer – Absent

Treasurer De Haan, Jr.

- During the Agenda Item 9 discussion, Director De Haan, Jr. explained that he spoke with President Parker and she will be resuming her position on the Personnel Committee that he now holds.

Director Aldaco

- Director Aldaco recently traveled to northern California to visit friends. He stated that this area of the State is also struggling with the effects of the current water crisis.
- Director Aldaco stated that he attended the Earth Day Festival on April 24, 2009. He thought it was an organized and well run event.

Director King – None

Director Reddick

- Director Reddick also attended the District's Earth Day Festival. He stated that it was another excellent effort on everyone's part.

Director Vanden Heuvel – None

**STAFF ORAL REPORTS**

Engineering Consultant Robert Wagner – Absent

General Manager/Secretary's Report

- GM Ulloa distributed a report from Mr. Wagner updating the Board on the progress of the Recharge Master Plan effort.
- GM Ulloa received a call from Monte Vista Water District's (MVWD) General Manager, Mark Kinsey. MVWD has decided to eliminate the program that provides irrigation to farmers and landscapes via fire hydrants. MVWD will give the District three years to wean off using hydrants to water basin landscapes. GM Kinsey stated that MVWD would work with CBWCD to offset the capital cost of a permanent hook up to the water system and would provide written clarification within the next few months.
- GM Ulloa requested that the Finance Committee set up a time to review both the FY 2008-2009 and FY 2009-2010 Budgets.

Assistant General Manager's Report

- Assistant GM Foote asked the Board if there was any desire to have an official grand opening for the new Wilderness Park. He distributed a proposal from Laer Pearce & Associates as one option for event planning. GM Ulloa mentioned that another, less expensive, option would be to sponsor a mixer for the Montclair Chamber of Commerce to be held at the District. Director Vanden Heuvel suggested that the District wait until the multipurpose building is finished and then consider a grand opening. At this time, the Board was supportive of a Montclair Chamber of Commerce mixer.

Conservation Specialist III's Report

- Conservation Specialist Zamora gave a status report on the progress of the Landscape Evaluation Audit Program (LEAP).
  - CBWCD has completed 153 landscape audits to date with a potential savings of 887 AFY.
  - There are currently three sites scheduled to be audited and seven sites pending to be scheduled.
  - Presently there are 150 release forms waiting to be returned and processed.
- CBWCD is currently hosting the CA Friendly Landscape Classes for professional landscapers during this month (May) in both Spanish and English.

Conservation Specialist II's Report

- Conservation Specialist II Schroeder held a basin landscape evaluation tour, on May 1, 2009, of the District's basins with President Parker, Vice President Hofer, Director Aldaco and GM Ulloa.
- Staff is seeking proposals from fencing companies to improve the fences at the Montclair Basin landscapes.
- Staff is seeking proposals for installing traffic delineators for the new Wilderness Park.
- Conservation Specialist II Schroeder is developing a landscape plan for the College Heights West Basin along Monte Vista Ave.

Administrative Assistant's Report

- Earth Day was a success. Tanaz Farzad, the contracted coordinator will attend the June Board meeting to report on the event that was held on April 24, 2009

Attorney Steve Kennedy - None

**CLOSED SESSION**

**The Board of Directors recessed to Closed Session at 12:13 p.m.**

CONFERENCE WITH LEGAL COUNCIL – EXISTING LITIGATION: Pursuant to Government Code Subdivision (a) 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.

**The meeting reconvened at 12:49 p.m. Council Kennedy reported that the Board met in closed session adding that there are no reportable actions.**

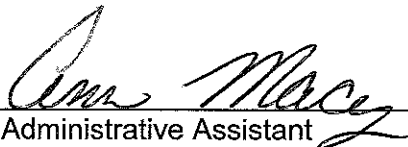
**ADJOURN**

**At 12:50 p.m. Treasurer De Haan, Jr. adjourned the meeting to the next Regular Meeting of the Chino Basin Water Conservation District to be held on Monday, June 8, 2009 at 11:00 a.m. in the District Headquarters.**

APPROVED AND ADOPTED THIS 8<sup>th</sup> DAY OF JUNE 2009.

  
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Eunice M. Ulloa, General Manager/Secretary

ATTEST:

  
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Ann Macy, Administrative Assistant