

CHINO BASIN WATER CONSERVATION DISTRICT
REGULAR MEETING

District Office
4594 San Bernardino Street
Montclair, CA 91763

MONDAY, July 13, 2009

MINUTES

INVOCATION – President Parker gave the invocation.

FLAG SALUTE – President Parker led the audience in the flag salute.

CALL TO ORDER – The meeting was called to order at 11:10 a.m. by President Parker.

ROLL CALL

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

Board Members Absent: None **NOTE: Vice President Hofer arrived at 11:14 a.m.**

Staff and Visitors Present: General Manager (GM) Ulloa; Assistant GM Foote; Conservation Specialist II Schroeder; Administrative Assistant Macy; Legal Counsel Brunick with Brunick, McElhaney & Beckett; and Patrick Larkin and Frank Simpson with Rancho Santa Botanic Garden (RSABG).

PRESENTATIONS

The Earth Day presentation was postponed until after agenda item No. 6.

CONSENT CALENDAR

1. **Minutes – June 8, 2009 – Regular Meeting.**
Minutes – July 6, 2009 – Education Committee Meeting.
Minutes – July 6, 2009 – Personnel Committee Meeting.
Minutes – July 10, 2009 – Finance Committee Meeting. (NOTE: Due to the date of the Finance Committee meeting, the minutes will be presented for approval at the July 13, 2009 meeting)
2. **Financial Reports – June 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 June 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, July 20, 2009 at 6:00 p.m. at the Percy Bakker Community Center in Hesperia, CA.

Moved by Director Vanden Heuvel, seconded by Director Reddick, and carried on a 6-0-1 vote to approve Consent Calendar items 1 through 5.

AYES: Aldaco, De Haan, King, Parker, Reddick, Vanden Heuvel
NOES: None
ABSENT: Hofer

ADDITIONS TO THE AGENDA - None

PUBLIC HEARINGS - None

PUBLIC COMMUNICATIONS - None

UNFINISHED BUSINESS

NOTE: Vice President Hofer arrived at 11:14 a.m.

6. **Discussion of Financial Support of Rancho Santa Ana Botanic Garden (RSABG) Public Broadcasting System (PBS) television series** (NOTE: Item continued from the June 8, 2009 meeting of the Board of Directors.)

NOTE: Director Vanden Heuvel left the meeting at 11:35 a.m. and returned at 11:39 a.m.

Finance Committee Chair De Haan, Jr. and GM Ulloa gave the staff report. The Finance Committee met on July 10, 2009 with Mr. Larkin (Executive Director of RSABG) and Mr. Simpson (Line Producer of the series) to review and discuss a presentation by the Rancho Santa Ana Botanic Garden, regarding development of a drought tolerant landscape PBS television series, that was given to the Board at the June 8, 2009 Board meeting. The Committee learned more about the project and asked that alternative financing options be presented to the Board. A new written proposal with additional information was provided to the Board at the meeting.

Mr. Larkin and Mr. Simpson presented the new agreement, highlighting the changes, to the Board and thanked them for taking the time to listen to the revised proposal. Lengthy discussion followed the presentation about the project and the Board's expectations. Areas of concern included location of renovation projects, deliverables to the District tied to funding, other project funding commitments, production costs, true line-item budget, and language guaranteeing funding reimbursement should the project not go forward or complete.

Director Vanden Heuvel made a motion to 1) commit \$150,000 of financial support toward the Rancho Santa Ana Botanic Garden PBS television series with \$50,000 immediately available and then pay the remaining \$100,000 in \$25,000 increments as the episodes are completed, 2) transfer \$150,000 from unappropriated reserves to Account #56400: Community Events/Sponsorships, and 3) authorize the General Manager to execute all applicable documentation. Director Aldaco seconded the motion.

Prior to a vote of the Board, further discussion ensued refining concerns and expressing a desire that a revised agreement be presented to the District's counsel for review and approval prior to implementation of the motion.

The motion was then modified by Director Vanden Heuvel, seconded by Director Aldaco, and carried on a 4-3-0 vote to approve the following: Contingent upon District counsel's review and approval of the legal agreement between RSABG and CBWCD: 1) commit \$150,000 of financial support toward the Rancho Santa Ana Botanic Garden PBS television series with \$50,000 immediately available and then paying the remaining \$100,000 in \$25,000 increments as the episodes are completed, 2) transfer \$150,000 from unappropriated reserves to Account #56400: Community Events/Sponsorships, and 3) authorize the General Manager to execute all applicable documentation.

AYES: Aldaco, Parker, Reddick, Vanden Heuvel
NOES: De Haan, Hofer, King
ABSENT: None

Vice President Hofer will attend the next meeting of the RSABG Board in October 2009.

PRESENTATIONS

Earth Day Coordinator Tanaz Farzad gave a brief summarization of the District's Earth Day Festival held on April 24, 2009.

**The Board of Directors recessed for a short lunch break at 12:35 p.m.
The meeting reconvened at 12:45 p.m.**

UNFINISHED BUSINESS (continued)

7. **Wilderness Park Tree Identification Signage** (NOTE: Item continued from the June 8, 2009 meeting of the Board of Directors.)

Assistant General Manager Foote gave the staff report and a slide presentation displaying samples of the proposed Wilderness Park tree identification signage.

Moved by Director Vanden Heuvel, seconded by Director Reddick, and carried on a 7-0-0 vote to 1) approve an agreement with Schureman and Associates to provide tree identification signage for Wilderness Park in the amount of \$8,991 and 2) authorize the General Manager to sign all necessary documents.

**AYES: Aldaco, De Haan, Hofer, King, Parker, Reddick, Vanden Heuvel
NOES: None
ABSENT: None**

NEW BUSINESS

8. **Wage and Salary Schedule.**

Personnel Committee Chair Reddick and General Manager Ulloa gave a verbal staff report. The Personnel Committee met on July 6, 2009 to discuss the wage and salary schedule. This is an internally generated schedule. This schedule will provide a roadmap for the employees as they progress in both performance and seniority. It will also empower the General Manager in the development of a regular performance review process.

Director Vanden Heuvel expressed concern about percentage raises across the board and the perception of equity. He requested that the Board amend the exempt salary schedule to allow for three percent step increases at the 200 grade level evenly graduating to one and a half percent step increases at grade 209. The non-exempt hourly schedule will remain unchanged.

Moved by Director Reddick, seconded by Vice President Hofer, and carried on a 6-1-0 vote to adopt the Personnel Committee's Wage and Salary Schedule with an amendment to the Exempt Salary Schedule providing for three percent step increases at the 200 grade level evenly decreasing, grade by grade, to one and a half percent step increases at grade 209.

**AYES: Aldaco, De Haan, Hofer, Parker, Reddick, Vanden Heuvel
NOES: King
ABSENT: None**

9. **Recycled Water Incentive Program Update**

Assistant General Manager Foote gave the staff report. On March 10, 2008, the Board approved a Public Sector Recycled Water Connection Program to provide incentives for public sector parks and schools within the District's service area to help offset onsite conversion costs associated with the use of recycled water. District incentives are calculated at the rate of \$250 per acre foot (AF) of potable water saved for a period of two years and capped by the cost of the actual onsite conversion or the AF savings whichever is less. District incentives are paid in a secondary position after any and all other incentives from other sources including those from the Metropolitan Water District (MWD).

As a result of current budget issues it has been reported that MWD may not have a budget to continue their recycled water onsite conversion program. The District has received inquiries from several agencies requesting clarification of the District's program should MWD end its incentive program. Current District program requirements do not require an incentive from MWD or any other source to participate in the District's program.

Should MWD not continue its program, the District's incentive payments move from being in a secondary position to being the exclusive incentive program. While the District's costs continue to remain capped by the lesser of the incentive amount of \$250 per AF for two years or the actual site conversion costs, it is possible for the District's costs to increase due to the elimination of the MWD incentive payments.

After discussion the Board directed the Recycled Water Committee to meet and discuss possible revisions to this program.

NOTE: Director Vanden Heuvel left the meeting at 1:25 p.m. and returned at 1:27 p.m.

NOTE: Director Aldaco left the meeting at 1:34 p.m.

10. **California Friendly® Landscape Training Classes**

Assistant General Manager Foote gave the staff report. Through the Inland Empire Utilities Agency (IEUA) and the Metropolitan Water District (MWD) the District began to host California Friendly® Landscape Training Courses in August 2008. Instructors were provided by MWD at no charge to the District. Due to budget concerns, MWD significantly reduced the number of training classes it would provide and as a result the District did not receive any classes for the FY 2009/2010. Classes provided by the District were very well received in the community. Instruction in outdoor water conservation was provided to over 200 attendees.

Moved by Director Vanden Heuvel, seconded by Treasurer De Haan, Jr., and carried on a 6-0-1 vote to 1) approve staff's recommendation to host and provide instruction for California Friendly® Landscape Training classes in an amount not to exceed \$20,500 and 2) authorize the General Manager to sign all necessary documents.

AYES: De Haan, Hofer, King, Parker, Reddick, Vanden Heuvel
NOES: None
ABSENT: Aldaco

DIRECTOR ORAL REPORTS

Director Aldaco - Absent

President Parker

- President Parker attended an Association of San Bernardino Special Districts meeting at Silver Lakes Clubhouse in Helendale. The Mojave Water District gave a presentation on their "Cash for Grass" water conservation program.

Director Vanden Heuvel

- Director Vanden Heuvel attended the Southern California Water Committee (SCWC) Board meeting recently. The Executive Director of SCWC has submitted her notice of retirement. The Committee hired Fiona Hutton & Associates to manage the SCWC and its program on a year contract. Ron Gastelum, SCWC Board member, will serve as the interim executive director.

Treasurer De Haan, Jr. - None

Vice President Hofer - None

Director King - None

Director Reddick - None

STAFF ORAL REPORTS

Engineering Consultant Robert Wagner - Absent

- GM Ulloa distributed a report from Mr. Wagner updating the Board on the progress of the Recharge Master Plan effort.

General Manager/Secretary's Report

- The District advertised and received sixteen applications for the new Conservation Specialist II (Education Coordinator) position. GM Ulloa interviewed thirteen of the applicants and is moving forward with the selection process.

Assistant General Manager's Report

- Assistant GM Foote played a 1.25 video produced by Time Warner Cable on CNN and the public access channel, that showcased the District in a water conservation public service announcement.
- Inland Empire Utilities Agency (IEUA) is holding a Basin tour on August 5, 2009 and has invited District Director's to attend.
- All Directors are invited to attend a behind the scenes tour of Cucamonga Valley Water District's Frontier Project. Interested Directors should indicate their interest and CVWCD will provide available dates.
- Plans for the new Multi Purpose Building will soon be sent to the City of Montclair for approval.
- CBWCD will be contracted by IEUA to perform twenty five recycled water site audits for irrigation systems.

Conservation Specialist III's Report - Absent

Conservation Specialist II's Report - None

Administrative Assistant's Report - None

Attorney Bill Brunick - None

CLOSED SESSION - None

ADJOURN

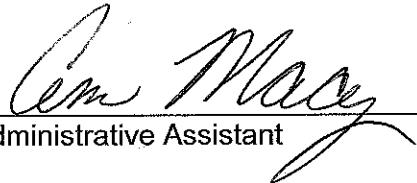
At 1:55 p.m. Vice President Parker adjourned the meeting to the next Regular Meeting of the Chino Basin Water Conservation District to be held on Monday, August 10, 2009 at 11:00 a.m. at the District Headquarters.

APPROVED AND ADOPTED THIS 10th DAY OF AUGUST, 2009.



Eunice Ulloa, General Manager/Secretary

ATTEST:



Ann Macy, Administrative Assistant