

CHINO BASIN WATER CONSERVATION DISTRICT
REGULAR MEETING

District Office
4594 San Bernardino Street
Montclair, CA 91763

MONDAY; December 14, 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 11:08 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: Director Vanden Heuvel arrived at 11:17 a.m.**

Staff and Visitors Present: General Manager (GM) Ulloa;
Conservation Specialist III Zamora; Conservation Specialist II
Schroeder; Conservation Specialist II Figoni; Administrative Assistant
Macy; Legal Counsel Brunick with Brunick, McElhaney & Beckett;
Robert Wagner with Wagner and Bonsignore; and Charles Fedak with
Charles Fedak and Company.

CONSENT CALENDAR

1. **Minutes – October 12, 2009 – Regular Meeting**
Minutes – November 9, 2009 – Finance Committee Meeting.
2. **Financial Reports – October 2009.** Receive and file.
Financial Reports – November 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 2009/2010 total well production chart. Monthly data collection information for
October and November 2009 and 2009/2010 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,
December 14, 2009 at 6:00 p.m. at Law's Oak Glen Coffee Shop in Yucaipa, CA.
6. **Uniforms, District Policy No. 50.** To establish a policy and procedure for the use of
District supplied uniforms.
7. **Holidays, District Policy No. 39, amended.** To reallocate floating holiday time to specific
holidays.

Moved by Vice President Hofer, seconded by Treasurer De Haan, Jr., and carried on a
6-0-1 vote to approve Consent Calendar items 1 through 7.

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

STAFF ORAL REPORTS

NOTE: Director Vanden Heuvel arrived at 11:17 a.m.

Engineering Consultant Robert Wagner

- Mr. Wagner updated the Board on the progress of the Recharge Master Plan (RMP) effort. He presented a draft conceptual project evaluation for the enlargement of the Lower Cucamonga Basin including six project alternatives varying in basin storage capacity. The Board discussed the six alternative projects for the Lower Cucamonga Basin and asked Mr. Wagner for the backup data on these projects. The Lower Cucamonga Basin project will be inserted as an optional project in the RMP. Director Vanden Heuvel updated the Board regarding the District's previous studies of the Lower Cucamonga Basin during the 1980's. The Board directed Mr. Wagner to update the Board on the work he has done and the cost to the District, to date, at the next Board meeting.

NOTE: The Board recessed from 11:51 a.m. until 12:07 p.m. to eat lunch.

ADDITIONS TO THE AGENDA - None

PUBLIC HEARINGS - None

PUBLIC COMMUNICATIONS – None

UNFINISHED BUSINESS - None

NEW BUSINESS

8. Chino Basin Water Conservation District's FY 2008-2009 Annual Financial Statements and Auditor's Report.

The Finance Committee met on November 10, 2009 to review the financial reports with auditor Chris Brown from Charles Fedak and Co., Inc. The Committee recommended approval of the Fiscal Year 2008-2009 Financial Statements and auditor's report.

Mr. Fedak gave an overview of the District's Fiscal Year 2008-2009 Financial Reports and answered questions. He noted that the Management Report was clean and that regarding the Statement of Internal Controls that the District received the highest qualification possible. He pointed out that the Board should not take this lightly and that the success of this audit is a tribute to the excellent work by Administrative Assistant Macy, GM Ulloa, and staff.

Director Vanden Heuvel requested that a 10 year history of Property Tax Revenue be included in the annual Financial Reports.

Moved by Treasurer De Haan, Jr., seconded by Director Vanden Heuvel, and carried on a 7-0-0 vote to approve the District's Annual Financial Statements covering Fiscal Year 2008-2009 and accept the auditor's report as complete.

AYES: Aldaco, De Haan Jr., Hofer, Parker, Reddick, Vanden Heuvel

NOES: None

ABSENT: None

9. **Proposal for Continued Audit Services with Charles Z. Fedak and Company**

Committee Chair De Haan, Jr. gave the staff report stating that the Finance Committee asked Mr. Fedak for a proposal of continued services. The Committee reviewed the proposal and recommended approval of the Mr. Fedak's proposal covering the years ending in June 30, 2010 through June 30, 2014.

Moved by Treasurer De Haan, Jr, seconded by Director King, and carried on a 7-0-0 vote to approve the proposal for continued independent auditor services from Charles Z. Fedak and Company for annual audit services for the Chino Basin Water Conservation District for the years ending June 30, 2010 through 2014 and 2) authorize General Manager Ulloa to execute all necessary documents.

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

10. **Participation in a 12-month multi-agency advertising agreement with the Inland Valley Daily Bulletin for a 2010 community outreach campaign.** Inland Empire Utilities Agency (IEUA) is requesting that CBWCD, once again, contribute \$10,000 toward the campaign which is valued at \$232,592.

General Manager Ulloa gave the staff report.

Moved by Director Vanden Heuvel, seconded by Director De Haan, Jr., and carried on a 7-0-0 vote to approve a contribution of \$10,000 to IEUA for the 2010 joint advertising/outreach campaign valued at \$232,592.

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

11. **State of the Santa Ana River Watershed Conference.**

General Manager Ulloa gave the staff report. The Board discussed sponsorship opportunities. In January 2009 the District participated in this event at the Silver Sponsorship level. This level of sponsorship provides for a table of ten attendees, advertisements, and exhibit space.

Moved by Director Vanden Heuvel, seconded by Director De Haan, Jr., and carried on a 7-0-0 vote to approve a Silver level sponsorship for the amount of \$4,000 and 2) authorize the General Manager to submit the appropriate forms with the corresponding payment.

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

12. **An Agreement Between the District and GRB Equipment Rental, Inc. to Process Soils and Rocks and to Store Materials at the College Heights East Basin.**

Conservation Specialist II Schroeder gave the staff report. The Board discussed options and approved the agreement between the District and GRB Equipment Rental, Inc. on the

condition that a letter from Bubalo Construction, detailing the transfer of liability to GRB Equipment Rental, be written and approved by District Counsel Brunick.

Moved by Director Vanden Heuvel, seconded by Director De Haan, Jr., and carried on a 7-0-0 vote to 1) approve the proposed agreement and the 'Hold Harmless and Entry Permit' with GRB Equipment Rental, Inc on the condition that a letter from Bubalo Construction detailing the transfer of liability to GRB Equipment Rental be written and approved by District Counsel Brunick and 2) authorize General Manager to execute all necessary documents.

AYES: Aldaco, De Haan Jr., Hofer, Parker, Reddick, Vanden Heuvel

NOES: None

ABSENT: None

13. **Annual Art/Poster Contest.**

Education Committee Chairperson Parker presented the Committee's recommendations for winning entries and honorable mentions for the annual Poster/Art Contest. This year, the Committee recommended \$200 gift card awards to each non winning class (27 classes) to purchase classroom supplies.

Moved by Director Vanden Heuvel and seconded by Vice President Hofer to 1) approve the following winning entries for the annual Poster/Art Contest:

- **K-6th grade category**
Jonathon Galvan – 6th grade
Ruth Musser Middle School (in Central School District)
Teacher – Mr. Peltz

- **7-12th grade category**
Crishawna Jenkins – 8th grade
Ruth Musser Middle School (in Central School District)
Teacher – Mr. Peltz

2) award all other participating classes (one per teacher) \$200 gift cards from an educational supply store for classroom materials, and 3) transfer \$5,400 from unappropriated reserves to Account #56350: Poster Art Contest.

The motion was approved on a 7-0-0 vote.

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

NOES: None

ABSENT: None

DIRECTOR ORAL REPORTS

Director Aldaco

- Director Aldaco attended Cucamonga Valley Water District's (CVWD) Frontier Project Foundation's Inaugural Green Tie Gala on October 17, 2009 stating that the project is a tribute to the forward thinking of the CVWD staff.
- Director Aldaco attended the recent Association of California Water Agencies (ACWA) Fall Conference representing the City of Chino. The District is a member of ACWA. Director Aldaco highly recommended that Directors and staff attend these conferences.

Director Vanden Heuvel

- Director Vanden Heuvel attended the Southern California Water Committee's (SCWC) 25th Anniversary Jubilee on October 22, 2009. SCWC has gone through a transition as an organization and has reached a new level of positive effectiveness.

President Parker

- President Parker attended Cucamonga Valley Water District's (CVWD) Frontier Project Foundation's Inaugural Green Tie Gala on October 17, 2009. She was particularly impressed with the rainwater harvesting project and the succulent garden.

Treasurer De Haan, Jr. - None

Vice President Hofer - None

Director King - None

Director Reddick - None

STAFF ORAL REPORTS (continued)

General Manager/Secretary's Report

- GM Ulloa, along with Conservation Specialists Figoni and Schroeder attended CVWD's Frontier Project Grand opening on November 7, 2009 stating that it is a very interesting building. The District's architect also attended the event.
- GM Ulloa and Conservation Specialist Figoni have visited numerous education buildings in the area noting that just because a building is LEAD Platinum does not mean that it is functional. The District will be seeking the LEAD Gold level for its campus buildings.

Conservation Specialist II Figoni's Report

- The Landscape and Water Conservation Fair was held on October 24th, 2009. The turnout was adequate but lower than the previous year. The name will be changed to "Plant Sale and Water Conservation Fair" in an effort to draw a larger crowd.
- A Teacher Institute with American Groundwater Trust (AGWT) was held at the District on November 3-4, 2009. The District's contract with AGWT was modified so that it only paid for the teachers within CBWCD's service area resulting in an 80% cost reduction. The event was very comprehensive and well planned.
- Conservation Specialist Figoni attended CVWD's Frontier Project Grand opening on November 7, 2009. Many stopped by the District's booth and were interested in learning about water wise gardening.
- Regarding the Educational Building research progress, Ms. Figoni toured several local educational buildings to learn what works and what doesn't work. Cooperation and information from these facilities has been excellent.
- Residential landscape classes have been set for the first quarter of 2010 on January 30th and February 27th. Staff is working on finalizing the dates for the rest of the year. Information (article and flyers) were sent to every water agency and city within the District boundaries. Flyers are being distributed at local nurseries, irrigation stores and public agency lobbies. A press release will be sent out in mid-January.
- General Marketing & Outreach
 - "CBWCD Hires Water Conservation Education Coordinator" press release was published in the November 20, 2009 edition of the Daily Bulletin. This detailed Ms. Figoni's background as well as the goal of the new environmental education building.
 - "Tis the Season to Adjust Your Irrigation System" press release was sent out on December 9, 2009.

- Green Actions at CBWCD
 - The District is now using recycled content paper (30% post-consumer) in our printers and copy machine.
 - The District has expanded its office recycling program and has posted flyers detailing what is and is not recyclable.

Conservation Specialist III Zamora's Report

- Phase III Landscape Evaluation Audit Program (LEAP) Activities:
 - CBWCD has completed 202 landscape audits, to date, with a potential savings of 1321 AFY.
 - There are currently two sites scheduled to be audited and one site pending an audit.
 - LEAP staff has been concentrating on the tracking of post water use for every participant in the program.
 - The City of Chino's actual savings since the LEAP program began is 46 AF or 14,986,800 gallons.
- Conservation Specialist Zamora will be the instructor for the upcoming Residential Landscape classes in January and February.

Conservation Specialist II Schroeder's Report

- Conservation Specialist Schroeder attended CVWD's Frontier Project Grand opening.
- The City of Montclair's Ramona Overpass project and construction of fencing is almost complete as well as the road grading at Brooks Basin.
- After recent storm activity, Montclair Basins #3 and #4 were greater than half full. Montclair Basins #1 and #2 held three to four feet deep of water .
- The garden rain gauge measured two inches of rain during the previous weekend.

Administrative Assistant Macy's Report - None

Attorney Bill Brunick - None

CLOSED SESSION

The Board of Directors recessed to Closed Session at 1:39 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.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS: GC 54956.8

Property: That portion of Lot 43 of Claremont Orange Tract, M.B. 17 / 87

Agency Negotiator: Legal Council Brunick; Negotiating Parties: Unknown at this time

Under Negotiation: Price and terms of payments

The meeting reconvened at 1:50 p.m. Counsel Brunick reported that the Board met in closed session adding that the District will continue negotiations with Monte Vista Water District on the real property item.

ADJOURN

At 1:51 p.m. President Parker adjourned the meeting to the next Regular Meeting of the Chino Basin Water Conservation District to be held on Monday, January 11, 2010 at 11:00 a.m. at the District Headquarters.

APPROVED AND ADOPTED THIS 11th DAY OF JANUARY, 2010.



Eunice M. Ulloa, General Manager/Secretary

ATTEST: 

Ann Macy, Administrative Assistant