

**CHINO BASIN WATER CONSERVATION DISTRICT
REGULAR MEETING**

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

MONDAY; March 14, 2011

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 (Vice President Hofer arrived at 11:16 a.m.), King, Parker, Reddick, Vanden Heuvel

Board Members Absent: General Manager Ulloa

Staff and Visitors Present: Conservation Specialist III Zamora; Conservation Specialist II Schroeder; Conservation Specialist II Fioni; Administrative Assistant Macy; Legal Council Brunick with Brunick, McElhaney & Beckett; Lisa Morgan-Perales with Inland Empire Utilities Agency (IEUA); Rohit Prashir with AMG and Associates, Inc. (AMG).

PRESENTATION

Education Committee Chair Parker presented the award to the winner of the District's annual "Art/Poster Contest" 1-6th Grade Category for FY 2010/2011. Taylor Simm was awarded \$250 for her winning entry. Her instructor Mrs. Vera Collins accepted a certificate for \$1,000 on behalf of science teacher Lawana Armstrong for classroom instructional supplies from the District. Photos were taken in the Board room and in the demonstration garden.

- 1-6th Grade Category – Lyle S. Briggs Elementary (Chino Valley SD)
 - Student – 6th Grade: Taylor Simm
 - Instructor - Lawana Armstrong

Vice President Hofer arrived at 11:16 a.m.

The Board recessed briefly from 11:16 a.m. to 11:24 a.m. to take pictures with the students in the demonstration garden.

CONSENT CALENDAR

1. **Minutes – February 14, 2011 – Regular Meeting**
Minutes – February 11, 2011 – Education Committee
Minutes – March 10, 2011 – Facilities Improvement Plan Workshop
2. **Financial Reports – February 2011.** 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. Association of California Water Agencies (ACWA) 2011 Spring Conference and Exhibition. Authorize interested Board members and staff to attend the ACWA Spring Conference on May 10-13, 2011 in Sacramento.
5. Annual Legislative Symposium and Lobby Day. Sponsored by Groundwater Resources Association of California and California Groundwater Coalition. Authorize interested Board members and staff to attend the symposium and lobby day being held on Wednesday, April 27, 2011 in Sacramento.

Director Vanden Heuvel inquired of District Council if there was any rule requiring notation of Director absence for short periods during the Board meetings. Council Brunick stated that there is no such rule. The Board endorsed Director Vanden Heuvel's request that Board minutes only include notation when a Director arrives late or leaves the meeting for more than ten minutes. The Board directed staff to amend the minutes from the March 10, 2011 Special Board Meeting accordingly. The Board also directed staff to change the motion for the item titled *Decision Point: Interior design / low voltage* to reflect Director Vanden Heuvel as making the motion.

Moved by Director Vanden Heuvel, seconded by Director Aldaco, and carried on a 7-0-0 vote to amend the March 10, 2011 minutes as directed by the Board and approve Consent Calendar items 1 through 5.

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

ADDITIONS TO THE AGENDA - None

PUBLIC HEARINGS - None

PUBLIC COMMUNICATIONS - None

GENERAL INFORMATION - ORAL REPORTS

Lisa Perales, IEUA Water Resources Analyst

- Ms. Perales announced that IEUA has hired a new Assistant General manager, Craig Miller, as of March 7, 2010. Mr. Miller previously worked for Orange County Water District and comes well qualified for his new job. He will oversee the Agency's Engineering/Construction Management Division, Operations Division, and Planning and Environmental Compliance Department.

Rohit Prashir, Construction management staff from AMG & Associates, Inc.

- Mr. Prashir gave a brief update of the Mixed-Use Building Project.
 - Final inspections are occurring. The final completion date is March 15, 2011.
 - Construction is 100% complete.
 - Including outstanding change orders, the amount of contingency fees expensed will be significantly lower than budgeted.
 - Training will soon be provided to staff for the operation of equipment installed in the Mixed-Use Building.

INFORMATION ITEMS

6. **Establishment of an Ad Hoc Committee for Potential Storm Water Capture Facilities and Presidential appointment of three members.**

President Parker appointed Director Aldaco, Vice President Hofer and herself to an ad hoc committee for the purpose of reviewing potential new storm water capture facilities.

NEW BUSINESS

7. **Southern California Water Committee Regional Stormwater Collaborative Task Force – Appointment of a District Representative and Financial Support.**

Director Reddick gave an oral report and passed out a written report regarding the kick off meeting that he attended via teleconference. This task force will include all six southern California counties.

Moved by Director Vanden Heuvel, seconded by Director Reddick, and carried on a 7-0-0 vote to approve 1) the appointment of Director Reddick as the District's representative to the Southern California Water Committee Regional Stormwater Collaborative Task Force, 2) donation of \$1,000 to the task force, and (3) transfer \$1,000 from unappropriated reserves to Account 51400 Dues, Fees, Memberships, Subscriptions.

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

8. **Building Industry Association Conference.** Sponsorship for 5th Annual Conference.

Conservation Specialist Figoni gave the staff report. The Board discussed the event and sponsorship opportunities. This event will be held on August 26, 2011 at the Doubletree Hotel in Ontario, CA.

Moved by Director Vanden Heuvel, seconded by Treasurer De Haan, Jr., and carried on a 7-0-0 vote to approve 1) a Bronze sponsorship for the amount of \$2,500, 2) transfer \$2,500 from the unappropriated reserves to Community Events/Sponsorships Account 56400 and 3) authorize the General Manager to submit the appropriate forms with the corresponding payment.

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

9. **Funding for Mixed-Use Building Change Orders (Request #3)**

Conservation Specialist Figoni gave the staff report.

Moved by Director Vanden Heuvel, seconded by Director King, and carried on a 7-0-0 vote to approve 1) funding Sea West Enterprises, Inc. for change orders in the amount of \$12,151 and 2) authorize the General Manager to sign all necessary documents.

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

DIRECTOR ORAL REPORTS

Director Aldaco

- Director Aldaco stated that the Mixed-Use building was a successful building project and that he looks forward to Phase 3 of the facilities project renovation.

Director Vanden Heuvel

- Watermaster will be interviewing new candidates for CEO on Thursday, March 17, 2011.

President Parker - None

Treasurer De Haan, Jr. - None

Vice President Hofer - None

Director King

- The process of applying for free sprinkler nozzles at www.freesprinklernozzles.com is easy. All that is required is your water bill account number.

Director Reddick - None

STAFF ORAL REPORTS

General Manager/Secretary Ulloa - Absent

Conservation Specialist III Zamora

- The LEAP team has completed 72 audits under the new program with a potential water savings of 53 acre foot per year (AFY).
 - Within the District's service area: 45
 - Outside the District's service area: 27
- The Professional Landscape Classes for three agencies in North San Diego County will be complete on March 15, 2011. These have been successful classes and have stirred the interest of other agencies in North San Diego County. Vice President Hofer asked Conservation Specialist Zamora to obtain letters of appreciation from agencies the District is teaching at. He would like them framed and displayed at the District.

Conservation Specialist II Schroeder

- Basin Activities: Weed abatement has been completed at Montclair Basins 1, 2, 3, and 4 meeting the U.S. Fish and Game Department's requirements and deadline of March 15, 2011.
- The quarterly report showing the value of services provided by GRB Equipment, as required by the Board, was distributed.
- Over 400 school children toured the demonstration garden in the last seven days.
- The monthly storm water recharge sheet was distributed to the Directors.

Conservation Specialist II Figoni

- Press Releases
 - February 2011 – Sent out a press release for the Preparation and Design Workshop. It ran in the Daily Bulletin and Chino Champion.
 - The District was promoted in a two page centerfold in the annual Chino Basin Water Agencies Daily Bulletin insert.
- Other Outreach
 - CBWCD is continuing to work with San Bernardino Valley Municipal Water District, California State University San Bernardino, Chino Basin Water Conservation District, Inland Empire Utilities Agency, Rancho Santa Ana Botanic Garden, Western Municipal Water District, Eastern Municipal Water District, and Home Depot.
The group printed bill stuffers which many of our local water agencies are distributing. In addition, the group made buttons for the public and for Home Depot staff to pin on their aprons. The outreach materials will advertise our May 14, 2011 Water Awareness Month event.
 - Conservation Specialists Figoni and Schroeder led the Preparation and Design Workshop for Monte Vista Water District and was paid for this service.
 - The last Waterwise Workshop to be held in the current District Boardroom will be taught on March 19, 2011. It is the District's first workshop covering vegetable gardening and fruit tree

care. IEUA advertised this event for no charge and Home Depot passed out the District's flier. Free mulch will be available at the event.

- The District facebook website now has 161 friends and 41 people who "like" the District on the additional page.
- Staffed Booths at Public Events
 - Chino Children's book festival was held on February 27, 2011. The District shared a booth with WEWAC.
- Other
 - Earth Day event planning continues. The event will be held on Friday, April 8, 2011.
 - The District's Water Awareness month event will be held on Saturday, May 14, 2011.

Administrative Assistant Macy

- The District's Report of Compensation for 2009 was filed with the State Controller's office on March 11, 2011.

Attorney Bill Brunick

- Council Brunick stated that, before the District can change meeting sites, a resolution must be passed and advertised. The meeting place will remain at the District Offices until such resolution is passed and posted.

CLOSED SESSION - None

ADJOURN

President Parker adjourned the meeting at 12:29 p.m. to the next regular meeting of the Chino Basin Water Conservation District scheduled for Monday, April 11, 2011, 11:00 a.m. at the District Headquarters.

APPROVED AND ADOPTED THIS 11th DAY OF APRIL 11, 2011.



Eunice M. Ulloa, General Manager/Secretary

ATTEST:



Ann Macy, Administrative Assistant