

**CHINO BASIN WATER CONSERVATION DISTRICT
REGULAR MEETING**

District Office
4594 San Bernardino Street
Montclair, CA 91763

MONDAY; October 10, 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 11:07 a.m. by President Parker.

ROLL CALL

Board Members Present: Aldaco, De Haan, Jr., Hofer, Parker, Reddick, Vanden Heuvel
Board Members Absent: None
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; Lisa Morgan-Perales with Inland Empire Utilities Agency (IEUA); and Robert Wagner and Emily MacDonald with Wagner & Bonsignore Consulting Civil Engineers.

CONSENT CALENDAR

1. **Minutes – September 12, 2011 – Regular Meeting**
2. **Financial Reports – September 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. **Budget adjustment of Preapproved Funds to Cover Additional Plan Check Fees.** Authorize General Manager to approve fund transfer from Capital Clearing Account #58000 to Capital Clearing Account #58000. No impact to the budget.

On May 9, 2011, the Board approved \$13,000 for various Phase 3 Plan Check fees (no P.O.). After a recent meeting with the City of Montclair staff, the fees for the Education Building and Water Conservation Center were determined to be \$10,718.75 (\$1,756.74 more than anticipated \$8,962.01), and the grading plan check fee will be approximately \$3,600 (\$600 more than anticipated). In addition, in June, 2011, the District paid the City of Montclair \$1,042.67 for the Garden Planning Review.

On March 8, 2010, the Board approved \$180,000 for Phase 3 Water Conservation Center design, \$14,523 (no P.O.) of which was dedicated to support documentation, including design and construction documents. There are additional funds remaining in this account (approximately \$9,473)

Staff requests approval to move \$2,362 (the amount needed to pay the City of Montclair the additional fees for the Education Building and Water Conservation Center plan check and the grading plan check) from the March 8, 2010 budget line item (no P.O.) to the May 9, 2011 Phase 3 Plan Check fee budget line item (no P.O.).

Moved by Vice President Hofer seconded by Treasurer De Haan, Jr., and carried on a 7-0-0 vote to approve Consent Calendar items 1 through 4.

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

GENERAL INFORMATION – ORAL REPORTS

Lisa Perales, IEUA Water Resources Analyst

- The Department of Water Resources (DWR) LEAP grant is complete and the final payment has been delivered to the District.
- Ms. Perales and Conservation Specialist Zamora will be meeting regarding a change in the scope of the current contract between IEUA and the District to include monitoring services of completed audits.

Robert Wagner and Emily MacDonald of Wagner & Bonsignore

- Ms. MacDonald gave the Directors an update of the Montclair Basins Improvement Project. She and Mr. Wagner have met with the City of Montclair engineers to review spillway inlet and storm drain issues in Montclair Basin #4.

ADDITIONS TO THE AGENDA – None

PUBLIC HEARINGS – None

PUBLIC COMMUNICATIONS – None

UNFINISHED BUSINESS – None

NEW BUSINESS

5. Public Sector Recycled Water Connection Program Application from the City of Upland.

Conservation Specialist Juan Zamora gave the staff report. During 2008 the Board had authorized development of a Public Sector Recycled Water Connection Program to help offset connections costs for public sector schools and parks. The Recycle Water Committee unanimously recommended approval of the City of Upland's application for conversion to recycled water for the following sites: Upland Jr. High School, Upland Elementary, Foothill Knolls Elementary, Sierra Vista Elementary, Memorial Park, and Sierra Vista Park.

Moved by Director King seconded by Director Aldaco, and carried on a 7-0-0 vote to 1) approve Public Sector Recycled Water Connection Program Application from the City of Upland covering 6 sites providing incentives to help offset site conversion costs to irrigate with recycled water totaling \$73,000, 2) transfer \$73,000 from unallocated reserves to the Recycled Water Conversion Incentive Account #56550, and 3) authorize the General Manager to execute all necessary documents.

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

ABSENT: None

6. **Southern California Water Committee's 27th Annual Meeting and Dinner.** Sponsorship consideration.

Administrative Assistant Macy gave the staff report. In FY 2010-2011 the District chose to support the SCWC 26th Anniversary Celebration Event by becoming a sponsor for \$1,750. A Table Sponsorship for this year's SCWC 27th Annual Meeting and Dinner would cost \$1,750. A Table Sponsorship will come with ten event tickets. If the Board declines a Table Sponsorship, individual tickets will be available for \$200 apiece. The event will be held on Thursday November 17th, 2011 at the Pacific Palms Resort in the City of Industry from 7:00 to 9:00 p.m.

Moved by Director Vanden Heuvel seconded by Director King, and carried on a 7-0-0 vote to 1) approve a Table Sponsorship (for 10 attendees), for the SCWC 27th Annual Meeting and Dinner, for the amount of \$1,750 and 2) 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

DIRECTOR ORAL REPORTS

Director Aldaco – None

Director Vanden Heuvel

- Director Vanden Heuvel stated that when the redistricting proposal is brought before the Board at November Board meeting he will not vote in favor of hiring an outside consultant to do the task. He would prefer that this project be performed in house.
- Watermaster was only able to recharge 32,000 acre feet of the original 50,000 acre feet it had planned to purchase from Metropolitan Water District.
- Director Vanden Heuvel initiated a discussion regarding the Recharge Master Plan (RMP) regarding its progress and successes over the last 10 to 12 years.

President Parker

- On September 7, 2011 President Parker gave a presentation to the IEUA Board regarding the District's capital improvement project. She will soon be giving similar presentations to the cities of Upland and Chino.

Treasurer De Haan, Jr. - None

Vice President Hofer

- Vice President Hofer inquired about the cost of delivered recycled water. Ms. Perales of IEUA said that she would research this matter.

Director King – None

Director Reddick – None

STAFF ORAL REPORTS

General Manager/Secretary's Report

- General Manager Ulloa reported that Mary Ann Melleby's husband passed away recently. The District sent a plant and sympathy card. Conservation Specialist Figoni attended the funeral. GM Ulloa passed around a thank you letter from Ms. Melleby.
- Mr. Alvarez of Chino Basin Watermaster and the Groundwater Recharge Coordinating Committee (GRCC) is forming a steering committee. The members of this committee will include CBWCD, the San Bernardino County Flood Control District, IEUA, and three appropriators from the Chino Basin Watermaster. Even though most of the emphasis of this committee's work will be on the east side of the Chino Basin, Mr. Alvarez believed that CBWCD should stay involved. GM Ulloa agrees. The representatives from CBWCD who will serve on this committee will be Mr. Wagner, GM Ulloa, and Conservation Specialist Schroeder.

Conservation Specialist III Zamora's Report

- LEAP Activities: The LEAP team has completed 167 audits under the current contract with IEUA. This equates to 112.73 acres of landscape. Potential water savings, if recommendations are followed, is 207.24 AFY.
- Classes: Conservation Specialist Zamora taught a Homeowner Landscape Class on October 1, 2011. The class was a success.
- On October 22, 2011 Conservation Specialist Zamora will be teaching a class during the District's annual Landscape - Water Conservation Fair. In November 2011 he will be teaching a Professional Landscape Series.
- IEUA has requested that CBWCD put together a proposal to create water budgets for all dedicated landscape meters in IEUA's service area.
- Conservation Specialist Zamora attended the WaterSmart Innovations Conference in Las Vegas from October 5 - 7, 2011. It was a good conference where he was able to learn more about how other areas of the country deal with their water issues. He has been asked to prepare a presentation for next year's conference.
- The District has received the final letter of conformance from FEMA concerning the District's Hazard Mitigation Plan (HMP) for 2010.

Conservation Specialist II Schroeder's Report

- Basin Activities:
 - Imported Water - Metropolitan Water District (MWD) stopped water deliveries on September 30, 2011.
 - Brooks Basin - Weed abatement on the slopes is being planned. The percolation rate is approximately 6 inches per day. The basin has received both imported and recycled water.
 - College Heights East Basin - The basin has received imported water deliveries with percolation rates of 3 feet per day.
 - Upland Basin - This basin is relatively full of imported water and does receive water from College Heights East Basin underflows. Upland Basin improvements has slowed water underflows.
 - Montclair Basins - Director Vanden Heuvel requested percolation rates which will be provided at the next Board meeting.
 - Miscellaneous Basin issues - Director Reddick requested imported water acre foot totals for the District's basins. Conservation Specialist Schroeder will provide this information at the November Board meeting.
- Garden Activities:
 - School tours have been scheduled.
 - Conservation Specialist Schroeder is working on a plan to impliment volunteer labor in the garden or park.

- Office Front Landscape - The Diamondia was mulched to 'dress up' the area and hide the prolific nut grass growth.
- Conservation Specialist Schroeder met with Bob Perry to review the new garden plant palette.
- Other:
 - Conservation Specialist Schroeder attended the WaterSmart Conference in Las Vegas on October 5 - 7, 2011. Though it was an interesting conference, he noticed that the event was not as informative as it had been in the past few years.

Conservation Specialist II Fioni's Report

- Press Releases / Articles:
 - Sent press release for August 20, 2011 Composting Workshop.
 - The Daily Bulletin printed the District's Composting Class press release inside an article about water education for seniors on August 19, 2011.
 - Sent press release about the District's September 17, 2011 Preparation, Design and Plants Workshop.
 - The Daily Bulletin printed the District's Preparation, Design and Plants Workshop press release on September 16, 2011
 - Will be sending out press release regarding upcoming Water Fair with quote from President Parker.
- Other Outreach
 - Inland Empire Garden Friendly (IEGF) Home Depot plant sales: Home Depot to hold a parking lot sales at all 25 of their local stores on October 15, 2011. CBWCD staff is not working the sales, but supporting them with outreach efforts.
 - Distributed the new IEGF plant booklets to all our local agencies.
 - Water Fair – There has been good committee participation.
 - Attended a Project WET training which is now trying to incorporate Education and the Environment (EEI) standards as much as possible.
 - We have 434 friends on facebook (up 55 from last month). Ninety three people like us.
 - WEWAC Garden at the Los Angeles Fairgrounds is reworked with the help for the District staff and some assistance from other agencies.
- Staffed Booths at Public Events: Had a booth at the Building Industries Association (BIA) conference. Well attended. Our booth was well received. The IEGF program is of interest to people who wanted the new plant booklet.
- Landscape Workshops:
 - Held a Composting class on August 20, 2011 with a free mulch giveaway. San Bernardino county partnered with the District on this event. Thirty five people attended.
 - The mulch giveaway was very popular at the August composting class, so the District has continued to obtain and provide mulch for the public to pick up in the parking lot.
 - Three Valleys Municipal Water District (TVMWD) has hired the District to teach a Preparation & Design workshop on February 4, 2012.
 - Conservation Specialists Fioni and Schroeder will be teaching a Preparation, Design & Plants Workshop on November 12, 2011.
 - Conservation Specialist Fioni will be teaching a Composting Workshop for Monte Vista Water District on November 5, 2011. Over 70 people have signed up.
- Construction Update: Staff is moving ahead with the next phase of construction.
- Other
 - The website is still being updated. There were 772 visitors in September (up 15% from last month) with 75% being new visitors. The majority of the visits were for the Poster Contest, followed by "Jobs", followed by "Contact Us", "Garden Photos" and "Water Wise Events".
 - The Landscape -Water Fair will be held on October 22, 2011 in the Wilderness Park and District demonstration garden.

Attorney Brunick

- Attorney Brunick stressed his recommendation that the Board hire an outside firm to perform redistricting services for the District. He stated that staff was not qualified to perform this task according to legal requirements.

NOTE: The Board recessed for lunch from 12:13 p.m. until 12:35 p.m.

The Board of Directors recessed to Closed Session at 12:35 p.m.

CLOSED SESSION

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 NEGOTIATOR: Pursuant to Government Code Section 54956.8, the Board of Directors will be meeting with its legal counsel, Bill Brunick, real property negotiator, Eunice Ulloa, District's engineer Robert Wagner regarding APN numbers 1044-291-19 to 41, 1044-291-46 to 52, 1044-241-12, 1044-254-26, 1006-231-26 thru 71, 1006-211-68, 1006-551-12, 1006-551-22, 1045-081-17, 1045-081-40, 1045-081-55, 1045-241-07, 1045-181-03, 1045-532-09 thru 13, 1045-542-17, 1007-111-01, 1107-121-01, 1007-142-26, 1007-661-06, 1007-701-01, 1013-261-17, 1013-271-01, 1008-011-14 thru 16, 1008-021-01 & 02, 1008-011-23 & 24, 1008-011-27 & 28, 1008-161-19 & 20, 1008-161-24 & 25, 1007-071-07, 1007-041-05 & 07, 1007-281-21 & 44, 1007-291-06, 1007-261-04, 1007-061-08 & 23, 1007-061-15 thru 17, 1007-722-03, 1007-011-01, 1007-601-01, 1007-621-05 & 06, 1046-571-17 thru 19, 1047-091-11, 1007-181-01, 1046-321-43, 0210-062-08, 0108-291-13 & 14, 0210-021-12, 0108-461-01 thru 04, 0209-013-23, 0209-012-04 & 06, 0207-201-01, 0207-201-10 & 11, 0207-201-13, 0207-201-21 & 22, 0207-201-24 & 44, 0209-151-27 & 37, 0209-161-24, 0208-321-24, 0209-28 & 25, 0209-211-24, 1077-051-36 thru 38, 1077-031-05, 1077-311-74, 1077-321-01 thru 03, 1077-271-03, 1016-281-04, 1016-281-10, 1016-281-11, 1016-271-04, 1016-271-03, 1016-251-32, 1016-281-03, 1016-281-05 to 09, 1016-281-12, 1016-281-02, and 1016-271-15 to discuss matters such as price, terms and desirability of possible basin acquisitions.

The meeting reconvened at 1:47 p.m. Counsel Brunick reported that the Board met in closed session, regarding the conference with real property negotiator, adding that there are no reportable actions.

ADJOURN


President Parker adjourned the meeting at 1:48 p.m. to the next regular meeting of the Chino Basin Water Conservation District scheduled for Monday, November 14, 2011, 11:00 a.m. at the District Headquarters.

APPROVED AND ADOPTED THIS 14th DAY OF NOVEMBER, 2011.



Eunice M. Ulloa, General Manager/Secretary

ATTEST:



Ann Macy, Administrative Assistant