



Those persons wishing to speak on any item included on the agenda should fill out and submit to the Administrative Assistant a "Request to Speak" form (name and address optional) which is available in the Board Room.

The Chino Basin Water Conservation District complies with the Americans with Disabilities Act and amendments thereto. If you require special assistance to participate in this meeting or if you desire a copy of the Agenda in an alternate format, please contact the District's office at (909) 626-2711, at least 48 hours prior to the advertised starting time of the meeting.

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## CHINO BASIN WATER CONSERVATION DISTRICT REGULAR MEETING

District Office  
4594 San Bernardino Street  
Montclair, CA 91763

MONDAY; February 13, 2012

11:00 a.m.

### A G E N D A

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#### INVOCATION

#### FLAG SALUTE

#### CALL TO ORDER

#### ROLL CALL

Board Members: President Parker, Vice President Hofer, Treasurer De Haan, Jr., Directors Aldaco, Hamilton, King, and Vanden Heuvel

#### PRESENTATIONS

Presentation of awards to the winners of the District's "Poster Art Contest" for FY 2011/2012

- 1-6<sup>th</sup> Grade Category – Our Lady of Lourdes Catholic School
  - Student – 5th Grade: Zachary Araneta
  - Instructor: Mrs. Cruz
  
- 7-12<sup>th</sup> Grade Category – Vina Danks Middle School (OMSD)
  - Student – 7<sup>th</sup> Grade: Leslie Pasos
  - Instructor: Mrs. Kimball

***NOTE: Board will recess for a brief period to enable picture taking in the garden.***

#### CONSENT CALENDAR

***At this time, members of the public may present testimony as to why an item should be removed from the Consent Calendar for separate discussion. Unless a member of the public or a Director requests that an item be removed from the Consent Calendar, all items will be acted upon as a whole and by one vote. Items removed from the Consent Calendar will be acted upon separately, following the Public Hearing procedures.***

1. Minutes – January 9, 2012 – Regular Meeting  
Minutes - February 3, 2012 - Finance Committee Meeting
  
2. Financial Reports – January 2012. 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. **California Water Policy 21 Conference.** Authorize interested Board members and staff to attend the conference on March 8-9, 2012 in Los Angeles.
5. **Governmental Accounting Standard Board (GASB) Statement No. 54 Fund Balance Amended Adjustment for June 30, 2011.**

RECOMMENDATION: Approve and adopt the recommended amended June 30, 2011 District Fund Balances as reflected in the staff report.

6. **Governmental Accounting Standard Board (GASB) Statement No. 54 Fund Balance Adjustment for December 31, 2011**

RECOMMENDATION: Approve and adopt the recommended December 31, 2011 District Fund Balances as reflected in the staff report.

M \_\_\_\_\_ S \_\_\_\_\_ RC \_\_\_\_\_

#### **GENERAL INFORMATION – ORAL REPORTS**

IEUA general update - Lisa Perales, IEUA Water Resources Analyst II

Facilities Improvement Project update – Tony Traverso, AMG & Associates and Jeff Veenema, CEDG.

#### **ADDITIONS TO THE AGENDA**

*In accordance with Section 54954.2 of the Government Code (Brown Act), a two-thirds vote (or unanimous vote if less than two-thirds are present), is required to add an item for action, provided that there is a need to take immediate action and that the need for action came to the attention of the agency after the agenda was posted.*

**PUBLIC HEARINGS** - None

#### **PUBLIC COMMUNICATIONS**

*This is the time and place for the general public to address the Board of Directors about subjects that do not appear elsewhere on the agenda. Due to Brown Act requirements, action will not be taken on any issues not on the Agenda however; the Board of Directors may refer comments and concerns to staff or request the item be placed on a future agenda.*

#### **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.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: In accordance with government Code Section 54957, title: General Manager.

**UNFINISHED BUSINESS**

7. **Reapportionment of the Director's Divisions Following the 2010 Decennial Census.**  
(Carried forward from the September 12, 2011, November 14, 2011, and January 9, 2012 Board Meetings)

RECOMMENDATION: Approve 1) publishing the adjusted legal descriptions of Director Divisions, giving notice of a public hearing; 2) preparation of a resolution adjusting and reestablishing division boundaries; and 3) transfer of \$9,000 from Budget Account #51300: Consulting to unappropriated reserves.

M \_\_\_\_\_ S \_\_\_\_\_ RC \_\_\_\_\_

**NEW BUSINESS**

8. **Existing Signage in the Demonstration Garden.** Review and provide direction.

Staff Report by: Dave Schroeder and Debby Figoni, Conservation Specialists

RECOMMENDATION: Provide direction to staff.

M \_\_\_\_\_ S \_\_\_\_\_ RC \_\_\_\_\_

9. **Chino Basin Water Conservation District's FY 2010-2011 Annual Financial Statements and Auditor's Report.**

Staff Report by: Henry De Haan, Jr., Committee Chair; Charles Z. Fedak and Co.; Eunice Ulloa, General Manager; and Annie Macy, Administrative Assistant.

RECOMMENDATION: Approve the District's Annual Financial Statements covering Fiscal Year 2010-2011 and accept the auditor's report as complete.

M \_\_\_\_\_ S \_\_\_\_\_ RC \_\_\_\_\_

10. **Mid-Year FY 2010-2011 Financial Review.**

Staff Report by: Henry De Haan, Jr., Committee Chair; Eunice Ulloa, General Manager; and Annie Macy, Administrative Assistant.

RECOMMENDATION: Approve the following Finance Committee recommendations to the FY11-12 Budget Accounts.

Expense Accounts - net impact reflects a increase of \$6,862.08 to budgeted expenses.

- 1) Legal Notice Account #51230 – Transfer \$500 to unappropriated reserves.
- 2) Mileage Account #51260 – Transfer \$900 from unappropriated reserves to this account.
- 3) Workers' Comp. Account #53400 – Transfer \$8,050 from unappropriated reserves.
- 4) Structural Maint. Account #54650 – Transfer \$1,000 from unappropriated reserves.
- 5) Trash Cleanup & Disposal Account #54750 - Transfer \$1,670 from unappropriated reserves.
- 6) Critter Expense Account #56100 - Transfer \$395 from unappropriated reserves.
- 7) Capital Clearing #58000 - Transfer \$4,562.92 to unappropriated reserves.

M \_\_\_\_\_ S \_\_\_\_\_ RC \_\_\_\_\_

11. **Local Agency Formation Commission (LAFCO): Nomination for the Position of Regular Special District member.**

Staff Report by: Annie Macy, Administrative Assistant.

RECOMMENDATION: Nominate any interested Board member for Regular Special District Member of the Local Agency Formation Commission; 2) authorize President Parker to sign the Nomination; and 3) direct staff to forward the Nomination, along with the Nominee's Letter of Interest or Resume, to LAFCO by 5:00 p.m. on March 12, 2012.

M \_\_\_\_\_ S \_\_\_\_\_ RC \_\_\_\_\_

**APPOINTMENT OF OFFICERS**

12. **Committee and Other Appointments.**

President Parker will reappoint committee members and District representative positions for the following:

- a. Finance Committee
- b. Personnel Committee
- c. Education Committee
- d. Recycled Water Committee
- e. Facilities Committee
- f. Basin Landscape Committee
- g. Potential SW Capture Facilities Committee
- h. Advertising Ad Hoc Committee
- i. ACWA HBA alternate representative
- j. JPIA Director
- k. LAFCO Special District Voting Representative

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**DIRECTOR ORAL REPORTS**

***This is the time and place for the Board of Directors to report on any items of interest. Upon request by an individual Director, the Board may choose to take action on any of the subject matters listed below.***

President Parker

Vice President Hofer

Treasurer De Haan, Jr.

Director Aldaco

Director King

Director Vanden Heuvel

- January 27, 2012 - SCWC Quarterly Meeting

## STAFF ORAL REPORTS

### General Manager/Secretary's Report

- January 23, 2012 - ASBCSD Monthly Meeting
- January 31, 2012 - AGWA Annual Conference

### Conservation Specialist III Zamora's Report

- LEAP Activities
- Professional Landscape Classes

### Conservation Specialist II Schroeder's Report

- Basin Activities
- Garden Tours
- Special Projects

### Conservation Specialist II Ficoni's Report

- Press Releases / Articles
- Other Outreach
- Staffed Booths at Public Events
- Landscape Workshops Outreach
- Construction Update
- Other

### Administrative Assistant Macy's Report

- 700 Forms

### Attorney Bill Brunick

## ADJOURN

The next Regular Meeting of the Chino Basin Water Conservation District will be held on Monday, March 12, 2012 at 11:00 a.m. in the District Headquarters.

I, Ann Macy, Administrative Assistant of the Chino Basin Water Conservation District, do hereby certify that a copy of this agenda has been posted by 11:00 a.m. on February 10, 2012.

  
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Ann Macy, Administrative Assistant