



**REGULAR MEETING
OF THE BOARD OF DIRECTORS**

**Chino Basin Water Conservation District
District Office
4594 San Bernardino Street
Montclair, CA 91763**

Monday, June 8, 2020

M I N U T E S

INVOCATION – Director Hamilton gave the invocation.

CALL TO ORDER AND FLAG SALUTE – President King called the meeting to order at 10:03 a.m.

ROLL CALL

Board Members Present: President Terry King
Vice President Margaret Hamilton
Treasurer Marc Grupposo
Director Gil Aldaco
Director Hanif Gulmahamad
Director Mark Ligtenberg
Director Ryan Sonnenberg

Board Members Absent: None

General Counsel Present: Leland McElhaney, Esq.

Staff Present: Executive Director Elizabeth Skrzat
Conservation Programs Manager Scott Kleinrock
Facilities and Operations Manager Dave Schroeder
Community Programs Manager Maia Dean
Board Clerk/Administrative Coordinator Daniel Lopez
Office Assistant II Judy Taylor
Community Programs Coordinator Omone Abu

Community Programs Specialist Monica Cruel
Conservation Specialist I Brandon Burgess
Landscape/ Maintenance Worker Lead Robert Sotomayor

Visitors Present: Ian Berg, Eide Bailly LLP

ADDITIONS OR CHANGES TO THE AGENDA

Consent Calendar Item 1, May 11th, 2020 Board Minutes will reflect changes made to Discussion Item 9. The changes to DI9 is the wording of the motion voted on. The Motion was to approve a Public Hearing on Ordinance 2020-01. Consent Calendar Item 5 FY 20-21 Classifications. Labor Grades and Hourly Schedule will be pulled from today's meeting and sent to the Personnel Committee for further review.

PRESENTATIONS

Pivoting to Provide Services Remotely – Scott Kleinrock Conservation Programs Manager and Maia Dean, Community Programs Manager

The presentation outlined the actions taken by staff to provide services remotely during the recent pandemic stay at home orders.

The Conservation Programs Department Manager Kleinrock informed the Board that during the pandemic staff has been updating site evaluation format reporting, creating, and refining automated "Dashboard" program analysis, planning, and evaluating how to safely resume audits. In addition, staff has created landscape design templates for the Design Assistance Program, created webinar workshops to increase program outreach and "On Demand Workshops" are now available online, that constituents of the District can access anytime online.

The Community Programs Department Manager presented the Board with updates on the department's activities during the pandemic stay at home orders. These updates included tailoring 18 grade level specific lessons aligned to the Next Generation Science Standards (NGSS) standards. These lessons include both in classroom activities and hands on outdoor activities. Also, staff has created two completely new lessons for middle and high school aged students. Teaching and student materials have all been updated with the new lesson plans. Staff is also creating online versions of in class activities to be utilized as "Virtual Field Trips" in the event of the stay at home orders continue throughout the upcoming school year.

CONSENT CALENDAR

1. **Minutes**
 - a. **May 11, 2020 – Regular Board Meeting.** Approve.
 - b. **May 13, 2020 – Finance Committee Meeting.** Approve.

- c. **May 29, 2020 – Recharge Committee Meeting.** Approve.
 - d. **June 1, 2020 – Education Committee Meeting.** Approve.
 - e. **June 3, 2020 – Personnel Committee Meeting.** Approve.
2. **Financial Reports.**
 - a. **April 2020.** Approve.
 3. **AB 1234 - Director Travel, Training and Meeting Report.** Approve.
 4. **Board Compensation and Reimbursement for Listed Events per Policy 47.** Approve.
 5. **FY 20-21 Classifications, Labor Grades, and Hourly Schedule.** Pulled.
 6. **Health Benefit Cap Readjustment.** Approve.
 7. **Resolution no. 2020-06 of the Chino Basin Water Conservation District Authorizing the Disposal of Surplus District Property.** Approve.

Motion carried on 6-0-0-1 vote to approve items #1-7 of the Consent Calendar.

MOVED: Aldaco

SECONDED: Gulmahamad

APPROVED: 6-0-0-1

AYES: King, Grupposo, Aldaco, Gulmahamad, Ligtenberg, Sonnenberg

NOES: None

ABSTAIN: None

ABSENT: Hamilton

PUBLIC HEARINGS – None.

PUBLIC COMMUNICATIONS – President King asked that staff add the adopted time limitation of 5 minutes, approved by the Board, to be read at the beginning of the Public Communications portion of the meeting, to inform the public of the new decorum regulations regarding public comment.

DISCUSSION ITEMS

8. Proposed Fiscal Year 2020-2021 Budget and Five-Year Capital Plan

Report by: Elizabeth Skrzat, Executive Director, Ian Berg of Eide Bailly LLP.

Executive Director Skrzat presented and reviewed the proposed FY 20-21 Budget. The Executive Director also presented the items in the new Five-Year Capital Plan. The recommendation of staff is for the Board to adopt the proposed FY 20-21 Budget and the Five-Year Capital Plan.

Motion carried on 7-0-0-0 vote to adopt the Fiscal Year 20-21 Budget and Five-Year Capital Plan as proposed.

MOVED: Lightenberg SECONDED: Gruppосо APPROVED: 7-0-0-0

AYES: King, Hamilton, Gruppосо, Aldaco, Gulmahamad, Ligtenberg, Sonnenberg
NOES: None
ABSTAIN: None
ABSENT: None

9. Amendment No. 2 to Landscape Design Assistance Program.

Report by: Scott Kleinrock, Conservation Programs Manager

Conservation Programs Manager Scott Kleinrock presented the Board with the updates to the negotiated "Scope of Work" for Landscape Design Assistance Program expressed in Amendment No. 2, of the agreement with Inland Empire Utilities Agency (IEUA). Staff recommends the Board approve Amendment No. 2 to the Landscape Design Assistance Program with IEUA extending the term through June 30, 2021 and authorize the Executive Director to Execute the amendment.

Motion carried on 7-0-0-0 vote to approve Amendment No. 2 to Landscape Design Assistance Program and Authorize Executive Director to Execute the Agreement with IEUA.

MOVED: Aldaco SECONDED: Gulmahamad APPROVED: 7-0-0-0

AYES: King, Hamilton, Gruppосо, Aldaco, Gulmahamad, Ligtenberg, Sonnenberg
NOES: None
ABSTAIN: None
ABSENT: None

10. Human Resources Consulting Services

Report by: Elizabeth Skrzat, Executive Director

Executive Director Skrzat presented the Board with the firm to be awarded the contract for Human Resource Services at the District. Executive Director Skrzat presented the recommended firm San Diego Human Resource Consulting (SDHR). Executive Director reviewed the services offered by SDHR and the recommendations by staff and the Personnel Committee for approval.

Motion carried on 5-2-0-0 vote to approve the firm recommended by the Personnel Committee for Human Resources Consulting Services

MOVED: Aldaco SECONDED: Ligtenberg APPROVED: 5-2-0-0

AYES: Hamilton, Aldaco, Gruppосо, Ligtenberg, Sonnenberg

Report by: Elizabeth Skrzat, Executive Director

RECOMMENDATION: Review, discuss, and approve Resolution No. 2020-07 in support of San Bernardino County Flood Control District's Storm Water Grant for the Grove Basin Outlet Project.

Motion carried on 7-0-0-0 vote to approve Resolution No. 2020-07 of the Board of Directors of the Chino Basin Water Conservation District in Support of the San Bernardino Flood Control District Storm Water Grant, Prop 1, Round 2 for the Grove Basin Outlet Project

MOVED: Aldaco

SECONDED: Grupposo

APPROVED: 7-0-0-0

AYES: King, Hamilton, Grupposo, Aldaco, Gulmahamad, Ligtenberg, Sonnenberg

NOES: None

ABSTAIN: None

ABSENT: None

14. 2021-2023 California Special Districts Association Election, Seat C – Southern Network

Report by: Elizabeth Skrzat, Executive Director

Executive Director Skrzat presented the four candidates up for election for the California Special District Association Board of Directors, Southern Network, Seat C. If the Board of Directors elects to vote for a candidate, they will authorize the Board Clerk to submit as directed during the election period.

Motion carried on 5-0-2-0 vote to nominate Ronald Coats 2021-2023 California Special Districts Association Election, Seat C – Southern Network

MOVED: Aldaco

SECONDED: Hamilton

APPROVED: 5-0-2-0

AYES: Hamilton, Grupposo, Aldaco, Ligtenberg, Sonnenberg

NOES: None

ABSTAIN: King, Gulmahamad

ABSENT: None

UNFINISHED BUSINESS – None.

NEW BUSINESS – None.

INFORMATIONAL ITEMS

DIRECTOR ORAL REPORTS

President King: Nothing to report.

Vice President Hamilton: Nothing to report.

Treasurer Grupposo: Nothing to report.

Director Aldaco reported on the following: Director Aldaco wanted to acknowledge the plight of the Human Race in regards to COVID and the tension of racism affecting the Black Community and all communities of color. The Director noted that our founding documents in this country make a promise of equality for all people and each of us is endowed with certain unalienable rights chief among those is life, liberty, and the pursuit of happiness. We must challenge ourselves to make sure all people are treated with respect and dignity.

Attended two meetings:

May 26, 2020- SCWCS Recycled Water Taskforce

Touched on the progress of the Recycled Waters Communications project. Video placing emphasis of recycled water quality. Included plans for the Recycled Water workshop that includes online events. The Los Angeles County sanitation recycled water pilot project was also discussed as well as advanced treatment centers and purification projects. Also mentioned was the State Water Resiliency funding and spending which may be affected by the budget shortfalls due to COVID-19.

May 28, 2020 Southern California Water Coalition Stormwater Taskforce- Touched on the covid19 response by member agencies. Discussed the time schedule for the completion of the Las Virgenes Municipal Water Districts phase II White paper. Discussed the safe clean water program update. Stormwater workshop schedule was mentioned. The State Water Resiliency funding was discussed and noted that the job stimulus package would take precedence.

Director Gulmahamad: Nothing to report.

Director Ligtenberg: Nothing to report.

Director Sonnenberg: Nothing to report.

STAFF ORAL REPORTS

Executive Director reported on the following:

Would like to thank the facilities and operations staff for the work at the District sanitizing and efforts to make sure the staff is safe when visiting the District. Also wanted to thank the Conservation Programs Manager Kleinrock and Community Programs Dean for their work in enabling the District to continue planning and working to serve the community during the pandemic.

Board Attorney – Nothing to report.

CLOSED SESSION – The Board recessed to closed session at 12:01 p.m. to consider the following closed session items

PUBLIC EMPLOYMENT: Pursuant to Government Code Section 54956(b) and 54957; Title: Executive Director

PUBLIC EMPLOYMENT: Pursuant to Government Code Section 54957.6 employee salaries / benefits.

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION: Pursuant to Government Code Section 54956.9(d)(1); AMERICAN SAFETY CASUALTY INSURANCE COMPANY, an Oklahoma corporation; vs. CHINO BASIN WATER CONSERVATION DISTRICT; and DOES 1 through 50, inclusive; and related Cross-Complaint; San Bernardino Superior Court Case No.: CIVDS 1510122.

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION: Pursuant to Government Code Section 54956.9(d)(1); Kaiser Foundation Health Plan, Inc., et al. vs. CHINO BASIN WATER CONSERVATION DISTRICT; and DOES 1 through 10, inclusive; San Bernardino Superior Court Case No.: CIVDS 1933655.

REPORTABLE ACTION – Approved the recommended settlement agreement of the litigation involving TIG Insurance Company and the La Loma Development Company. The Executive Director has been authorized to execute the settlement agreement.

To announcement a Personnel Committee Meeting to be held on May 15th, 2020 and a Board meeting on May 19th, 2020 to discuss employee and executive director compensation.

ADJOURN

Director Aldaco adjourned the meeting at 1:10 p.m. to the next regular Board meeting of the Chino Basin Water Conservation District to be held on Monday, July 13, 2020 at 10:00 a.m. at the District Headquarters, located at 4594 San Bernardino Street, Montclair, CA 91763 or online via Zoom Meetings.

APPROVED AND ADOPTED THIS 8TH DAY of JUNE 2020.



Elizabeth Skrzat, Executive Director

ATTEST:

A handwritten signature in black ink, appearing to read 'D Lopez', written over a horizontal line.

Daniel Lopez, Board Clerk/Administrative Coordinator