



**REGULAR MEETING
OF THE BOARD OF DIRECTORS**

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

Monday, June 14, 2021

M I N U T E S

INVOCATION – Vice President Hamilton gave the invocation.

CALL TO ORDER – President King called the meeting to order at 2:01 p.m.

ROLL CALL

Board Members Present: President Terry King
Vice President Margaret Hamilton
Director Gil Aldaco
Director Hanif Gulmahamad
Director Ryan Sonnenberg

Board Members Absent: Treasurer Marc Grupposo
Director Mark Ligtenberg

General Counsel Present: Leland McElhaney, Esq.

Staff Present: Executive Director Elizabeth Skrzat
Conservation Programs Manager Scott Kleinrock
Facilities and Operations Manager Dave Schroeder
Administrative Services Manager Toyasha Sebbag
Senior Administrative Assistant Jerry Mireles
Community Programs Manager Maia Dean
Community Outreach Specialist Jacqueline Escobar
Program Educator Jenna Hoover

Visitors Present: CalPERS Jasper Jacobs
CalPERS Karen Lookingbill
Eide Bailly LLP Ian Berg

ADDITIONS OR CHANGES TO THE AGENDA

Executive Director Skrzat announced Treasurer Grupposo in the capacity as the Finance and Personnel Committee chair, requested to pull Item #5 and move it to the July 12, 2021, Regular Board meeting. Following a brief discussion, Ms. Skrzat confirmed item #5 will be brought back at the July 12, 2021, Regular Board meeting for Board consideration and action.

PRESENTATIONS – None.

CONSENT CALENDAR

1. **Minutes**
 - a. **May 10, 2021 – Ad Hoc Redistricting Committee Meeting.** Approve.
 - b. **May 17, 2021 – Regular Board Meeting.** Approve.
 - c. **May 20, 2021 – Finance Committee Meeting.** Approve.
 - d. **May 25, 2021 – Education Committee Meeting.** Approve.
2. **Financial Reports.**
 - a. **May 2021.** Approve.
3. **AB 1234**
 - a. **Director Travel, Training, and Meeting Report.** Approve.
 - b. **Compensation & Reimbursement Report.** Approve.

President King pointed out item #5 contained a recommendation from the June 3, 2021, Personnel Committee meeting and therefore, those minutes should be incorporated into the agenda. Executive Director Skrzat established that moving forward, if a Committee meeting recommendation is referenced in the agenda then those minutes will be included in the Agenda Packet. A motion was made by President King and seconded by Director Aldaco to approve items #1-3 of the consent calendar.

Motion carried on 5-0-0-2 vote to approve items #1-3 of the Consent Calendar.

MOVED: King

SECONDED: Aldaco

APPROVED: 5-0-0-2

AYES: King, Hamilton, Aldaco, Gulmahamad, Sonnenberg

NOES: None

ABSTAIN: None

ABSENT: Grupposo, Ligtenberg

PUBLIC HEARINGS

4. **Fiscal Year 2021-22 Budget**

Staff report and PowerPoint presentation was presented by Executive Director Elizabeth Skrzat. Ms. Skrzat detailed each line item to visually show revenues, expenses, and highlights of the Proposed Fiscal Year 2021-22 budget.

Prior to Board input, President King opened the Public Comment period and inquired if any speaker requests had been received. Hearing none, President King closed the Public Comment period.

A motion was made by Director Aldaco and seconded by Director Sonnenberg to adopt the Fiscal Year 2021-22 Operating and CIP budgets.

President King opposed the recommendation and suggested the Board review new line-item budget recommendations prior to the budget adoption meeting.

Director Gulmahamad expressed concerns approving a budget that has funds for in-person tours because COVID-19 may adversely impact participation and turnout for the tours. After further discussion, the motion was approved to adopt the Fiscal Year 2021-22 budget.

Motion carried on 3-2-0-2 vote to adopt the Fiscal Year 2021-22 Operating and CIP budgets.

MOVED: Aldaco

SECONDED: Sonnenberg

APPROVED: 3-2-0-2

AYES: Hamilton, Aldaco, Sonnenberg

NOES: King, Gulmahamad

ABSTAIN: None

ABSENT: Gruposso, Ligtenberg

PUBLIC COMMUNICATIONS

Executive Director Elizabeth Skrzat opened the Public Comment period. Program Educator Jenna Hoover addressed the Board of Directors in support of DI#8, Policy No. 31 Part-Time Employment. Ms. Skrzat announced no additional speaker requests had been received; therefore, President King closed the Public Comment period.

DISCUSSION ITEMS

5. **Fiscal Year 2021-22 Cost of Living Adjustment (COLA).**

The item was moved to the July 12, 2021, Regular Board meeting.

No motion or actions were taken.

6. **California Employer's Pension Prefunding Trust (CEPPT) Investment Funding**

A PowerPoint presentation was given by Jasper Jacobs from CalPERS.

President King asked to clarify if other government agencies had the power to seize the money from the investment fund. Mr. Jacobs affirmed that CBWCD is the sole owner of the investment funds and any fruits of those investments.

Director Aldaco recommended proceeding forward with the proposal and added that the Finance Committee unanimously supports the CEPPT.

A motion was made by Director Aldaco and seconded by President King to adopt California Employer's Pension Prefunding Trust (CEPPT) Investment Funding Agreement with CalPERS.

Motion carried on 5-0-0-2 vote to adopt California Employer's Pension Prefunding Trust (CEPPT) Investment Funding Agreement with CalPERS.

MOVED: Aldaco

SECONDED: King

APPROVED: 5-0-0-2

AYES: King, Hamilton, Aldaco, Gulmahamad, Sonnenberg

NOES: None

ABSTAIN: None

ABSENT: Gruppiso, Ligtenberg

7. **Resolution No. 2021-03 - A Resolution of the Board of Directors of the Chino Basin Water Conservation District Approving and Establishing the Fiscal Year 2021-22 Appropriations Limitation Pursuant to Article XIIB of the California Constitution.**

Staff report and PowerPoint presentation was given by Administrative Services Manager Toyasha Sebbag.

President King asked to clarify the Appropriations Limit adopted for Fiscal Year 2020-21 and opposed increasing the amount for Fiscal Year 2021-22.

After further discussion and questions, a motion was made by Director Aldaco and seconded by Director Sonnenberg to adopt Resolution No. 2021-03.

Motion carried on 4-1-0-2 vote to adopt Resolution No. 2021-03 – A Resolution of the Board of Directors of the Chino Basin Water Conservation District Approving and Establishing the Fiscal Year 2021-22 Appropriations Limitation Pursuant to Article XIII B of the California Constitution.

MOVED: Aldaco

SECONDED: Sonnenberg

APPROVED: 4-1-0-2

AYES: Hamilton, Aldaco, Gulmahamad, Sonnenberg

NOES: King

ABSTAIN: None

ABSENT: Gruposso, Ligtenberg

8. **Policy & Procedure Manual Update – Policy No. 31: Part-Time Employment & Policy No. 36: Sick Leave**

Staff report and PowerPoint presentation was given by Executive Director Elizabeth Skrzat.

President King had reservations and asked for legal clarification if the Board of Directors (Board) are allowed to take action on Public Comments. General Counsel Leland McElhaney confirmed the Board is allowed to take action on Public Comments as long as they are associated with items on the agenda.

President King disagreed with the recommended course of action.

A motion was made by Director Aldaco and seconded by Director Hamilton to approve Policy No. 31: Part-Time Employment & Policy No. 36: Sick Leave.

Motion carried on 4-1-0-2 vote to approve the Policy & Procedure Manual Update - Policy No. 31: Part-Time Employment & Policy No. 36: Sick Leave.

MOVED: Aldaco

SECONDED: Hamilton

APPROVED: 4-1-0-2

AYES: Hamilton, Aldaco, Gulmahamad, Sonnenberg

NOES: King

ABSTAIN: None

ABSENT: Gruposso, Ligtenberg

9. **COVID-19 Response.**

Staff report and presentation was given by Executive Director Elizabeth Skrzat.

Director Aldaco suggested that when the District reopens the facility that it should be in line with Governor Newsom's Proclamation on mask and social distancing guidelines. In addition, he recommended that Executive Director Skrzat have the sole authority to determine when to reopen the facility.

Director Gulmahamad expressed concerns about reopening the facility too soon and recommended the District wait to see if there are any COVID-19 infection spikes.

General Counsel Leland McElhaney recommends staff conduct a poll of local government agencies to evaluate adopted/supported facility opening policies and procedures. After further discussion, Ms. Skrzat declared the District will not reopen the facility and staff will provide the results of the survey recommend by Mr. McElhaney at the July 12, 2021 Regular Board meeting.

No motion or actions were taken.

INFORMATIONAL ITEMS

10. Monthly update of Team Goals During COVID-19 Restrictions.

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 asked if staff installed a weather-based irrigation controller. Conservation Programs Manager Scott Kleinrock reported that the weather-based irrigation controllers were installed and that the District received a rebate from Metropolitan Water District for the purchase. Director Aldaco requested an update of the old the tractor. Executive Director Skrzat reported the tractor is with U.S. Auctions to be sold.
- ***See attached written report.***

Director Gulmahamad reported on the following:

- Director Gulmahamad reported the Metropolitan Water District appointed a new General Manager, Adel Hagekhalil.

Director Ligtenberg – Nothing to report.

Director Sonnenberg reported on the following:

- o Attended the May 18 & 19, 2021 CSDA Legislative Days Conference

STAFF ORAL REPORTS

Executive Director - Elizabeth Skrzat reported the Metropolitan Water District appointed a new General Manager, Adel Hagekhalil. In addition, Mrs. Skrzat asked that the record show that President King left the meeting at 4:12 p.m.

Board Attorney – Nothing to report.

CLOSED SESSION –Board recessed to closed session at 4:17 p.m. to consider the following closed session items:

CONFERENCE WITH LEGAL COUNSEL. Pursuant to Government Code Section 54957(b)(1) and (3) personnel matters, exclusion of witnesses; and section 54957.6 employee salaries/benefits.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Pursuant to Government Code Section 54957. Title: Executive Director.

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 – The meeting reconvened at 4:44 p.m. and Leland McElhaney reported the Board of Directors considered certain amendments to the contract for the Executive Director which will be presented at the July 12, 2021, Regular Board meeting for consideration and action.

ADJOURN

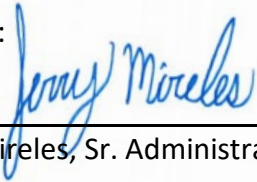
Vice President Hamilton adjourned the meeting at 4:47 p.m. to the next Regular Board Meeting of the Chino Basin Water Conservation District to be held on Monday, July 12, 2021, at 2:00 p.m. online at: <https://zoom.us/j/98961622935>.

APPROVED AND ADOPTED THIS 12th DAY OF July 2021.



Elizabeth Skrzat, Executive Director

ATTEST:



Jerry Mireles, Sr. Administrative Assistant