



**REGULAR MEETING
OF THE BOARD OF DIRECTORS**

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

Monday, July 11, 2022

M I N U T E S

INVOCATION – Vice President Hamilton gave the invocation.

CALL TO ORDER AND FLAG SALUTE – Vice President Hamilton called the meeting to order at 2:04 p.m. and led the audience in the flag salute.

ROLL CALL

Board Members Present: Vice President Margaret Hamilton
Director Gil Aldaco
Director Hanif Gulmahamad
Director Mark Ligtenberg

Board Members Absent: President Terry King
Treasurer Marc Grupposo
Director Ryan Sonnenberg

General Counsel Present: Leland McElhaney, Esq.

Staff Present: General Manager Elizabeth Skrzat
Administrative Services Manager Toyasha Sebbag
Interim Senior Administrative Assistant Lovely Qureshi
Conservation Programs Manager Scott Kleinrock
Facilities & Operations Manager Dave Schroeder
Community Programs Manager Maia Dean
Community Programs Educator II Jenna Hoover
Community Programs Educator II Monica Curriel

Guests Present: None.

ADDITIONS OR CHANGES TO THE AGENDA – None.

PRESENTATIONS – Community Programs Manager Maia Dean conducted a metrics presentation on the Poster Contest and annual Open House event. She discussed the “How We Save Water!” Poster Contest and the activities and exhibitors at the Open House. Ms. Dean reported the attendance and participation levels and changes that will be made to increase attendance and awareness for next year’s events.

CONSENT CALENDAR

1. **Minutes.**
 - a. **June 13, 2022 – Regular Board Meeting.** Approve.
 - b. **June 20, 2022 – Special Board Meeting.** Approve.
 - c. **June 27, 2022 – Personnel Committee Meeting.** Approve.
 - d. **July 1, 2022 – Recharge Committee Meeting.** Approve.
2. **Financial Reports.**
 - a. **May 2022.** Approve.
3. **AB 1234.**
 - a. **Director Travel, Training, and Meeting Report.** Approve.
 - b. **Compensation & Reimbursement Report.** Approve.
4. **Adopt Resolution No. 2022-12 Authorizing the Use of Teleconference Technology for Meetings for a Period of 30-days Consistent with Assembly Bill (AB) 361.** Approve.

A motion was made by Director Gulmahamad and seconded by Director Aldaco to approve the consent calendar.

Motion carried on 4-0-0-3 vote to approve items #1-4 of the Consent Calendar.

MOVED: Gulmahamad

SECONDED: Aldaco

APPROVED: 4-0-0-3

AYES: Hamilton, Aldaco, Gulmahamad, Ligtenberg

NOES: None

ABSTAIN: None

ABSENT: King, Grupposo, Sonnenberg

PUBLIC HEARINGS – None.

PUBLIC COMMUNICATIONS

Vice President Hamilton opened the Public Comment Period and requested that Interim Senior Administrative Assistant Lovely Qureshi announce any requests received to provide public comment. No requests were received and no one in the audience indicated a desire to speak; therefore, Vice President Hamilton closed the Public Comment Period.

DISCUSSION ITEMS

5. Wagner & Bonsignore Contract Amendment No. 2: Modifications to the Scope of Work

Staff report and PowerPoint presentation was given by General Manager Elizabeth Skrzat.

Director Aldaco made a motion to approve Wagner & Bonsignore Contract Amendment No. 2 and Director Gulmahamad seconded the motion.

There was no discussion.

Motion carried on 4-0-0-3 vote to approve Wagner & Bonsignore's Contract Amendment No. 2 regarding Modifications to the Scope of Work and authorize the Board President and the General Manager to execute the Amendment in a form approved by District Counsel as recommended by the Recharge Committee.

MOVED: Aldaco

SECONDED: Gulmahamad

APPROVED: 4-0-0-3

AYES: Hamilton, Aldaco, Gulmahamad, Ligtenberg

NOES: None

ABSTAIN: None

ABSENT: King, Gruposso, Sonnenberg

6. Inland Empire Utilities Agency (IEUA) Contract for LEAP Programs, Landscape Evaluations, and Audit Programs

Staff report and PowerPoint presentation was presented by Conservation Programs Manager Scott Kleinrock.

Director Aldaco made a motion to extend the contract with IEUA and Director Gulmahamad seconded the motion.

Director Gulmahamad asked Mr. Kleinrock if IEUA had input regarding the LEAP program. Mr. Kleinrock stated that he meets with IEUA on a regular basis to discuss the LEAP program.

Staff report and PowerPoint presentation was given by General Manager Elizabeth Skrzat.

A motion was made by Director Aldaco and seconded by Director Gulmahamad.

There was no discussion. Director Aldaco commented that this decision will help with succession planning.

Motion carried on 4-0-0-3 vote to approve a title and job description change from the Administrative Services Manager to Assistant General Manager as recommended by the Personnel Committee.

MOVED: Aldaco

SECONDED: Gulmahamad

APPROVED: 4-0-0-3

AYES: Hamilton, Aldaco, Gulmahamad, Ligtenberg

NOES: None

ABSTAIN: None

ABSENT: King, Grupposo, Sonnenberg

9. Board Member Attendance to CSDA Annual Conference & ACWA Fall Conference

Staff report and PowerPoint presentation was given by General Manager Elizabeth Skrzat.

A motion was made by Director Aldaco and seconded by Director Gulmahamad to approve Board member attendance to the Annual CSDA & ACWA Fall Conferences.

Director Aldaco encouraged other board members to sign up for the two conferences to establish networks with other water agencies.

Motion carried on 4-0-0-3 vote to approve Director attendance at both the CSDA Annual Conference & the ACWA Fall Conference.

MOVED: Aldaco

SECONDED: Gulmahamad

APPROVED: 4-0-0-3

AYES: Hamilton, Aldaco, Gulmahamad, Ligtenberg

NOES: None

ABSTAIN: None

ABSENT: King, Grupposo, Sonnenberg

10. Mask & Vaccine Policy Review

Staff report and PowerPoint presentation was given by General Manager Elizabeth Skrzat.

After some discussion about the current COVID-19 variants and the rising cases of COVID-19 in Los Angeles County, Vice President Hamilton, Director Aldaco, Director Gulmahamad and Director Ligtenberg agreed not to make any changes to the current Mask & Vaccine Policy.

There was no motion made by the Board members.

11. CSDA Board Member Elections – Seat B, Southern Network

Staff report and PowerPoint presentation was given by General Manager Elizabeth Skrzat.

Vice President Hamilton made a motion to vote for Don Bartz for CSDA Board of Directors, Southern Network, Seat B, and Director Aldaco seconded the motion.

Motion failed on a 3-0-1-3 vote to select Don Bartz for the California Special District Association Board of Directors, Southern Network, Seat B.

MOVED: Hamilton

SECONDED: Aldaco

AYES: Hamilton, Aldaco, Ligtenberg

NOES: None

ABSTAIN: Gulmahamad

ABSENT: King, Gruppосо, Sonnenberg

INFORMATIONAL ITEMS – None.

DIRECTOR ORAL REPORTS

President King – Absent.

Vice President Hamilton – None.

Treasurer Gruppосо – Absent.

Director Aldaco – Director Aldaco submitted a written report of the meetings he attended in June. He also invited the Board to attend Assemblyman Freddie Rodriguez annual BBQ and awards event on Saturday, July 16. He also distributed a pamphlet on demand control systems that help save water by circulating cold water through the hot water pipe. He commended staff on the Ground Water Sustainability Tour and was impressed by the number of elected officials and water agencies that attended. He recommended the installation of charging stations at the District. Lastly, he spoke on the Senate Bill (SB) 1157, authored by Senator Hertzberg would lower state indoor water use standards as recommended by the

Department of Water Resources (DWR) and the State Water Resources Control Board (State Water Board).

Director Gulmahamad – Director Gulmahamad complimented staff on the Basin Tour event. He said it was well organized and well run.

Director Ligtenberg – None.

Director Sonnenberg – Absent.

STAFF ORAL REPORTS

General Manager Skrzat – Ms. Skrzat thanked staff for their hard work on the Basin Tour and the City of Ontario's 4th of July parade. She mentioned her attendance to the ACWA Region 9 event and the Fontana Chamber of Commerce Installation event.

Board Attorney – None.

CLOSED SESSION

Vice President Hamilton recessed to closed session at 3:25 p.m. regarding the following items:

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.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Pursuant to Government Code Section 54957. Title: General Manager.


Vice President Hamilton reconvened the Regular Board Meeting at 3:55 p.m.

Legal Counsel Leland McElhaney reported that there was no reportable action taken.

ADJOURN

Vice President Hamilton adjourned the meeting to the next Regular Board Meeting of the Chino Basin Water Conservation District to be held on Monday, August 8, 2022, at 2:00 p.m. at District Headquarters, located at 4594 San Bernardino Street, Montclair, CA 91763.

APPROVED AND ADOPTED THIS 8th DAY OF August 2022.



Elizabeth Skrzat, General Manager

ATTEST:



Lovely Qureshi, Interim Sr. Administrative Assistant