

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE MONTE VISTA WATER DISTRICT**

January 27, 2021

DIRECTORS PRESENT

Sandra Rose, President
G. Michael Milhiser, Vice President
Manny Martinez, Board Auditor
Philip Erwin, Director
Tony Lopez, Director

DIRECTORS ABSENT

None.

STAFF PRESENT

Andrew Gagen, Legal Counsel
Justin Scott-Coe, General Manager
Stephanie Reimer, Assistant General Manager/Chief Financial Officer
Betty Conti, Human Resources & Risk Administrator
Kelley Donaldson, Community Affairs Manager
Hilton Saenz, Maintenance Superintendent
Juan Ventura, Customer Service Supervisor
Leah Nazaroff, Accounting Supervisor
Gabby Garcia, Executive Assistant

OTHERS IN ATTENDANCE

None.

ITEM 1: CALL TO ORDER/FLAG SALUTE

President Rose called the meeting to order at 6:30 p.m.

President Rose led those assembled in the Flag Salute.

President Rose stated to the Board of Directors (Board) and all in attendance to refer to the introductory instructions provided at the Monte Vista Irrigation Company meeting.

ITEM 2: PUBLIC COMMENT/OPEN FORUM

None.

ITEM 3: AGENDA CHANGES/ADDITIONS

None.

ITEM 4: CONSENT CALENDAR

Upon motion by Vice President Milhiser, seconded by Director Lopez, and unanimously carried:

M21-01-06

MOVED: Approval of Consent Calendar as by roll call vote:

- A. Meeting minutes of January 13, 2021.
- B. Plant 30 Wellhead Treatment Project: 1) amended the Fiscal Year Ending 2021 Budget to increase the amount of Capital Outlay Project EN2018-05 from \$15,798,056 to \$15,874,314; 2) approved the transfer of \$76,258 from reserves into Capital Outlay Project EN2018-05; and 3) amended Hazen and Sawyer contract by \$76,258, increasing the not-to-exceed contract amount from \$905,407 to \$981,665.
- C. Received and filed Board of Directors committee assignments and appointments.

President Rose	aye
Vice President Milhiser	aye
Board Auditor Martinez	aye
Director Erwin	aye
Director Lopez	aye

ITEM 5: DISCUSSION AND/OR ACTION ITEMS

A. Monte Vista Water District Policy Review

General Manager Justin Scott-Coe and Assistant General Manager/Chief Financial Officer Stephanie Reimer provided a graphical presentation reviewing Monte Vista Water District’s policies. Mr. Scott-Coe said staff’s goal is to develop a comprehensive policy manual that adheres with industry best practices for the Board’s future consideration and approval. He provided an overview of the District’s current policies: bylaws, ordinances, resolutions, administrative policies and procedures, and various miscellaneous categories. Ms. Stephanie Reimer provided an overview of the District’s current policies by category. She said after a thorough review and analysis, gaps were identified that require updating existing policies and developing new policies for Board consideration. Discussion ensued and the informational presentation was received and filed.

ITEM 6: GENERAL MANAGER’S REPORT

In addition to his written report, General Manager Scott-Coe briefed the Board on the COVID-19 public health crisis and issues and activities of the past month.

ITEM 7: INFORMATION ITEMS

General Manager Scott-Coe provided two informational items to the Board:

- State Water Resources Control Board media release: “Survey results show COVID-19 financial impact on water systems, customers”
- Public Policy Institute of California report: “California’s Future: Water and a Changing Climate”

ITEM 8: BOARD COMMITTEE REPORTS

None.

ITEM 9: BOARD COMMENTS (Reports on Conferences/Meetings Attended at District Expense)

Board Auditor Martinez thanked staff for their work on the District’s policy review.

ITEM 10: CLOSED SESSION

President Rose recessed the meeting to closed session at 7:20 p.m. to discuss:

- A. Conference with Legal Counsel – Existing Litigation (GC §54956.9[d][1])**
Case Number RCV 51010: CBMWD v. City of Chino et al.

President Rose reconvened the meeting into open session at 7:34 p.m. and stated that no reportable action was taken.

ITEM 11: AJOURNMENT

Upon motion by Vice President Milhiser, seconded by President Rose, and unanimously carried:

M21-01-07

MOVED: Approved to adjourn the meeting, as by roll call vote:

President Rose	aye
Vice President Milhiser	aye
Board Auditor Martinez	aye
Director Erwin	aye
Director Lopez	aye

There being no further business, President Rose adjourned the meeting at 7:35 p.m.

Respectfully submitted,



Justin M. Scott-Coe
General Manager/Secretary