

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

June 14, 2023

DIRECTORS PRESENT

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

DIRECTORS ABSENT

None.

STAFF PRESENT

Justin Scott-Coe, General Manager
Andrew Gagen, Legal Counsel
Bill Schwartz, Director of Engineering, Operations and Maintenance
Betty Conti, Human Resources and Risk Manager
Juan Ventura, Customer Service and Information Technology Manager
Kelley Donaldson, Community Affairs Manager
Leah Nazaroff, Accounting Manager
Marivel Barillas, Human Resources Assistant
Brandi Goodman-Decoud, Executive Assistant II

OTHERS IN ATTENDANCE

Cathy Green

ITEM 1: CALL TO ORDER/FLAG SALUTE

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

Vice President Milhiser led those assembled in the Flag Salute.

ITEM 2: ROLL CALL

Ms. Brandi Goodman-Decoud called roll and noted all members as present.

ITEM 3: PUBLIC COMMENT/OPEN FORUM

There were no public comments.

ITEM 4: AGENDA CHANGES/ADDITIONS

Mr. Justin Scott-Coe stated that Consent Calendar Item 5E will be moved to the Discussion Calendar as Item 6B.

ITEM 5: CONSENT CALENDAR

Prior to the vote on the consent calendar, Ms. Brandi Goodman-Decoud noted that the agenda title for *Item 5A: Meeting Minutes* indicated an error of May 10, 2023. The minutes for approval are for May 24, 2023 which were accurately presented in the published agenda packet.

Upon motion by Board Auditor Lopez, seconded by Director Erwin, and unanimously carried:

M23-06-01

MOVED: Approve Items 5A-D on the Consent Calendar, as by roll call vote:

- A. **Meeting Minutes of May 24, 2023:** Approve as presented.
- B. **Statement of Investment Policy:** Review and approve the District’s Statement of Investment Policy.
- C. **Campaign Endorsement Examples Consistent with Ethical Standards Policy:** Receive and file examples of campaign endorsements consistent with the Ethical Standards Policy.
- D. **Resolution 848-23:** Adopt Resolution 848-23, establishing appropriation limits for Fiscal Year Ending 2024.

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

ITEM 6: DISCUSSION AND/OR ACTION ITEMS

A. Resolution 846-23: Commending Patrick Jones for Twenty Years of Dedicated and Distinguished Service to the Monte Vista Water District

President Rose read the resolution commending Patrick Jones on his retirement and presented him with a District celebratory award. Mr. Jones introduced his family and thanked the District for their acknowledgement.

There was a short break at approximately 6:36 p.m. for refreshments. Staff returned at 6:50 p.m.

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

M23-06-02

MOVED: Adopt Resolution 846-23, commending Patrick Jones for twenty years of dedicated and distinguished service to the Monte Vista Water District, as by roll call vote:

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

B. Resolution 849-23: Supporting Cathy Green as a Candidate for the position of Association of California Water Agencies President

President Rose read the resolution in support of Cathy Green for the position of Association of California Water Agencies President.

Cathy Green expressed her gratitude to the District.

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

M23-06-03

MOVED: Adopt Resolution 849-23, in support of the nomination of Cathy Green as a candidate for the position of the Association of California Water Agencies President, as by roll call vote:

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

C. Resolution 847-23: Adopting Standby Duty, Workplace Culture, and Board Censure Policies

Mr. Justin Scott-Coe and Ms. Betty Conti provided a brief report on each of the three proposed new policies.

Director Martinez thanked the Board and staff for bringing the censure policy forth as it is considered a best practice.

President Rose expressed appreciation for setting standards to guide the District and future Board members.

Upon motion by Director Martinez, seconded by Director Erwin, and unanimously carried:

M23-06-04

MOVED: Adopt Resolution 847-23, adopting Standby Duty, Workplace Culture, and Board Censure policies, as by roll call vote:

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

D. Resolution 850-23: Fiscal Year Ending 2024 Budget Adoption

Ms. Leah Nazaroff provided a brief presentation regarding the Fiscal Year Ending 2024 proposed budget.

Director Martinez thanked staff for a great effort in working collaboratively with the City of Chino Hills on funding capacity-related capital expenditures.

Upon motion by Director Erwin, seconded by President Rose, and unanimously carried:

M23-06-05

MOVED: Adopt Resolution 850-23, adopting the proposed Fiscal Year Ending 2024 Operating Budget, Capital Improvement Budget, and Staffing Plan, as by roll call vote:

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

ITEM 7: GENERAL MANAGER'S REPORT

In addition to the written report, Mr. Justin Scott-Coe briefed the Board on issues and activities of the past two weeks. Topics covered include the District receiving the 2022 Climate Impact Award from Enersponse recognizing the District for avoiding nearly 50,000 pounds of carbon emissions through participation in the Southern California Edison demand response program; Community Action Partnership of San Bernardino County held a Low Income Household Water Assistance Program Enrollment House at the District and provided 25 customers with direct billing assistance; District's Sustainable Landscaping Lunch 'n Learn for business customers at Chino Basin Water Conservation District on June 29; upcoming chamber meetings including the Networking Breakfast on June 15 and the Board of Directors Installation Ceremony on June 22; Congresswoman Norma J. Torres' invitation to participate in a Water Roundtable discussion on June 28 aimed at addressing the unique challenges and opportunities faced by special districts in California's 35th congressional district; Water Operations Manager John Hughes achieving his Grade 4 Water Treatment certification; and Monte Vista Gives Back program hosting an annual blood drive in partnership with LifeStream on May 25 with a total of 18 donors contributing to 54 lives positively impacted.

ITEM 8: INFORMATION ITEMS

Information items were included in the agenda packet.

ITEM 9: BOARD COMMENTS (including reports on conferences/meetings attended at District expense)

Vice President Milhiser announced that Van Jew accepted the position of General Manager for the Water Facilities Authority.

Board Auditor Lopez attended the Country Jamboree, Chino Basin Water Conservation District's Sustainability Tour, and Supervisor Curt Hagman's Open House.

Director Martinez attended the Chino Basin Water Conservation District's Sustainability Tour and shared details of his pleasant experience.

ITEM 10: CLOSED SESSION

President Rose recessed the meeting to closed session at 7:37 p.m. to discuss:

- A. Conference with Legal Counsel – Existing Litigation (Gov. Code §54956.9[d][1])**
CBMWD v. City of Chino et al. (Superior Court of California, County of San Bernardino, Case Number RCV 51010)
- B. Conference with Legal Counsel – Existing Litigation (Gov. Code §54956.9[d][1])**
City of Montclair v. Monte Vista Water District (Superior Court of California, County of San Bernardino, Case Number CIV SB 2128653)
- C. Public Employee Performance Evaluation (GC §54957)**
General Manager
Assistant General Manager/Chief Financial Officer
- D. Conference with Labor Negotiators (GC§54957.6)**
Agency designated representatives: Executive Committee
Unrepresented employee: General Manager and Assistant General Manager/Chief Financial Officer

President Rose reconvened the meeting into open session at 7:52 p.m. Mr. Gagen stated there was no reportable action on Items 10A, 10C or D.

Regarding Item 10B, Mr. Gagen stated that the Board previously provided the General Manager with the authority to sign the settlement agreement between the District and the City of Montclair. The agreement has been fully executed resolving the lawsuit, and no further action will be taken.

ITEM 11: ADJOURNMENT

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

M23-06-06

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

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

There being no further business, President Rose adjourned the meeting at 7:53 p.m.

Respectfully submitted,



Justin M. Scott-Coe
General Manager/Secretary