

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

July 12, 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
Stephanie Reimer, Assistant General Manager/Chief Financial Officer
Bill Schwartz, Director of Engineering, Operations and Maintenance
Betty Conti, Human Resources and Risk Manager
Kelley Donaldson, Community Affairs Manager
Juan Ventura, Customer Service and Information Technology Manager
Leah Nazaroff, Accounting Manager
Brandi Goodman-Decoud, Executive Assistant II

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.

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

There were no agenda changes or additions.

ITEM 5: CONSENT CALENDAR

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

M23-07-01

MOVED: Approve the Consent Calendar, as by roll call vote:

A. **Meeting Minutes of June 28:** Approve as presented.

B. **Monthly Financial Reports – April 2023:** 1) Accept the Register of Demands for the month ending April 30, 2023; and 2) Approve the Financial Summaries for the month ending April 30, 2023.

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. Legislative and Regulatory Update

Ms. Kelley Donaldson provided a brief legislative and regulatory update.

This item was received and filed.

B. Staff Engagement Survey Summary

Ms. Betty Conti provided a brief presentation regarding staff engagement activities.

This item was received and filed.

C. Resolution 851-23: Water Budget Variance Policy; Ratification of General Manager’s Administrative Action to Rescind Water Budget Variance

Mr. Justin Scott-Coe provided a report in support of staff’s recommendation.

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

M23-07-02

MOVED: 1) Adopt Resolution 851-23 updating the Water Budget Variance Policy; and 2) Ratify the General Manager’s administrative action to rescind a water budget variance in the amount of \$5,778.15 applied to customer account number 159-333-03 upon receipt of \$12,002.52 in pledged funds from the Low-Income Household Water Assistance Program, 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 included an updated District Fact Sheet; upcoming Leak Repair Workshop on September 16 at the Chino Basin Water Conservation District; Vice President Milhiser was elected as Chair of the Chino Basin Water Bank on June 28; July is Smart Irrigation Month; meeting with Leia Fletes, Chief of Government Relations for San Bernardino County; Built on Water

VIP Reception on July 27; Community Affairs team hosting various summertime event information booths; Metropolitan Water District Pure Water Southern California event on July 19; Southern California Water Coalition quarterly luncheon on July 28; District moonlight hike up to Mt. Baldy on July 29; Vice President Milhiser and President Rose will attend the retirement celebration luncheon for Water Facilities Authority General Manager Terry Catlin; August conference attendance; and special Board meeting announced for August 30.

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 attended the Community Open House BBQ hosted by Assemblymember Freddie Rodriguez on July 8.

Director Martinez thanked staff for continuing to promote the Low Income Household Water Assistance Program to residents.

ITEM 10: CLOSED SESSION

President Rose recessed the meeting to closed session at 7:44 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 – Anticipated Litigation (Gov. Code §54956.9[d][2])**
Number of Potential Cases: One

President Rose reconvened the meeting into open session at 7:50 p.m. Mr. Gagen stated there was no reportable action.

ITEM 11: ADJOURNMENT

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

M23-07-03

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 7:51 p.m.

Respectfully submitted,



Justin M. Scott-Coe
General Manager/Secretary