

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

**February 23, 2022**

**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**

Justin Scott-Coe, General Manager  
Andrew Gagen, Legal Counsel  
Stephanie Reimer, Assistant General Manager/Chief Financial Officer  
Betty Conti, Human Resources & Risk Manager  
Kelley Donaldson, Community Affairs Manager  
Leah Nazaroff, Accounting Manager  
Hilton Saenz, Distribution & Facilities Manager  
Juan Ventura, Customer Service & Information Technology Manager

**OTHERS IN ATTENDANCE**

Mark Panny, Carollo Engineers

**ITEM 1: CALL TO ORDER/FLAG SALUTE**

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

Director Erwin led those assembled in the Flag Salute.

**ROLL CALL**

Mr. Gagen stated that the Board of Directors (Board) meeting of the Monte Vista Water District (District) will be conducted consistent with the provisions in Government Code section 54953(e), as recently amended by Assembly Bill 361, and pursuant to District Resolution. Each director confirmed their attendance and ability to hear the proceedings. Other attendees confirmed they could hear each director. The directors and staff were reminded that any votes taken during the portion of the meeting when Board members or the public are participating remotely must be taken by roll call vote. President Rose provided brief instructions on appropriate conduct during the meeting.

**ITEM 2: PUBLIC COMMENT/OPEN FORUM**

None.

**ITEM 3: AGENDA CHANGES/ADDITIONS**

None. Mr. Scott-Coe noted that Closed Session Item 9B is now existing litigation and will be listed as such in the minutes and on any future agendas.

**ITEM 4: CONSENT CALENDAR**

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

**M22-02-04**

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

- A. Meeting minutes of February 9, 2022.
- B. Quarterly Financial Reporting – Second Quarter of Fiscal Year Ending 2022

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. Resolution 807-22: Connection Fees and Charges**

Ms. Reimer introduced Mark Panny of Carollo Engineers, who provided a brief presentation in support of staff’s recommendation.

President Rose asked staff to confirm that the connection fees will be for new and not existing meters. Ms. Reimer confirmed.

Vice President Milhiser requested clarification that the proposed fees considered projected new development. Ms. Reimer confirmed that this is the case, and that projected fees from development are included in each annual budget.

Board Auditor Martinez expressed appreciation for the in-depth analysis and comparison to neighboring agencies, which shows that the District is not discouraging development due to the proposed fees.

Mr. Scott-Coe thanked Ms. Reimer and Mr. Panny for their excellent work in developing the proposed fees.

Ms. Reimer stated that the new connection fee study aligns with the methodology used in developing other District rates for improved consistency and transparency. Additionally, the District shared the proposed fees and fee study with the Baldy View Chapter of the Building Industry Association of Southern California and the City of Montclair, and received no feedback. Finally, she thanked Mr. Panny for his work on this project, as well as Bill Schwartz, the director of engineering, operations, & maintenance, and John Hughes, the water operations manager, for providing needed data and input.

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

**M22-02-05**

**MOVED:** Adopt Resolution 807-22 establishing water system connection fees and charges for installation of meters, services, and design review, as by roll call vote:

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

## **B. Fiscal Year Ending 2022 Budget Mid-Year Review**

Ms. Nazaroff provided a brief presentation on the Fiscal Year Ending 2022 Budget Mid-Year Review. Vice President Milhiser reviewed with staff the information presented about the District's debt service. President Rose asked for clarification about planned capital expenditures for the remainder of the fiscal year. Ms. Nazaroff outlined the expected expenditures. Ms. Reimer described how the Board-adopted budget-based tiered rate structure provides the District with revenue resiliency.

The Fiscal Year Ending 2022 Budget Mid-Year Review was received and filed.

## **ITEM 6: GENERAL MANAGER'S REPORT**

In addition to his written report, Mr. Scott-Coe briefed the Board on issues and activities of the past two weeks. Topics covered include the COVID-19 public health emergency, the statewide drought emergency, City of Chino's State of the City event, the new California Low Income Household Water Assistance Program, cybersecurity threats, the unveiling of the District's first bottle filling station at Monte Vista Elementary School, and participation in the Special District Coaching Program.

## **ITEM 7: INFORMATION ITEMS**

Information items were included in the agenda packet.

## **ITEM 8: BOARD COMMENTS (including reports on conferences/meetings attended at District expense)**

Multiple directors expressed appreciation for the City of Chino's State of the City event and complimented the venue, turnout, report on the City's activities, and opportunity to see people.

Board Auditor Martinez commented on the endemic phase of COVID-19.

Vice President Milhiser thanked staff and President Rose for accompanying him in his attendance at the Special Districts Leadership Academy seminar and invited his fellow directors to attend the next sessions in March.

Director Lopez complimented staff on the bottle filling station unveiling event and commented on the affordability of tap water compared to bottled water.

## **ITEM 9: CLOSED SESSION**

President Rose recessed the meeting to closed session at 7:35 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.

### **B. Conference with Legal Counsel – Anticipated Litigation (GC §54956.9[d][1])**

City of Montclair v. Monte Vista Water District (Superior Court of California, County of San Bernardino)

President Rose reconvened the meeting into open session at 7:50 p.m. and stated that no reportable action was taken.

## **ITEM 10: ADJOURNMENT**

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

**M22-02-06**

**MOVED:** Approve 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 7:51 p.m.

Respectfully submitted,



Justin M. Scott-Coe  
General Manager/Secretary