

**SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
MINUTES OF THE FINANCE & ADMINISTRATION COMMITTEE MEETING**

November 16, 2015
1:30 P.M.

Chairperson McDonald called the Finance & Administration Committee Meeting to order at 1:33 p.m.

FINANCE & ADMINISTRATION COMMITTEE MEMBERS PRESENT:

Melody McDonald, Chairperson
David E. Raley, Director

FINANCE & ADMINISTRATION COMMITTEE MEMBERS ABSENT:

None

STAFF PRESENT:

Daniel Cozad, General Manager
Angie Quiroga, Administrative Services Specialist

GUEST PRESENT:

None

1. PUBLIC PARTICIPATION

Chairperson McDonald announced this as the time for any persons present, who so desire, to make an oral presentation to the Committee. Hearing none, the meeting continued with published agenda items.

2. ADDITIONS/DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

3. APPROVAL OF MEETING MINUTES FROM JULY 22, 2015

It was moved by Director Raley and seconded by Chairperson McDonald to approve the minutes of the July 22, 2015 Finance & Administration Committee Meeting. The motion carried with all members present voting in the affirmative.

Chairperson McDonald: Yes

Director Raley: Yes

4. 1st QUARTER ANNUAL UNAUDITED FINANCIALS REVIEW

Mr. Cozad began review of 1st quarter unaudited financials by stating the first quarter does not provide as much trending information as later quarters. Column 5 of the provided spreadsheet shows projected annual costs are close to the budget. There has been a noticeable, but not significant, reduction in groundwater production revenue. The City of Redlands pumped significantly less due to conservation efforts. They have also been receiving some in lieu water Valley District had stored for them. Wash Plan Revenue was budgeted in anticipation that Cemex's payment would be delayed while in arbitration and received this fiscal year. However, arbitration ended and payment was received prior to Fiscal Year 14-15 closing but after the current year's budget was Board approved. An adjustment was made to GL 4025

Wash Plan Revenue to reflect this change. It appears as a loss on this budget but it is due to payment already received. Revenue is down slightly and if we see significant rain, we can expect the City of Redlands to have notably less production in the Fall as well.

It was moved by Director Raley and seconded by Chairperson McDonald and to send the 1st Quarter Unaudited Financials to the Board for approval. The motion carried with all members present voting in the affirmative.

**Chairperson McDonald: Yes
Director Raley: Yes**

5. DISCUSSION OF BOARD POLICY MANUEL APPENDIX C MEETING APPOINTMENTS

Director Raley suggested adding in the second sentence of Appendix C, package page 8, that an alternate can go to a District requested meeting as long as they use it as a Director selected meeting. Chairperson McDonald pointed out that this is noted in the fourth sentence. Discussion on Item F, package page 10, was had regarding which meetings fall under Various Water Related Meetings. Mr. Cozad stated water related meetings were grouped to provide Directors a little more leeway as to meetings they are able to attend because they're not limited to a specific list. Mr. Cozad noted that the Santa Ana Sucker Task Force will probably not be used any longer and that the Upper Santa Ana Water Resources Association has been re-organized and they now only meet every other month. Chairperson McDonald would like to keep the list as is. Mr. Cozad stated ideally we would like the list to be updated just once per year. Appendix C- Committee appointments are brought back to the Board in January. Chairperson McDonald inquired as to why her name has an asterisk by it on package page 9 regarding only one member should attend meeting on behalf of the District when there are other meetings that should only have one attendee as well. She requested an asterisk be placed by all meetings that should only have one member. Director Raley and Mr. Cozad were uncertain as to why the asterisk was listed by her name only and agreed to remove it.

It was moved by Director Raley and seconded by Chairperson McDonald to make the discussed minor changes to Appendix C and forward to the Board with their recommendation in January. The motion carried with all members present voting in the affirmative.

**Chairperson McDonald: Yes
Director Raley: Yes**

6. ADJOURN

It was moved by Director Raley and seconded by Chairperson McDonald to adjourn. The motion carried with all members present voting in the affirmative.

**Director Raley: Yes
Chairperson McDonald: Yes**

There being no further business, the meeting adjourned at 2:15 p.m.