



**San Bernardino Valley
Water Conservation District**
Helping Nature Store Our Water

BOARD OF DIRECTORS MEETING AGENDA
Wednesday, May 12, 2021 – 1:30 p.m.

In accordance with [Governor Newsom's Executive Order N-25-20 and N-29-20](#), this meeting is being conducted via teleconference/Zoom. Anyone wishing to join the meeting can join via Zoom: **Call in (669) 900-6833, Meeting ID: 923 4838 9922**
To join the Zoom Meeting online: <https://zoom.us/j/92348389922>

Note: Copies of staff reports and other documents relating to the items on this agenda are on file at the District office and are available for public review during normal District business hours. New information relating to agenda topics listed, received, or generated by the District after the posting of this agenda, but before the meeting, will be made available upon request at the District office and in the Agenda Package on the Districts website. It is the intention of the San Bernardino Valley Water Conservation District to comply with the Americans with Disabilities Act (ADA) in all respects. If you need special assistance with respect to the agenda or other written materials forwarded to the members of the Board for consideration at the public meeting, or if as an attendee or a participant at this meeting you will need special assistance, the District will attempt to accommodate you in every reasonable manner. Please contact Athena Lokelani at (909) 793-2503 at least 48 hours prior to the meeting to inform her of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

1. PUBLIC PARTICIPATION

Members of the public may address the Board of Directors on any item that is within the jurisdiction of the Board; however, no action may be taken on any item not appearing on the agenda unless the action is otherwise authorized by Subdivision (b) Section 54954.2 of the Government Code.

2. ADDITIONS/DELETIONS TO AGENDA

Section 54954.2 provides that a legislative body may take action on items of business not appearing on the posted agenda under the following conditions: (1) an emergency situation exists, as defined in Section 54956.5; (2) a need to take immediate action and the need for action came to the attention of the District subsequent to the agenda being posted; and (3) the item was posted for a prior meeting occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

3. STANDING COMMITTEE APPOINTMENT CHANGES

4. CONSENT CALENDAR

- A. Approval of Board Minutes, April 28, 20214
- B. Approval of Budget Workshop Minutes, April 28, 20218
- C. Approval of Expenditure Report, April 2021 11

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BOARD OF DIRECTORS

Division 1:
Richard Corneille
Division 2:
David E. Raley

Division 3:
Robert Stewart

Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL MANAGER

Daniel B. Cozad

5. COMMITTEE REPORTS /ACTION ITEMS

Committee Items

- A. OPERATIONS COMMITTEE VERBAL UPDATE - 5 minutes

Presenter: Richard Corneille, Chairperson

Recommendation: Provide a verbal update of the Operations Committee held on May 5.

- B. MENTONE SHOP IMPROVEMENTS - 5 minutes (M#1782)19

Presenter: Erwin Fogerson

Recommendation: Staff and the Operations Committee recommends that the Committee: 1.) Receive the report on staff efforts to procure Architectural Services, and 2.) Consider authorizing a design build procurement for the building.

- C. GENERAL MANAGER ANNUAL PERFORMANCE EVALUATION, RESOLUTION NO. 587 AND EMPLOYMENT AGREEMENT - 10 minutes (M#1784)24

Presenter: Bob Stewart, Chairperson

Recommendation: The Ad Hoc General Manager Evaluation Committee recommends that the Board review and discuss the performance of the General Manager and approve, the proposed Employment Agreement, and revisions to Resolution of Authorities No. 587.

Action Items

- D. UNAUDITED FINANCIAL REPORTS, APRIL 2021 - 5 minutes (M#1785)52

Presenter: Daniel Cozad

Recommendation: Review and approve the unaudited financials for April 2021.

- E. ANNUAL ENTERPRISE AND DISTRICT INTEGRATED BUDGET FOR 2021-2022
5 minutes (M#1781)58

Presenter: Daniel Cozad

Recommendation: The Finance & Administration Committee recommends the Board approve 2021-2022 Enterprise and District Budget as presented with incorporated changes from the Budget Workshop held on April 28, 2021.

6. INFORMATION ITEMS:

- A. Wash Plan Verbal Update – 5 Minutes
- B. General Manager’s Report and Monthly Recharge Report – 5 Minutes72
- C. Future Agenda Items & Staff Tasks

7. MONTHLY BOARD MEMBER MEETING REPORTS, AND/OR BOARD MEMBER COMMENTS

- A. Board Member Meeting Reports – 15 minutes

8. **UPCOMING MEETINGS:**

***Please note: All future District meetings may be held remotely via zoom. See Agendas for detailed information.**

- | | |
|--------------------|--|
| A. May 12-13, 2021 | ACWA 2021 Virtual Spring Conference (<i>deadline to register May 7</i>) |
| B. May 13, 2021 | San Bernardino Valley Municipal Water District Board Policy Workshop, 2:00 p.m. at Valley Municipal |
| C. May 18, 2021 | San Bernardino Valley Municipal Water District Board of Directors Meeting, 2:00 p.m. at Valley Municipal |
| D. May 31, 2021 | Office Closed in Observance of Memorial Day |
| E. June 9, 2021 | Board of Directors Meeting, 1:30 p.m. at Conservation District |
| F. July 5, 2021 | Office Closed in Observance of Independence Day |
| G. July 13, 2021 | Big Bear Watermaster Committee, 1:30 p.m. at Conservation District |
| H. July 19, 2021 | San Bernardino Valley Conservation Trust, 1:30 p.m., via Zoom |

9. **CLOSED SESSION**

1. The Board may convene in Closed Session pursuant to Government Code §54954.5 to consider Public Employment as referent in Government Code §54957 (b)(1), employment of In-House Counsel.

10. **ADJOURN MEETING.** The next regularly scheduled Board of Directors Meeting will be on June 9, 2021 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
GROUNDWATER PUBLIC HEARING/BOARD OF DIRECTORS MEETING

MINUTES OF APRIL 28, 2021
1:30 p.m.

President McDonald called the meeting of the Board of Directors to order at 1:30 p.m. by teleconference and Zoom meeting; all those in attendance stood for the pledge of allegiance led by President McDonald.

ROLL CALL:

BOARD MEMBERS PRESENT:

Melody McDonald, President
Richard Corneille, Vice President
David E. Raley, Director
Robert Stewart, Director
John Longville, Director (Arrival 1:33 p.m.)

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker

STAFF PRESENT:

Daniel Cozad, General Manager
Betsy Miller, Land Resources Manager/Assistant General Manager
Erwin Fogerson, Senior Engineer/Project Manager
Katelyn Scholte, Assistant Engineer
Athena Lokelani, Administrative Specialist

GUESTS PRESENT:

David E. Smith, East Valley Water District

1. PUBLIC PARTICIPATION

President McDonald announced that any person present, who so desired, may make an oral presentation to the Board of Directors. There being none, the meeting continued with the posted agenda items.

2. ADDITIONS/DELETIONS TO AGENDA

There were none.

3. PUBLIC HEARING RELATED TO THE ADOPTION OF THE GROUNDWATER CHARGE

President McDonald opened the Groundwater Public Hearing. The recommended increase for the groundwater charge is \$0.69, from the current rate of \$13.85 to \$14.54 per acre foot for all groundwater

production with the recommended sustainability component of \$22.04 per acre foot to be phased in over time, ranging from \$2.50-\$20 per acre foot. Staff has not received any oral or written comments on the groundwater rate or sustainability component. President McDonald asked if anyone had comments on Resolution No. 584. Mr. Cosgrove stated that there had been many earlier considerations by the Board of this item, including the Engineering Investigation Report (EI), Groundwater Producers Public Meeting on March 24, and Groundwater Public Meeting on April 14. He indicated that these, along with all staff materials, will be part of the administrative record. Mr. Cosgrove noted that revisions were made to the groundwater resolution, Resolution No. 584, in response to comments from the Board. He said that Section 5B(2) of the resolution was added to clarify language pertaining to credits and exemptions related to the Groundwater Council (GC) members. Section 6(F) was also revised at the request of Vice President Corneille to explain revenues from non-GC members, describe how they were derived, and estimate potential revenue sources. Mr. Cosgrove noted that a sentence would be added to the end of Section 6(F), "The remaining funds are to be paid by the District's capital and groundwater reserves, lease payments from Valley District and Western and Exchange Plan management reimbursements." Mr. Cosgrove noted that Section 7 indicates the method utilized by the District to segregate sustainability funds. Director Raley spoke in opposition to the sustainability component. President McDonald closed the Groundwater Public Hearing.

It was moved by to adopt Resolution No. 584 by Vice President Corneille and seconded by Director Longville as amended. The motion carried 5-0, with all Board members present voting in the affirmative.

**President McDonald: Yes
Vice President Corneille: Yes
Director Longville: Yes
Director Raley: Yes
Director Stewart: Yes**

4. CONSENT CALENDAR

It was moved by Director Longville and seconded by Director Stewart to approve the Consent Calendar: Item A: Board Minutes, April 14, 2021, and Item B: Outreach Workshop Minutes, April 14, 2021. The motion carried 5-0, with all Board members present voting in the affirmative.

**President McDonald: Yes
Vice President Corneille: Yes
Director Longville: Yes
Director Raley: Yes
Director Stewart: Yes**

5. COMMITTEE REPORTS/ACTION ITEMS

A. AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR ON-CALL BIOLOGICAL SERVICES WITH ORIGIN BIOLOGICAL

Ms. Miller introduced this item for discussion, noting its inclusion in the package on pages 19 to 23. The original contract for services was approved by the Board in March 2020. She reviewed the history of the contract as outlined in the table shown on package page 20. The two amendments requested today total \$84,500. Amendment 4 is \$59,500 and is specific to Wash Plan Implementation, and Amendment 5 is \$25,000 related to Mill Creek Spreading Grounds permits. The Amendment 4 costs include trapping for the first year of Wash Plan implementation for the San Bernardino kangaroo rat (SBKR) and required

monitoring of slender horned spineflower and California gnatcatcher. The Amendment 5 costs include the work needed to obtain both state and federal permitting for Mill Creek; this is a one-time cost. Director Stewart asked if the costs for Amendment 4 are for the initial year study after the protocols are established. Ms. Miller said that Amendment 4 would occur at a minimum of once a year for the first three years of the Wash Plan implementation. The protocol development is a one-time cost, but the trapping will be done annually for the first three years. Vice President Corneille asked if Origin Biological is Mikael Romich's firm. He suggested considering other firms. Mr. Cozad said that the District had a three-year relationship with a previous firm, so the District has a history of recompeting biological contracts from time to time. Vice President Corneille congratulated the staff and the District for the article on the Plunge Creek Conservation Project in the Highland Community News. A brief discussion ensued regarding consulting firms. Director Raley asked how much of the money will not be reimbursed and how is the District keeping track. Ms. Miller said that Amendment 4 would be reimbursed through the endowment that the Conservation Trust holds, and the District will pay amendment 5 from the Land Resources Enterprise; this is not reimbursable.

It was moved by Vice President Corneille and seconded by Director Stewart to approve Amendment 4 and Amendment 5 in an amount not to exceed \$84,500. The motion carried 5-0, with all Board members present voting in the affirmative.

**President McDonald: Yes
Vice President Corneille: Yes
Director Longville: Yes
Director Raley: Yes
Director Stewart: Yes**

B. REQUEST FOR LETTER OF SUPPORT FOR SBVMWD SEVEN OAKS DAM WATER CONSERVATION COMMUNITY PROJECT FUNDING REQUEST

This item begins on package page 24. Mr. Cozad said that San Bernardino Valley Municipal Water District (Valley Municipal) is engaging in a feasibility study to gain congressional authorization related to the storage of water behind Seven Oaks Dam (SOD) and would like the District's support. He said that Valley Municipal would like to include water conservation as an officially authorized purpose. Mr. Cosgrove provided the history of SOD and water rights issues. He indicated that the District could support Valley Municipal's request. Director Stewart asked how this would affect others that are opposing the way the dam is operated. Mr. Cozad indicated that is likely neutral since the District would only be supporting the feasibility study, and settlement of the litigation is likely needed for the effort to move forward.

It was moved by Director Longville and seconded by Director Stewart to authorize the Board President to sign and submit a letter of support as shown within the package. The motion carried 5-0, with all Board members present voting in the affirmative.

**President McDonald: Yes
Vice President Corneille: Yes
Director Longville: Yes
Director Raley: Yes
Director Stewart: Yes**

6. INFORMATION ITEMS

A. ACTIVE RECHARGE TRANSFER PROJECTS STATUS REPORT NO. 6

Mr. Fogerson introduced this item for discussion, noting its inclusion on package pages 29 to 45. Staff is working on the feasibility study scope for procurement. The content of the study was agreed to by the San Bernardino County Flood Control District (Flood Control). Staff is preparing an RFP to send to those on its consultant's list. Mr. Fogerson said that the development of the Program Management Plan is ongoing. He reviewed the two separate projects for Mill Creek. The District's current project looks at existing facilities and their maintenance and functionality, where the ARTP project is looking at expanding on existing diversion structures enhancing recharge. This item was received and filed.

B. FUTURE AGENDA ITEMS AND STAFF TASKS

Director Raley requested that the Ad Hoc Trails Committee revisit the Trails Plan developed in 2016.

7. UPCOMING MEETINGS

There were none discussed.

8. CLOSED SESSION

There was none held.

9. ADJOURN MEETING

It was moved by Vice President Corneille and seconded by Director Stewart to adjourn. The motion carried 5-0, with all Directors present voting in the affirmative.

**President McDonald: Yes
Vice President Corneille: Yes
Director Longville: Yes
Director Raley: Yes
Director Stewart: Yes**

At 2:26 p.m., the meeting adjourned to the regular Board of Directors meeting scheduled for 1:30 p.m. on May 12, 2021, via Zoom.

Daniel B. Cozad
General Manager

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
BUDGET WORKSHOP

MINUTES OF April 28, 2021
2:30 P.M.

President McDonald called the Budget Workshop to order at 2:30 p.m.

BOARD MEMBERS PRESENT:

Melody McDonald, President
Richard Corneille, Vice President
David E. Raley, Director
Robert Stewart, Director
John Longville, Director

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

None

STAFF PRESENT:

Daniel Cozad, General Manager
Athena Lokelani, Administrative Specialist
Betsy Miller, Land Resource Manager/Assistant General Manager
Angie Quiroga, Administrative Analyst

GUESTS PRESENT:

None

1. PUBLIC COMMENT

Mr. Cosgrove recused himself from participation in the budget workshop. He indicated that the budget workshop discussion as referenced in the staff report might implicate structural changes related to legal services and may affect himself personally or his law firm, which raises a potential conflict of interest under the FPPC. There is a potential of reasonable or foreseeable interest related to the personal finance of himself or his source of income, such as revenues derived by Rutan & Tucker, that may result from consideration of these potential structural changes. In addition, there is a prospect or possibility that some sort of contract may be entered into in respect to that structural change under Government Code §1090. This section requires persons with an interest in the proceedings to declare that interest; such persons may not participate in any way in making a contract. Mr. Cosgrove indicated that in the case of either a remote interest under Government Code §1091 (b) or a non-interest under 1091.5 (a), he has not engaged in discussions with any Board member related to this subject matter. In order for the Board to maintain maximum flexibility and to avoid any issues related to conflict of interest, he will recuse himself from participation in this meeting in his official position as General Counsel so as to avoid any implication that he may be involved in the making of a contract. The Board accepted his recusal and proceeded with regular agenda items.

2. DISCUSSION ITEMS

A. DISTRICT AND ENTERPRISE BUDGET FOR FISCAL YEAR 2021-2022

Mr. Cozad introduced this item for discussion. He said that the Committees had reviewed elements of the budget. A few changes have been made to the budget following previous Committee and Board review. He said that the Bureau of Labor Statistics changed the CPI-U all west that the District uses for COLA from 1.8% CPI-U TO 1.5%. He said that low inflation numbers were due to the pandemic and will probably be significantly higher next year. The expenses that have changed are listed on package page 5. He reviewed the Wash Plan implementation items and potential structural changes to staffing.

Mr. Cozad reviewed the draft District and Enterprise Budget for the fiscal year 2021-2022 included on package page 3. Review of the budget continued as follows:

- Land Resources Enterprise Loan – Mr. Cozad indicated that staff asked the Board to consider a loan of funds from the Land Resources Enterprise fund to the Wash Plan to complete tasks noted within the memo. The specific elements will likely be brought when the District reviews potential changes to the reserves after the audit. Additional approval would occur when the funds are obligated to a contract.
- 6401 Directors Fees (including expenses) – President McDonald asked if the pandemic was considered when budgeting this line item. Directors' fees to date for FY21 are \$51,317. Staff estimated directors' fees and expenses based on a ten percent increase from the previous year. The Board expressed concern over projecting/estimating during the pandemic year. Ms. Quiroga indicated that it is an average based on each director's fees and expenses over multiple years. Staff will review this line item for any revisions necessary to accurately estimate 6401-Director's Fees for the FY22 budget.
- 6440 Election Fees/Redistricting – There is no election during FY 21-22. Staff included \$25,000 for redistricting; in case it is needed in the upcoming fiscal year. After the last census, the District conducted redistricting work in-house with intern support. If the District cannot obtain interns to perform this work due to COVID-19 safety precautions, a consultant may be hired.
- Reserves – Vice President Corneille asked if the budget assumes the use of any reserves. Mr. Cozad said there is the use of reserves in finalizing Wash Plan state and waters permitting which is repaid by Wash Plan participants. Vice President Corneille noted that land purchase reduced the Land Resource Reserve significantly and asked if there was a plan to recoup that. Mr. Cozad said the pre-paid royalty reserve would become part of the land enterprise once the Wash Plan projects are fully permitted. Vice President Corneille asked for an update on reserve level projections as soon as it becomes available.
- 5180 Legal Counsel – Vice President Corneille spoke in support of the transition from legal counsel contracted through a legal firm to being hired as District staff as long as post-employment health and retirement contributions are not required. Mr. Cozad noted that the only costs in addition to salary are for health, medical and dental insurance. CalPERS is triggered if an employee works over 960 hours. Director Longville noted that it is essential to recognize when the District has exceptional leadership and that sometimes being financially conservative does not support the retention of experienced staff. He said that having been an elected official on various governing Boards, this District has the staff and legal counsel that he is most pleased with. Director Stewart suggested keeping Rutan & Tucker involved as outside counsel in addition to in-house counsel.
- 5440 Telephone – Director Raley asked for staff to review the current costs of telephones to see if they can be reduced. Staff noted that it covers the cost for two facilities and there were reductions within the last few years.

Mr. Cozad noted that the Finance & Administration Committee reviewed this item at its March 24 meeting. Director Raley said that the District has a complex budgeting system and suggested project accounting for the larger projects. Mr. Cozad indicated that staff is working on identifying a project accounting system that will work with the existing system for Active Recharge projects.

3. ADJOURN MEETING

It was moved by Director Longville and seconded by Director Stewart to adjourn. The motion carried 5-0, with all Directors present voting in the affirmative.

**President McDonald: Yes
Vice President Corneille: Yes
Director Longville: Yes
Director Raley: Yes
Director Stewart: Yes**

At 3:31 p.m., the meeting adjourned.

Daniel B. Cozad, General Manager

San Bernardino Valley Water Conservation District
Expenditure Report
April 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
PC 04.07.21	04/07/2021	Paychex	1012 · Citizens Busine...		-122.36
			6042 · Payroll Processing	4-General Fund Ent.	122.36
TOTAL					122.36
PC 4.21.21	04/21/2021	Paychex	1012 · Citizens Busine...		-107.85
			6042 · Payroll Processing	4-General Fund Ent.	107.85
TOTAL					107.85
22839	04/13/2021	ACWA JPIA - Workers ...	1012 · Citizens Busine...		-4,015.73
	04/09/2021		6120 · Workers' Comp. ...	4-General Fund Ent.	522.05
			6120 · Workers' Comp. ...	1-Groundwater Ent.	1,807.08
			6120 · Workers' Comp. ...	2-Redlands Plaza/...	160.63
			6120 · Workers' Comp. ...	3-Land Resources	401.57
			6120 · Workers' Comp. ...	5-Wash Plan	281.10
			6120 · Workers' Comp. ...	6-Active Recharge ...	843.30
TOTAL					4,015.73
22840	04/13/2021	ACWA/JPIA-Health	1012 · Citizens Busine...		-18,561.06
	04/02/2021		6110 · Vision Insurance	4-General Fund Ent.	27.68
			6110 · Vision Insurance	1-Groundwater Ent.	95.82
			6110 · Vision Insurance	2-Redlands Plaza/...	8.52
			6110 · Vision Insurance	3-Land Resources	21.29
			6110 · Vision Insurance	5-Wash Plan	44.72
			6110 · Vision Insurance	6-Active Recharge ...	14.91
			6130 · Dental Insurance	4-General Fund Ent.	107.27
			6130 · Dental Insurance	1-Groundwater Ent.	371.30
			6130 · Dental Insurance	2-Redlands Plaza/...	33.00
			6130 · Dental Insurance	3-Land Resources	82.51
			6130 · Dental Insurance	5-Wash Plan	57.76
			6130 · Dental Insurance	6-Active Recharge ...	173.28
			6150 · Medical Insurance	4-General Fund Ent.	2,277.99
			6150 · Medical Insurance	1-Groundwater Ent.	7,885.35
			6150 · Medical Insurance	2-Redlands Plaza/...	700.92
			6150 · Medical Insurance	3-Land Resources	1,752.30
			6150 · Medical Insurance	5-Wash Plan	1,226.61
			6150 · Medical Insurance	6-Active Recharge ...	3,679.83
TOTAL					18,561.06
22841	04/13/2021	American Power Security	1012 · Citizens Busine...		-820.00
	03/31/2021		6026 · Redlands Plaza ...	2-Redlands Plaza/...	820.00
TOTAL					820.00
22842	04/13/2021	Brownstein Hyatt Farb...	1012 · Citizens Busine...		-15,375.00
	04/06/2021		5122 · Wash Plan Profe...	5-Wash Plan	15,375.00
TOTAL					15,375.00

San Bernardino Valley Water Conservation District
Expenditure Report
April 2021

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
22843	04/13/2021	Castro Landscaping Se...	1012 · Citizens Busine...		-1,007.97
	03/31/2021		6026 · Redlands Plaza ...	2-Redlands Plaza/...	1,007.97
TOTAL					1,007.97
22844	04/13/2021	City of Redlands -Muni...	1012 · Citizens Busine...		-1,822.78
	03/23/2021		6026 · Redlands Plaza ...	2-Redlands Plaza/...	1,822.78
TOTAL					1,822.78
22845	04/13/2021	Deere & Company	1012 · Citizens Busine...		-22,706.40
	03/23/2021		7230 · Field Equipment ...	1-Groundwater Ent.	22,706.40
TOTAL					22,706.40
22846	04/13/2021	Diamond Environment...	1012 · Citizens Busine...		-88.78
	03/29/2021		5460 · Water / Trash / ...	4-General Fund Ent.	44.39
			5460 · Water / Trash / ...	1-Groundwater Ent.	35.51
			5460 · Water / Trash / ...	3-Land Resources	8.88
TOTAL					88.78
22847	04/13/2021	Edison - 9779	1012 · Citizens Busine...		-205.28
	04/06/2021		5420 · Electricity	4-General Fund Ent.	57.48
			5420 · Electricity	1-Groundwater Ent.	41.06
			5420 · Electricity	2-Redlands Plaza/...	106.74
TOTAL					205.28
22848	04/13/2021	Edison - 6256 (Redland...	1012 · Citizens Busine...		-197.01
	04/06/2021		6026 · Redlands Plaza ...	2-Redlands Plaza/...	197.01
TOTAL					197.01
22849	04/13/2021	Empire Disposal	1012 · Citizens Busine...		-171.67
	03/31/2021		5460 · Water / Trash / ...	4-General Fund Ent.	85.83
			5460 · Water / Trash / ...	1-Groundwater Ent.	68.67
			5460 · Water / Trash / ...	3-Land Resources	17.17
TOTAL					171.67
22850	04/13/2021	Frontier-4860	1012 · Citizens Busine...		-396.99
	03/28/2021		5440 · Telephone	4-General Fund Ent.	211.41
			5440 · Telephone	1-Groundwater Ent.	90.60
			5470 · Internet Services	4-General Fund Ent.	47.49
			5470 · Internet Services	1-Groundwater Ent.	28.49
			5470 · Internet Services	2-Redlands Plaza/...	4.75
			5470 · Internet Services	3-Land Resources	14.25
TOTAL					396.99

San Bernardino Valley Water Conservation District Expenditure Report April 2021

Num	Date	Name	Account	Class	Original Amount
22851	04/13/2021	Highland Community N...	1012 · Citizens Busine...		-1,500.00
	03/31/2021		6091 · Public Notices	4-General Fund Ent.	300.00
			6091 · Public Notices	1-Groundwater Ent.	1,200.00
TOTAL					1,500.00
22852	04/13/2021	Home Depot Credit Ser...	1012 · Citizens Busine...		-331.53
	03/28/2021		5215 · Property Mainte...	1-Groundwater Ent.	6.87
			5215 · Property Mainte...	3-Land Resources	1.72
			5210 · Equipment Maint...	1-Groundwater Ent.	144.96
			5310 · Vehicle Mainten...	1-Groundwater Ent.	177.98
TOTAL					331.53
22853	04/13/2021	JAN-PRO Cleaning Sys...	1012 · Citizens Busine...		-700.00
	04/01/2021		6018 · Janitorial Services	4-General Fund Ent.	700.00
TOTAL					700.00
22854	04/13/2021	Lowe's Companies, Inc.	1012 · Citizens Busine...		-41.88
	03/25/2021		5210 · Equipment Maint...	1-Groundwater Ent.	41.88
TOTAL					41.88
22855	04/13/2021	Netsteller	1012 · Citizens Busine...		-622.25
	04/01/2021		5160 · IT Support	4-General Fund Ent.	180.00
			5160 · IT Support	1-Groundwater Ent.	225.00
			5160 · IT Support	3-Land Resources	45.00
			6027 · Computer Softw...	4-General Fund Ent.	129.18
			6027 · Computer Softw...	1-Groundwater Ent.	8.61
			6027 · Computer Softw...	2-Redlands Plaza/...	17.23
			6027 · Computer Softw...	3-Land Resources	17.23
TOTAL					622.25
22856	04/13/2021	O'Reilly	1012 · Citizens Busine...		-30.13
	03/30/2021		5210 · Equipment Maint...	1-Groundwater Ent.	30.13
TOTAL					30.13
22857	04/13/2021	Press Enterprise	1012 · Citizens Busine...		-605.87
	03/22/2021		6090 · Subscriptions/Pu...	4-General Fund Ent.	605.87
TOTAL					605.87
22858	04/13/2021	ReadyRefresh by Nestle	1012 · Citizens Busine...		-41.61
	03/24/2021		5460 · Water / Trash / ...	4-General Fund Ent.	20.81
			5460 · Water / Trash / ...	1-Groundwater Ent.	16.64
			5460 · Water / Trash / ...	3-Land Resources	4.16
TOTAL					41.61

San Bernardino Valley Water Conservation District
Expenditure Report
April 2021

05/04/21

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
22859	04/13/2021	Redlands Plumbing, Inc.	1012 · Citizens Busine...		-1,474.00
	04/06/2021		6016 · Redlands Plaza ...	2-Redlands Plaza/...	1,474.00
TOTAL					1,474.00
22860	04/13/2021	Sonsray Machinery	1012 · Citizens Busine...		-157.87
	04/06/2021		5210 · Equipment Maint...	1-Groundwater Ent.	157.87
TOTAL					157.87
22861	04/13/2021	Terminix	1012 · Citizens Busine...		-81.00
	03/11/2021		6026 · Redlands Plaza ...	2-Redlands Plaza/...	81.00
TOTAL					81.00
22862	04/13/2021	WEX Bank-Shell	1012 · Citizens Busine...		-827.62
	04/06/2021		5320 · Fuel	1-Groundwater Ent.	827.62
TOTAL					827.62
22863	04/13/2021	Wilbur's	1012 · Citizens Busine...		-200.67
	03/23/2021		5210 · Equipment Maint...	1-Groundwater Ent.	200.67
TOTAL					200.67
22864	04/28/2021	Bureau of Land Manag...	1012 · Citizens Busine...		-19,799.23
	04/21/2021		7120 · Property-Land P...	3-Land Resources	19,799.23
TOTAL					19,799.23
22865	04/28/2021	Citizens Business Bank	1012 · Citizens Busine...		-1,604.56
	04/12/2021		5210 · Equipment Maint...	1-Groundwater Ent.	113.36
			6002 · Website Adminis...	4-General Fund Ent.	365.00
			6027 · Computer Softw...	4-General Fund Ent.	93.75
			6027 · Computer Softw...	1-Groundwater Ent.	6.25
			6027 · Computer Softw...	2-Redlands Plaza/...	12.50
			6027 · Computer Softw...	3-Land Resources	12.50
			6030 · Office Supplies	4-General Fund Ent.	56.38
			6030 · Office Supplies	1-Groundwater Ent.	3.52
			6030 · Office Supplies	2-Redlands Plaza/...	7.05
			6030 · Office Supplies	3-Land Resources	3.52
			6039 · Postage and Ov...	4-General Fund Ent.	62.43
			6039 · Postage and Ov...	1-Groundwater Ent.	28.37
			6039 · Postage and Ov...	2-Redlands Plaza/...	11.35
			6039 · Postage and Ov...	3-Land Resources	11.35
			6090 · Subscriptions/Pu...	4-General Fund Ent.	568.23
			6535 · Conf/Seminar R...	4-General Fund Ent.	112.05
			6535 · Conf/Seminar R...	1-Groundwater Ent.	87.15
			6535 · Conf/Seminar R...	3-Land Resources	49.80
TOTAL					1,604.56

San Bernardino Valley Water Conservation District Expenditure Report April 2021

Num	Date	Name	Account	Class	Original Amount
22866	04/28/2021	Day Lite Maintenance, I...	1012 · Citizens Busine...		-156.00
	03/01/2021		6026 · Redlands Plaza ...	2-Redlands Plaza/...	156.00
TOTAL					156.00
22867	04/28/2021	Edison - 6493	1012 · Citizens Busine...		-49.12
	04/13/2021		5420 · Electricity	4-General Fund Ent.	13.75
			5420 · Electricity	1-Groundwater Ent.	9.83
			5420 · Electricity	2-Redlands Plaza/...	25.54
TOTAL					49.12
22868	04/28/2021	Edison - 8958	1012 · Citizens Busine...		-310.80
	04/11/2021		5420 · Electricity	4-General Fund Ent.	87.02
			5420 · Electricity	1-Groundwater Ent.	62.16
			5420 · Electricity	2-Redlands Plaza/...	161.62
TOTAL					310.80
22869	04/28/2021	Frontier-7275	1012 · Citizens Busine...		-157.06
	04/19/2021		5440 · Telephone	4-General Fund Ent.	57.45
			5440 · Telephone	1-Groundwater Ent.	24.62
			5470 · Internet Services	4-General Fund Ent.	37.50
			5470 · Internet Services	1-Groundwater Ent.	22.50
			5470 · Internet Services	2-Redlands Plaza/...	3.75
			5470 · Internet Services	3-Land Resources	11.24
TOTAL					157.06
22870	04/28/2021	Image Source	1012 · Citizens Busine...		-531.08
	04/13/2021		6033 · Office Equipmen...	4-General Fund Ent.	165.82
			6033 · Office Equipmen...	1-Groundwater Ent.	11.05
			6033 · Office Equipmen...	2-Redlands Plaza/...	33.16
			6033 · Office Equipmen...	3-Land Resources	11.05
			6033 · Office Equipmen...	4-General Fund Ent.	232.50
			6033 · Office Equipmen...	1-Groundwater Ent.	15.50
			6033 · Office Equipmen...	2-Redlands Plaza/...	46.50
			6033 · Office Equipmen...	3-Land Resources	15.50
TOTAL					531.08
22871	04/28/2021	Jericho Systems, Inc.	1012 · Citizens Busine...		-7,594.00
	04/15/2021		1700 · Work in Progress	1-Groundwater Ent.	7,594.00
TOTAL					7,594.00

San Bernardino Valley Water Conservation District
Expenditure Report
April 2021

05/04/21

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
22872	04/28/2021	Mikael Romich	1012 · Citizens Busine...		-4,285.40
	04/08/2021		5124 · Plunge Creek Pr...	3-Land Resources	1,280.00
			5120 · Misc. Profession...	3-Land Resources	971.20
			5120 · Misc. Profession...	3-Land Resources	651.20
			5120 · Misc. Profession...	4-General Fund Ent.	217.68
			5120 · Misc. Profession...	1-Groundwater Ent.	152.38
			5120 · Misc. Profession...	3-Land Resources	355.54
	04/08/2021		5122 · Wash Plan Profe...	5-Wash Plan	160.00
			5120 · Misc. Profession...	3-Land Resources	497.40
TOTAL					4,285.40
22873	04/28/2021	Netsteller	1012 · Citizens Busine...		-342.02
	03/01/2021		5160 · IT Support	4-General Fund Ent.	136.81
			5160 · IT Support	1-Groundwater Ent.	171.01
			5160 · IT Support	3-Land Resources	34.20
TOTAL					342.02
22874	04/28/2021	Quill Corporation	1012 · Citizens Busine...		-276.32
	04/15/2021		6030 · Office Supplies	4-General Fund Ent.	221.05
			6030 · Office Supplies	1-Groundwater Ent.	13.82
			6030 · Office Supplies	2-Redlands Plaza/...	27.63
			6030 · Office Supplies	3-Land Resources	13.82
TOTAL					276.32
22875	04/28/2021	Redlands Community ...	1012 · Citizens Busine...		-34.95
	04/01/2021		6090 · Subscriptions/Pu...	4-General Fund Ent.	34.95
TOTAL					34.95
22876	04/28/2021	Rutan & Tucker	1012 · Citizens Busine...		-8,412.01
	04/09/2021		5180 · Legal	4-General Fund Ent.	1,818.75
			5180 · Legal	1-Groundwater Ent.	1,181.25
			5180 · Legal	2-Redlands Plaza/...	275.63
			5180 · Legal	3-Land Resources	1,299.37
			5175 · Legal - Wash Plan	5-Wash Plan	2,787.01
			5120 · Misc. Profession...	3-Land Resources	1,050.00
TOTAL					8,412.01
22877	04/28/2021	San Bernardino County...	1012 · Citizens Busine...		-284.00
	04/13/2021		6440 · Election Fees / ...	4-General Fund Ent.	284.00
TOTAL					284.00
22878	04/28/2021	Sonsray Machinery	1012 · Citizens Busine...		-162.86
	04/28/2021		5210 · Equipment Maint...	1-Groundwater Ent.	162.86
TOTAL					162.86

San Bernardino Valley Water Conservation District Expenditure Report April 2021

Num	Date	Name	Account	Class	Original Amount
22879	04/28/2021	The Gas Company	1012 · Citizens Busine...		-84.74
	04/15/2021		5450 · Natural Gas	4-General Fund Ent.	50.84
			5450 · Natural Gas	1-Groundwater Ent.	33.90
TOTAL					84.74
22880	04/28/2021	U.S. Bank Equipment F...	1012 · Citizens Busine...		-339.30
	04/09/2021		6033 · Office Equipmen...	4-General Fund Ent.	254.46
			6033 · Office Equipmen...	1-Groundwater Ent.	16.97
			6033 · Office Equipmen...	2-Redlands Plaza/...	50.90
			6033 · Office Equipmen...	3-Land Resources	16.97
TOTAL					339.30
100273N	04/13/2021	PERS	1012 · Citizens Busine...		-11,358.12
			6170 · PERS Retirement	4-General Fund Ent.	1,476.56
			6170 · PERS Retirement	1-Groundwater Ent.	5,111.15
			6170 · PERS Retirement	2-Redlands Plaza/...	454.32
			6170 · PERS Retirement	3-Land Resources	1,135.81
			6170 · PERS Retirement	5-Wash Plan	2,385.21
			6170 · PERS Retirement	6-Active Recharge ...	795.07
TOTAL					11,358.12
100274N	04/19/2021	PERS	1012 · Citizens Busine...		-11,158.77
			6170 · PERS Retirement	4-General Fund Ent.	1,450.64
			6170 · PERS Retirement	1-Groundwater Ent.	5,021.45
			6170 · PERS Retirement	2-Redlands Plaza/...	446.35
			6170 · PERS Retirement	3-Land Resources	1,115.88
			6170 · PERS Retirement	5-Wash Plan	2,343.34
			6170 · PERS Retirement	6-Active Recharge ...	781.11
TOTAL					11,158.77

San Bernardino Valley Water Conservation District
Director Fees Expenditure Payroll Report

April 2021

Pay Date	Name	For Period	Director Fees	Taxes Withheld	Check Amt
4/7/2021	Corneille, R	Mar-21	\$ 940.00	\$ 97.19	\$ 842.81
4/7/2021	McDonald, M	Mar-21	\$ 235.00	\$ 20.80	\$ 214.20
4/21/2021	McDonald, M	Apr-21	\$ 1,880.00	\$ 190.34	\$ 1,689.66



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1782

To: Board of Directors
From: Erwin Fogerson, Senior Engineer/ Katelyn Scholte, Assistant Engineer
Date: May 12, 2021
Subject: Mentone Shop Improvements

RECOMMENDATION

Staff and the Operations Committee recommends that the Committee: 1.) Receive the report on staff efforts to procure Architectural Services, and 2.) Consider authorizing a design build procurement for the building.

BACKGROUND

The District field staff currently operate out of two maintenance facility locations: one in Mentone, the Mentone Shop, and one in Highland, the Canyon Shop.

The District Board requested staff to pursue installing a restroom at the Mentone Shop. In the process of estimating costs to install a restroom facility with shower and septic system, it was determined that it may be more cost effective to re-build or add on to the existing Mentone Shop than to build a standalone restroom. As work began on designs for a new shop, a needs analysis was requested by the Board to determine what facility would be best for the field and what would be the ideal location to meet field staff's current and future needs.

The Operations Committee approve the propose Mentone Shop improvements listed in the needs analysis and directed staff to hire an architect. The Committee also directed staff to perform a study of what facilities are needed at the Canyon Shop over the next fiscal year.

DISCUSSION

The Board authorized the acquisition of architectural services to develop the project plans, specifications, and estimates. Two proposals were received for the needed architectural services through a formal Request for Proposal (RFP) process; one from IDS Group in Irvine, CA and the other from DKC Architecture in Yucaipa, CA. DKC is considered the most qualified firm due to their experience with similar buildings and their experience working in San Bernardino County and with County agencies. The RFP included a requirement to provide estimated hours to complete the work and to include an hourly fee rate. Both

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Fax: 909.793.0188
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**BOARD OF
DIRECTORS**

Division 1:
Richard Corneille

Division 2:
David E. Raley

Division 3:
Robert Stewart

Division 4:
John Longville

Division 5:
Melody McDonald

**GENERAL
MANAGER**

Daniel B. Cozad

proposers instead included a proposed fee in their proposal. DKC's proposed fee was approximately \$53,000 and IDS Group was approximately \$122,000. Both proposals included time and cost to assist with the siting study for the Canyon Shop.

Staff met and worked with DKC to clarify items in their proposal, refine the scope and define the proposed fee. In order to meet the Board approved \$50,000 limit for architectural services, the time and cost on the siting study was removed from the scope. The current negotiated fee is approximately \$44,000. The current negotiated scope of work for the professional services will in general consist of the following items:

1. Provide a site topo survey.
2. Prepare the building plans and specifications.
3. Prepare cost estimates for the building and site preparation.
4. Prepare all technical data needed to obtain County building permits through the County EZOP system including any needed energy calculations and water / fire protection system calculation.
5. Budget support hours for the bid phase and construction phase

Preparation of companion plans such as a grading plan and septic plans may be developed by staff or by procurement of additional professional services. It is anticipated those professional services will be well within the General Managers spending authority.

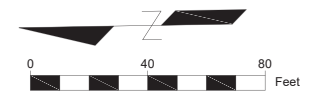
The Consultants' approach to the project included the following sequence to the work:

1. Prepare general building plans such as the site plan, floor plan, elevations, demo plan, electrical plan and a foundation plan (including calculations). They will also prepare energy calculations, project code analysis / CAL Green Standards and a wastewater design.
2. Assist with bidding the project to General Contractor for the building and for the septic system.
3. Construction bids will then be received and evaluated.
4. The selected General Contractor (as approved by the District Board) will then be required to submit plans for their respective work consistent with the bid documents, local building code and per their respective material manufactures.
5. At this point, the Consultant will assist the District with submitting the items listed above and all applicable permits.
6. Once permits are obtained, the Consultant will assist in construction oversight with a total of only 2 site visits.

It should be noted that due to the small area of grading, it is anticipated a grading permit will not be required. Also, because the built area is less than 5,000 square feet a water quality management plan is not anticipated to be required as well.

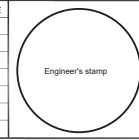
Alternative

Another option to proceeding with the above approach is to develop a bid package where the contractor is required to hire a licensed architect or civil engineer and develop the required plans for the project. The bid package can include the review and approvable process of the plans. The bid package can also require the contractor to include the septic design and construction in the bid as well. This will eliminate having two contractors working in the same construction envelope. This process is similar to the manner that the current shop building was procured and is more closely defined as a Design / Build approach.



UNDERGROUND SERVICE ALERT
 CALL TOLL FREE
1-800-227-2500
 TWO WORKING DAYS BEFORE YOU DIG

NO.	DATE	REVISIONS	APPROVED	DATE
1				
2				
3				
4				
5				
6				
7				



Prepared under the supervision of:

 DRAWN BY: _____
 DESIGNED BY: _____
 CHECKED BY: _____



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

MENTONE SHOP
 PRELIMINARY SITE PLAN

PROJECT NO. SBWCD - XXX
 SHEET X OF XX

Apr. 15, 2020 08:52 AM
 X:\Mentone Shop\Drawings\Shop_Addition_Site_Plan_MHZ.dwg
 Plotted by: E\rogerson



**San Bernardino Valley
Water Conservation District**
Helping Nature Store Our Water

Memorandum No. 1784

To: Board of Directors

From: Ad Hoc General Manager Evaluation Committee

Date: May 12, 2021

Subject: General Manager Performance Evaluation, Employment Agreement and Resolution No. 587

RECOMMENDATION

The Ad Hoc General Manager Evaluation Committee recommends that the Board review and discuss the performance of the General Manager and approve, the proposed Employment Agreement, and revisions to Resolution of Authorities No. 587.

BACKGROUND

At the Board's April meeting, the President appointed Director Bob Stewart and Director David Raley to the Ad Hoc General Manager Evaluation Committee (Committee). The Committee met on April 22nd to review the performance of the General Manager, evaluate performance criteria for merit bonus considerations, and recommend terms for a revised employment agreement with the General Manager.

DISCUSSION

The Ad Hoc Committee unanimously commended the General Manager on the accomplishments of the District and the General Manager's overall progress in achieving defined goals and objectives. The Committee reviewed the salary analysis from the State Controller's Office. The General Manager provided updated accomplishments and an assessment of progress on the Board's priority efforts.

The Committee reviewed the accomplishments and performance on issues of priority to the Board as well as areas for improvement. The Ad Hoc Committee is recommending that the Board award the General Manager the full five (5%) percent cash merit bonus for which he was eligible in 2020-2021, which amounts to \$14,201. This amount is provided for in the General Manager's existing contract as a discretionary measure of current year performance compensation but is not counted as an additional base salary for determining future retirement benefits or discretionary merit bonus amounts.

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GENERAL MANAGER

Daniel B. Cozad

The Committee addressed the Merit Salary increase for the 2021-2022 fiscal year and recommended Mr. Cozad receive the COLA increase of 1.5% paid to all District employees with no merit pay increase totaling an increase of \$4,260 for a total salary of \$288,273. The proposed Employment Agreement includes these recommendations. The Committee recommends minor changes to the resolution describing powers and authorities of the General Manager.

ALTERNATIVES

Potential Board Actions include:

1. Approve the award of a discretionary cash merit bonus of five (5%) to the General Manager under his 2020-2021 contract, or alternatively, any amount between 0% and 5%.
2. Approve the proposed Employment Agreement for with a 1.5% COLA, and between 0 and 5% merit salary increase.
3. Approve the revised powers and authorities resolution shown as Resolution No. 587 or not update the resolution
4. Not extend employment agreement with the General Manager

FISCAL IMPACT

The proposed bonus for 2020-2021 is within the existing budget, and the proposed discretionary merit bonus figure and salary are consistent with the proposed salaries budget for 2021-2022.

POTENTIAL MOTIONS

1. Move the recommendation of the Ad Hoc Committee to approve:
 - a. Payment of the discretionary bonus component of the 2020-2021 agreement at the five percent (5%) of annual salary and inclusion in the new agreement
 - b. Employment Agreement with a 1.5% COLA, and no merit salary increase
 - c. Revised powers and authorities Resolution No. 587
2. Move to approve an alternative proposed Employment Agreement with specific changes and direction District Counsel on terms, salary or bonus.
3. Move not to extend an employment agreement and provide other direction.
4. Move to table the item to a future meeting the Board.

CLOSED SESSION ATTACHMENTS OR MATERIALS

- Minutes of the Ad-Hoc Committee
- GM Salary Survey
- Employment Agreement Draft
- Resolution No. 587
- 2020 and 2021 Board priorities
- 2020 Accomplishments

APPROVALS

Prepared for the Ad Hoc General Manager Evaluation Committee

Reviewed by District Counsel

April 22, 2021, VIA Teleconference/Zoom

AD HOC GM EVALUATION COMMITTEE NOTES

1. Annual Review Process: Daniel Cozad went over the history of how performance evaluations. Daniel indicated the informal process had suited the District and Board. Stewart and Railey agreed that Director Stewart would chair the meeting.
2. The members reviewed performance and improvement opportunities: All priorities were reviewed and discussed, significant review of Wash Plan Land Exchange progress, Wash Plan state/waters permitting, and Mentone Shop progress. Discussion ensued. Daniel responded to questions on the level of tasks beyond #1 priorities and suggestions for additional detail to be provided in addition to the priority listing. Director Stewart and Railey were pleased with Daniel's and the District's accomplishments, his leadership role in our region fostering collaboration with all agencies who wanted to be a part of regional solutions to water supply reliability and management of our land resources.
3. Review Resolution No 578: Recommended approval to the Board was unanimous, including an increase in the signing authority to \$30,000 due to inflation of costs since the \$25,000 was set.
4. Employment Contract Changes and Salary /Bonus (Merit): Discussion ensued. Other agencies' GM salaries in the area were considered, and the type of water agency size of agency for comparison. The Committee recommends that the BOD provide the full 5% merit/bonus for accomplishments in his 2020 contract and be given an opportunity in the 2020 contract period to merit up to 5% merit pay. Director Stewart indicated concerns with salary growth, given that COVID impacted private sector businesses. Director Stewart observed that Districts in California had seen exponential growth in salaries which the taxpayer cannot sustain. Based on these factors and their interest in limiting staff costs, Director Railey recommended no merit increase for the 2021-2022 contract with the total of the current salary plus 1.5% COLA \$288,273.
5. Staffing and Succession planning: Daniel reviewed the history of staff planning and its discussion during GM's annual performance evaluation. Daniel went over the organizational structure and the matrix chart to see how things may progress related to retirements and succession within the next few years. The Committee was very pleased and provided comments.

General Manager Salary Survey

4/25/2020

Agency	SCO Reported 2019			% of Average
	2017-18	2018-19	2019-20	
	Base Salary *	Base Salary *	Base Salary*	
San Bernardino Valley Municipal WD	\$ 272,646	\$ 299,376	\$ 392,263	124%
Eastern Municipal Water District	\$ 320,000	\$ 320,868	\$ 381,685	121%
East Valley Water District	\$ 353,574	\$ 342,819	\$ 356,408	113%
Monte Vista Water District	\$ 278,946	\$ 298,645	\$ 353,261	112%
United Water Conservation District	\$ 247,555	\$ 285,036	\$ 331,272	105%
Western Municipal Water District	\$ 328,774	\$ 317,530	\$ 324,554	103%
Inland Empire Utility Agency **	\$ 354,965	\$ 343,884	\$ 293,550	93%
Chino Basin Desalter Authority	\$ 225,025	\$ 272,537	\$ 280,713	89%
Mojave Water Agency	\$ 274,462	\$ 244,660	\$ 273,371	87%
Yucaipa Valley Water District	\$ 257,666	\$ 259,575	\$ 270,925	86%
SBV Water Conservation Distirct	\$ 228,509	\$ 244,295	\$ 263,952	84%
Chino Basin Water Conservation District	\$ 189,669	\$ 253,003	\$ 260,593	83%
Average	\$ 277,649	\$ 290,186	\$ 315,212	
Median	\$ 273,554	\$ 291,841	\$ 309,052	

* Base salary includes deferred compensation or other payments

** Nonstandard increase or employment change not included in the average

AGREEMENT FOR EMPLOYMENT OF GENERAL MANAGER

This AGREEMENT FOR EMPLOYMENT OF GENERAL MANAGER (“Agreement”) is entered into effective on the 1st day of July, ~~2020~~-2021 (“Effective Date”) by and between the SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT, a public agency and water conservation district duly formed and existing under the Water Conservation Act, California Water Code sections 74000 *et seq.* (“District”) and Daniel B. Cozad (“Employee”) on the terms and conditions stated herein.

1. Duties of Employee

A. District hereby agrees to employ Employee, and Employee hereby accepts employment with District, as District’s General Manager. Employee shall perform all of the managerial duties of the District, including, but not limited to, all of those duties set forth in Resolution No. ~~578###~~, a copy of which is attached hereto as Exhibit A, and incorporated herein by reference, and as may be amended. Employee shall perform such other legally permissible and proper duties as may be necessary or beneficial to manage and conduct the District’s business and operations, as the District’s Board of Directors may assign or require. Employee agrees to fulfill and abide by the terms of Resolution No. ~~578###~~ and by all of the other District’s adopted policies and procedures. Employee specifically will work to implement the Board of Director’s approved Strategic Plan, Policies and the Priorities established each January, including any additions or changes to the priorities made by the Board from time to time.

B. It is expressly understood that Employee shall be required to devote requisite time and effort to the business of the District during the term of this Agreement, but may also continue to pursue existing and future professional consulting clients during his tenure as General Manager of District, provided, however, District consents in advance to such third party retention or employment. Employee shall not, either as an employee, employer, consultant, agent, principal, planner, stockholder, corporate officer, director, or any other individual or representative capacity, engage or participate in any business that is in competition with, or in conflict in any manner whatsoever with, the business, projects, or official positions of the District. During the effective term of this Agreement, Employee shall provide written notice to the Board President of any prospective client or other business for whom Employee proposes to contract or otherwise perform work, at least five (5) business days prior to accepting such contract or employment. The Board President shall determine, in the exercise of reasonable discretion, whether a conflict of interest exists or is likely to arise from the Employee’s prospective third-party contract or employment and the work that Employee is or may reasonably be expected to provide for the District. In the event the Board President determines no such conflict exists, the General Manager may accept such contract or employment. In the event the Board President determines such a conflict exists, the General Manager shall either decline to accept such contract or employment, or defer such acceptance until the question of the existence of a conflict of interest can be referred to the full Board of Directors for determination. The Board’s determination on this matter shall be final, and binding on both parties. As of the date of this agreement authorized contracts include the Central Valley Salinity Coalition supporting CV-SALTS and City of San Buenaventura. This Agreement shall not be interpreted to prohibit Employee from making personal investments, conducting private business affairs, or pursuing personal political activities, so long as such

activities do not materially interfere with the duties and services Employee is required to perform under this Agreement.

C. It is the duty of the Employee acting as General Manager to serve also as the Executive Director and Chief Financial Officer of the San Bernardino Valley Conservation Trust (“SBVCT”), unless removed or replaced by a majority vote of the Board of Directors of SBVCT. In so doing, Employee shall exercise reasonably prudent business judgment and administrative discretion in the oversight of the collection and application of funds deposited in the SBVCT non-wasting endowment, shall observe and comply with investment strategies and policies promulgated by SBVCT, shall report regularly to the SBVCT Board of Directors on the status of SBVCT activities and funds, and shall explore potential opportunities for SBVCT to fulfill or expand its mission, as may be directed or approved by the SBVCT Board of Directors. In such capacity, Employee may exercise such other powers as may be delegated to him or her from time to time by action of the Board of Directors. Employee shall not receive additional compensation, apart from that otherwise provided for in this Agreement, for the performance of such SBVCT duties.

2. Term of Agreement and At-Will Status

A. Employee shall serve at the pleasure of the District’s Board of Directors and is specifically employed on an “at-will” basis. Employee’s employment hereunder may be terminated at any time by a majority vote of the District’s Board of Directors, with or without cause.

B. This Agreement shall commence as of July 1, ~~2020~~2021, and shall remain in effect until June 30, 202~~2~~+, unless terminated earlier in accordance with the provisions of this Agreement.

3. Termination

This Agreement may be terminated by District at any time, with or without cause, consistent with Employee’s at will status. This Agreement may be terminated by Employee upon no less than 30 days written notice to the President of the Board of Directors of the intent to resign, retire, or otherwise separate from employment with the District. In the event Employee is continuously employed with District under the terms and conditions hereunder through at least June 30, 2021, the retiree benefit covering the premium for Medical insurance for the retiree and spouse between retirement and Medicare eligibility for retiree medical benefits shall be as provided in Section 10 below. In the event of termination by Employee, Employee’s employment shall be terminated at the end of the 30-day period, unless District’s Board of Directors determines, in its sole discretion, to designate the operative date of the termination at an earlier date. Employee and District may, by mutual agreement, extend Employee’s termination date beyond the 30-day notice period.

Upon termination or other separation from employment with the District, Employee shall be paid all accrued salary and benefits, including a pro rata monthly amount for any partial year, and for all accrued, unused vacation and sick leave. Upon termination or separation, Employee

shall turn over to the District all District's property, including, but not limited to, any credit cards, computer hardware or software, and all files, reports, or presentation materials.

4. Disability

In the event Employee becomes permanently disabled or is otherwise unable to perform his duties, as determined by a licensed physician designated by the District's Board of Directors, because of sickness, accident, injury, mental incapacity or other medical condition ("qualifying event") for a period of twelve (12) weeks in any one (1) year period measured from the first date of absence for such reason, this absence shall be defined as "FMLA/CFRA Leave" for a qualifying event. During the Employee's FMLA/CFRA Leave, Employee shall be required to utilize all accrued and unused paid leave concurrently during this time period. Employee, in his capacity as General Manager, is deemed a key employee under the FMLA/CFRA. Employee is therefore not entitled to reinstatement to his former position of General Manager at the expiration of the FMLA/CFRA Leave of twelve (12) weeks in a one (1) year period measured from the first day of Employee's absence for a qualifying event, and such inability to return to work constitutes just cause for Employee's termination. In the event Employee elects voluntarily to retire any time after six consecutive weeks of absence from his duties due to, or as a result of, a "qualifying event," District shall continue to pay the premiums for Employee's group health plans for Employee until Employee becomes eligible for Medicare or pay an equivalent amount to the Employee to be used toward provision of health care.

5. Salary

Employee shall be paid as determined by the Board of Directors, in accordance with District's standard payroll procedures. Employee's base salary for the term of this contract shall be increased from the formerly applicable salary rate of ~~two hundred eighty four thousand twelve dollars (\$284,012.00)~~ ~~two hundred sixty three thousand nine hundred fifty one dollars (\$263,951.00)~~ by ~~1.53-1%~~ for COLA as approved in the annual budget, applied to the last year's base salary, and by a merit salary increase of ~~4.50%~~, also applied to the last year's base salary for a total ~~1.57-6%~~ increase, resulting in a new base salary applicable through the term of this Agreement of two hundred eighty ~~four-eight~~ thousand ~~seven hundred and twenty three~~ ~~twelve~~ dollars(\$2874,723042.00) annually, effective from the Effective Date.

Employee's performance shall be subject to review by the District's Board of Directors, or any committee of the Board to which such responsibility has been delegated, and shall occur at least once before the first anniversary of the Effective Date. Such review shall serve as the basis for any salary adjustment or benefits adjustment during the term of this agreement, and consideration of extension of this Agreement at the end of its term. Such review shall also serve as the basis for any determination of a discretionary merit performance bonus, as provided below.

Employee shall be eligible for a merit performance bonus, in addition to the salary provided for herein, in an amount up to five percent (5%) of Employee's base salary. Such merit performance bonus may be awarded by the Board of Directors in its sole and absolute discretion, in any amount up to five percent (5%) of Employee's base salary, or no amount at all, or any figure in between. The merit performance bonus shall be determined based upon Employee's perceived progress in successfully implementing the District Strategic Plan, Policies, and Priorities as

referenced in paragraph 1(A) above. Employee's job performance may be evaluated by the Board of Directors at any time, but Board consideration of salary adjustment, benefits adjustment, or merit performance bonus shall be made only one time per year. The merit performance bonus shall be in addition to the base salary provided for hereunder, but shall not be included as salary for determination of Employee's base salary for any future extension of this Agreement to subsequent employment terms, nor for any other retirement or other benefits. Any salary increase or Cost of Living increase that may be made to Employee's salary in subsequent years shall be credited as additional salary for consideration of any future base year salary for Employee, however, to the effect that only the merit performance bonus shall be excluded from Employee's future base salary determination. It shall be the responsibility of Employee to work with the Board President to place Employee's reviews and consideration of salary adjustments on a meeting agenda for consideration by the Board of Directors in a timely fashion.

6. Uniqueness of Services

Employee represents and agrees that the services to be performed by this Agreement are special, unique, unusual, extraordinary, and of an intellectual character, that gives him a peculiar value to the District, the loss of which cannot be reasonably or adequately compensated for monetary damages.

7. Vacation

As of ~~May-April 226, 2020~~2021, Employee has accrued approximately ~~81-90~~ days of unused vacation. Employee shall accrue additional vacation at a rate of 1.67 days per month of completed employment as stipulated in the Personnel Manual for all employees, except the Manager may accrue vacation without limitation during the term of employment and may at any time elect to cash out some or all of currently accrued vacation. Any unused vacation or sick leave shall be compensated at the base salary rate in effect when paid.

8. Sick Leave

Sick leave is a protection to Employee granted by District to assist Employee in times or circumstances of illness, incapacity, or physical adversity, and is intended to serve as a protection for Employee's health and welfare; it is not an earned right to time off of work. Employee shall accrue sick leave at a rate of one (1) day per month of completed employment as stipulated in the Personnel Manual for all employees, except the Manager may accrue sick time without limitation during the term of employment and may at any time elect to cash out for compensation some or all of currently accrued sick time. As of the period ending ~~May 6, 2020~~April 22, 2021, Employee has accrued approximately ~~78-90~~ days of unused sick leave.

Except as otherwise specifically provided for herein, any sick leave which has accrued but is unused and not cashed out by Employee at the time of termination of Employee's employment shall be treated in the same manner as sick leave upon termination for District's employees, as provided for in the District's Employee Handbook in effect at the time of Employee's termination of employment.

9. Mileage Reimbursement

Employee shall be reimbursed for actual mileage travelled in Employee's own automobile, for such meetings and other events as District reasonably requires Employee to attend. Mileage for commuting to and from employee's residence to the District offices shall not be eligible for reimbursement. Reimbursement shall be at the IRS forced mileage rate then in effect. Employee shall maintain collision and liability insurance on any automobile Employee uses for any District business, at Employee's own expense, with coverage no less than \$100,000 per occurrence, \$300,000 per incident.

10. Retirement and Other Benefits

Employee shall be provided medical, dental, and vision benefits under District's medical and health insurance policies in effect as of the Effective Date, at District's expense, and as such medical and health insurance benefits may change through action of the District's Board of Directors, over the course of Employee's employment. In addition, Employee shall be provided with retirement benefit contributions covering both the employer and percentage of the employee cost in accordance with District Policy applicable to District's employees, at District's expense under District's PERS retirement plan participation, at the 2.5% at 55 rate in effect on the Effective Date, and as may be thereafter amended or further defined by District's Board of Directors. Notwithstanding any District policy generally applicable to its employees to the contrary, ~~and provided Employee fulfills the terms of this Agreement through the date of June 30, 2021, or beyond,~~ upon retirement Employee shall be entitled to payment by the District of a retiree benefit covering the premium for Medical insurance for the Employee and his spouse for the time period between the effective date of the retirement, and the date Employee becomes eligible for Medicare retiree medical benefits. ~~Such benefit shall not apply to Employee if Employee terminates this agreement prior to June 30, 2021, or is dismissed for cause at any time prior to retirement.~~

11. Expense Reimbursements

Employee may receive reimbursement for expenses incurred by Employee in the direct prosecution of the District's business, as may be approved by the District's Board of Directors. Such expenses may be reimbursed regularly as they are incurred, and submitted to the Board monthly for ratification, or otherwise processed in compliance with any policies or procedures the District's Board of Directors has adopted or may adopt, which are applicable to the General Manager. Employee shall be provided with cellular phone reimbursement allowance in accordance with District Policy applicable to District's employees. In all cases, final approval of all such expenses rests with the District's President or Vice President.

12. Integration

This Agreement contains the entire agreement between the District and Employee, and supersedes any and all prior negotiations, representations, or agreements, oral or written or otherwise. This Agreement may only be modified by an instrument in writing signed by both parties, and approved by District's Board of Directors.

13. Waiver

The failure of either party to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by any other party shall not be deemed the waiver of that term, covenant, or condition, nor shall waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

14. Governing Law

This Agreement is entered into, and is to be governed by, the laws of the State of California.

15. Severance

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, unconstitutional or unenforceable, the remaining provision shall continue in full force and effect without being impaired or invalidated in any way.

Dated: _____, 20210

SAN BERNARDINO VALLEY WATER
CONSERVATION DISTRICT

By: _____
~~Richard Corneille~~ Melody McDonald, President
"District"

Dated: _____, 20210

Daniel B. Cozad
"Manager"

ATTACHMENT

Exhibit A Resolution No. 578###

RESOLUTION NO. ~~578-###~~

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT SUPERSEDING RESOLUTIONS NO. 347, 441, 459 AND 493, 537, 544, 558, 573, 578 AND DEFINING THE RESPONSIBILITIES AND AUTHORITY OF THE GENERAL MANAGER

WHEREAS, the General Manager (Manager) of the San Bernardino Valley Water Conservation District (“District”) is employed by the Board to serve as the Chief Executive of the District and is responsible for: implementing the decisions of the Board; determining and executing administrative policies through subordinate Managers; supervising the operations and staffing of the District as prescribed by the Board; managing all engineering, planning, design and inspection for construction activities; and supervising and controlling the administrative, operational and financial affairs of the District, including all administrative, executive and ministerial powers not specifically reserved by law for the Board of Directors, General Counsel or District Auditor.

NOW THEREFORE, BE IT RESOLVED that the responsibilities and authority of the Manager shall be as follows:

A. Director-Manager Relations. The Board of Directors will deal with the administrative services of the District only through the Manager. Neither the Board of Directors nor any Director will give orders or direct subordinates of the Manager. The Manager shall take his or her orders and instructions from the Board of Directors, and only in a duly held meeting of the Board of Directors, and no individual Director will give any orders or instructions to the Manager, except the officers of the District acting within the scope of their respective offices, Board committee chair authorized by the Board of Directors to so direct the General Manager on items within their purview or as otherwise permitted under provisions of the Board’s Policy Manual.

B. Authority Over Employees. The Manager will have the authority to control and give directions to all employees and to consultants. The Manager will also hire, remove, promote, and demote any and all employees of the District, consistent with the District’s Personnel Manual. The Manager will coordinate with District’s General Counsel and District Auditor, but General Counsel and District Auditor will be hired, supervised, or removed only by the Board of Directors.

C. Manager’s Power and Duties. The Manager is the administrative head of the San Bernardino Valley Water Conservation District, under policy direction and control of the Board of Directors. He or she is responsible for the administration of all the affairs of the District under his or her control. In addition to general administrative powers, the Manager’s powers and duties shall include, but not be limited to the following:

1. Employee Positions and Job Classifications. It shall be the duty of the Manager to propose District employee positions and job classifications, subject to approval or amendment by the Board of Directors.

2. Attendance at Board Meetings. It is the duty of the Manager to attend all regular and special meetings of the Board of Directors, unless excused. The Manager is expected to be available to respond to emergency situations outside of normal business hours, and it shall be understood that no overtime or compensatory time will be allowed for such service.

3. Financial Reports. It is the duty of the Manager to keep the Board of Directors fully advised as to the financial condition and needs of the District. The Manager shall be responsible for maintaining the District’s books of accounts, and will arrange to have said books audited at the end of each fiscal period by an independent auditor. It is the duty of the Manager to prepare the monthly accounting reports of the District’s revenues, expenditures, and comparisons of both to yearly budgets, for presentation to the Board in connection with the Board’s regular meetings.

4. Investments. It is the duty of the Manager to invest District reserves and fiduciary assets in accordance with the approved Statement of Investment Policy. The Manager shall authorize and direct investment and changes to holding in the best interest of the District. Significant changes shall be reported to the Board at their next meeting. The Manager shall work with investment managers and advisors to seek the best possible use of District funds based on need for capital, cash flow and accordance with District Statement of Investment policy and applicable laws and regulations.

5. Budget. It is the duty of the Manager to prepare the annual budget and submit it to the Board of Directors no later than the Board's regular meeting in May of the fiscal year preceding the year for which the budget is prepared. The Manager shall contain expenditures to the limit of the budget unless otherwise directed by the Board, and shall utilize the system of accounting for expenditures. The Manager shall regularly review the status of the budget with the Board, and propose appropriate corrective action if revenues or expenditures vary materially from the approved budget.

6. Purchasing. It is the duty of the Manager to be responsible for the purchase of all supplies and equipment for the District. The General Manager's discretionary expenditure authority, without the requirement of prior Board of Directors' approval, is Twenty Five Thousand Dollars (~~\$2530~~,000.00): for capital assets, professional services, maintenance, equipment vehicles and supplies subject to budget limitations. In cases of emergency, the General Manager may contract for construction work, services, or the purchase of materials without competitive bidding or prior Board approval. If possible, the General Manager will attempt to seek the concurrence of the Board President or Vice President prior to awarding any emergency contract. If the Board President and Vice-President are unavailable, the General Manager will attempt to seek the concurrence of another member of the Board of Directors. For purposes of this paragraph, "emergency" is defined as those circumstances requiring immediate work, services, equipment, materials, supplies, or construction to prevent the immediate interruption or cessation of necessary District services or to safeguard life, property or the public health and welfare. The General Manager must report on the award of any such contract for emergency work, services, or materials not later than the next meeting of the Board of Directors.

i) Any expenditure in excess of Twenty Five Thousand Dollars (~~\$2530~~,000.00) shall be submitted to the Board of Directors for approval.

Except as may relate to emergency expenditures under subparagraph (ii) above, no such expenditures shall be made by the Manager unless consistent with the budget adopted for the fiscal year in which the expenditures are made. The Manager shall report to the Board of Directors an itemized listing of all expenditures, made pursuant to any of the authorizations stated above, in the monthly check register at each regular meeting of Board, specifying the amount, the payee, and the budget category of expenditure.

7. Public Complaints. It is the duty of the Manager to investigate all complaints concerning the administration and operations of the District and report his findings to the Board of Directors. In the event the complaint concerns the Manager, the manager shall immediately refer the complaint to the Board President and General Counsel.

8. Public Property. It is the duty of the Manager to exercise general supervision over all property belonging to the San Bernardino Valley Water Conservation District, including administrative offices, field offices, storage facilities, spreading grounds, preserve lands, and all other properties and facilities. The Manager shall regularly review the status, condition, capacity, and efficiency of the District's property, and shall report to the Board any recommendations for new facilities, maintenance or repair of existing facilities, upgrades or modifications, to same, and all other matter s pertaining to District property. It is the duty of the Manager to accept, on behalf of the District, easements, and other real property rights and interests required for performance of the District's legitimate functions. By way of this resolution, the manager is delegated the authority to execute the form of District's formal acceptances of all instruments, deeds, easements, conveyances, etc. whose transfer is otherwise approved by the Board.

9. Hours of Employment. It shall be the duty of the Manager to devote his or her, full time efforts to the duties of the office. Any outside employment shall be set out in the terms of the Employment Contract of the General Manager and approved by the Board of

Directors. The Manager shall see that the office is open to the public regularly in accordance with the posted hours or as needed, except in case of emergency, or as ordered the State or County Health Officials.

10. Payment of Bills. Salaries of employees of the District will be paid when due, and paid without Board approval. All other bills will be paid with the ratification of the Board of Directors.

11. Preparations for Board Meetings. It is the duty of the Manager to see that notice of all meetings, agendas, and staff reports or other agenda-related materials are timely delivered to the individual members of the Board, to the District's General Counsel, and to all persons who have requested such notice in writing. The Manager will be responsible for providing the services of a recording secretary at all Board Meetings and he or she will supervise the preparation of the agenda, minutes and resolutions of all regular and special meetings.

12. Correspondence. It is the duty of the Manager to reply to all correspondence to the District, except letters addressed to the Board of Directors requiring a Board President or Vice-President's signature, unless such authority is delegated to the Manager. The Manager will keep the members of the Board of Directors informed by furnishing copies or memoranda of appropriate replies or notices.

13. Reports to the Board.

i) It is the duty of the Manager to provide a monthly report of District and Managers activities at the regular Board Meetings.

ii) It is the duty of the Manager to prepare such reports or information as is required by approved agreements or plans, to which the District is a party, as to water conservation and water spreading operations of the District, including daily flow reports, water rights license filings, and similar information.

iii) It is the duty of the Manager to oversee the planning, data collection, compilation and calculations for the District's Annual Engineering Investigation, Report prepared in connection with the District's annual Groundwater Charge, and to provide revenue and expense reports as well as a proposed budget and backup for a full accounting of the charge collection, application, and justification of any rate adjustment activities in connection with the Groundwater Charge.

14. Filing. It is the duty of the Manager to see that the District's files are kept up to date.

15. Committee Meetings. It is the duty of the Manager to attend all Board of Directors' committee meetings, unless otherwise instructed or excused.

16. Urgent Issues. It is the duty of the Manager to call to the attention of the President urgent problems or situations not under the authority of the Manager, which must be resolved prior to the next regular Board meeting and assist as appropriate with resolution such issues.

17. News and Social Media. It is the duty of the Manager to prepare and dispense such press releases and posts to social media outlets as may be directed by the Board, are constant with the outreach plan, or as Manager in his or her discretion determines is in the best interest of the District and that depict the activities of the District.

18. District's Website. It is the duty of the Manager to ensure that the District's website contains current and relevant information about District activities consistent with the District's Communications Plan and legal posting requirements.

19. Response to Pending Legislation or Policy Matters. The General Manager may, from time to time, communicate District responses to proposed statutes, regulations, or other legislative or quasi-legislative acts, or other items of policy facing or affecting the District or its operations, when such acts directly impact the District and its functions. Communications shall conform to the District Strategic Plan, Legislative Platform, and Annual Board Priorities. If there is any question about the position of the District and to the extent of the response without

sufficient time for the General Manager to consult the Board President or Vice-President, or Board of Directors, the General Manager may respond to the legislative or quasi-legislative body considering them, or the persons, institutions, corporations, or agency or agencies implicated in the policy matter, on District letterhead, consistent with what the General Manager perceives to be in the District's best interest. No such response shall reflect that the General Manager's position is the position of the Board of Directors, unless the Board of Directors has so authorized the General Manager. In the event the General Manager undertakes to comment on such acts in the manner provided herein, a copy of any and all communications so made shall be provided to the Board of Directors at its next regularly scheduled meeting.

20. San Bernardino Valley Conservation Trust, Executive Director. It is the duty of the General Manager to serve as the Executive Director and Chief Financial Officer of the Conservation Trust and exercise such other powers as may be delegated to him or her from time to time by action of the Board of Directors of the Trust.

21. Additional Duties. It is the duty of the Manager to perform such other duties and exercise such other powers as may be delegated to him or her from time to time by resolution or other action of the Board of Directors.

D. Removal of Manager. The removal of the Manager shall be only upon a vote by a majority of the then-sitting members of the Board, taken at a meeting held in compliance with Government Code Sections 54950 et seq.

E. Title of General Manager. The Manager is authorized to use the title "General Manager and Board Secretary" of the San Bernardino Valley Water Conservation District.

F. Reimbursement for Expenses. The Manager will be reimbursed for all reasonable sums incurred by him or her in the performance of his or her duties, in a manner consistent with, and following the same procedures specified for, reimbursement of Directors in the Board Policy Manual. Reimbursement will be made when an itemized expense report is approved by the President or Vice President of the Board. The District will reimburse the Manager for the use of his or her personal automobile at the established rate per mile while on District business.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Board of Directors of the San Bernardino Valley Water Conservation District this 1227th day of May, 20210, by the following vote:

YES: Corneille, McDonald, Raley, Longville, Stewart

NO:

ABSTAIN:

ABSENT:

~~Richard Corneille~~Melody McDonald, President

ATTEST:

Daniel B. Cozad,
General Manager/Board Secretary

SBVWCD Board Priorities 2020

Priorities are special efforts or emphasis items for the General Manager and staff. These are in addition to core mission elements such as water spreading, conservation, and policy principals such as collaboration, transparency, sustainability and safety.*

No.	Area or Item	Current Status as of 12/31/20	Board Priority	Early Completion	Likely Completion	Resource Needs	Links to	Plan Goal #
1	Active Recharge Transfer Projects Concept Design	Ongoing	1	Jun-21	Oct-21	👤👤👤 \$\$\$	↔	1
2	Plunge Creek Conservation Project Permits Bid Docs	Complete	1	Feb-20	Jun-20	👤👤 \$\$	↔	1
3	Mill Creek Diversion Permitted (408, 404, 1600, ESA)	Ongoing	1	Ongoing	Jun-21	👤👤 \$\$	↔	1
4	Wash Plan Permit Completed (BO/ITP)	Implementing	1	Jul-20	Sep-20	👤👤👤 \$	NEW	4
6	Plunge Creek Conservation Construction	Operating	1	Sep-20	Nov-20	👤👤 \$	↔	1
7	Wash Plan - Land Exchange Agreements	Ongoing	1	May-20	Jul-21	👤👤👤 \$	↔	4
8	Wash Plan Response to Comments	Complete	2	Mar-20	May-20	👤👤 \$\$	↔	4
9	Community Mitigation Conservation Easements	Ongoing	2	Ongoing	Ongoing	👤👤 \$\$	↔	4
10	Wash Plan Trails Progress	Planning	2	Ongoing	Ongoing	👤👤👤 \$	↔	3
11	Plan and develop collaborative project opportunities	Ongoing	3	Ongoing	Ongoing	👤👤? \$?	↔	2
12	Mentone Shop Design/Permitting	Per Ops Committee	3	Ongoing	Ongoing	👤👤 \$\$	↔	1
13	Mill Creek Diversion Procurement	awaiting permits	3	May-21	Oct-22	👤👤👤 \$\$	↔	1

Priority Key		Staffing and Program Key		
1	Must Do in 2020/21 as noted	Relative Staffing Need	👤 -- 👤👤👤	👤 -- 👤👤👤
2	Do based on resources	Relative Financial Cost	\$ -- \$\$\$	\$ -- \$\$\$
3	If possible, as needed	Ongoing or New Links	↔ or NEW	↔ or NEW

* District Mission and Policy Principles are shown on the District website, boardroom and offices.

SBVWCD Board Priorities 2021

Priorities are special efforts or emphasis items for the General Manager and staff. These are in addition to core mission elements such as water spreading, conservation, and policy principals such as collaboration, transparency, sustainability and safety.*

No.	Area or Item	Current Status as of 4/22/21	Board Priority	Early Completion	Likely Completion	Resource Needs	Links to	Plan Goal #
1	Active Recharge Transfer Projects Concept Design	Ongoing	1	Jun-21	Oct-21	👏👏👏 \$\$\$	⇒	1
2	ARTP Initiate Final Design	Follows Concept	1	Nov-21	Feb-22	👏👏👏 \$\$\$	NEW	2
3	Mill Creek Diversion Permitted (408, 404, 1600, ESA)	Ongoing	1	Ongoing	Jun-21	👏👏 \$\$\$	⇒	1
4	Mill Creek Diversion Procurement	Awaiting Permits	1	Jul-21	Oct-21	👏👏👏 \$\$	NEW	1
5	Wash Plan Permit State and Waters Permits Round 1	Submitting Apps.	1	Apr-21	Aug-21	👏👏👏 \$	⇒	4
6	Wash Plan - Land Exchange MOU Appraisal	Ongoing	1	Jun-21	Sep-21	👏👏👏 \$	⇒	4
7	Mentone Shop Study Approved, Design, Permitting	Architect Proposals	2	Aug-21	Nov-21	👏👏 \$	⇒	1
8	Wash Plan Trails Progress	Planning/Coord	2	Ongoing	Ongoing	👏👏👏 \$	⇒	3
9	Mentone Shop Bids/Construction	Awaiting Design	3	Dec-21	Apr-22	👏👏 \$	⇒	1
10	Community Mitigation Conservation Easements	Ongoing	3	Ongoing	Ongoing	👏👏 \$	⇒	4
11	Plan and develop collaborative project opportunities	Ongoing	3	Ongoing	Ongoing	👏👏? \$?	⇒	2

Priority Key		Staffing and Program Key			
1	Must Do in 2021/22 as noted	Relative Staffing Need	👏 -- 👏👏👏	👏 -- 👏👏👏	Groundwater
2	Do based on resources	Relative Financial Cost	\$ -- \$\$\$	\$ -- \$\$\$	Land/Wash Plan
3	If possible, as needed	Ongoing or New Links	⇒ or NEW	⇒ or NEW	District/GFE

* District Mission and Policy Principles are shown on the District website, boardroom and offices.



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water



Collaborative Stewardship in Action

Annual Accomplishments Report 2020

General Manager's Letter

2020 has been a year like no other – but gratitude is what I am feeling most when I think back at all that has happened, and the accomplishments of our staff despite the many shifts in how we do business these days.

I am grateful to our employees for their diligent work effort during this COVID-impacted year. Public service is a calling they take to heart, and they are passionate about what they do. Much of what you read in these following pages is a reflection of that spirit.

I am also grateful to our many partners, who have teamed up with the District on projects that will augment local water supplies through groundwater recharge and establish new habitat for threatened and endangered species.

The San Bernardino Valley Water Conservation District is one of just 11 such entities in California. For the past 112 years, we have been tasked with storing water underground for use when our community needs it most. Over that time, we have returned 420 billion gallons to the Bunker Hill Groundwater Basin. And, as we continue to seek innovative and collaborative ways to increase our annual recharge totals, that number will continue to climb significantly in the years ahead.

We are committed to the economic and environmental stewardship of the valley, as evidenced by the Upper Santa Ana River Wash Plan Habitat Conservation Plan, which kicked off this year with the help of countless partners to whom we are incredibly thankful.

The Plunge Creek Conservation Project is the first project completed as a result of that work, and together – with the help of Task Force members and stakeholders representing government, business, environment, and community – our region will enjoy the benefits of abundant water storage, a habitat preserve, construction jobs supported through mining, and community trails long into the future.

With balanced budgets every year, paying any unfunded actuarial liabilities, and a clean financial audit for the seventh year in a row in 2019-20, our fiscal health reflects the same judiciousness we apply to water recharge: Save now for when you really need it.

This year, succeeding was all about resilience – and I am humbled to work for a Board, with staff, and beside partners who care as much about the future as we do.



Daniel Cozad
General Manager

Current Board Members

Division 1:

Richard Corneille
President
Term of office expires:
December 09, 2024

Division 2:

David E. Raley
Term of office expires:
December 11, 2022

Division 3:

Robert Stewart
Term of office expires:
December 09, 2024

Division 4:

John Longville
Term of office expires:
December 11, 2022

Division 5:

Melody Henriques-McDonald
Vice President
Term of office expires:
December 11, 2022

San Bernardino Basin Groundwater Council Collaboration Grows



The San Bernardino Basin Groundwater Council grew in 2020 with the addition of West Valley Water District as its newest member.

By sharing resources, the Groundwater Council has helped to produce record levels of recharge, contributing water and/or money to purchase water that can be stored in local aquifers for the future.

It's a program recognized statewide as exemplary, having won the 2020 Innovative Project of the Year award from the California Special Districts Association. (See story on page 9.)

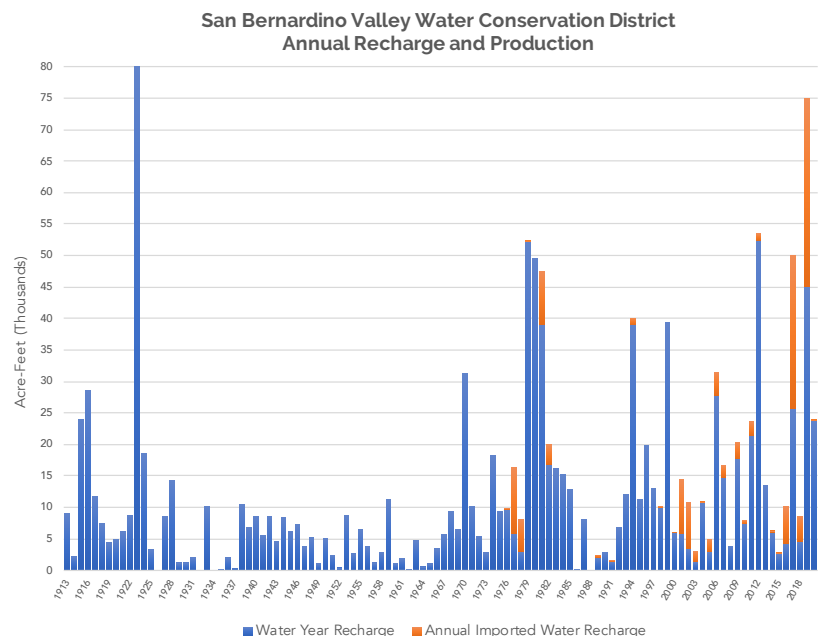
Members include: the SBVWCD in partnership with San Bernardino Valley Municipal Water District; East Valley Water District; the cities of Colton, Redlands, Loma Linda and Rialto; San Bernardino Municipal Water Department; Fontana Water Company; Western Municipal Water District; Yucaipa Valley Water District; and West Valley Water District.

A Good Water Year, Despite Dry Weather

The District recorded above-average levels of groundwater storage for the 2019-20 water year, despite a relatively dry period with precipitation levels at 25% below average during that time.

Totals for the 2019-20 water year, which runs annually from Oct. 1 to Sept. 30, reflect groundwater replenishment levels in the top 15% of more than a century of water years, with a total of 30,894 acre feet, or 10 billion gallons, recharged underground.

That's enough water to serve about 227,700 people in the region for one year.



Fire in the Wash

When brush fires in 2020 scorched portions of the Wash, SBVWCD collaborated with the Bureau of Land Management (BLM) to capture ash and charred debris before it caused harm to local ecosystems and watersheds. It also established an agreement with BLM after the event to send scientists to study the site as soon as it was safe to do so. Research on the effects of fire on endangered kangaroo rats and local ecosystems is forthcoming.

Nature removes nitrates and sediment caused from fire through plant absorption and filtration as water seeps underground, but a little help from SBVWCD provides an added level of protection.



The top photo, taken after a previous fire, illustrates the effect of charred debris in a shaken and settled glass of water.

At left, fire crews keep watch over a brush fire in the wash.

Ensuring Safety During COVID-19

The San Bernardino Valley Water Conservation District responded to the novel Coronavirus pandemic with a business retention plan that protected the safety of staff and community while maintaining productivity.

Staff members worked remotely whenever possible, in compliance with the governor's COVID response plan. Those working in the field or office followed proper protocols with recommended distancing and proper personal protection equipment.

The Board has adapted to changes in public meetings, which are now held online, and they offered a payment plan to support the businesses which are tenants of District property. "We're getting pretty good at this," Director Longville noted during one online meeting.

"I am appreciative of staff for working so productively through the COVID-19 challenge."

Daniel Cozad, SBVWCD General Manager

New Dump Truck Aids Wash Work

To accommodate the expansion of work associated with the Plunge Creek Conservation Project and other projects, the District secured a new Chevrolet Diesel 6500 dump truck. It replaces a 20 year old truck and provides air-conditioning for work done during the hot summer months.



A Great Year for Outreach

Accomplishments in 2020 provided exceptional opportunities to create new tools for public outreach and engagement. These new approaches proved to be not only effective, but extremely useful during the pandemic.

We turned to video to explain the many concepts behind the Upper Santa Ana River Wash Habitat Conservation Plan, and to take viewers out into the field to follow the important work being done to restore Plunge Creek habitat and protect the San Bernardino kangaroo rat and other threatened or endangered species.



The District's Wash Plan was also selected for the Regional HCP Spotlight presentation at the National Habitat Conservation Planning Coalition's annual conference. Assistant General Manager Betsy Miller gave an engaging presentation to approximately 300 attendees.

We partnered with other agencies on the placement of 61 informational kiosks set up throughout the Wash, and created presentations that were used extensively in outreach done in person and virtually during COVID-19.

The District also continued its partnership with Inland Empire Resource Conservation District on outreach to students and a new school garden project. Plans for events were halted during the pandemic, but virtual instruction opportunities were created to support at-home learning and to share content online.



Video helped bring the year's biggest projects to life with engaging footage, interviews with experts and detailed information about each program. Follow our YouTube Channel at <https://bit.ly/SBVWCDvideos>

Clarifying Policy to Protect Operations

The District assisted in securing an exemption in new state regulations to support the continued recharge of high-quality water from the upper watershed to other areas downstream.

Proposed changes to the state wetland definition and procedures for discharges into Waters of the United States (like the Santa Ana River) now support groundwater recharge activities conducted to meet California's sustainable groundwater targets, allowing the District to continue managing its basins in accordance with our mission.

The Wash Plan:

Celebrating Year One of a Project 20 Years in the Making

From this year forward – nature, industry, and community will live in harmony at the Upper Santa Ana River Wash.

2020 marked the start of a long-awaited plan that assigns land within the Wash for appropriate uses, so that all can thrive.

Ideal areas for nature were preserved and expanded for habitat restoration and conservation. Other locations were designated for water conservation and infrastructure, aggregate mining, transportation, flood control, agriculture, and trails.

The Upper Santa Ana River Wash Habitat Conservation Plan was more than 20 years in the making, requiring collaboration from more than a dozen task force members and stakeholders. Even an act of Congress was needed to make part of it law.



“This plan is all about establishing the right land for the right uses. It could not have been done without the hard work of everyone who came to the table, and we are extremely grateful for the thought and dedication put in by so many to make this happen.”

Daniel Cozad, General Manager
San Bernardino Valley Water Conservation District

“This accomplishment reflects our region’s unique spirit of pulling together and doing what’s right for the greater good.”

Richard Corneille, 2020 President
San Bernardino Valley Water Conservation District Board of Directors

Task force members and participating stakeholders include:

San Bernardino Valley Water Conservation District
City of Highland
City of Redlands
Redlands Municipal Utilities and Engineering Department
East Valley Water District
San Bernardino County Flood Control District
San Bernardino County Planning/Parks
Robertson’s Ready Mix
CEMEX
San Bernardino Valley Municipal Water District
Bureau of Land Management
U.S. Fish and Wildlife Service
California Department of Fish and Wildlife
Highland Community News
Inland Valley Development Agency
Endangered Habitats League

Visit <https://www.sbvwd.org/santa-ana-wash-plan>

(Continued on page 6)



The Wash Plan: Celebrating Year One

(Continued from page 5)

U.S. Representative Colonel Paul Cook (R-Apple Valley) and Pete Aguilar (D-Redlands) introduced the bipartisan Santa Ana River Wash Plan Land Exchange Act, and it was consolidated into a larger Land and Natural Resources bill that included more than 100 other pieces of legislation signed into law in 2019.

Plan benefits include:

- 1,600 acres of habitat for rare, threatened, and endangered species. Monitoring and stewardship of the preserve will be funded forever.
- Enhanced capture and storage of water to replenish groundwater storage.
- Mining uses on disturbed land areas to support more than \$36 million in construction-related payroll annually.
- An integrated trail system to promote education and appreciation of this natural resource.

The plan allows SBVWCD and its partners to successfully implement 63 identified projects in a collaborative fashion that:

- Comply with requirements of Federal Endangered Species Act section 10(a)1(B).
- Support local jurisdictions and businesses through provision of permits for impacts to species listed by the Federal Endangered Species Act.
- Protect the environmental provision of long-term land conservation, species monitoring, and dedicated funding for management.
- Provide a basis for obtaining other State and Federal permits.



“This plan identifies already disturbed land in the Wash for aggregate mining, while expanding on habitat conservation areas for our native, threatened, and endangered species.”

U.S. Representative Colonel Paul Cook (R-Apple Valley)



Plunge Creek Conservation Project: Water Recharge Creates New Home for Endangered Species



The endangered San Bernardino kangaroo rat and endangered Santa Ana woolly star thrive in areas with frequent flooding. But decades of mining and construction restricted water flow in the Wash and made their environment unlivable.

As a part of the newly implemented Wash Plan, and with generous grant funding from the California Department of Water Resources, their habitat was being expanded and restored through the Plunge Creek Conservation Project.

The Plunge Creek project redirects water flow to restore and expand habitat, while increasing groundwater storage for the 650,000 residents that rely on that water.

In a first for Southern California, this plan received a Safe Harbor Agreement from the California Department of Fish and Wildlife to temporarily remove the kangaroo rat from its degraded habitat so the land could be restored. It also allows for the cultivation of the woolly star, which is now being planted in a new habitat area along with other native flora.

Project highlights include:

- Construction of new channels for intermittent flooding.
- Restoration of up to 94 acres of habitat.
- Relocation of kangaroo rat to new habitat.
- 10 years of kangaroo rat monitoring to determine long-term project benefits.
- Seed collection and revegetation of endangered and native plant species.
- Ongoing oversight by biologists and ecologists.

(Continued on page 8)



Plunge Conservation Creek Project: Water Recharge Creates New Home for Endangered Species

(Continued from page 7)

This project took a village – regulatory agencies, consultants, partners, contractors and staff – and we are grateful for your support through the planning, funding, permitting, construction, restoration and monitoring efforts. The Plunge Creek Conservation Project would not have been completed successfully without the following partners:

1. Santa Ana Watershed Project Authority (SAWPA) provided grant funds through Department of Water Resources (DWR)'s Safe Drinking Water, Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84).
2. Megan Jameson, John Markham and Scott Fleury at ICF supported permitting and project design.
3. Brendan Belby of ICF, and Ed Wallace and Gwyn Perry at Northwest Hydraulics modeled the project and supported design.
4. Karin Cleary-Rose and Geary Hund at U.S. Fish and Wildlife Service developed a Biological Opinion.
5. Pamela Kostka and Deanna Cummings at U.S. Army Corps of Engineers issued a Certificate of Compliance with Department of the Army Nationwide Permit.
6. Leslie McNair, Scott Wilson, Kim Freeburn and Brandy Wood at California Department of Fish and Wildlife issued an "Operation of Law" response to our notification of potential to alter a lake or streambed and a Safe Harbor Agreement.

7. Jason Bill at California Regional Water Quality Control Board – Santa Ana issued a Water Quality Certification.
8. Bryce Greenstein, Barry Greenstein, Chris Collinworth, and Joe Collinworth at NoHo and Colson Construction completed the earthwork excavation, splitter mounds, and berm.
9. Mike Romich, Dr. Phil Brylski, and Cesar Garcia at Origin Environmental performed project biological monitoring and translocation of SBKR.
10. Dr. Debra Shier from the San Diego Zoo Institute for Conservation Research supported efforts to track SBKR.
11. Aaron Echols and Kevin Harrington at Inland Empire Resources Conservation District prepared and implemented site restoration plans.
12. Kimberli Munkres and Deniene Rivenburg at Thunderwheel Communications supported project outreach and press.
13. San Bernardino County Flood Control District supported the project as a partner from the beginning; gratitude to Melissa Walker and current Director David Doublet.
14. We were delighted to welcome Jennifer Iyer with Southern California News Group to join our biology team in the field for a story on the SBKR telemetry work associated with the project.



Media Help Tell the Story



Late-night work with the kangaroo rats was interrupted briefly by a young rattlesnake in the middle of a meal.

"I think it's eating one of my rats," biologist Mike Romich told newspaper reporter Jennifer Iyer, who was invited along to share k-rat capturing, tagging and relocation with her readers. It was the first time that a reporter was embedded into an SBVWCD experience in real time.

While nothing could be done for that particular rodent, Iyer wrote later in her story, the work done in the Wash that evening could help many more rats.

The Plunge Creek Conservation Project received significant coverage by newspapers, magazines, and online news sites – all of which helped to tell the story of this project and the process of helping nature bring balance back to the environment.

In the News

2020 was a banner year for media outreach, with extensive coverage on the Wash Plan and Plunge Creek projects, along with many other accomplishments.

Some highlights from the year include:

Water districts set a record year for groundwater storage (Jan. 2, *Redlands Community News*)

Santa Ana River plan aims to protect land and species (Jan. 17, *Redlands Community News*)

Regional project to dramatically boost area's water storage capacity (March 13, *Redlands Community News*)

Recharge totals get boost from March rains, with more to come (April 10, *Redlands Community News*)

Historic land swap to benefit endangered species and mining finalized (May 15, *Redlands Community News*)

Wash Plan benefits endangered species (June 11, *Redlands Community News*)

SBVWCD Granted 30-year for Complex Habitat Conservation Plan for the Santa Ana River Wash (July 16, *California Department of Water Resources – California Water News*)

Groundwater Council Receives Statewide Recognition

Unprecedented teamwork among local water districts to establish a regional groundwater storage program has received statewide recognition as the Innovative Project of the Year by the California Special Districts Association.

The award was presented in recognition of outstanding collaboration among San Bernardino Basin Groundwater Council members that include: the SBVWCD in partnership with San Bernardino Valley Municipal Water District; East Valley Water District; the cities of Colton, Redlands, Loma Linda and Rialto; San Bernardino Municipal Water Department; Fontana Water Company; Western Municipal Water District; Yucaipa Valley Water District; and West Valley Water District.



Endangered kangaroo rats now wearing backpacks in wash (Aug. 7, *Press-Enterprise (Redlands Daily Facts, SB Sun, OC Register, The Daily Bulletin)*)

Plunge Creek among first Santa Ana Wash Plan projects to break ground (Aug. 20, *Highland Community News*)

SBVWCD awarded for its collaborative water recharge efforts (Aug. 20, *Highland Community News*)

SBVWCD launches unique habitat plan under rare safe harbor agreement (Sept. 21, *Association of California Water Agencies*)

Water storage higher than normal, despite a dry year (Oct. 8, *Highland Community News*)

By the Numbers:

- 32 news stories
- 10 different print publications
- 8,900 video impressions
- 50% spike in website visits
- 22.6% boost in Facebook followers
- 154 online news outlet pick ups

What Drives Us...and Why

For more than a century, we have cultivated our relationship to the community, to one another, and to the land itself. We are stewards of the San Bernardino Valley water basin and the native species of the wash above it. We protect the land that cradles our region's water by being proudly scrappy and fearlessly creative. We take a fiscally prudent, pragmatic approach towards fulfilling our mission so that the water supply and the environment it depends upon will be forever protected and available for the community's use.



San Bernardino Valley Water Conservation District

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sbvwcd.org

 [.com/sbvwcd/](https://www.facebook.com/sbvwcd/)

 [.com/sbvwcd/](https://www.instagram.com/sbvwcd/)



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1785

To: Board of Directors
From: General Manager, Daniel Cozad
Date: May 12, 2021
Subject: Unaudited Financial Reports, April 2021

RECOMMENDATION

Review and approve the unaudited financials for April 2021.

BACKGROUND

Each month staff presents the unaudited financials for the District. The reports presented cover the period ending April 30, 2021.

DISCUSSION

Redlands Plaza revenue will remain below budget through the remainder of the fiscal year due to COVID-19 deferred lease payments collected through FY 21/22. The District loan to Wash Plan revenue will be reduced by \$138,658 as Task Force members have been billed for State permitting fees-to-date. SAWPA reports payment for Plunge Creek IRWMP is expected from DWR by June 30. ThunderWheel Communications has not billed the District yet this fiscal year. So staff expects Outreach expenses will go up substantially upon receipt. Total Salaries for employees are lower due to outside reimbursement for work completed for Community Mitigation projects. Some accounts will be adjusted for accruals next month as year-end approaches.

FISCAL IMPACT

Aside from staff time, there are no fiscal impacts from reporting the financial status of the District.

POTENTIAL MOTIONS

1. Move approval of the Unaudited Financials for April 2021 as presented.
2. Move to request this item be tabled and referred to the Finance & Administration Committee to reconsider specific issues discussed.

ATTACHMENTS OR MATERIALS

Graph Financials for April 2021
Profit & Loss to Date vs. Annual Budget

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**BOARD OF
DIRECTORS**

Division 1:
Richard Corneille

Division 2:
David E. Raley

Division 3:
Robert Stewart

Division 4:
John Longville

Division 5:
Melody McDonald

**GENERAL
MANAGER**

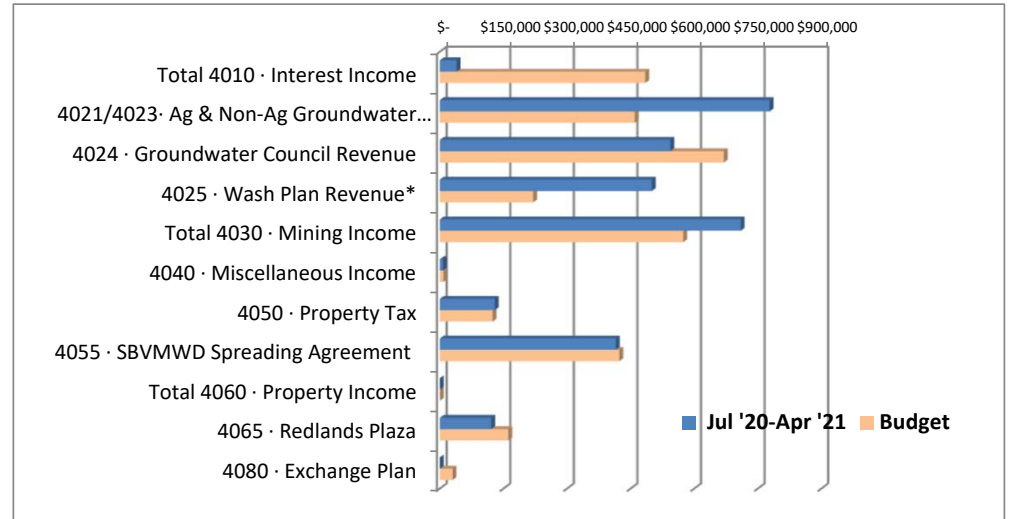
Daniel B. Cozad

SBVWCD - All Enterprises Budget and Actual

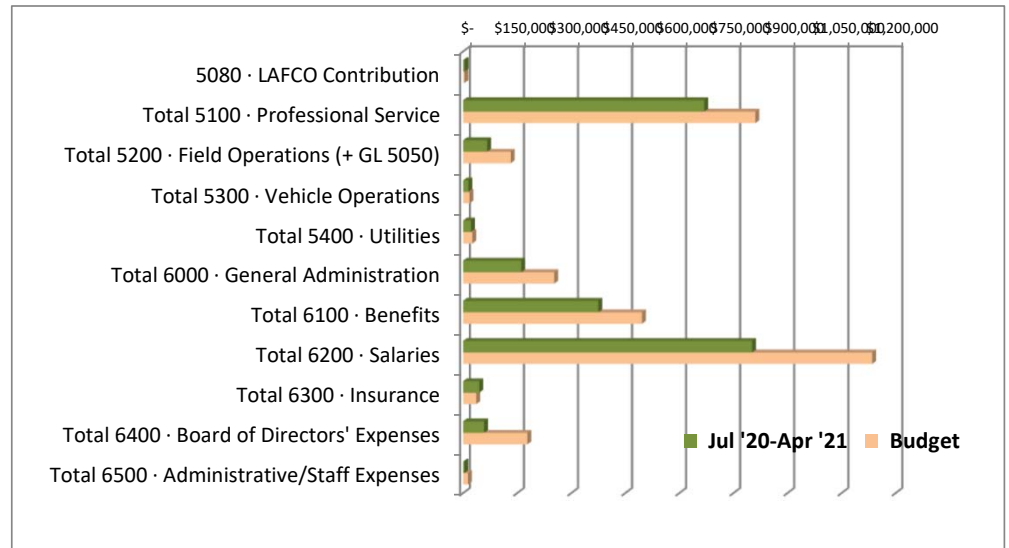
April 2021

REVENUE	Jul '20-Apr '21	Budget
Total 4010 · Interest Income	\$ 39,575	\$ 484,479
4021/4023· Ag & Non-Ag Groundwater Charge	\$ 777,925	\$ 459,722
4024 · Groundwater Council Revenue	\$ 543,684	\$ 670,000
4025 · Wash Plan Revenue*	\$ 500,047	\$ 220,000
Total 4030 · Mining Income	\$ 709,776	\$ 574,333
4040 · Miscellaneous Income	\$ 7,281	\$ 8,333
4050 · Property Tax	\$ 129,358	\$ 124,588
4055 · SBVMWD Spreading Agreement	\$ 415,203	\$ 423,344
Total 4060 · Property Income	\$ 100	\$ 100
4065 · Redlands Plaza	\$ 121,236	\$ 161,370
4080 · Exchange Plan	\$ -	\$ 30,000
Total Revenue	\$ 3,244,184	\$ 3,156,269

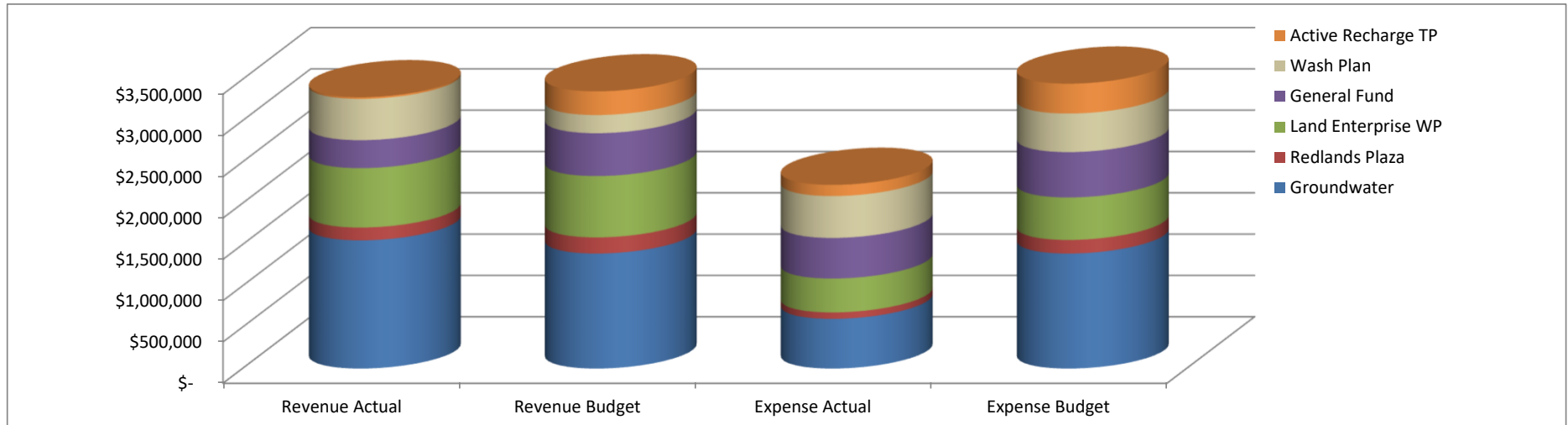
*District loans to the WP



EXPENSES Operating and Capital	Jul '20-Apr '21	Budget
5080 · LAFCO Contribution	\$ 4,282	\$ 4,000
Total 5100 · Professional Service	\$ 669,108	\$ 811,330
Total 5200 · Field Operations (+ GL 5050)	\$ 66,749	\$ 132,130
Total 5300 · Vehicle Operations	\$ 15,073	\$ 18,124
Total 5400 · Utilities	\$ 22,144	\$ 25,891
Total 6000 · General Administration	\$ 161,645	\$ 253,209
Total 6100 · Benefits	\$ 375,364	\$ 496,585
Total 6200 · Salaries	\$ 801,981	\$ 1,135,362
Total 6300 · Insurance	\$ 44,961	\$ 36,700
Total 6400 · Board of Directors' Expenses	\$ 58,659	\$ 178,634
Total 6500 · Administrative/Staff Expenses	\$ 3,722	\$ 13,612
Total Expense	\$ 2,223,686	\$ 3,105,577



Enterprises to Date (April 2021)



Enterprise	Actual	Budget	% of Budget
Groundwater Revenue	\$ 1,552,153	\$ 1,392,561	111%
Groundwater Expense	\$ 601,753	\$ 1,078,807	56%
Revenue -Expense	\$ 950,399	\$ 313,754	
Redlands Plaza Revenue	\$ 155,076	\$ 195,237	79%
Redlands Plaza Expense	\$ 77,776	\$ 164,464	47%
Revenue -Expense	\$ 77,300	\$ 30,773	
Land Enterprise Revenue	\$ 719,139	\$ 743,017	97%
Land Enterprise Expense	\$ 410,310	\$ 514,439	80%
Revenue -Expense	\$ 308,830	\$ 228,578	
General Fund Revenue *	\$ 338,667	\$ 518,947	65%
General Fund Expense	\$ 491,750	\$ 549,236	90%
Revenue -Expense	\$ (153,083)	\$ (30,289)	
Wash Plan Revenue	\$ 500,047	\$ 220,000	227%
Wash Plan Expense	\$ 507,017	\$ 466,886	109%
Revenue-Expense	(6,970)	(246,886)	
Active Recharge TP Revenue	\$ 20,068	\$ 286,875	7%
Active Recharge TP Expense	\$ 135,430	\$ 361,746	37%
Revenue-Expense	\$ (115,362)	\$ (74,871)	
Total All Revenue - Expense	\$ 1,061,114	\$ 221,059	

Cash Status	As of 7/1/2020	As of 04/30/21
LAIF	\$ 128,186.22	\$ 430,623.48
Cal Trust	\$ 3,213,064.41	\$ 3,221,251.25
Citizens Bank	\$ 904,498.58	\$ 1,515,717.66
UBS Financial Services	\$ 1,925,315.82	\$ 1,000,260.51
US Bank-CAMP	\$ 18,725,746.48	\$ 18,753,070.05
Total Cash	\$ 24,896,811.51	\$ 24,920,922.95
Less Prepaid Royalty	\$ (5,000,000.00)	\$ (5,000,000.00)
Less ARTP Obligation	\$ (18,437,500.00)	\$ (18,448,627.73)
Cash Position	\$ 1,459,311.51	\$ 1,472,295.22

Increase (decrease) of \$12,983.71
Percent Increase 0.9%

* General Fund Revenue shown here does not include overhead

San Bernardino Valley Water Conservation District
Profit & Loss To Date vs. Annual Budget

	Jul '20 - Apr 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4010 · Interest Income				
4012 · LAIF	2,004.75	2,400.00	-395.25	83.53%
4013 · Caltrust Investment Income	8,186.84	79,822.43	-71,635.59	10.26%
4014 · CalCredit Union Interest Income	0.00	3,672.00	-3,672.00	0.0%
4015 · UBS Interest Income	2,059.69	36,720.00	-34,660.31	5.61%
4016 · Interest Income ARTP	27,323.57	459,000.00	-431,676.43	5.95%
Total 4010 · Interest Income	39,574.85	581,614.43	-542,039.58	6.8%
4020 · Groundwater Charge				
4021 · Assessments - Ag	128,485.55	128,045.00	440.55	100.34%
4023 · Assessments - Non-Ag	649,439.14	331,676.79	317,762.35	195.81%
4024 · Groundwater Council Revenue	543,684.00	670,000.00	-126,316.00	81.15%
Total 4020 · Groundwater Charge	1,321,608.69	1,129,721.79	191,886.90	116.99%
4025 · Wash Plan Revenue	500,047.46	220,000.00	280,047.46	227.29%
4030 · Mining Income				
4031 · Plant Site - CEMEX	32,000.00	48,000.00	-16,000.00	66.67%
4032 · Cemex - Royalty / Lease	609,546.84	586,000.00	23,546.84	104.02%
4036 · Aggregate Maintenance	68,229.18	60,000.00	8,229.18	113.72%
Total 4030 · Mining Income	709,776.02	694,000.00	15,776.02	102.27%
4040 · Miscellaneous Income				
4041 · Reimbursed Expenses	804.03	0.00	804.03	100.0%
4040 · Miscellaneous Income - Other	6,476.71	10,000.00	-3,523.29	64.77%
Total 4040 · Miscellaneous Income	7,280.74	10,000.00	-2,719.26	72.81%
4050 · Property Tax	129,357.79	124,588.24	4,769.55	103.83%
4055 · SBVMWD Spreading Agreement Reim	415,202.87	423,344.11	-8,141.24	98.08%
4060 · Property Income				
4062 · Mentone Property	100.00	100.00	0.00	100.0%
Total 4060 · Property Income	100.00	100.00	0.00	100.0%
4065 · Redlands Plaza	121,236.03	193,643.56	-72,407.53	62.61%
4066 · Redlands Plaza CAM	29,587.61	40,520.36	-10,932.75	73.02%
4080 · Exchange Plan	0.00	30,000.00	-30,000.00	0.0%
4086 · Plunge Creek IRWMP	11,378.12	200,000.00	-188,621.88	5.69%
4998 · Rate Stabilization From Reserve	0.00	0.00	0.00	0.0%
4999 · Trust Reimbursement-Wash Plan	0.00	142,500.00	-142,500.00	0.0%
Total Income	3,285,150.18	3,790,032.49	-504,882.31	86.68%
Gross Profit	3,285,150.18	3,790,032.49	-504,882.31	86.68%
Expense				
5040 · Regional Programs				
5080 · LAFCO Contribution	4,281.93	4,000.00	281.93	107.05%
Total 5040 · Regional Programs	4,281.93	4,000.00	281.93	107.05%
5050 · Basin Cleaning	35,742.50	50,000.00	-14,257.50	71.49%
5100 · Professional Service				
5120 · Misc. Professional Services	65,230.36	130,000.00	-64,769.64	50.18%
5122 · Wash Plan Professional Services	291,261.00	245,000.00	46,261.00	118.88%
5123 · Habitat Management-WP	0.00	142,500.00	-142,500.00	0.0%
5124 · Plunge Creek Prof Services	169,070.95	150,000.00	19,070.95	112.71%
5125 · Engineering Services	0.00	18,000.00	-18,000.00	0.0%
5130 · Aerial Photography & Surveying	2,220.00	1,000.00	1,220.00	222.0%
5155 · WP Trails Professional Services	0.00	25,000.00	-25,000.00	0.0%
5160 · IT Support	5,937.02	7,210.00	-1,272.98	82.34%
5170 · Audit	23,840.00	26,155.00	-2,315.00	91.15%
5175 · Legal - Wash Plan	70,717.64	20,000.00	50,717.64	353.59%
5180 · Legal	40,830.67	175,000.00	-134,169.33	23.33%
Total 5100 · Professional Service	669,107.64	939,865.00	-270,757.36	71.19%
5133 · Regional River HCP Contribution	0.00	25,000.00	-25,000.00	0.0%
5200 · Field Operations				
5210 · Equipment Maintenance	6,199.63	6,556.36	-356.73	94.56%
5215 · Property Maintenance	1,647.41	42,000.00	-40,352.59	3.92%
5225 · Field Clean Up-Illegal dumping	23,159.61	60,000.00	-36,840.39	38.6%
5230 · Field Tools	0.00			
Total 5200 · Field Operations	31,006.65	108,556.36	-77,549.71	28.56%
5223 · Temp. Field Labor	350.00	11,000.00	-10,650.00	3.18%
5300 · Vehicle Operations				
5310 · Vehicle Maintenance	3,576.02	8,000.00	-4,423.98	44.7%
5320 · Fuel	11,496.79	13,750.00	-2,253.21	83.61%
Total 5300 · Vehicle Operations	15,072.81	21,750.00	-6,677.19	69.3%

San Bernardino Valley Water Conservation District
Profit & Loss To Date vs. Annual Budget

	<u>Jul '20 - Apr 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
5400 · Utilities				
5410 · Alarm Service	1,234.75	1,500.00	-265.25	82.32%
5420 · Electricity	5,812.40	10,000.34	-4,187.94	58.12%
5430 · Mobile Phone	4,252.51	5,265.00	-1,012.49	80.77%
5440 · Telephone	4,748.14	8,000.00	-3,251.86	59.35%
5450 · Natural Gas	757.30	1,134.58	-377.28	66.75%
5460 · Water / Trash / Sewer	3,244.07	2,438.00	806.07	133.06%
5470 · Internet Services	2,094.74	2,731.82	-637.08	76.68%
Total 5400 · Utilities	22,143.91	31,069.74	-8,925.83	71.27%
6000 · General Administration				
6001 · General Administration - Other	1,827.04	4,500.00	-2,672.96	40.6%
6002 · Website Administration	3,817.94	6,000.00	-2,182.06	63.63%
6003 · Property Tax	0.00	0.00	0.00	0.0%
6004 · Meeting Expenses	365.55	2,060.00	-1,694.45	17.75%
6006 · Permits	560.00	10,000.00	-9,440.00	5.6%
6007 · Inter District Costs	0.00	10,000.00	-10,000.00	0.0%
6009 · Licenses	1,650.20	1,630.53	19.67	101.21%
6010 · Surety Bond	3,025.00	1,900.00	1,125.00	159.21%
6012 · Office Maintenance	68.32	3,275.40	-3,207.08	2.09%
6013 · Office Lease Payment	55,000.00	60,000.00	-5,000.00	91.67%
6015 · Mentone House Maintenance	437.38	5,000.00	-4,562.62	8.75%
6016 · Redlands Plaza Maintenance	3,619.00	40,000.00	-36,381.00	9.05%
6018 · Janitorial Services	7,245.00	9,108.89	-1,863.89	79.54%
6019 · Janitorial Supplies	187.76	515.00	-327.24	36.46%
6020 · Vacancy Marketing-Redlands Plaz	0.00	1,500.00	-1,500.00	0.0%
6026 · Redlands Plaza CAM expenses	27,224.94	32,290.50	-5,065.56	84.31%
6027 · Computer Software	1,693.82	600.00	1,093.82	282.3%
6030 · Office Supplies	2,342.61	3,750.67	-1,408.06	62.46%
6033 · Office Equipment Rental	6,656.99	9,500.00	-2,843.01	70.07%
6036 · Printing	1,568.84	1,100.00	468.84	142.62%
6039 · Postage and Overnight Delivery	967.23	1,200.00	-232.77	80.6%
6042 · Payroll Processing	2,400.90	2,775.85	-374.95	86.49%
6045 · Bank Service Charges	164.91	1,575.00	-1,410.09	10.47%
6051 · Uniforms	1,139.41	2,750.00	-1,610.59	41.43%
6060 · Outreach	2,940.00	60,000.00	-57,060.00	4.9%
6087 · Educational Reimbursement	360.00	5,000.00	-4,640.00	7.2%
6090 · Subscriptions/Publications	2,536.84	1,232.00	1,304.84	205.91%
6091 · Public Notices	2,747.40	3,200.00	-452.60	85.86%
6093 · Memberships	31,097.83	22,042.80	9,055.03	141.08%
Total 6000 · General Administration	161,644.91	302,506.64	-140,861.73	53.44%
6100 · Benefits				
6110 · Vision Insurance	2,129.40	3,090.02	-960.62	68.91%
6120 · Workers' Comp. Insurance	11,324.70	19,834.77	-8,510.07	57.1%
6130 · Dental Insurance	8,574.52	13,265.60	-4,691.08	64.64%
6150 · Medical Insurance				
6150.01 · Medical Employee Contribution	-23,384.60	-28,597.42	5,212.82	81.77%
6150 · Medical Insurance - Other	176,117.69	256,353.45	-80,235.76	68.7%
Total 6150 · Medical Insurance	152,733.09	227,756.03	-75,022.94	67.06%
6160 · Payroll Taxes-Employer	53,842.06	97,451.74	-43,609.68	55.25%
6170 · PERS Retirement				
6170.01 · PERS Employee Contributions	-90,104.92	-44,054.08	-46,050.84	204.53%
6170 · PERS Retirement - Other	236,864.67	280,127.11	-43,262.44	84.56%
Total 6170 · PERS Retirement	146,759.75	236,073.03	-89,313.28	62.17%
Total 6100 · Benefits	375,363.52	597,471.19	-222,107.67	62.83%
6200 · Salaries				
6230 · Regular Salaries	801,980.85	1,362,433.86	-560,453.01	58.86%
6200 · Salaries - Other	0.00	0.00	0.00	0.0%
Total 6200 · Salaries	801,980.85	1,362,433.86	-560,453.01	58.86%
6300 · Insurance				
6310 · Property/ Auto Insurance	4,209.65	4,400.00	-190.35	95.67%
6320 · General Liability Insurance	40,751.21	32,300.00	8,451.21	126.17%
Total 6300 · Insurance	44,960.86	36,700.00	8,260.86	122.51%

San Bernardino Valley Water Conservation District
Profit & Loss To Date vs. Annual Budget

	<u>Jul '20 - Apr 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6400 · Board of Directors' Expenses				
6401 · Directors' Fees				
6401.5 · Payroll Taxes-Directors	5,633.04	0.00	5,633.04	100.0%
6401 · Directors' Fees - Other	51,317.82	94,861.31	-43,543.49	54.1%
Total 6401 · Directors' Fees	<u>56,950.86</u>	<u>94,861.31</u>	<u>-37,910.45</u>	<u>60.04%</u>
6410 · Mileage	418.60	4,000.00	-3,581.40	10.47%
6415 · Air Fare	0.00	2,500.00	-2,500.00	0.0%
6420 · Other Travel	0.00	500.00	-500.00	0.0%
6425 · Meals	14.10	3,500.00	-3,485.90	0.4%
6430 · Lodging	0.00	4,000.00	-4,000.00	0.0%
6435 · Conf/Seminar Registrations	991.00	5,000.00	-4,009.00	19.82%
6440 · Election Fees / Re-Districting	284.00	100,000.00	-99,716.00	0.28%
Total 6400 · Board of Directors' Expenses	<u>58,658.56</u>	<u>214,361.31</u>	<u>-155,702.75</u>	<u>27.36%</u>
6500 · Administrative/Staff Expenses				
6510 · Mileage	952.39	2,500.00	-1,547.61	38.1%
6515 · Air Fare	0.00	3,000.00	-3,000.00	0.0%
6520 · Travel, Other (rental car, taxi)	0.00	1,050.00	-1,050.00	0.0%
6525 · Meals	46.40	2,035.00	-1,988.60	2.28%
6530 · Lodging	0.00	3,750.00	-3,750.00	0.0%
6535 · Conf/Seminar Registrations	2,723.00	4,000.00	-1,277.00	68.08%
Total 6500 · Administrative/Staff Expenses	<u>3,721.79</u>	<u>16,335.00</u>	<u>-12,613.21</u>	<u>22.78%</u>
9999 · Contribution to Capital Maint.	0.00	444,000.00	-444,000.00	0.0%
Total Expense	<u>2,224,035.93</u>	<u>4,165,049.10</u>	<u>-1,941,013.17</u>	<u>53.4%</u>
Net Ordinary Income	<u>1,061,114.25</u>	<u>-375,016.61</u>	<u>1,436,130.86</u>	<u>-282.95%</u>
Other Income/Expense				
Other Expense				
7000 · Construction				
7010 · Materials	0.00	12,000.00	-12,000.00	0.0%
7055 · Plunge Creek Expansion	423,706.51	500,000.00	-76,293.49	84.74%
Total 7000 · Construction	<u>423,706.51</u>	<u>512,000.00</u>	<u>-88,293.49</u>	<u>82.76%</u>
7100 · Land & Buildings				
7110 · Property Capital Repairs	0.00	315,000.00	-315,000.00	0.0%
7120 · Property-Land Purchase	42,521.55	0.00	42,521.55	100.0%
7126 · ARTP Engr/Prof Services	0.00	500,000.00	-500,000.00	0.0%
7130 · Mentone Property (House)-CapRep	0.00	25,000.00	-25,000.00	0.0%
7140 · Mentone Property (Shop)-CapRep	0.00	0.00	0.00	0.0%
7150 · Mill Creek Diversion	0.00	1,100,000.00	-1,100,000.00	0.0%
7160 · Mendoza Property	0.00	467,000.00	-467,000.00	0.0%
Total 7100 · Land & Buildings	<u>42,521.55</u>	<u>2,407,000.00</u>	<u>-2,364,478.45</u>	<u>1.77%</u>
7200 · Equipment & Vehicles				
7210 · Computer Hardware-Capital Purch	6,546.94	5,000.00	1,546.94	130.94%
7220 · Computer Software	13,840.24	10,000.00	3,840.24	138.4%
7230 · Field Equipment / Vehicles	71,122.79	72,500.00	-1,377.21	98.1%
7240 · Office Equipment	0.00	1,500.00	-1,500.00	0.0%
Total 7200 · Equipment & Vehicles	<u>91,509.97</u>	<u>89,000.00</u>	<u>2,509.97</u>	<u>102.82%</u>
7400 · Professional Services Capital				
7438 · Engineering Services-Other	0.00	125,000.00	-125,000.00	0.0%
Total 7400 · Professional Services Capital	<u>0.00</u>	<u>125,000.00</u>	<u>-125,000.00</u>	<u>0.0%</u>
Total Other Expense	<u>557,738.03</u>	<u>3,133,000.00</u>	<u>-2,575,261.97</u>	<u>17.8%</u>
Net Other Income	<u>-557,738.03</u>	<u>-3,133,000.00</u>	<u>2,575,261.97</u>	<u>17.8%</u>
Net Income	<u>503,376.22</u>	<u>-3,508,016.61</u>	<u>4,011,392.83</u>	<u>-14.35%</u>



**San Bernardino Valley
Water Conservation District**
Helping Nature Store Our Water

Memorandum No.1781

To: Board of Directors
From: Daniel Cozad, General Manager
Date: April 28, 2021 Budget Workshop/May 12, 2021 Board Action
Subject: Initial District and Enterprise Budget Review for Fiscal Year 2021-2022

RECOMMENDATION

The Finance & Administration Committee recommends the Board approve 2021-2022 Enterprise and District Budget as presented with incorporated changes from the Budget Workshop held on April 28, 2021.

BACKGROUND

Staff prepared, and the Board approved the development plan for the District Budget and Groundwater Enterprise Budget in February 2021. The Board also noticed a 5% increase in the groundwater charge to include the final transition to a unitary groundwater rate. The noticed rate was advertised in newspaper notices and provided by letter to producers advising of the Public Meeting and the Public Hearing for determining the groundwater charges set by the Board at the Public Hearing prior to this workshop. The remainder of the Budget is developed based on the Board approved budget plan.

DISCUSSION

For more than five years, the Groundwater Enterprise has been self-sufficient, albeit with stabilization funds some recent years. Costs have been managed to stay within or below Budget within revenue (including stabilization funds). The three quarters of the fiscal year appear to be mostly on Budget, and staff has used this experience to project a budget for Enterprise operations and revised component to the Groundwater Charge that is a pass-through for the District.

In the fall of 2014, the District began working on GC formation, which would provide an orderly method for producers to assure the groundwater basin's sustainability and an alternative method for the payment of Conservation District spreading costs regularly paid under the groundwater charge. On February 27th, 2018, the GC became effective. The fiscal year 2020-2021 will be the third budget year for the GC funding mechanism. Over the past year, the last of the initial entities have joined, including West Valley Water District and the City of Redlands.

In the 2016 Budget process, the Board requested that the full cost of capital improvements, repairs, and equipment be included in the Budget. Staff with a review of the Operations Committee and the Finance

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BOARD OF DIRECTORS

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Richard Corneille

Division 2:
David E. Raley

Division 3:
Robert Stewart

Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL MANAGER

Daniel B. Cozad

& Administration Committee updated the Capital Equipment and Improvement Plan (CEIP). The CEIP expenditures are reflected in the draft budget, but any changes will be made and incorporated into the District and Enterprise Budget. The CEIP shows full costs due to the uncertainty of permitting and staff time available to pursue the CEIP efforts. Some of the CEIP items in the Budget include the following:

- Mill Creek Diversion improvements, permitting, and construction
- Ongoing property security repairs – fencing, gates boulders, and barriers, etc.
- Mentone Shop Architect and Design/Construction
- Continued land management and new lands maintenance and security
- Wash Plan implementation equipment and projects

The Board reviewed the draft budget in workshop format on April 28, 2021. Based on Board feedback, Staff increased budgeted Director Fees to 20% above the annual average to have available funds for Directors to attend more meetings, within their ten meeting limit, without exceeding the budget. \$30,000 was added for outside legal fees in addition to onboard new legal counsel. Telephone expenses were analyzed and reduced by \$1,500. Initial estimate was slightly higher than necessary and staff was able to lock in a 2 year savings of approximately \$600.00 per year with the District's current service provider.

Salary and Benefits

In May 2019, Koff & Associates completed their Classification and Compensation Study for the Board. The Board approved the recommended salary schedules and ranges as presented. In May 2019, the Board approved the addition of a Senior Engineer and Field Operations Specialist. The Board also re-categorized the Land Resources Manager position to Assistant Manager/Land Resources Manager. These levels will be continued with standard CPI increases.

Staff analyzed the operations and cost impacts of legal counsel transition with the Finance and Administration Committee. Options reviewed included 1) Obtaining a different attorney from Rutan and Tucker, 2) RFP for legal representation, 3) 1099 contract employee, or 4) District employment of part-time counsel. Based on the needs for legal work in the 2021–2022-year, staff has budgeted for an in-house part-time staff attorney. Staff estimates that approximately 960 hours of legal support would be needed during the fiscal year. This number of hours is higher than in prior years due to ongoing USACOE litigation, Exchange Plan Agreement, Support for the GW Council, Enhanced Recharge, and Wash Plan HCP implementation. For the Active Recharge Transfer Project Program, Right of Way and Access agreements will be needed, along with contracts and water spreading agreements for implementation. Other current activities include on BLM Land Exchange, appraisals, and Rights of Way agreements. As counsel to the Conservation Trust, we also support SBCTA and other Conservation Easements and services agreements. It would cost-prohibitive to bring onboard new counsel and get them up to speed in time to accomplish the goals of the Board and staff, and an RFP would further defer critical efforts. Staff evaluated the costs of approximately 960 hours at the current rate from Rutan and Tucker, which would cost the District approximately \$360,000. Contract employment would cost the District approximately \$281,280 per year or more. Alternatively, adding the position as an exempt limited-term part-time position is expected to cost approximately \$281,259. The position would not require CalPERS participation. While the costs of these two approaches are similar, independent contractor rules would severely limit the manner of work and may present legal challenges. Staff has included in the budget funding for this position as an exempt limited-term part-time in-house counsel for the 2021-2022 budget, estimating it

would save the District approximately \$75,000 over contract legal counsel, with increases to salary and benefits costs.

Budget Approach:

The budget approach recommended by staff includes the following efforts and activities:

- Develop and review the draft budget with the GC and Groundwater Charge partners
- Utilize the Groundwater Enterprise Budget to develop the proposed Groundwater Charge
- Review the draft budget with the Finance & Administration Committee or in a Board Workshop before submitting it to the Board for approval
- Review other budgets with appropriate partners and stakeholders, as appropriate
- Utilize feedback from all of the above in the development of the final budget proposal.

Assumptions

The budget process is expected to use similar assumptions based on the same factors as the previous budgets. The Budget also includes the following specific assumptions:

Revenue:

- Groundwater Charge revenue is based on actual charges paid in the prior year, with a review from the GC agencies
- Interest income from investments is lower than budgeted in the current year and is projected to be lower in the next budget year in the range of 0.5% to 1%
- GC revenue as calculated by the Equitable Allocation Model (“EAM”¹) and paid by GC member agencies
- Producers who are not parties to the GC will continue to pay the Groundwater Charge, and Groundwater Charge payees within San Bernardino County will pay the Sustainability/ Replenishment Component
- Property tax will be estimated at the 2021 actual receipts
- Mining revenue will be calculated based on lease guaranteed annual minimum payments with adjustment for prior year revenue where appropriate
- Interest revenue will be based on investment forecasts from PFM
- Limited income for Wash Plan Implementation from the Conservation Trust

Expenses:

- Expenses are estimated on a zero basis, or actual costs/estimates modified based on specific needs and actual 2021 costs.
- Board administrative costs increased by 5% maximum (10% above current year actuals)
- Staff COLA increases are based on Bureau of Labor Statistics CPI-U All West at 1.5% with a salary raise pool of up to 5% of total salaries (https://www.bls.gov/regions/west/news-release/consumerpriceindex_west.htm)

¹ The EAM is the Groundwater Council’s method of assigning cost burdens to basin maintenance and operations, and to investments for purchase of imported water supplies, when available. It tries to balance historic water rights with later increases or decreases in production, to allocate burdens with an eye to respecting established rights, and current demand patterns of use. It therefore assigns costs based on equal weight to members’ (or their predecessors’) historical production (from 1959-1963), and more current production (from 2015-2019).

- The sustainability/replenishment component of the Groundwater Charge will be transferred to the Groundwater Council via SBVMWD for imported water purchase at \$16,800.
- Initiation of Mill Creek Operations Permitting with California Department of Fish and Wildlife and US Fish and Wildlife service, primary activities include planning and professional services for survey, monitoring, and permit application preparation
- New State and Waters permitting costs for Santa Ana Operations estimated at \$40,000
- Equipment maintenance and fuel costs have increased approximately 10%
- Electricity costs have increased by 8%
- City Utilities have increased by 5%
- Miscellaneous expenses are generally increased at 3% where no other basis is available

Based on the year-to-date budget information and the assumptions listed above, staff recommended a 5% increase in the Groundwater Charge is needed for 2021-2022. The final rate was set at the Board Public hearing.

Wash Plan Implementation and Community Mitigation Program Funds

The 2021-22 fiscal year will be the first full year of Wash Plan implementation. Jump-start costs (\$33,000; see Wash Plan Table 7-5) and endowment earnings at four percent interest (\$95,900) are available for expenditure to support the requirements of the Wash Plan. In addition, not all endowment funding budgeted for FY21 was expended, resulting in \$75,500 in carryover funds available for FY22. In total, \$204,400 is available for Wash Plan Year 2 implementation. In addition to the work proposed for these funding sources, staff recommends significant one-time, initial work products in order to maintain compliance with Wash Plan requirements. These tasks include development of a natural resource management plan for the Wash Preserve and a slender-horned spineflower restoration plan, both required to be completed and approved by U.S. Fish and Wildlife Service by the third year following Wash Plan approval. The total cost of this work is \$173,850. Staff recommends that the Board authorize a potential loan of funds from the Land Enterprise to the Wash Plan for the completion of these tasks, if needed. It is possible that the loan may not be needed if issuance costs are paid by Participating Entities, if costs are lower than expected costs, if biological or climatic conditions are unsuitable to conduct the projects (i.e. drought conditions), or other funding such as grants become available. The loan is secured by the earnings from the Endowment, which will be paid by entities that have not yet paid their endowment contributions. The interest the District earns is significantly lower than the Conservation Trust Endowment, and it is more favorable to borrow from the District rather than the Trust funding.

Legal Changes and the Move to a Unitary Rate for the Groundwater Charge

Throughout our history, the District has incorporated all California Water Code (CWC) requirements, California Water Code (CWC) requirements, Prop 218 and Prop 26 into the rate setting process for the Groundwater Charge. We continue to carefully monitor legal cases related to the interpretation of voter initiatives, including Proposition (Prop) 13, Prop 218 and Prop 26, which seek to alter local governments' ability to raise taxes and fees without voter approval.

In *City of San Buenaventura v. United Water Conservation District*, *supra*, the California Supreme Court ruled that Groundwater Charges are not subject to Prop 218 but must meet the requirements of Prop 26. This requires that the charge or fee must 1) be no more than necessary to cover the costs of the activity; and 2) be allocated in a manner that bears a fair or reasonable relationship to the burdens or benefits from

the activity. Further, the Court essentially invalidated CWC Section 75594, which required a 3-5:1 Non-Agricultural to Agricultural ratio for the charge. Before this decision, the District followed the requirements of CWC Section 75594, which resulted in a reduced Groundwater Charge for Agricultural production, which was also applied to parks, golf courses, schools, and cemeteries. This requirement that the Groundwater Charge be allocated in a manner related to the burden and benefit of the recharge replaced the statutorily dictated cost ratio and, consistent with historical rate development, the District will continue to set the annual charge as necessary to recover the costs for the service provided (see attached Table on GW Charge History).

In setting the 2018 rates under these new legal parameters, the District did not believe there was sufficient factual record on variable costs between the Agricultural or Non-agricultural uses of groundwater production available to propose a defensible distinction of rate, based on relative burdens and benefits of the two categories of uses. No further information has become available since that time. Further, the District has not attempted to allocate its internal costs or field maintenance expenses based upon the distinction in use. Because Agricultural production is not limited to specific geographic areas within the District's boundaries, nor are District facilities designated solely, or even primarily, to Agricultural or Non-Agricultural use, the District Board approved a unitary rate for all production, regardless of type of use.

This change affected 30 producers producing approximately 10,815-acre feet from 52 wells. These producers paid groundwater charges of approximately \$35,879 in 2017. These users effectively received an increase in per acre foot rates of groundwater charges due to the court-mandated discontinuance of the protected rate status for Agricultural use. Under a unitary rate in 2017, these 30 producers would have paid approximately \$131,300, with six users likely to be significantly affected due to the amount of recent production. These are primarily municipal users that now pay through the Groundwater Council.

To address these impacts to producers, the Board approved the utilization of the Groundwater Charge Stabilization Reserve over a three-year transition process, in which the Agricultural rate incrementally increased to a level of the Non-Agricultural rate. In 2018, staff undertook significant efforts to inform these producers of the change and provide multiple opportunities to participate in the process of setting the groundwater charge. Staff took the following actions at the Board's direction:

1. Produced and distributed information for all producers on the *Ventura v. UWCD* case and its implications
2. Held an informational workshop to explain the case, its effect on the Groundwater Charge and invited participants to attend the February Board meeting to select the advertised rate
3. Mailed and advertised notices of Groundwater Charge change, including the potential phase-in period
4. Coordinated with Groundwater Council members
5. Held April Public Meeting at a noticed Board meeting
6. Held April Public Hearing to adopt rate at a noticed Board meeting
7. Mailed an information sheet with the rate changes after adoption.

Throughout this time, including the informational workshop, Public Meeting, and Public Hearing, no Agricultural users indicated any opposition to the changes in rates. Certain Agricultural users who reached out for additional information noted their support for the Board's three-year transition process.

Groundwater Sustainability and Replenishment

As part of this year's rate setting process, the Board is considering a request from the GC to include a Replenishment/Sustainability component as part of the Groundwater Charge. The idea is to make sure that those basin producers who are not GC members contribute proportionately to replenishment supplies, which GC members fund through their participation in the GC. The District would remit this portion of the groundwater charge to the GC, which would then use it to purchase imported water through San Bernardino Valley Municipal Water District to replenish the basin.

On October 12th, 2020, the GC approved a plan to achieve full financial participation from those remaining agencies that produce groundwater from the basin but have not yet become GC members. The GC is requesting the District evaluate and consider including a replenishment component in its Groundwater Charge, in a proportionate amount to assure ratable contribution by such producers to basin-wide replenishment efforts and funding, now implemented by the GC and its members. This charge component would be assessed as may be permitted under the District's organic act, and constitutional requirements, on San Bernardino County production within the District's jurisdictional boundaries and in a manner whose results would mimic the allocations through the GC's EAM.

To explain, the idea would be to track the GC expenditures for imported recharge water over a defined time period (for this cycle, only two years of data would be available), come up with a normalized annual estimate (perhaps a rolling average of all years until five have passed, then a rolling five-year average), as the benchmark of total water replenishment expenditures benefitting the basin. The total production ratio of the Other Producers during that same period, compared to the GC members, would then be determined to derive a "reasonable relationship" between the benefits achieved by Other Producers from GC recharge. The proportionate ratio of the total production from the Other Producers would then be applied to the normalized basin recharge expenditure figure to determine the aggregate amount to be collected from the Other Producers as part of the Groundwater Charge. That total monetary sum would then be allocated among the Other Producers pursuant to the EAM allocation. In this way, the total amount of groundwater charge raised by this Replenishment/Sustainability component paid by such Other Producers, in aggregate, would be no more than their proportionate benefit from basin recharge generally. Therefore, the total cost would not exceed the cost of the recharge activity basin-wide, and the burden to Other Producers would be based on their production as a group, allocated among them individually in the same manner as the GC does with its members. The goal would be to meet Proposition 26 requirements for total costs and reasonable benefit, while the use of the EAM would "carry forward" for the Other Producers the GC's balance between historical rights and current production, and place all basin producers, both GC members, and Other Producers, on an even footing.

After receipt of the GC letter, District staff reviewed the EAM for "Other Producers" (as they were identified in the GC's development), shown on the attached Table. The current Groundwater Charge covers operations and maintenance and limited capital replacement or improvements. The Table shows Other Producers' production/diversion during 1959-1963 and the most recent period (2015-2019). Also shown are their 2020 production quantities and if they are located within the District boundary. Staff used

the methodology described above to calculate a rate for non-GC member producers in the District boundary². The replenishment/ sustainability component is estimated in the Table and would be up to \$22.04 per AF of production.

Staff reviewed these analyses with the GC Budget Committee and the District's Finance and Administration Committee, and the Board of Directors. The Committees understood the logic and appropriateness of having all producers contribute to the sustainability costs but were concerned about the increase in small and agricultural producers. Staff proposed a phase-in period of five years to implement the component to reduce immediate rate impacts. The GC supported the phase-in period and other elements recommended by the District's Board. Implementing a five-year phase-in period would result in a first-year component fee of \$4.41 per acre foot on production in the next fiscal year.

Staff advertised and held a producers meeting to assist affected producers in understanding the changes and answer questions and obtain feedback on March 24th, 2021. Producers attending the informational meeting supported the 5-year phase-in period and the approach. The San Bernardino Valley Municipal Water District Public Advisory Commission also reviewed the proposal and unanimously recommended approval. The Groundwater Council met on April 12th and reapproved the GC Budget and endorsed the rate and phase-in period. The GC and District Board appreciated the feedback from all entities and have fully considered it during the Groundwater Rate setting process.

POLICY CONSIDERATIONS

Based on feedback from the Board and their prior action today on the Groundwater Charge staff will incorporate the changes from the workshop into the Proposed Budget for May 12th, 2021. The Budget includes many existing policies and Board directives. Specific consideration of a potential loan to fund startup efforts by the Wash Plan exceeds currently available revenue due to the Endowment not having received all funding. The alternative would be to do less in this budget cycle and pay the higher cost to perform the work later.

FISCAL IMPACT

The annual development of the Groundwater Charge rate is supported by the Groundwater Recharge Enterprise. Without the proposed 5% rate increase in FY21, the Rate Stabilization Fund's impact would be approximately \$26,175. The GC has recommended the proposed Budget and will approve the Budget in April. The replenishment/sustainability component would be revenue-neutral to the District as it would be segregated for exclusive use for transfer to the GC for purchased imported water.

Staff time for planning is included in the approved Budget. Overall budgeted operating revenue increased by about \$250,000 or 16% primarily due to the use of ARTP Reserve for Project costs offset by reduced interest on investments. Overall expenditures increase by approximately 6% or \$227,964 due mainly to ARTP Project and staff costs. The development and coordination of the groundwater charge and sustainability/replenishment component is supported by the Groundwater Recharge Enterprise. The impact to reserves without an increase in the groundwater charge is approximately \$16,814. The GC has approved the proposed Budget, which limits the cost to agencies within the

² The City of Redlands is not included in the analysis, since it has become a member of the Council.

District boundaries and supports the Groundwater Enterprise, although not all capital costs expected for the year, with the residual capital coming from capital reserves.

ALTERNATIVES

Potential Board Actions include:

1. Approve the budget as presented.
2. Approve the budget with specific changes.
3. Provide feedback to staff and request a revised budget be presented for consideration of approval on June 9th.

ATTACHMENTS OR MATERIALS

- Capital Equipment and Improvement Program List
- District and Enterprise Budgets
- Projected Reserve Balances as of June 30, 2021

APPROVALS

Reviewed by the Finance & Administration Committee

Reviewed by General Manager

Reviewed by District Counsel

SBVWCD Capital Projects and Needs

Existing Facilities Capital Repair and Improvement Projects

Version 20 3/18/21

Continue in Budget Discuss in workshop

CIP No.	Capital Equipment or Project	Cost Est.	Cost to Date	Budget		Status	Running Total
				Remaining	FY		
1	Mill Creek	\$1,350,000	\$300,939	\$1,049,061	2016-2022	Ongoing	\$1,049,061
	Mill Creek Diversion Improvement Design/Permitting	\$100,000	\$285,069			Ongoing	
	Mill Creek Diversion Improvement Implementation	\$1,100,000	\$15,870			Ongoing	
3b	Mentone shop upgrades	\$300,000	\$0	\$300,000	2018-2022	Ongoing	\$1,132,170
3c	Mentone/SAR Planning, Architect and testing services	\$75,000	\$0	\$75,000	2020-2021	Ongoing	\$1,207,170
7	River HCP Permitting	\$120,000	\$120,000	\$0	2016-2022	Ongoing	\$1,402,170
8	Capital Equipment	\$150,000	\$148,396	\$1,604	2021	Ongoing	\$1,403,775
9	Fencing, gates, survey, topo, preliminary plans, etc.	\$50,000	\$33,000	\$17,000	2020-2022	Ongoing	\$1,420,775
11	Mill Creek North Canal Flume SB-88 Compliance	\$85,000	\$23,029	\$61,971	2020-2021	Replacement	\$1,512,746
12	Habitat and Water Recharge planning or permitting for Mendoza	\$120,000	\$0	\$120,000	2018-2022	Opportunity	\$1,632,746
14	Canyon house demolition and cleanup	\$25,000	0	\$25,000	2019-2021	when possible	\$1,657,638
15	Canyon Shop demolition and replacement	\$300,000	0	\$300,000	2019-2021	when possible	\$1,957,638
23	Aggressive Recharge Planning/Permitting Dredge and Fill	\$100,000	\$0	\$100,000	2019-2021	Permitting	\$2,132,638
31	Active Recharge Transfer Project Capital Funding Capital	\$18,500,000	\$0	\$18,500,000	2020-2030	Ongoing	\$20,632,638
32a	Seven W H&S plus cleanup needs.	\$50,000	\$0	\$50,000	2020-2022	New Start	\$20,682,638
34	Wash Plan Trails-two entrance/exits, fencing, signage, HCP app con	\$125,000	\$0	\$125,000	2020-2022	New Start	\$20,777,688
Potential or Opportunity Projects							
17	Water Recharge Mendoza Design	\$50,000	\$0	\$50,000	2017-2022	Opportunity	\$2,082,638
18	Water Recharge Mendoza Implementation	\$300,000	\$0	\$300,000	2017-2022	Conceptual	\$2,382,638
25	Community (Distributed) Recharge Planning	\$200,000	\$0	\$200,000	2017-2021	Conceptual	\$2,582,638
23	Aggressive Recharge Planning/Permitting - Mill	\$100,000	\$0	\$100,000	2017-2021	Conceptual	\$2,682,638
25	Bulldozer/long reach excavator permitted cleaning D6T \$400K	\$500,000	\$0	\$500,000	2022	Potential	\$3,257,638
24	Aggressive Recharge Implementation	\$1,000,000	\$0	\$1,000,000	2019-2025	Conceptual	\$4,257,638
26	Community (Distributed) Recharge Implementation-Stormwater cap	\$2,000,000	\$0	\$2,000,000	2018-2030	Conceptual	\$6,257,638
27	Greenspot and Cone camp parking/staging and trailheads planning	\$50,000	\$0	\$50,000	2018-2026	Conceptual	\$6,307,638
28	Mining Area Multi-use Planning	\$100,000	\$0	\$100,000	2020-2025	Conceptual	\$6,407,638
30	Greenspot/Cone camp parking/staging and trailheads	\$350,000	\$0	\$350,000	2018-2027	Conceptual	\$6,757,638
35	Dumptruck with grapple	\$190,000	\$0	\$190,000	2023	Conceptual	\$6,947,638
Total Budgeted Capital Cost		\$32,138,644	\$5,655,627	\$25,698,188			
Net of Grant		\$31,638,644		\$25,198,188			

Prior FYS or Other	GW	Land	Active Recharge
	\$1,049,061		
\$150,000			
	\$300,000		
\$80,000	\$20,000	-\$20,000	
\$148,396	\$1,604		
		\$17,000	
		\$61,971	
		\$120,000	
		\$25,000	
	\$300,000		
		\$100,000	
			\$314,325
		\$125,000	
	\$50,000		
	\$300,000		
		\$200,000	
		\$100,000	
	\$500,000		
	\$1,000,000		
		\$2,000,000	
		\$50,000	
		\$100,000	
		\$350,000	
		\$190,000	
\$4,297,333	\$3,595,746	\$4,386,720	\$314,325

GL ACCT:	GL DESCRIPTION:	Approved 2020-2021 Budget	Projected Annual Costs (7/1/20-6/30/21)	Draft 2021-2022 Budget	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE			REDLANDS PLAZA & LEASED PROPERTY- MENTONE HOUSE			LAND RESOURCE			ACTIVE RECHARGE TRANSFER PROJECTS			WASH PLAN and TRUST SUPPORT				
Draft 2021-2022 Budget					2021 BUDGET:	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:	2021 Budget	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:		
INCOME:																								
4012	INTEREST INCOME-LAIF	2,400.00	2,300.00	4,000.00	4,000.00	100.00%	.8% of 500K	0.00			0.00			0.00			0.00			0.00				
4013	INTEREST INCOME-CALTRUST	79,822.43	9,963.98	25,600.00	25,600.00	100.00%	.8% of 3.2M	0.00			0.00			0.00			0.00			0.00				
4015	INTEREST INCOME-UBS	36,720.00	9,658.08	27,860.00	27,860.00	100.00%	2.8% of 995K	0.00		\$ 1,263,295	0.00			0.00			0.00			0.00				
4016	INTEREST INCOME ARTP	459,000.00	37,712.94	216,000.00	54,000.00	25.00%	1.2% of 18 M	0.00	0.00%		0.00	0.00%		0.00	0.00%		162,000.00	75%		0.00				
4017	ARTP CAPITAL INCOME			615,000.00	61,500.00	10.00%		0.00	0.00%		0.00	0.00%		0.00	0.00%		553,500.00	90%		0.00				
4022	GROUNDWATER CHARGE	459,721.79	677,896.28	549,681.07	0.00		5% increase	549,681.07	100.00%	PER OFFSET	0.00			0.00			0.00			0.00				
4024	GROUNDWATER COUNCIL REVENUE	670,000.00	543,684.00	696,800.00	0.00		5% increase	696,800.00	100.00%	PROPOSED	0.00			0.00			0.00			0.00				
4025	GW SUSTAINABILITY/REPLENISHMENT			16,814.00	0.00			16,814.00	100.00%		0.00			0.00			0.00			0.00				
4031	PLANT SITE CEMEX	48,000.00	48,000.00	48,000.00	0.00		Agreement	0.00			0.00			48,000.00	100.00%	PER LEASE MIN	0.00			0.00				
4032	CEMEX - ROYALTY/LEASE	586,000.00	660,000.00	600,000.00	0.00		Estimated sales	0.00			0.00			600,000.00	100.00%	Per Lease Agreement	0.00			0.00				
4036	AGGREGATE MAINTENANCE	60,000.00	60,000.00	60,000.00	0.00			0.00			0.00			60,000.00	100.00%	EST FROM 2010	0.00			0.00				
4040	MISCELLANEOUS INCOME	10,000.00	60,000.00	10,000.00	7,500.00	75.00%	Estimated	0.00			0.00			2,500.00	25.00%	ESTIMATE	0.00			0.00				
4050	PROPERTY TAX	124,588.24	124,588.24	130,817.65	130,817.65	100.00%	+5%	0.00			0.00			0.00			0.00			0.00				
4055	SBVMWD LEASE AGREEMENT	423,344.11	415,202.87	421,846.12	189,830.75	45.00%	+1.6% CPI	232,015.36	55.00%		0.00			0.00			0.00			0.00				
4062	MENTONE PROPERTY INCOME	100.00	100.00	100.00	0.00		Actual Rent	0.00			100.00	100.00%	PER LEASE	0.00			0.00			0.00				
4065	REDLANDS PLAZA	193,643.56	136,826.87	218,036.34	0.00		Rent recovery 30K	0.00			218,036.34	100.00%	Est. via revised leases	0.00			0.00			0.00				
4066	REDLANDS PLAZA CAM	40,520.36	31,570.54	44,906.35	0.00		standard cost	0.00			44,906.35	100.00%	Est. via revised leases	0.00			0.00			0.00				
4080	EXCHANGE PLAN	30,000.00	30,000.00	30,000.00	0.00			30,000.00	100.00%	HISTORIC	0.00			0.00			0.00			0.00				
4025	WASH PLAN REVENUE * from Reserves	220,000.00	450,000.00	220,000.00	0.00		State and Waters done	0.00			0.00			0.00			0.00			0.00				
4086	PLUNGE CREEK IRWMP Grant	200,000.00	319,796.80	0.00	0.00			0.00			0.00			0.00	100.00%		0.00			0.00		220,000.00	100.00%	Inc. State Perm
4999	TRUST REIMBURSEMENT WASH PLAN	142,500.00	142,500.00	592,500.00	0.00			0.00			0.00			0.00			0.00			0.00		592,500.00	100.00%	From Trust pro
TOTAL INCOME:		3,790,032.48	3,759,800.60	4,527,961.52	501,108.40			1,525,310.43			263,042.69			710,500.00			715,500.00			812,500.00			OR COMMUNIT	
EXPENSES:																								
5080	LAFCO CONTRIBUTION/FEES	4,000.00	4,281.93	2,418.94	2,418.94	100.00%	LAFCO Charges	0.00			0.00			0.00			0.00			0.00				
5120	MISC. PROFESSIONAL SERVICES	130,000.00	130,000.00	300,000.00	30,000.00	10.00%	Includes GSC Support	75,000.00	25.00%	Mill Creek Permitting init.	0.00	0.00%		60,000.00	20.00%		135,000.00	45%		0.00				
5122	WASH PLAN PROFESSIONAL SERVICES	245,000.00	300,000.00	245,000.00	0.00		Per Wash Plan Budget	0.00			0.00			0.00			0.00			245,000.00	100.00%	Per Wash Plan		
5123	HABITAT MANAGEMENT-WP	142,500.00	142,500.00	346,250.00	0.00		Per Wash Plan Budget	0.00			0.00			0.00			0.00			346,250.00	100.00%	Per Wash Plan		
5125	ENGINEERING SERVICES	18,000.00	18,000.00	30,000.00	0.00		Shop Architectural	30,000.00	100.00%		0.00			0.00			0.00			0.00				
5126	GW SUSTAINABILITY/REPLENISHMENT			16,814.00	0.00			0.00	100.00%	Pass through of GC cost	0.00			0.00			0.00			0.00				
5130	AERIAL PHOTO/SURVEYING/MARKET	2,200.00	2,220.00	2,200.00	0.00			0.00			0.00			2,200.00	100.00%		0.00			0.00				
5133	Regional River HCP Contribution CIP #7	25,000.00	25,000.00	25,000.00	0.00			18,750.00	75.00%		0.00			6,250.00	25.00%		0.00			0.00				
5155	WP TRAILS SERVICES	25,000.00	5,000.00	25,000.00	0.00			0.00			0.00			25,000.00	100.00%	1/2 year	0.00			0.00				
5160	IT SUPPORT	7,210.00	8,210.00	8,500.00	2,550.00	30.00%		3,825.00	45.00%	Share by need	0.00			850.00	10.00%		850.00	10%		0.00		425.00	5.00%	
5170	AUDIT	26,155.00	23,840.00	26,900.00	8,070.00	30.00%		9,684.00	36.00%	Share based on Revenue	4,035.00	15.00%	ON REVENUE	5,111.00	19.00%	ON REVENUE	0.00			0.00				
5175	LEGAL-WASH PLAN	20,000.00	70,000.00	5,000.00	0.00			0.00			0.00			0.00			0.00			5,000.00	100.00%	WP State Perm		
5180	LEGAL	175,000.00	60,000.00	25,000.00	6,250.00	25.00%	Litigation on SOD	3,750.00	15.00%	GSC and COE Litigation	0.00			5,000.00	20.00%	Agreements	10,000.00	40%		0.00				
FIELD OPERATIONS:																								
5210	EQUIPMENT MAINTENANCE	6,556.36	6,556.36	7,200.00	0.00	0.00%		7,200.00	100.00%	based on average actual	0.00			0.00			0.00			0.00				
5215	PROPERTY MAINTENANCE	42,000.00	15,000.00	40,000.00	0.00	0.00%		32,000.00	80.00%	Basin Maintenance Moved	0.00			8,000.00	20.00%	Tamerisk	0.00			0.00				
5223	TEMP FIELD LABOR	11,000.00	1,500.00	10,000.00	0.00	0.00%		10,000.00	100.00%	Invasive and canal cleaning	0.00			0.00			0.00			0.00				
5225	FIELD CLEAN UP-DUMPING/VECTOR	60,000.00	60,000.00	60,000.00	0.00	0.00%		36,000.00	60.00%		0.00			24,000.00	40.00%		0.00			0.00				
5050	BASIN CLEANING FORMERLY 7050 CAPIT	50,000.00	45,000.00	50,000.00	0.00	0.00%		50,000.00	100.00%		0.00			0.00			0.00			0.00				
VEHICLE OPERATIONS:																								
5310	VEHICLE MAINTENANCE	8,000.00	7,800.00	8,000.00	0.00	0.00%		8,000.00	100.00%	reduced from 2013-14 base	0.00			0.00			0.00			0.00				
5320	FUEL	13,750.00	13,750.00	15,125.00	0.00	0.00%		15,125.00	100.00%	EST. LOWER FUEL COST	0.00			0.00			0.00			0.00				
UTILITIES:																								
5410	ALARM SERVICE	1,500.00	1,500.00	1,545.00	772.50	50.00%		772.50	50.00%	FACILITIES SHARE	0.00			0.00			0.00			0.00				
5420	ELECTRICITY	10,000.42	7,000.00	7,563.42	2,117.76	28.00%		1,512.68	20.00%	FACILITIES SHARE	3,932.98	52.00%		0.00			0.00			0.00				
5430	MOBILE PHONES	5,265.00	4,800.00	5,370.30	1,074.06	20.00%		4,027.73	75.00%	FACILITIES SHARE	0.00			268.52	5.00%		0.00			0.00				
5440	TELEPHONE	8,000.00	5,500.00	6,000.00	4,200.00	70.00%		1,800.00	30.00%	FACILITIES SHARE	0.00			0.00			0.00			0.00				
5450	NATURAL GAS	1,134.58	1,100.00	1,155.00	693.00	60.00%		462.00	40.00%	FACILITIES SHARE	0.00			0.00			0.00			0.00				
5460	WATER / TRASH / SEWER	2,438.00	3,438.00	3,609.90	1,804.95	50.00%		1,443.96	40.00%	FACILITIES SHARE	0.00			360.99	10.00%		0.00			0.00				
5470	INTERNET SERVICES	2,731.82	2,400.00	2,750.00	1,375.00	50.00%		825.00	30.00%	FACILITIES SHARE	137.50	5.00%		412.50	15.00%		0.00			0.00				
GENERAL ADMINISTRATION:																								
6001	GENERAL ADMIN-OTHER	4,500.00	3,500.00	4,500.00	2,250.00	50.00%		2,250.00	50.00%	ESTIMATE BY USE	0.00			0.00			0.00			0.00				
6002	WEBSITE ADMINISTRATION	6,000.00	5,000.00	6,000.00	6,000.00	100.00%		0.00			0.00			0.00			0.00			0.00				
6003	PROPERTY TAX	0.00	0.00	0.00	0.00	100.00%		0.00			0.00			0.00			0.00			0.00				
6004	MEETING EXPENSES	2,060.00	900.00	2,060.00	1,030.00	50.00%		0.00			0.00			1,030.00	50.00%		0.00			0.00				
6006	PERMITS	10,000.00	4,500.00	45,000.00	9,000.00																			

GL ACCT:	GL DESCRIPTION:	Approved 2020-2021 Budget	Projected Annual Costs (7/1/20- 6/30/21)	Draft 2021- 2022 Budget	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE			REDLANDS PLAZA & LEASED PROPERTY- MENTONE HOUSE			LAND RESOURCE			ACTIVE RECHARGE TRANSFER PROJECTS			WASH PLAN and TRUST SUPPORT		
					2021 BUDGET:	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:	2021 Budget	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:
6007	INTER DISTRICT COSTS	10,000.00	0.00	10,000.00	0.00	0.00%		5,000.00	50.00%		0.00			5,000.00	50.00%		0.00			0.00		
6009	LICENSES	1,630.53	1,650.20	1,712.06	342.41	20.00%		1,369.65	80.00%		0.00			0.00			0.00			0.00		
6010	SURETY BOND	1,900.00	1,815.00	1,900.00	0.00	0.00%		0.00			0.00			1,900.00	100.00%		0.00			0.00		
6012	OFFICE MAINTENANCE	3,275.40	1,275.40	2,550.80	1,020.32	40.00%		0.00			1,530.48	60.00%	upkeep	0.00			0.00			0.00		
6013	OFFICE LEASE PAYMENT	60,000.00	50,000.00	50,000.00	17,500.00	35.00%		10,000.00	20.00%	Share by allocation	5,000.00	10.00%		10,000.00	20.00%		7,500.00	15%		0.00		
6015	MENTONE HOUSE MAINTENANCE	5,000.00	2,000.00	3,500.00	0.00	0.00%		0.00			3,500.00	100.00%		0.00			0.00			0.00		
6016	REDLANDS PLAZA MAINTENANCE	40,000.00	5,000.00	35,000.00	0.00	0.00%		0.00			35,000.00	100.00%	ADJUST FOR CAM	0.00			0.00			0.00		
6026	REDLANDS PLAZA CAM EXPENSES	32,290.50	32,290.50	32,936.31	0.00	0.00%		0.00			32,936.31	100.00%	ADJUST FOR CAM	0.00			0.00			0.00		
6018	JANITORIAL SERVICES	9,108.89	9,708.89	10,400.00	10,400.00	100.00%		0.00			0.00	0.00%		0.00			0.00			0.00		
6019	JANITORIAL SUPPLIES	515.00	515.00	515.00	309.00	60.00%		206.00	40.00%	FACILITIES SHARE	0.00			0.00			0.00			0.00		
6020	VACANCY MARKETING-REDLANDS PLAZA	1,500.00	0.00	5,000.00	0.00		One lease Vacancy	0.00			5,000.00	100.00%	RENTAL SUPPORT	0.00			0.00			0.00		
6027	COMPUTER SOFTWARE	600.00	1,500.00	2,000.00	1,500.00	75.00%		100.00	5.00%	FACILITIES SHARE	200.00	10.00%		200.00	10.00%		0.00			0.00		
6030	OFFICE SUPPLIES	3,750.67	3,500.00	3,500.00	2,800.00	80.00%		175.00	5.00%	FACILITIES SHARE	350.00	10.00%		175.00	5.00%		0.00			0.00		
6033	OFFICE EQUIPMENT RENTAL	9,500.00	9,500.00	9,500.00	7,125.00	75.00%		475.00	5.00%	FACILITIES SHARE	1,425.00	15.00%		475.00	5.00%		0.00			0.00		
6036	PRINTING	1,100.00	1,900.00	2,000.00	1,000.00	50.00%		800.00	40.00%	GW Charge	0.00			200.00	10.00%		0.00			0.00		
6039	POSTAGE AND OVERNIGHT DELIVERY	1,200.00	1,100.00	1,200.00	660.00	55.00%		300.00	25.00%	GW Charge	120.00	10.00%		120.00	10.00%		0.00			0.00		
6042	PAYROLL PROCESSING FEES	2,775.85	2,775.85	2,859.13	2,859.13	100.00%		0.00			0.00			0.00			0.00			0.00		
6045	BANK INVESTMENT SERVICE CHARGES	1,575.00	800.00	1,000.00	1,000.00	100.00%		0.00			0.00			0.00			0.00			0.00		
6051	UNIFORMS	2,750.00	2,100.00	3,025.00	907.50	30.00%		2,117.50	70.00%	Field Uniforms	0.00			0.00			0.00			0.00		
6060	OUTREACH	60,000.00	40,000.00	60,000.00	18,000.00	30.00%	BTAC Coop + Board Outre	12,000.00	20.00%	share by mission	0.00			19,950.00	33.25%		9,000.00	15%		4,050.00	6.75%	
6087	EDUCATIONAL REIMBURSEMENT	5,000.00	500.00	5,000.00	5,000.00	100.00%		0.00			0.00			0.00			0.00			0.00		
6090	SUBSCRIPTIONS/PUBLICATIONS	1,232.00	1,500.00	1,355.20	1,355.20	100.00%		0.00			0.00			0.00			0.00			0.00		
6091	PUBLIC NOTICES	3,200.00	3,200.00	3,200.00	640.00	20.00%	Ordinance Change	2,560.00	80.00%	% OF 2010	0.00			0.00			0.00			0.00		
6093	MEMBERSHIPS	22,042.80	25,000.00	25,289.23	25,289.23	100.00%	ACWA CSDA Etc.	0.00			0.00			0.00			0.00			0.00		
	BENEFITS:						Benefit Total	636,076.13									0.00					
6110	VISION INSURANCE	2,593.61	2,593.61	2,881.79	374.63	13%		1,582.10	45%	Based on percent of hours	140.63	4%		351.58	10%		738.31	21%		246.10	7%	
6120	WORKER'S COMP INSURANCE	16,648.29	16,648.29	16,492.94	2,144.08	13%	BASE ON LABOR/reduced	9,054.62	45%	Based on percent of hours	804.86	4%		2,012.14	10%		4,225.49	21%		1,408.50	7%	
6130	DENTAL INSURANCE	11,134.47	11,134.47	10,548.37	1,371.29	13%	BASE ON LABOR	5,791.05	45%	Based on percent of hours	514.76	4%		1,286.90	10%		2,702.49	21%		900.83	7%	
6150	MEDICAL INSURANCE	215,169.93	215,169.93	239,303.51	31,109.46	13%	Policy Reduction	131,377.62	45%	Based on percent of hours	11,678.01	4%		29,195.03	10%		61,309.56	21%		20,436.52	7%	
6150.01	MEDICAL EMPLOYEE CONTRIBUTION	-28,597.42	-28,597.42	-31,135.79	-4,047.65	13%		-14,011.11	45%		-1,245.43	4%		-3,113.58	10%		-6,538.52	21%		-2,179.51	7%	
6160	PAYROLL TAXES - EMPLOYER	81,796.00	81,796.00	102,540.41	13,330.25	13%	Consolidated costs 2014	56,294.68	45%	Based on percent of hours	5,003.97	4%		12,509.93	10%		26,270.85	21%		8,756.95	7%	
6170	PERS RETIREMENT	235,124.31	235,124.31	295,444.92	38,407.84	13%	Includes UA Liability	162,199.26	45%	Based on percent of hours	14,417.71	4%		36,044.28	10%		75,692.99	21%		25,231.00	7%	
6170.01	PERS EMPLOYEE CONTRIBUTION	-44,054.08	-103,897.36	-45,111.32	-5,864.47	13%		-20,300.09	45%		-1,804.45	4%		-4,511.13	10%		-9,473.38	21%		-3,157.79	7%	
	SALARIES:						Overhead Offset 22%															
6210	OVERTIME				0.00			-397,139.43			0.00			0.00			0.00			0.00		
6230	REGULAR SALARIES	1,141,880.19	1,141,880.19	1,416,644.58							661,473.26						0.00			0.00		
Sub	Field Staff Part Time				0.00			0.00	50.00%	Salary+overhead 22% % tim	0.00			0.00			0.00			0.00	50.00%	half year 50% Was
Sub	Field Supervisor	89,984.17	89,984.17	90,465.23	0.00	0.00%	COLA 3.1%/RP - EMP Pbs	110,367.58	100.00%	Salary+overhead 22% time	0.00	0.00%		0.00	0.00%		0.00	0.00%		0.00	0.00%	
Sub	Field Operations Spec I	53,941.04	53,941.04	55,318.12	0.00	0.00%	COLA 3.1%/RP - EMP Pbs	67,488.11	100.00%	Salary+overhead 22% time	0.00	0.00%		0.00	0.00%		0.00	0.00%		0.00	0.00%	
Sub	Field Operations Spec I	44,407.48	44,407.48	45,123.94	0.00	0.00%	COLA 3.1%/RP - EMP Pbs	44,040.96	80.00%	Salary+overhead 22% time	0.00	0.00%		0.00	0.00%		11,010.24	20.00%		0.00	0.00%	
Sub	Asst Mgr/Lands Resources Mgr.	205,218.77	205,218.77	213,500.98	21,350.10	10.00%	COLA 3.1%/RP - EMP Pbs	104,188.48	40.00%	Salary+overhead 22% time	0.00	0.00%		52,094.24	20.00%		13,023.56	5.00%		65,117.80	25.00%	
Sub	Admin Services Spec.	87,578.30	87,578.30	87,291.78	34,916.71	40.00%	COLA 3.1%/RP - EMP Pbs	42,598.39	40.00%	Salary+overhead 22% time	10,649.60	10.00%		5,324.80	5.00%		5,324.80	5.00%		0.00	0.00%	
Sub	Admin Analyst	88,814.96	88,814.96	88,508.99	22,127.25	25.00%	COLA 3.1%/RP - EMP Pbs	32,394.29	30.00%	Salary+overhead 22% time	26,995.24	25.00%		16,197.15	15.00%		5,399.05	5.00%		0.00	0.00%	
Sub	Senior Engineer	167,556.73	167,556.73	169,019.14	0.00	0.00%	COLA 3.1%/RP - EMP Pbs	41,240.67	20.00%	Salary+overhead 22% time	0.00	0.00%		0.00	0.00%		164,962.68	80.00%		0.00	0.00%	
Sub	Assistant Engineer	74,941.84	74,941.84	78,314.81	0.00	0.00%	COLA 3.1%/RP - EMP Pbs	47,772.03	50.00%	Salary+overhead 22% time	0.00	0.00%		4,777.20	5.00%		38,217.63	40.00%		4,777.20	5.00%	
Sub	Legal Counsel	0.00	0.00	250,000.00	50,000.00	20.00%	COLA 3.1%/RP - EMP Pbs	30,500.00	10.00%	Salary+overhead 22% time	9,150.00	3.00%		51,850.00	17.00%		91,500.00	30.00%		61,000.00	20.00%	
Sub	GIS Intern/contract	15,566.40	15,566.40	15,622.27	0.00	0.00%	COLA 3.1%/RP - EMP Pbs	19,059.17	100.00%	Salary+overhead 22% time	0.00	0.00%		0.00	0.00%		0.00	0.00%		0.00	0.00%	
Sub	General Manager	285,332.11	285,332.11	295,363.33	59,072.67	20.00%	COLA 3.1%/RP - EMP Pbs	108,102.98	30.00%	Salary+overhead 22% time	18,017.16	5.00%		54,051.49	15.00%		72,068.65	20.00%		36,034.33	10.00%	
Sub	Doc Imaging Intern	12,972.00	12,972.00	12,780.00	4,473.00	35.00%	COLA 3.1%/RP - EMP Pbs	6,236.64	40.00%	Salary+overhead 22% time	0.00	0.00%		2,338.74	15.00%		1,559.16	10.00%		0.00	0.00%	Salary Benefits
sub	Engineering Intern	15,566.40	15,566.40	15,336.00	0.00	0.00%		7,483.97	40.00%		0.00	0.00%		7,483.97	40.00%		0.00	0.00%		3,741.98	20.00%	222,313.91
	INSURANCE:						Labor Total	\$ 1,416,644.58			0.37			0.10								0.09
6310	PROPERTY / AUTO INSURANCE	4,400.00	4,209.65	4,420.13	221.01	5.00%		3,315.10	75.00%	Approximate from Insurer	663.02	15.00%		221.01	5.00%		0.00			0.00		
6320	GENERAL LIABILITY INSURANCE	32,300.00	32,991.90	33,651.74	1,682.59	5.00%		25,238.80	75.00%	Approximate from Insurer	5,047.76	15.00%		1,682.59	5.00%							

GL ACCT:	GL DESCRIPTION:	Approved 2020-2021 Budget	Projected Annual Costs (7/1/20- 6/30/21)	Draft 2021- 2022 Budget	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE			REDLANDS PLAZA & LEASED PROPERTY- MENTONE HOUSE			LAND RESOURCE			ACTIVE RECHARGE TRANSFER PROJECTS			WASH PLAN and TRUST SUPPORT			
Draft 2021-2022 Budget					2021 BUDGET:	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:	2021 Budget	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:	
6435	CONF/SEMINAR REGISTRATIONS	5,000.00	3,500.00	5,000.00	5,000.00	100.00%	Board Policy	0.00			0.00			0.00			0.00			0.00			
6440	ELECTION FEES/REDISTRICTING	100,000.00	0.00	25,000.00	25,000.00	100.00%		0.00			0.00			0.00			0.00			0.00			
	ADMINISTRATIVE/STAFF EXPENSES:																						
6510	MILEAGE	2,500.00	1,000.00	2,500.00	1,000.00	40.00%		625.00	25.00%	Allocation basis 2011	0.00			250.00	10.00%		625.00	25%		0.00			
6515	AIR FARE	3,000.00	500.00	4,500.00	1,350.00	30.00%		450.00	10.00%	Allocation basis 2011	0.00			1,080.00	24.00%		1,620.00	36%		0.00			
6520	OTHER TRAVEL	1,050.00	500.00	1,500.00	675.00	45.00%		375.00	25.00%	Allocation basis 2011	0.00			450.00	30.00%		0.00			0.00			
6525	MEALS	2,035.00	500.00	2,035.00	915.75	45.00%		712.25	35.00%	Allocation basis 2011	0.00			407.00	20.00%		0.00			0.00			
6530	LODGING	3,750.00	0.00	3,750.00	1,687.50	45.00%		1,312.50	35.00%	Allocation basis 2011	0.00			750.00	20.00%		0.00			0.00			
6535	CONF/SEMINAR REGISTRATIONS	4,000.00	3,500.00	4,000.00	1,800.00	45.00%		1,400.00	35.00%		0.00			800.00	20.00%		0.00			0.00			
9999	Contribution toward Capital Maint.	444,000.00	444,000.00	278,621.92	0.00		See Below in 7000 series	128,621.92		Reduced Allocation	0.00		See Below in 7000 series	150,000.00		See Below in 7000 series	0.00			0.00			
8010	Capital Reserve GWE/Rate Stabilization	0.00	0.00	0.00	0.00	0.00%		0.00	100.00%	Use not contribution	0.00			0.00			0.00			0.00			
	TOTAL EXPENSES:	3,836,839.42	3,481,980.70	4,082,393.66	587,812.18			245,554.24			1,525,543.00	6%		193,200.11			613,536.32			722,588.56			823,038.91
	Operating Revenue	3,790,032.48	3,759,800.60	4,527,961.52	501,108.40			737,929.04			1,525,310.43	19%		263,042.69			710,500.00			715,500.00			812,500.00
	NET OPERATING REVENUE	-46,806.94	277,819.90	445,567.86	-86,703.78						-232.57			69,842.57			96,963.68			(7,088.56)			-10,538.91
	OVERHEAD																						Significant Carryov
	NET GENERAL FUND ANNUAL																						From Prior year

GL ACCT:	GL DESCRIPTION:	Approved 2020-2021 Budget	Projected Annual Costs (7/1/20-6/30/21)	Draft 2021-2022 Budget	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE			REDLANDS PLAZA & LEASED PROPERTY- MENTONE HOUSE			LAND RESOURCE			ACTIVE RECHARGE TRANSFER PROJECTS			WASH PLAN and TRUST SUPPORT			
Draft 2021-2022 Budget					2021 BUDGET:	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:	2021 Budget	% BUDGET	BASIS:	2021 BUDGET:	% BUDGET	BASIS:	
Multiyear Capital projects																							
7010	MATERIALS	12,000.00	12,000.00	12,000.00	0.00			6,000.00	50.00%	Field Security Changes	0.00			6,000.00	50.00%		0.00			0.00			
	LAND & BUILDINGS																						
7110	PROPERTY - CAPITAL REPAIRS	315,000.00	315,000.00	511,971.00	0.00			361,971.00	70.70%	CIP #11 #15				150,000.00	29.30%	CIP #14 #34	0.00			0.00			
7120	PROPERTY - LAND PURCHASE	0.00	22,722.32	0.00													0.00			0.00			
7130	MENTONE PROPERTY (HOUSE) CAPITAL	25,000.00	25,000.00	25,000.00	0.00			0.00			25,000.00	100.00%	curb/driveway	0.00			0.00			0.00			
7140	MENTONE PROPERTY (SHOP) CIP #3 b&	330,000.00	330,000.00	375,000.00	0.00			375,000.00	100.00%		0.00			0.00			0.00			0.00			
7160	MENDOZA PROPERTY CIP\ #12	137,000.00	137,000.00	137,000.00										137,000.00	100.00%		0.00			0.00			
	EQUIPMENT & VEHICLES																						
7210	COMPUTER HARDWARE CAPITAL REPAIR	5,000.00	7,000.00	5,000.00	3,750.00	75.00%		1,250.00	25.00%	Allocation basis 2011	0.00			0.00			0.00			0.00			
7220	COMPUTER SOFTWARE	10,000.00	15,000.00	10,000.00	2,000.00	20.00%		3,000.00	30.00%	Allocation basis 2011	0.00			4,000.00	40.00%		0.00			0.00		1,000.00	10.00%
7230	FIELD EQUIPMENT / VEHICLES CIP #8 & #	72,500.00	72,500.00	1,604.44	0.00			1,283.55	80.00%		0.00			320.89	20.00%		0.00			0.00		0.00	
7240	OFFICE EQUIPMENT	1,500.00	1,500.00	1,500.00	1,500.00	100.00%		0.00			0.00			0.00			0.00			0.00		0.00	
	PROFESSIONAL SERVICES:																						
7126	ARTP ENGR/PROF SERVICES #23 #31	500,000.00	500,000.00	500,000.00	0.00			0.00	0.00%		0.00	0.00%		0.00	0.00%		600,000.00	100%		0.00		0.00	
7150	MILL CREEK DIVERSION PROJECT CIP #1	1,100,000.00	1,100,000.00	1,100,000.00	0.00		MultiYear Total comitmer	1,100,000.00	100.00%	In WIP Acct until completio	0.00			0.00			0.00			0.00		0.00	
7438	ENGINEERING SERVICES-OTHER	125,000.00	125,000.00	125,000.00	0.00		CIP #7	20,000.00	16.00%	Mill Creek O&M Plans	0.00			87,500.00	70.00%	Mill Creek O&M Plans	17,500.00	14%		0.00		0.00	
	CAPITAL EXPENSE	3,133,000.00	3,162,722.32	2,804,075.44	7,250.00			1,868,504.55			25,000.00			384,820.89			617,500.00			1,000.00			
	CAPITAL REVENUE		278,621.92		0.00			128,621.92			0.00			150,000.00			0.00			0.00		0.00	
	CAPITAL SUBTOTAL ANNUAL NET		-2,625,453.52		-7,250.00			-1,739,882.63			-25,000.00			-234,820.89			-617,500.00			-1,000.00			
	RESERVE CONTRIBUTION OR (-USE)	TOTAL	-2,179,885.66	-93,953.78				-1,740,115.20	otal Multi year Pay Go Capital Project	44,842.57				-137,857.21			-624,588.56	FROM CAPITAL Reserve ARTP		-11,538.91			

6/30/2020

Board Approved 10/19/20

	Jun-20				Oct-20				Projected June 30, 2021			
	Changes	Audited 2020	Target or Max	Percent Funded	Changes	2020	Target or Max	Percent Funded	Changes	2021	Target or Max	Percent Funded
District Policy Reserves												
Groundwater Recharge Enterprise Reserve	\$318,963	\$2,503,621	\$ 1,250,000	200%	-\$174,331	\$2,329,290	\$ 1,250,000	186%	\$150,370	\$2,479,661	\$ 1,250,000	198%
Groundwater ER Maintenance Reserve	\$50,000	\$350,000	\$ 250,000	140%		\$350,000	\$ 250,000	140%		\$350,000	\$ 250,000	140%
GWA Rate Stabilization	-\$22,223	\$177,777	\$ 200,000	89%		\$177,777	\$ 200,000	89%	\$22,223	\$200,000	\$ 200,000	100%
Redlands Plaza Reserve	-\$56,743	\$85,192	\$ 81,418	105%	-\$38,740	\$46,452	\$ 81,418	57%	\$22,671	\$69,123	\$ 81,418	85%
Land Resources Reserve	-\$32,171	-\$2,909,633	\$ 816,743	-356%	-\$77,480	-\$2,987,113	\$ 816,743	-366%	-\$266,875	-\$3,253,988	\$ 816,743	-398%
General Liability Fund Reserve	\$10,645	\$559,067	\$ 1,250,000	45%	-\$58,110	\$500,957	\$ 1,250,000	40%		\$500,957	\$ 1,250,000	40%
Self Insurance Reserve	\$5,000	\$40,000	\$ 50,000	80%		\$40,000	\$ 50,000	80%		\$40,000	\$ 50,000	80%
Compensated Absences Reserve		\$107,000	\$ 120,227	89%		\$107,000	\$ 175,000	61%		\$107,000	\$ 175,000	61%
Capital Improvement/Equipment Reserve		\$760,000	\$ 750,000	101%		\$760,000	\$ 750,000	101%	\$ 450,000	\$1,210,000	\$ 750,000	161%
Prepaid Royalties Reserve		\$5,000,000	\$ 5,000,000	100%		\$5,000,000	\$ 5,000,000	100%		\$5,000,000	\$ 5,000,000	100%
Active Recharge Transfer Projects	\$47,960	\$18,485,460	\$ 36,875,000	50%	-\$38,740	\$18,446,720	\$ 36,875,000	50%	-\$226,637	\$18,220,083	\$ 36,875,000	49%
Total All Allocated Reserves	\$321,432	\$25,158,484	\$ 46,643,388	54%	-\$387,402	\$24,771,082	\$ 46,698,161	53%	\$151,753	\$24,922,835	\$ 46,698,161	53%

General Manager's Report

From April 10th, 2021, to May 6th, 2021
Daniel B. Cozad



**San Bernardino Valley
Water Conservation District**
Helping Nature Store Our Water

The District continues to operate in Phase 3 COVID 19 response level. CalOSHA Standards for COVID require masks in the common areas of the office. Staff is implementing the COVID Illness Prevention Plan. We continue to do our best to keep all District activities moving forward. San Bernardino County cases and transmission rates are low, Orange Zone nearly the same as one year ago. The County and State Health officer direction will likely ease emergency orders are likely to be discontinued in the next few months if progress continues.

The following report covers the weeks between meetings and the efforts and activities during the reporting period.

- 1. Water Conservation – Plan Goal 1** – January and February storms provided local rain and mountain snows, which resulted in flows to SAR, Mill, and Plunge Creeks are mostly dry now. SAR flows between have been 20-50 CFS from SOD releases of pooled water. Mill Creek has around 10-15 CFS flow, with this flow recharging in the Mill Creek spreading grounds. Mill Creek total just projected at 2,250 AF so far for the water year. The Santa Ana River recharge totals increased to 3,650 AF since October. Total recharge for the year, including Plunge Creek, is nearing 5,900 AF if flows continue. Without significant storms, the year will likely be well below average.
- 2. Facility Maintenance and Cleanout – Plan Goal 1** – Spring operations continue with water recharge increasing in April and likely decreasing. All facilities are in operation and available for additional flows.
- 3. Aggregate Management – Plan Goal 1** – Upland Rock continues to sell sand and rock from District basin cleaning efforts.
- 4. Personnel/Administration/Staff** – Staff continues to monitor and implement the District Extreme Flu/COVID19 plan. The District continues to operate in Stage 3, and staff is working on reopening and work from home policies as new direction becomes available.
- 5. Finance/Budget/Audit** – Support for the Board's financial reporting and standard accounting efforts were completed. Budget preparation for the District and enterprises was completed after the April 28th workshop. Staff met with several producers to explain the changes and support the Groundwater Charge increase and Sustainability /Replenishment component.

6. **Mill Creek Diversion Engineering** – *Plan Goals 1/4* – Erwin reports on the engineering and construction projects at meetings when there are updates not included in agenda items. Staff continues to provide the additional requested information for environmental and engineering questions in the hopes of having permits in time to construct in mid-2022.
7. **Plunge Creek Conservation Project** – *Plan Goals 1/4* – Both operations and habitat management and monitoring efforts are ongoing. February and March storms provided the 5-30 CFS flows to the new project. Recharge for this water year is estimated at 107 AF, about 2% of all water recharged by the District.
8. **Enhanced Recharge Project** – *Plan Goal 1* – The Enhanced Recharge Phase 1A is completed. Engineering design is nearing completion for the new basins scheduled for construction in 2021 or 2022. State and Waters permitting are needed to proceed. The Operations Committee discussed the SBVMWD plans underway. Staff is also working on an amendment to facilitate the recharge of recycled water from Sterling Natural Resources Center and potentially for other lands.
9. **Active Recharge Transfer Project Partnership** – *Plan Goals 1, 2, and 4* – The Committee met on April 13th. Staff prepared a status memo for distribution to the partners included in the April 28th meeting agenda. Staff has worked with Robertson's on issues related to the Plunge Creek Quarry or other recharge options.
10. **Edison Divestiture to Water Users** – *Plan Goals 1/4* – The Committee has held no meetings since August but continues to coordinate.
11. **Shop Facilities for Field Staff** – *Plan Goals - 1* – Staff prepared a scope of work for architectural services at the Operations Committee's direction. Despite significant outreach, staff received only two responses to the RFP and is negotiating with one firm. Staff presented to the Operations Committee, who recommended the staff request to consider a design-build delivery mechanism.
12. **Groundwater Council** – *Plan Goal 1* – The Groundwater Council last met on April 13th, 2021. Staff also supported Groundwater Council by scheduling and attending meetings with Southern California Edison and San Bernardino County Facilities Management Water staff.
13. **Wash Plan** – *Plan Goal 4* – The Wash Plan has a separate report listed on the agenda. Staff worked with AECOM on preliminary permitting. A preserve management meeting was held on May 4th, and the committee recommended the scope and budget for efforts for fiscal 2021-22. Staff is working with staff dedicated to the permit review at CDFW.
14. **Santa Ana River Wash Plan Land Exchange Act Implementation** – *Plan Goal 4* – S.-47 was passed and signed by the President, becoming PL 119-6. Staff, District Counsel, and special legal counsel are working closely with BLM to expedite the exchange. A Chain of Title and environmental review has been prepared; the updated Mineral Potential Report is complete. Appraisal Directorate and District Counsel are working to develop the scope work for the appraisal. An amendment to the Enhanced Recharge agreement was approved by all parties to clarify operating easements and right of way without additional Right of

Way applications. Covered activities will be included in the Right of Way documents to be completed just after land transfer.

- 15. Conservation Trust – Plan Goal 4** – The Conservation Trust Board of Directors met on January 19th, 2021. Their next meeting is scheduled for July 19th. Staff has met with entities with which a deposit agreement is on file. Most projects continue to move forward slowly. The District and Trust have been reimbursed for services and funding for conservation easements and will contribute to the endowment.
- 16. Property/Redlands Plaza** – Staff continues to manage Redlands Plaza tenants and maintenance issues. All units are now fully leased. The church is working with the City on permitting the changes needed for the CUP. Many tenants are utilizing the Board's payment plan to weather the COVID 19 downturn. Staff will begin discussion for repayment schedules for these deferrals.
- 17. Mining** – Mining efforts by CEMEX contractors continue at the Plant Site quarry. Mining above the guaranteed minimum continues resulting in additional revenue to the Land Enterprise.
- 18. Public Outreach and Legislative – Plan Goal 5** Staff worked with consultants to coordinate outreach and award applications. Staff and Thunderwheel Communications consultants prepared and submitted an application nominating the Upper Santa Ana River Wash Habitat Conservation District HCP for a Southern California Association of Governments' 2021 Sustainability Award presented in early May. Please click on the link to access the latest [Monthly Newsletter](#).
- 19. Community Recharge and Mitigation – Plan Goal 1 and 4** – The 2017 Community Strategic Plan (CSP) included this effort for planning and implementation. The Active Recharge Transfer Projects in the Partnership Agreement are the first efforts under this goal. Additional recharge options where flows and open space allow recharge will be sought as staff has time.
- 20. Current Board Action Implementation** – Many priority efforts have separate sections of the General Manager's Report, or independent Board requested reports. Staff and District Counsel worked closely on EHL/CBD v. USACOE settlement-related studies. Staff also has several MOUs and agreements in development to support the Wash Plan and its projects. Status of the agreements are shown below or in item
 - BLM MOU for Wash Plan – pending ROW issues above
 - Blossom Trails Conservation Easement/Endowment Agreement
- 21. Future Board Activities** – Expected short-term items for consideration or note
 - Conservation Easement/Endowment Agreement SBCFCD Plunge Elder Creek Implementation, possibly in June.
 - Exchange Plan Amendment – in progress Task Force review in May
 - BLM Land MOU working with regional manager to complete in 2021
 - Regional UPMP/IRWMP update for approval in June

22. District Successes

- The Upper Santa Ana River Wash Habitat Conservation District HCP for a Southern California Association of Governments' 2021 Sustainability Award presented in early May.
- Plunge Creek Conservation Project has recharged 107 AF of additional water and created significant new habitat in its first year despite the dry year.
- The Board approved the sustainability/replenishment component of the Groundwater Charge on April 28th.
- A new field internship was developed and the first position filled by a participant in the Steps 4 Life program
- Staff was pleased to help host the San Manuel Band members who collected cultural plants from District lands under the MOU and following the Wash Plan.



San Bernardino Valley Water Conservation District

Monthly Recharge Report

From: 4/1/2021
To: 4/30/2021



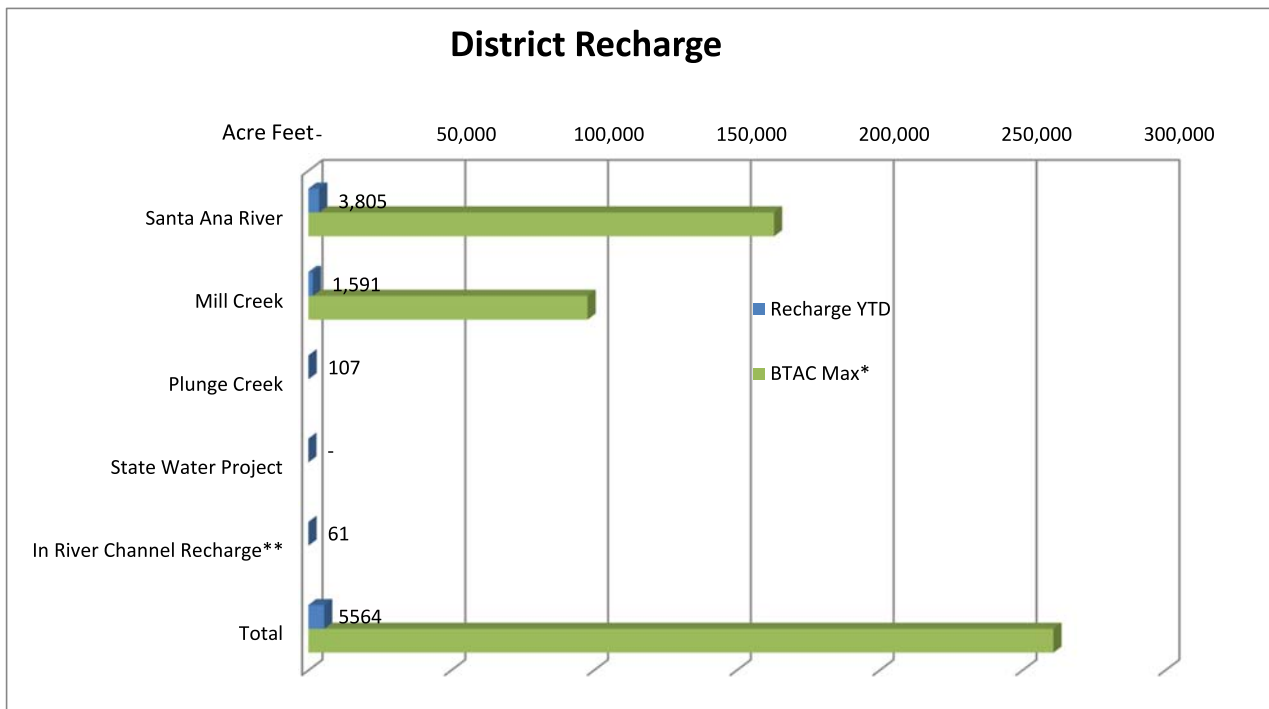
	April				
	Avg Daily Recharge	Monthly Recharge	Recharge YTD	BTAC Max*	% Max
Santa Ana River	73.6	2,209	3,805	163,100	2%
Mill Creek	3.1	94	1,591	97,800	2%
Plunge Creek	0.0	-	107	#N/A	#N/A
State Water Project	0.0	-	-	#N/A	#N/A
In River Channel Recharge**	0.0	-	61	#N/A	#N/A
Total	77	2303	5564	260,900	2%

Values in Acre Feet

*BTAC Revised Max in December 2020

**Monitoring began in Mid-April 2011

*** All Values Based on Water Year Oct-Sep 2021



JANUARY						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Jan. 13 Board Meeting
 Jan. 27 2nd Qtr. Finance & Admin Mtg.

JULY						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Jul. 14 Board Meeting
 Jul. 28 4th Qtr. Finance & Admin Mtg.

FEBRUARY						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

Feb. 10 Board Meeting

AUGUST						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Aug. 11 Board Meeting

MARCH						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Mar. 10 Board Meeting
 Engineering Investigation Report Presentation
 Mar. 24 3rd Qtr. Finance & Admin Mtg.

SEPTEMBER						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Sept. 8 Board Meeting

APRIL						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Apr. 14 Board Meeting
 Public Meeting/Groundwater Charge
 Apr. 28 Board Meeting
 Public Hearing/Groundwater Charge

OCTOBER						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Oct. 13 Board Meeting

MAY						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

May 12 Board Meeting

NOVEMBER						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Nov. 10 Board Meeting
 Nov. 24 1st Qtr. Finance & Admin Mtg.

JUNE						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Jun. 9 Board Meeting

DECEMBER						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Dec. 8 Board Meeting
 (@ 9:30 a.m.)
 Holiday Luncheon