

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS MEETING

MINUTES OF MAY 11, 2022  
9:00 a.m.

President McDonald called the Board of Directors meeting to order at 9:00 a.m. by in-person, teleconference, and Zoom meeting. All those in attendance stood for the pledge of allegiance led by President McDonald. It was noted that Director Longville has been unable to attend the April 27, 2022, and today's meeting due to illness; his absences for both are noted as excused.

ROLL CALL:

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

John Longville, Director

GENERAL COUNSEL PRESENT:

David Cosgrove

STAFF PRESENT:

Daniel Cozad, General Manager  
Betsy Miller, Assistant General Manager  
Milan Mitrovich, Land Resources Manager  
Erwin Fogerson, Senior Engineer/Project Manager  
Athena Lokelani, Administrative Specialist  
Angie Quiroga, Administrative Analyst  
Katelyn Scholte, Principal Engineer  
Anna Frey, Intern

GUESTS PRESENT:

David E. Smith, East Valley Water District  
Paul Kielhold, San Bernardino Valley Municipal Water District  
Willow Green, Tetra Tech

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. GUEST RECOGNITION/SELF INTRODUCTION

Mr. Cozad introduced staff present and President McDonald introduced Board members present.

4. CONSENT CALENDAR

Vice President Corneille noted that the Highland Community News has gone out of business and that in the future the District should consider posting our Notice of Hearing for Groundwater in the local paper Redlands Community News. The District also publishes legal notices such as these in The San Bernardino County Sun.

**It was moved by Vice President Corneille and seconded by Director Stewart to approve the Consent Calendar: Item A: Board Minutes, April 27 2022; Item B: Budget Workshop Minutes, April 27, 2022; and Item C: Expenditure Report, April 2022. The motion carried 4-0, with all Board members present voting in the affirmative. Director Longville was noted absent from the vote.**

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

5. COMMITTEE REPORTS/ACTION ITEMS

A. UNAUDITED FINANCIAL REPORT, APRIL 2022

Mr. Cozad introduced this item for discussion, noting its inclusion on package page 23. He stated that mining revenue is higher than budgeted, and revenue in excess of expenditures will be moved to reserves at the end of the fiscal year. Vice President Corneille asked what GL's the outreach expenses will be allocated to. Ms. Quiroga stated that it will be allocated to GL 6060 Outreach as well as GL 5120 Miscellaneous Professional Services, GL 6001 General Administration – Other and GL 6007 Inter District Costs. Vice President Corneille asked about the total cost for the 90<sup>th</sup> Anniversary Celebration/General Manager retirement. Ms. Quiroga said that it is estimated to be \$52,000, including consultant costs. President McDonald noted that the Trust obtained sponsors to offset some of the costs. Director Raley asked for additional information related to mining revenue. Brief discussion ensued.

**It was moved by Director Raley and seconded by Director Stewart to approve the Unaudited Financial Reports for April 2022. The motion carried 4-0, with all Board members present voting in the affirmative. Director Longville was noted absent from the vote.**

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

**Director Stewart: Yes**

**B. ANNUAL ENTERPRISE AND DISTRICT INTEGRATED BUDGET FOR 2022-2023**

Mr. Cozad introduced this item for discussion, noting it's inclusion beginning on package page 29. It was noted that the recently approved CalPERS Trust will be funded by reserves. A updated reserved balance sheet was provided to the Board as a handout. Ms. Quiroga noted that under capital items \$18,000 was moved from GL 7140 Mentone Property (House) to GL 7110 Property – Capital Repairs. Vice President Corneille said that the District budget looked balanced and said that is a good position to be in. Mr. Cozad said that the District does not budget reserves. Vice President Corneille said that GL 7126 is shown as referring to both CIP# 23 and 31; he said that it should only be CIP #31. Mr. Cosgrove spoke on the groundwater charge and Prop 218, indicating that the District is in compliance with all applicable requirements. President McDonald thanked Ms. Quiroga for her hard work on this item.

**It was moved by Vice President Corneille and seconded by Director Raley to approve the Annual Enterprise and District Integrated Budget for 2022-2023 as presented. The motion carried 4-0, with all Board members present voting in the affirmative. Director Longville was noted absent from the vote.**

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

**C. CONTRACT FOR CONSULTANT SERVICES WITH INTEGRATED PLANNING AND MANAGEMENT**

Mr. Cosgrove excused Mr. Cozad prior to the discussion of this item due to his financial and material interest in this item. Ms. Miller stated that this item was discussed at the Budget Workshop and was brought to the Board following direction was received there. She noted that the proposed contract with Integrated Planning and Management is for the specific projects noted on package page 41. Vice President Corneille asked why there is a fixed monthly retainer when the Board discussed an hourly rate. Mr. Cosgrove said that was a error from the previous version agreement and this will be revised to reflect the Mr. Cozad's standard per hour rate. The proposal includes up to 25 hours per month. Director Raley asked if Ms. Miller is comfortable with Mr. Cozad returning in a consultant capacity. Ms. Miller indicated that she in comfortable with the agreement given the transitional nature of the agreement and Mr. Cozad's extensive experience with the selected projects. The Board reinforced their desire to have Ms. Miller, upon moving into the role of General Manager, become the face of the District. Director Stewart recommended that that Ms. Miller utilize the contract period to gain additional familiarity with the special projects in order to take them over upon expiration of the contract.

**It was moved by Vice President Corneille and seconded by Director Stewart to approve the Contract for Consultant Services with Integrated Planning and Management with the amendment to remove the fixed monthly retainer and revise it to reflect the per hour rate. The motion carried 4-0, with all Board members present voting in the affirmative. Director Longville was noted absent from the vote.**

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

#### D. BOARD POLICY MANUAL REVISIONS

Ms. Miller introduced this item for discussion, noting it's inclusion beginning on package page 47. The revisions noted reflect the changes approved by the Board related to redistricting. This also includes a updated map and Resolution No. 601.

**It was moved by Director Raley and seconded by Director Stewart to approve the revisions to the Board Policy Manual as presented and adopt Resolution No. 601. The motion carried 4-0, with all Board members present voting in the affirmative. Director Longville was noted absent from the vote.**

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

#### 6. INFORMATION ITEMS

##### A. WASH PLAN IMPLEMENTATION UPDATE

Mr. Mitrovich provided a verbal update on this item. He said that the preliminary 2022 California gnatcatcher survey results show seven territories with three confirmed nests within the Wash Plan Preserve. He said that Mr. Romich will begin the second round of surveys in June; there are a total of three surveys being completed. He said the monitoring protocol for slenderhorned spineflower is in development. Staff reviewed the protocols used in San Diego and for the WSPA in order to develop a protocol that will provide data consistent with regional results. Next week staff will be out in the field with Dudek, implementing the protocol at known populations. The following week the District team will survey any remaining populations. Mr. Mitrovich discussed progress on monitoring the San Bernardino kangaroo rat (SBKR); USGS has completed the draft monitoring protocol report, which will be shared with attendees at the May 7 meeting. He noted that many parties have reached out to express interest in our work and an additional meeting is planned for early June. Mr. Mitrovich and District interns have been conducting the habitat assessment surveys, including habitat surveys, taking soil samples and measuring vegetation characteristics, that will allow us to fully analyze the SBKR occupancy data collected in late 2021. He thanked District interns Anna Frey, Jazmin Serrato and Chrissy Kent for their efforts in the field. Ms. Miller expressed her satisfaction with how this project is moving forward. AECOM collected both aerial images and field data at numerous sites for the Vegetation Classification/Mapping Project last week; in addition, data from the one hundred SBKR plots will be utilized to support the mapping project as well. IERCD has been conducted invasive plant control and wetland delineation in Plunge Creek in accordance with the District's permit requirements for the Plunge Creek Conservation Project. Staff has been meeting with Valley Municipal staff on the Enhanced Recharge Project and Wash Plan implementation items: Valley has a Certificate of Inclusion (COI) from the District and is working with the

Corps of Engineers, Regional Water Quality Control Board, and California Department of Fish and Wildlife to obtain final permits for construction anticipated in Fall 2022. Director Raley asked if this effort is being funded through payments for mitigation. Mr. Cozad said that the Wash Plan implementation costs are covered by the endowment funds and a small amount that was loaned to the Conservation Trust from the Conservation District. Director Raley asked if reports are submitted periodically and who signs off on them. Mr. Mitrovich said that the annual reports are prepared by staff and tied into the HCP. Ms. Miller said that it has been submitted end of last year. Mr. Mitrovich is preparing a template to make annual reporting for this item more efficient. Director Raley asked if this is something the Board should review. Ms. Miller said that it is not required but that staff plansto bring this item to the Board in fall for review. Director Stewart asked if there is potential for seasonal migration of the SBKR. Mr. Mitrovich said that the data are showing an interconnected series of populations, which appear to reflect site fidelity to high quality habitat areas. He anticipates the trapping protocol will find SBKR consistently in places with the best habitat quality. SBKR habitat discussion ensued. President McDonald spoke in support of the process and how great it is to finally see the Wash Plan implementation process moving forward.

#### B. WASH PLAN TRAILS STATUS REPORT

This item is included on package page 50.

#### C. ARTP STATUS REPORT NO. 10

Mr. Fogerson introduced this item for discussion, it was included on package page 51. He noted that this item was presented to and approved by the ARTP Policy Committee. The PowerPoint of the update on the ARTP was provided to the Board as a handout. The District received a resolution from the County Board of Supervisors confirming their commitment to the ARTP and the ability to study use of their facilities. Vice President Corneille requested a copy of the resolution. The first technical submittal with FCD has been completed, and comments were received back. Staff has been consistently coordinating with Valley Municipal, primarily Joanna Gibson who has obtained all the permits needed for geotechnical work at Waterman, Twin and Lynwood Basins. Q3 has walked the sites for Mill, Bledsoe and Cook Creek with field staff, and there is another field visit scheduled for next week. Mr. Fogerson worked with Q3 on the preliminary design and staff is working on costs estimates. Staff will also be looking into potential grant funding opportunities.

#### D. MENTONE SHOP IMPROVEMENTS STATUS REPORT

The written report is included on package page 55 to 56. Mr. Fogerson reviewed in brief and noted that the kickoff meeting was held yesterday on the design phase of the project.

#### E. GENERAL MANAGER'S REPORT AND MONTHLY RECHARGE REPORT

Mr. Cozad reviewed this item shown on package page 57. He said that small flows are coming to us and all of the water in Mill Creek is being used for direct use. He discussed the ACWA Innovation Panel and thanked staff for their efforts. He also thanked staff for their coordination of the 90<sup>th</sup> Anniversary celebration. Mr. Cozad was awarded the Excellence in Leadership Award at the ACWA Spring Conference, and the District received a Finalist plaque for the Innovation Panel award. Vice President Corneille congratulated Mr. Cozad on his award and expressed his appreciation for his 12 years of service. He said it was great to see the District highlighted at the conference in several areas as well.

President McDonald spoke in support of Mr. Cozad's acceptance and inspirational words at the conference.

F. ASSOCIATION OF SAN BERNARDINO COUNTY SPECIAL DISTRICT'S DINNER VERBAL UPDATE

The District will be hosting the June 20 Association of San Bernardino County Special District's (ASBCSD) Dinner meeting. Vice President Corneille thanked the Board for allowing him to present on climate change at this meeting. The flyer on the meeting has been provided to the Board. The meeting will be held at Towneplace Suites by Marriott in Loma Linda. President McDonald thanked staff for their efforts.

G. FUTURE AGENDA ITEMS & STAFF TASKS

Director Raley recommended that staff update the Board room so that it is better equipped for Zoom meetings. There is an RFP out for IT services which includes the update of the Board room.

7. MONTHLY BOARD MEMBER MEETING REPORTS

Direct Stewart attended the Conservation Trust Board meeting on April 20, Valley Municipal Board of Directors Workshop on April 21. He attended the ARTP Policy Committee on April 25 and Bear Valley meeting on May 5 and today's Board meeting.

Vice President Corneille attended the ASBCSD meeting on April 18, ARTP Policy Committee on April 25, ACWA Spring Conference on May 3 through May 5.

President McDonald attended Valley Municipal Engineering Workshop on April 10, the ACWA Spring Conference May 1 through May 6. She attended ACWA State Legislative Committee meeting on April 29, various 90<sup>th</sup> Anniversary planning meetings and ACWA Board meeting on April 19. She Attended the Valley Municipal Policy Workshop on April 14, Valley Municipal Engineering Workshop on April 12 and ASBCSD Board meeting on April 11. She attended the District Board meeting and Groundwater Public Meeting on April 13 and District Budget Workshop on April 27 and Groundwater Hearing/Board meeting.

Director Raley attended the Valley Municipal Wages, Benefits and Insurance Workshop on April 28, District Budget Workshop on April 27 and Groundwater Hearing/Board meeting. He attended the Conservation Trust on April 20 and ASBCSD Dinner on April 18.

8. UPCOMING MEETINGS

There were none discussed.

9. CLOSED SESSION

**It was moved by Vice President Corneille and seconded by Director Raley to enter into Closed Session. The motion carried 4-0, with all Directors present voting in the affirmative. Director Longville was noted absent from the vote.**

**President McDonald: Yes**

**Vice President Corneille: Yes**

**Director Longville: Absent**  
**Director Raley: Yes**  
**Director Stewart: Yes**

Mr. Cogrove announced that the meeting would adjourn to a closed session to discuss all posted agenda items.

At 11:35 a.m. the meeting reconvened into open session. Mr. Cosgrove noted that there was no reportable action during closed session.

**10. ADJOURN MEETING**

**It was moved by Director Stewart and seconded by Vice President Corneille to adjourn. The motion carried 4-0, with all Directors present voting in the affirmative. Director Longville was noted absent from the vote.**

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

At 11:36 a.m., the meeting adjourned to the regular Board of Directors meeting scheduled for 1:30 p.m. on June 8, 2022, via Zoom and in-person.

  
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Betsy Miller  
General Manager