

**SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS**

**REGULAR BOARD MEETING
AGENDA**

February 13, 2013 – 1:30 p.m.

Location--1630 West Redlands Boulevard, Suite A, Redlands, California

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.

**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. CONSENT CALENDAR

1. Approval of Board Minutes, January 9, 2013 (**Page 5**)
2. Approval of Unaudited Financials and Check Register, January 2013 (**Page 14**)
3. Groundwater Assessment Report, GWA #39 (**Page 59**)

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 Medina 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.

4. ACTION ITEMS, NEW BUSINESS

A. 2013 ENGINEERING INVESTIGATION DRAFT (Page 69)

Recommendation: Staff recommends the Board receive the 2013 Engineering Investigation Draft Report (EI) Presentation and consider acceptance of the report.

B. PRELIMINARY BUDGET FOR GROUNDWATER (Page 71)

Recommendation: Staff recommends that the Board discuss and consider the following issues for inclusion in the 2013-2014 Groundwater Enterprise.

C. ADOPTION OF SAWPA OWOW INTEGRATED REGIONAL WATER MANAGEMENT PLAN (Page 73)

Recommendation: Staff recommends the Board review and consider approval of the Resolution No. 487 consenting for the District to adopt Santa Ana Watershed Project Authority's (SAWPA) One Water One Watershed (OWOW) plan and the updated SAWPA approved project list for Round Two of Proposition 84 grant funding.

D. 2012-2013 PRELIMINARY DRAFT COMMUNITY STRATEGIC PLAN (Page 75)

Recommendation Staff recommends the Board review and provide feedback on the preliminary draft document and direct Staff to coordinate with partners and communities to receive feedback.

E. SPHERE OF INFLUENCE RESOLUTION (Page 91)

Recommendation: Staff recommends the Board consider Resolution No. 488 certifying indemnification and authorizing the filing of the LAFCO application to reinstate the sphere of influence and appropriating funds for payment of fees and changes.

F. AUTHORIZE MAINTENANCE ACTIVITIES FOR SECURITY AND CLEANING (Page 95)

Recommendation: Staff recommends the Board authorize the General Manager to issue access permits in support of the Districts Cooperative Rock Placement Security effort and adopt a CEQA notice of Exemption. Additionally provide feedback to staff on the terms of sale of aggregate accumulated from basin cleaning and maintenance and stockpiling of clean rock materials from cleaning or offsite construction.

G. BOARD POLICY MANUAL REVISIONS FOR 2013 (Page 98)

Recommendation: The Administrative Committee recommends the Board review and consider approval or direct further modification of the Staff and Committee revisions to the Board Policy Manual.

5. INFORMATION ITEMS:

A. General Manager's Report (Page 144)

B. Monthly Recharge Report (Page 146)

C. Future Agenda Items & Staff Task requests from Directors

6. MONTHLY BOARD MEMBER COMMITTEE ACTIVITY REPORTS, AND/OR COMMENTS BY BOARD MEMBERS

- ACWA Groundwater Committee Travel Request from President Corneille
 - Estimated Cost, \$449.00

7. UPCOMING MEETINGS:

1. February 14, 2013 Three Valleys Municipal Water District Leadership Breakfast, 7:30 a.m.
2. February 14, 2013 Upper Santa Ana Water Resources Association, 9:30 a.m.
3. February 18, 2013 Office Closed in Observance of Presidents Day
4. February 19, 2013 San Bernardino Valley Municipal Water District Board Meeting, 2:30 p.m.
5. February 25, 2013 Association of San Bernardino County Special District's Dinner, 6:00 p.m.
6. February 27, 2013 Administrative Committee Meeting, 1:00 p.m.
7. February 28, 2013 Western-San Bernardino Watermaster Collaborative Meeting, 1:30 p.m.
8. March 4, 2013 Basin Technical Advisory Committee, 1:30 p.m.
9. March 5, 2013 ACWA 2013 Legislative Symposium, 9:00 a.m. (Board Approval of Expenses Required)
10. March 30, 2013 2013 Highland Citrus Harvest Festival, 10:00 a.m.
11. April 4, 2013 Advisory Commission on Water Policy, 7:00 p.m.
12. April 11, 2013 Santa Ana River Watershed 2013, Costa Mesa
13. April 10, 2013 County of San Bernardino State of the County 2013, 4:30 p.m.
14. May 7-10, 2013 ACWA 2013 Spring Conference, Sacramento (Board Approval of Expenses Required)

8. CLOSED SESSION

1. The Board may convene in Closed Session to discuss pending litigation, under Government Code section 54956.9(a), *Alechman v. City of Redlands, et al.*, San Bernardino County Superior Court Case No. CIVDS1210203.
2. Under authority of Government Code section 54956.9 (c), the Board may meet in Closed Session to decide whether to initiate litigation.

9. ADJOURN MEETING. The next regular Board meeting will be on March 13, 2013 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
BOARD MEETING

MINUTES OF JANUARY 9, 2013
1:30 P.M.

President Corneille called the Board Meeting of the Board of Directors to order at 1:30 p.m. All present stood for the pledge of allegiance, led by President Corneille.

ROLL CALL:

BOARD MEMBERS PRESENT:

Richard Corneille, President
Melody McDonald, Vice President
Bob Glaubig, Director
David E. Raley, Director
Manuel Aranda, Director
Clare Henry Day, Director
John Longville, Director (1:42 p.m.)

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker, LLP

STAFF PRESENT:

Daniel Cozad, General Manager
Athena Medina, Administrative Services Specialist

GUESTS PRESENT:

Charles Roberts, Highland Community News
Don Lee, Tetra Tech
Paul Williams, IERCD
Mandy Parkes, IERCD

1. PUBLIC PARTICIPATION

President Corneille announced this as the time for any persons present, who so desire, to make an oral presentation to the Board of Directors. Hearing none, the meeting continued with published agenda items.

2. ADDITIONS/DELETIONS TO AGENDA

Director McDonald requested the Board add, "ACWA\JPIA Election Committee Nomination" to the agenda. Director McDonald stated the information had been sent via email late Friday after the posting of the meeting agenda and requires action prior to the next regular Board meeting. This would allow for timely follow up once the resolution is passed.

It was moved by Director Aranda and seconded by Director Day to add "Nomination of Director McDonald for Reelection to the Executive Committee for ACWA\JPIA" to the agenda as Action Item E. The motion carried 6-0 with Director Longville noted absent from the vote.

3. CONSENT CALENDAR

Approval of the Board Minutes from December 12, 2012

It was moved by Director Aranda and seconded by Director McDonald to approve the minutes from December 12, 2012. The motion carried 6-0. Director Longville was noted absent from the vote.

Approval of Unaudited Financials and Check Register, December 2012

Director Raley inquired on the purchase of the new server from Netsteller. Mr. Cozad explained the server had been obtained at the same cost as retail and would be installed by Netsteller, as they currently handle the District's IT support.

President Corneille noted this is the end of the second quarter and asked when the Administrative Committee would meet to review the District's financials. Director McDonald stated the Administrative Committee would meet quarterly to review financials and that the next committee meeting is scheduled for January 14, 2013.

It was moved by Director Day and seconded by Director Aranda to approve the Unaudited Financials and Check Register for December 2012. The motion carried 6-0 with Director Longville noted absent from the vote.

4. ACTION ITEMS, NEW BUSINESS

A. COMMUNITY STRATEGIC PLAN DEVELOPMENT

Mr. Cozad presented a PowerPoint presentation summarizing the Strategic Plan Framework revisions, including the Board's recommended changes to the November 2012 draft Board presentation. The short term and annual priority lists have been moved to the District Priorities list for annual review in January of each year.

Mr. Cozad led a discussion regarding the following long term goals:

1. Continue Securing Organizational Foundation is an ongoing task.
2. Water Resource Conservation & Management remains the core mission of the District. President Corneille confirmed that this category takes into account other opportunities for groundwater recharge, storm water projects and enhanced recharge facilities.
3. Environmental Conservation & Sustainability has been broadened to include language related to effective stewardship, including our focus on the Wash Plan.
4. Water Use Conservation: the Outreach Committee and Staff are working to develop an Outreach Plan. President Corneille reiterated the importance of educating landscape contractors on water use mentioned at a previous meeting by Director Longville and to confirm that this element was captured under Water Use Conservation. Director Longville thanked President Corneille for noting this and expressed his belief that the District can have maximum impact at a moderate expense on water users. He stated conservation efforts are typically geared to the mass market rather than the individual or small business owner. Director McDonald announced the Basin Technical Advisory Committee's (BTAC) Water Conservation Subcommittee going national and may be a collaborative opportunity.
5. The Community Recreation Resources activities are being held for the time being until financially viable, as recommended by the Board.
6. President Corneille suggested the addition of the District's mission statement to the Strategic Plan.
7. The Phased Approach for the District's chosen strategic direction includes generating short term revenues and building reserves. President Corneille noted a few edits to this slide. Director Raley requested acronyms to be spelled out in an index for the public. Mr. Cozad continued with slides on the Wash Plan which outlined the tools needed to implement this project.

8. Organizational Chart: the 2013-2014 version includes five full time employees, one additional part time field staff, interns, General Manager and District Counsel. He said engineering services will continue to be contracted as needed as well as oversight Controller\Accounting functions. Most of the Controller\Accounting work is being accomplished in house by Administrative Services Specialists primarily. Mr. Cozad added a position for Land and Resources Manager & Wash Plan. President Corneille stated the District is currently outsourcing part of this task. Director Raley indicated he is in favor of adding such a position if it increases the speed and likelihood of the Wash Plan completion. Discussion ensued. Director Longville thanked Mr. Cozad for utilizing current staff in an effective manner.

Mr. Cozad outlined the next steps in the District's strategic planning process. He will prepare a narrative draft Strategic Plan including brief background and history which outlines: the core mission activities, land management, compatible activities, future projects and grants and strategic revenue items and plan. The Draft Plan is to be brought back at the February Board Meeting. It will then be presented to our groundwater partners and the community. President Corneille requested that when a presentation is made to other Agency Boards that a Conservation District Board member(s) be present, and that a schedule of all presentations be provided to the Board. It is anticipated that the Board will formally adopt the Strategic Plan in May once the public and partners have reviewed and commented on it. Director Raley stated that there should be an addendum or brief summary of Wash Plan included in Strategic Plan as well for those who are not familiar with it.

B. DISTRICT BOARD PRIORITIES FOR 2013

President Corneille and Director McDonald met with Mr. Cozad to review District Priorities prior to the Board meeting to provide feedback which is included in the package. Mr. Cozad gave a brief overview of District priorities shown on Board package page 55. Package page 56 shows a preliminary draft of 2013 District Priorities for comparison and review. The priorities were rearranged and additional ones were identified. President Corneille stated that one of the items removed was the groundwater budget and rate settings since these are annual tasks rather than special projects. Therefore, the District Priorities list includes a list of projects and special tasks rather than routine efforts.

The Preliminary SBVWCD 2013 Priorities were reviewed in detail. The second item on the list, Wash Plan Phase I, requires the District obtain approval on conservation strategy map prior to proceeding with Phase II which consists of a number of tasks. The Strategic Plan has a May 2013 target date for completion. Mr. Cozad stated the District has until March 2013 to submit the Plunge Creek grant application and letter of intent. Mr. Cozad noted Athena Medina, Administrative Services Specialist, has updated the District's website

to reflect the changes in Divisions and uploaded the new Division boundaries map. The Board Policy Manual will be reviewed and revised at the January 14th Administrative Committee meeting. This will include changes resulting from the reduction in Board size. A draft will be presented at the February 13th Board meeting. The EBX II Contractor has begun cleaning and grubbing in preparation to begin construction and the District has received a schedule for the pipeline work. The Enhanced Recharge Project support and cooperation with SBVMWD and WMWD is ongoing. Discussion ensued. Support Outreach/Conservation is a new item that has been added. President Corneille stated that he would move item 16 Cooperative Joint Projects up in Board priority from a three to a two.

It was moved by Director Day to approve the Preliminary SBVWCD Board Priorities 2013 list as amended. Director Longville seconded motion. The motion carried unanimously.

C. DISTRICT STANDING COMMITTEE APPOINTMENTS

President Corneille introduced this item for discussion. He noted that Director Glaubig is not on any of the Board Committees in Appendix "B" and after speaking with Director Aranda; requested that Director Glaubig be added to the Resources Committee with Director Aranda as alternate. Director McDonald noted that there is no alternate on Outreach Committee. President Corneille suggested Director Glaubig be added as the alternate for Outreach Committee; Director Glaubig and the Board concurred.

President Corneille referred to Appendix "C" Roster of Organizations and Committees with Assigned Representatives and asked if any Board Members would like to be considered for addition to an organization or committee. He asked if the Board would remove the General Manager as a primary or alternate on the list because he will have the option of attending any meeting. Director McDonald noted that this item will also be discussed at the Administrative Committee meeting on January 14th. Director Aranda expressed his interest in being a primary or alternate on the BTAC Committee. President Corneille reviewed the policy for Board member meeting reimbursement in Appendix "C". Discussion ensued. Director Aranda stated that ACWA Committees are selected every two years and that any Director can submit their name to be considered on a committee. President Corneille would like to be considered as an alternate on the SBVMWD Board Meetings.

Action on this item was deferred to the Administrative Committee meeting to be held on January 14, 2013 including the suggestions noted.

D. WATERSHED CONFERENCE SPONSORSHIP

Mr. Cozad introduced this item with a brief summary. He stated that this is not in the budget. Director Glaubig stated there will be 4 tickets included with sponsorship and an option for a 10 x 10 space to set up an information booth. He said that this may be a partnership opportunity with IERCD.

It was moved by Director McDonald to approve the \$1,000 Sponsorship for the Santa Ana River Watershed Conference. Director Aranda seconded motion. The motion carried unanimously.

E. NOMINATION OF DIRECTOR MCDONALD FOR REELECTION ON EXECUTIVE COMMITTEE FOR ACWA\JPIA

This item was added to the agenda as an urgency item.

Director McDonald stated that ACWA\JPIA has revamped the committees from 2 year to 4 year terms. She stated she would need a letter from the Board to obtain concurring nominations from other agencies. Director McDonald stated that her seat on the Executive Committee is up for reelection.

It was moved by Director Aranda to nominate Director McDonald to the Executive Committee of ACWA\JPIA and direct Staff to prepare the appropriate resolution to be signed by the Board President. Director Longville seconded motion. The motion carried unanimously.

5. INFORMATION ITEMS:

A. Outreach Committee Report and Possible Action

Director Aranda referred to the handout which shows the District involvement in previous years. He noted the reason the District halted involvement was due to staffing and budgetary constraints. Director Aranda reviewed previous outreach program elements such as booths, water, and tours. Director Aranda has continued to perform outreach on water. He stated the need to develop an outreach program and budget. President Corneille stated that a PowerPoint presentation on the District has been prepared by Mr. Cozad which he believes can be used as a template and presented by any Director. President Corneille said he added a few slides and used it at a recent public meeting in Mentone. He stated that instead of general water programs, the District needs to show the public a specific program which describes what the District does and what the District has accomplished. Discussion ensued. Mr. Cozad said that the District needs to use care when spending outreach money and be able to show the public why we spent the money. President Corneille asked the Outreach

Committee to critique the presentation and a copy of the presentation was handed-out to each Board member. The Outreach Committee will meet again and make a report at the regular Board meeting in February.

B. IERCD Water Education Program Presentation

This item was taken out of order after the Consent Items.

President Corneille introduced Mandy Parkes, District Manager, and Board President Paul Williams with Inland Empire Resource Conservation District (IERCD). Mrs. Parkes handed out packages with a draft flyer on the school water education program funded by the District, which will be on their website once finalized. It included a lesson plan on water use efficiency and today's PowerPoint presentation. She stated that IERCD has been making educational presentations since 2007 and currently has two educators on Staff to perform these. The presentations are consistent with Science Content Standards for California Public Schools based on grade. It is also interactive. Mrs. Parkes reviewed in detail the outreach program which is presented to grades K-12. President Corneille stated it is important to emphasize the District's recharge of local surface water as well as State Project Water (SPW). Mrs. Parkes stated she has great visuals of surface water that she will include in presentations. Also, she stated that she will soon have a running calendar of presentations and she offered for any of the Board members to come to their presentations. The Board expressed interest in attending. Once the presentations begin, it is \$100 per presentation. The Board thanked Mrs. Parkes and President Williams for their presentation. President Corneille noted that the District is looking for other opportunities to partner with IERCD in addition to outreach.

C. General Manager's Report

Mr. Cozad stated that he attended the kickoff meeting for SAWPA OWOW funding and that they will have weekly meetings to put together all the materials for SAWPA grant. He also started working with Spanello, the construction contractor for EBX II, out in the field to begin pipeline construction. Randy Carlisle has not been utilized yet, but possibly when construction starts he will be.

D. Monthly Recharge Report

Director Raley asked how much SPW our principal users take each year including Redlands, EVWD, and San Bernardino over the past three years. President Corneille clarified that Director Raley is requesting direct delivery information. Brief discussion ensued.

E. Future Agenda Items & Staff task Requests from Directors

President Corneille requested the Board move the May Board meeting to May 15th because it falls at same time as ACWA Conference. Mr. Cosgrove has a conflict, but will send someone from his office.

6. MONTHLY BOARD MEMBER COMMITTEE ACTIVITY REPORTS, AND /OR COMMENTS BY BOARD MEMBERS

Directors Day and Glaubig made no report.

Director Longville attended SBVMWD swearing in and a SANBAG presentation on Regional County Wide Planning. In addition, he attended the Outreach Committee meeting.

Director McDonald attended the BTAC meeting; the current SPW allocation is at 40%. There is going to be a meeting on January 16th for the Project Implementation Group where Mr. Cozad will be making a presentation on the Plunge Creek Habitat and Water Conservation Project. Director McDonald also attended the SBVMWD swearing in.

Director Raley attended the Outreach Committee meeting and SBVMWD swearing in. He stated SBVMWD has now banked 28,000 acre feet in Big Bear raising the lake level one foot. Additionally, he attended a Sub-committee meeting at SBVMWD of the Financing Corporation.

Director Aranda chaired the Outreach Committee meeting and attended the SBACC meeting.

President Corneille met with the General Manager and Vice President to discuss goals. Also, he made a presentation for the Mentone Chamber of Commerce. The Advisory Commission on Water will be held January 17th at 7:00 pm which he will chair.

The Association of San Bernardino County Special Districts Dinner has been moved to January 28th.

7. UPCOMING MEETINGS

None discussed.

8. CLOSED SESSION

It was moved by Director Longville to adjourn to Closed Session; it was seconded by Director Day. The motion carried 7-0.

General Counsel announced that the meeting will adjourn to closed session under all of the items listed on the posted agenda.

At 4:20 p.m., the meeting reconvened into Open Session. Mr. Cosgrove noted while in Closed Session under Government Code section 54957.1 there was no reportable action taken.

9. ADJOURN MEETING

It was moved by Director Day and seconded by Director Longville to adjourn to the next scheduled meeting. The motion carried 7-0.

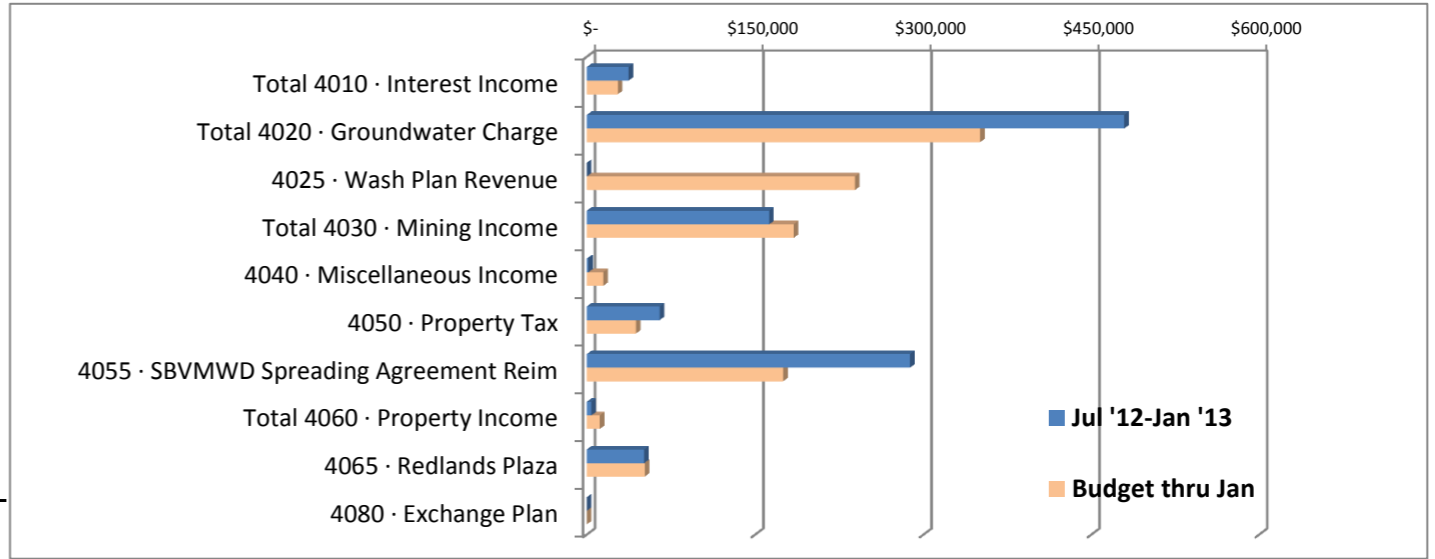
At 4:21 p.m. the meeting adjourned to the Regular Board of Directors Meeting on February 13, 2013 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

Daniel B. Cozad
General Manager

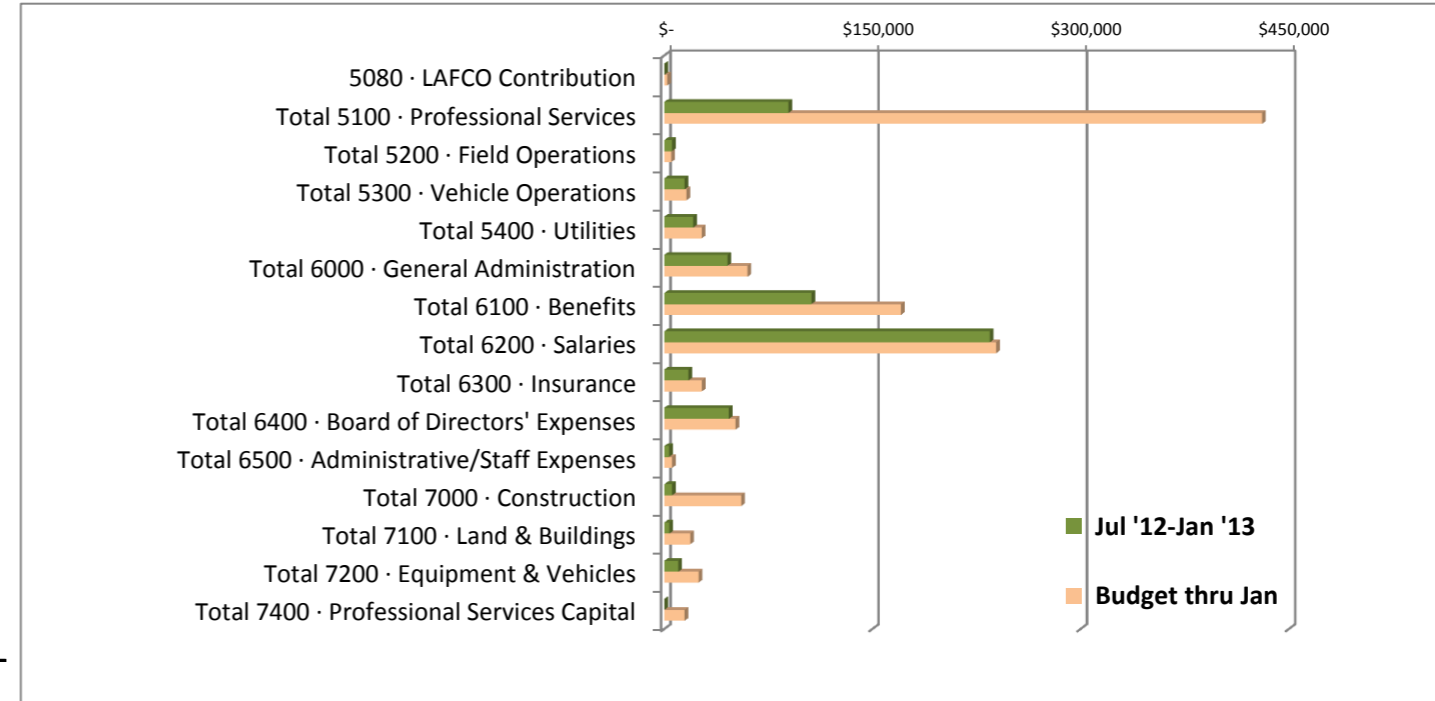
SBVWCD - All Enterprises Budget and Actual

July '12 - Jan '13

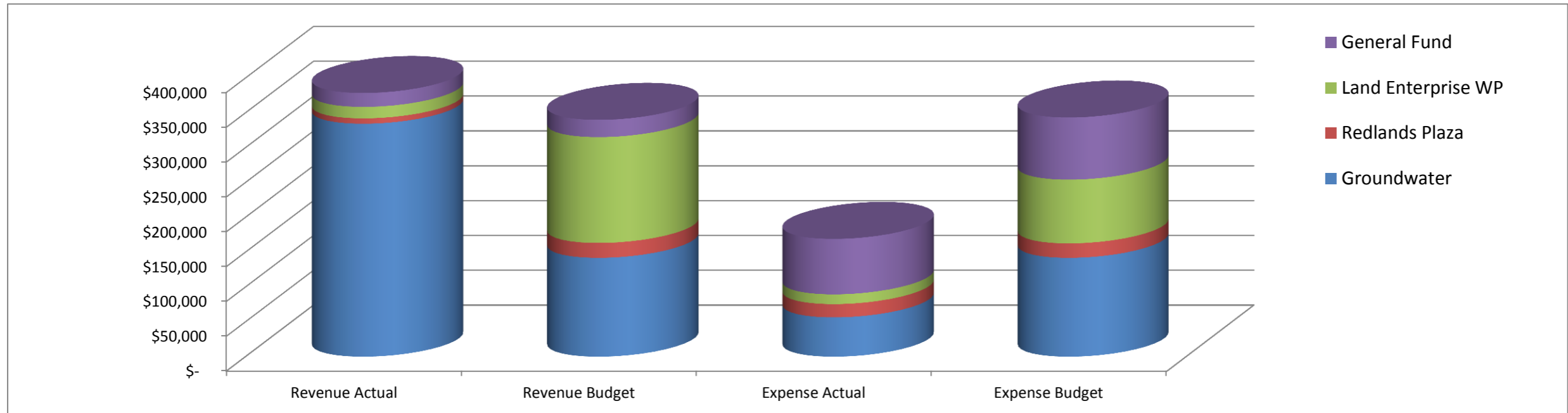
REVENUE	Jul '12-Jan '13	Budget thru Jan
Total 4010 · Interest Income	\$ 37,191	\$ 27,500
Total 4020 · Groundwater Charge	\$ 479,333	\$ 350,670
4025 · Wash Plan Revenue	\$ -	\$ 238,875
Total 4030 · Mining Income	\$ 162,576	\$ 184,236
4040 · Miscellaneous Income	\$ 1,526	\$ 14,583
4050 · Property Tax	\$ 65,066	\$ 43,750
4055 · SBVMWD Spreading Agreement Reim	\$ 288,026	\$ 175,000
Total 4060 · Property Income	\$ 4,129	\$ 11,550
4065 · Redlands Plaza	\$ 51,276	\$ 51,537
4080 · Exchange Plan	\$ -	\$ -
Total Revenue without Wash Plan	\$ 1,089,121	\$ 858,827



EXPENSES Operating and Capital	Jul '12-Jan '13	Budget thru Jan
5080 · LAFCO Contribution	\$ 346	\$ 2,188
Total 5100 · Professional Services	\$ 89,682	\$ 430,850
Total 5200 · Field Operations	\$ 5,632	\$ 5,250
Total 5300 · Vehicle Operations	\$ 14,854	\$ 16,042
Total 5400 · Utilities	\$ 20,955	\$ 27,008
Total 6000 · General Administration	\$ 45,609	\$ 60,101
Total 6100 · Benefits	\$ 106,169	\$ 170,704
Total 6200 · Salaries	\$ 234,867	\$ 239,336
Total 6300 · Insurance	\$ 17,463	\$ 27,121
Total 6400 · Board of Directors' Expenses	\$ 46,727	\$ 51,450
Total 6500 · Administrative/Staff Expenses	\$ 3,462	\$ 5,658
Total 7000 · Construction	\$ 5,733	\$ 55,417
Total 7100 · Land & Buildings	\$ 3,831	\$ 18,667
Total 7200 · Equipment & Vehicles	\$ 10,159	\$ 24,792
Total 7400 · Professional Services Capital	\$ -	\$ 14,583
Total Expense without Wash Plan	\$ 600,847	\$ 1,213,167



Enterprises



Enterprise	Actual	Budget thru Jan	% of Budget
Groundwater Revenue	\$ 767,384	\$ 420,670	182%
Groundwater Expense	\$ 198,162	\$ 347,026	57%
Revenue -Expense	\$ 569,221	\$ 73,644	
Redlands Plaza Revenue	\$ 63,880	\$ 74,754	85%
Redlands Plaza Expense	\$ 54,210	\$ 73,379	74%
Revenue -Expense	\$ 9,670	\$ 1,375	
Land Enterprise and Wash Plan Revenue	\$ 162,327	\$ 531,757	31%
Land Enterprise and Wash Plan Expense	\$ 41,924	\$ 320,388	13%
Revenue -Expense	\$ 120,403	\$ 211,369	
General Fund Revenue	\$ 104,067	\$ 82,188	127%
General Fund Expense	\$ 311,176	\$ 308,041	101%
Revenue -Expense	\$ (207,108)	\$ (225,854)	
Total All Revenue - Expense	\$ 492,186	\$ 60,535	

Cash Status	As of 7/1/2012	As of 1/31/2013
LAIF	\$ 442,569.08	\$ 443,831.16
Cal Trust	\$ 5,532,327.66	\$ 5,568,256.31
Citizens Bank	\$ -	\$ 538,119.27
Bank of America	\$ 81,677.94	\$ 15,407.04
Redlands Plaza	\$ 137,352.14	\$ 132,995.88
	\$ 6,193,926.82	\$ 6,698,609.66
Less Cal Trust	\$ (5,000,000.00)	\$ (5,000,000.00)
Total	\$ 1,193,926.82	\$ 1,698,609.66
	Increase of	\$ 504,682.84

San Bernardino Valley Water Conservation District
Profit & Loss Budget vs. Actual by Class
 July 2012 through January 2013

Ordinary Income/Expense	1-Groundwater Ent.		
	Jul '12 - Jan 13	Budget	\$ Over Budget
Income			
4010 · Interest Income			
4012 · LAIF	0.00	0.00	0.00
4013 · Caltrust Investment Income	0.00	0.00	0.00
Total 4010 · Interest Income	0.00	0.00	0.00
4020 · Groundwater Charge			
4021 · Assessments - Ag	16,965.19	24,365.25	-7,400.06
4023 · Assessments - Non-Ag	462,367.92	326,305.13	136,062.79
Total 4020 · Groundwater Charge	479,333.11	350,670.38	128,662.73
4025 · Wash Plan Revenue	0.00		
4030 · Mining Income			
4031 · Plant Site - CEMEX	0.00		
4032 · Cemex - Royalty / Lease	0.00		
4034 · Redlands Aggregate 5% Royalty	0.00		
4036 · Aggregate Maintenance	0.00		
Total 4030 · Mining Income	0.00		
4040 · Miscellaneous Income	0.00	0.00	0.00
4050 · Property Tax	0.00	0.00	0.00
4055 · SBVMWD Spreading Agreement Reim	288,026.02	70,000.00	218,026.02
4060 · Property Income			
4062 · Mentone Property	0.00		
Total 4060 · Property Income	0.00		
4065 · Redlands Plaza	0.00		
4066 · Redlands Plaza CAM	0.00		
4072 · Reimbursed Expenses	24.57		
4080 · Exchange Plan	0.00	0.00	0.00
Total Income	767,383.70	420,670.38	346,713.32
Gross Profit	767,383.70	420,670.38	346,713.32
Expense			
5000 · Payroll Expenses	0.00		
5050 · Regional Programs			
5080 · LAFCO Contribution	0.00	0.00	0.00
Total 5050 · Regional Programs	0.00	0.00	0.00
5100 · Professional Service			
5120 · Misc. Professional Services	2,100.00	5,541.65	-3,441.65
5122 · Wash Plan Professional Services	0.00	0.00	0.00
5125 · Engineering Services	0.00	8,750.00	-8,750.00
5130 · Aerial Photography & Surveying	0.00		
5145 · Environmental Services	0.00		
5160 · IT Support	0.00	2,369.80	-2,369.80
5170 · Audit	0.00	6,206.65	-6,206.65
5175 · Legal - Wash Plan	0.00		
5180 · Legal	0.00	46,666.65	-46,666.65
Total 5100 · Professional Service	2,100.00	69,534.75	-67,434.75
5123 · Temp. Field Labor	0.00	1,458.35	-1,458.35
5200 · Field Operations			
5210 · Equipment Maintenance	2,571.59	1,458.35	1,113.24
5215 · Property Maintenance	2,893.02	3,791.65	-898.63
5220 · Maintenance Materials/Shop/Fld	8.05		
5230 · Field Tools	28.41		

San Bernardino Valley Water Conservation District
Profit & Loss Budget vs. Actual by Class
July 2012 through January 2013

	1-Groundwater Ent.		
	<u>Jul '12 - Jan 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total 5200 - Field Operations	5,501.07	5,250.00	251.07
5300 - Vehicle Operations			
5310 - Vehicle Maintenance	6,299.92	7,291.65	-991.73
5320 - Fuel	8,554.08	8,750.00	-195.92
Total 5300 - Vehicle Operations	<u>14,854.00</u>	<u>16,041.65</u>	<u>-1,187.65</u>
5400 - Utilities			
5410 - Alarm Service	0.00	1,210.40	-1,210.40
5420 - Electricity	350.33	1,750.00	-1,399.67
5430 - Mobile Phone	1,205.24	851.65	353.59
5440 - Telephone	828.12	1,225.00	-396.88
5450 - Natural Gas	0.00	245.00	-245.00
5460 - Water / Trash / Sewer	934.84	2,616.16	-1,681.32
5470 - Internet Services	349.93	1,225.00	-875.07
Total 5400 - Utilities	<u>3,668.46</u>	<u>9,123.21</u>	<u>-5,454.75</u>
6000 - General Administration			
6001 - General Administration - Other	0.00	2,333.35	-2,333.35
6002 - Website Administration	0.00		
6003 - Property Tax	0.00		
6004 - Meeting Expenses			
6004.01 - Wash Plan Meeting expense	0.00		
6004 - Meeting Expenses - Other	0.00		
Total 6004 - Meeting Expenses	<u>0.00</u>		
6006 - Permits	0.00	466.65	-466.65
6009 - Licenses	819.00	466.65	352.35
6010 - Surety Bond	0.00		
6012 - Office Maintenance	0.00		
6015 - Mentone House Maintenance	0.00		
6016 - Redlands Plaza Maintenance	0.00		
6018 - Janitorial Services	0.00		
6019 - Janitorial Supplies	0.00	70.00	-70.00
6020 - Vacancy Marketing-Redlands Plaz	0.00		
6021 - Office Equipment Maint.	0.00		
6027 - Computer Supplies	0.00	58.35	-58.35
6030 - Office Supplies	0.00	102.10	-102.10
6032 - Small Office Equipment	0.00		
6033 - Office Equipment Rental	0.00	233.35	-233.35
6036 - Printing	49.00	233.35	-184.35
6039 - Postage and Overnight Delivery	24.90	233.35	-208.45
6042 - Payroll Processing	0.00		
6045 - Bank Service Charges	0.00		
6051 - Uniforms	432.93	450.00	-17.07
6087 - Educational Reimbursement	0.00		
6090 - Subscriptions/Publications	0.00		
6091 - Public Notices	0.00	933.35	-933.35
6093 - Memberships	0.00		
Total 6000 - General Administration	<u>1,325.83</u>	<u>5,580.50</u>	<u>-4,254.67</u>
6026 - Redlands Plaza CAM expenses	0.00		
6100 - Benefits			
6110 - Vision Insurance	349.99	463.19	-113.20
6115 - Maint/Rep. Rolling Maint. Equip	0.00	442.90	-442.90
6120 - Workers' Comp. Insurance	1,621.36	3,986.40	-2,365.04
6130 - Dental Insurance	1,624.79	1,526.66	98.13
6140 - State Unemployment Insurance	0.00	203.01	-203.01
6150 - Medical Insurance	17,960.16	27,468.04	-9,507.88

San Bernardino Valley Water Conservation District

Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

	1-Groundwater Ent.		
	Jul '12 - Jan 13	Budget	\$ Over Budget
6160 · Payroll Taxes-Employer	6,489.76	10,441.23	-3,951.47
6170 · PERS Retirement	22,096.71	24,009.17	-1,912.46
6190 · Life Insurance	0.00		
Total 6100 · Benefits	50,142.77	68,540.60	-18,397.83
6200 · Salaries			
6230 · Regular Salaries	108,267.18	126,407.32	-18,140.14
6231 · Salary Overhead Charge	0.00	25,281.44	-25,281.44
Total 6200 · Salaries	108,267.18	151,688.76	-43,421.58
6300 · Insurance			
6310 · Property/ Auto Insurance	0.00	1,498.00	-1,498.00
6320 · General Liability Insurance	12,224.10	17,586.80	-5,362.70
Total 6300 · Insurance	12,224.10	19,084.80	-6,860.70
6400 · Board of Directors' Expenses			
6401 · Directors' Fees	0.00		
6410 · Mileage	0.00		
6415 · Air Fare	0.00		
6420 · Other Travel	0.00		
6425 · Meals	0.00		
6430 · Lodging	0.00		
6435 · Conf/Seminar Registrations	0.00		
6440 · Election Fees / Re-Districting	0.00		
Total 6400 · Board of Directors' Expenses	0.00		
6500 · Administrative/Staff Expenses			
6505 · Mtg. Support Expense (food, bev)	0.00		
6510 · Mileage	78.87	175.00	-96.13
6515 · Air Fare	0.00	175.00	-175.00
6520 · Travel, Other (rental car, taxi)	0.00	58.35	-58.35
6525 · Meals	0.00	175.00	-175.00
6530 · Lodging	0.00	140.00	-140.00
6535 · Conf/Seminar Registrations	0.00		
Total 6500 · Administrative/Staff Expenses	78.87	723.35	-644.48
Total Expense	198,162.28	347,025.97	-148,863.69
Net Ordinary Income	569,221.42	73,644.41	495,577.01
Other Income/Expense			
Other Expense			
7000 · Construction			
7010 · Materials	0.00	2,916.65	-2,916.65
7050 · Basins- Capital Annual Repair	5,733.00	52,500.00	-46,767.00
Total 7000 · Construction	5,733.00	55,416.65	-49,683.65
7100 · Land & Buildings			
7110 · Property Capital Repairs	585.08	16,041.65	-15,456.57
7130 · Mentone Property (House)-CapRep	0.00		
7140 · Mentone Property (Shop)-CapRep	0.00	1,458.35	-1,458.35
Total 7100 · Land & Buildings	585.08	17,500.00	-16,914.92
7200 · Equipment & Vehicles			
7210 · Computer Hardware-Capital Purch	0.00	379.15	-379.15
7220 · Computer Software	0.00	2,085.40	-2,085.40
7230 · Field Equipment / Vehicles	0.00	17,791.65	-17,791.65
7240 · Office Equipment	0.00		
Total 7200 · Equipment & Vehicles	0.00	20,256.20	-20,256.20

San Bernardino Valley Water Conservation District
Profit & Loss Budget vs. Actual by Class
 July 2012 through January 2013

	<u>1-Groundwater Ent.</u>		
	<u>Jul '12 - Jan 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>
7400 · Professional Services Capital			
7438 · Engineering Services Capital	0.00	14,583.35	-14,583.35
Total 7400 · Professional Services Capital	<u>0.00</u>	<u>14,583.35</u>	<u>-14,583.35</u>
Total Other Expense	<u>6,318.08</u>	<u>107,756.20</u>	<u>-101,438.12</u>
Net Other Income	<u>-6,318.08</u>	<u>-107,756.20</u>	<u>101,438.12</u>
Net Income	<u><u>562,903.34</u></u>	<u><u>-34,111.79</u></u>	<u><u>597,015.13</u></u>

San Bernardino Valley Water Conservation District
Profit & Loss Budget vs. Actual by Class
July 2012 through January 2013

	<u>% of Budget</u>	<u>Jul '12 - Jan 13</u>
Ordinary Income/Expense		
Income		
4010 - Interest Income		
4012 - LAIF	0.0%	0.00
4013 - Caltrust Investment Income	0.0%	0.00
Total 4010 - Interest Income	0.0%	0.00
4020 - Groundwater Charge		
4021 - Assessments - Ag	69.63%	0.00
4023 - Assessments - Non-Ag	141.7%	0.00
Total 4020 - Groundwater Charge	136.69%	0.00
4025 - Wash Plan Revenue		0.00
4030 - Mining Income		
4031 - Plant Site - CEMEX		0.00
4032 - Cemex - Royalty / Lease		0.00
4034 - Redlands Aggregate 5% Royalty		0.00
4036 - Aggregate Maintenance		0.00
Total 4030 - Mining Income		0.00
4040 - Miscellaneous Income	0.0%	0.00
4050 - Property Tax	0.0%	0.00
4055 - SBVMWD Spreading Agreement Reim	411.47%	0.00
4060 - Property Income		
4062 - Mentone Property		4,128.51
Total 4060 - Property Income		4,128.51
4065 - Redlands Plaza		51,275.73
4066 - Redlands Plaza CAM		8,475.56
4072 - Reimbursed Expenses		0.00
4080 - Exchange Plan	0.0%	0.00
Total Income	182.42%	63,879.80
Gross Profit	182.42%	63,879.80
Expense		
5000 - Payroll Expenses		0.00
5050 - Regional Programs		
5080 - LAFCO Contribution	0.0%	0.00
Total 5050 - Regional Programs	0.0%	0.00
5100 - Professional Service		
5120 - Misc. Professional Services	37.9%	0.00
5122 - Wash Plan Professional Services	0.0%	0.00
5125 - Engineering Services	0.0%	0.00
5130 - Aerial Photography & Surveying		0.00
5145 - Environmental Services		0.00
5160 - IT Support	0.0%	0.00
5170 - Audit	0.0%	0.00
5175 - Legal - Wash Plan		0.00
5180 - Legal	0.0%	0.00
Total 5100 - Professional Service	3.02%	0.00
5123 - Temp. Field Labor	0.0%	0.00
5200 - Field Operations		
5210 - Equipment Maintenance	176.34%	0.00
5215 - Property Maintenance	76.3%	131.05
5220 - Maintenance Materials/Shop/Fld		0.00
5230 - Field Tools		0.00

San Bernardino Valley Water Conservation District

Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

	<u>% of Budget</u>	<u>Jul '12 - Jan 13</u>
Total 5200 - Field Operations	104.78%	131.05
5300 - Vehicle Operations		
5310 - Vehicle Maintenance	86.4%	0.00
5320 - Fuel	97.76%	0.00
Total 5300 - Vehicle Operations	92.6%	0.00
5400 - Utilities		
5410 - Alarm Service	0.0%	0.00
5420 - Electricity	20.02%	1,941.66
5430 - Mobile Phone	141.52%	0.00
5440 - Telephone	67.6%	0.00
5450 - Natural Gas	0.0%	0.00
5460 - Water / Trash / Sewer	35.73%	1,545.58
5470 - Internet Services	28.57%	0.00
Total 5400 - Utilities	40.21%	3,487.24
6000 - General Administration		
6001 - General Administration - Other	0.0%	0.00
6002 - Website Administration		0.00
6003 - Property Tax		0.00
6004 - Meeting Expenses		
6004.01 - Wash Plan Meeting expense		0.00
6004 - Meeting Expenses - Other		0.00
Total 6004 - Meeting Expenses		0.00
6006 - Permits	0.0%	0.00
6009 - Licenses	175.51%	0.00
6010 - Surety Bond		0.00
6012 - Office Maintenance		0.00
6015 - Mentone House Maintenance		3,100.35
6016 - Redlands Plaza Maintenance		4,280.00
6018 - Janitorial Services		0.00
6019 - Janitorial Supplies	0.0%	0.00
6020 - Vacancy Marketing-Redlands Plaz		0.00
6021 - Office Equipment Maint.		0.00
6027 - Computer Supplies	0.0%	0.00
6030 - Office Supplies	0.0%	0.00
6032 - Small Office Equipment		0.00
6033 - Office Equipment Rental	0.0%	0.00
6036 - Printing	21.0%	0.00
6039 - Postage and Overnight Delivery	10.67%	0.00
6042 - Payroll Processing		0.00
6045 - Bank Service Charges		0.00
6051 - Uniforms	96.21%	0.00
6087 - Educational Reimbursement		0.00
6090 - Subscriptions/Publications		0.00
6091 - Public Notices	0.0%	0.00
6093 - Memberships		0.00
Total 6000 - General Administration	23.76%	7,380.35
6026 - Redlands Plaza CAM expenses		19,219.87
6100 - Benefits		
6110 - Vision Insurance	75.56%	116.27
6115 - Maint/Rep. Rolling Maint. Equip	0.0%	0.00
6120 - Workers' Comp. Insurance	40.67%	164.31
6130 - Dental Insurance	106.43%	538.92
6140 - State Unemployment Insurance	0.0%	0.00
6150 - Medical Insurance	65.39%	5,961.42

San Bernardino Valley Water Conservation District
Profit & Loss Budget vs. Actual by Class
July 2012 through January 2013

	<u>% of Budget</u>	<u>Jul '12 - Jan 13</u>
6160 · Payroll Taxes-Employer	62.16%	0.00
6170 · PERS Retirement	92.03%	2,918.44
6190 · Life Insurance		0.00
Total 6100 · Benefits	73.16%	9,699.36
6200 · Salaries		
6230 · Regular Salaries	85.65%	10,799.27
6231 · Salary Overhead Charge	0.0%	0.00
Total 6200 · Salaries	71.38%	10,799.27
6300 · Insurance		
6310 · Property/ Auto Insurance	0.0%	0.00
6320 · General Liability Insurance	69.51%	3,492.60
Total 6300 · Insurance	64.05%	3,492.60
6400 · Board of Directors' Expenses		
6401 · Directors' Fees		0.00
6410 · Mileage		0.00
6415 · Air Fare		0.00
6420 · Other Travel		0.00
6425 · Meals		0.00
6430 · Lodging		0.00
6435 · Conf/Seminar Registrations		0.00
6440 · Election Fees / Re-Districting		0.00
Total 6400 · Board of Directors' Expenses		0.00
6500 · Administrative/Staff Expenses		
6505 · Mtg. Support Expense (food, bev)		0.00
6510 · Mileage	45.07%	0.00
6515 · Air Fare	0.0%	0.00
6520 · Travel, Other (rental car, taxi)	0.0%	0.00
6525 · Meals	0.0%	0.00
6530 · Lodging	0.0%	0.00
6535 · Conf/Seminar Registrations		0.00
Total 6500 · Administrative/Staff Expenses	10.9%	0.00
Total Expense	57.1%	54,209.74
Net Ordinary Income	772.93%	9,670.06
Other Income/Expense		
Other Expense		
7000 · Construction		
7010 · Materials	0.0%	0.00
7050 · Basins- Capital Annual Repair	10.92%	0.00
Total 7000 · Construction	10.35%	0.00
7100 · Land & Buildings		
7110 · Property Capital Repairs	3.65%	0.00
7130 · Mentone Property (House)-CapRep		3,246.00
7140 · Mentone Property (Shop)-CapRep	0.0%	0.00
Total 7100 · Land & Buildings	3.34%	3,246.00
7200 · Equipment & Vehicles		
7210 · Computer Hardware-Capital Purch	0.0%	0.00
7220 · Computer Software	0.0%	0.00
7230 · Field Equipment / Vehicles	0.0%	0.00
7240 · Office Equipment		0.00
Total 7200 · Equipment & Vehicles	0.0%	0.00

San Bernardino Valley Water Conservation District
Profit & Loss Budget vs. Actual by Class
July 2012 through January 2013

	<u>% of Budget</u>	<u>Jul '12 - Jan 13</u>
7400 · Professional Services Capital		
7438 · Engineering Services Capital	0.0%	0.00
Total 7400 · Professional Services Capital	<u>0.0%</u>	<u>0.00</u>
Total Other Expense	<u>5.86%</u>	<u>3,246.00</u>
Net Other Income	<u>5.86%</u>	<u>-3,246.00</u>
Net Income	<u><u>-1,650.17%</u></u>	<u><u>6,424.06</u></u>

San Bernardino Valley Water Conservation District Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

2-Redlands Plaza/Mentone Ent.			
	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense			
Income			
4010 · Interest Income			
4012 · LAIF			
4013 · Caltrust Investment Income			
Total 4010 · Interest Income			
4020 · Groundwater Charge			
4021 · Assessments - Ag			
4023 · Assessments - Non-Ag			
Total 4020 · Groundwater Charge			
4025 · Wash Plan Revenue			
4030 · Mining Income			
4031 · Plant Site - CEMEX			
4032 · Cemex - Royalty / Lease			
4034 · Redlands Aggregate 5% Royalty			
4036 · Aggregate Maintenance			
Total 4030 · Mining Income			
4040 · Miscellaneous Income			
4050 · Property Tax			
4055 · SBVMWD Spreading Agreement Reim			
4060 · Property Income			
4062 · Mentone Property	11,550.00	-7,421.49	35.75%
Total 4060 · Property Income	11,550.00	-7,421.49	35.75%
4065 · Redlands Plaza	51,537.23	-261.50	99.49%
4066 · Redlands Plaza CAM	11,666.65	-3,191.09	72.65%
4072 · Reimbursed Expenses			
4080 · Exchange Plan			
Total Income	74,753.88	-10,874.08	85.45%
Gross Profit	74,753.88	-10,874.08	85.45%
Expense			
5000 · Payroll Expenses			
5050 · Regional Programs			
5080 · LAFCO Contribution			
Total 5050 · Regional Programs			
5100 · Professional Service			
5120 · Misc. Professional Services			
5122 · Wash Plan Professional Services			
5125 · Engineering Services			
5130 · Aerial Photography & Surveying			
5145 · Environmental Services			
5160 · IT Support	5.85	-5.85	0.0%
5170 · Audit	1,662.50	-1,662.50	0.0%
5175 · Legal - Wash Plan			
5180 · Legal	9,333.35	-9,333.35	0.0%
Total 5100 · Professional Service	11,001.70	-11,001.70	0.0%
5123 · Temp. Field Labor			
5200 · Field Operations			
5210 · Equipment Maintenance			
5215 · Property Maintenance			
5220 · Maintenance Materials/Shop/Fld			
5230 · Field Tools			

San Bernardino Valley Water Conservation District Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

	2-Redlands Plaza/Mentone Ent.		
	Budget	\$ Over Budget	% of Budget
Total 5200 · Field Operations			
5300 · Vehicle Operations			
5310 · Vehicle Maintenance			
5320 · Fuel			
Total 5300 · Vehicle Operations			
5400 · Utilities			
5410 · Alarm Service			
5420 · Electricity	4,550.00	-2,608.34	42.67%
5430 · Mobile Phone			
5440 · Telephone			
5450 · Natural Gas			
5460 · Water / Trash / Sewer			
5470 · Internet Services	204.15	-204.15	0.0%
Total 5400 · Utilities	4,754.15	-1,266.91	73.35%
6000 · General Administration			
6001 · General Administration - Other			
6002 · Website Administration			
6003 · Property Tax			
6004 · Meeting Expenses			
6004.01 · Wash Plan Meeting expense			
6004 · Meeting Expenses - Other			
Total 6004 · Meeting Expenses			
6006 · Permits			
6009 · Licenses			
6010 · Surety Bond			
6012 · Office Maintenance			
6015 · Mentone House Maintenance	1,925.00	1,175.35	161.06%
6016 · Redlands Plaza Maintenance	8,166.65	-3,886.65	52.41%
6018 · Janitorial Services			
6019 · Janitorial Supplies			
6020 · Vacancy Marketing-Redlands Plaz	3,231.65	-3,231.65	0.0%
6021 · Office Equipment Maint.			
6027 · Computer Supplies	29.15	-29.15	0.0%
6030 · Office Supplies	204.15	-204.15	0.0%
6032 · Small Office Equipment	700.00	-700.00	0.0%
6033 · Office Equipment Rental			
6036 · Printing			
6039 · Postage and Overnight Delivery	93.35	-93.35	0.0%
6042 · Payroll Processing			
6045 · Bank Service Charges			
6051 · Uniforms			
6087 · Educational Reimbursement			
6090 · Subscriptions/Publications			
6091 · Public Notices			
6093 · Memberships			
Total 6000 · General Administration	14,349.95	-6,969.60	51.43%
6026 · Redlands Plaza CAM expenses	11,666.65	7,553.22	164.74%
6100 · Benefits			
6110 · Vision Insurance	46.92	69.35	247.81%
6115 · Maint/Rep. Rolling Maint. Equip	44.90	-44.90	0.0%
6120 · Workers' Comp. Insurance	404.00	-239.69	40.67%
6130 · Dental Insurance	154.73	384.19	348.3%
6140 · State Unemployment Insurance	20.57	-20.57	0.0%
6150 · Medical Insurance	2,783.71	3,177.71	214.15%

San Bernardino Valley Water Conservation District Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

2-Redlands Plaza/Mentone Ent.			
	Budget	\$ Over Budget	% of Budget
6160 · Payroll Taxes-Employer	1,058.17	-1,058.17	0.0%
6170 · PERS Retirement	2,433.15	485.29	119.95%
6190 · Life Insurance			
Total 6100 · Benefits	6,946.15	2,753.21	139.64%
6200 · Salaries			
6230 · Regular Salaries	19,235.72	-8,436.45	56.14%
6231 · Salary Overhead Charge			
Total 6200 · Salaries	19,235.72	-8,436.45	56.14%
6300 · Insurance			
6310 · Property/ Auto Insurance	399.45	-399.45	0.0%
6320 · General Liability Insurance	5,024.80	-1,532.20	69.51%
Total 6300 · Insurance	5,424.25	-1,931.65	64.39%
6400 · Board of Directors' Expenses			
6401 · Directors' Fees			
6410 · Mileage			
6415 · Air Fare			
6420 · Other Travel			
6425 · Meals			
6430 · Lodging			
6435 · Conf/Seminar Registrations			
6440 · Election Fees / Re-Districting			
Total 6400 · Board of Directors' Expenses			
6500 · Administrative/Staff Expenses			
6505 · Mtg. Support Expense (food, bev			
6510 · Mileage			
6515 · Air Fare			
6520 · Travel, Other (rental car, taxi			
6525 · Meals			
6530 · Lodging			
6535 · Conf/Seminar Registrations			
Total 6500 · Administrative/Staff Expenses			
Total Expense	73,378.57	-19,168.83	73.88%
Net Ordinary Income	1,375.31	8,294.75	703.12%
Other Income/Expense			
Other Expense			
7000 · Construction			
7010 · Materials			
7050 · Basins- Capital Annual Repair			
Total 7000 · Construction			
7100 · Land & Buildings			
7110 · Property Capital Repairs			
7130 · Mentone Property (House)-CapRep	1,166.65	2,079.35	278.23%
7140 · Mentone Property (Shop)-CapRep			
Total 7100 · Land & Buildings	1,166.65	2,079.35	278.23%
7200 · Equipment & Vehicles			
7210 · Computer Hardware-Capital Purch			
7220 · Computer Software			
7230 · Field Equipment / Vehicles			
7240 · Office Equipment			
Total 7200 · Equipment & Vehicles			

San Bernardino Valley Water Conservation District
Profit & Loss Budget vs. Actual by Class
 July 2012 through January 2013

	<u>2-Redlands Plaza/Mentone Ent.</u>		
	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
7400 · Professional Services Capital			
7438 · Engineering Services Capital			
Total 7400 · Professional Services Capital			
Total Other Expense	<u>1,166.65</u>	<u>2,079.35</u>	<u>278.23%</u>
Net Other Income	<u>-1,166.65</u>	<u>-2,079.35</u>	<u>278.23%</u>
Net Income	<u><u>208.66</u></u>	<u><u>6,215.40</u></u>	<u><u>3,078.72%</u></u>

San Bernardino Valley Water Conservation District
Profit & Loss Budget vs. Actual by Class
July 2012 through January 2013

	<u>3-Land Resource/V</u>	
	<u>Jul '12 - Jan 13</u>	<u>Budget</u>
Ordinary Income/Expense		
Income		
4010 - Interest Income		
4012 - LAIF	0.00	
4013 - Caltrust Investment Income	0.00	
Total 4010 - Interest Income	<u>0.00</u>	
4020 - Groundwater Charge		
4021 - Assessments - Ag	0.00	
4023 - Assessments - Non-Ag	0.00	
Total 4020 - Groundwater Charge	<u>0.00</u>	
4025 - Wash Plan Revenue	0.00	238,875.00
4030 - Mining Income		
4031 - Plant Site - CEMEX	36,333.33	28,000.00
4032 - Cemex - Royalty / Lease	95,833.33	121,527.60
4034 - Redlands Aggregate 5% Royalty	18,000.00	21,000.00
4036 - Aggregate Maintenance	11,409.00	13,708.35
Total 4030 - Mining Income	<u>161,575.66</u>	<u>184,235.95</u>
4040 - Miscellaneous Income	751.00	3,645.85
4050 - Property Tax	0.00	
4055 - SBVMWD Spreading Agreement Reim	0.00	105,000.00
4060 - Property Income		
4062 - Mentone Property	0.00	
Total 4060 - Property Income	<u>0.00</u>	
4065 - Redlands Plaza	0.00	
4066 - Redlands Plaza CAM	0.00	
4072 - Reimbursed Expenses	0.00	
4080 - Exchange Plan	0.00	
Total Income	<u>162,326.66</u>	<u>531,756.80</u>
Gross Profit	162,326.66	531,756.80
Expense		
5000 - Payroll Expenses	0.00	
5050 - Regional Programs		
5080 - LAFCO Contribution	0.00	
Total 5050 - Regional Programs	<u>0.00</u>	
5100 - Professional Service		
5120 - Misc. Professional Services	890.00	
5122 - Wash Plan Professional Services	7,011.63	74,083.35
5125 - Engineering Services	2,320.00	
5130 - Aerial Photography & Surveying	0.00	35,000.00
5145 - Environmental Services	0.00	124,250.00
5160 - IT Support	0.00	437.50
5170 - Audit	0.00	2,105.85
5175 - Legal - Wash Plan	2,370.00	24,500.00
5180 - Legal	570.00	
Total 5100 - Professional Service	<u>13,161.63</u>	<u>260,376.70</u>
5123 - Temp. Field Labor	0.00	
5200 - Field Operations		
5210 - Equipment Maintenance	0.00	
5215 - Property Maintenance	0.00	
5220 - Maintenance Materials/Shop/Fld	0.00	
5230 - Field Tools	0.00	

San Bernardino Valley Water Conservation District Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

	3-Land Resource/V	
	Jul '12 - Jan 13	Budget
Total 5200 · Field Operations	0.00	
5300 · Vehicle Operations		
5310 · Vehicle Maintenance	0.00	
5320 · Fuel	0.00	
Total 5300 · Vehicle Operations	0.00	
5400 · Utilities		
5410 · Alarm Service	0.00	
5420 · Electricity	0.00	
5430 · Mobile Phone	0.00	
5440 · Telephone	0.00	
5450 · Natural Gas	0.00	
5460 · Water / Trash / Sewer	0.00	
5470 · Internet Services	0.00	204.15
Total 5400 · Utilities	0.00	204.15
6000 · General Administration		
6001 · General Administration - Other	0.00	
6002 · Website Administration	0.00	
6003 · Property Tax	0.00	
6004 · Meeting Expenses		
6004.01 · Wash Plan Meeting expense	0.00	364.60
6004 · Meeting Expenses - Other	0.00	
Total 6004 · Meeting Expenses	0.00	364.60
6006 · Permits	0.00	
6009 · Licenses	0.00	
6010 · Surety Bond	1,815.00	1,108.35
6012 · Office Maintenance	0.00	
6015 · Mentone House Maintenance	0.00	
6016 · Redlands Plaza Maintenance	0.00	
6018 · Janitorial Services	0.00	
6019 · Janitorial Supplies	0.00	
6020 · Vacancy Marketing-Redlands Plaz	0.00	
6021 · Office Equipment Maint.	0.00	
6027 · Computer Supplies	0.00	
6030 · Office Supplies	0.00	102.10
6032 · Small Office Equipment	0.00	
6033 · Office Equipment Rental	0.00	233.35
6036 · Printing	0.00	58.35
6039 · Postage and Overnight Delivery	0.00	93.35
6042 · Payroll Processing	0.00	
6045 · Bank Service Charges	0.00	
6051 · Uniforms	0.00	
6087 · Educational Reimbursement	0.00	
6090 · Subscriptions/Publications	0.00	
6091 · Public Notices	0.00	116.65
6093 · Memberships	0.00	
Total 6000 · General Administration	1,815.00	2,076.75
6026 · Redlands Plaza CAM expenses	0.00	
6100 · Benefits		
6110 · Vision Insurance	38.25	151.51
6115 · Maint/Rep. Rolling Maint. Equip	0.00	144.90
6120 · Workers' Comp. Insurance	530.42	1,304.10
6130 · Dental Insurance	178.08	499.44
6140 · State Unemployment Insurance	0.00	66.40
6150 · Medical Insurance	1,966.02	8,985.99

San Bernardino Valley Water Conservation District
Profit & Loss Budget vs. Actual by Class
July 2012 through January 2013

	<u>3-Land Resource/V</u>	
	<u>Jul '12 - Jan 13</u>	<u>Budget</u>
6160 · Payroll Taxes-Employer	0.00	3,415.77
6170 · PERS Retirement	5,003.02	7,854.47
6190 · Life Insurance	0.00	35,307.62
Total 6100 · Benefits	7,715.79	57,730.20
6200 · Salaries		
6230 · Regular Salaries	19,231.21	
6231 · Salary Overhead Charge	0.00	
Total 6200 · Salaries	19,231.21	
6300 · Insurance		
6310 · Property/ Auto Insurance	0.00	
6320 · General Liability Insurance	0.00	
Total 6300 · Insurance	0.00	
6400 · Board of Directors' Expenses		
6401 · Directors' Fees	0.00	
6410 · Mileage	0.00	
6415 · Air Fare	0.00	
6420 · Other Travel	0.00	
6425 · Meals	0.00	
6430 · Lodging	0.00	
6435 · Conf/Seminar Registrations	0.00	
6440 · Election Fees / Re-Districting	0.00	
Total 6400 · Board of Directors' Expenses	0.00	
6500 · Administrative/Staff Expenses		
6505 · Mtg. Support Expense (food, bev	0.00	
6510 · Mileage	0.00	
6515 · Air Fare	0.00	
6520 · Travel, Other (rental car, taxi	0.00	
6525 · Meals	0.00	
6530 · Lodging	0.00	
6535 · Conf/Seminar Registrations	0.00	
Total 6500 · Administrative/Staff Expenses	0.00	
Total Expense	41,923.63	320,387.80
Net Ordinary Income	120,403.03	211,369.00
Other Income/Expense		
Other Expense		
7000 · Construction		
7010 · Materials	0.00	
7050 · Basins- Capital Annual Repair	0.00	
Total 7000 · Construction	0.00	
7100 · Land & Buildings		
7110 · Property Capital Repairs	0.00	
7130 · Mentone Property (House)-CapRep	0.00	
7140 · Mentone Property (Shop)-CapRep	0.00	
Total 7100 · Land & Buildings	0.00	
7200 · Equipment & Vehicles		
7210 · Computer Hardware-Capital Purch	0.00	
7220 · Computer Software	0.00	
7230 · Field Equipment / Vehicles	0.00	
7240 · Office Equipment	0.00	
Total 7200 · Equipment & Vehicles	0.00	

San Bernardino Valley Water Conservation District
Profit & Loss Budget vs. Actual by Class
 July 2012 through January 2013

	<u>3-Land Resource/V</u>	
	<u>Jul '12 - Jan 13</u>	<u>Budget</u>
7400 · Professional Services Capital		
7438 · Engineering Services Capital	0.00	
Total 7400 · Professional Services Capital	<u>0.00</u>	
Total Other Expense	<u>0.00</u>	
Net Other Income	<u>0.00</u>	
Net Income	<u><u>120,403.03</u></u>	<u><u>211,369.00</u></u>

San Bernardino Valley Water Conservation District Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

	Wash & Mine Ent		Jul '12 - Jan 13
	\$ Over Budget	% of Budget	
Ordinary Income/Expense			
Income			
4010 - Interest Income			
4012 - LAIF			1,262.08
4013 - Caltrust Investment Income			35,928.65
Total 4010 - Interest Income			37,190.73
4020 - Groundwater Charge			
4021 - Assessments - Ag			0.00
4023 - Assessments - Non-Ag			0.00
Total 4020 - Groundwater Charge			0.00
4025 - Wash Plan Revenue	-238,875.00	0.0%	0.00
4030 - Mining Income			
4031 - Plant Site - CEMEX	8,333.33	129.76%	0.00
4032 - Cemex - Royalty / Lease	-25,694.27	78.86%	0.00
4034 - Redlands Aggregate 5% Royalty	-3,000.00	85.71%	0.00
4036 - Aggregate Maintenance	-2,299.35	83.23%	1,000.00
Total 4030 - Mining Income	-22,660.29	87.7%	1,000.00
4040 - Miscellaneous Income	-2,894.85	20.6%	774.54
4050 - Property Tax			65,065.99
4055 - SBVMWD Spreading Agreement Reim	-105,000.00	0.0%	0.00
4060 - Property Income			
4062 - Mentone Property			0.00
Total 4060 - Property Income			0.00
4065 - Redlands Plaza			0.00
4066 - Redlands Plaza CAM			0.00
4072 - Reimbursed Expenses			36.00
4080 - Exchange Plan			0.00
Total Income	-369,430.14	30.53%	104,067.26
Gross Profit	-369,430.14	30.53%	104,067.26
Expense			
5000 - Payroll Expenses			485.95
5050 - Regional Programs			
5080 - LAFCO Contribution			345.83
Total 5050 - Regional Programs			345.83
5100 - Professional Service			
5120 - Misc. Professional Services			29,805.97
5122 - Wash Plan Professional Services	-67,071.72	9.47%	0.00
5125 - Engineering Services			0.00
5130 - Aerial Photography & Surveying	-35,000.00	0.0%	0.00
5145 - Environmental Services	-124,250.00	0.0%	0.00
5160 - IT Support	-437.50	0.0%	2,705.81
5170 - Audit	-2,105.85	0.0%	11,940.00
5175 - Legal - Wash Plan	-22,130.00	9.67%	0.00
5180 - Legal			29,968.39
Total 5100 - Professional Service	-247,215.07	5.06%	74,420.17
5123 - Temp. Field Labor			0.00
5200 - Field Operations			
5210 - Equipment Maintenance			0.00
5215 - Property Maintenance			0.00
5220 - Maintenance Materials/Shop/Flid			0.00
5230 - Field Tools			0.00

San Bernardino Valley Water Conservation District Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

	Wash & Mine Ent		Jul '12 - Jan 13
	\$ Over Budget	% of Budget	
Total 5200 - Field Operations			0.00
5300 - Vehicle Operations			
5310 - Vehicle Maintenance			0.00
5320 - Fuel			0.00
Total 5300 - Vehicle Operations			0.00
5400 - Utilities			
5410 - Alarm Service			1,480.87
5420 - Electricity			4,717.01
5430 - Mobile Phone			0.00
5440 - Telephone			3,558.15
5450 - Natural Gas			322.94
5460 - Water / Trash / Sewer			0.00
5470 - Internet Services	-204.15	0.0%	3,720.16
Total 5400 - Utilities	-204.15	0.0%	13,799.13
6000 - General Administration			
6001 - General Administration - Other			333.47
6002 - Website Administration			367.92
6003 - Property Tax			0.00
6004 - Meeting Expenses			
6004.01 - Wash Plan Meeting expense	-364.60	0.0%	0.00
6004 - Meeting Expenses - Other			2,592.85
Total 6004 - Meeting Expenses	-364.60	0.0%	2,592.85
6006 - Permits			0.00
6009 - Licenses			0.00
6010 - Surety Bond	706.65	163.76%	0.00
6012 - Office Maintenance			479.00
6015 - Mentone House Maintenance			0.00
6016 - Redlands Plaza Maintenance			0.00
6018 - Janitorial Services			5,224.00
6019 - Janitorial Supplies			115.45
6020 - Vacancy Marketing-Redlands Plaz			0.00
6021 - Office Equipment Maint.			1,040.69
6027 - Computer Supplies			515.74
6030 - Office Supplies	-102.10	0.0%	1,997.72
6032 - Small Office Equipment			700.13
6033 - Office Equipment Rental	-233.35	0.0%	4,514.73
6036 - Printing	-58.35	0.0%	212.23
6039 - Postage and Overnight Delivery	-93.35	0.0%	828.32
6042 - Payroll Processing			247.40
6045 - Bank Service Charges			1,509.54
6051 - Uniforms			343.50
6087 - Educational Reimbursement			363.00
6090 - Subscriptions/Publications			267.90
6091 - Public Notices	-116.65	0.0%	1,255.62
6093 - Memberships			12,179.00
Total 6000 - General Administration	-261.75	87.4%	35,088.21
6026 - Redlands Plaza CAM expenses			0.00
6100 - Benefits			
6110 - Vision Insurance	-113.26	25.25%	135.09
6115 - Maint/Rep. Rolling Maint. Equip	-144.90	0.0%	0.00
6120 - Workers' Comp. Insurance	-773.68	40.67%	9,066.91
6130 - Dental Insurance	-321.36	35.66%	627.73
6140 - State Unemployment Insurance	-66.40	0.0%	413.66
6150 - Medical Insurance	-7,019.97	21.88%	6,935.97

San Bernardino Valley Water Conservation District Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

	/ash & Mine Ent		
	\$ Over Budget	% of Budget	Jul '12 - Jan 13
6160 · Payroll Taxes-Employer	-3,415.77	0.0%	9,757.89
6170 · PERS Retirement	-2,851.45	63.7%	11,673.72
6190 · Life Insurance	-35,307.62	0.0%	0.00
Total 6100 · Benefits	-50,014.41	13.37%	38,610.97
6200 · Salaries			
6230 · Regular Salaries			96,569.17
6231 · Salary Overhead Charge			0.00
Total 6200 · Salaries			96,569.17
6300 · Insurance			
6310 · Property/ Auto Insurance			0.00
6320 · General Liability Insurance			1,746.30
Total 6300 · Insurance			1,746.30
6400 · Board of Directors' Expenses			
6401 · Directors' Fees			36,248.00
6410 · Mileage			1,167.20
6415 · Air Fare			2,079.70
6420 · Other Travel			325.25
6425 · Meals			1,996.65
6430 · Lodging			2,684.87
6435 · Conf/Seminar Registrations			2,225.00
6440 · Election Fees / Re-Districting			0.00
Total 6400 · Board of Directors' Expenses			46,726.67
6500 · Administrative/Staff Expenses			
6505 · Mtg. Support Expense (food, bev)			28.15
6510 · Mileage			732.30
6515 · Air Fare			0.00
6520 · Travel, Other (rental car, taxi)			142.00
6525 · Meals			831.96
6530 · Lodging			410.86
6535 · Conf/Seminar Registrations			1,238.00
Total 6500 · Administrative/Staff Expenses			3,383.27
Total Expense	-278,464.17	13.09%	311,175.67
Net Ordinary Income	-90,965.97	56.96%	-207,108.41
Other Income/Expense			
Other Expense			
7000 · Construction			
7010 · Materials			0.00
7050 · Basins- Capital Annual Repair			0.00
Total 7000 · Construction			0.00
7100 · Land & Buildings			
7110 · Property Capital Repairs			0.00
7130 · Mentone Property (House)-CapRep			0.00
7140 · Mentone Property (Shop)-CapRep			0.00
Total 7100 · Land & Buildings			0.00
7200 · Equipment & Vehicles			
7210 · Computer Hardware-Capital Purch			6,002.91
7220 · Computer Software			3,741.84
7230 · Field Equipment / Vehicles			0.00
7240 · Office Equipment			414.59
Total 7200 · Equipment & Vehicles			10,159.34

San Bernardino Valley Water Conservation District
Profit & Loss Budget vs. Actual by Class
 July 2012 through January 2013

	<u>Wash & Mine Ent</u>		
	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Jul '12 - Jan 13</u>
7400 · Professional Services Capital			
7438 · Engineering Services Capital			0.00
Total 7400 · Professional Services Capital			<u>0.00</u>
Total Other Expense			<u>10,159.34</u>
Net Other Income			<u>-10,159.34</u>
Net Income	<u><u>-90,965.97</u></u>	<u><u>56.96%</u></u>	<u><u>-217,267.75</u></u>

San Bernardino Valley Water Conservation District Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

		4-General Fund Ent.	
		Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4010 · Interest Income			
4012 · LAIF		2,500.00	-1,237.92
4013 · Caltrust Investment Income		25,000.00	10,928.65
Total 4010 · Interest Income		27,500.00	9,690.73
4020 · Groundwater Charge			
4021 · Assessments - Ag			
4023 · Assessments - Non-Ag			
Total 4020 · Groundwater Charge			
4025 · Wash Plan Revenue			
4030 · Mining Income			
4031 · Plant Site - CEMEX			
4032 · Cemex - Royalty / Lease			
4034 · Redlands Aggregate 5% Royalty			
4036 · Aggregate Maintenance			
Total 4030 · Mining Income			
4040 · Miscellaneous Income		10,937.50	-10,162.96
4050 · Property Tax		43,750.00	21,315.99
4055 · SBVMWD Spreading Agreement Reim			
4060 · Property Income			
4062 · Mentone Property			
Total 4060 · Property Income			
4065 · Redlands Plaza			
4066 · Redlands Plaza CAM			
4072 · Reimbursed Expenses			
4080 · Exchange Plan			
Total Income		82,187.50	21,879.76
Gross Profit		82,187.50	21,879.76
Expense			
5000 · Payroll Expenses			
5050 · Regional Programs			
5080 · LAFCO Contribution		2,187.50	-1,841.67
Total 5050 · Regional Programs		2,187.50	-1,841.67
5100 · Professional Service			
5120 · Misc. Professional Services		49,875.00	-20,069.03
5122 · Wash Plan Professional Services			
5125 · Engineering Services			
5130 · Aerial Photography & Surveying			
5145 · Environmental Services			
5160 · IT Support		1,620.20	1,085.61
5170 · Audit		1,108.35	10,831.65
5175 · Legal - Wash Plan			
5180 · Legal		37,333.35	-7,364.96
Total 5100 · Professional Service		89,936.90	-15,516.73
5123 · Temp. Field Labor			
5200 · Field Operations			
5210 · Equipment Maintenance			
5215 · Property Maintenance			
5220 · Maintenance Materials/Shop/Flid			
5230 · Field Tools			

San Bernardino Valley Water Conservation District Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

4-General Fund Ent.		
	Budget	\$ Over Budget
Total 5200 - Field Operations		
5300 - Vehicle Operations		
5310 - Vehicle Maintenance		
5320 - Fuel		
Total 5300 - Vehicle Operations		
5400 - Utilities		
5410 - Alarm Service	1,210.40	270.47
5420 - Electricity	2,450.00	2,267.01
5430 - Mobile Phone	23.35	-23.35
5440 - Telephone	2,858.35	699.80
5450 - Natural Gas	367.50	-44.56
5460 - Water / Trash / Sewer	3,567.14	-3,567.14
5470 - Internet Services	2,450.00	1,270.16
Total 5400 - Utilities		
	12,926.74	872.39
6000 - General Administration		
6001 - General Administration - Other	3,500.00	-3,166.53
6002 - Website Administration	1,808.35	-1,440.43
6003 - Property Tax	1,265.85	-1,265.85
6004 - Meeting Expenses		
6004.01 - Wash Plan Meeting expense		
6004 - Meeting Expenses - Other	1,093.75	1,499.10
Total 6004 - Meeting Expenses		
	1,093.75	1,499.10
6006 - Permits	466.65	-466.65
6009 - Licenses	116.65	-116.65
6010 - Surety Bond		
6012 - Office Maintenance	583.35	-104.35
6015 - Mentone House Maintenance		
6016 - Redlands Plaza Maintenance		
6018 - Janitorial Services	4,725.00	499.00
6019 - Janitorial Supplies	105.00	10.45
6020 - Vacancy Marketing-Redlands Plaz		
6021 - Office Equipment Maint.		
6027 - Computer Supplies	204.15	311.59
6030 - Office Supplies	1,633.35	364.37
6032 - Small Office Equipment		
6033 - Office Equipment Rental	3,500.00	1,014.73
6036 - Printing	291.65	-79.42
6039 - Postage and Overnight Delivery	513.35	314.97
6042 - Payroll Processing	875.00	-627.60
6045 - Bank Service Charges	291.65	1,217.89
6051 - Uniforms	300.00	43.50
6087 - Educational Reimbursement	1,166.65	-803.65
6090 - Subscriptions/Publications	875.00	-607.10
6091 - Public Notices	116.65	1,138.97
6093 - Memberships	14,662.10	-2,483.10
Total 6000 - General Administration		
	38,094.15	-3,005.94
6026 - Redlands Plaza CAM expenses		
6100 - Benefits		
6110 - Vision Insurance	253.45	-118.36
6115 - Maint/Rep. Rolling Maint. Equip	242.30	-242.30
6120 - Workers' Comp. Insurance	2,180.60	6,886.31
6130 - Dental Insurance	835.13	-207.40
6140 - State Unemployment Insurance	111.07	302.59
6150 - Medical Insurance	15,025.46	-8,089.49

San Bernardino Valley Water Conservation District Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

	4-General Fund Ent.	
	Budget	\$ Over Budget
6160 · Payroll Taxes-Employer	5,705.68	4,052.21
6170 · PERS Retirement	13,133.41	-1,459.69
6190 · Life Insurance		
Total 6100 · Benefits	37,487.10	1,123.87
6200 · Salaries		
6230 · Regular Salaries	68,411.67	28,157.50
6231 · Salary Overhead Charge		
Total 6200 · Salaries	68,411.67	28,157.50
6300 · Insurance		
6310 · Property/ Auto Insurance	99.85	-99.85
6320 · General Liability Insurance	2,512.40	-766.10
Total 6300 · Insurance	2,612.25	-865.95
6400 · Board of Directors' Expenses		
6401 · Directors' Fees	39,375.00	-3,127.00
6410 · Mileage	1,662.50	-495.30
6415 · Air Fare	1,750.00	329.70
6420 · Other Travel	204.15	121.10
6425 · Meals	875.00	1,121.65
6430 · Lodging	2,041.65	643.22
6435 · Conf/Seminar Registrations	2,625.00	-400.00
6440 · Election Fees / Re-Districting	2,916.65	-2,916.65
Total 6400 · Board of Directors' Expenses	51,449.95	-4,723.28
6500 · Administrative/Staff Expenses		
6505 · Mtg. Support Expense (food, bev	875.00	-846.85
6510 · Mileage	700.00	32.30
6515 · Air Fare	700.00	-700.00
6520 · Travel, Other (rental car, taxi	233.35	-91.35
6525 · Meals	700.00	131.96
6530 · Lodging	560.00	-149.14
6535 · Conf/Seminar Registrations	1,166.65	71.35
Total 6500 · Administrative/Staff Expenses	4,935.00	-1,551.73
Total Expense	308,041.26	3,134.41
Net Ordinary Income	-225,853.76	18,745.35
Other Income/Expense		
Other Expense		
7000 · Construction		
7010 · Materials		
7050 · Basins- Capital Annual Repair		
Total 7000 · Construction		
7100 · Land & Buildings		
7110 · Property Capital Repairs		
7130 · Mentone Property (House)-CapRep		
7140 · Mentone Property (Shop)-CapRep		
Total 7100 · Land & Buildings		
7200 · Equipment & Vehicles		
7210 · Computer Hardware-Capital Purch	3,412.50	2,590.41
7220 · Computer Software	1,122.90	2,618.94
7230 · Field Equipment / Vehicles		
7240 · Office Equipment		
Total 7200 · Equipment & Vehicles	4,535.40	5,623.94

San Bernardino Valley Water Conservation District
Profit & Loss Budget vs. Actual by Class
July 2012 through January 2013

	4-General Fund Ent.	
	<u>Budget</u>	<u>\$ Over Budget</u>
7400 - Professional Services Capital		
7438 - Engineering Services Capital		
Total 7400 - Professional Services Capital		
Total Other Expense	<u>4,535.40</u>	<u>5,623.94</u>
Net Other Income	<u>-4,535.40</u>	<u>-5,623.94</u>
Net Income	<u><u>-230,389.16</u></u>	<u><u>13,121.41</u></u>

San Bernardino Valley Water Conservation District

Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

	<u>% of Budget</u>	<u>Jul '12 - Jan 13</u>	<u>Budget</u>
Ordinary Income/Expense			
Income			
4010 - Interest Income			
4012 - LAIF	50.48%	1,262.08	2,500.00
4013 - Caltrust Investment Income	143.72%	35,928.65	25,000.00
Total 4010 - Interest Income	135.24%	37,190.73	27,500.00
4020 - Groundwater Charge			
4021 - Assessments - Ag		16,965.19	24,365.25
4023 - Assessments - Non-Ag		462,367.92	326,305.13
Total 4020 - Groundwater Charge		479,333.11	350,670.38
4025 - Wash Plan Revenue		0.00	238,875.00
4030 - Mining Income			
4031 - Plant Site - CEMEX		36,333.33	28,000.00
4032 - Cemex - Royalty / Lease		95,833.33	121,527.60
4034 - Redlands Aggregate 5% Royalty		18,000.00	21,000.00
4036 - Aggregate Maintenance		12,409.00	13,708.35
Total 4030 - Mining Income		162,575.66	184,235.95
4040 - Miscellaneous Income	7.08%	1,525.54	14,583.35
4050 - Property Tax	148.72%	65,065.99	43,750.00
4055 - SBVMWD Spreading Agreement Reim		288,026.02	175,000.00
4060 - Property Income			
4062 - Mentone Property		4,128.51	11,550.00
Total 4060 - Property Income		4,128.51	11,550.00
4065 - Redlands Plaza		51,275.73	51,537.23
4066 - Redlands Plaza CAM		8,475.56	11,666.65
4072 - Reimbursed Expenses		60.57	0.00
4080 - Exchange Plan		0.00	0.00
Total Income	126.62%	1,097,657.42	1,109,368.56
Gross Profit	126.62%	1,097,657.42	1,109,368.56
Expense			
5000 - Payroll Expenses		485.95	0.00
5050 - Regional Programs			
5080 - LAFCO Contribution	15.81%	345.83	2,187.50
Total 5050 - Regional Programs	15.81%	345.83	2,187.50
5100 - Professional Service			
5120 - Misc. Professional Services	59.76%	32,795.97	55,416.65
5122 - Wash Plan Professional Services		7,011.63	74,083.35
5125 - Engineering Services		2,320.00	8,750.00
5130 - Aerial Photography & Surveying		0.00	35,000.00
5145 - Environmental Services		0.00	124,250.00
5160 - IT Support	167.01%	2,705.81	4,433.35
5170 - Audit	1,077.28%	11,940.00	11,083.35
5175 - Legal - Wash Plan		2,370.00	24,500.00
5180 - Legal	80.27%	30,538.39	93,333.35
Total 5100 - Professional Service	82.75%	89,681.80	430,850.05
5123 - Temp. Field Labor		0.00	1,458.35
5200 - Field Operations			
5210 - Equipment Maintenance		2,571.59	1,458.35
5215 - Property Maintenance		3,024.07	3,791.65
5220 - Maintenance Materials/Shop/Fld		8.05	0.00
5230 - Field Tools		28.41	0.00

San Bernardino Valley Water Conservation District

Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

	<u>% of Budget</u>	<u>Jul '12 - Jan 13</u>	<u>Budget</u>
Total 5200 - Field Operations		5,632.12	5,250.00
5300 - Vehicle Operations			
5310 - Vehicle Maintenance		6,299.92	7,291.65
5320 - Fuel		8,554.08	8,750.00
Total 5300 - Vehicle Operations		<u>14,854.00</u>	<u>16,041.65</u>
5400 - Utilities			
5410 - Alarm Service	122.35%	1,480.87	2,420.80
5420 - Electricity	192.53%	7,009.00	8,750.00
5430 - Mobile Phone	0.0%	1,205.24	875.00
5440 - Telephone	124.48%	4,386.27	4,083.35
5450 - Natural Gas	87.88%	322.94	612.50
5460 - Water / Trash / Sewer	0.0%	2,480.42	6,183.30
5470 - Internet Services	151.84%	4,070.09	4,083.30
Total 5400 - Utilities	<u>106.75%</u>	<u>20,954.83</u>	<u>27,008.25</u>
6000 - General Administration			
6001 - General Administration - Other	9.53%	333.47	5,833.35
6002 - Website Administration	20.35%	367.92	1,808.35
6003 - Property Tax	0.0%	0.00	1,265.85
6004 - Meeting Expenses			
6004.01 - Wash Plan Meeting expense		0.00	364.60
6004 - Meeting Expenses - Other	237.06%	2,592.85	1,093.75
Total 6004 - Meeting Expenses	<u>237.06%</u>	<u>2,592.85</u>	<u>1,458.35</u>
6006 - Permits	0.0%	0.00	933.30
6009 - Licenses	0.0%	819.00	583.30
6010 - Surety Bond		1,815.00	1,108.35
6012 - Office Maintenance	82.11%	479.00	583.35
6015 - Mentone House Maintenance		3,100.35	1,925.00
6016 - Redlands Plaza Maintenance		4,280.00	8,166.65
6018 - Janitorial Services	110.56%	5,224.00	4,725.00
6019 - Janitorial Supplies	109.95%	115.45	175.00
6020 - Vacancy Marketing-Redlands Plaz		0.00	3,231.65
6021 - Office Equipment Maint.		1,040.69	0.00
6027 - Computer Supplies	252.63%	515.74	291.65
6030 - Office Supplies	122.31%	1,997.72	2,041.70
6032 - Small Office Equipment		700.13	700.00
6033 - Office Equipment Rental	128.99%	4,514.73	3,966.70
6036 - Printing	72.77%	261.23	583.35
6039 - Postage and Overnight Delivery	161.36%	853.22	933.40
6042 - Payroll Processing	28.27%	247.40	875.00
6045 - Bank Service Charges	517.59%	1,509.54	291.65
6051 - Uniforms	114.5%	776.43	750.00
6087 - Educational Reimbursement	31.12%	363.00	1,166.65
6090 - Subscriptions/Publications	30.62%	267.90	875.00
6091 - Public Notices	1,076.4%	1,255.62	1,166.65
6093 - Memberships	83.06%	12,179.00	14,662.10
Total 6000 - General Administration	<u>92.11%</u>	<u>45,609.39</u>	<u>60,101.35</u>
6026 - Redlands Plaza CAM expenses		19,219.87	11,666.65
6100 - Benefits			
6110 - Vision Insurance	53.3%	639.60	915.07
6115 - Maint/Rep. Rolling Maint. Equip	0.0%	0.00	875.00
6120 - Workers' Comp. Insurance	415.8%	11,383.00	7,875.10
6130 - Dental Insurance	75.17%	2,969.52	3,015.96
6140 - State Unemployment Insurance	372.43%	413.66	401.05
6150 - Medical Insurance	46.16%	32,823.57	54,263.20

San Bernardino Valley Water Conservation District Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

	% of Budget	Jul '12 - Jan 13	Budget
Total			
6160 · Payroll Taxes-Employer	171.02%	16,247.65	20,620.85
6170 · PERS Retirement	88.89%	41,691.89	47,430.20
6190 · Life Insurance		0.00	35,307.62
Total 6100 · Benefits	103.0%	106,168.89	170,704.05
6200 · Salaries			
6230 · Regular Salaries	141.16%	234,866.83	214,054.71
6231 · Salary Overhead Charge		0.00	25,281.44
Total 6200 · Salaries	141.16%	234,866.83	239,336.15
6300 · Insurance			
6310 · Property/ Auto Insurance	0.0%	0.00	1,997.30
6320 · General Liability Insurance	69.51%	17,463.00	25,124.00
Total 6300 · Insurance	66.85%	17,463.00	27,121.30
6400 · Board of Directors' Expenses			
6401 · Directors' Fees	92.06%	36,248.00	39,375.00
6410 · Mileage	70.21%	1,167.20	1,662.50
6415 · Air Fare	118.84%	2,079.70	1,750.00
6420 · Other Travel	159.32%	325.25	204.15
6425 · Meals	228.19%	1,996.65	875.00
6430 · Lodging	131.51%	2,684.87	2,041.65
6435 · Conf/Seminar Registrations	84.76%	2,225.00	2,625.00
6440 · Election Fees / Re-Districting	0.0%	0.00	2,916.65
Total 6400 · Board of Directors' Expenses	90.82%	46,726.67	51,449.95
6500 · Administrative/Staff Expenses			
6505 · Mtg. Support Expense (food, bev	3.22%	28.15	875.00
6510 · Mileage	104.61%	811.17	875.00
6515 · Air Fare	0.0%	0.00	875.00
6520 · Travel, Other (rental car, taxi	60.85%	142.00	291.70
6525 · Meals	118.85%	831.96	875.00
6530 · Lodging	73.37%	410.86	700.00
6535 · Conf/Seminar Registrations	106.12%	1,238.00	1,166.65
Total 6500 · Administrative/Staff Expenses	68.56%	3,462.14	5,658.35
Total Expense	101.02%	605,471.32	1,048,833.60
Net Ordinary Income	91.7%	492,186.10	60,534.96
Other Income/Expense			
Other Expense			
7000 · Construction			
7010 · Materials		0.00	2,916.65
7050 · Basins- Capital Annual Repair		5,733.00	52,500.00
Total 7000 · Construction		5,733.00	55,416.65
7100 · Land & Buildings			
7110 · Property Capital Repairs		585.08	16,041.65
7130 · Mentone Property (House)-CapRep		3,246.00	1,166.65
7140 · Mentone Property (Shop)-CapRep		0.00	1,458.35
Total 7100 · Land & Buildings		3,831.08	18,666.65
7200 · Equipment & Vehicles			
7210 · Computer Hardware-Capital Purch	175.91%	6,002.91	3,791.65
7220 · Computer Software	333.23%	3,741.84	3,208.30
7230 · Field Equipment / Vehicles		0.00	17,791.65
7240 · Office Equipment		414.59	0.00
Total 7200 · Equipment & Vehicles	224.0%	10,159.34	24,791.60

San Bernardino Valley Water Conservation District
Profit & Loss Budget vs. Actual by Class
 July 2012 through January 2013

	<u>% of Budget</u>	<u>Jul '12 - Jan 13</u>	<u>Budget</u>
7400 - Professional Services Capital			
7438 - Engineering Services Capital		0.00	14,583.35
Total 7400 - Professional Services Capital		<u>0.00</u>	<u>14,583.35</u>
Total Other Expense	<u>224.0%</u>	<u>19,723.42</u>	<u>113,458.25</u>
Net Other Income	<u>224.0%</u>	<u>-19,723.42</u>	<u>-113,458.25</u>
Net Income	<u><u>94.31%</u></u>	<u><u>472,462.68</u></u>	<u><u>-52,923.29</u></u>

San Bernardino Valley Water Conservation District Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

	TOTAL	
	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense		
Income		
4010 · Interest Income		
4012 · LAIF	-1,237.92	50.48%
4013 · Caltrust Investment Income	10,928.65	143.72%
Total 4010 · Interest Income	<u>9,690.73</u>	<u>135.24%</u>
4020 · Groundwater Charge		
4021 · Assessments - Ag	-7,400.06	69.63%
4023 · Assessments - Non-Ag	136,062.79	141.7%
Total 4020 · Groundwater Charge	<u>128,662.73</u>	<u>136.69%</u>
4025 · Wash Plan Revenue	-238,875.00	0.0%
4030 · Mining Income		
4031 · Plant Site - CEMEX	8,333.33	129.76%
4032 · Cemex - Royalty / Lease	-25,694.27	78.86%
4034 · Redlands Aggregate 5% Royalty	-3,000.00	85.71%
4036 · Aggregate Maintenance	-1,299.35	90.52%
Total 4030 · Mining Income	<u>-21,660.29</u>	<u>88.24%</u>
4040 · Miscellaneous Income	-13,057.81	10.46%
4050 · Property Tax	21,315.99	148.72%
4055 · SBVMWD Spreading Agreement Reim	113,026.02	164.59%
4060 · Property Income		
4062 · Mentone Property	-7,421.49	35.75%
Total 4060 · Property Income	<u>-7,421.49</u>	<u>35.75%</u>
4065 · Redlands Plaza	-261.50	99.49%
4066 · Redlands Plaza CAM	-3,191.09	72.65%
4072 · Reimbursed Expenses	60.57	100.0%
4080 · Exchange Plan	0.00	0.0%
Total Income	<u>-11,711.14</u>	<u>98.94%</u>
Gross Profit	-11,711.14	98.94%
Expense		
5000 · Payroll Expenses	485.95	100.0%
5050 · Regional Programs		
5080 · LAFCO Contribution	-1,841.67	15.81%
Total 5050 · Regional Programs	<u>-1,841.67</u>	<u>15.81%</u>
5100 · Professional Service		
5120 · Misc. Professional Services	-22,620.68	59.18%
5122 · Wash Plan Professional Services	-67,071.72	9.47%
5125 · Engineering Services	-6,430.00	26.51%
5130 · Aerial Photography & Surveying	-35,000.00	0.0%
5145 · Environmental Services	-124,250.00	0.0%
5160 · IT Support	-1,727.54	61.03%
5170 · Audit	856.65	107.73%
5175 · Legal - Wash Plan	-22,130.00	9.67%
5180 · Legal	-62,794.96	32.72%
Total 5100 · Professional Service	<u>-341,168.25</u>	<u>20.82%</u>
5123 · Temp. Field Labor	-1,458.35	0.0%
5200 · Field Operations		
5210 · Equipment Maintenance	1,113.24	176.34%
5215 · Property Maintenance	-767.58	79.76%
5220 · Maintenance Materials/Shop/Fld	8.05	100.0%
5230 · Field Tools	28.41	100.0%

San Bernardino Valley Water Conservation District Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

	TOTAL	
	\$ Over Budget	% of Budget
Total 5200 - Field Operations	382.12	107.28%
5300 - Vehicle Operations		
5310 - Vehicle Maintenance	-991.73	86.4%
5320 - Fuel	-195.92	97.76%
Total 5300 - Vehicle Operations	-1,187.65	92.6%
5400 - Utilities		
5410 - Alarm Service	-939.93	61.17%
5420 - Electricity	-1,741.00	80.1%
5430 - Mobile Phone	330.24	137.74%
5440 - Telephone	302.92	107.42%
5450 - Natural Gas	-289.56	52.73%
5460 - Water / Trash / Sewer	-3,702.88	40.12%
5470 - Internet Services	-13.21	99.68%
Total 5400 - Utilities	-6,053.42	77.59%
6000 - General Administration		
6001 - General Administration - Other	-5,499.88	5.72%
6002 - Website Administration	-1,440.43	20.35%
6003 - Property Tax	-1,265.85	0.0%
6004 - Meeting Expenses		
6004.01 - Wash Plan Meeting expense	-364.60	0.0%
6004 - Meeting Expenses - Other	1,499.10	237.06%
Total 6004 - Meeting Expenses	1,134.50	177.79%
6006 - Permits	-933.30	0.0%
6009 - Licenses	235.70	140.41%
6010 - Surety Bond	706.65	163.76%
6012 - Office Maintenance	-104.35	82.11%
6015 - Mentone House Maintenance	1,175.35	161.06%
6016 - Redlands Plaza Maintenance	-3,886.65	52.41%
6018 - Janitorial Services	499.00	110.56%
6019 - Janitorial Supplies	-59.55	65.97%
6020 - Vacancy Marketing-Redlands Plaz	-3,231.65	0.0%
6021 - Office Equipment Maint.	1,040.69	100.0%
6027 - Computer Supplies	224.09	176.84%
6030 - Office Supplies	-43.98	97.85%
6032 - Small Office Equipment	0.13	100.02%
6033 - Office Equipment Rental	548.03	113.82%
6036 - Printing	-322.12	44.78%
6039 - Postage and Overnight Delivery	-80.18	91.41%
6042 - Payroll Processing	-627.60	28.27%
6045 - Bank Service Charges	1,217.89	517.59%
6051 - Uniforms	26.43	103.52%
6087 - Educational Reimbursement	-803.65	31.12%
6090 - Subscriptions/Publications	-607.10	30.62%
6091 - Public Notices	88.97	107.63%
6093 - Memberships	-2,483.10	83.06%
Total 6000 - General Administration	-14,491.96	75.89%
6026 - Redlands Plaza CAM expenses	7,553.22	164.74%
6100 - Benefits		
6110 - Vision Insurance	-275.47	69.9%
6115 - Maint/Rep. Rolling Maint. Equip	-875.00	0.0%
6120 - Workers' Comp. Insurance	3,507.90	144.54%
6130 - Dental Insurance	-46.44	98.46%
6140 - State Unemployment Insurance	12.61	103.14%
6150 - Medical Insurance	-21,439.63	60.49%

San Bernardino Valley Water Conservation District Profit & Loss Budget vs. Actual by Class

July 2012 through January 2013

	<u>DOTAL</u>	
	<u>\$ Over Budget</u>	<u>% of Budget</u>
6160 · Payroll Taxes-Employer	-4,373.20	78.79%
6170 · PERS Retirement	-5,738.31	87.9%
6190 · Life Insurance	-35,307.62	0.0%
Total 6100 · Benefits	-64,535.16	62.2%
6200 · Salaries		
6230 · Regular Salaries	20,812.12	109.72%
6231 · Salary Overhead Charge	-25,281.44	0.0%
Total 6200 · Salaries	-4,469.32	98.13%
6300 · Insurance		
6310 · Property/ Auto Insurance	-1,997.30	0.0%
6320 · General Liability Insurance	-7,661.00	69.51%
Total 6300 · Insurance	-9,658.30	64.39%
6400 · Board of Directors' Expenses		
6401 · Directors' Fees	-3,127.00	92.06%
6410 · Mileage	-495.30	70.21%
6415 · Air Fare	329.70	118.84%
6420 · Other Travel	121.10	159.32%
6425 · Meals	1,121.65	228.19%
6430 · Lodging	643.22	131.51%
6435 · Conf/Seminar Registrations	-400.00	84.76%
6440 · Election Fees / Re-Districting	-2,916.65	0.0%
Total 6400 · Board of Directors' Expenses	-4,723.28	90.82%
6500 · Administrative/Staff Expenses		
6505 · Mtg. Support Expense (food, bev)	-846.85	3.22%
6510 · Mileage	-63.83	92.71%
6515 · Air Fare	-875.00	0.0%
6520 · Travel, Other (rental car, taxi)	-149.70	48.68%
6525 · Meals	-43.04	95.08%
6530 · Lodging	-289.14	58.69%
6535 · Conf/Seminar Registrations	71.35	106.12%
Total 6500 · Administrative/Staff Expenses	-2,196.21	61.19%
Total Expense	-443,362.28	57.73%
Net Ordinary Income	431,651.14	813.06%
Other Income/Expense		
Other Expense		
7000 · Construction		
7010 · Materials	-2,916.65	0.0%
7050 · Basins- Capital Annual Repair	-46,767.00	10.92%
Total 7000 · Construction	-49,683.65	10.35%
7100 · Land & Buildings		
7110 · Property Capital Repairs	-15,456.57	3.65%
7130 · Mentone Property (House)-CapRep	2,079.35	278.23%
7140 · Mentone Property (Shop)-CapRep	-1,458.35	0.0%
Total 7100 · Land & Buildings	-14,835.57	20.52%
7200 · Equipment & Vehicles		
7210 · Computer Hardware-Capital Purch	2,211.26	158.32%
7220 · Computer Software	533.54	116.63%
7230 · Field Equipment / Vehicles	-17,791.65	0.0%
7240 · Office Equipment	414.59	100.0%
Total 7200 · Equipment & Vehicles	-14,632.26	40.98%

San Bernardino Valley Water Conservation District
Profit & Loss Budget vs. Actual by Class
 July 2012 through January 2013

	DTAL	
	<u>\$ Over Budget</u>	<u>% of Budget</u>
7400 - Professional Services Capital		
7438 - Engineering Services Capital	-14,583.35	0.0%
Total 7400 - Professional Services Capital	<u>-14,583.35</u>	<u>0.0%</u>
Total Other Expense	<u>-93,734.83</u>	<u>17.38%</u>
Net Other Income	<u>93,734.83</u>	<u>17.38%</u>
Net Income	<u><u>525,385.97</u></u>	<u><u>-892.73%</u></u>

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

Ordinary Income/Expense	Jul '12 - Jun 13	Budget	\$ Over Budget	% of Budget
Income				
4010 · Interest Income				
4012 · LAIF	1,262.08	5,000.00	-3,737.92	25.24%
4013 · Caltrust Investment Income	35,928.65	50,000.00	-14,071.35	71.86%
Total 4010 · Interest Income	37,190.73	55,000.00	-17,809.27	67.62%
4020 · Groundwater Charge				
4021 · Assessments - Ag	18,670.14	48,730.50	-30,060.36	38.31%
4023 · Assessments - Non-Ag	528,756.18	652,610.25	-123,854.07	81.02%
Total 4020 · Groundwater Charge	547,426.32	701,340.75	-153,914.43	78.05%
4025 · Wash Plan Revenue	0.00	409,500.00	-409,500.00	0.0%
4030 · Mining Income				
4031 · Plant Site - CEMEX	36,333.33	48,000.00	-11,666.67	75.69%
4032 · Cemex - Royalty / Lease	95,833.33	208,333.00	-112,499.67	46.0%
4034 · Redlands Aggregate 5% Royalty	18,000.00	36,000.00	-18,000.00	50.0%
4036 · Aggregate Maintenance	12,409.00	23,500.00	-11,091.00	52.8%
Total 4030 · Mining Income	162,575.66	315,833.00	-153,257.34	51.48%
4040 · Miscellaneous Income	1,626.68	25,000.00	-23,373.32	6.51%
4050 · Property Tax	65,373.68	75,000.00	-9,626.32	87.17%
4055 · SBVMWD Spreading Agreement Reim	638,026.02	300,000.00	338,026.02	212.68%
4060 · Property Income				
4062 · Mentone Property	5,703.51	19,800.00	-14,096.49	28.81%
Total 4060 · Property Income	5,703.51	19,800.00	-14,096.49	28.81%
4065 · Redlands Plaza	54,453.09	88,349.58	-33,896.49	61.63%
4066 · Redlands Plaza CAM	9,143.27	20,000.00	-10,856.73	45.72%
4072 · Reimbursed Expenses	60.57			
4080 · Exchange Plan	0.00	30,000.00	-30,000.00	0.0%
Total Income	1,521,579.53	2,039,823.33	-518,243.80	74.59%
Gross Profit	1,521,579.53	2,039,823.33	-518,243.80	74.59%
Expense				
5000 · Payroll Expenses	485.95			
5050 · Regional Programs				
5080 · LAFCO Contribution	345.83	3,750.00	-3,404.17	9.22%
5081 · Wash Plan	1,000.00			
Total 5050 · Regional Programs	1,345.83	3,750.00	-2,404.17	35.89%
5100 · Professional Service				
5120 · Misc. Professional Services	32,795.97	95,000.00	-62,204.03	34.52%
5121 · Consultants Misc. Expenses	8,000.00			
5122 · Wash Plan Professional Services	7,011.63	127,000.00	-119,988.37	5.52%
5125 · Engineering Services	2,320.00	15,000.00	-12,680.00	15.47%
5130 · Aerial Photography & Surveying	0.00	60,000.00	-60,000.00	0.0%
5145 · Environmental Services	0.00	213,000.00	-213,000.00	0.0%
5160 · IT Support	2,705.81	7,600.00	-4,894.19	35.6%
5170 · Audit	11,940.00	19,000.00	-7,060.00	62.84%
5175 · Legal - Wash Plan	2,370.00	42,000.00	-39,630.00	5.64%
5180 · Legal	30,538.39	160,000.00	-129,461.61	19.09%
Total 5100 · Professional Service	97,681.80	738,600.00	-640,918.20	13.23%
5123 · Temp. Field Labor	0.00	2,500.00	-2,500.00	0.0%
5200 · Field Operations				
5210 · Equipment Maintenance	2,587.79	2,500.00	87.79	103.51%
5215 · Property Maintenance	3,024.07	6,500.00	-3,475.93	46.52%

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

	Jul '12 - Jun 13	Budget	\$ Over Budget	% of Budget
5220 · Maintenance Materials/Shop/Fld	8.05			
5230 · Field Tools	28.41			
Total 5200 · Field Operations	5,648.32	9,000.00	-3,351.68	62.76%
5300 · Vehicle Operations				
5310 · Vehicle Maintenance	6,687.06	12,500.00	-5,812.94	53.5%
5320 · Fuel	9,663.60	15,000.00	-5,336.40	64.42%
Total 5300 · Vehicle Operations	16,350.66	27,500.00	-11,149.34	59.46%
5400 · Utilities				
5410 · Alarm Service	1,648.52	4,150.00	-2,501.48	39.72%
5420 · Electricity	7,660.33	15,000.00	-7,339.67	51.07%
5430 · Mobile Phone	1,248.99	1,500.00	-251.01	83.27%
5440 · Telephone	4,386.27	7,000.00	-2,613.73	62.66%
5450 · Natural Gas	322.94	1,050.00	-727.06	30.76%
5460 · Water / Trash / Sewer	2,480.42	10,600.00	-8,119.58	23.4%
5470 · Internet Services	4,070.09	7,000.00	-2,929.91	58.14%
Total 5400 · Utilities	21,817.56	46,300.00	-24,482.44	47.12%
6000 · General Administration				
6001 · General Administration - Other	333.47	10,000.00	-9,666.53	3.34%
6002 · Website Administration	367.92	3,100.00	-2,732.08	11.87%
6003 · Property Tax	0.00	2,170.00	-2,170.00	0.0%
6004 · Meeting Expenses				
6004.01 · Wash Plan Meeting expense	0.00	625.00	-625.00	0.0%
6004 · Meeting Expenses - Other	2,592.85	1,875.00	717.85	138.29%
Total 6004 · Meeting Expenses	2,592.85	2,500.00	92.85	103.71%
6006 · Permits	0.00	1,600.00	-1,600.00	0.0%
6009 · Licenses	819.00	1,000.00	-181.00	81.9%
6010 · Surety Bond	1,815.00	1,900.00	-85.00	95.53%
6012 · Office Maintenance	479.00	1,000.00	-521.00	47.9%
6015 · Mentone House Maintenance	3,100.35	3,300.00	-199.65	93.95%
6016 · Redlands Plaza Maintenance	4,480.00	14,000.00	-9,520.00	32.0%
6017 · Management Labor-Redlands Plaza	0.00	0.00	0.00	0.0%
6018 · Janitorial Services	5,224.00	8,100.00	-2,876.00	64.49%
6019 · Janitorial Supplies	115.45	300.00	-184.55	38.48%
6020 · Vacancy Marketing-Redlands Plaz	0.00	5,540.00	-5,540.00	0.0%
6021 · Office Equipment Maint.	1,040.69			
6024 · DONT USE-Computer Equip Maint.	0.00	0.00	0.00	0.0%
6027 · Computer Supplies	515.74	500.00	15.74	103.15%
6030 · Office Supplies	1,997.72	3,500.00	-1,502.28	57.08%
6032 · Small Office Equipment	700.13	1,200.00	-499.87	58.34%
6033 · Office Equipment Rental	4,514.73	6,800.00	-2,285.27	66.39%
6036 · Printing	261.23	1,000.00	-738.77	26.12%
6039 · Postage and Overnight Delivery	891.21	1,600.00	-708.79	55.7%
6042 · Payroll Processing	423.15	1,500.00	-1,076.85	28.21%
6045 · Bank Service Charges	1,534.54	500.00	1,034.54	306.91%
6051 · Uniforms	776.43	750.00	26.43	103.52%
6087 · Educational Reimbursement	363.00	2,000.00	-1,637.00	18.15%
6090 · Subscriptions/Publications	267.90	1,500.00	-1,232.10	17.86%
6091 · Public Notices	1,255.62	2,000.00	-744.38	62.78%
6093 · Memberships	12,279.00	25,135.00	-12,856.00	48.85%
Total 6000 · General Administration	46,148.13	102,495.00	-56,346.87	45.03%
6026 · Redlands Plaza CAM expenses	19,581.87	20,000.00	-418.13	97.91%
6100 · Benefits				
6110 · Vision Insurance	639.60	1,568.72	-929.12	40.77%
6115 · Maint/Rep. Rolling Maint. Equip	0.00	1,500.00	-1,500.00	0.0%

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

	Jul '12 - Jun 13	Budget	\$ Over Budget	% of Budget
6120 · Workers' Comp. Insurance	11,383.00	13,500.10	-2,117.10	84.32%
6130 · Dental Insurance	2,969.52	5,170.21	-2,200.69	57.44%
6140 · State Unemployment Insurance	413.66	687.50	-273.84	60.17%
6150 · Medical Insurance	32,823.57	93,022.60	-60,199.03	35.29%
6160 · Payroll Taxes-Employer	17,933.23	35,350.00	-17,416.77	50.73%
6170 · PERS Retirement	44,836.29	81,309.00	-36,472.71	55.14%
6190 · Life Insurance	0.00	60,527.37	-60,527.37	0.0%
Total 6100 · Benefits	110,998.87	292,635.50	-181,636.63	37.93%
6200 · Salaries				
6230 · Regular Salaries	250,861.23	366,950.96	-116,089.73	68.36%
6231 · Salary Overhead Charge	0.00	43,339.64	-43,339.64	0.0%
Total 6200 · Salaries	250,861.23	410,290.60	-159,429.37	61.14%
6300 · Insurance				
6310 · Property/ Auto Insurance	0.00	3,424.00	-3,424.00	0.0%
6320 · General Liability Insurance	17,463.00	25,124.00	-7,661.00	69.51%
Total 6300 · Insurance	17,463.00	28,548.00	-11,085.00	61.17%
6400 · Board of Directors' Expenses				
6401 · Directors' Fees	37,430.00	67,500.00	-30,070.00	55.45%
6410 · Mileage	1,184.96	2,850.00	-1,665.04	41.58%
6415 · Air Fare	2,079.70	3,000.00	-920.30	69.32%
6420 · Other Travel	325.25	350.00	-24.75	92.93%
6425 · Meals	1,996.65	1,500.00	496.65	133.11%
6430 · Lodging	2,684.87	3,500.00	-815.13	76.71%
6435 · Conf/Seminar Registrations	2,225.00	4,500.00	-2,275.00	49.44%
6440 · Election Fees / Re-Districting	0.00	5,000.00	-5,000.00	0.0%
Total 6400 · Board of Directors' Expenses	47,926.43	88,200.00	-40,273.57	54.34%
6500 · Administrative/Staff Expenses				
6505 · Mtg. Support Expense (food, bev)	28.15	1,500.00	-1,471.85	1.88%
6510 · Mileage	811.17	1,500.00	-688.83	54.08%
6515 · Air Fare	0.00	1,500.00	-1,500.00	0.0%
6520 · Travel, Other (rental car, taxi)	142.00	500.00	-358.00	28.4%
6525 · Meals	831.96	1,500.00	-668.04	55.46%
6530 · Lodging	410.86	1,200.00	-789.14	34.24%
6535 · Conf/Seminar Registrations	1,238.00	2,000.00	-762.00	61.9%
Total 6500 · Administrative/Staff Expenses	3,462.14	9,700.00	-6,237.86	35.69%
6999 · Uncategorized Expenses	22.00			
Total Expense	639,793.79	1,779,519.10	-1,139,725.31	35.95%
Net Ordinary Income	881,785.74	260,304.23	621,481.51	338.75%
Other Income/Expense				
Other Expense				
7000 · Construction				
7010 · Materials	0.00	5,000.00	-5,000.00	0.0%
7050 · Basins- Capital Annual Repair	5,733.00	90,000.00	-84,267.00	6.37%
7051 · Capital Repairs-Periodic	0.00	0.00	0.00	0.0%
Total 7000 · Construction	5,733.00	95,000.00	-89,267.00	6.04%
7100 · Land & Buildings				
7110 · Property Capital Repairs	585.08	27,500.00	-26,914.92	2.13%
7130 · Mentone Property (House)-CapRep	3,946.00	2,000.00	1,946.00	197.3%
7140 · Mentone Property (Shop)-CapRep	0.00	2,500.00	-2,500.00	0.0%
Total 7100 · Land & Buildings	4,531.08	32,000.00	-27,468.92	14.16%

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

	<u>Jul '12 - Jun 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
7200 - Equipment & Vehicles				
7210 - Computer Hardware-Capital Purch	6,002.91	6,500.00	-497.09	92.35%
7220 - Computer Software	3,741.84	5,500.00	-1,758.16	68.03%
7230 - Field Equipment / Vehicles	0.00	30,500.00	-30,500.00	0.0%
7240 - Office Equipment	414.59	0.00	414.59	100.0%
Total 7200 - Equipment & Vehicles	<u>10,159.34</u>	<u>42,500.00</u>	<u>-32,340.66</u>	<u>23.9%</u>
7400 - Professional Services Capital				
7438 - Engineering Services Capital	0.00	25,000.00	-25,000.00	0.0%
Total 7400 - Professional Services Capital	<u>0.00</u>	<u>25,000.00</u>	<u>-25,000.00</u>	<u>0.0%</u>
Total Other Expense	<u>20,423.42</u>	<u>194,500.00</u>	<u>-174,076.58</u>	<u>10.5%</u>
Net Other Income	<u>-20,423.42</u>	<u>-194,500.00</u>	<u>174,076.58</u>	<u>10.5%</u>
Net Income	<u><u>861,362.32</u></u>	<u><u>65,804.23</u></u>	<u><u>795,558.09</u></u>	<u><u>1,308.98%</u></u>

San Bernardino Valley Water Conservation District
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January 2013

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
	1/29/2013	ADP	1010 · Bank of America -...		-413.66
		SBVWCD:General Administration	6140 · State Unemployme...	4-Gener...	413.66
TOTAL					413.66
18320	1/2/2013	JAN-PRO Cleaning Systems of O...	1012 · Citizens Business...		-618.00
			6018 · Janitorial Services	4-Gener...	618.00
TOTAL					618.00
18321	1/2/2013	Verizon California -7275	1012 · Citizens Business...		-151.68
			5440 · Telephone	1-Grou...	101.69
			5470 · Internet Services	1-Grou...	49.99
TOTAL					151.68
18322	1/2/2013	County of San Bernardino Solid ...	1012 · Citizens Business...		-6.74
			5215 · Property Maintena...	1-Grou...	6.74
TOTAL					6.74
18323	1/2/2013	City of Redlands - Municipal Utili...	1012 · Citizens Business...		-2,199.39
			6026 · Redlands Plaza C...	2-Redl...	2,199.39
TOTAL					2,199.39
18324	1/2/2013	Day Lite Maintenance, Inc.	1012 · Citizens Business...		-88.75
			6026 · Redlands Plaza C...	2-Redl...	88.75
TOTAL					88.75
18325	1/2/2013	Bob's Plumbing	1012 · Citizens Business...		-3,413.68
			6016 · Redlands Plaza M...	2-Redl...	1,000.00
			6026 · Redlands Plaza C...	2-Redl...	2,413.68
TOTAL					3,413.68
18326	1/2/2013	Verizon California-6637	1012 · Citizens Business...		-295.81
			5470 · Internet Services	4-Gener...	295.81
TOTAL					295.81
18327	1/2/2013	Image Source	1012 · Citizens Business...		-598.13
			6033 · Office Equipment ...	4-Gener...	598.13
TOTAL					598.13
18328	1/2/2013	Rutan & Tucker	1012 · Citizens Business...		-2,550.86
			5180 · Legal	4-Gener...	2,360.98
			5180 · Legal	4-Gener...	189.88
TOTAL					2,550.86

San Bernardino Valley Water Conservation District
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Num	Date	Name	Account	Class	Original Amount
18329	1/2/2013	Netsteller	1012 · Citizens Business...		-450.00
			5160 · IT Support	4-Gener...	450.00
TOTAL					450.00
18330	1/2/2013	Citizens Business Bank	1012 · Citizens Business...		-1,754.97
			6021 · Office Equipment ...	4-Gener...	1,104.76
			6420 · Other Travel	4-Gener...	54.00
			6520 · Travel, Other (rent...	4-Gener...	40.00
			6525 · Meals	4-Gener...	247.21
			6425 · Meals	4-Gener...	309.00
TOTAL					1,754.97
18331	1/15/2013	Aaron Pederson	1012 · Citizens Business...		-35.00
779955	1/15/2013	SBVWCD:General Administration	6018 · Janitorial Services	4-Gener...	35.00
TOTAL					35.00
18332	1/15/2013	ACWA JPIA - Workers Comp	1012 · Citizens Business...		-3,203.00
	1/15/2013	SBVWCD:General Administration	6120 · Workers' Comp. In...	4-Gener...	886.91
		SBVWCD:General Administration	6120 · Workers' Comp. In...	1-Grou...	1,621.36
		SBVWCD:General Administration	6120 · Workers' Comp. In...	2-Redl...	164.31
		SBVWCD:General Administration	6120 · Workers' Comp. In...	3-Land ...	530.42
TOTAL					3,203.00
18333	1/15/2013	ACWA/JPIA	1012 · Citizens Business...		-6,045.54
	1/15/2013	SBVWCD:General Administration	6150 · Medical Insurance	1-Grou...	3,006.43
		SBVWCD:General Administration	6130 · Dental Insurance	1-Grou...	257.03
		SBVWCD:General Administration	6110 · Vision Insurance	1-Grou...	61.60
		SBVWCD:General Administration	6150 · Medical Insurance	2-Redl...	1,093.24
		SBVWCD:General Administration	6130 · Dental Insurance	2-Redl...	93.46
		SBVWCD:General Administration	6110 · Vision Insurance	2-Redl...	22.40
		SBVWCD:General Administration	6150 · Medical Insurance	3-Land ...	273.31
		SBVWCD:General Administration	6130 · Dental Insurance	3-Land ...	23.37
		SBVWCD:General Administration	6110 · Vision Insurance	3-Land ...	5.60
		SBVWCD:General Administration	6150 · Medical Insurance	4-Gener...	1,093.24
		SBVWCD:General Administration	6130 · Dental Insurance	4-Gener...	93.46
		SBVWCD:General Administration	6110 · Vision Insurance	4-Gener...	22.40
TOTAL					6,045.54
18334	1/15/2013	American Express	1012 · Citizens Business...		-1,617.85
	1/15/2013	SBVWCD:General Administration	6030 · Office Supplies	4-Gener...	14.63
		SBVWCD:General Administration	6039 · Postage and Over...	4-Gener...	46.86
		SBVWCD:General Administration	6051 · Uniforms	4-Gener...	65.73
		SBVWCD:General Administration	6420 · Other Travel	4-Gener...	64.00
		SBVWCD:General Administration	6425 · Meals	4-Gener...	332.12
		SBVWCD:General Administration	6430 · Lodging	4-Gener...	1,094.51
TOTAL					1,617.85
18335	1/15/2013	Antimite Pest Control, Inc.	1012 · Citizens Business...		-62.00
	1/15/2013	SBVWCD:General Administration	6026 · Redlands Plaza C...	2-Redl...	62.00
TOTAL					62.00

San Bernardino Valley Water Conservation District

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Num	Date	Name	Account	Class	Original Amount
18336	1/15/2013	Arrowhead	1012 - Citizens Business...		-47.49
	1/15/2013	SBVWCD:General Administration	5460 · Water / Trash / Se...	1-Grou...	47.49
TOTAL					47.49
18337	1/15/2013	California Strategies	1012 - Citizens Business...		-4,000.00
	1/15/2013	SBVWCD:General Administration	5120 · Misc. Professional ...	4-Gen...	4,000.00
TOTAL					4,000.00
18338	1/15/2013	Castro Landscaping Services	1012 - Citizens Business...		-500.00
	1/15/2013	SBVWCD:General Administration	6015 · Mentone House M...	2-Redl...	200.00
		SBVWCD:General Administration	6026 · Redlands Plaza C...	2-Redl...	300.00
TOTAL					500.00
18339	1/15/2013	Corneille, Richard	1012 - Citizens Business...		-1,657.00
	1/15/2013	SBVWCD:General Administration	6401 · Directors' Fees	4-Gen...	1,379.00
		SBVWCD:General Administration	6410 · Mileage	4-Gen...	226.45
		SBVWCD:General	6425 · Meals	4-Gen...	51.55
TOTAL					1,657.00
18340	1/15/2013	Day Lite Maintenance, Inc.	1012 - Citizens Business...		-144.00
	1/15/2013	SBVWCD:General	6026 · Redlands Plaza C...	2-Redl...	144.00
TOTAL					144.00
18341	1/15/2013	Edison - 7241	1012 - Citizens Business...		-50.93
	1/15/2013	SBVWCD:General Administration	5420 · Electricity	1-Grou...	50.93
TOTAL					50.93
18342	1/15/2013	Edison - Redlands Plaza	1012 - Citizens Business...		-254.23
	1/15/2013	SBVWCD:General Administration	5420 · Electricity	2-Redl...	254.23
TOTAL					254.23
18343	1/15/2013	Edison -5552	1012 - Citizens Business...		-217.26
	1/15/2013	SBVWCD:General Administration	5420 · Electricity	4-Gen...	133.56
		SBVWCD:General Administration	5420 · Electricity	2-Redl...	83.70
TOTAL					217.26
18344	1/15/2013	HCC Surety Group	1012 - Citizens Business...		-1,815.00
	1/15/2013	SBVWCD:General Administration	6010 · Surety Bond	3-Land ...	1,815.00
TOTAL					1,815.00
18345	1/15/2013	Home Depot	1012 - Citizens Business...		-59.94
	1/15/2013	SBVWCD:General Administration	5210 · Equipment Mainte...	1-Grou...	21.49
		SBVWCD:General Administration	5220 · Maintenance Mate...	1-Grou...	8.05
		SBVWCD:General Administration	5310 · Vehicle Maintenance	1-Grou...	10.40
		SBVWCD:General Administration	6001 · General Administr...	4-Gen...	20.00
TOTAL					59.94

San Bernardino Valley Water Conservation District
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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
18346	1/15/2013	Jerry Herbert Roofing, Inc.	1012 - Citizens Business...		-400.00
	1/15/2013	SBVWCD:General Administration	6026 - Redlands Plaza C...	2-Redl...	400.00
TOTAL					400.00
18347	1/15/2013	Lowe's Companies, Inc.	1012 - Citizens Business...		-86.59
	1/15/2013	SBVWCD:General Administration	5215 - Property Maintena...	1-Grou...	86.59
TOTAL					86.59
18348	1/15/2013	Manuel Colunga	1012 - Citizens Business...		-137.18
	1/15/2013	SBVWCD:General Administration	5430 - Mobile Phone	1-Grou...	137.18
TOTAL					137.18
18349	1/15/2013	Pat's Pots	1012 - Citizens Business...		-70.00
	1/15/2013	SBVWCD:General Administration	5460 - Water / Trash / Se...	1-Grou...	70.00
TOTAL					70.00
18350	1/15/2013	PR Printing	1012 - Citizens Business...		-49.00
	1/15/2013	SBVWCD:General Administration	6036 - Printing	1-Grou...	49.00
TOTAL					49.00
18351	1/15/2013	Redlands Daily Facts	1012 - Citizens Business...		-130.00
	1/15/2013	SBVWCD:General Administration	6090 - Subscriptions/Publi...	4-Gene...	130.00
TOTAL					130.00
18352	1/15/2013	Smart & Final	1012 - Citizens Business...		-164.49
	1/15/2013	SBVWCD:General Administration	6004 - Meeting Expenses	4-Gene...	113.71
		SBVWCD:General Administration	6019 - Janitorial Supplies	4-Gene...	27.97
		SBVWCD:General Administration	6030 - Office Supplies	4-Gene...	22.81
TOTAL					164.49
18353	1/15/2013	Stanley Convergent Security Sol...	1012 - Citizens Business...		-285.54
	1/15/2013	SBVWCD:General Administration	6026 - Redlands Plaza C...	2-Redl...	285.54
TOTAL					285.54
18354	1/15/2013	Star Auto Parts	1012 - Citizens Business...		-113.58
	1/15/2013	SBVWCD:General Administration	5310 - Vehicle Maintenance	1-Grou...	109.19
		SBVWCD:General Administration	5215 - Property Maintena...	1-Grou...	4.39
TOTAL					113.58
18355	1/15/2013	Valero Marketing & Supply Comp...	1012 - Citizens Business...		-1,083.73
	1/15/2013	SBVWCD:General Administration	5320 - Fuel	1-Grou...	1,083.73
TOTAL					1,083.73

San Bernardino Valley Water Conservation District
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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
18356	1/15/2013	Verizon California-8398	1012 - Citizens Business...		-169.72
	1/15/2013	SBVWCD:General Administration	5410 - Alarm Service	4-Gener...	169.72
TOTAL					169.72
18357	1/15/2013	Verizon Wireless	1012 - Citizens Business...		-142.81
	1/15/2013	SBVWCD:General Administration	5430 - Mobile Phone	1-Grou...	142.81
TOTAL					142.81
18358	1/29/2013	Aranda, Manuel	1012 - Citizens Business...		-1,182.00
	1/29/2013	SBVWCD:General Administration	6401 - Directors' Fees	4-Gener...	1,182.00
TOTAL					1,182.00
18359	1/29/2013	Arrowhead	1012 - Citizens Business...		-8.61
	1/29/2013	SBVWCD:General Administration	5460 - Water / Trash / Se...	1-Grou...	8.61
TOTAL					8.61
18360	1/29/2013	Burgeson's Heating & Air Condi...	1012 - Citizens Business...		-560.00
	1/29/2013	SBVWCD:General Administration	6026 - Redlands Plaza C...	2-Redl...	560.00
TOTAL					560.00
18361	1/29/2013	Citizens Business Bank	1012 - Citizens Business...		-124.08
	1/29/2013	SBVWCD:General Administration	6505 - Mtg. Support Expe...	4-Gener...	28.15
		SBVWCD:General Administration	5210 - Equipment Mainte...	1-Grou...	22.00
		SBVWCD:General Administration	6087 - Educational Reimb...	4-Gener...	138.00
TOTAL					188.15
18362	1/29/2013	Gas Co.	1012 - Citizens Business...		-239.97
	1/29/2013	SBVWCD:General Administration	5450 - Natural Gas	4-Gener...	239.97
TOTAL					239.97
18363	1/29/2013	Highland Area Chamber of Com...	1012 - Citizens Business...		-55.00
	1/29/2013	SBVWCD:General Administration	6425 - Meals	4-Gener...	40.00
		SBVWCD:General Administration	6425 - Meals	4-Gener...	15.00
TOTAL					55.00
18364	1/29/2013	Image Source	1012 - Citizens Business...		-512.33
	1/29/2013	SBVWCD:General Administration	6033 - Office Equipment ...	4-Gener...	512.33
TOTAL					512.33
18365	1/29/2013	J. R. Freeman	1012 - Citizens Business...		-369.04
	1/29/2013	SBVWCD:General Administration	6030 - Office Supplies	4-Gener...	369.04
TOTAL					369.04

San Bernardino Valley Water Conservation District
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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
18366	1/29/2013	JAN-PRO Cleaning Systems of O...	1012 - Citizens Business...		-618.00
	1/29/2013	SBVWCD:General Administration	6018 · Janitorial Services	4-Gener...	618.00
TOTAL					618.00
18367	1/29/2013	Manuel Colunga	1012 - Citizens Business...		-23.09
	1/29/2013	SBVWCD:General Administration	5310 · Vehicle Maintenance	1-Grou...	20.00
		SBVWCD:General Administration	5230 · Field Tools	1-Grou...	3.09
TOTAL					23.09
18368	1/29/2013	Melody McDonald	1012 - Citizens Business...		-2,406.82
	1/29/2013	SBVWCD:General Administration	6401 · Directors' Fees	4-Gener...	1,773.00
		SBVWCD:General Administration	6410 · Mileage	4-Gener...	35.52
		SBVWCD:General Administration	6425 · Meals	4-Gener...	130.50
		SBVWCD:General Administration	6415 · Air Fare	4-Gener...	435.30
		SBVWCD:General Administration	6420 · Other Travel	4-Gener...	32.50
TOTAL					2,406.82
18369	1/29/2013	Pat's Pots	1012 - Citizens Business...		-140.00
	1/29/2013	SBVWCD:General Administration	5460 · Water / Trash / Se...	1-Grou...	140.00
TOTAL					140.00
18370	1/29/2013	Steven Enterprises, Inc.	1012 - Citizens Business...		-325.00
Inv #0296...	1/29/2013	SBVWCD:General Administration	6027 · Computer Supplies	4-Gener...	325.00
TOTAL					325.00
18371	1/29/2013	Verizon California-6637	1012 - Citizens Business...		-290.17
	1/29/2013	SBVWCD:General Administration	5470 · Internet Services	4-Gener...	290.17
TOTAL					290.17
18372	1/29/2013	Verizon California - 2503	1012 - Citizens Business...		-717.91
	1/29/2013	SBVWCD:General Administration	5440 · Telephone	4-Gener...	517.91
		SBVWCD:General Administration	5470 · Internet Services	4-Gener...	200.00
TOTAL					717.91
18373	1/29/2013	Verizon California -7275	1012 - Citizens Business...		-145.99
	1/29/2013	SBVWCD:General Administration	5470 · Internet Services	1-Grou...	49.99
		SBVWCD:General Administration	5440 · Telephone	1-Grou...	96.00
TOTAL					145.99
18374	1/29/2013	Verizon Wireless	1012 - Citizens Business...		-83.03
	1/29/2013	SBVWCD:General Administration	5430 · Mobile Phone	1-Grou...	83.03
TOTAL					83.03

San Bernardino Valley Water Conservation District
Check Detail
January 2013

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
100049N	1/18/2013	PERS	1012 · Citizens Business...		-12,124.44
		SBVWCD:General Administration	6170 · PERS Retirement	4-Gener...	3,394.84
		SBVWCD:General Administration	6170 · PERS Retirement	1-Grou...	6,425.95
		SBVWCD:General Administration	6170 · PERS Retirement	2-Redl...	848.71
		SBVWCD:General Administration	6170 · PERS Retirement	3-Land ...	1,454.94
TOTAL					12,124.44
100050N	1/29/2013	PERS	1010 · Bank of America -...		-3,173.89
		SBVWCD:General Administration	6170 · PERS Retirement	4-Gener...	888.69
		SBVWCD:General Administration	6170 · PERS Retirement	1-Grou...	1,682.16
		SBVWCD:General Administration	6170 · PERS Retirement	2-Redl...	222.17
		SBVWCD:General Administration	6170 · PERS Retirement	3-Land ...	380.87
TOTAL					3,173.89

Top 5 Producers

Owner	Current #39 Jul-Dec 2012	Assessment #38 Jan-Jun 2012	Assessment #37 Jul-Dec 2011
1. EVWD	\$ 108,761.31	\$ 82,556.08	\$ 97,497.68
2. City of Riverside	\$ 90,212.73	\$ 78,850.01	\$ 92,567.17
3. City of Redlands	\$ -	\$ 64,422.52	\$ 78,752.03
4. City of Loma Linda	\$ 35,376.92	\$ 19,722.61	\$ 30,293.16
5. Meeks & Daley	\$ 33,502.06	\$ 40,662.15	\$ 21,808.92
Total	\$ 267,853.02	\$ 286,213.37	\$ 320,918.96

SBVWCD Groundwater Assessment Report

GWA Number 39

Period July 1, 2012 to December 31, 2012

AgRate \$3.14

NonAgRate \$11.28

Owner	RecordationNumber	StateWellNumber	LocalName	Ag Production	Ag Payment	Non-Ag Production	Ag Payment	Amount Paid
AHD Limited								
	3601632	2S3W05A02S	Clock Canyon/Marcum Wel	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	\$0.00
Arrowhead Country Club								
	3601925	1N4W23E	1	242.38	\$761.07	0.00	\$0.00	
					\$761.07		\$0.00	\$761.07
Baseline Gardens Mutual Water Company								
	3602528	1N4W35R01S	#3 - 7251 Barton St.	0.00	\$0.00	0.00	\$0.00	
	3600458	1N4W36M01S	PS & B2	0.00	\$0.00	0.00	\$0.00	
	3610007		Well 5	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	\$0.00
Bear Valley Mutual Water Company								
	3600023	1S3W24C	Judson 1	0.00	\$0.00	0.00	\$0.00	
	3601585	1S3W23A03S	San Bernardino Ave. 1	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	\$0.00
Calvary Chapel Packinghouse								
	3603919		Calvary Well	34.75	\$109.12	0.00	\$0.00	
	3600449	01S03W20A	Bell Well	0.19	\$0.60	0.00	\$0.00	
					\$109.72		\$0.00	\$109.72
Cemex USA								
	3603653	1S3W10J2S	Orange Street	0.00	\$0.00	0.00	\$0.00	
	3601420	1S3W09E02S	Alabama Street 2	0.00	\$0.00	91.00	\$1,026.48	

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Payment	Non-AgProduction	Ag Payment	Amount Paid
					\$0.00		\$1,026.48	\$1,026.48
Crafton Water Company								
	3600272	1S2W29N	Fifth Ave. 1	7.92	\$24.87	0.00	\$0.00	
	3602186	1S2W21L02S	Garnet/2 Zanja Well	0.00	\$0.00	0.00	\$0.00	
					\$24.87		\$0.00	\$24.87
East Valley Water District								
	3602560	1S3W04G03S	PL 136 / Dunkirk 2	0.00	\$0.00	0.00	\$0.00	
	3601663	1S4W02Q08S	PL 12	0.00	\$0.00	0.00	\$0.00	
	3601978	1S3W04N01S	PL 40	0.00	\$0.00	0.00	\$0.00	
	3600855	1N3W28P01S	PL 54 / Seeley	0.00	\$0.00	0.00	\$0.00	
	3601184	1N3W33F01S	PL 94 / Corwin	0.00	\$0.00	0.00	\$0.00	
	9900001	1S4W25M03S	Fairfax, Well #111	0.00	\$0.00	0.00	\$0.00	
	3600680	1S3W02J	PL 120/Cram	0.00	\$0.00	0.00	\$0.00	
	3602564	1S4W12B07S	PL 28A	0.00	\$0.00	940.08	\$10,604.10	
	3601987	1S3W04G	PL 136 / Dunkirk 1	0.00	\$0.00	0.00	\$0.00	
	3602337	1N4W26A03S	PL 24B	0.00	\$0.00	1138.02	\$12,836.87	
	3602034	1S4W01Q08	PL 12A	0.00	\$0.00	0.00	\$0.00	
	3601660	1S3W06H04S	PL 9A	0.00	\$0.00	473.99	\$5,346.61	
	3602370	1N4W25F04S	PL 107	0.00	\$0.00	58.66	\$661.68	
	3601639	1S3W03R01S	PL 146	0.00	\$0.00	86.15	\$971.77	
	3602338	1S3W04N03S	PL 40A	0.00	\$0.00	109.88	\$1,239.45	
	3600220	1S3W01H	PL 142	0.00	\$0.00	346.66	\$3,910.32	
	3601671	1N4W26A02S	PL 24A	0.00	\$0.00	356.56	\$4,022.00	

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Payment	Non-AgProduction	Ag Payment	Amount Paid
	3603904	01S03W05D03S	PL 132/Cull 5	0.00	\$0.00	470.32	\$5,305.21	
	3601675	1N4W25A01S	PL 27	0.00	\$0.00	0.00	\$0.00	
	3603583	1S3W02N02S	PL 143 / Abbey Way	0.00	\$0.00	472.48	\$5,329.57	
	3603734	1S3W02P06S	PL 147	0.00	\$0.00	921.24	\$10,391.59	
	3601673	1N4W25C02S	PL 25A	0.00	\$0.00	483.27	\$5,451.29	
	3603774	1S3W3R4S	PL 146A	0.00	\$0.00	565.03	\$6,373.54	
	3602563	1S4W02Q09S	PL 11A	0.00	\$0.00	565.77	\$6,381.89	
	3602274	1N3W30J05S	PL 39	0.00	\$0.00	566.48	\$6,389.89	
	3603247	1S3W06P18S	PL 141 / McDaniel	0.00	\$0.00	623.88	\$7,037.37	
	3603926	01S03W06L06S	PL 151	0.00	\$0.00	718.19	\$8,101.18	
	3602799	1S2W07F01S	PL 125	0.00	\$0.00	745.30	\$8,406.98	
					\$0.00		\$108,761.31	\$108,761.31
George & Diane Everett								
	WP0003068		Everett Well	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	\$0.00
George Meadows								
	WP0002552	E085386	Meadows Well	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	\$0.00
Happe Mutual Well Company								
	3600795	01S04W13G02S	Gauge 46-1R	0.00	\$0.00	0.00	\$0.00	
	3600238	1S2W29M01S	1	40.34	\$126.67	0.00	\$0.00	
					\$126.67		\$0.00	\$126.67
Jack Dangermond								

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Payment	Non-AgProduction	Ag Payment	Amount Paid
	3602188	01S02W29K01	Rancho Ladera Roladera	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	<u>\$0.00</u>
Larry Jacinto Construction								
	3602020	1S2W20K	F A R	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	<u>\$0.00</u>
Loma Linda, City of								
	3603721	1S4W24R08S	Mt. View #4	0.00	\$0.00	0.00	\$0.00	
	3603927	01S04W24L07	Richardson 6	0.00	\$0.00	574.26	\$6,477.66	
			Richardson 5	0.00	\$0.00	692.61	\$7,812.64	
	3603720	1S4W24F	Richardson 4	0.00	\$0.00	0.00	\$0.00	
	3603523	1S4W24P04S	Richardson 3	0.00	\$0.00	513.54	\$5,792.85	
	3603057	1S4W24C02S	Richardson 1	0.00	\$0.00	0.00	\$0.00	
			Mt. View #6	0.00	\$0.00	885.00	\$9,982.80	
	3603776	01S04W24B03S	Mt. View #5	0.00	\$0.00	0.00	\$0.00	
	3603719	1S4W24A05S	Mt. View 3	0.00	\$0.00	470.83	\$5,310.97	
					\$0.00		\$35,376.92	<u>\$35,376.92</u>
Meeks & Daley Water Co.								
	3603903	1S4W22H04S	Warren 1	0.00	\$0.00	0.00	\$0.00	
	3602863	1S4W22H02S	Warren 4	0.00	\$0.00	505.05	\$5,696.96	
	3603215	1S4W15M11S	Station 91	0.00	\$0.00	0.00	\$0.00	
	3601887	01S04W15L03S	Station 59(2)	0.00	\$0.00	0.00	\$0.00	
	3603905	1S4W14N115S	Raub 8	0.00	\$0.00	93.45	\$1,054.12	
	3603906	1S4W14N09S	Raub 5	0.00	\$0.00	559.14	\$6,307.10	

GWA Number 39

Period July 1, 2012 to December 31, 2012

AgRate \$3.14

NonAgRate \$11.28

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Payment	Non-AgProduction	Ag Payment	Amount Paid
	3602864	1S4W14N10S	Raub 6	0.00	\$0.00	895.88	\$10,105.53	
			Raub 7	0.00	\$0.00	916.52	\$10,338.35	
					\$0.00		\$33,502.06	\$33,502.06
Monte LLC (Dangermond)								
	3600494	01S03W29K	New Well	42.00	\$131.88	0.00	\$0.00	
					\$131.88		\$0.00	\$131.88
Mountain View Mortuary & Cemetery								
	3600742	1N4W26N	2	0.00	\$0.00	61.00	\$688.00	
	3600743	1N4W26M	1	0.00	\$0.00	83.00	\$936.24	
					\$0.00		\$1,624.24	\$1,624.24
Mountainview Generating Station								
	3601014	1S3W18N03S	SB STPM 66 (DW#2)	0.00	\$0.00	214.53	\$2,419.90	
	3603795	01S03W18N06S	Edison Mid Aquifer Well A	0.00	\$0.00	1126.10	\$12,702.41	
	3603796	01S03W18N01S	Edison Mid Aquifer Well B	0.00	\$0.00	97.85	\$1,103.75	
	3601015	1S3W18N02S	SB STMP2 67 (DW#1)	0.00	\$0.00	2.36	\$26.62	
					\$0.00		\$16,252.68	\$16,252.68
National Orange Show								
	3601924	1S4W15D		0.00	\$0.00	42.50	\$479.53	
					\$0.00		\$479.53	\$479.53
Pioneer Mutual Water Company								
	3600642	1S3W14P01S	San Bernardino 1	15.60	\$49.00	0.00	\$0.00	
					\$49.00		\$0.00	\$49.00
Raught Mutual Well Company								
	3602193	1S3W14R01S	Raught	118.33	\$371.56	0.00	\$0.00	

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Payment	Non-AgProduction	Ag Payment	Amount Paid
					\$371.56		\$0.00	\$371.56
Redlands Farming								
	3601126	1S2W30H	1	26.10	\$81.95	0.00	\$0.00	
					\$81.95		\$0.00	\$81.95
Redlands Unified School District								
	3601641	1S2W30C01S	Opal St.	0.00	\$0.00	75.30	\$849.38	
					\$0.00		\$849.38	\$849.38
Riverside, City of								
	3601465	1S4W02Q03S	Garner 2	0.00	\$0.00	0.00	\$0.00	
	3601230	1S4W22H03S	Warren 3	0.00	\$0.00	0.00	\$0.00	
	3601243	1S4W22H02S	Warren 4	0.00	\$0.00	0.00	\$0.00	
	3602771	1S4W27A11S	Hunt 6	0.00	\$0.00	0.00	\$0.00	
	3602772	1S4W27A09S	Hunt 10	0.00	\$0.00	0.00	\$0.00	
	3603254	1S4W02P09S	Garner 6	0.00	\$0.00	1020.55	\$11,511.81	
	3601228	1S4W11D02S	Cooley H	0.00	\$0.00	0.00	\$0.00	
	3601479	1S4W22B05S	Thorn 11	0.00	\$0.00	254.10	\$2,866.25	
	3601470	1S4W22B07S	Thorn 12	0.00	\$0.00	264.35	\$2,981.92	
	3601238	1S4W23C03S	Raub 4	0.00	\$0.00	623.84	\$7,036.89	
	3302794	1S4W02Q11S	Garner 7	0.00	\$0.00	1228.78	\$13,860.64	
	3602778	1S4W14N10S	Raub 6	0.00	\$0.00	46.10	\$519.99	
	3601464	1S4W02P06S	Garner 1	0.00	\$0.00	52.90	\$596.69	
	3601473	1S4W22G16S	Thorn 5	0.00	\$0.00	0.00	\$0.00	
	3601468	1S4W02P01S	Garner 5	0.00	\$0.00	770.91	\$8,695.81	

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Payment	Non-AgProduction	Ag Payment	Amount Paid
	3602484	1S4W14N09S	Raub 5	0.00	\$0.00	122.72	\$1,384.23	
	3310031	01S04W11D0	Cooley J	0.00	\$0.00	882.10	\$9,950.09	
	3601229	1S4W11D03S	Cooley I	0.00	\$0.00	686.52	\$7,744.00	
	3601467	1S4W02Q06S	Garner 4	0.00	\$0.00	26.86	\$302.99	
	3601476	1S4W22G19S	Thorn 8	0.00	\$0.00	0.00	\$0.00	
	3601489	1S4W02L01S	Scheuer	0.00	\$0.00	1176.60	\$13,272.02	
	3601231	1S4W22H01S	Warren 2	0.00	\$0.00	0.00	\$0.00	
	3601475	1S4W22G17S	Thorn 7	0.00	\$0.00	0.00	\$0.00	
	3601474	1S4W22G18S	Thorn 6	0.00	\$0.00	0.00	\$0.00	
	3603555	1S4W14N10S	Raub 8	0.00	\$0.00	641.43	\$7,235.31	
	3601431	1S4W27H01S	Stewart 20	0.00	\$0.00	0.00	\$0.00	
	3602773	1S4W27A10S	Hunt 11	0.00	\$0.00	0.00	\$0.00	
	3601463	1S4W02A03S	Stiles	0.00	\$0.00	199.83	\$2,254.09	
					\$0.00		\$90,212.73	<u>\$90,212.73</u>
San Bernardino, City of								
	3600729	1N4W35M03S	Gilbert St.	0.00	\$0.00	0.00	\$0.00	
	3600731	1S4W02K02S	Antil 5	0.00	\$0.00	0.00	\$0.00	
	3602066	1S4W02B	Van Loon 1	0.00	\$0.00	0.00	\$0.00	
	3601115	1N4W26P03S	Perris Hill 5	0.00	\$0.00	0.00	\$0.00	
	3601116	1N4W35C02S	Perris Hill 3	0.00	\$0.00	0.00	\$0.00	
	3601114	1N4W35C01S	Perris Hill 2	0.00	\$0.00	0.00	\$0.00	
	3602123	1S4W14J	Norman Road	0.00	\$0.00	0.00	\$0.00	
	3601316	1S4W23N	Inter City	0.00	\$0.00	0.00	\$0.00	

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Payment	Non-AgProduction	Ag Payment	Amount Paid
	3602126	1S4W24F	Gould 2 New	0.00	\$0.00	0.00	\$0.00	
	3602125	1S4W24F04S	Gould 1 Old	0.00	\$0.00	0.00	\$0.00	
	3602128	1S4W14A	Gifford Park	0.00	\$0.00	0.00	\$0.00	
	3602124	1S4W14J	Central Ave.	0.00	\$0.00	0.00	\$0.00	
	3600727	1N4W26G	Lynwood	0.00	\$0.00	243.60	\$2,747.81	
	3602422	1S4W02K08S	Antil 6	0.00	\$0.00	0.00	\$0.00	
	3600734	1S4W02K03S	Antil 4	0.00	\$0.00	0.00	\$0.00	
	3600730	1S4W02K01S	Antil 3	0.00	\$0.00	0.00	\$0.00	
	3600732	1S4W02K05S	Antil 2	0.00	\$0.00	0.00	\$0.00	
	3600733	1S4W02K04S	Antil 1	0.00	\$0.00	0.00	\$0.00	
	3601117	1N4W35C03S	Perris Hill 4	0.00	\$0.00	0.00	\$0.00	
	3603649	1S3W7A6S	Local 11	0.00	\$0.00	45.30	\$510.98	
	3603581	1S4W22C05S	Century	0.00	\$0.00	355.30	\$4,007.78	
	3603582	1S4W15P05S	Chandler	0.00	\$0.00	444.90	\$5,018.47	
					\$0.00		\$12,285.04	<u>\$12,285.04</u>
San Bernardino, County of								
	3601171	1S3W20F	Crim 1	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	<u>\$0.00</u>
University of California, Riverside								
	3601244	1S4W27A09S	Hunt 10	0.00	\$0.00	0.00	\$0.00	
	3601222	1S4W27A11S	Hunt 6	0.00	\$0.00	0.00	\$0.00	
	3601245	1S4W27A10S	Hunt 11	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	<u>\$0.00</u>

GWA Number **39**

Period July 1, 2012 to December 31, 2012

AgRate **\$3.14**

NonAgRate **\$11.28**

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Payment	Non-AgProduction	Ag Payment	Amount Paid
Total Ag Payment:		\$1,656.72	Total Non-Ag Payment:		\$300,370.37	Total Ag + Non-Ag Payment:		\$302,027.09



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

1630 West Redlands Boulevard, Suite A
Redlands, CA 92373-8032
(909) 793-2503
Fax: (909) 793-0188

P.O. Box 1839
Redlands, CA 92373-0581
Email: info@sbvwcd.dst.ca.us
www.sbvwcd.dst.ca.us

Memorandum No. 1147

To: Board of Directors

From: General Manager, Daniel Cozad

Date: February 13, 2013

Subject: 2013 Engineering Investigation Draft

RECOMMENDATION

Staff recommends the Board receive the 2013 Engineering Investigation Draft Report (EI) Presentation and consider acceptance of the report.

BACKGROUND

Staff developed the 2013 EI Report in accordance with the plan approved by the Board in December 2012, using a similar approach as 2011.

DISCUSSION

Staff will make a presentation of the 2013 EI Report process and results. With support and coordination from SBVMWD and basin producers, the Report has been compiled and posted for review and comments. Staff will receive any comments from the Board and basin stakeholders and incorporate these into the final version for the April Public Workshop. Virtually all agencies were very cooperative in providing groundwater production and groundwater levels. The report contains updated wells identified and located by Staff. As in prior years, the report also contains some data marked as provisional or documented assumptions, but represents the best available data and professional judgment. SBVMWD will again run their model for the basin to compare with the EI Report.

The EI indicates that for the year precipitation was off by about 45% leading and the EI shows a general drop in water levels from the elevations shown after the 2011 rains. This matches water year projections from the Basin Technical Advisory Committee for the year.

The EI Report process was very similar to 2012. Staff continued to improve documenting the data and its sources as well as streamlining the document and distribution process. As an example, the appendices will be published on the website rather than being distributed. The EI Report and Appendices are available on the District's website here: http://www.sbvwcd.dst.ca.us/reportsdata/documents/2012_2013EngineeringInvestigationReport.pdf Limited copies of the EI Report will be produced with primary distribution by Adobe Acrobat file. Staff will provide a copy for any Board member who requests them.

BOARD
OF
DIRECTORS

Richard W. Corneille
Clare Henry Day

Bob Glaubig
John Longville

David E. Raley
Melody McDonald
Manuel Aranda, Jr.

GENERAL
MANAGER

Daniel B. Cozad

FISCAL IMPACT

The EI Report itself does not have a significant fiscal impact. Costs to produce the 2013 EI are lower due to the exclusive use of in-house and intern staff for data acquisition, management, analysis, and document preparation. This represents a savings to the Groundwater Enterprise. A primary purpose of the report is as support the basis for the Groundwater Charge in compliance with Water Code §75523. The budget for the Groundwater Enterprise covers the charge for the EI Report.



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

1630 West Redlands Boulevard, Suite A
Redlands, CA 92373-8032
(909) 793-2503
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P.O. Box 1839
Redlands, CA 92373-0581
Email: info@sbvwcd.dst.ca.us
www.sbvwd.dst.ca.us

Memorandum No. 1148

To: Board of Directors

From: General Manager, Daniel Cozad

Date: February 13, 2013

Subject: Preliminary Budget for Groundwater

RECOMMENDATION

Staff recommends that the Board discuss and consider the following issues for inclusion in the 2013-2014 Groundwater Enterprise.

BACKGROUND

Groundwater Enterprise budget performance and reimbursement levels for recharged water have allowed Staff to project a second year of operation without a loss to the Groundwater enterprise. Staff has not yet begun to forecast a budget need for the following fiscal year (2014-15), but will do so soon. As such, Staff is aware of some requirements and improvements that should be completed to maintain compliance and secure our facilities.

DISCUSSION

Staff would like to discuss the following issues and potential costs for the budget development:

- SB7x8 Diversion Measurement Guidance for Reporting changes
- Rate Study for zones
- Security repairs – fencing, gates and etc.
- Security improvements – boulders, new barriers
- Surveillance systems and locations
- Vehicle repairs and upgrades
- Capital projects in cooperation with EBX-2 and Enhanced Recharge
- Groundwater and DFR Monitoring improvements

BOARD
OF
DIRECTORS

Richard W. Corneille
Clare Henry Day

Bob Glaubig
John Longville

David E. Raley
Melody McDonald
Manuel Aranda, Jr.

GENERAL
MANAGER

Daniel B. Cozad

Staff would also like to gather any other ideas concerns or improvements that Directors have. That may impact the budget.

Based on the costs to date (six months) and revenue to the enterprise from rates, staff believes the 2013-14 groundwater budget is an accurate approximation of needs and that no additional increase in rates is justified. Staff would like to provide a non-binding 5 year forecast of costs for 2013-2018 to allow partners to budget and the District to track effectiveness of cost management efforts.

FISCAL IMPACT

Staff time for planning is included in the current budget. Estimates of cost have been tentatively included for items in the discussion list. These will be verified in preparation of the budget presented for approval.



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

1630 West Redlands Boulevard, Suite A
Redlands, CA 92373-8032
(909) 793-2503
Fax: (909) 793-0188

P.O. Box 1839
Redlands, CA 92373-0581
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Memorandum No. 1149

To: Board of Directors

From: General Manager, Daniel Cozad

Date: February 13, 2013

Subject: Adoption of SAWPA's OWOW Plan-Resolution 487

RECOMMENDATION

Staff recommends the Board review and consider approval of the Resolution No. 487 consenting for the District to adopt Santa Ana Watershed Project Authority's (SAWPA) One Water One Watershed (OWOW) plan and the updated SAWPA approved project list for Round Two of Proposition 84 grant funding.

BACKGROUND

SAWPA selected for grant funding the Plunge Creek Water Recharge and Habitat Project, in order to be eligible to receive funding we must consent to adopt the plan. SAWPA requires the District adopt their OWOW Plan, an integrated regional water management plan as well as the updated project list for Round Two. This list includes the District. The projects that SAWPA has approved will be submitted together to the Department of Water Resources for grant funding.

DISCUSSION

The resolution consents to accept SAWPA's OWOW plan and the updated SAWPA approved project list.

FISCAL IMPACT

The benefit to the District may result in a \$500,000 grant to assist in completion of the Plunge Creek Water Recharge and Habitat Project.

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GENERAL
MANAGER

Daniel B. Cozad

RESOLUTION NO. 487

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
TO ADOPT SANTA ANA WATERSHED PROJECT AUTHORITY'S
ONE WATER ONE WATERSHED (OWOW) PLAN, AN INTEGRATED REGIONAL
WATER MANAGEMENT PLAN AND THE UPDATED SAWPA APPROVED PROJECT
LIST FOR ROUND TWO, AS A MANDATORY CONDITION OF RECEIVING GRANT
FUNDING FOR THE PLUNGE CREEK WATER RECHARGE AND HABITAT PROJECT**

WHEREAS, the San Bernardino Valley Water Conservation District declares its intent to adopt and implement the “One Water One Watershed” (OWOW) Plan, an integrated regional water management plan of the Santa Ana Watershed Project Authority (SAWPA); and

WHEREAS, the adoption of this plan will allow the District to receive funding under SAWPA’s One Water One Watershed plan through Proposition 84, Chapter 2 through the Department of Water Resources (DWR); and

WHEREAS, on November 16, 2010, the SAWPA Board of Commissioners adopted the OWOW as a planning document outlining a sustainable water future for the region and not an endorsement or approval for specific projects contained therein and authorized SAWPA’s General Manager to take all actions reasonable necessary to carry out the intent of the OWOW plan. As a condition of the grant funding for the Plunge Creek Water Recharge and Habitat Project, the DWR and SAWPA require that all project sponsors also adopt the current OWOW Plan as adopted by SAWPA and the updated SAWPA approved project list for Round Two Funding Application.

NOW, THEREFORE, BE IT RESOLVED the Board of Directors of the San Bernardino Valley Water Conservation District hereby acknowledge the OWOW Plan, and as a required condition of receiving grant funding under the Plan, adopts the current Santa Ana Watershed Authority’s One Water One Watershed Integrated Regional Water Management Plan and the updated SAWPA approved project list for Round Two Funding Application.

PASSED, APPROVED, AND ADOPTED at the regular meeting of the Board of Directors this 13th day of February, 2013, by the following roll-call vote:

YES: DIRECTORS:
NO: DIRECTORS:
ABSTAIN: DIRECTORS:
ABSENT: DIRECTORS:

Richard Corneille, President

ATTEST:

Daniel Cozad, Secretary



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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Memorandum No. 1150

To: Board of Directors

From: General Manager, Daniel Cozad

Date: February 13, 2013

Subject: Community Strategic Plan Development

RECOMMENDATION

Staff recommends the Board review and provide feedback on the preliminary draft document and direct Staff to coordinate with partners and communities to receive feedback.

BACKGROUND

The Board approved the current Strategic Plan in April 2010. This Strategic Plan was developed with significant work and dedication from the Board and from the staff of the District at that time. The Strategic Plan was developed without consulting District partners during the planning process. Since District partners/stakeholders were not consulted or formally included, they did not share all elements of the vision shown in the Strategic Plan. Since Staff began discussing the direction and elements of the Strategic Plan with the community we have received valuable feedback. Most of the feedback is very supportive of the direction we are taking in regard to dedication to mission and fiscal restraint.

Our partners are also interested in the direction of the District in the future. The District has made some significant changes in the last years:

- Revisions to our Lease Agreement with Mining partners
- Agreement on a Lease and Services Agreement with SBVMWD for Enhanced Recharge
- Redistricting and Five Division decisions
- Progress on the Conservation Strategy for the Wash Plan
- Groundwater Charge representing the cost of groundwater operations
- New water and habitat conservation proposal complete and submitted

With these changes mostly complete we can focus again on planning and getting additional feedback from the community.

BOARD
OF
DIRECTORS

Richard W. Corneille
Clare Henry Day

Arnold L. Wright
John Longville

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Melody McDonald
Manuel Aranda, Jr.

GENERAL
MANAGER

Daniel B. Cozad

FEEDBACK

At the November 14, 2012, Board meeting staff presented a PowerPoint outlining the primary and secondary areas of focus as well as critical milestones for the Board's feedback. Based on that feedback several areas were changed and adjusted. At the January 9, 2013 Board meeting staff reviewed the changes based on a PowerPoint presentation for concurrence. Based on this Staff drafted the Primary Draft Strategic Plan for Board Review.

Staff will present the Preliminary Strategic Plan document and obtain any feedback from the Board. After incorporating that feedback Staff or Directors will may presentations to District Partners and Communities.

- Groundwater Recharge Partners and Water Agencies
- Land Stakeholders and Wash Plan Task Force members
- Mining Partners
- Resource Agencies
- Districts, Cities and the County of San Bernardino
- Community Stakeholders

The following steps are an initial outline of the process for Board review:

- Finalize materials for participants to consider the District's Community Strategic Plan goals
- Provide information and solicit feedback in group and individual settings
- Evaluate feasibility, economic and environmental sustainability
- Finalize recommendations for changes/new plan
- Present planning for final review, consideration and approval
- Develop implementation plan for near term plan elements.

Staff will notify District Directors when meetings are confirmed so they may attend.

FISCAL IMPACT

Because this effort uses District staff skills to implement the majority of the process there are few additional costs. These costs are included in the 2012-2013 budget.

San Bernardino Valley Water Conservation District Community Strategic Plan 2012-2013



*Preliminary Draft for
Board of Directors Review
January 28, 2013*

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1 Introduction and History

1.1 Introduction

This Community Strategic Plan for the San Bernardino Valley Water Conservation District (“District”) was developed during 2012 and early 2013 as a Community Strategic Plan built on the Board’s 2010 Strategic Plan. The purpose of the update was to assess progress from the 2010 plan and to evaluate certain elements of the 2010 plan for community support and financial feasibility. The Strategic Plan completed in 2010 was created to assist the District Board and Management in the development of a vision for the District shortly after the efforts to consolidate the District were not upheld. Certain expansion strategies and financial issues were of concern to various communities and partners. The Board set aside the approved plan and commenced with the short term actions and seeking community and partner feedback on the Community Strategic Plan.

1.2 Strategic Planning History

During 2012 the Board of Directors and General Manager reviewed various issues in the Community Strategic Plan and better developed elements that lacked detail. The 2013 Strategic Plan was presented at the January 2013 Board meeting in PowerPoint summary form. The plan described in the following pages expands on details and documents the plan for final review by the Board and the Districts’ partners, communities and stakeholders.

1.3 District History

The District has a long history in water management in the East end of the San Bernardino Valley. A long drought from 1898 to 1903 brought sustainable water supplies for the Santa Ana River to the forefront of attention for San Bernardino, Riverside and Orange County. A private Water Conservation Association (WCA) was formed, led by Francis Cuttle, the Manager of the Riverside Water Company in 1909. This group pushed for surface water flows to be stored underground for future use. In 1909 four entire sections were set aside by the Federal Government for water conservation.

Percolation ponds were dug and the Cuttle Weir was completed by 1914. The current District was formed by the San Bernardino County Board of Supervisors on January 4, 1932 by a vote of

landowners to obtain water for conservation purposes as a special purpose District under §74000 California Water Code Water Conservation District Act of 1931 and shortly thereafter the WCA dissolved. The District has fee ownership, water recharge easements, and/or permitted use on more than 3,650 acres. The District, as an agency, serves a total of 50,000 ± acres.



This water mission which is the origin of the District continues to be critical to the water basin and to the farmers, communities and stakeholders of the region as they were when the District began.

1.3.1 Recent History

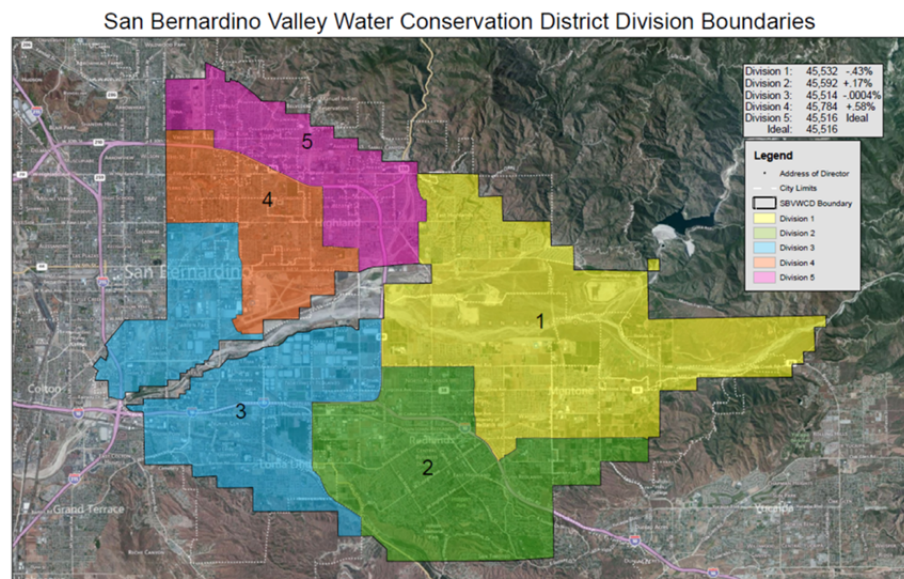
Relevant to the history of the mission of the District is the interaction it has had with the region. In 2005, LAFCO eliminated the District's Sphere of influence signaling it intended to consolidate the District. In 2009, the Local Agency Formation Commission (LAFCO) proposed consolidation of the District into the San Bernardino Valley Municipal Water District was recommended, despite the objections of the District. The LAFCO Commission did not approve the consolidation and the District operates today having implemented most of the recommendations made by LAFCO, short of consolidating. The District has greatly improved its financial ability to provide recharge and related conservation services as well as cooperates with partners and communities for shared services and access to facilities. The District has recently filed to reinstate a sphere of influence for the District. Additionally, the District has continued to rebuild relationships and open lines of communications with water agencies, cities and its partners in the region.

1.3.2 Recent Changes and Accomplishments

In 2011 the District addressed several governance issues and developed an enterprise financial system to separate the District's activities into distinct enterprises providing transparency and accountability in the District's financial dealings. In 2011 and 2012 the Groundwater Charge was increased by 25% and 15% respectively to allow the groundwater enterprise to raise adequate revenue to operate the Water Enterprise facilities within its financial ability without subsidy from the District reserves or other enterprises. The District also developed a concise reserve policy to provide clarity to the development, maintenance and use of reserves.

2012 also marked the completion of the Enhanced Recharge Agreement with Western Municipal Water District (WMWD) and San Bernardino Valley Municipal Water District (SBVMWD). This agreement dubbed the collaborative agreement was developed to cooperatively provide existing recharge facilities, develop and operate new facilities on District lands. This agreement is a cost effective method for additional recharge for the Basin for all three Districts.

Another governance issues was being planned in 2011 and in October 2012 the District took the final steps to implement SB-235 a bill sponsored by the District to allow it to reduce from seven board members to five Board members and adopted 5 new Division boundaries, based on the 2010 Census.



Finally, 2012 marked the decision by the Board to proceed with Phase 1 of the Wash Plan, which would renegotiate the conservation strategy and gain agreements needed to proceed with completion of the Wash Plan in accordance with the shared cooperative structure under the Wash Plan Task Force.

1.3.3 Summary of Community Strategic Plan Goals

This Community Strategic Plan provides background and context to the efforts and goals in the plan. The following table summarizes the Community Strategic Plan goals as described in more detail as they relate to the District’s mission in the rest of the plan.

No.	Community Strategic Plan Goals
1	Continue to develop and improve financially sound and efficient District organization with secure foundation to better serve District Partners and Communities
2	Provide effective stewardship of District lands for environmental, water conservation and habitat management through the Wash Plan
3	Increase and enhance basin water resources and conservation management through core mission efforts and enhancement projects
4	Deliver services and programs to improve non-retail outdoor water use efficiency and new groundwater recharge in the valley watershed.
5	Support Trails and outdoor recreation identified in the Wash Plan and in cooperation with District Partners and Communities where financially viable
6	Develop staff and District organization to support District Mission and regional projects and programs
7	Support and lead regional efforts related to water conservation and management of natural resources with District partners and communities

2 Core Mission and Activities

While the District has the tag line “our name is our mission”, the formal adopted mission of the District approved in 2001 is shown below:

The mission of the San Bernardino Valley Water Conservation District is to ensure recharge of the Bunker Hill Groundwater Basin in an environmentally and economically responsible way, using local native surface water to the maximum extent practicable. We strive to improve the supply and quality of groundwater, balancing such demands with those of land, mineral, and biological resources.

The core water mission is but one of the District’s important efforts undertaken by the District. The section below describes several of the core activities of the District that are ongoing.

2.1 Water Activities

Water Conservation Management and Recharging the groundwater aquifer are the core water activities of the District. These vital functions have been provided by the District and its predecessor association for over 100 years. The District has recorded more than one million acre feet of water that have been recharged in its history which equates to approximately 325 billion gallons.

2.1.1 Water Facilities Management

The facilities of the District for water recharge are a diverse collection of weirs, diversion structures, gates, canals, recharge basins and overflows. Field operations personnel are adept at utilizing and enhancing the capabilities of the existing facilities. While many of these facilities were constructed many years ago, annual cleaning, maintenance, and upgrades are critical to achieving the strategic goals in this area. As the population of the District has grown, Enhanced Recharge facilities have been planned to support the additional needed recharge in a financially efficient manner through shared facility uses with SBVMWD and WMWD.

In 2012 the District updated its Operations and Maintenance Plan and Manual. This update significantly enhanced the documented information about the facilities and their operations. The manual describes the field functions for all facilities, equipment and operations. It also provides information on the many coordinated efforts and partnerships related to the District's operations.

2.1.2 Water Facilities Partnerships

The District is an active participant in several regional partnerships related to the water mission. These separate efforts are related by the District's position in the watershed and its independent purpose in the region. These partnership and shared services assist the public and other agencies as much as they do the District. They enable all entities to operate more efficiently and ensure adequate services are available to the public.

2.1.2.1 Big Bear Watermaster

The District is one of the three court-appointed Watermaster members with Big Bear Municipal Water District and Bear Valley Mutual Water Company. The District's primary role is as an unbiased representative of the groundwater basin to ensure the basin is kept whole in the operations of the Big Bear Dam facilities and water management activities. This strategic partnership supports the working relationships between the mountain communities, their water supply and the water supply for the valley and its users.

2.1.2.2 Exchange Plan

The Exchange Plan is an existing program cooperative measurement and documentation of surface waters that are directed and divided above, on and around District lands. The District field staff monitors Santa Ana River and Mill Creek water diversions, transfers, exchanges and the amount of water recharged for the benefit of the basin on a daily basis. This is summarized in Daily and Monthly Flow Reports provided to water managers and the public through email and the District website. These efforts support strategic goals for many agencies and ensure documentation and efficient service delivery surface flows and deliveries.

2.1.2.3 Facility Improvements

In addition to annual cleaning and maintenance the District has made a number of changes and improvements in the facilities over time. These changes increase the efficiency of operations and reduce likelihood of injury and damage to facilities. Gates and other control structures have been improved and updated as well as overflows to recharge basins. Many of these improvements have been done in coordination with partners to accommodate additional flows, State Water Project imported water recharged on behalf of the District's water partners.

The Enhanced Recharge joint project with SBVMWD will improve and increase capacity needed to support present and projected population needs as well as the current capacity of the District's facilities. In partnership, SBVMWD led the second phase of the project developing a design for additional recharge of water that was demonstrated to be available through the water rights application approved by the State Water Resources Control Board. This project is further described in Section 2.2.1 below.

2.2 Strategic Efforts Related to the Water Mission

2.2.1 Enhanced Recharge

The joint cooperative project initiated in 2008 and codified in a three party 50 year lease agreement is one of the Districts most significant strategic goals. The productive combination of capital and water rights from WMWD and SBVMWD with the District's ideally suited lands and operations capabilities create significant value for the San Bernardino Basin Area (SBBA). This effort expands recharge capacity on District lands by more than 100 acres of new facilities supporting current reliability and projected growth. The agreement also requires the District to efficiently maintain the facilities as it does the existing recharge basins. Collaboratively developing this expanded capacity is one of the most significant strategic elements in the Districts activities.

This 50 year agreement allows the benefit of use of the shared facilities to reduce the cost and increase operational efficiency for the public. This agreement also sets the stage for additional shared services and support between the upper watershed agencies.

2.2.1.1 Resource Implications

The District currently allocates enhanced recharge funding toward the Groundwater Enterprise field efforts. The Agreement also requires the District to, hold in reserve, money from the lease payment to prepare for basin cleaning. This revenue is generated from the annual payments as provided for in the lease agreement with WMWD and SBVMWD for the expanded facilities with revenue also allocated to the Land Enterprise. This increased revenue increased the financial ability of the District to provide these and other critical public services.

Current efforts include coordinating engineering, environmental and other planning. In 2013 and 2014 the District will be supporting the final design and permitting as well as the construction and initial operations of the Enhanced Recharge facilities. The District will support these efforts with current field staff and contract personnel. Upon completion of the facilities and initial operations the District will budget to add an additional field staff person to assist in the operations and maintenance of the new facilities, as needed.

2.2.2 Enhanced Security and Habitat Management

An important strategic goal is to increase the security of the facilities and lands the District owns or manages under easement. The increases in metal theft, trespassing and off road vehicle traffic damage the District's lands, facilities and habitat. Reducing illegal access is a strategic long term effort of the District in order to reliably provide services and safeguard facilities. Additionally, increasing appropriate legal access to the District lands is an important goal as well. While these goals may seem in opposition, properly designed and managed trail access can actually reduce illegal access in some areas while providing an important amenity to the Communities within the District. Issues

related to habitat are discussed in the Land Management Section, but controlling access to sensitive habitat areas will be critical to the success of that program as well.

2.2.2.1 Resources Implications

The District currently budgets funding for Security Enhancements, primarily in the area of maintaining fencing, destruction of nuisance buildings and development of better perimeter control to discourage illegal entry by vehicle. Current funding is primarily focused on the groundwater facilities and funded from the Groundwater Enterprise. Future funding and coordination with the East Branch Extension II (EBX2) work will be associated with the Land Enterprise. Currently and for the near term, field staff will support this effort on a time available or needed basis. Future efforts associated with the Wash Plan will require additional staffing and funding.

2.2.3 Additional Water Conservation Efforts

The District has had a limited role in retail customer water conservation, as discussed its primary role is in diverting surface water to recharge groundwater. The Board has a strategic goal to efficiently expand its conservation efforts to more fully implement its mission within its financial ability. To accomplish this in an effective manner these efforts will seek opportunities in which it can partner with others or to work in areas not served by retail water providers.

2.2.3.1 Communication with Groundwater Producers

Because the retail water providers are the District's partners and pay the Groundwater Charge it is more efficient for them to communicate with retail water users. The District can fulfill this part of its strategic goals by partnering with them to assist where needed in reaching their customers. Additionally, there are areas not currently adequately served by retail water suppliers, Communities or others who are engaged in current conservation programs. These are producers who are likely our non-governmental Groundwater Charge payees and may not be receiving a message about conservation. This is an area the District can assist and provide these services.

2.2.3.2 Educational Outreach

The Board has authorized the District to participate with the Inland Empire Resource Conservation District (IERCD) in its Elementary School Education efforts. This mature program is in need of additional support to reach more students. By partnering with the IERCD the District can convey messages about conservation and its efforts to help while supporting the existing programs. This cost effective program shares staff and facilities, and achieves multiple goals at a low cost.

2.2.3.3 New Recharge Projects

Just as with the other conservation elements, developing additional water recharge facilities is a strategic goal of the District in order to provide adequate recharge to the public. In 2012, the District was selected for a One Water One Watershed grant under the SAWPA Integrated Regional Water Management Planning program. This project seeks to increase water recharge and endangered habitat in the Upper Plunge Creek. This project developed in conjunction with the San Bernardino Flood Control District, San Bernardino Valley Municipal Water District and US Fish and Wildlife service will support increased recharge, significantly improve habitat and help restore the healthy function of Plunge Creek. As a collaborative project, its shared benefits efficiently provide services to the region and it is an opportunity to work together with the resources agencies and habitat managers in the region.

2.2.3.4 Conservation Education and Outreach

The Board identified an opportunity to help develop and provide conservation education to Landscape and Gardeners who manage water at the many facilities they maintain. This unmet conservation gap could have a significant impact on outdoor water usage from municipal waters, but more importantly from small agricultural groves and facilities that obtain water from mutual water companies or private wells. This sector is not currently served or targeted for education in the District's area. Staff was tasked to better characterize the opportunity and coordinate with District partners and communities to determine the feasibility and approach to fill this service need. Resource needs are not identified at this time but believed to be limited, due to cooperation with other agencies for development and implementation.

2.2.3.5 Resources Implications

The District currently budgets very limited funding toward conservation education and outreach efforts. The strategic goal of increasing conservation reduces the water demand on the basin and the amount of water recharge needed to maintain the groundwater basin. By cooperating with others for shared services and with our groundwater producers that do not have existing programs we can very cost effectively reach groups who do not otherwise get these messages. Projects like the Plunge Creek Conservation Project bring funding for efficient expanded recharge services at a low cost to the District with significant benefits for natural resources of the region.

3 Land Resource Management

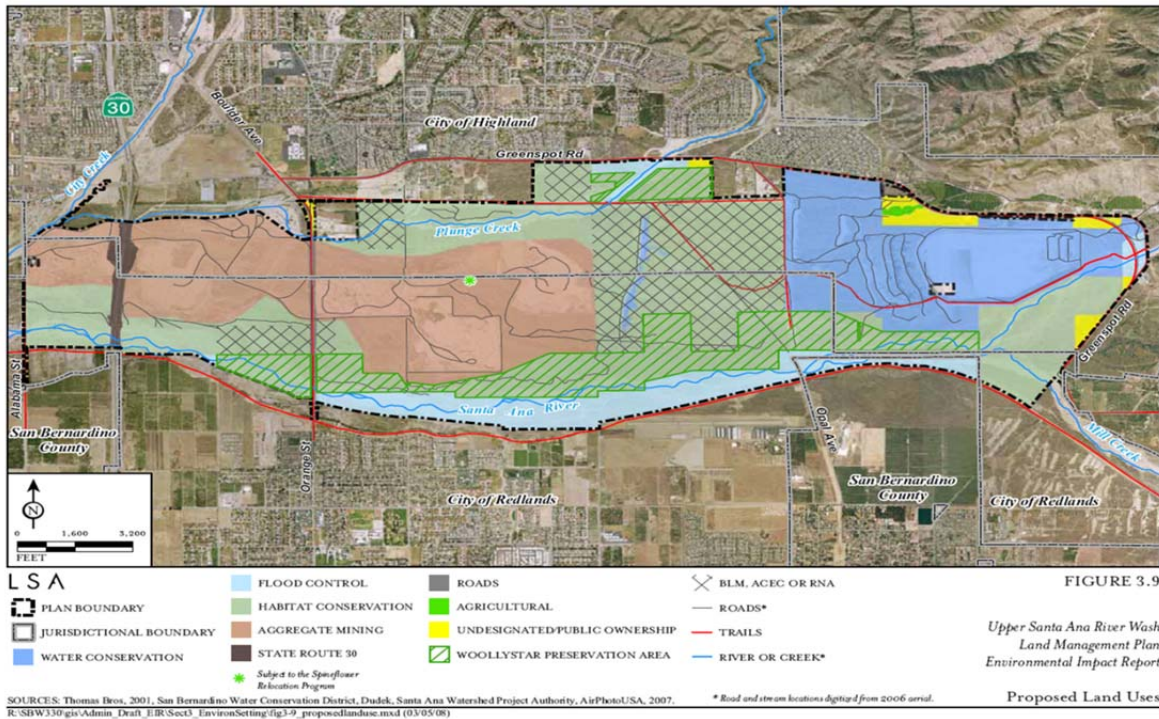
In 2011 the District established a Land Management Enterprise to better clarify the roles of the District and to provide better accountability of the sources and use of funding provided in the various areas of the District's efforts. Components and tasks are described below along with several strategic goals related to this effort.

3.1 Land Management Enterprise

The Land Management Enterprise holds the Districts land holdings not directly related to current water recharge activities. Revenue related to this enterprise includes mining royalties, land leases, commercial property leases and easement payments for encroachments and encumbrances. These revenues enhance the District's financial position through one time and recurring revenue opportunities which can support the District's core functions and augment reserves to stabilize rates and allow funding of improvements.

3.2 Long Term Wash Planning and Management

A key planning and management effort related to the land management enterprise is Plan B or the Santa Ana Wash Plan. This plan is a long term management approach to create a comprehensive program to manage the Wash Area shown below. The development of this plan is difficult and requires the participation of the Task Force, made up of stakeholder communities and partners as well as resource agencies, US Fish and Wildlife Service, the Bureau of Land Management and the California Department of Fish and Wildlife.



While time consuming and difficult to complete, this plan is critical to permitting mining operations beyond their current boundaries, accommodating enhanced recharge facilities, documenting and permitting maintenance functions the District undertakes as well as supporting our communities and partners local projects with impacts to endangered and threatened species present in the wash.

3.2.1 Strategic goals related to the Wash Plan

Several strategic goals are related to this planning effort that are summarized by the Wash Plan’s commitments to effective stewardship of District owned and managed easement lands. Habitat management and enhancement in accordance with the Wash Plan is both a requirement and an opportunity for the District. Implementing the Wash Plan is a key element to sustainability of water recharge in the wash area. Current strategic examples include:

- Development of Conservation Strategy
- Wash Plan Phase II implementation
- Continue to develop project with partners and communities
- Expand partnerships for conservation and expanding water conservation efforts
- Support the Wash Plan with District capabilities as needed and funded

3.2.1.1 Community Resources and Recreation

From the work with the Task Force the Wash Plan incorporated community use of District Land Resources. The development of trails which connect to the Santa Ana River Trail and opening District lands to hikers, runners and off road bicycles is an element of the Wash Plan that creates a community recreational resource opportunity. The Board has embraced this opportunity as a strategic goal to coordinate and support its communities in ways that are financially viable for the District to provide access. These efforts would likely be implemented with the Communities and County as partners as appropriate to bring expertise and potentially commitment of support.

3.3 Mining, Land Use and Development

Holistic and responsibly planning, managing and developing the District's lands are key to the sustainability of the District and its land holdings.

3.3.1 Mining

An example of these development proposals is aggregate mining leases which pay royalties to the District. Additionally, they make aggregate material available to the local communities at a lower cost and a lower carbon footprint than hauling it from longer distances. Furthermore these mining efforts also pay tax or royalties to the surrounding communities' general funds. In 2011 the District negotiated a revised agreement with CEMEX to provide Minimum Annual Guaranteed revenue to the District in the case that they did not mine the resources. The District also has agreements with Redlands Aggregate for permitted aggregate mining.

In addition, the District has a contract with Robertsons Ready Mix, including a prepaid royalty, which provides for mining on District property when permitting is completed. A prepaid royalty has been provided to the District to hold this opportunity until permitting is completed under the Wash Plan.

3.3.2 Land Use and Development

In a given year several proposals will be presented to the District to participate in related development of lands on District land or in nearby communities. These proposals where consistent with the Wash Plan and District policy can be accommodated if in the best interest of the District or its communities and partners. Easement and fee proposals to develop District lands not needed for water conservation are received and may be solicited under certain conditions. A strategic goal related to this area is to continue to develop alternate long term funding mechanism for the District to mitigate rates for groundwater producers and to fund District land management needs.

3.4 Sustainability and Resource Management

The District is also committed to sustainably managing the lands it owns and uses with its partners and communities. In prior strategic plans the District has provided vision for community parks and recreational amenities. Additionally, wetland areas were suggested for water quality issues. Currently there are no driving needs and/or funding to support these projects but the Board believes that these amenities may fit into broader future resource management efforts with partners in the region. It is important to keep these efforts in mind when discussing resources management for the region.

4 Agency and General Fund

While a majority of the Strategic goals are related to projects of the District, some are primarily related to the District operations and are listed in this section.

4.1 Annual and Short Term Efforts

The prior Community Strategic Plan contained a number of efforts which were short term, generally less than one year. Beginning in 2011 the Board began setting priorities at the beginning of its calendar year to allow these priorities to be implemented during the calendar year. Some of these items were normal District efforts that required special attention or were infrequent projects. Other priorities are more related to providing direction and accountability for the staff and Board by being tracked and reported upon. These items are no longer contained in the Community Strategic Plan.

4.2 Organizational and Financial Improvement

The District has the strategic goal of continuing to develop a more efficient District governance and organization with a secure organizational and financial foundation. Enhancing this status and continuing to build relationships are a strategic goal intended to provide better more reliable service to the District's partners and communities.

Examples of this strategic goal accomplished in 2012 were the development of rates which are adequate to provide the groundwater recharge services paid for by the groundwater charge.

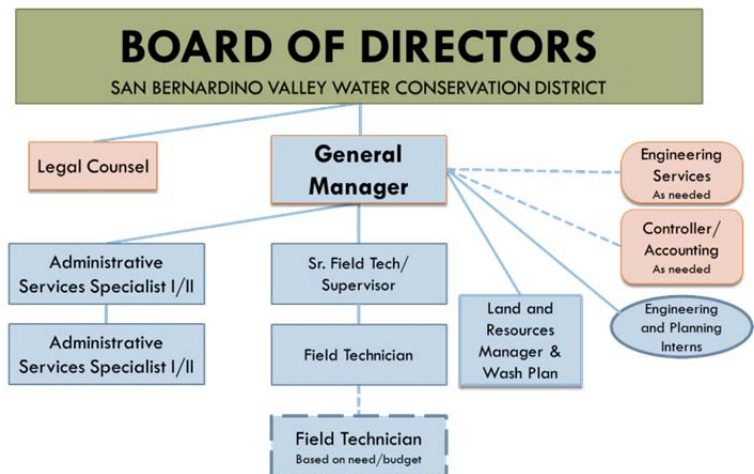
Current strategic effort examples include:

- Managing costs and expenses to ensure cost effective service
- Rebuilding reserves from revenue opportunities to stabilize District costs and service levels
- Application to reinstate the District's Sphere of Influence and demonstration of improvements in the Municipal Service Review (MSR) process
- Working with regional partners and supporting projects, common needs and shared facilities
- Developing cooperative agreements to support mutual needs
- Demonstrating the value of the District's role and services in supporting and enhancing community and partner resources

4.3 Develop Staff and Organizational Capacity

The Board recommended a strategic goal of developing staff and the Districts capability to support key regional programs such as the Wash Plan, and Natural Resource

Management in cooperation with the District's partners. This development will be done as needed and as they are financeable viable. A 2013 proposed organization chart is shown here. Expansion of training for existing staff, use of interns and consultants, and collaborative staff sharing with neighboring agencies and communities will be used. Based on this strategic goal the District staffing plan may need to be revised.



5 Strategic Revenue Initiatives

The District has recently come out of a difficult financial time which began in 2008 and continued through 2011. This situation mirrored the overall economic slow-down; however, the effect on the District was more severe because all sources of the District Revenues were impacted at the same time. Since this time the District has revised its financial structure, reduced costs and implemented various policies that will reduce the likelihood and severity of these occurrences in the future. This will allow the District the financial ability to adequately provide its core public services. The District

implemented cost reductions documented in the annual budgets including the reduction from Seven to Five Divisions for the Board of Directors as allowed by SB-235. The District also adopted the Enterprise Financial structure and reserve policies to limit the future impact of the broader economic times on the District, since drought happens in good and bad economic times. The District revenues are described briefly below categorized into renewable and non-renewable.

5.1 Renewable

Renewable revenues are generated every year in varying level based on the source and conditions.

5.1.1 Groundwater Charge

The District has increased its Groundwater Charge in both of the past two years with the support of the District's partners and communities. The rate per acre-foot is still very low and affordable to the producers of the water in the basin.

5.1.2 Investments

The District reserves are adequate to insure future operations and the variability of its revenue sources. The District's investments however include significant funding provided as a prepayment of royalties and needed. Investment of these cash reserves provides a small but sustainable amount of revenue to the District.

5.1.3 Rental/Lease Income

The District owns fee lands and office and residential space beyond the current needs of the District. The District manages these investments to reduce its operating cost and provide public opportunities for local communities.

5.1.4 Service Fees and Other Income

The District provides a number of services and allows use of its land for compatible purposes. Recharge and other services performed for others are ongoing sources of stable revenue. Additionally, the District gains other revenue from sales of materials that are generated from the cleaning of basins or placement of materials for storage or processing on District lands.

5.1.5 Property Tax

The District has a minimal amount of General Fund property tax it receives related to its share of county collected taxes. The annual property tax of the past few years is approximately \$75,000. This cost is adequate to pay for elections in years when Board Members are challenged in elections.

5.2 Extractive or Non-Renewable

Certain funding sources are not renewable and when used or spent are no longer available to the District.

5.2.1 Mining Royalties

Mining royalties from extracted material are priced based on a market rate negotiated with the company mining the lease. The material that is permitable and minable is finite and cannot be easily expanded. The Wash Plan conservation strategy provides for a large increase in minable area and although increased, still finite. Additionally, the areas after mining are less useful and are more difficult to reclaim the land for productive purposes.

5.2.2 Property Sale Easement or Mitigation Revenue

District fee lands can be sources of revenue to the District if well managed. Various public and private organizations seek easements which are generally compatible with the use of the land for recharge and habitat lands. However, once a pipeline or road is developed in the land, that precludes other uses of the land. Additional mitigation for habitat may be required due to District or other parties' actions. The District may be able to provide offsetting mitigation for its own projects, easement projects or partners requirements. These offsets for habitat are likely to generate revenue, but are unlikely to generate revenue significantly above the value required to maintain the land. Careful consideration should be given to the acceptance or use of these revenues due to the loss of alternative opportunities for the property and funding.

6 Community Strategic Plan Input and Feedback

The community based process uses the elements of the April 2010 Strategic Plan to develop the Community Strategic Plan. Upon receiving input from water partners, community partners, wash plan stakeholders staff will develop a draft to review with them for comment. By enlisting participations from these key contributors, it will enable a better understanding of their needs and an opportunity to create a shared vision.

6.1 Process and Feedback

The District has and will continue to solicit feedback on its Community Strategic Plan to understand the community's needs and suggestions. This draft document will be circulated and presented in summary for water and other partner's feedback as well as from the communities it serves. Once the draft is staff and/or Directors will meet with:

- Groundwater Recharge Partners and Water Agencies
- Land Stakeholders and Wash Plan Task Force members
- Mining Partners
- Resource Agencies
- Districts, Cities and the County of San Bernardino
- Community Stakeholders

6.2 Approvals

The Board of Directors has reviewed the draft Community Strategic Plan and approved it for circulation and comment. The Board will approve the final version for implementation based on community feedback and comment.

6.3 Implementation and Revision

Staff will implement the Community Strategic Plan with the direction from the Board of Directors and in cooperation with the District's partners and communities. The Community Strategic Plan will assist with the development of the Annual Priorities List and the Annual Fiscal Budget for the District. It is recommended that Staff and the Board review the Community Strategic Plan related to Critical Decisions and formally review and revise ever three years.



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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Memorandum No. 1153

To: Board of Directors

From: General Manager, Daniel B. Cozad

Date: February 13, 2013

Subject: Sphere of Influence Resolution No. 488

RECOMMENDATION

Staff recommends the Board consider Resolution No. 488 certifying indemnification and authorizing the filing of the LAFCO application to reinstate the sphere of influence and appropriating funds for payment of fees and changes.

BACKGROUND

Through Resolution No. 2893 adopted by LAFCO on March 15, 2006 determination that the District had a zero sphere of influence. When the consolidation actions were not approved in July 2009, most believed the Sphere of Influence (SOI) had been reestablished, but it had not been reestablished. With the initiation of a Collaborative agreement for long term sharing of lands and recharge services San Bernardino Municipal Water District and Western Municipal Water District need to be assured of the Districts consistent future. The Board appointed an Ad Hoc Committee (Committee) to review the Sphere of Influence SOI and make recommendations to the Board.

On September 12th, the Board directed Staff to coordinate with the District's water, community and other partners and request their support in preparation for submittal of the District's proposed sphere of influence and directed Staff to coordinate with Local Agency Formation Commission (LAFCO) to request reinstatement of the District's SOI.

The District has received or believes it will soon receive support letters from virtually all its partners. To date letters received include:

- San Bernardino Valley Municipal Water District
- City of Loma Linda
- West Valley Water District
- City of Highland
- City of Redlands

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Daniel B. Cozad

Based on the support from District partners and communities and Board concurrence Staff coordinated with LAFCO staff to review and prepare to finalize and submit the application for reinstatement. Staff learned that the municipal service review (MSR) would be processed at the same time and so there will be some additional information needs and costs.

Based on the recommendation of the Ad Hoc Committee staff plans to prepare the additional information and prepare to provide a deposit for fees. There may be additional costs for the processing and review of the MSR, which staff requests authorization to pay.

Fiscal Impact

The costs of application for Sphere Reinstatement and the MSR process estimated to be at least \$8,000. Additional funding may be needed to support staff or LAFCO efforts which will not be known until a later date. Funding is available for the fees, staff and LAFCO support in the approved 2012-2013 budget.

RESOLUTION NO. 488

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT UNDER GOVERNMENT CODE SECTION 56428 REQUESTING THE SAN BERNARDINO COUNTY LOCAL AGENCY FORMATION COMMISSION TO INITIATE PROCEEDINGS TO REINSTATE THE DISTRICT'S SPHERE OF INFLUENCE

WHEREAS, the San Bernardino Valley Water Conservation District ("District") was formed in 1932 to carry on the work of its predecessor agency, the Water Conservation Association, to capture native water flows from the Santa Ana River and Mill Creek for purposes of recharging the Bunker Hill Basin; and

WHEREAS, the San Bernardino Valley Water Conservation District has consistently fulfilled its role in applying such native flows to groundwater recharge, and the maintenance and protection of the Bunker Hill Basin, since that time; and

WHEREAS, the District believes that the Bunker Hill Basin represents a critical resource for safe, reliable water supplies for the San Bernardino Valley, and will become increasingly important as a water management resource as water supply demands increase with advancing growth in development and population in the San Bernardino Valley area; and

WHEREAS, the District believes its familiarity with the land and infrastructure resources it has developed over time to accomplish its mission, together with its expertise in utilizing those resources for groundwater recharge, makes it uniquely qualified to continue responsibility for conducting groundwater recharge operations within its jurisdictional boundaries; and

WHEREAS, in connection with a former Municipal Service Review of the District, the San Bernardino County Local Agency Formation Commission ("LAFCO") on March 15, 2006 assigned a zero sphere of influence to the District, as part of a broader consideration of a potential consolidation of the District with the San Bernardino Valley Municipal Water district ("Valley District"); and

WHEREAS, on July 15, 2009, after extensive public review, testimony, hearings, controversy, and comment, LAFCO determined not to approve consolidating the District with Valley District; and

WHEREAS, although the consolidation was not ordered, some of the points and criticisms raised during the extensive comment period of the District have been considered carefully by the District and its staff. As a result, and the since that time, the District has undertaken a series of structural, financial, governance and administrative changes intended to address points raised by LAFCO and others through the consideration of the consolidation proposal, in the interests of improving the efficiency, responsiveness, and overall service effectiveness of the District and its operations; and

WHEREAS, since that time the District has also entered into a number of cooperative agreements with other local water agencies operating in and around the San Bernardino and Bunker Hill Basins, to secure enduring, stable relationships between the District and such other agencies, to define compatible areas of operation and expertise with such agencies, and to lay the structural framework for compatible, cooperative management of land and water resources, and to assure long-term financial stability and responsiveness of the District in the performance of its duties and functions; and

WHEREAS, The District has consulted with other water agencies operating in and around the San Bernardino Basin and Bunker Hill Basin, and received statements of support for the District having its sphere of influence reinstated in the wake of LAFCO's former disapproval of the consolidation of the District, and in the wake of the present cooperative stance the District has achieved with Valley District and other water and resource management agencies it deals with;

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

1. The Conservation District requests LAFCO to initiate proceedings under Government Code section 56425 to amend the District's existing zero sphere of influence, and to re-establish the District's sphere to be coterminous with the District's existing jurisdictional boundaries; and to include the Santa Ana River Wash area presently within the general geographic area of the District's boundaries, but presently excluded from the District, as shown on the map attached hereto as Exhibit "A."
2. The District's General Manager is authorized to prepare and file such application materials, environmental review documents, or other items as may be required by LAFCO to initiate, prosecute, and complete the proceedings for LAFCO's consideration of an amendment to the District's sphere of influence, and to pay such application fees or other charges as may be incident thereto.
3. Consistent with LAFCO's policy, the District agrees that as a part of any proceeding LAFCO undertakes pursuant to this request for amendment to its sphere of influence, the District will defend, indemnify, hold harmless, and release the San Bernardino LAFCO, its agents, officers, attorneys, and employees from any claim, action, proceeding brought against any of them, the purpose of which is to attack, set aside, void, or annul the approval of this application or adoption of the environmental document which accompanies it. This indemnification obligation shall include, but not be limited to, damages, costs, and expenses, including attorney fees. Should the application be approved the District understands the Commission will impose a condition requiring the applicant to indemnify, hold harmless and reimburse the Commission for all legal actions that might be initiated as a result of that approval.

This Resolution is **APPROVED** and **ADOPTED** and effective this 13th day of February, 2013, by the following roll-call vote:

YES:	DIRECTORS:
NO:	DIRECTORS:
ABSTAIN:	DIRECTORS:
ABSENT:	DIRECTORS:

Richard Corneille, President

ATTEST:

Daniel B. Cozad, General Manager



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Memorandum No. 1152

To: Board of Directors

From: General Manager, Daniel Cozad

Date: February 13, 2013

Subject: Authorize Maintenance Activities for Security and Cleaning

RECOMMENDATION

Staff recommends the Board authorize the General Manager to issue access permits in support of the Districts Cooperative Rock Placement Security effort and adopt a CEQA notice of Exemption. Additionally provide feedback to staff on the terms of sale of aggregate accumulated from basin cleaning and maintenance and stockpiling of clean rock materials from cleaning or offsite construction.

BACKGROUND

In 2010 the Board approved Access Permit and Material Processing Contract templates. The existing contracts have been completed and closed. Currently Ranch Rock has an access permit for existing material in the Santa Ana Borrow pit and Munoz Construction an access permit for removal of material extracted from Mill Creek Ponds.

Staff is requesting the Board authorize the General Manager to provide Access Permits, subject to all the standard terms, to construction or other firms who have large boulders which can be effective barriers to illegal motorized trespass onto District property. Significant damage to habitat, metal theft and safety concerns may be able to be reduced over time through this process. These activities to maintain existing facilities are exempt from CEQA under section 15301 repairs and minor alteration to existing facilities and staff recommends the board approved this CEQA exemption and direct staff to file the notice with the Clearinghouse.

Staff has planned to prepare an RFP for removal/cleaning activities to support basin maintenance. However until recently no contractors had shown interest in an agreement which included royalty revenue to the District. Staff would like feedback from the Board on a recent proposal/request from a company excavate materials from Santa Ana Basins and pay a royalty to the District. Potential non-exclusive options include:

- Negotiating a short term access permits to excavate, process and remove sand and aggregate materials from basins when needed and when material is available
- Waiting until adequate interest is available from more than one company and completing procurement efforts
- Implement 1 for not longer than one year and completing procurement activities.

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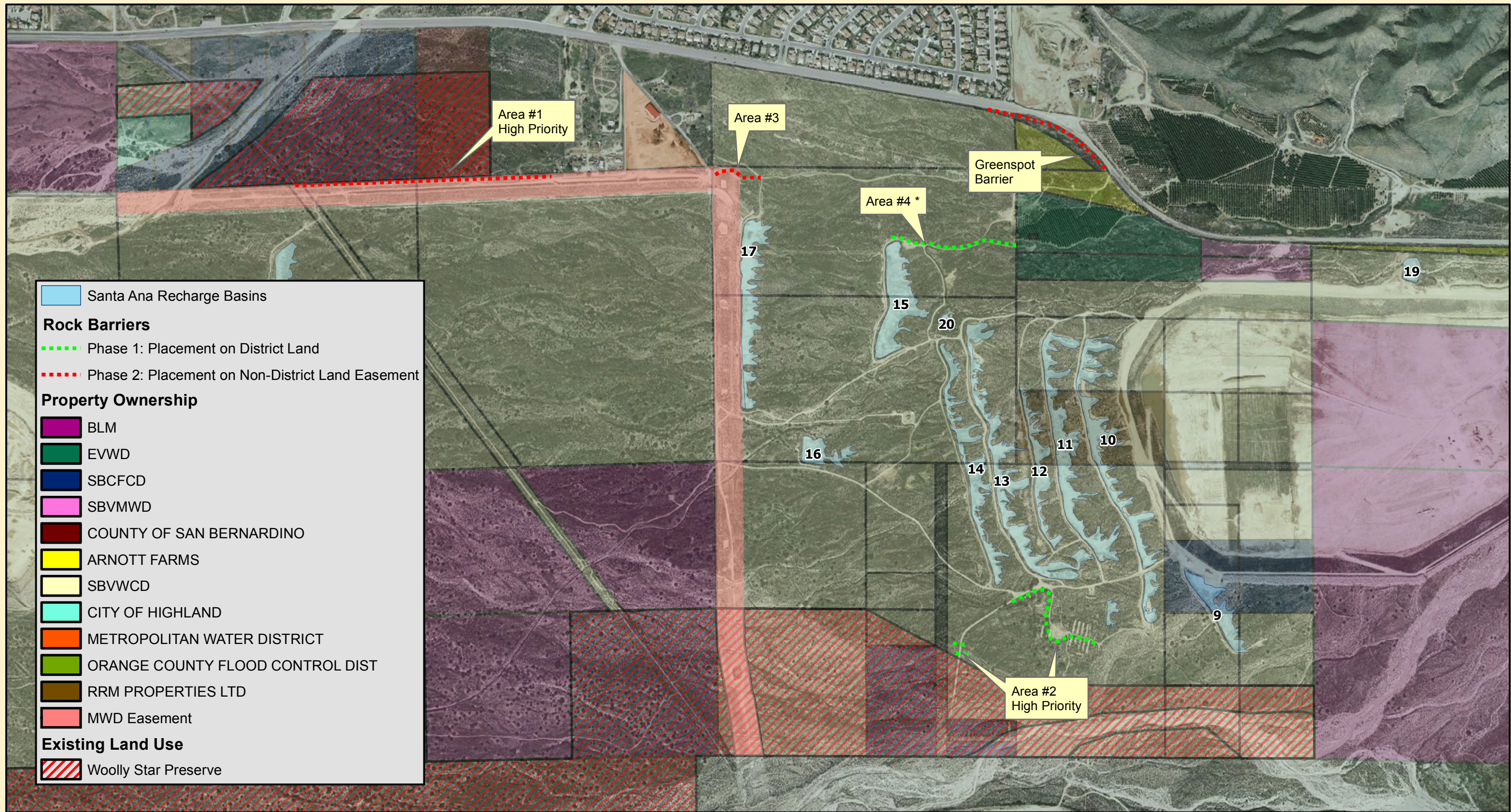
Daniel B. Cozad

Based on the feedback from the Board Staff will work with the contractor in the manner recommended.

Finally, Staff has become aware that the construction of East Valley Water District's Headquarters will generate approximately 3,000 cubic yards of rock sized from 1-3 foot. Staff would like Board feedback on making a location in the borrow pit available under agreeable terms to EVWD to help minimize the transportation and disposal cost of their new headquarters.

FISCAL IMPACT

Currently offers for payment of royalty for the sand materials are fairly low from \$.50 to \$1.00 per ton. However depending on the feedback it has potential to reduce costs for maintenance and reduce the amount of material that is stockpiled



Santa Ana Recharge Basins
Rock Barriers
 Phase 1: Placement on District Land
 Phase 2: Placement on Non-District Land Easement
Property Ownership
 BLM
 EVWD
 SBCFCD
 SBVMWD
 COUNTY OF SAN BERNARDINO
 ARNOTT FARMS
 SBVWCD
 CITY OF HIGHLAND
 METROPOLITAN WATER DISTRICT
 ORANGE COUNTY FLOOD CONTROL DIST
 RRM PROPERTIES LTD
 MWD Easement
Existing Land Use
 Woolly Star Preserve

Areas for Rock Barriers to Illegal Access

***If Greenspot Barrier is completed, there is no need for Area #4**

0 875 1,750 3,500 Feet



Data Sources:
SBVWCD GIS
ESRI Bing Imagery 2010

C. Brudin 1/16/2013

M:\Projects\SpreadingBasins\RockBarrier



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

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Memorandum No. 1151

To: Board of Directors

From: Administrative Committee and Daniel Cozad, General Manager

Date: February 13, 2013

Subject: Board Policy Manual Revisions for 2013

RECOMMENDATION

The Administrative Committee recommends the Board review and consider approval or direct further modification of the Staff and Committee revisions to the Board Policy Manual.

BACKGROUND

The Board Policy Manual has not been comprehensively reviewed in many years. The last changes were made to meeting expense related sections in February 2012 and the Board requested the Administrative Committee review the Board Policy Manual for updates and changes. They noted that changes are needed due to the redistricting of divisions and reduction from seven to five Board Members. The Administrative Committee met and discussed the Staff's recommended policy changes as well as committee member requests at their meeting on January 14, 2013. The Board Policy Manual was reviewed in its entirety and revisions requested to be made by Staff.

POLICY CHANGES

Although, minor revisions occur throughout the policy; a brief summary of revisions are listed below:

1. **Expenditure Reimbursement:** Section 4025 has been updated to reflect the revisions recommended by the Committee which correlates with changes made in Appendix "C". The Appendix is now broken up into two categories: Category 1 and Category 2. In Category 1 both the primary and alternate will receive compensation as a pre-approved District Requested meeting. Whereas in Category 2 an alternate will only receive compensation if the primary is not in attendance or if they claim the meeting as Director Selected.
2. **Officers:** Section 4040 has been updated to include procedures to follow in the absence to do incapacitation or inability to perform General Manager or Secretary duties. Under Section 1020.1 a paragraph has been added to reflect the requirement of the District to file Form 806 under the recently amended 2 Cal. Code of Regs. §18705.5.
3. **New Policies:** Section 4094 Sexual Harassment Training has been added to outline the requirements for such training. Section 4096 Divisions has been added to give a brief summary of the divisions and how they were developed. In addition, a map of division boundaries has been added.

These policy changes are highlighted in the text that is attached.

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FISCAL IMPACT

District expenses under Directors Fees and expenses may increase due to the assignment of two Directors for each meeting rather than one or staff representation. Appendix C changes could result five new meetings per month estimated at \$15,000 per year additional cost, if approved. The Board may wish to consider authorizing a budget amendment of \$7,550 for the rest of 2013 to cover these costs.



**SBVWCD
BOARD OF DIRECTORS**

**POLICY HANDBOOK
FOR THE CONDUCT
OF BUSINESS OF THE
BOARD**

**Revision incorporating Staff and Administrative Committee
changes as of January 14, 2013**

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

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APPENDICES

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Disclosure Categories
Board Committees
Roster of Organization and committees with board and Staff
Representatives

Acknowledgement Form
To be completed and returned for file

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Purpose of Board Policies
POLICY NUMBER: 1000

1000.1 It is the intent of the Board of Directors of the San Bernardino Valley Water Conservation District to maintain a Manual of Policies. Contained therein shall be a comprehensive listing of the Board's current policies, being the rules and regulations enacted by the Board from time to time. The Manual of Policies will serve as a resource for Directors, staff and members of the public in determining the manner in which matters of District business are to be conducted.

1000.2 If any policy or portion of a policy contained within the Manual of Policies is in conflict with rules, regulations or legislation having authority over San Bernardino Valley Water Conservation District said rules, regulations or legislation shall prevail.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Adoption/Amendment of Policies

POLICY NUMBER: 1010

1010.1 Consideration by the Board of Directors to adopt a new policy or to amend an existing policy may be initiated by any Director or the General Manager. The proposed adoption or amendment shall be initiated by a Director or the General Manager submitting a written draft of the proposed new or amended policy to the Board Chairperson and the General Manager by way of the District office, and requesting that the item be included for consideration on the agenda of the next appropriate regular meeting of the Board of Directors.

1010.2 Adoption of a new policy or amendment of an existing policy shall be accomplished at a regular meeting of the Board of Directors in accordance with the district's state statutes regarding the constitution of a majority vote.

1010.3 Copies of the proposed new or amended policy shall be included in the agenda-information packet for any meeting in which they are scheduled for consideration (listed on the agenda). A copy of the proposed new or amended policy(ies) shall be made available to each Director for review at least 72 hours, and in accordance with the Brown Act shall be posted and available to the public prior to any meeting at which the policy(ies) are to be considered.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Conflict of Interest

POLICY NUMBER: 1020

1020.1 The Political Reform Act, Government Code §81000, et seq., requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. §18730) which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs. §18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix A in which members of the Board of Directors and employees are designated, and in which disclosure categories are set forth, constitute the conflict of interest code of the San Bernardino Valley Water Conservation District.

Additionally, the Board Secretary will file Form 806 pertaining to 2 Cal. Code of Regs. §18705.5 requiring any director that is appointed to an external position (i.e. governmental agency or joint powers authority) that receives compensation is required to file this form and list each external position as well as compensation and post this notice to District website. The Board will periodically review prior to the appointment of any director to such position.

1020.2 Designated employees shall file statements of economic interests with the District who shall file them with the Clerk of the County of San Bernardino. Directors are required to comply with interim deadlines provided by the General Manager or they are responsible for filing their own statements with the County Clerk.

1020.3 It is the responsibility of each Director to be fully acquainted with his or her own "economic interests" under the Political Reform Act. Each Director shall notify District staff of any property interests, sources of income, business investments, gifts, loans, or any financial or economic interests of Director or Director's immediate family which may be affected by a decision before the Board. If Director has reason to believe a potential conflict of interest exists in connection with any decision or matter pending before the Board or any of its Committees, the Director shall immediately inform the General Manager and General Counsel, and seek advice as to the existence of any such conflict, and any appropriate action in connection therewith. A Director's disclosure obligations under this policy shall include a duty to inform the General Manager and the General Counsel of any financial interest which may result in a violation of Government Code Section 1090, relating to prohibited interests in contracts. In the event any Director feels that he or she does not have a sufficient understanding of the restrictions of the Political Reform Act or Government Code Section 1090, he or she at any time may request a briefing on such matters from the General Manager and General Counsel.

1021 Ethics Training. Each board member is responsible for Assembly Bill No. 1234 training compliance as indicated in 4095.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Public Complaints

POLICY NUMBER: 1030

1030.1 The Board of Directors desires that public complaints be resolved at the lowest possible administrative level, and that the method for resolution of complaints be logical and systematic.

1030.2 A public complaint is an allegation by a member of the public of a violation or misinterpretation of a District policy, state, or federal statute of which the individual has been adversely affected.

1030.3 The method of resolving complaints shall be as follows:

1030.3.1 The individual with a complaint shall first discuss the matter with the appropriate Staff or Manager related to the concern with the objective of resolving the matter informally.

1030.3.2 If the individual registering the complaint is not satisfied with the disposition of the complaint by Staff, it shall be forwarded to the General Manager. At the option of the General Manager he/she may conduct conferences and take testimony or written documentation in the resolution of the complaint. The General Manager shall memorialize his/her decision in writing, with the individual registering the complaint being provided a copy.

1030.3.3 If the individual filing the complaint is not satisfied with the disposition of the matter by the General Manager, they may request consideration by the Board of Directors by filing said request in writing within ten (10) days of receiving the General Manager's decision. The General Manager will coordinate with the Board President and District Council and the Board may consider the matter at its next regular meeting, or call a special meeting. In making a decision, the Board may conduct or request District Counsel conduct conferences, hear testimony, as well as utilize the transcripts of written documentation. The Board's final decision shall be memorialized in writing with the individual registering the complaint being provided a copy.

1030.4 This policy is not intended to prohibit or deter a member of the community or staff member from appearing before the Board to verbally present a testimony, complaint, or statement in regard to actions of the Board, District programs and services, or impending considerations of the Board.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Claims Against the District

POLICY NUMBER: 1040

The purpose of this policy is to provide direction to District staff from the Board of Directors for processing and resolving (if possible) account adjustment requests and property damage claims against the District. Inherent in this policy is the recognition that every adjustment request or claim will be unique, and that guidelines cannot be written to accommodate every case. Therefore, staff must use discretion and good sense in handling each claim.

1040.1 Property (Land and Improvements) Damage Claims

In the course of the District's operations, damage to land and improvements thereon occasionally occurs due to the proximity of the District's facilities to other property. When District employees are aware that property has been damaged in the course of their work, restorative measures are to be taken to return the property as close to its original condition as possible.

When a property owner informs a District employee of damage to their property (by telephone or in person), the employee receiving the claim will document in writing the time and date, and a description of the stated circumstances and allegations. Employees should respond to questions, be cordial and respectful, but refrain from commenting on liability questions.

As soon as possible after information about the damage has been received, it shall be given to the appropriate Manager. The General Manager, or his/her designee, shall investigate the property owner's allegations.

If the owner of damaged property informs a member of the Board of Directors, the information will be immediately forwarded to the General Manager. Directors should not independently investigate claims, but may go with staff, District Counsel or insurance representatives to observe.

Investigations shall be done in a timely fashion and documented with a written report, including photographs and/or interviews, when appropriate. A copy of the report shall be submitted to the General Manager.

If the investigating staff person is convinced that the damage was caused by District personnel, equipment, or infrastructure, he/she shall prepare a work order to have the damage repaired, subject to the following conditions:

- (a) Property owner agrees that the proposed repairs are appropriate and adequate;
- (b) Property owner agrees to allow District personnel access to their property to perform the repair work;
- (c) District personnel have the necessary tools, equipment, and expertise to perform the necessary work;

- (d) Repair work can be accomplished within a reasonable amount of time; and,
- (e) Cost of material for the repairs will not exceed \$1000.

If the cost of material for repairs is stated by claimant or estimated by staff to exceed \$1000, the owner will be asked to submit their claim in writing on a District claim form.

The General Manager shall review the damage claim and the proposed repair work. If he/she determines that the damage is the District's responsibility and that the proposed repair work is appropriate, he/she may authorize the work if the cost of material for the repairs will not exceed \$5000. A report shall be submitted to the Board of Directors describing the damage claim, including a description of the manner in which it was resolved.

If the cost of material for repairs is stated by claimant or estimated to exceed \$5000, the claim may be submitted to the Board of Directors or the District's Insurance carrier and the Board informed. . The Board of Directors shall review the claim and receive input from staff in closed session [*qualifies as "anticipated litigation" under the Brown Act*]. After reviewing the damage claim, the Board may authorize the work or may make request it be tendered to the Districts Insurance carrier. The claimant shall be notified of any action by the Committee regarding their claim.

The Board will not consider a claim of an amount in excess of the insurance deductible, including the cost of investigation, without prior written approval of the District's insurance company.

Claims in excess of the District's insurance deductible shall be forwarded to the insurance company, and the claimant shall be advised of this action.

Claims for personal injury/wrongful death shall not be investigated by District staff or directors but shall be immediately forwarded to the District Counsel and District's insurance company.

1040.2 Property (Vehicles and Unsecured Property) Damage Claims

All claims of damage to vehicles or other unsecured property shall be submitted to the General Manager. He/she shall review the damage claim and the requested restitution. If he/she determines that the damage is the District's responsibility, he/she may authorize repairs or reimbursement of expenses to an amount not to exceed \$5,000. A report shall be submitted to the Board of Directors describing the damage claim, including a description of the manner in which it was resolved.

The claim will be processed as described above if the cost of material for repairs is estimated to exceed \$5000.

1040.3 Property Damage Claims On District Form

Except for damage to land and improvements estimated to cost less than \$500, all damage claims must be submitted in writing on a District claim form. This will ensure that a claim is valid and protect important rights of the District.

If an individual does not wish to file a claim on the District form, he/she may present the claim by letter if it conforms to Section 910 and Section 910.2, California Government Code. Section 910 specifies that a claim needs to show all of the following:

- (a) The name and postal address of the claimant.

- (b) The postal address to which the person presenting the claim desires notices to be sent.
- (c) The date, place, and other circumstances of the occurrence or transaction which gave rise to the claim asserted.
- (d) A general description of the indebtedness, obligation, injury, damage or loss incurred so far as it may be known as the time of presentation of the claim.
- (e) The name or names of the public employee or employees causing the injury, damage, or loss, if known.
- (f) The amount claimed if it totals less than ten thousand dollars (\$10,000) as of the date of presentation of the claim, including the estimated amount of any prospective injury, damage, or loss, insofar as it may be known at the time of the presentation of the claim, together with the basis of computation of the amount claimed. If the amount claimed exceeds ten thousand dollars (\$10,000), no dollar amount shall be included in the claim. However, it shall indicate whether the claim would be a limited civil case.

Section 910.2 of the California Government Code specifies the following:

The claim shall be signed by the claimant or by some person on his behalf. Claims against local public entities for supplies, materials, equipment or services need not be signed by the claimant or on his behalf if presented on a billhead or invoice regularly used in the conduct of the business of the claimant.

If the filed letter/claim does not meet the requirements of the California Government Code §910 and §910.2, then a letter shall be sent to the claimant informing them of this fact.

District staff shall provide no assistance to the claimant in filling out the claim form. Claimant must fill out the claim form in its entirety and submit it via mail, FAX, or personal delivery to the District office. Upon receipt, office staff shall date-stamp the document.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Copying Public Documents

POLICY NUMBER: 1050

1050.1 Individuals requesting copies of public documents shall be charged a reasonable fee based upon the cost to produce the copy to defray expenses associated with the copying process.

1050.2 Copies of agendas and other writings (except for privileged documents) distributed to a majority of the Board of Directors at open Board meetings shall be made available to the public, generally on the District's website. A limited quantity of such documents (based on normal audience attendance) is generally copied in advance of each meeting and made available to the public in attendance at no charge. The materials may be posted after the meeting or a copy charge may be levied at Board meetings for copies of documents if more are needed and/or requested in addition to those normally prepared for the public at Board meetings.

1050.3 Staff will provide and post annually the current rate for copying public documents. As of 2013 that cost is \$0.25 per page for 25 pages or less or \$0.15 for 25 pages or more. Staff may also arrange for a service to copy large quantity or materials not easily reproduced and pass the actual cost of reproduction and arrangement to the requestor.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Code of Ethics
POLICY NUMBER: 4010

4010.1 The Board of Directors of the San Bernardino Valley Water Conservation District is committed to providing excellence in legislative leadership that results in the provision of the highest quality services to its constituents and to comply with State laws including Assembly Bill 1234 approved in 2005.

In order to assist in the governance of the behavior between and among members of the Board of Directors and District staff, the following rules shall be observed.

4010.1.1 The dignity, style, values and opinions of each Director shall be respected.

4010.1.2 Responsiveness and attentive listening in communication is expected.

4010.1.3 The needs of the District's constituents should be the priority of the Board of Directors. When a Director believes he/she may have a conflict of interest, the legal counsel shall be requested to offer advice whether one exists or not.

4010.1.4 The primary responsibility of the Board of Directors is the formulation and evaluation of policy. Routine matters concerning the operational aspects of the District are to be delegated to professional staff members of the District.

4010.1.5 Directors should commit themselves to focusing on the business of the District, emphasizing the positive, avoiding double talk, hidden agendas, gossip, backbiting, and other negative forms of communication and interaction.

4010.1.6 Directors should commit themselves to focusing on issues and not personalities. The presentation of the opinions of others should be encouraged. Cliques and voting blocks based on personalities rather than issues should be avoided.

4010.1.7 Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, but without being disagreeable. Once the Board of Directors takes action, all Directors commit to support said action and not to create barriers to the implementation of said action.

4010.1.8 Directors should practice the following procedures:

4010.1.8.1 In seeking clarification on informational items, Directors may directly approach the General Manager or professional staff members to obtain information needed to supplement, upgrade, or enhance their knowledge to improve legislative decision-making.

4010.1.8.2 In handling complaints from residents and property owners of the District, said

complaints should be immediately referred directly to the General Manager.

4010.1.8.3 In handling items related to safety, concerns for safety or hazards should be reported to the General Manager. Emergency situations should be dealt with immediately by seeking appropriate assistance and reporting to the General Manager.

4010.1.8.4 In presenting items for discussion at Board meetings, see Policy #5020.

4010.1.8.5 In seeking clarification for policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, said concerns should be referred directly to the General Manager and District Counsel.

4010.1.8.6 Requests for Assistance. Directors shall direct all requests for work, studies, information, or any task which is to be performed by District Staff to the General Manager. If the General Manager determines that an individual Director's request for Staff services shall result in a substantial expenditure of time or District resources, the General Manager may refer the request to the Board for its approval. In no event shall any Director make any request of Staff for information or services not related to District business. This policy shall in no way limit the authority of individual Directors to contact the General Manager and District Counsel for the purpose of inquiring about potential conflicts of interest regarding a Director's own economic interest.

4010.1.9 If approached by District personnel concerning specific District policy, Directors should direct inquiries to the General Manager.

4010.2 The work of the District is a team effort. All individuals should work together in the collaborative process, assisting each other in conducting the affairs of the District.

4010.2.1 When responding to constituent requests and concerns, Directors should be courteous, responding to individuals in a positive manner and routing their questions through appropriate channels and to responsible management personnel.

4010.2.2 Directors should develop a working relationship with the General Manager wherein current issues, concerns and District projects can be discussed comfortably and openly.

4010.2.3 Directors should function as a part of the whole. Issues should be brought to the attention of the Board as a whole, rather than to individual members selectively.

4010.2.4 Directors are responsible for monitoring the District's progress in attaining its goals and objectives, while pursuing its mission.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Attendance at Meetings

POLICY NUMBER: 4020

4020.1 Directors shall endeavor to attend all meetings of the Board. To the extent a Director anticipates that he or she shall be absent from a Board meeting, Director shall, at the prior regularly scheduled Board meeting, advise the Board of his or her anticipated absence and shall state the reason for the absence. In the event a Director does not become aware of the impending absence in time to give timely notice that Director shall, upon learning that he or she shall be absent, notify the General Manager. The General Manager shall be responsible for informing the Board of the absence.

A Director's absence from a meeting shall be excused if such absence is due to illness of the Director, illness or death of a Director's family member, or when Director is traveling away from the District on vacation, personal business, or District business. Absences for any other reason shall be excused only if the Board President, in his or her discretion, determines there is good cause for the absence. **Absences which are not excused shall be recorded in the minutes. Known excused absences will be announced during roll call, however, any Director may ask for an excusal after roll call.**

If a Director has three (3) consecutive unexcused absences from regular meetings of the Board, the Board may by resolution and in its discretion, declare the office of such Director vacated, and a successor shall be appointed or elected as provided in Subsection 4020.2.

4020.2 Vacancies in the Board of Directors. In addition to the provisions of Subsection 2.6 and pursuant to Government Code Section 1770, as may be amended, a vacancy in the Board shall exist on the happening of any of the following events:

- (a) the death of an incumbent;
- (b) an adjudication pursuant to a quo warrant proceeding declaring that the incumbent is physically or mentally incapacitated due to disease, illness, or accident and that the incumbent would not be able to perform the duties of his or her office for the remainder of his or her term;
- (c) his or her resignation;
- (d) his or her removal from office;
- (e) the Director's place of residence moves from the boundaries of the division in which the Director is required to reside;

- (f) unlawful absence from the State;
- (g) failure to discharge duties for three (3) consecutive months, except when prevented by sickness;
- (h) a conviction of a felony or of any offense involving a violation of his or her official duties (conviction is when trial court judgment is entered);
- (i) refusal or neglect to file his or her required oath within the prescribed time;
- (j) the decision of a competent tribunal declaring void his or her election or appointment;
- (k) his or her commitment to a hospital or sanitarium by a court of competent jurisdiction as being a drug addict, dipsomaniac, inebriate, or stimulant addict, but in that event, the office shall not be deemed vacant before the order of commitment has become final.

A vacancy in the Board shall be deemed effective on the date the Board passes a resolution by a Majority vote declaring the office vacant and the reason therefore. Any vacancy occurring in the Board may be filled by (i) appointment by a majority vote of the remaining directors at a special meeting held within sixty (60) days after the effective date of the vacancy, or (ii) an election called for within sixty (60) days after the effective date of the vacancy and held on the next available election date that is one hundred thirty (130) or more days after the vacancy occurs. Where a vacancy is filled by appointment, notice of the vacancy shall be published in a newspaper of general circulation within the District at least fifteen (15) days before the appointment is made, which notice shall invite interested, eligible parties to apply for appointment. An individual appointed to fill a vacancy shall hold office until the next District general election and until such Director's successor has been elected and qualified, unless an election is also held on the same date for the purpose of electing a Director to serve a full term in the same office, in which event the person appointed shall fill the balance of the unexpired term of his or her predecessor in office.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Directors Expense Policy

POLICY NUMBER: 4025

4025.1 Eligible Compensation Reimbursement.

Directors' compensation shall be in accordance with the California Water Code. The Board enacted Resolution 2010-001 and a companion Resolution 457 setting forth the compensation of Board Directors and setting the maximum number of compensated meetings to nine per month. The District shall compensate Directors for attendance at approved District Requested and Director Selected meetings in accordance with the following:

(a) District Requested meetings

District requested meetings are pre-approved, organizations that the Board has determined as essential for participation. The Board designates a primary and alternate; **the alternate and primary may attend as indicated in Category 1 of Appendix "C" and both may be compensated. However, in Category 2 of Appendix "C" the alternate may only attend and receive compensation if the primary is unable to attend.** Any additional Board member attending is only eligible for reimbursement of eligible expense or per-diem compensation as a Director Selected meeting.

(b) Director Selected meetings-Maximum of 3

Director Selected meetings are pre-approved, discretionary meetings that each Director may attend in a number not to exceed (3) per month, and are eligible for meeting per diem compensation and eligible expense reimbursement. Reimbursement for travel expenses (such as meeting registration, airfare and hotel) for any Director Selected meeting shall be paid only upon prior approval of the Board in advance. A cost estimate must be presented to the Board in advance at regular scheduled Board meetings for approval.

(c) Compensation - Directors shall receive compensation for each District Requested meeting indicated in Appendix "C," Roster of Organizations and Committees with Assigned Representatives. The amount of compensation shall be established by a resolution of the Board.

(d) Meeting Definition - For the purpose of determining compensation for Directors only, a "meeting" is defined as a District Requested or Director Selected activity of several parties conducting business related to the parties, of which the District is a party. A simple phone call is not a meeting, but a scheduled teleconference conducted between the parties in lieu of a scheduled meeting is a "meeting." Conducting research, involvement in a discussion, or discussion by telephone in preparation for a meeting is also not a "meeting."

(e) Any and all meetings in a single day where a Director is representing the District, qualifies for compensation for only one meeting.

- (f) Compensation for serving on another agency board of directors is the responsibility of that other agency. However, if serving on that other agency's board of directors is a direct result of appointment by the District Board of Directors, then attendance at meetings of both agencies on one day would be compensated as one day's pay, which would be paid by the District, and compensation from the other agency would not be permitted.

4025.1.1 Eligible Expense Reimbursement.

- (a) **District Requested** - The District shall reimburse Directors for costs incurred related to approved attendance at District Requested meetings, seminars, or conferences, as provided herein.

Expenses eligible for reimbursement shall be limited to (1) registration or tuition costs, or other charges for participation in the District Requested listed in Appendix "C"; (2) transportation to and from the event, including airfare, car rental, or mileage for use of Director's own automobile, and other miscellaneous transportation costs (shuttle, taxi, etc.); (3) lodging at the event rate or the State/Federal rate for the area; and (4) limited costs of meals. Out of state travel shall be prohibited without specific Board approval, (i.e.: Association of California Water Agencies' (ACWA) Washington, D.C. Conference, etc.), while the approved budget includes significant use of reserves.

- (b) **Director Selected** - The District shall reimburse Directors for costs incurred related to approved attendance at Director Selected meetings, seminars, or conferences, as provided herein.

Expenses eligible for reimbursement shall be limited to (1) mileage for use of Director's own automobile, and other miscellaneous transportation costs (shuttle, parking, etc.); (2) limited costs of meals. Reimbursement for travel expenses (such as meeting registration, airfare and hotel) for any Director Selected meeting shall be paid only upon prior approval of the Board in advance. A cost estimate must be presented to the Board in advance at regular scheduled Board meetings for approval. Out of state travel shall be prohibited without specific Board approval, (i.e.: Association of California Water Agencies' (ACWA) Washington, D.C. Conference, etc.), while the approved budget includes significant use of reserves.

- (c) **Exceptions** - Any other costs incurred by the Director shall be at the expense of the Director, as a Director Selected meeting, unless, because of unusual circumstances, the Board, in its discretion, determines that any additional cost shall be authorized as an expense of the District.

Directors must include per-diem request with cost proposals for the following Conferences/ Forums:

Association of California Water Agencies Conferences
Sacramento/Washington DC Legislative Forums
California Special Districts Association Annual Conference

- (d) **Mileage** - Directors shall be reimbursed for mileage on the basis of total miles driven for business purposes and at the rate specified in the Internal Revenue Code in effect at the time of the vehicle usage.

4025.1.2 Ineligible Expenses.

- (a) Directors may attend more than three (3) Director Selected meetings in a single month, but such attendance will be ineligible for per diem. Attendance by Directors at regular or special Board meetings and meetings of Committees created by the Board or President are not eligible for reimbursement of any expenses.

Reimbursement for travel expenses (including registration or tuition costs, airfare, lodging or any other charges for participation) for any Director Selected meeting shall be paid only upon prior approval of the Board in advance. A cost estimate must be presented to the Board in advance at regular scheduled Board meetings for approval.

- (b) Directors shall not be eligible for reimbursement for any expenses incurred by any person traveling or attending an event as a guest of the Director. No Director shall be eligible for reimbursement for any expenses for personal services not related to District business.

4025.1.3 Compensation and Expense Reimbursement Procedure.

- (a) Compensation. To receive compensation for attendance at District Requested or Director Selected meetings, a Director shall submit a request for reimbursement to the General Manager not later than sixty (60) days after the meeting, or by the next regular Board meeting.

- (b) Expenses. In order to obtain reimbursement, a Director who has incurred reimbursable expenses shall submit a request for reimbursement to the General Manager not later than sixty (60) days after termination of the event for which the expenses were incurred, or by the next Regular Board meeting, whichever is later. The request shall be accompanied by itemized receipts verifying the expenses incurred. To the extent the incurring of expenses was approved by the Board, or pre-approved under this Policy Manual, the General Manager may reimburse the expenses as requested, and shall make a report of such reimbursement and its amount to the Board. To the extent such expenses were not approved or pre-approved; the General Manager shall refer the matter to the Board for its consideration at the next regularly scheduled meeting.

- (c) Training. Each newly elected or appointed Director shall be provided with instruction on procedures and forms to be used to request reimbursements. No sixty (60) day window of time to submit such request shall commence until after such training has been provided or offered.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Directors' Health Insurance

POLICY NUMBER: 4035

4035.1 Members of the Board of Directors of the San Bernardino Valley Water Conservation District are provided no paid benefits. Directors may elect to participate in any allowable health benefits plan provided by the District through the Association of California Water Agencies (ACWA) Joint Powers Insurance Authority (JPIA) on a self-pay basis. Currently no directors have elected this coverage, if directors do so, the eligibility and terms will be adopted annually by the Board; rates and eligibility to be established by Board Ordinance or Resolution.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Officers

POLICY NUMBER: 4040

4040.1 There shall be three (3) officers of the Board: President, Vice President and Secretary. The President and Vice President shall be appointed by vote of the Board taken in the regular meeting in December of a District election year, or following the occurrence of any vacancy, and officers shall serve for a term of two (2) years. Any Director may serve more than one consecutive term in any office, but no Director shall serve in more than one (1) office at the same time. The duties and responsibilities of the officers shall be as follows:

- (a) President. The President shall preside over the conduct of the meetings as the Chairperson of the Board, and shall perform other duties as spelled out in this Policy Manual. The President may also call for any special meeting of the Board, provided such call is done in compliance with Government Code Section 54956, as may be subsequently amended and any other applicable provision of law. The President may sign all correspondence on behalf of the Board. The President may also create, fill, and dissolve Ad Hoc Committees of the Board. Any decision the President may or must make hereunder may be appealed by any Director of the Board, at the meeting in which the action is taken or, if the action is not taken at a meeting of the Board, at the next regularly scheduled meeting following the report of such action to the Board. If appealed, the Board may approve, reject, or modify the President's action or decision, and the decision of the Board shall be final.
- (b) Vice President. The Vice President shall perform all of the duties of the office of the President, in the President's absence, inability, or incapacity to serve.
- (c) Secretary. The District's General Manager shall serve as Secretary to the Board of Directors. The District's General Manager may, with the permission of the Board, delegate any or all of the duties of Secretary to any qualified employee of the District. **Should the District's General Manager be incapacitated or unable to perform the duties of Secretary to the Board of Directors, the President may appoint an Interim Secretary from among the Boards Members until the next regularly scheduled Board Meeting. At the next regularly scheduled Board meeting the Board shall consider the options for replacement of the role of Secretary and or the replacement of the General Manager as appropriate. Should the District's General Manager be incapacitated or unable to perform other duties the Board will convene a personnel session at an emergency session or the next regularly scheduled Board Meeting to make interim arrangements for support as needed.**
- (d) Procedure for Nomination of Officers. The procedure for nomination and appointment of Officers of the Board of Directors shall be as follows:
 - (1) President opens the floor for nominations. (Any Board member can nominate any party, even himself or herself.)
 - (2) Once all nominations are exhausted, the president will entertain motion to close nominations. Motion requires majority vote.

- (3) The President will call for vote on nominated parties. This will be done by roll call vote of the Board.
- (4) If a nominated candidate receives the votes of a majority of the quorum (4 votes until such time as there are 5 directors and then 3 votes if all Board members are present), the president will declare that party elected to the office. If no nominated party receives enough votes to carry a majority of the quorum, the President will declare that the nominations did not result in an effective appointment by the Board to fill the vacancy, and the President will reopen the nominations, starting again at #1 above. The process will be repeated until a single candidate receives the votes of a majority of the quorum.

POLICY TITLE: Committees of the Board of Directors

POLICY NUMBER: 4060

4060.1 The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made or it is otherwise dissolved or disbanded by the President.

4060.2 Role of Committees.

(a) In order to assist in its background investigations or preliminary discussions, the Board of Directors has formed, and may form additional, committees to assist it. Unless specifically delegated by a documented action of the Board, committees shall have no authority to bind the District to any position, contract, or course of action; the sole function of committees is to assist the Board in the fact finding and other tasks necessary for legislative action. Furthermore, no vote, statement, or position taken by any Director at a committee meeting shall be binding on that Director, if and when the matter comes before the full Board. All final approval of any action taken on behalf of the District rests with the full Board, unless the Board specifically delegates document powers to the committee. The Board may at any time create or dissolve a committee, as it may from time to time deem necessary. There are two types of advisory committees of the Board: Standing and Ad Hoc Committees. Appendix "B" provides a list of current Committees.

(b) **Standing Committees.** All Standing Committees are created by formal action of the Board (approved by the Board and so recorded in the minutes). Such action may take the form of an amendment to this Board Policy Manual. The meetings of the Standing Committees shall be governed by, and conducted pursuant to, the provisions of the Ralph M. Brown Act in the same manner as the meetings of the Board of Directors. Any member of the Board may attend any meeting of any Standing Committee but may not participate in the vote on any question before the Committee. Minutes of the proceedings of all Standing Committees shall be kept by the Board Secretary, and shall be available to other Board members, or members of the public upon request. Standing Committees shall meet on a regular basis, as determined by the Board of Directors.

(c) **Ad Hoc Committees.** Ad Hoc Committees are informal, temporarily formed advisory committees to investigate or address situation-specific occurrences, and are created and filled by appointment of the President of the Board of Directors. Ad Hoc Committees shall have no delegated authority from the Board, and shall be dissolved by the President of the Board when the situation or occurrence leading to their formation is resolved their final report is completed, or when the President otherwise considers such dissolution appropriate. Ad Hoc Committees shall have no continuing subject matter jurisdiction. Only Directors appointed to an Ad Hoc Committee shall attend or otherwise participate in its meetings.

(d) **Membership of Committees.** No Committee shall consist of more than three members when 6 or 7 member of the board are seated and 2 when five members of the Board are seated. Each Committee shall elect its own Chairperson. The continuation and membership of all committees shall be reviewed by the Board annually at or before its regular meeting in January, at which time any changes or modifications to the appointments shall be made for the upcoming year.

4060.3 The Board President shall appoint the members of the standing committees for the ensuing year no later than the Board's regular meeting in January. The President shall announce the appointment at this meeting.

President may make changes to those appointments at any time with concurrence from existing appointee being considered to be moved, switched, or requesting to be removed or the approval of the Board. President may also make appointments at any time to fill a vacancy, when needed.

4060.4 The Board's standing committees may be assigned to review specific District functions, activities, and/or operations pertaining to their designated concerns, as specified in Appendix "B". Said assignment may be made by the Board President, or a majority vote of the Board. Any recommendations resulting from the specific review should be submitted to the Board via a written or oral report for action by the Board.

4060.4.1 All meetings of standing committees shall conform to all open meeting laws (e.g., "Brown Act") that pertain to regular meetings of the Board of Directors.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Basis of Authority

POLICY NUMBER: 4070

4070.1 The Board of Directors is the unit of authority within the District. Apart from his/her normal function as a part of this unit, Directors have no individual authority. As individuals, Directors may not commit the District to any policy, position, act, or expenditure.

4070.2 Representation of the District by a Board Member. Without the prior authorization of the Board, no individual Director has any authority, directly or indirectly, to represent the District as a whole. Unless specifically authorized by a Board action, no Director shall (i) make any undertaking purporting to obligate the District in any way, or (ii) make any representation to any member of the media, the public, any local agency, or any other person that the positions or statements of that individual are those of the District.

4070.3 Directors do not represent any fractional segment of the community, but are, rather, a part of the body that represents and acts for the entire community served by the District as a whole.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Attendance at Education Seminars and Meetings of Other Organizations
POLICY NUMBER: 4080

4080.1 Policy Statement. It is the policy of the District to encourage Directors to participate in professional organizations; local, state, and national training and educational seminars; and meetings of other local organizations where such attendance has direct applicability to the functions of the District. The District benefits from such activities both by keeping abreast of the latest developments and issues in the field of water conservation and groundwater management, and by the expanded professional communications which occur at such events. These benefits must be balanced, however, by budgetary limitations and an effort to avoid unnecessary duplication of representation of the District. To strike this balance, the Board's policy is to authorize Directors to attend certain conferences, and require Directors to secure the approval of the Board before attending meetings or conferences. Reimbursement, therefore, shall be made for expenses incurred by a Director only in connection with attending seminars, conferences, or meetings, as previously approved by the Board.

4080.2 Directors Appointed to Specified Positions. Directors who have been appointed by the President or the Board to serve as a member on any committee or commission are expected to attend appropriate meetings of such committees or commissions, and to report regularly to the Board regarding the activities of such committees and commissions.

4080.3 Pre-Approved Activities. Appendix "C" provides a roster of organizations and committees with Board representatives. Attendance by the appointed Directors at meetings or conferences listed in Appendix "C" is "pre-approved," and is at District expense. This roster shall be updated annually by the General Manager, to reflect the most recent appointees to the various organizations and committees listed, and may be so updated as a clerical matter, without formal action of the Board. No organization, committee, or event may be added or deleted from the "pre-approved" list without action of the Board, unless the organization, committee or event no longer meets.

Policy for Participation in Chamber of Commerce Functions or Events

The District benefits from expanded professional communications and exposure to elected officials, senior staff and other community leaders by attendance at certain chamber functions sometimes hosted by committees of the respective chambers.

As listed in Appendix "C," attendance at chamber functions is pre-approved to the extent that the above criteria or as more clearly defined in section 4080.1 in this policy manual is met.

The District recognizes the sole function and purpose for chambers of commerce and their committees is to promote, protect, advocate, monitor legislation, and advance business interest in the community. A Director will not be eligible for reimbursement of expenditures or a per diem for serving on any chamber committee, completing a leadership program offered by a chamber, taking on an ambassadorship, being a chamber board member, or serving as president of any chamber.

A Director will not be eligible for expense reimbursement or a per diem if they are in attendance on behalf of their own company or place of employment.

4080.4 All Other Conferences. For all other conferences and seminars, including voluntary attendance at meetings, any Director wishing to attend shall notify the General Manager and provide cost information with sufficient time for the General Manager to place the matter on the agenda for the next meeting of the Board. The Board may approve any request for attendance at a conference or seminar, and in so doing shall consider all of the following: (i) the subject matter and quality of the conference or seminar, and its pertinence to District activities; (ii) the cost of participation, including both conference or seminar registration fees, directors fees, and any incidental expenses; (iii) the number of other or similar conferences or seminars attended by the requesting Director in the preceding twelve (12) months; and (iv) whether any stipend would be paid to the District for participating. In the event notification of a seminar, conference, or meeting arrives too late for placing the matter on the Board's agenda, the General Manager may refer a request for attendance to the President of the Board for his or her approval. The President may thereupon approve, disapprove, or conditionally approve any such request.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Sexual Harassment Training
POLICY NUMBER: 4094

4094.1 All directors and Staff of the San Bernardino Valley Water Conservation District shall receive two hours of training in Sexual Harassment prevention at least once every two years.

4094.2 District staff shall maintain records indicating both the dates that directors and staff completed the training and the name of the entity that provided the training. These records are public records subject to disclosure under the California Public Records Act.

4094.3 District staff shall provide the board of directors with information on available training that meets the requirements of this policy at least once every year.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Ethics Training
POLICY NUMBER: 4095

4095 All directors and General Manager of the San Bernardino Valley Water Conservation District shall receive two hours of training in general ethics principles and ethics laws relevant to public service within one year of election or appointment to the board of directors and at least once every two years thereafter, pursuant to Government Code Sections 53234 through 53235.2.

4095.1 This policy shall also apply to all staff members that the board of directors designates and to members of all commissions, committees and other bodies that are subject to the Ralph M. Brown Open Meeting Act.

4095.2 All ethics training shall be provided by entities whose curricula has been approved by the California Attorney General and the Fair Political Practices Commission.

4095.3 Directors shall obtain proof of participation after completing the ethics training. Applicable costs for attending the training will be reimbursed by the District.

4095.3.1 District staff shall maintain records indicating both the dates that directors completed the ethics training and the name of the entity that provided the training. These records shall be maintained for at least five years after directors receive the training, and are public records subject to disclosure under the California Public Records Act.

4095.4 District staff shall provide the board of directors with information on available training that meets the requirements of this policy at least once every year.

4095.5 Ethics training may consist of either a training course or a set of self-study materials with tests, and may be taken at home, in person or online.

4095.6 Any director of the San Bernardino Valley Water Conservation District that serves on the board of another agency is only required to take the training once every two years.

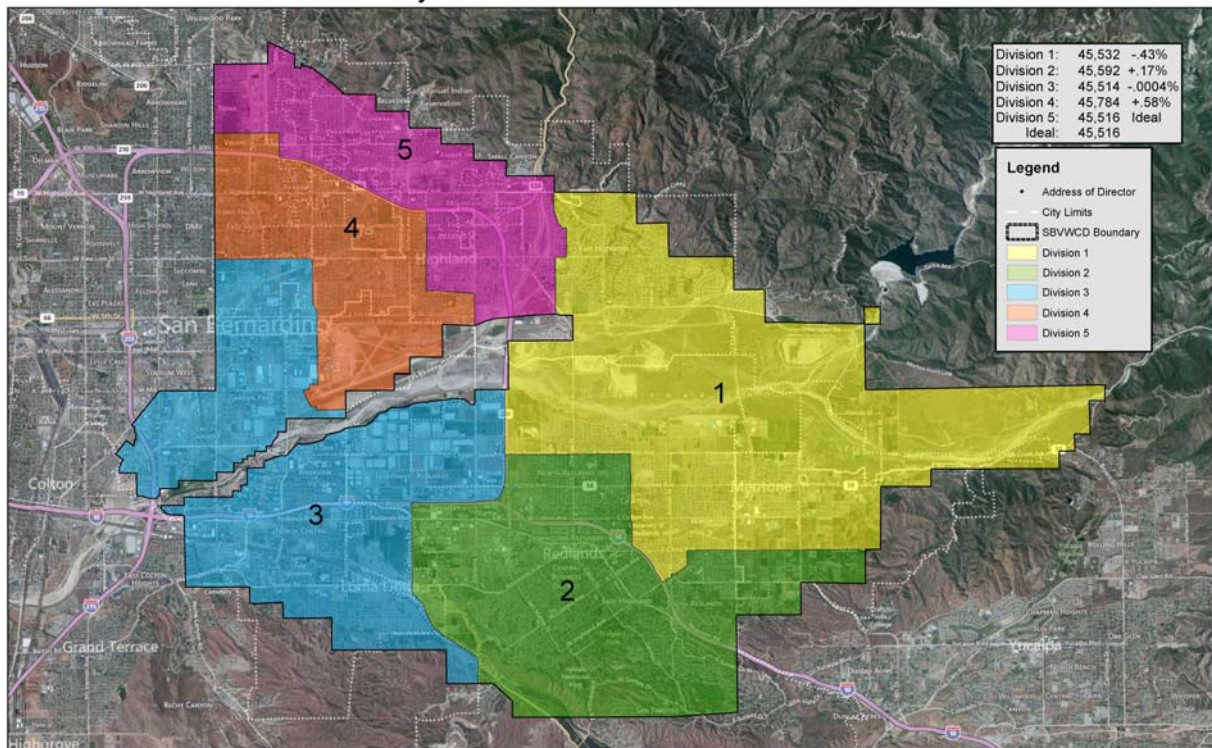
San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Divisions
POLICY NUMBER: 4096

4096 In 2011 the Board resolved to reduce the Board from a seven member board to a five member board and sponsored SB-235 authored by State Senator Gloria Negrete-McLeod. The Conservation District reviewed several scenarios and developed a map for redistricting into five divisions. The Board adopted Resolution No. 481 Implementing Senate Bill 235 and ordering the reorganization of the divisions and reducing the number from seven to five in September 2012. The 5 divisions are shown in the figure below. Due to this consolidation two divisions have two directors each. Because changes to the divisions cannot extend or reduce the term of any elected director as many as seven directors may serve until the elections in 2013 and as many as six directors may serve until the elections in 2015.

San Bernardino Valley Water Conservation District Division Boundaries



San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Board Meetings

POLICY NUMBER: 5010

5010.1 Regular meetings of the Board of Directors shall be held on the second Wednesday of each calendar month at 1:30 p.m. in the San Bernardino Valley Water Conservation District office, located at 1630 W. Redlands Blvd., Suite A., Redlands, California, 92373. The date, time and place of regular Board meetings may be reconsidered annually at the annual organizational meeting on or prior to January meeting of the Board.

5010.2 Special meetings of the Board of Directors may be called by the Board President or by a majority of the Board.

5010.2.1 All Directors shall be notified of the special Board meeting and the purpose or purposes for which it is called. Said notification shall be in writing, received by them at least 24 hours prior to the meeting. The notice shall be posted on the District's website.

5010.2.2 Newspapers of general circulation in the District, radio stations and television stations, organizations, and property owners who have requested notice of special meetings in accordance with the Ralph M. Brown Act (California Government Code §54950 through §54956) shall be notified by a mailing unless the special meeting is called less than one week in advance, in which case notice, including business to be transacted, will be given by telephone or email during business hours as soon after the meeting is scheduled as practicable. The notice shall be posted on the District's website.

5010.2.3 An agenda shall be prepared as specified for regular Board meetings in Policy #5020 and shall be posted and delivered with the notice of the special meeting to those specified above.

5010.2.4 Only those items of business listed in the call for the special meeting shall be considered by the Board at any special meeting.

5010.3 Emergency Meetings. In the event of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board of Directors may hold an emergency special meeting without complying with the 24-hour notice required in 5010.21, above. An emergency situation means a crippling disaster which severely impairs public health, safety, or both, as determined by a majority of the Board.

5010.3.1 Newspapers of general circulation in the District, radio stations and television stations which have requested notice of special meetings in accordance with the Ralph M. Brown Act (California Government Code §54950 through §54926) shall be notified by at least one hour prior to the emergency meeting. In the event that telephone services are not functioning, the notice requirement of one hour is waived, but the Board, or its designee, shall notify such newspapers, radio stations, or television stations of the fact of the holding of the emergency special meeting, and of any action taken by the Board, as soon after the meeting as possible. The notice shall be posted on the District's website.

5010.3.2 No closed session may be held during an emergency meeting, and all other rules governing special meetings shall be observed with the exception of the 24-hour notice. The minutes of the emergency meeting, a list of persons the Board or designee notified or attempted to notify, a copy of the roll call vote(s), and any actions taken at such meeting shall be posted for a minimum of ten days in the District office and posted on the District's website as soon after the meeting as possible.

5010.4 Adjourned Meetings. A majority vote by the Board of Directors may terminate any Board meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no Directors are present at any regular or adjourned regular meeting, the General Manager may declare the meeting adjourned to a stated time and place, and he/she shall cause a written notice of adjournment to be given to those specified in 5010.2.2 above and posted on the District's website.

5010.5 The Board President of the meetings described herein shall determine the order in which agenda items shall be considered for discussion and/or action by the Board.

5010.6 The Board President and the General Manager shall ensure that appropriate information is posted on the District's website and available for the audience at meetings of the Board of Directors, and that physical facilities for said meetings are functional and appropriate.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Board Meeting Agenda

POLICY NUMBER: 5020

5020.1 The General Manager, in cooperation with the Board President, shall prepare an agenda for each regular and special meeting of the Board of Directors in accordance with the Ralph M. Brown Act. Any Director may call the General Manager and request any item to be placed on the agenda no later than 4:00 P.M. on the Thursday prior to the closing of the agenda for the next meeting date (per Section 5020.4).

5020.2 Any member of the public may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors, subject to the following conditions:

5020.2.1 The request must be in writing and be submitted to the General Manager or President together all supporting documents and information, if any, at least ten business days prior to the date of the meeting;

5020.2.2 The General Manager shall be the sole judge of whether the public request is or is not a "matter directly related to District business." The public member requesting the agenda item may request redress of the General Manager's decision at the public comment section of the next regular meeting of the Board of Directors. Any Director may request that the item be placed on the agenda of the Board's next regular meeting.

5020.2.3 No matter which is legally a proper subject for consideration by the Board in closed session shall be accepted under this policy;

5020.2.4 The Board of Directors may place limitations on the total time to be devoted to a public request issue at any meeting, and may limit the time allowed for any one person to speak on the issue at the meeting.

5020.3 This policy does not prevent the Board from taking testimony at regular and special meetings of the Board on matters which are not on the agenda which a member of the public may wish to bring before the Board. However, the Board shall not discuss or take action on such matters at that meeting.

5020.4 At least 72 hours prior to the time of all regular meetings, an agenda, which includes but is not limited to all matters on which there may be discussion and/or action by the Board, shall be posted conspicuously for public review at the District office. If the District maintains a website, the agenda shall be posted on the website for public information at the same time. All information made available to the Board of Directors (except confidential information allowed by State law per legal counsel authority) shall be available for public review prior to the board meeting.

5020.4.1 The agenda for a special meeting shall be posted at least 24 hours before the meeting in the same location.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Board Meeting Conduct

POLICY NUMBER: 5030

5030.1 Meetings of the Board of Directors shall be conducted by the President in a manner consistent with the policies of the District. Policy No. 5070, "Rules of Order for Board and Committee Meetings", shall be used as a general guideline for meeting protocol.

5030.2 All Board meetings shall commence at the time stated on the agenda and shall be guided by same.

5030.3 The conduct of meetings shall, to the fullest possible extent, enable Directors to:

5030.3.1 Consider problems to be solved, weigh evidence related thereto, and make wise decisions intended to solve the problems; and,

5030.3.2 Receive, consider and take any needed action with respect to reports of accomplishment of District operations.

5030.4 Provisions for permitting any individual or group to address the Board concerning any item on the agenda of a special meeting, or to address the Board at a regular meeting on any subject that lies within the jurisdiction of the Board of Directors, shall be as followed:

5030.4.1 Five minutes may be allotted to each speaker and a maximum of 20 minutes to each subject matter.

5030.4.2 No disruptive conduct shall be permitted at any Board meeting. Persistence in disruptive conduct shall be grounds for summary termination, by the Chairperson, of that person's privilege of address.

5030.5 Willful disruption of any of the meetings of the Board of Directors shall not be permitted. If the President finds that there is in fact willful disruption of any meeting of the Board, he/she may order the disrupting parties out of the room and subsequently conduct the Board's business without them present.

5030.5.1 After clearing the room of disruptive individuals, the President may permit those persons who, in his/her opinion, were not responsible for the willful disruption to remain in the meeting room.

5030.5.2 Duly accredited representatives of the news media, whom the President finds not to have participated in the disruption, shall be permitted to remain in the meeting.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Board Actions and Decisions

POLICY NUMBER: 5040

5040.1 Actions by the Board of Directors include but are not limited to the following:

5040.1.1 Adoption or rejection of regulations or policies;

5040.1.2 Adoption or rejection of a resolution;

5040.1.3 Adoption or rejection of an ordinance;

5040.1.4 Approval or rejection of any contract or expenditure;

5040.1.5 Approval or rejection of any proposal which commits District funds or facilities, including employment and dismissal of personnel; and,

5040.1.6 Approval or disapproval of matters that require or may require the District or its employees to take action and/or provide services.

5040.2 Action can only be taken by the vote of the majority of the Board of Directors. **The District has reduced the number of divisions of the District from seven to five which will affect the number of Directors over the next few years and thereby affect the quorum. Four (4) Directors currently represent a quorum for the conduct of business. Three (3) Directors will represent a quorum when only five (5) Directors serve on the Board. The examples below show the five member board numbers in { }**

5040.2.1 A member abstaining in a vote is considered as absent for that vote. A member abstaining due to a conflict of interest does not count towards a quorum.

5040.2.1.1 Example. If four of seven {or three of five} Directors are present at a meeting, a quorum exists and business can be conducted unless the abstention is due to a conflict of interest. However, if one Director abstains on a particular action and the other three {two} cast "aye" votes, no action is taken because a "majority of the Board" did not vote in favor of the action.

5040.2.1.2 Example. If an action is proposed requiring a two-thirds vote and three {two} Directors abstain, the proposed action cannot be approved because five of the seven Directors would have to vote in favor of the action.

5040.2.1.3 Example. If a vacancy exists on the Board and a vote is taken to appoint an individual to fill said vacancy, four {three} Directors must vote in favor of the appointment for it to be approved. If four of the seven {three of five} Directors present abstain, the appointment is not approved.

5040.3 The Board may give directions that are not formal action. Such directions do not require formal procedural process. Such directions include the Board's directives and instructions to the General Manager.

5040.3.1 The President shall determine by consensus a Board directive and shall state it for clarification. Should any two Directors challenge the statement of the President, a voice vote may be requested.

5040.3.2 A formal motion may be made to place a disputed directive on a future agenda for Board consideration, or to take some other action (such as refer the matter to the General Manager for review and recommendation, etc.).

5040.3.3 Informal action by the Board is still Board action shall be recorded in the minutes and shall only occur regarding matters that appear on the agenda for the Board meeting during which said informal action is taken.

5040.4 Confidentiality of Board Information. It is the Board's policy that any and all communications during the closed sessions of the Board are confidential, and shall remain confidential unless and until otherwise provided by law.

5040.4.1 During the term of his or her tenure as a Director, and after the end of such term, no Director shall disclose to any friend, associate, member of the media, or any other person, any information disclosed to or acquired by the Director in the closed sessions of the Board, unless specifically authorized to do so by the Board or required to do so by law.

5040.4.2 In the event a Director discloses information in violation of this policy, any Board member may request that the Board adopt a resolution of reprimand regarding the Director. Upon such a request, the matter shall be referred to and considered by the Board.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Review of Administrative Decisions

POLICY NUMBER: 5050

5050.1 The provisions of §1094.6 of the Code of Civil Procedure of the State of California shall be applicable to judicial review of all administrative decisions of the Board of Directors pursuant to the provisions of §1094.5 of said code. The provisions of §1094.6 shall prevail over any conflicting provision and any otherwise applicable law, rule, policy or regulation of the District, affecting the subject matter of an appeal.

5050.2 This policy affects those administrative decisions rendered by the Board of Directors governing acts of the District, in the conduct of the District's operations and those affecting personnel operating policies.

5050.3 The purpose of this policy is to ensure efficient administration of the District, and the expeditious review of decisions rendered by the Board of Directors.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Minutes of Board Meetings

POLICY NUMBER: 5060

5060.1 The Secretary or delegated staff Secretary of the Board of Directors shall keep minutes of all regular and special meetings of the Board.

5060.1.1 Copies of a meeting's minutes shall be distributed to Directors as part of the information packet for the next regular meeting of the Board, at which time the Board will consider approving the minutes as presented or with modifications. Once approved by the Board, the official minutes shall be kept in a fireproof vault or in a fire-resistant, locked cabinet as well as posted on the District's website.

5060.1.2 Unless directed otherwise, an audio tape recording of regular and special meetings of the Board of Directors will be made. The device upon which the recording is stored shall be kept in a fireproof vault or in fire-resistant, locked cabinet for a minimum of 30 days or until the approval of the minutes recorded thereon. Members of the public may inspect recordings of Board meetings without charge on a playback machine that will be made available by the District or other manner at the discretion of the General Manager.

5060.1.3 Motions, resolutions or ordinances shall be recorded in the minutes as having passed or failed, and individual votes count will be recorded unless the action was unanimous. All resolutions and ordinances adopted by the Board shall be numbered consecutively. In addition to other information that the Board may deem to be of importance, the following information (if relevant) shall be included in each meeting's minutes:

- Date, place and type of each meeting;
- Directors present and absent by name;
- Administrative staff present by name;
- Call to order;
- Time and name of late arriving Directors;
- Time and name of early departing Directors;
- Names of Directors absent during any agenda item upon which action was taken;
- Summary record of staff reports;
- Summary record of public comment regarding matters not on the agenda, including names of commentators;
- Approval of the minutes or modified minutes of preceding meetings;
- Approval of financial reports;
- Record by number (a sequential range is acceptable) of all warrants approved for payment;
- Complete information as to each subject of the Board's deliberation;
- Record of the vote of each Director on every action item for which the vote was not unanimous;
- Resolutions and ordinances described as to their substantive content and sequential numbering;
- Record of all contracts and agreements, and their amendment, approved by the Board;
- Approval of the annual budget;

Approval of all polices, rules and/or regulations;
Approval of all dispositions of District assets;
Approval of all purchases of District assets; and,
Time of meeting's adjournment.

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

POLICY TITLE: Rules of Order for Board and Committee Meetings

POLICY NUMBER: 5070

5070.1 General.

5070.1.1 Action items shall be brought before and considered by the Board by motion in accordance with this policy. These rules of order are intended to be informal and applied flexibly. The Board prefers a flexible form of meeting and, therefore, does not conduct its meetings under formalized rules - Robert's Rules of Order.

5070.1.1.1 If a Director believes order is not being maintained or procedures are not adequate, then he/she should raise a point of order - not requiring a second - to the President. If the ruling of the President is not satisfactory to the Director, then it may be appealed to the Board. A majority of the Board will govern and determine the point of order.

5070.2 Obtaining the Floor.

5070.2.1 Any Director desiring to speak should address the President and, upon recognition by the President, may address the subject under discussion.

5070.3 Motions.

5070.3.1 Any Director, including the President, may make or second a motion. A motion shall be brought and considered as follows:

5070.3.1.1 A Director makes a motion; another Director seconds the motion; and the President states the motion.

5070.3.2 Once the motion has been stated by the President, it is open to discussion and debate. After the matter has been fully debated, and after the public in attendance has had an opportunity to comment on any public hearing item, the President will call for the vote.

5070.3.2.1 If the public in attendance has had an opportunity to comment on any proposed action which requires a public hearing, any Director may move to immediately bring the question being debated to a vote, suspending any further debate. The motion must be made, seconded, and approved by a majority vote of the Board.

5070.4 Secondary Motions. Ordinarily, only one motion can be considered at a time and a motion must be disposed of before any other motions or business are considered. There are a few exceptions to this general rule, though, where a secondary motion concerning the main motion may be made and considered before voting on the main motion.

5070.4.1 Motion to Amend. A main motion may be amended before it is voted on, either by the consent of the Directors who moved and seconded, or by a new motion and second.

5070.4.2 Motion to Table. A main motion may be indefinitely tabled before it is voted on by motion made to table, which is then seconded and approved by a majority vote of the Board.

5070.4.3 Motion to Postpone. A main motion may be postponed to a certain time by a motion to postpone, which is then seconded and approved by a majority vote of the Board.

5070.4.4 Motion to Refer to Committee. A main motion may be referred to a Board committee for further study and recommendation by a motion to refer to committee, which is then seconded and approved by a majority vote of the Board.

5070.4.5 Motion to Close Debate and Vote Immediately. As provided above, any Director may move to close debate and immediately vote on a main motion.

5070.4.6 Motion to Adjourn. A meeting may be adjourned by motion made, seconded, and approved by a majority vote of the Board before voting on a main motion.

5070.5 Decorum.

5070.5.1 The President shall take whatever actions are necessary and appropriate to preserve order and decorum during Board meetings, including public hearings. The President may eject any person or persons making personal, impertinent or slanderous remarks, refusing to abide by a request from the President, or otherwise disrupting the meeting or hearing.

5070.5.2 The President may also declare a short recess during any meeting.

5070.6 Amendment of Rules of Order.

5070.6.1 By motion made, seconded and approved by a majority vote, the Board may, at its discretion and at any meeting: a) temporarily suspend these rules in whole or in part; b) amend these rules in whole or in part; or, c) both.

APPENDIX A

San Bernardino Valley Water Conservation District

Designated Positions

1. **Board Members**
Full Disclosure (excluding interests in real property)
2. **Candidates for Board of Directors**
Full Disclosure (excluding interests in real property)
3. **General Manager/Secretary to Board of Directors**
Full Disclosure (excluding interests in real property)
4. **Assistant General Manager (Vacant)**
Full Disclosure (excluding interests in real property)
5. **General Counsel**
Full Disclosure (excluding interests in real property)
6. **Engineers (Vacant)**
General Contracting

Disclosure Categories

Full Disclosure (excluding interests in real property) All investments, business positions and sources of income, including gifts, loans and travel payments.

General Contracting All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the (employee's department or area of authority).

APPENDIX “B”
BOARD COMMITTEES

STANDING COMMITTEES

AREAS OF RESPONSIBILITY

ADMINISTRATIVE

**Members: Melody McDonald
Clare Henry Day
David Raley**

Alternate: John Longville

Staffing and Human Resources, Finance (including budget preparation and review), Administrative Policy and Procedures, Grant/Loan Procurement and Oversight, Litigation Oversight

RESOURCES

**Members: Richard Corneille, Chair
Clare Henry Day
Bob Glaubig**

Alternate: Manuel Aranda Jr.

Water and Land Resources Planning, Groundwater Recharge Monitoring and Reporting, Facilities Development and Maintenance, Projects Oversight, Regulatory Compliance, Mineral Lease Oversight, Other Resource Management

OUTREACH

**Members: Manuel Aranda Jr., Chair
John Longville
David Raley**

Alternate: Bob Glaubig

Public Information and Outreach Programs to include Conservation and Landscape Education, Legislative Monitoring and Advocacy for Special Districts, Water and Groundwater Interest, Intergovernmental Relations, Media Relations

AD HOC COMMITTEES

Ad Hoc Committees are informal, temporarily formed advisory committees to investigate or address situation specific occurrences, and are created by appointment of the President of the Board of Directors.

APPENDIX “C”

Roster of Organizations and Committees with Assigned Representatives

District Requested Meetings

District Requested Meetings are organizations that the Board has determined as essential for participation. The Board designates a primary and alternate. As shown below Organizations/Committees are divided into two Categories. For Category 1 both the primary and alternate member are to be considered District Requested meetings for both attendees, For Category 2 the alternate only attends if the primary indicates they are unavailable to attend. Included are all District Board meetings and Standing and Ad Hoc committees the member is appointed to. Attendance by another Board member, other than the primary or alternate designee, may only be eligible for per-diem compensation as a Director Selected meeting. Director Selected travel reimbursements (including meeting registration, airfare and hotel) for any Board member attending any of the following meetings as a Director Selected meeting shall be paid only upon prior approval of the Board. A cost estimate must be presented to the Board in advance at its regularly scheduled Board meeting for approval.

Organization/Committee (Category 1)

Primary/Alternate

- | | |
|--|---------------------|
| 1. Association of California Water Agencies/JPIA | McDonald/Aranda |
| 2. Association of California Water Agencies conferences | Set by Board Action |
| 3. California Special Districts Assoc. Annual Conference | Set by Board Action |
| 4. Upper Santa Ana Water Res. Assoc | Aranda/McDonald |
| 5. Basin Technical Advisory Committee | McDonald/Aranda |
| 6. SBVMWD Advisory Commission on Water Policy | Corneille/Raley |
| 7. Wash Plan Task Force | Raley/None |
| 8. Santa Ana Sucker Task Force | McDonald/None |

Organization/Committee (Category 2)

Member

- | | |
|--|--------------------|
| 9. Big Bear Watermaster Committee
(Court Appointed Attendee- Cozad) | Raley/Corneille |
| 10. SBVMWD Board Meetings | McDonald/Corneille |

Organization/Committee’s selected by Outside Organization subject to Board Approval

Organization/Committee

Primary/Alternate

Other ACWA Activities:

- | | |
|--|---------------------------|
| a. Sacramento Legislative Forums | Set by Board Action |
| b. Washington DC Legislative Forum | Set by Board Action |
| c. Groundwater Committee-ACWA Region 9 | Corneille/McDonald* |
| d. State Legislative Committee | McDonald/Longville |
| e. Communication Committee-ACWA Region 9 | Aranda/No Alternate |
| f. Water Management Committee | McDonald/Corneille |

*One member should attend meeting on behalf of the District

Director Selected Meetings - Maximum of 3

The Director Selected meetings are pre-approved; discretionary meetings that each Director may attend, in a number not to exceed three (3) per month, and are eligible for meeting per-diem compensation and eligible expense reimbursement. Directors may attend more than three (3) Director Selected meetings in a single month; such attendance will be eligible only for reimbursement of expenses, and ineligible for meeting per diem reimbursement. Reimbursement for travel expenses (including meeting registration, airfare and hotel) for any Director Selected meeting shall be paid only upon prior approval of the Board. A cost estimate must be presented to the Board in advance at regular scheduled Board meetings for approval.

Expenses are subject to limitations provided for in the Board Policy Handbook Section 4025.1 for all Director Selected meeting.

- | | |
|---|----------------------|
| A. Assoc. of SB County Special Districts | Director Selected |
| B. Redlands Chamber of Commerce | Director Selected |
| C. Highland Area Chamber of Commerce | Director Selected |
| D. Loma Linda Chamber of Commerce | Director Selected |
| E. Mentone Chamber of Commerce | Director Selected |
| F. San Bernardino Area Chamber of Commerce | Director Selected |
| G. Special Presentations | Director Selected |
| H. ACWA Region 9 Meetings | Director Selected |
| I. Meetings requested by the General Manager | As Designated |



General Manager's Report

For January 4, through February 6, 2013

Daniel B. Cozad

The following report summarizes the efforts and activities during the reporting period.

- 1. Water Conservation** – Winter continues to be low in rain that can be recharged. Santa Ana flows are low but steady and we are recharging water not being utilized by surface water users. Field staff continues to work with SBVMWD for State Project recharge water due to pipeline shutdown and to assist with DWR needs for EBX2. Enhancements and automation for the Daily Flow Report also in process.
- 2. Personnel/Administration/Staff** – Significant review and changes to support the Admin Committee review of the Board Policy Manual. Additional work with benefit cost estimation for budget.
- 3. Finance/Budget/Audit** – Staff prepared the initial draft of the Groundwater Enterprise Budget and modified reporting for the Administrative Committee. Initial contacts and plans made for District Audit. Mailed production notices to groundwater payees and have received a majority of the payments from large producers.
- 4. Facilities Maintenance/Aggregate Management** – Staff has mostly completed work on 2012 basin cleaning and other repairs. Munoz Construction continues to remove about 300+ tons of sand per month from Mill Creek for City of Redlands pipeline under temporary access permit running to spring. Coordinated with other potential users and with parties interested in placing aggregate on District Lands. Boulder placement for security plan was initiated but stopped when the EBX2 Contractor could not place material as required. Coordinating for offer to place approximately 3000 yards of excess rock from EVWD headquarters in borrow pit, to reduce costs to both rate payers.
- 5. Wash Plan** – Final Conservation Strategy map was submitted to USFWS and response is forthcoming in the form of a counter offer which should be presented soon. Consultants and staff have been coordination accomplished to obtain review. Staff has requested dates for Task Force meeting in March. Letter sent to schedule a meeting with BLM on issues with land and holdings as well as exchange in the future.
- 6. Plunge Creek Conservation Project** – Significant work continues with preparation of material to support the project for OWOW funding application. Coordinated with District resource and project partners for plan review and significant modifications due to change approach and funding. Bonadiman and RBF assisted in elements of the plan formulation. Received proposals and determined appropriate to utilize SAWPA contract for the required Economic Report, deposit of \$8,000 sent to SAWPA for analysis. Meeting with Flood Control Design for Plunge Creek to coordinate project and County design. Presented project at the BTAC and Project Implementation Group meetings. Attended weekly meetings at SAWPA for coordinating the deliverables for the projects.

- 7. East Branch Extension** – Coordinated with DWR and SBVMWD on plans and needs. Executed final Easement Documents including plat drawings for boundaries, we expect the final executed agreement and payment in March allowing time for Department of General Service Review. Clearing and grubbing as well as excavation near Cone Camp Road have been initiated and will be completed within the month.
- 8. Collaborative Agreement/Enhanced Recharge Project** – Invoiced and received payment of the agreed payment for the ERP. Preparing to support maintenance work in advance of the contractor's efforts to keep water flowing to all basins. Significant coordination and cooperation on permitting and environmental habitat issues. Meetings on engineering design as well as HCP approaches to river issues.
- 9. Property/Redlands Plaza** – Working to renew additional leases one additional lease is in process. Only one lease will remain that is not updated. Limited effort to get other units leased. Made adjustments to Common Area Management costs and requested costs for a new sign to assist in marketing and visibility for all tenants. Completed work on several plumbing issues, leaks, replacement of water heater and water pressure valves etc. Closed BofA account for RP and consolidated account into District Account.
- 10. Public Outreach and Legislative** – Coordinated meetings with partners related to Wash Plan, water management and groundwater. Attended a meeting with Kathleen Rollins McDonald to review application requirements and attended other meetings to support the potential sphere of influence change. Coordinated with SAWPA and SB County Flood US Fish and Wildlife and another on the Plunge Creek Conservation project. Met with representatives of MARKS RC Club on security issues and coordination of operations.
- 11. Engineering Investigation**

Staff requested data from all producers in the basin in December and receive all data prior to February 1, 2013. Staff entered all data and performed the analysis, and completed EI Draft which is included in the Board Package.
- 12. Current Board Action Implementation** –Staff drafted and edited the preliminary draft of the Strategic Plan based on Board feedback which is in February Board package. Planning prepared to present the plan including board feedback to the USAWRA and others.
- 13. Computer and IS** – Continued updates to the website to support the DFR application. Converted District owned phones to allowance to provide compatible phones reduced cost and greater flexibility. Planning website revision and updates when staff is available.
- 14. Future Board Activities** – Expected short term items for consideration
 - a. Strategic Plan Review and Final – Spring
 - b. Engineering Investigation Groundwater Charge process in March
- 15. District Successes**
 - a. Staff support is greatly appreciated for assistance with preparation of the 13 attachments required for OWOW funding.

San Bernardino Valley Water Conservation District



Monthly Recharge Report

From: 1/1/2013
To: 1/31/2013

January					
	Avg Daily Recharge	Monthly Recharge	Recharge YTD	BTAC Max*	% Max
Santa Ana River	15.5	481	1,097	54,375	2%
Mill Creek	18.1	562	907	32,625	3%
State Water Project	0.0	0	679	NA	NA
In River Channel Recharge**	2.5	78	161	NA	NA
Total	36	1121	2,844	87,000	3%

Values in Acre Feet

*BTAC Revised Max in October 2012

**Monitoring began in Mid-April 2011

*** All Values Based on Water Year Oct-Sep 2013

