

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

**REGULAR BOARD MEETING
AGENDA**

March 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. Special Presentation, Melody McDonald
2. Approval of Board Minutes, February 13, 2013 (**Page 4**)
3. Approval of Unaudited Financials and Check Register, February 2013 (**Page 13**)
4. Groundwater Assessment Report, GWA #39 (**Page 42**)
5. ACWA\JPIA Concurring Nominations (**Page 58**)

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. FINAL 2013 ENGINEERING INVESTIGATION REPORT (Page 68)

Recommendation: Staffs recommends the Board review and consider approval of the Final 2013 Engineering Investigation Report (EI).

B. OUTREACH COMMITTEE REPORT AND PLAN (Page 70)

Recommendation: The Outreach Committee recommends the Board review and consider approval of the District Outreach and Communication Plan as prepared by the Outreach Committee and obligate \$5,000 in the 2013-2014 budget for outreach.

C. CSDA BOARD OF DIRECTORS NOMINATIONS (Page 75)

Recommendation: Staff requests direction if the Board wishes to nominate a Board member to serve on the CSDA Board of Directors, Region 5, Seat B.

D. BOARD POLICY MANUAL REVISIONS FOR 2013 (Page 80)

Recommendation: The Administrative Committee recommends the Board review, discuss and approve Staff and Committee revisions to the Board Policy Manual and Appendix C.

E. WASH PLAN STATUS REPORT (Page 126)

Recommendation: Staff recommends the Board receive and file Staff's report and presentation on the Wash Plan.

F. SAN BERNARDINO COUNTY LiDAR COOPERATIVE AGREEMENT AND ENGINEERING SUPPORT (Page 128)

Recommendation: Staff recommends the Board authorize General Manager to execute the agreement with San Bernardino County Flood Control for the unlimited use of the LiDAR topography for an amount of \$28,100; and utilize existing contract for engineering support up to \$6,600.

5. INFORMATION ITEMS:

A. General Manager's Report (Page 136)

B. Monthly Recharge Report (Page 138)

C. Arnott Land Development Coordination

D. Plunge Creek Verbal Report (Cozad)

E. Future Agenda Items & Staff Task requests from Directors

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

- **ACWA Spring Conference Travel and Expense Approval Requests (Page 139)**

7. UPCOMING MEETINGS:

1. March 14, 2013 Upper Santa Ana Water Resources Association, 9:30 a.m.
2. March 18, 2013 Association of San Bernardino County Special District's Dinner, 6:00 p.m.
3. March 19, 2013 San Bernardino Valley Municipal Water District Board Meeting, 2:30 p.m.
4. March 21, 2013 Western-San Bernardino Watermaster Collaborative Meeting, 1:30 p.m.
5. March 22, 2013 ACWA State Legislative Meeting, 10:00 a.m.
6. March 30, 2013 2013 Highland Citrus Harvest Festival, 10:00 a.m.
7. April 1, 2013 Basin Technical Advisory Committee, 1:30 p.m.
8. April 2, 2013 San Bernardino Valley Municipal Water District Board Meeting, 2:30 p.m.
9. April 4, 2013 Advisory Commission on Water Policy, 7:00 p.m.
10. April 10, 2013 County of San Bernardino State of the County 2013, 4:30 p.m.
11. April 11, 2013 Santa Ana River Watershed 2013, Costa Mesa
12. April 18 & 19, 2013 California Water Policy 22, Los Angeles
(Board Approval of Expenses Required)
13. 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 April 10, 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 FEBRUARY 13, 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 (3:30 p.m. departure)
Bob Glaubig, Director
David E. Raley, Director
Manuel Aranda, Director
Clare Henry Day, Director
John Longville, Director (1:41 p.m. arrival)

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

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

There were no additions or deletions.

3. CONSENT CALENDAR

Approval of the Board Minutes from January 9, 2013

It was moved by Director Day and seconded by Director McDonald to approve the minutes from January 9, 2013. The motion carried 6-0. Director Longville was noted absent from the vote.

Approval of Unaudited Financials and Check Register, January 2013

Mr. Cozad noted that a handout of the revised financials was provided at today's meetings to replace package pages 16-30. Director McDonald provided a report from the Administrative Committee (Committee) quarterly review of the financials from their meeting on January 14, 2013. She noted that the Committee requested the total budget for the year, amount spent, and forecast for the remaining year. The District is currently on budget. Additionally, a policy outlining what it would entail to maintain a healthy reserve level for the Groundwater Enterprise was requested by the Committee. Mr. Cozad stated that the Committee recommended utilizing the current budget format and will bring back what we spent, what we think we will spend, and whether we are over or under budget at the end of the year. Neither the Committee nor Staff recommended any budget changes at this time. Staff indicated that due to consolidated agreements with SBVMWD, fiscal year 2012-2013 will end at higher revenue than previous years. The only revenue not received as of January was Wash Plan Revenue and the Easement Agreement with Department of Water Resources. Discussion ensued related to timing and status.

It was moved by Director Aranda and seconded by Director McDonald to approve the Unaudited Financials and Check Register for January 2013. The motion

carried 6-0 with Director Longville noted absent from the vote.

Groundwater Assessment Report, GWA #39

Mr. Cozad reviewed package pages 59-68 noting that to date we have not received the City of Redlands payment this period. However, the District has received payments from most of the larger producers, and assessments seem to be on schedule.

This item was received and filed.

4. ACTION ITEMS, NEW BUSINESS

A. 2013 ENGINEERING INVESTIGATION DRAFT

Mr. Cozad presented a PowerPoint presentation summarizing the Engineering Investigation (EI). President Corneille and the Board expressed their appreciation towards Staff for the substantial amount of work that was performed in completing the 2013 EI. He summarized the purpose of the EI report which was implemented in 1993. The EI Plan was approved in 12/2012. Mr. Cozad also noted the data was returned promptly. The report was prepared by Ryan Hejka, and Craig Brudin; in collaboration with Steve Mains and production by Athena Medina. Mr. Cozad noted there are 200 wells that provide the District with data. Director Aranda confirmed the most northerly point of Bunker Hill Basin is Cajon Pass, most southerly is Colton by freeway interchange, and most westerly is Lytle Creek. Mr. Cozad indicated last year's increase was 7,700; production estimated based on weather in Figure 10. He noted that rates are considered on past two year's production. Director Raley inquired if San Bernardino Valley Municipal Water District (SBVMWD) was in charge of the basin. Mr. Cozad stated the SBVMWD is the Watermaster for the Bunker Hill Basin. Basin Technical Advisory Committee (BTAC) identifies and sets the target recharge maximum; there is no minimum. In response to a question from Director Raley, Mr. Cozad stated there is no specific trigger level believed to be set by BTAC to go out and purchase water; agencies participate in the cooperative recharge program. He also indicated that Bob Tincher of SBVMWD reports on the condition of the basin including water levels and associated data at the BTAC meetings. Director Raley expressed his concern over potentially overdrawing the basin. Director McDonald stated the BTAC has carry-over from last year and reviewed various conditions of basin and BTAC's response to issues. Discussion ensued. Mr. Cozad continued with the presentation stating that for the ensuing water year it is assumed production will be average. President Corneille stated in dry years, production is higher than in wet years which have more surface water available for treatment and spreading. Mr. Cozad reviewed estimates and forecast for next year. He also stated the EI report is available on the District website. The Board commended

Staff on their efficiency and commented on the cost savings due to performing this task in house.

This item was received and filed.

B. PRELIMINARY BUDGET FOR GROUNDWATER

Mr. Cozad reviewed the handout of the Preliminary Budget. In response to a question he indicated where money has been included to potentially purchase a new vehicle. He reviewed the Groundwater Enterprise budget handout in detail. The SBVMWD lease has been adjusted related to the agreement and allocated to Revenue General Ledger (GL) 4055 in the Groundwater and Land Resources Enterprise. District Staff proposes no groundwater increase for 2013-2014. Mr. Cozad created a new inter-district general ledger account to keep track of cooperative or collaborative efforts and expenses performed with outside agencies. For GL 7050, regular maintenance is budgeted each year and additional funding for a wet year every 3rd year. There is an estimated \$861,000 in expenses for the Groundwater Enterprise which leaves the District with a balanced budget. Mr. Cozad stated the District does not have final numbers on some costs, but will bring these back to the Board in a final budget.

President Corneille asked what the District's reserve amount is estimated to be. Mr. Cozad stated that he is currently working on updating the reserve policy and amount. The Groundwater Enterprise may potentially have a profit this fiscal year which would go to reserves. Director McDonald stated that the reserve policy was discussed at the Administrative Committee. Director Aranda asked what reserves would be utilized for and what is the purpose of having one. President Corneille stated that it is similar to a savings account for each enterprise. He did clarify that the \$5 million from Robertson's is not a reserve; it is a prepayment of mining royalties. Mr. Cozad stated that the purpose of reserves is to cover the District in case of extraordinary events or catastrophic damage and help stabilize rates for groundwater. Discussion ensued. Mr. Cozad stated security is still an issue with surveillance equipment becoming an additional item that is being stolen. Field Staff is working with 7W, Redlands Police Department, San Bernardino County Sheriff, and the Bureau of Land Management Ranger to contain this issue. Director McDonald indicated that Emerson Metal Theft Bill is also being developed to potentially help with this issue. The Board deferred this item to Administrative Committee.

The Board accepted the draft budget for the Groundwater Enterprise for notice purposes.

C. ADOPTION OF SAWPA OWOW INTEGRATED REGIONAL WATER MANAGEMENT PLAN

Mr. Cozad reviewed the OWOW plan and what it entails. President Corneille requested a copy of the OWOW plan and a presentation to the Resources Committee.

It was moved by Director McDonald to approve the adoption of the OWOW Integrated Regional Water Management Plan. Director Day seconded motion. The motion carried unanimously.

D. 2012-2013 PRELIMINARY DRAFT COMMUNITY STRATEGIC PLAN

President Corneille requested pictures be added to the Community Strategic Plan. There were minor revisions recommended to Staff by the Board and General Counsel.

It was moved by Director McDonald for Staff to incorporate feedback received by the Board and coordinate with partners and communities to receive feedback. Director Aranda seconded motion. The motion carried unanimously.

E. SPHERE OF INFLUENCE RESOLUTION

President Corneille stated the District is requesting formal letters of support from partner agencies; there will be a presentation tonight by Mr. Cozad to the Board at EVWD. Mr. Cozad specifically highlighted the indemnity clause and a map that will be attached to the resolution. Mr. Cosgrove identified the difference between an EIR and environmental review done by LAFCO. Mr. Cozad noted that Tom Dodson, the environmental consultant for LAFCO, will likely review the application, and the District will be responsible for potentially \$8,000 in fees. He also stated the application and MSR would likely be done simultaneously and the District may wish to request a level of service that supports simultaneous actions. Discussion ensued.

It was moved by Director Day and seconded by Director Aranda to approve Resolution No. 488 and authorize the filing of the LAFCO application to reinstate the SOI. The motion carried unanimously.

F. AUTHORIZE MAINTENANCE ACTIVITIES FOR SECURITY AND CLEANING

Mr. Cozad reviewed this item and specified that on package page 95 there is a map that identifies areas of security breach and boundaries where the District would like to place boulders to prevent access. The District proposes to file a CEQA exemption for the field maintenance work to be performed to reduce

illegal access. Additionally, there may be specific access permits or agreements that will be brought back if needed for basin maintenance for Santa Ana River area. It would potentially be for basins 10, 11, and 12 to remove large sediment. Director Glaubig asked if the timing was right to perform these tasks. Mr. Cozad stated it will be a couple months out after any potential rains have ceased. Director Day asked if we need a surveyor to identify boundaries for rock placement. Mr. Cozad stated most of the areas are pretty well marked. He stated that if a boundary is in question the District will request a survey; but on those areas clearly identified, it is not necessary. Also, Field Staff has indicated \$500 worth of locks and fencing has been stolen to date. President Corneille stated there is concurrence to bring back additional information to the Board on the sale of aggregate as well as maintenance activities.

It was moved by Director McDonald and seconded by Director Aranda to authorize Staff to file the CEQA exemption pertaining to prevention of illegal access. The motion carried unanimously.

G. BOARD POLICY MANUAL REVISIONS FOR 2013

Director McDonald reviewed the Committee's recommendation. Mr. Cosgrove reviewed minor technical changes to the Board Policy Manual. He identified the FPPC requirement for the District to file Form 806 and the addition of the sexual harassment policy. President Corneille clarified that Form 806 is required only if you receive compensation from a board outside of the District. Mr. Cosgrove stated this is simply a disclosure form that does not require the Board Member to file it, but the District itself. Brief discussion ensued related to the new requirement.

Director McDonald reviewed the Administrative Committee changes to Policy 4025, Director Expense policy and related Appendix "C". She reviewed the Committee's recommended changes in Appendix C which included two categories, Category 1 and 2. This change would allow for both primary and alternate to attend as a pre-approved District Requested meeting where both parties could receive compensation upon attending. Additional Board members could also attend, but would be required to claim as Director Selected if requesting reimbursement for such attendance. The current policy states that only the primary will receive compensation unless the alternate claims the meeting as a Director Selected. Mr. Cosgrove stated the Board will need to decide as to whether the eight committee or groups in question merit attendance by both primary and alternate. Day stated they are also supposed to report, the actions which should be sufficient. President Corneille asked for any objections to this change. Director Day indicated that there is an issue with too many directors attending a meeting at once. Discussion ensued. Director Day stated it would be an increased cost. Director Raley said that there is some validity to the potential changes to Appendix C; however, it has deficiencies. He stated that a director may feel compelled or required to attend.

President Corneille and Director Raley recommended referring this item back to the Administrative Committee and bringing back to the Board at the March 13th meeting.

It was moved by Director Raley to refer to Administrative Committee Policy Item 4025 and Appendix C and bring back to the Board in March. Director Day seconded motion. The motion carried unanimously.

5. INFORMATION ITEMS:

A. General Manager's Report

Mr. Cozad stated that currently the District has expensed an estimated \$3,000 on engineering services for Plunge Creek. Additionally, up to \$8,000 will be spent on the economic assessments required by DWR. The majority of the work has been performed by Staff, primarily Angie Quiroga, Administrative Services Specialist.

Mr. Cozad stated that the owner of Hello Sushi is selling the business to the existing manager and he is interested in renegotiating the lease utilizing the District Standard lease that District Counsel has reviewed. Suites I and J are still vacant. Mr. Cozad stated that new signage has been discussed to potentially attract a new tenant and better advertise for existing tenants. However, this would be a CAM fee cost that all tenants would need to agree upon.

There have been 7,473 acre feet diverted under the District license and 1557 acre feet under SBVMWD license statement to be filed with the State upon Muni concurrence. There is \$60, 000 budgeted for an aerial survey to be performed to estimate the amount and location of aggregate on District property. Mr. Cozad stated that SBCFCD is going to be performing LiDAR within the same area and suggested that the District collaborate with them to get this performed. This may require an agreement with SBCFCD. CEMEX will be contributing half of the cost. Mr. Cozad estimated the cost to be around \$15,000 for the District's share. This item will be brought back to the Board for final approval if an agreement is required.

SANBAG has an analysis program to evaluate solar energy for public entities. The analysis is \$970 which may potentially lead to grant funding. Director Longville stated that the cost is small compared to the potential savings in long run. President Corneille said that solar may be used in additional areas on District property. Mr. Cozad was unable to give them information for environmental clearance pertaining to exact parcel numbers except for on Redlands Plaza. Director Day stated some issues exist with solar energy: they

have to be swiveled toward the sun, a maintenance policy is required for dust cleaning, and they're easily breakable.

B. Monthly Recharge Report

Mr. Cozad stated it is still dry except for a small amount of additional water being received by treatment plants. Seven Oaks Dam may release additional water within a couple of months.

C. Future Agenda Items & Staff task Requests from Directors

President Corneille appointed an Ad Hoc Committee, to meet in March, for General Manager's performance review and contract negotiation consisting of Director Raley, Director Day and himself. The agreement and salary determination should be no later than June.

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

Directors Day and Longville made no report.

Director Glaubig attended the Ad Hoc Sphere of Influence Committee.

Director Raley attended the SBVMWD Board of Directors meeting on February 5, 2013. They approved adding Plunge Creek to IRWMP. Also, discussed was the potential addition of generators to their facilities. He requested the State Water Committee Report. Additionally, SBVMWD and City of Redlands are discussing a water storage agreement.

Director Aranda will be attending Desalination Conference and attended a conference call for the ACWA Communications Committee. He also attended Loma Linda Chamber Installation Banquet and SBACC Installation Banquet.

President Corneille attended the Advisory Commission meeting, BTAC, HACC Installation, and Regional Water Resources Alliance. He requested approval to attend the ACWA Groundwater Committee in Sacramento at a cost of \$449.

It was moved by Director Raley to approve President Corneille's request for authorization to attend the ACWA Groundwater Committee meeting in Sacramento. Director Aranda seconded motion. The motion carried 6-0 with Director McDonald noted absent from the vote.

Director Longville requested to go to ACWA State Legislative Symposium.

Director Raley requested clarification as to the benefit of attendance. Director Longville stated there is legislation regarding property tax, presentation on CEQA reform and Water Bond. The cost was estimated to be similar to that of Director Corneille to attend the Groundwater Meeting.

It was moved by Director Aranda to approve Director Longville's request for authorization to attend the ACWA State Legislative Symposium in Sacramento. Director Day seconded motion. The motion carried 6-0 with Director McDonald noted absent from the vote.

7. UPCOMING MEETINGS

None discussed.

8. ADJOURN MEETING

It was moved by Director Day and seconded by Director Longville to adjourn to the next scheduled meeting. The motion carried 6-0 with Director McDonald noted absent from the vote.

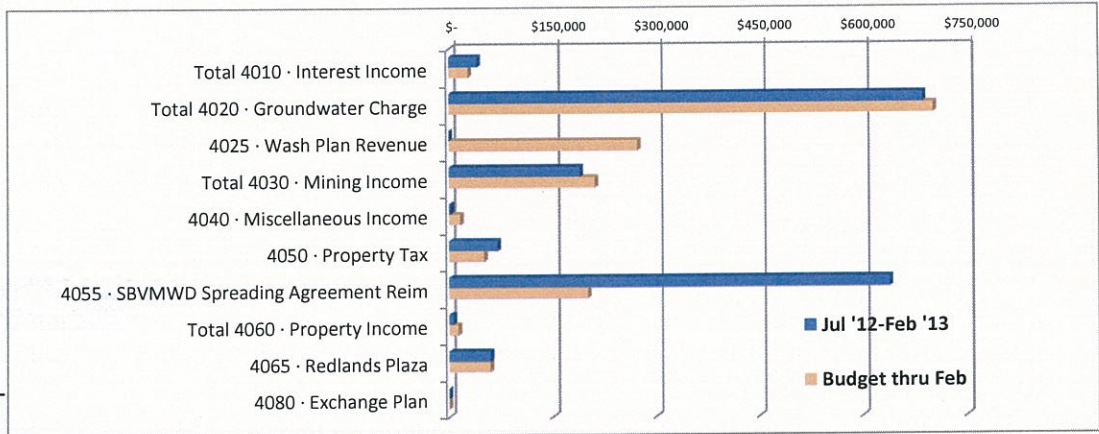
There was no Closed Session. At 4:21 p.m. the meeting adjourned to the Regular Board of Directors Meeting on March 13, 2013 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

Daniel B. Cozad
General Manager

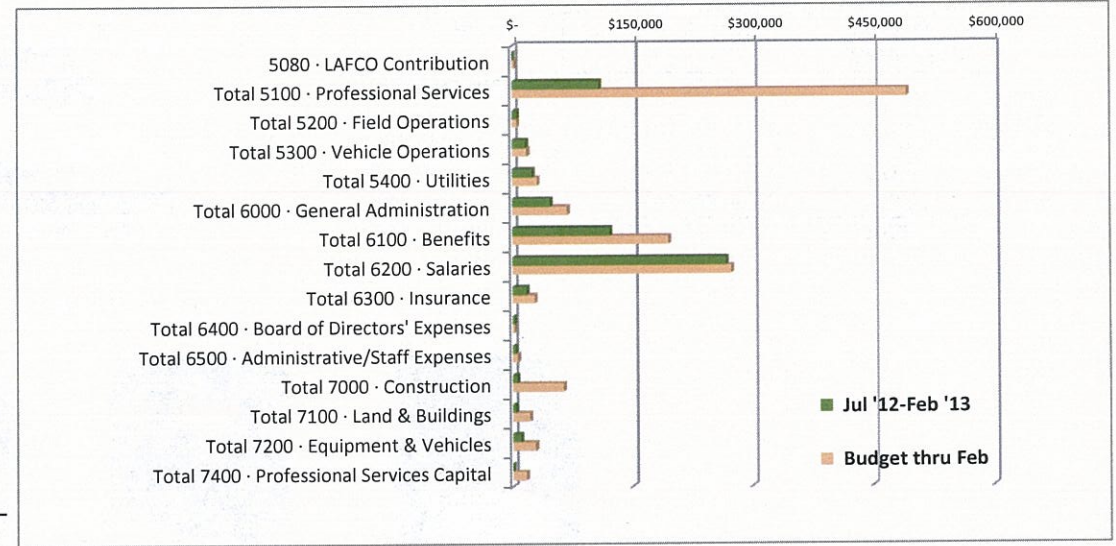
SBVWCD - All Enterprises Budget and Actual

July '12 - Feb '13

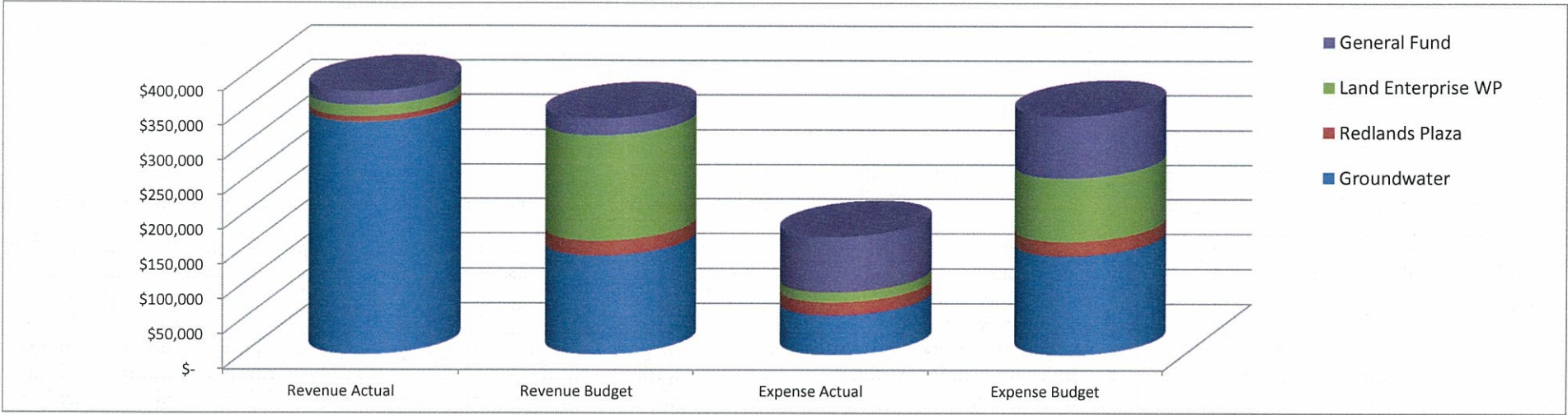
REVENUE	Jul '12-Feb '13	Budget thru Feb
Total 4010 · Interest Income	\$ 40,796	\$ 27,500
Total 4020 · Groundwater Charge	\$ 685,970	\$ 701,341
4025 · Wash Plan Revenue	\$ -	\$ 273,000
Total 4030 · Mining Income	\$ 189,079	\$ 210,555
4040 · Miscellaneous Income	\$ 1,853	\$ 16,667
4050 · Property Tax	\$ 69,579	\$ 50,000
4055 · SBVMWD Spreading Agreement Reim	\$ 638,026	\$ 200,000
Total 4060 · Property Income	\$ 5,704	\$ 13,200
4065 · Redlands Plaza	\$ 59,827	\$ 58,900
4080 · Exchange Plan	\$ -	\$ -
Total Revenue without Wash Plan	\$ 1,690,833	\$ 1,278,162



EXPENSES Operating and Capital	Jul '12-Feb '13	Budget thru Feb
5080 · LAFCO Contribution	\$ 346	\$ 2,500
Total 5100 · Professional Services	\$ 108,169	\$ 492,400
Total 5200 · Field Operations	\$ 5,670	\$ 6,000
Total 5300 · Vehicle Operations	\$ 16,460	\$ 18,333
Total 5400 · Utilities	\$ 24,821	\$ 30,867
Total 6000 · General Administration	\$ 47,479	\$ 68,580
Total 6100 · Benefits	\$ 121,696	\$ 195,090
Total 6200 · Salaries	\$ 266,835	\$ 273,527
Total 6300 · Insurance	\$ 17,463	\$ 27,407
Total 6400 · Board of Directors' Expenses	\$ 2,685	\$ 2,333
Total 6500 · Administrative/Staff Expenses	\$ 3,574	\$ 6,467
Total 7000 · Construction	\$ 5,733	\$ 63,333
Total 7100 · Land & Buildings	\$ 3,831	\$ 21,333
Total 7200 · Equipment & Vehicles	\$ 10,159	\$ 28,333
Total 7400 · Professional Services Capital	\$ -	\$ 16,667
Total Expense without Wash Plan	\$ 630,279	\$ 1,317,171



Enterprises



Enterprise	Actual	Budget thru Feb	% of Budget
Groundwater Revenue	\$ 1,224,021	\$ 781,341	157%
Groundwater Expense	\$ 226,887	\$ 394,024	58%
Revenue -Expense	\$ 997,133	\$ 387,316	
Redlands Plaza Revenue	\$ 75,603	\$ 85,433	88%
Redlands Plaza Expense	\$ 59,340	\$ 83,143	71%
Revenue -Expense	\$ 16,263	\$ 2,290	
Land Enterprise and Wash Plan Revenue	\$ 288,830	\$ 607,722	48%
Land Enterprise and Wash Plan Expense	\$ 58,046	\$ 366,157	16%
Revenue -Expense	\$ 230,784	\$ 241,565	
General Fund Revenue	\$ 112,513	\$ 90,000	125%
General Fund Expense	\$ 343,972	\$ 351,645	98%
Revenue -Expense	\$ (231,459)	\$ (261,645)	
Total All Revenue - Expense	\$ 1,012,721	\$ 369,525	

Cash Status	As of 7/1/2012	As of 2/28/2013
LAIF	\$ 442,569.08	\$ 443,831.16
Cal Trust	\$ 5,532,327.66	\$ 5,571,861.19
Citizens Bank	\$ -	\$ 1,204,538.33
Bank of America	\$ 81,677.94	\$ -
Redlands Plaza	\$ 137,352.14	\$ -
	\$ 6,193,926.82	\$ 7,220,230.68
Less Cal Trust	\$ (5,000,000.00)	\$ (5,000,000.00)
Total	\$ 1,193,926.82	\$ 2,220,230.68
	Increase of	\$ 1,026,303.86

San Bernardino Valley Water Conservation District Enterprise Budget

GL ACCT:	GL DESCRIPTION:	2011 TOTAL BUDGET:	2011 AMENDED BUDGET:	ANNUALIZED COSTS (BASED ON ACTIVITY 7/1/11-2/29/12)	Increase/Decrease	Proposed 2012-2013 Budget	Expended to Date as of 12/31/12	Expected Remaining Costs	Projected Annual Costs (Based on 7/1/12-6/30/13)	Over/Under Budget	Notes
	Draft Budget										
	INCOME:										
4012	INTEREST INCOME-LAIF	25,000.00	25,000.00	12,358.32	-20,000.00	5,000.00	902.32	1,000.00	1,902.32	3,097.68	Based on rates
4013	INTEREST INCOME-CALTRUST			30,000.00	50,000.00	50,000.00	23,920.70	23,920.70	47,841.40	2,158.60	
4021	GROUNDWATER CHARGE-AG	36,639.00	36,639.00	36,639.00	12,091.50	48,730.50	16,764.65	18,000.00	34,764.65	13,965.85	Slightly below in first period
4023	GROUNDWATER CHARGE-NON AG	505,100.00	505,100.00	505,100.00	147,510.25	652,610.25	319,078.07	330,000.00	649,078.07	3,532.18	Slightly below in first period
4031	PLANT SITE CEMEX	17,500.00	47,500.00	47,500.00	500.00	48,000.00	20,000.00	28,000.00	48,000.00	0.00	
4032	CEMEX - ROYALTY/LEASE	35,000.00	100,000.00	100,000.00	108,333.00	208,333.00	62,500.00	145,833.00	208,333.00	0.00	
4034	REDLANDS AGGREGATE 5% ROYALTY	36,000.00	36,000.00	36,000.00	0.00	36,000.00	18,000.00	18,000.00	36,000.00	0.00	
4036	AGGREGATE MAINTENANCE	7,500.00	7,500.00	23,010.00	16,000.00	23,500.00	9,408.00	14,092.00	23,500.00	0.00	
4040	MISCELLANEOUS INCOME	25,000.00	25,000.00	23,562.48	0.00	25,000.00	504.75	24,495.25	25,000.00	0.00	
4050	PROPERTY TAX	75,000.00	75,000.00	70,000.00	0.00	75,000.00	25,257.79	49,742.21	75,000.00	0.00	
4055	SBVMWD SPREADING AGREEMENT REIMB	172,000.00	172,000.00	172,000.00	128,000.00	300,000.00	288,026.02	350,000.00	638,026.02	-338,026.02	Payment of back costs
4062	MENTONE PROPERTY INCOME	19,200.00	19,200.00	19,800.00	0.00	19,800.00	2,553.51	9,000.00	11,500.00	8,300.00	Vacant for several months
4065	REDLANDS PLAZA	110,951.52	110,951.52	101,185.56	-26,000.00	88,349.58	43,954.37	44,395.21	88,349.58	0.00	
4066	REDLANDS PLAZA CAM			20,000.00		20,000.00	7,132.85	12,867.15	20,000.00	0.00	
4080	EXCHANGE PLAN	25,000.00	25,000.00	25,000.00	5,000.00	30,000.00	0.00	30,000.00	30,000.00	0.00	
4025	WASH PLAN REVENUE	472,500.00	422,500.00	0.00	-13,000.00	409,500.00	0.00	50,000.00	50,000.00	359,500.00	Not initiated
4085	AB 303 GRANT			12,485.57		0.00	0.00	0.00	0.00	0.00	
	TOTAL INCOME:	1,405,390.52	1,607,390.52	1,214,640.93	428,434.75	2,039,823.33	838,003.03	1,149,345.52	1,987,295.04	52,528.29	
	EXPENSES:										
5080	LAFCO CONTRIBUTION/FEES	3,750.00	3,750.00	1,022.64		3,750.00	345.83	8,000.00	8,345.83	-4,595.83	Expected fees for SOI
5120	MISC. PROFESSIONAL SERVICES	60,000.00	95,000.00	90,000.00		95,000.00	28,795.97	50,000.00	78,795.97	16,204.03	
5122	WASH PLAN PROFESSIONAL SERVICES	127,000.00	127,000.00	45,737.28		127,000.00	7,011.63	30,000.00	37,011.63	89,988.37	Depending on approval
5125	ENGINEERING SERVICES	15,000.00	15,000.00	0.00		15,000.00	2,320.00	12,680.00	15,000.00	0.00	
5130	AERIAL PHOTO/SURVEYING/MARKET	0.00	50,000.00	0.00		60,000.00	0.00	30,000.00	30,000.00	30,000.00	Deal with County for LIDAR
5145	ENVIRONMENTAL SERVICES (WASH PLAN)	213,000.00	213,000.00	12,000.00		213,000.00	0.00	213,000.00	213,000.00	0.00	
5160	IT SUPPORT	7,500.00	7,500.00	6,000.00		7,500.00	2,255.81	3,000.00	5,255.81	2,244.19	
5170	AUDIT	19,000.00	19,000.00	18,000.00		19,000.00	11,940.00	7,060.00	19,000.00	0.00	
5175	LEGAL-WASH PLAN	42,000.00	42,000.00	5,000.00		42,000.00	2,370.00	10,000.00	12,370.00	29,630.00	Limited requests and needs
5180	LEGAL	120,000.00	120,000.00	90,000.00		160,000.00	27,987.53	40,000.00	67,987.53	92,012.47	Limited requests and litigation
	FIELD OPERATIONS:									0.00	
5123	TEMP FIELD LABOR			12,108.30		2,500.00	0.00	0.00	0.00	2,500.00	No planned
5210	EQUIPMENT MAINTENANCE	2,500.00	2,500.00	8,643.72		2,500.00	2,528.10	3,500.00	6,028.10	-3,528.10	Higher than normal repairs
5215	PROPERTY MAINTENANCE	4,500.00	5,500.00	5,000.00	1,000.00	6,500.00	2,926.35	5,000.00	7,926.35	-1,426.35	Expected costs for maintenance
	VEHICLE OPERATIONS:									0.00	
5310	VEHICLE MAINTENANCE	10,000.00	10,000.00	8,500.00	2,500.00	12,500.00	6,160.33	6,339.67	12,500.00	0.00	
5320	FUEL	15,000.00	15,000.00	13,161.48		15,000.00	7,470.35	7,529.65	15,000.00	0.00	
	UTILITIES:									0.00	
5410	ALARM SERVICE	3,650.00	3,650.00	3,294.48	500.00	4,150.00	1,311.15	2,838.85	4,150.00	0.00	
5420	ELECTRICITY	13,000.00	15,000.00	12,709.80		15,000.00	6,486.58	8,513.42	15,000.00	0.00	
5430	MOBILE PHONES	3,000.00	2,000.00	1,432.20	-500.00	1,500.00	842.22	657.78	1,500.00	0.00	
5440	TELEPHONE	6,000.00	6,000.00	6,687.72	1,000.00	7,000.00	3,670.67	3,329.33	7,000.00	0.00	
5450	NATURAL GAS	600.00	600.00	847.80	450.00	1,050.00	82.97	967.03	1,050.00	0.00	
5460	WATER / TRASH / SEWER	2,600.00	8,600.00	9,394.32	2,000.00	10,600.00	2,214.32	3,500.00	5,714.32	4,885.68	Mentone property changes
5470	INTERNET SERVICES			6,225.72	774.28	7,000.00	3,184.13	3,815.87	7,000.00	0.00	
	GENERAL ADMINISTRATION									0.00	
6001	GENERAL ADMIN-OTHER	10,000.00	10,000.00	10,000.00		10,000.00	313.47	9,686.53	10,000.00	0.00	
6002	WEBSITE ADMINISTRATION	600.00	3,100.00	3,100.00		3,100.00	367.92	3,500.00	3,867.92	-767.92	site improvements
6003	PROPERTY TAX	670.00	2,170.00	2,000.00		2,170.00	0.00	2,170.00	2,170.00	0.00	
6004	MEETING EXPENSES	1,500.00	2,500.00	1,750.00		4,000.00	2,479.14	2,500.00	4,979.14	-979.14	
6006	PERMITS	1,600.00	1,600.00	1,500.00		1,600.00	0.00	1,600.00	1,600.00	0.00	
6009	LICENSES	1,000.00	1,000.00	1,228.56		1,000.00	819.00	181.00	1,000.00	0.00	
6010	SURETY BOND	1,800.00	1,800.00	1,800.00	100.00	1,900.00	0.00	1,900.00	1,900.00	0.00	
6012	OFFICE MAINTENANCE	500.00	500.00	783.48	500.00	1,000.00	479.00	3,000.00	3,479.00	-2,479.00	Plan for office repairs in spring
6015	MENTONE HOUSE MAINTENANCE	1,800.00	1,800.00	582.00	1,500.00	3,300.00	2,900.35	399.65	3,300.00	0.00	
6016	REDLANDS PLAZA MAINTENANCE	30,000.00	30,000.00	22,147.77	-16,000.00	14,000.00	3,280.00	10,720.00	14,000.00	0.00	
6016.01	REDLANDS PLAZA CAM EXPENSES					20,000.00	12,828.51	7,171.49	20,000.00	0.00	
6017	MANAGEMENT LABOR-REDLANDS PLAZA	5,000.00		0.00		0.00	0.00	0.00	0.00	0.00	
6018	JANITORIAL SERVICES	7,000.00	7,000.00	8,068.56	1,100.00	8,100.00	3,953.00	4,147.00	8,100.00	0.00	
6019	JANITORIAL SUPPLIES			150.84		300.00	87.48	212.52	300.00	0.00	
6020	VACANCY MARKETING-REDLANDS PLAZA	5,040.00	5,040.00	5,000.00	500.00	5,540.00	0.00	5,540.00	5,540.00	0.00	
6024	COMPUTER EQUIPMENT MAINTENANCE	800.00		71.40		100.00	0.00	100.00	100.00	0.00	
6027	COMPUTER SUPPLIES			409.56		500.00	190.74	309.26	500.00	0.00	
6030	OFFICE SUPPLIES	3,500.00	3,500.00	2,555.04		3,500.00	1,591.24	1,908.76	3,500.00	0.00	
6033	OFFICE EQUIPMENT RENTAL	7,000.00	7,000.00	7,500.12	1,000.00	8,000.00	3,404.27	4,595.73	8,000.00	0.00	
6036	PRINTING	1,000.00	1,000.00	447.48		1,000.00	212.23	787.77	1,000.00	0.00	
6039	POSTAGE AND OVERNIGHT DELIVERY	2,100.00	2,100.00	998.52	-500.00	1,600.00	806.36	793.64	1,600.00	0.00	
6042	PAYROLL PROCESSING FEES	2,050.00	2,050.00	803.40	-500.00	1,500.00	423.15	1,076.85	1,500.00	0.00	
6045	BANK SERVICE CHARGES	500.00	500.00	93.12		500.00	1,384.61	1,300.00	2,684.61	-2,184.61	Lower balance than expected
6045.01	WASH PLAN BANK CHARGES			127.20		0.00	0.00	0.00	0.00	0.00	
6051	UNIFORMS	600.00	600.00	714.60	150.00	750.00	710.70	600.00	1,310.70	-560.70	
6087	EDUCATIONAL REIMBURSEMENT	2,000.00	2,000.00	0.00		2,000.00	225.00	1,775.00	2,000.00	0.00	

San Bernardino Valley Water Conservation District Enterprise Budget

GL ACCT:	GL DESCRIPTION:	2011 TOTAL BUDGET:	2011 AMENDED BUDGET:	ANNUALIZED COSTS (BASED ON ACTIVITY 7/1/11-2/29/12)	Increase/Decrease	Proposed 2012-2013 Budget	Expended to Date as of 12/31/12	Expected Remaining Costs	Projected Annual Costs (Based on 7/1/12-6/30/13)	Over/Under Budget	Notes
	Draft Budget										
6090	SUBSCRIPTIONS/PUBLICATIONS	2,500.00	2,500.00	372.24	-1,000.00	1,500.00	137.90	1,362.10	1,500.00	0.00	
6091	PUBLIC NOTICES	2,000.00	2,000.00	0.00		2,000.00	1,255.62	744.38	2,000.00	0.00	
6093	MEMBERSHIPS	13,635.00	23,635.00	23,500.00	1,500.00	25,135.00	12,179.00	12,956.00	25,135.00	0.00	
	BENEFITS:										
6110	VISION INSURANCE	1,466.00	1,466.00	1,397.88	102.62	1,568.62	527.60	1,041.02	1,568.62	0.00	
6115	MAINT/REP. ROLLING MAINT. EQUIP			1,574.28		1,500.00	0.00	1,500.00	1,500.00	0.00	
6120	WORKER'S COMP INSURANCE	13,000.00	13,000.00	9,993.48	500.00	13,500.00	8,180.00	8,000.00	16,180.00	-2,680.00	broken out from payroll
6130	DENTAL INSURANCE	4,424.00	4,924.00	4,884.24	246.20	5,170.20	2,502.20	2,668.00	5,170.20	0.00	
6140	STATE UNEMPLOYMENT INSURANCE	550.00	550.00	0.00	137.50	0.00	0.00	0.00	0.00	0.00	
6150	MEDICAL INSURANCE	71,566.00	84,566.00	74,000.00	8,456.60	93,022.60	27,357.35	65,665.25	93,022.60	0.00	
6160	PAYROLL TAXES - EMPLOYER	25,000.00	32,000.00	33,827.16	3,360.00	36,047.50	12,563.57	16,000.00	28,563.57	7,483.93	separate Workers comp
6170	PERS RETIREMENT	78,509.00	85,509.00	75,000.00	-4,200.00	81,309.00	38,518.00	42,791.00	81,309.00	0.00	
	SALARIES:										
6230	REGULAR SALARIES										
Sub	Field Supervisor	70,373.60	70,373.60		-20,373.60	50,000.00	1,326.40	30,000.00	31,326.40	18,673.60	Lower need than expected EBX2
Sub	Field Tech II	61,504.43	61,504.43	4,920.35		66,424.78	31,876.95	34,547.83	66,424.78	0.00	
Sub	Field Tech I	31,972.50	31,972.50	2,557.80		34,530.30	16,865.13	17,665.17	34,530.30	0.00	
Sub	Admin Services Spec.	46,636.00	55,000.00	4,400.00		59,400.00	29,643.34	29,756.66	59,400.00	0.00	
Sub	Admin Services Spec.	54,696.00	54,696.00	4,375.68		59,071.68	23,966.70	35,104.98	59,071.68	0.00	
Sub	Engineering Intern	9,135.00	9,135.00	3,000.00		12,135.00	7,718.00	8,000.00	15,718.00	-3,583.00	Higher availability and work
Sub	GIS Intern/contract	10,000.00	10,000.00	0.00		10,000.00	6,687.38	7,000.00	13,687.38	-3,687.38	Higher availability and work
Sub	General Manager	165,978.00	165,978.00	13,278.24		179,256.24	85,382.00	92,500.00	177,882.00	1,374.24	
	INSURANCE:										
6310	PROPERTY / AUTO INSURANCE	3,424.00	3,424.00	3,350.00		3,424.00	0.00	3,424.00	3,424.00	0.00	
6320	GENERAL LIABILITY INSURANCE	27,624.00	27,624.00	30,574.56	-2,500.00	25,124.00	17,463.00	0.00	17,463.00	7,661.00	Lower billing and rates
	DIRECTOR'S EXPENSES:										
6401	DIRECTOR'S FEES	70,000.00	70,000.00	66,487.56	-2,500.00	67,500.00	31,914.00	42,000.00	73,914.00	-6,414.00	Additional meetings added
6410	MILEAGE	1,100.00	3,100.00	2,145.60	-250.00	2,850.00	905.23	1,944.77	2,850.00	0.00	
6415	AIR FARE	3,000.00	3,000.00	2,822.16		3,000.00	1,644.40	1,355.60	3,000.00	0.00	
6420	OTHER TRAVEL	600.00	600.00	192.36	-250.00	350.00	174.75	175.25	350.00	0.00	
6425	MEALS	1,500.00	1,500.00	1,333.56		1,500.00	1,118.48	1,200.00	2,318.48	-818.48	
6430	LODGING	4,000.00	4,000.00	3,029.04	-500.00	3,500.00	1,590.36	1,909.64	3,500.00	0.00	
6435	CONF/SEMINAR REGISTRATIONS	7,000.00	7,000.00	5,000.00	-2,500.00	4,500.00	2,225.00	2,275.00	4,500.00	0.00	
6440	ELECTION FEES/REDISTRICTING	81,000.00	81,000.00	40,000.00	-35,000.00	5,000.00	0.00	5,000.00	5,000.00	0.00	
	ADMINISTRATIVE/STAFF EXPENSES:										
6505	MEETING SUPPORT EXP (FOOD,BEV...)			147.96		0.00	0.00	0.00	0.00	0.00	
6510	MILEAGE	1,000.00	1,000.00	474.48	500.00	1,500.00	811.17	1,000.00	1,811.17	-311.17	
6515	AIR FARE	1,500.00	1,500.00	0.00		1,500.00	0.00	1,500.00	1,500.00	0.00	
6520	OTHER TRAVEL	500.00	500.00	0.00		500.00	102.00	398.00	500.00	0.00	
6525	MEALS	1,500.00	1,500.00	930.72		1,500.00	584.75	915.25	1,500.00	0.00	
6530	LODGING	1,200.00	1,200.00	219.96		1,200.00	410.86	789.14	1,200.00	0.00	
6535	CONF/SEMINAR REGISTRATIONS	2,000.00	2,000.00	127.56		2,000.00	1,238.00	1,500.00	2,738.00	-738.00	
6502.01	WASH PLAN-ENVIRON SERVICES			44,013.00			0.00	0.00	0.00	0.00	
	CONSTRUCTION COSTS										
7010	MATERIALS	5,000.00	5,000.00			5,000.00	0.00	5,000.00	5,000.00	0.00	
7050	BASINS -CAPITAL ANNUAL REPAIRS	60,000.00	60,000.00	90,000.00		60,000.00	5,733.00	20,000.00	25,733.00	34,267.00	Dry Year Limited needs
	3 year Maintenance	30,000.00	30,000.00			30,000.00		0.00		30,000.00	
	LAND & BUILDINGS										
7110	PROPERTY - CAPITAL REPAIRS	2,500.00	2,500.00		25,000.00	27,500.00	585.08	26,914.92	27,500.00	0.00	
7130	MENTONE PROPERTY (HOUSE) CAPITAL REPAIRS	2,000.00	2,000.00	2,000.00		2,000.00	3,946.00	500.00	4,446.00	-2,446.00	Required repairs termite
7140	MENTONE PROPERTY (SHOP) CAPITAL REPAIRS	2,500.00	2,500.00			2,500.00	0.00	2,500.00	2,500.00	0.00	
	EQUIPMENT & VEHICLES										
7210	COMPUTER HARDWARE CAPITAL REPAIRS	2,500.00	2,500.00	749.88	4,000.00	6,500.00	6,002.91	497.09	6,500.00	0.00	
7220	COMPUTER SOFTWARE	3,500.00	3,500.00	4,518.60	2,000.00	5,500.00	3,741.84	1,758.16	5,500.00	0.00	
7230	FIELD EQUIPMENT / VEHICLES	3,500.00	13,500.00	12,978.48	17,000.00	30,500.00	0.00	30,500.00	30,500.00	0.00	
7240	OFFICE EQUIPMENT	500.00	500.00	500.00	-500.00	0.00	414.59	-414.59	0.00	0.00	
	PROFESSIONAL SERVICES:										
7438	ENGINEERING SERVICES-OTHER	5,000.00	5,000.00		20,000.00	25,000.00	0.00	25,000.00	25,000.00	0.00	
	TOTAL EXPENSES:	1,741,053.54	1,891,117.53	963,741.87	41,285.67	1,974,028.92	543,652.67	1,100,651.42	1,644,304.09	329,724.83	
	Projected Revenue	1,405,390.52	1,607,390.52	1,214,640.93	428,434.75	2,039,823.33					
	Revenue Minus Expenses	-335,663.02	-283,727.01	250,899.06	387,149.08	-65,794.41					
	Overhead Charged out	70,708.17	87,000.00	76,000.00							
	Excess Revenue Redlands Plaza	3,946.78	9,874.40	7,250.00							
	Excess Revenue Land/Wash Plan	361,971.90	100,000.00	90,000.00							
	EBX Minimum Revenue	146,750.00	146,750.00	146,750.00							
	Contributions to Reserves	0.00	150,000.00	120,000.00							
	Projected Deficit (-Credit)	-247,713.83	-1,000.14	-374,899.06		18,803.18					
	Forecast July 1, 2012 Reserve Level										
	Minimum Reserve Contribution										
	Total Reserve Target										
	% funded										

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

	1-Groundwater Ent.			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4010 · Interest Income				
4012 · LAIF	0.00	0.00	0.00	0.0%
4013 · Caltrust Investment Income	0.00	0.00	0.00	0.0%
Total 4010 · Interest Income	0.00	0.00	0.00	0.0%
4020 · Groundwater Charge				
4021 · Assessments - Ag	36,030.08	48,730.50	-12,700.42	73.9%
4023 · Assessments - Non-Ag	649,939.88	652,610.25	-2,670.37	99.6%
Total 4020 · Groundwater Charge	685,969.96	701,340.75	-15,370.79	97.8%
4025 · Wash Plan Revenue	0.00			
4030 · Mining Income				
4031 · Plant Site - CEMEX	0.00			
4032 · Cemex - Royalty / Lease	0.00			
4033 · Cemex USA Minimum Rent	0.00			
4034 · Redlands Aggregate 5% Royalty	0.00			
4036 · Aggregate Maintenance	0.00			
4030 · Mining Income - Other	0.00			
Total 4030 · Mining Income	0.00			
4040 · Miscellaneous Income	0.00	0.00	0.00	0.0%
4050 · Property Tax	0.00	0.00	0.00	0.0%
4055 · SBVMWD Spreading Agreement Reim	538,026.02	80,000.00	458,026.02	672.5%
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	0.0%
Total Income	1,224,020.55	781,340.75	442,679.80	156.7%
Gross Profit	1,224,020.55	781,340.75	442,679.80	156.7%
Expense				
5000 · Payroll Expenses	0.00			
5050 · Regional Programs				
5080 · LAFCO Contribution	0.00	0.00	0.00	0.0%
Total 5050 · Regional Programs	0.00	0.00	0.00	0.0%
5100 · Professional Service				
5120 · Misc. Professional Services	2,100.00	6,333.32	-4,233.32	33.2%
5121 · Consultants Misc. Expenses	0.00			
5122 · Wash Plan Professional Services	0.00	0.00	0.00	0.0%
5125 · Engineering Services	0.00	10,000.00	-10,000.00	0.0%
5130 · Aerial Photography & Surveying	0.00			
5145 · Environmental Services	0.00			
5160 · IT Support	0.00	2,708.34	-2,708.34	0.0%
5170 · Audit	0.00	7,093.32	-7,093.32	0.0%
5175 · Legal - Wash Plan	0.00			
5180 · Legal	0.00	53,333.32	-53,333.32	0.0%
Total 5100 · Professional Service	2,100.00	79,468.30	-77,368.30	2.6%
5123 · Temp. Field Labor	0.00	1,666.68	-1,666.68	0.0%
5200 · Field Operations				
5210 · Equipment Maintenance	2,587.79	1,666.68	921.11	155.3%
5215 · Property Maintenance	2,914.49	4,333.32	-1,418.83	67.3%
5220 · Maintenance Materials/Shop/Flid	8.05			
5230 · Field Tools	28.41			
Total 5200 · Field Operations	5,538.74	6,000.00	-461.26	92.3%

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

03/06/13

Accrual Basis

	1-Groundwater Ent.			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
5300 · Vehicle Operations				
5310 · Vehicle Maintenance	6,796.54	8,333.32	-1,536.78	81.6%
5320 · Fuel	9,663.60	10,000.00	-336.40	96.6%
Total 5300 · Vehicle Operations	16,460.14	18,333.32	-1,873.18	89.8%
5400 · Utilities				
5410 · Alarm Service	0.00	1,383.32	-1,383.32	0.0%
5420 · Electricity	407.43	2,000.00	-1,592.57	20.4%
5430 · Mobile Phone	1,240.24	973.32	266.92	127.4%
5440 · Telephone	925.17	1,400.00	-474.83	66.1%
5450 · Natural Gas	0.00	280.00	-280.00	0.0%
5460 · Water / Trash / Sewer	934.84	2,989.90	-2,055.06	31.3%
5470 · Internet Services	399.92	1,400.00	-1,000.08	28.6%
Total 5400 · Utilities	3,907.60	10,426.54	-6,518.94	37.5%
6000 · General Administration				
6001 · General Administration - Other	0.00	2,666.68	-2,666.68	0.0%
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	0.00	533.32	-533.32	0.0%
6009 · Licenses	819.00	533.32	285.68	153.6%
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	80.00	-80.00	0.0%
6020 · Vacancy Marketing-Redlands Plaz	0.00			
6021 · Office Equipment Maint.	0.00			
6027 · Computer Supplies	0.00	66.68	-66.68	0.0%
6030 · Office Supplies	0.00	116.68	-116.68	0.0%
6032 · Small Office Equipment	0.00			
6033 · Office Equipment Rental	0.00	266.68	-266.68	0.0%
6036 · Printing	101.92	266.68	-164.76	38.2%
6039 · Postage and Overnight Delivery	24.90	266.68	-241.78	9.3%
6042 · Payroll Processing	0.00			
6045 · Bank Service Charges	0.00			
6051 · Uniforms	432.93	450.00	-17.07	96.2%
6087 · Educational Reimbursement	0.00			
6090 · Subscriptions/Publications	0.00			
6091 · Public Notices	0.00	1,066.68	-1,066.68	0.0%
6093 · Memberships	0.00			
Total 6000 · General Administration	1,378.75	6,313.40	-4,934.65	21.8%
6026 · Redlands Plaza CAM expenses	0.00			
6100 · Benefits				
6110 · Vision Insurance	411.59	529.36	-117.77	77.8%
6115 · Maint/Rep. Rolling Maint. Equip	0.00	506.18	-506.18	0.0%
6120 · Workers' Comp. Insurance	1,621.36	4,555.88	-2,934.52	35.6%
6130 · Dental Insurance	1,881.82	1,744.76	137.06	107.9%
6140 · State Unemployment Insurance	0.00	232.01	-232.01	0.0%
6150 · Medical Insurance	20,966.59	31,392.04	-10,425.45	66.8%
6160 · Payroll Taxes-Employer	8,090.79	11,932.83	-3,842.04	67.8%
6170 · PERS Retirement	25,429.77	27,439.06	-2,009.29	92.7%
6190 · Life Insurance	0.00			
Total 6100 · Benefits	58,401.92	78,332.12	-19,930.20	74.6%

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

	1-Groundwater Ent.			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
6200 · Salaries				
6230 · Regular Salaries	126,797.31	144,465.51	-17,668.20	87.8%
6231 · Salary Overhead Charge	0.00	28,893.08	-28,893.08	0.0%
Total 6200 · Salaries	<u>126,797.31</u>	<u>173,358.59</u>	<u>-46,561.28</u>	<u>73.1%</u>
6300 · Insurance				
6310 · Property/ Auto Insurance	0.00	1,712.00	-1,712.00	0.0%
6320 · General Liability Insurance	12,224.10	17,586.80	-5,362.70	69.5%
Total 6300 · Insurance	<u>12,224.10</u>	<u>19,298.80</u>	<u>-7,074.70</u>	<u>63.3%</u>
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	<u>0.00</u>			
6500 · Administrative/Staff Expenses				
6505 · Mtg. Support Expense (food, bev	0.00			
6510 · Mileage	78.87	200.00	-121.13	39.4%
6515 · Air Fare	0.00	200.00	-200.00	0.0%
6520 · Travel, Other (rental car, taxi	0.00	66.68	-66.68	0.0%
6525 · Meals	0.00	200.00	-200.00	0.0%
6530 · Lodging	0.00	160.00	-160.00	0.0%
6535 · Conf/Seminar Registrations	0.00			
Total 6500 · Administrative/Staff Expenses	<u>78.87</u>	<u>826.68</u>	<u>-747.81</u>	<u>9.5%</u>
Total Expense	<u>226,887.43</u>	<u>394,024.43</u>	<u>-167,137.00</u>	<u>57.6%</u>
Net Ordinary Income	997,133.12	387,316.32	609,816.80	257.4%
Other Income/Expense				
Other Expense				
7000 · Construction				
7010 · Materials	0.00	3,333.32	-3,333.32	0.0%
7050 · Basins- Capital Annual Repair	5,733.00	60,000.00	-54,267.00	9.6%
Total 7000 · Construction	<u>5,733.00</u>	<u>63,333.32</u>	<u>-57,600.32</u>	<u>9.1%</u>
7100 · Land & Buildings				
7110 · Property Capital Repairs	585.08	18,333.32	-17,748.24	3.2%
7130 · Mentone Property (House)-CapRep	0.00			
7140 · Mentone Property (Shop)-CapRep	0.00	1,666.68	-1,666.68	0.0%
Total 7100 · Land & Buildings	<u>585.08</u>	<u>20,000.00</u>	<u>-19,414.92</u>	<u>2.9%</u>
7200 · Equipment & Vehicles				
7210 · Computer Hardware-Capital Purch	0.00	433.32	-433.32	0.0%
7220 · Computer Software	0.00	2,383.32	-2,383.32	0.0%
7230 · Field Equipment / Vehicles	0.00	20,333.32	-20,333.32	0.0%
7240 · Office Equipment	0.00			
Total 7200 · Equipment & Vehicles	<u>0.00</u>	<u>23,149.96</u>	<u>-23,149.96</u>	<u>0.0%</u>

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

	1-Groundwater Ent.			
	<u>Jul '12 - Feb 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
7400 - Professional Services Capital				
7438 - Engineering Services Capital	0.00	16,666.68	-16,666.68	0.0%
Total 7400 - Professional Services Capital	<u>0.00</u>	<u>16,666.68</u>	<u>-16,666.68</u>	<u>0.0%</u>
Total Other Expense	<u>6,318.08</u>	<u>123,149.96</u>	<u>-116,831.88</u>	<u>5.1%</u>
Net Other Income	<u>-6,318.08</u>	<u>-123,149.96</u>	<u>116,831.88</u>	<u>5.1%</u>
Net Income	<u><u>990,815.04</u></u>	<u><u>264,166.36</u></u>	<u><u>726,648.68</u></u>	<u><u>375.1%</u></u>

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

	2-Redlands Plaza/Mentone Ent.			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4010 · Interest Income				
4012 · LAIF	0.00			
4013 · Caltrust Investment Income	0.00			
Total 4010 · Interest Income	0.00			
4020 · Groundwater Charge				
4021 · Assessments - Ag	0.00			
4023 · Assessments - Non-Ag	0.00			
Total 4020 · Groundwater Charge	0.00			
4025 · Wash Plan Revenue	0.00			
4030 · Mining Income				
4031 · Plant Site - CEMEX	0.00			
4032 · Cemex - Royalty / Lease	0.00			
4033 · Cemex USA Minimum Rent	0.00			
4034 · Redlands Aggregate 5% Royalty	0.00			
4036 · Aggregate Maintenance	0.00			
4030 · Mining Income - Other	0.00			
Total 4030 · Mining Income	0.00			
4040 · Miscellaneous Income	0.00			
4050 · Property Tax	0.00			
4055 · SBVMWD Spreading Agreement Reim	0.00			
4060 · Property Income				
4062 · Mentone Property	5,703.51	13,200.00	-7,496.49	43.2%
Total 4060 · Property Income	5,703.51	13,200.00	-7,496.49	43.2%
4065 · Redlands Plaza	59,827.09	58,899.70	927.39	101.6%
4066 · Redlands Plaza CAM	10,072.41	13,333.32	-3,260.91	75.5%
4072 · Reimbursed Expenses	0.00			
4080 · Exchange Plan	0.00			
Total Income	75,603.01	85,433.02	-9,830.01	88.5%
Gross Profit	75,603.01	85,433.02	-9,830.01	88.5%
Expense				
5000 · Payroll Expenses	0.00			
5050 · Regional Programs				
5080 · LAFCO Contribution	0.00			
Total 5050 · Regional Programs	0.00			
5100 · Professional Service				
5120 · Misc. Professional Services	0.00			
5121 · Consultants Misc. Expenses	0.00			
5122 · Wash Plan Professional Services	0.00			
5125 · Engineering Services	0.00			
5130 · Aerial Photography & Surveying	0.00			
5145 · Environmental Services	0.00			
5160 · IT Support	0.00	6.68	-6.68	0.0%
5170 · Audit	0.00	1,900.00	-1,900.00	0.0%
5175 · Legal - Wash Plan	0.00			
5180 · Legal	0.00	10,666.68	-10,666.68	0.0%
Total 5100 · Professional Service	0.00	12,573.36	-12,573.36	0.0%
5123 · Temp. Field Labor	0.00			
5200 · Field Operations				
5210 · Equipment Maintenance	0.00			
5215 · Property Maintenance	131.05			
5220 · Maintenance Materials/Shop/Flid	0.00			
5230 · Field Tools	0.00			
Total 5200 · Field Operations	131.05			

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

	2-Redlands Plaza/Mentone Ent.			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
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	2,278.24	5,200.00	-2,921.76	43.8%
5430 · Mobile Phone	0.00			
5440 · Telephone	0.00			
5450 · Natural Gas	0.00			
5460 · Water / Trash / Sewer	3,256.71			
5470 · Internet Services	0.00	233.32	-233.32	0.0%
Total 5400 · Utilities	5,534.95	5,433.32	101.63	101.9%
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			
6004 · Meeting Expenses - Other	0.00			
Total 6004 · Meeting Expenses	0.00			
6006 · Permits	0.00			
6009 · Licenses	0.00			
6010 · Surety Bond	0.00			
6012 · Office Maintenance	0.00			
6015 · Mentone House Maintenance	3,300.35	2,200.00	1,100.35	150.0%
6016 · Redlands Plaza Maintenance	4,280.00	9,333.32	-5,053.32	45.9%
6018 · Janitorial Services	0.00			
6019 · Janitorial Supplies	0.00			
6020 · Vacancy Marketing-Redlands Plaz	0.00	3,693.32	-3,693.32	0.0%
6021 · Office Equipment Maint.	0.00			
6027 · Computer Supplies	0.00	33.32	-33.32	0.0%
6030 · Office Supplies	0.00	233.32	-233.32	0.0%
6032 · Small Office Equipment	0.00	800.00	-800.00	0.0%
6033 · Office Equipment Rental	0.00			
6036 · Printing	0.00			
6039 · Postage and Overnight Delivery	0.00	106.68	-106.68	0.0%
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			
6093 · Memberships	0.00			
Total 6000 · General Administration	7,580.35	16,399.96	-8,819.61	46.2%
6026 · Redlands Plaza CAM expenses	19,787.87	13,333.32	6,454.55	148.4%
6100 · Benefits				
6110 · Vision Insurance	138.67	53.63	85.04	258.6%
6115 · Maint/Rep. Rolling Maint. Equip	0.00	51.31	-51.31	0.0%
6120 · Workers' Comp. Insurance	164.31	461.71	-297.40	35.6%
6130 · Dental Insurance	632.38	176.83	455.55	357.6%
6140 · State Unemployment Insurance	0.00	23.51	-23.51	0.0%
6150 · Medical Insurance	7,054.66	3,181.38	3,873.28	221.7%
6160 · Payroll Taxes-Employer	0.00	1,209.33	-1,209.33	0.0%
6170 · PERS Retirement	3,358.66	2,780.75	577.91	120.8%
6190 · Life Insurance	0.00			
Total 6100 · Benefits	11,348.68	7,938.45	3,410.23	143.0%

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

	2-Redlands Plaza/Mentone Ent.			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
6200 · Salaries				
6230 · Regular Salaries	11,464.20	21,983.68	-10,519.48	52.1%
6231 · Salary Overhead Charge	0.00			
Total 6200 · Salaries	<u>11,464.20</u>	<u>21,983.68</u>	<u>-10,519.48</u>	<u>52.1%</u>
6300 · Insurance				
6310 · Property/ Auto Insurance	0.00	456.52	-456.52	0.0%
6320 · General Liability Insurance	3,492.60	5,024.80	-1,532.20	69.5%
Total 6300 · Insurance	<u>3,492.60</u>	<u>5,481.32</u>	<u>-1,988.72</u>	<u>63.7%</u>
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	<u>0.00</u>			
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	<u>0.00</u>			
Total Expense	<u>59,339.70</u>	<u>83,143.41</u>	<u>-23,803.71</u>	<u>71.4%</u>
Net Ordinary Income	16,263.31	2,289.61	13,973.70	710.3%
Other income/Expense				
Other Expense				
7000 · Construction				
7010 · Materials	0.00			
7050 · Basins- Capital Annual Repair	0.00			
Total 7000 · Construction	<u>0.00</u>			
7100 · Land & Buildings				
7110 · Property Capital Repairs	0.00			
7130 · Mentone Property (House)-CapRep	3,246.00	1,333.32	1,912.68	243.5%
7140 · Mentone Property (Shop)-CapRep	0.00			
Total 7100 · Land & Buildings	<u>3,246.00</u>	<u>1,333.32</u>	<u>1,912.68</u>	<u>243.5%</u>
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	<u>0.00</u>			

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

	2-Redlands Plaza/Mentone Ent.			% of Budget
	Jul '12 - Feb 13	Budget	\$ Over Budget	
7400 - Professional Services Capital				
7438 - Engineering Services Capital	0.00			
Total 7400 - Professional Services Capital	0.00			
Total Other Expense	3,246.00	1,333.32	1,912.68	243.5%
Net Other Income	-3,246.00	-1,333.32	-1,912.68	243.5%
Net Income	13,017.31	956.29	12,061.02	1,361.2%

San Bernardino Valley Water Conservation District

Profit & Loss Budget vs. Actual by Class

July 2012 through February 2013

	3-Land Resource/Wash & Mine Ent			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4010 · Interest Income				
4012 · LAIF	0.00			
4013 · Caltrust Investment Income	0.00			
Total 4010 · Interest Income	0.00			
4020 · Groundwater Charge				
4021 · Assessments - Ag	0.00			
4023 · Assessments - Non-Ag	0.00			
Total 4020 · Groundwater Charge	0.00			
4025 · Wash Plan Revenue	0.00	273,000.00	-273,000.00	0.0%
4030 · Mining Income				
4031 · Plant Site - CEMEX	36,333.33	32,000.00	4,333.33	113.5%
4032 · Cemex - Royalty / Lease	116,666.66	138,888.68	-22,222.02	84.0%
4033 · Cemex USA Minimum Rent	4,000.00			
4034 · Redlands Aggregate 5% Royalty	18,000.00	24,000.00	-6,000.00	75.0%
4036 · Aggregate Maintenance	12,409.00	15,666.68	-3,257.68	79.2%
4030 · Mining Income - Other	670.00			
Total 4030 · Mining Income	188,078.99	210,555.36	-22,476.37	89.3%
4040 · Miscellaneous Income	751.00	4,166.68	-3,415.68	18.0%
4050 · Property Tax	0.00			
4055 · SBVMWD Spreading Agreement Reim	100,000.00	120,000.00	-20,000.00	83.3%
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	0.00			
4080 · Exchange Plan	0.00			
Total Income	288,829.99	607,722.04	-318,892.05	47.5%
Gross Profit	288,829.99	607,722.04	-318,892.05	47.5%
Expense				
5000 · Payroll Expenses	0.00			
5050 · Regional Programs				
5080 · LAFCO Contribution	0.00			
Total 5050 · Regional Programs	0.00			
5100 · Professional Service				
5120 · Misc. Professional Services	890.00			
5121 · Consultants Misc. Expenses	8,000.00			
5122 · Wash Plan Professional Services	7,011.63	84,666.68	-77,655.05	8.3%
5125 · Engineering Services	4,357.50			
5130 · Aerial Photography & Surveying	0.00	40,000.00	-40,000.00	0.0%
5145 · Environmental Services	0.00	142,000.00	-142,000.00	0.0%
5160 · IT Support	0.00	500.00	-500.00	0.0%
5170 · Audit	0.00	2,406.68	-2,406.68	0.0%
5175 · Legal - Wash Plan	2,370.00	28,000.00	-25,630.00	8.5%
5180 · Legal	1,570.00			
Total 5100 · Professional Service	24,199.13	297,573.36	-273,374.23	8.1%
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			
Total 5200 · Field Operations	0.00			

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

	3-Land Resource/Wash & Mine Ent			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
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	233.32	-233.32	0.0%
Total 5400 · Utilities	0.00	233.32	-233.32	0.0%
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	416.68	-416.68	0.0%
6004 · Meeting Expenses - Other	0.00			
Total 6004 · Meeting Expenses	0.00	416.68	-416.68	0.0%
6006 · Permits	50.00			
6009 · Licenses	0.00			
6010 · Surety Bond	1,815.00	1,266.68	548.32	143.3%
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	116.68	-116.68	0.0%
6032 · Small Office Equipment	0.00			
6033 · Office Equipment Rental	0.00	266.68	-266.68	0.0%
6036 · Printing	0.00	66.68	-66.68	0.0%
6039 · Postage and Overnight Delivery	0.00	106.68	-106.68	0.0%
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	133.32	-133.32	0.0%
6093 · Memberships	0.00			
Total 6000 · General Administration	1,865.00	2,373.40	-508.40	78.6%
6026 · Redlands Plaza CAM expenses	0.00			
6100 · Benefits				
6110 · Vision Insurance	43.85	173.16	-129.31	25.3%
6115 · Maint/Rep. Rolling Maint. Equip	0.00	165.60	-165.60	0.0%
6120 · Workers' Comp. Insurance	530.42	1,490.40	-959.98	35.6%
6130 · Dental Insurance	201.45	570.79	-369.34	35.3%
6140 · State Unemployment Insurance	0.00	75.89	-75.89	0.0%
6150 · Medical Insurance	2,239.33	10,269.70	-8,030.37	21.8%
6160 · Payroll Taxes-Employer	0.00	3,903.74	-3,903.74	0.0%
6170 · PERS Retirement	5,757.68	8,976.53	-3,218.85	64.1%
6190 · Life Insurance	0.00	40,351.57	-40,351.57	0.0%
Total 6100 · Benefits	8,772.73	65,977.38	-57,204.65	13.3%

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

	3-Land Resource/Wash & Mine Ent			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
6200 · Salaries				
6230 · Regular Salaries	23,209.51			
6231 · Salary Overhead Charge	0.00			
Total 6200 · Salaries	23,209.51			
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	58,046.37	366,157.46	-308,111.09	15.9%
Net Ordinary Income	230,783.62	241,564.58	-10,780.96	95.5%
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 February 2013

	3-Land Resource/Wash & Mine Ent			% of Budget
	Jul '12 - Feb 13	Budget	\$ Over Budget	
7400 · Professional Services Capital				
7438 · Engineering Services Capital	0.00			
Total 7400 · Professional Services Capital	0.00			
Total Other Expense	0.00			
Net Other Income	0.00			
Net Income	230,783.62	241,564.58	-10,780.96	95.5%

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

	4-General Fund Ent.			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4010 · Interest Income				
4012 · LAIF	1,262.08	2,500.00	-1,237.92	50.5%
4013 · Caltrust Investment Income	39,533.53	25,000.00	14,533.53	158.1%
Total 4010 · Interest Income	40,795.61	27,500.00	13,295.61	148.3%
4020 · Groundwater Charge				
4021 · Assessments - Ag	0.00			
4023 · Assessments - Non-Ag	0.00			
Total 4020 · Groundwater Charge	0.00			
4025 · Wash Plan Revenue	0.00			
4030 · Mining Income				
4031 · Plant Site - CEMEX	0.00			
4032 · Cemex - Royalty / Lease	0.00			
4033 · Cemex USA Minimum Rent	0.00			
4034 · Redlands Aggregate 5% Royalty	0.00			
4036 · Aggregate Maintenance	1,000.00			
4030 · Mining Income - Other	0.00			
Total 4030 · Mining Income	1,000.00			
4040 · Miscellaneous Income	1,101.89	12,500.00	-11,398.11	8.8%
4050 · Property Tax	69,579.41	50,000.00	19,579.41	139.2%
4055 · SBVMWD Spreading Agreement Reim	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	112,512.91	90,000.00	22,512.91	125.0%
Gross Profit	112,512.91	90,000.00	22,512.91	125.0%
Expense				
5000 · Payroll Expenses	729.65			
5050 · Regional Programs				
5080 · LAFCO Contribution	345.83	2,500.00	-2,154.17	13.8%
Total 5050 · Regional Programs	345.83	2,500.00	-2,154.17	13.8%
5100 · Professional Service				
5120 · Misc. Professional Services	33,805.97	57,000.00	-23,194.03	59.3%
5121 · Consultants Misc. Expenses	0.00			
5122 · Wash Plan Professional Services	0.00			
5125 · Engineering Services	0.00			
5130 · Aerial Photography & Surveying	0.00			
5145 · Environmental Services	0.00			
5160 · IT Support	6,155.81	1,851.66	4,304.15	332.4%
5170 · Audit	11,940.00	1,266.68	10,673.32	942.6%
5175 · Legal - Wash Plan	0.00			
5180 · Legal	29,968.39	42,666.68	-12,698.29	70.2%
Total 5100 · Professional Service	81,870.17	102,785.02	-20,914.85	79.7%
5123 · Temp. Field Labor	0.00			
5200 · Field Operations				
5210 · Equipment Maintenance	0.00			
5215 · Property Maintenance	0.00			
5220 · Maintenance Materials/Shop/Fid	0.00			
5230 · Field Tools	0.00			
Total 5200 · Field Operations	0.00			

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

03/06/13

Accrual Basis

	4-General Fund Ent.			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
5300 · Vehicle Operations				
5310 · Vehicle Maintenance	0.00			
5320 · Fuel	0.00			
Total 5300 · Vehicle Operations	0.00			
5400 · Utilities				
5410 · Alarm Service	1,648.52	1,383.32	265.20	119.2%
5420 · Electricity	5,262.85	2,800.00	2,462.85	188.0%
5430 · Mobile Phone	8.75	26.68	-17.93	32.8%
5440 · Telephone	4,065.69	3,266.68	799.01	124.5%
5450 · Natural Gas	472.28	420.00	52.28	112.4%
5460 · Water / Trash / Sewer	0.00	4,076.74	-4,076.74	0.0%
5470 · Internet Services	3,920.16	2,800.00	1,120.16	140.0%
Total 5400 · Utilities	15,378.25	14,773.42	604.83	104.1%
6000 · General Administration				
6001 · General Administration - Other	333.47	4,000.00	-3,666.53	8.3%
6002 · Website Administration	367.92	2,066.68	-1,698.76	17.8%
6003 · Property Tax	0.00	1,446.68	-1,446.68	0.0%
6004 · Meeting Expenses				
6004.01 · Wash Plan Meeting expense	0.00			
6004 · Meeting Expenses - Other	819.85	1,250.00	-430.15	65.6%
Total 6004 · Meeting Expenses	819.85	1,250.00	-430.15	65.6%
6006 · Permits	0.00	533.32	-533.32	0.0%
6009 · Licenses	0.00	133.32	-133.32	0.0%
6010 · Surety Bond	0.00			
6012 · Office Maintenance	511.38	666.68	-155.30	76.7%
6015 · Mentone House Maintenance	0.00			
6016 · Redlands Plaza Maintenance	0.00			
6018 · Janitorial Services	5,877.00	5,400.00	477.00	108.8%
6019 · Janitorial Supplies	115.45	120.00	-4.55	96.2%
6020 · Vacancy Marketing-Redlands Plaz	0.00			
6021 · Office Equipment Maint.	1,081.71			
6027 · Computer Supplies	515.74	233.32	282.42	221.0%
6030 · Office Supplies	2,161.70	1,866.68	295.02	115.8%
6032 · Small Office Equipment	700.13			
6033 · Office Equipment Rental	5,299.16	4,000.00	1,299.16	132.5%
6036 · Printing	423.91	333.32	90.59	127.2%
6039 · Postage and Overnight Delivery	866.31	586.68	279.63	147.7%
6042 · Payroll Processing	247.40	1,000.00	-752.60	24.7%
6045 · Bank Service Charges	1,509.54	333.32	1,176.22	452.9%
6051 · Uniforms	343.50	300.00	43.50	114.5%
6087 · Educational Reimbursement	363.00	1,333.32	-970.32	27.2%
6090 · Subscriptions/Publications	267.90	1,000.00	-732.10	26.8%
6091 · Public Notices	1,255.62	133.32	1,122.30	941.8%
6093 · Memberships	13,594.00	16,756.68	-3,162.68	81.1%
Total 6000 · General Administration	36,654.69	43,493.32	-6,838.63	84.3%
6026 · Redlands Plaza CAM expenses	0.00			
6100 · Benefits				
6110 · Vision Insurance	157.49	289.65	-132.16	54.4%
6115 · Maint/Rep. Rolling Maint. Equip	0.00	276.91	-276.91	0.0%
6120 · Workers' Comp. Insurance	9,066.91	2,492.11	6,574.80	363.8%
6130 · Dental Insurance	721.19	954.43	-233.24	75.6%
6140 · State Unemployment Insurance	0.00	126.93	-126.93	0.0%
6150 · Medical Insurance	8,029.21	17,171.96	-9,142.75	46.8%
6160 · Payroll Taxes-Employer	11,763.04	6,520.78	5,242.26	180.4%
6170 · PERS Retirement	13,434.58	15,009.62	-1,575.04	89.5%
6190 · Life Insurance	0.00			
Total 6100 · Benefits	43,172.42	42,842.39	330.03	100.8%

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

	4-General Fund Ent.			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
6200 · Salaries				
6230 · Regular Salaries	105,363.77	78,184.77	27,179.00	134.8%
6231 · Salary Overhead Charge	0.00			
Total 6200 · Salaries	<u>105,363.77</u>	<u>78,184.77</u>	<u>27,179.00</u>	<u>134.8%</u>
6300 · Insurance				
6310 · Property/ Auto Insurance	0.00	114.12	-114.12	0.0%
6320 · General Liability Insurance	1,746.30	2,512.40	-766.10	69.5%
Total 6300 · Insurance	<u>1,746.30</u>	<u>2,626.52</u>	<u>-880.22</u>	<u>66.5%</u>
6400 · Board of Directors' Expenses				
6401 · Directors' Fees	43,931.00	45,000.00	-1,069.00	97.6%
6410 · Mileage	1,259.54	1,900.00	-640.46	66.3%
6415 · Air Fare	2,531.00	2,000.00	531.00	126.6%
6420 · Other Travel	345.25	233.32	111.93	148.0%
6425 · Meals	2,239.13	1,000.00	1,239.13	223.9%
6430 · Lodging	2,684.87	2,333.32	351.55	115.1%
6435 · Conf/Seminar Registrations	2,225.00	3,000.00	-775.00	74.2%
6440 · Election Fees / Re-Districting	0.00	3,333.32	-3,333.32	0.0%
Total 6400 · Board of Directors' Expenses	<u>55,215.79</u>	<u>58,799.96</u>	<u>-3,584.17</u>	<u>93.9%</u>
6500 · Administrative/Staff Expenses				
6505 · Mtg. Support Expense (food, bev	28.15	1,000.00	-971.85	2.8%
6510 · Mileage	813.95	800.00	13.95	101.7%
6515 · Air Fare	0.00	800.00	-800.00	0.0%
6520 · Travel, Other (rental car, taxi	142.00	266.68	-124.68	53.2%
6525 · Meals	831.96	800.00	31.96	104.0%
6530 · Lodging	410.86	640.00	-229.14	64.2%
6535 · Conf/Seminar Registrations	1,268.00	1,333.32	-65.32	95.1%
Total 6500 · Administrative/Staff Expenses	<u>3,494.92</u>	<u>5,640.00</u>	<u>-2,145.08</u>	<u>62.0%</u>
Total Expense	<u>343,971.79</u>	<u>351,645.40</u>	<u>-7,673.61</u>	<u>97.8%</u>
Net Ordinary Income	-231,458.88	-261,645.40	30,186.52	88.5%
Other Income/Expense				
Other Expense				
7000 · Construction				
7010 · Materials	0.00			
7050 · Basins- Capital Annual Repair	0.00			
Total 7000 · Construction	<u>0.00</u>			
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	<u>0.00</u>			
7200 · Equipment & Vehicles				
7210 · Computer Hardware-Capital Purch	6,002.91	3,900.00	2,102.91	153.9%
7220 · Computer Software	3,741.84	1,283.32	2,458.52	291.6%
7230 · Field Equipment / Vehicles	0.00			
7240 · Office Equipment	414.59			
Total 7200 · Equipment & Vehicles	<u>10,159.34</u>	<u>5,183.32</u>	<u>4,976.02</u>	<u>196.0%</u>

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

	4-General Fund Ent.			
	<u>Jul '12 - Feb 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of 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>10,159.34</u>	<u>5,183.32</u>	<u>4,976.02</u>	<u>196.0%</u>
Net Other Income	<u>-10,159.34</u>	<u>-5,183.32</u>	<u>-4,976.02</u>	<u>196.0%</u>
Net Income	<u><u>-241,618.22</u></u>	<u><u>-266,828.72</u></u>	<u><u>25,210.50</u></u>	<u><u>90.6%</u></u>

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

	TOTAL			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4010 · Interest Income				
4012 · LAIF	1,262.08	2,500.00	-1,237.92	50.5%
4013 · Caltrust Investment Income	39,533.53	25,000.00	14,533.53	158.1%
Total 4010 · Interest Income	40,795.61	27,500.00	13,295.61	148.3%
4020 · Groundwater Charge				
4021 · Assessments - Ag	36,030.08	48,730.50	-12,700.42	73.9%
4023 · Assessments - Non-Ag	649,939.88	652,610.25	-2,670.37	99.6%
Total 4020 · Groundwater Charge	685,969.96	701,340.75	-15,370.79	97.8%
4025 · Wash Plan Revenue	0.00	273,000.00	-273,000.00	0.0%
4030 · Mining Income				
4031 · Plant Site - CEMEX	36,333.33	32,000.00	4,333.33	113.5%
4032 · Cemex - Royalty / Lease	116,666.66	138,888.68	-22,222.02	84.0%
4033 · Cemex USA Minimum Rent	4,000.00	0.00	4,000.00	100.0%
4034 · Redlands Aggregate 5% Royalty	18,000.00	24,000.00	-6,000.00	75.0%
4036 · Aggregate Maintenance	13,409.00	15,666.68	-2,257.68	85.6%
4030 · Mining Income - Other	670.00	0.00	670.00	100.0%
Total 4030 · Mining Income	189,078.99	210,555.36	-21,476.37	89.8%
4040 · Miscellaneous Income	1,852.89	16,666.68	-14,813.79	11.1%
4050 · Property Tax	69,579.41	50,000.00	19,579.41	139.2%
4055 · SBVMWD Spreading Agreement Reim	638,026.02	200,000.00	438,026.02	319.0%
4060 · Property Income				
4062 · Mentone Property	5,703.51	13,200.00	-7,496.49	43.2%
Total 4060 · Property Income	5,703.51	13,200.00	-7,496.49	43.2%
4065 · Redlands Plaza	59,827.09	58,899.70	927.39	101.6%
4066 · Redlands Plaza CAM	10,072.41	13,333.32	-3,260.91	75.5%
4072 · Reimbursed Expenses	60.57	0.00	60.57	100.0%
4080 · Exchange Plan	0.00	0.00	0.00	0.0%
Total Income	1,700,966.46	1,564,495.81	136,470.65	108.7%
Gross Profit	1,700,966.46	1,564,495.81	136,470.65	108.7%
Expense				
5000 · Payroll Expenses	729.65	0.00	729.65	100.0%
5050 · Regional Programs				
5080 · LAFCO Contribution	345.83	2,500.00	-2,154.17	13.8%
Total 5050 · Regional Programs	345.83	2,500.00	-2,154.17	13.8%
5100 · Professional Service				
5120 · Misc. Professional Services	36,795.97	63,333.32	-26,537.35	58.1%
5121 · Consultants Misc. Expenses	8,000.00	0.00	8,000.00	100.0%
5122 · Wash Plan Professional Services	7,011.63	84,666.68	-77,655.05	8.3%
5125 · Engineering Services	4,357.50	10,000.00	-5,642.50	43.6%
5130 · Aerial Photography & Surveying	0.00	40,000.00	-40,000.00	0.0%
5145 · Environmental Services	0.00	142,000.00	-142,000.00	0.0%
5160 · IT Support	6,155.81	5,066.68	1,089.13	121.5%
5170 · Audit	11,940.00	12,666.68	-726.68	94.3%
5175 · Legal - Wash Plan	2,370.00	28,000.00	-25,630.00	8.5%
5180 · Legal	31,538.39	106,666.68	-75,128.29	29.6%
Total 5100 · Professional Service	108,169.30	492,400.04	-384,230.74	22.0%
5123 · Temp. Field Labor	0.00	1,666.68	-1,666.68	0.0%
5200 · Field Operations				
5210 · Equipment Maintenance	2,587.79	1,666.68	921.11	155.3%
5215 · Property Maintenance	3,045.54	4,333.32	-1,287.78	70.3%
5220 · Maintenance Materials/Shop/Fld	8.05	0.00	8.05	100.0%
5230 · Field Tools	28.41	0.00	28.41	100.0%
Total 5200 · Field Operations	5,669.79	6,000.00	-330.21	94.5%

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

	TOTAL			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
5300 · Vehicle Operations				
5310 · Vehicle Maintenance	6,796.54	8,333.32	-1,536.78	81.6%
5320 · Fuel	9,663.60	10,000.00	-336.40	96.6%
Total 5300 · Vehicle Operations	16,460.14	18,333.32	-1,873.18	89.8%
5400 · Utilities				
5410 · Alarm Service	1,648.52	2,766.64	-1,118.12	59.6%
5420 · Electricity	7,948.52	10,000.00	-2,051.48	79.5%
5430 · Mobile Phone	1,248.99	1,000.00	248.99	124.9%
5440 · Telephone	4,990.86	4,666.68	324.18	106.9%
5450 · Natural Gas	472.28	700.00	-227.72	67.5%
5460 · Water / Trash / Sewer	4,191.55	7,066.64	-2,875.09	59.3%
5470 · Internet Services	4,320.08	4,666.64	-346.56	92.6%
Total 5400 · Utilities	24,820.80	30,866.60	-6,045.80	80.4%
6000 · General Administration				
6001 · General Administration - Other	333.47	6,666.68	-6,333.21	5.0%
6002 · Website Administration	367.92	2,066.68	-1,698.76	17.8%
6003 · Property Tax	0.00	1,446.68	-1,446.68	0.0%
6004 · Meeting Expenses				
6004.01 · Wash Plan Meeting expense	0.00	416.68	-416.68	0.0%
6004 · Meeting Expenses - Other	819.85	1,250.00	-430.15	65.6%
Total 6004 · Meeting Expenses	819.85	1,666.68	-846.83	49.2%
6006 · Permits	50.00	1,066.64	-1,016.64	4.7%
6009 · Licenses	819.00	666.64	152.36	122.9%
6010 · Surety Bond	1,815.00	1,266.68	548.32	143.3%
6012 · Office Maintenance	511.38	666.68	-155.30	76.7%
6015 · Mentone House Maintenance	3,300.35	2,200.00	1,100.35	150.0%
6016 · Redlands Plaza Maintenance	4,280.00	9,333.32	-5,053.32	45.9%
6018 · Janitorial Services	5,877.00	5,400.00	477.00	108.8%
6019 · Janitorial Supplies	115.45	200.00	-84.55	57.7%
6020 · Vacancy Marketing-Redlands Plaz	0.00	3,693.32	-3,693.32	0.0%
6021 · Office Equipment Maint.	1,081.71	0.00	1,081.71	100.0%
6027 · Computer Supplies	515.74	333.32	182.42	154.7%
6030 · Office Supplies	2,161.70	2,333.36	-171.66	92.6%
6032 · Small Office Equipment	700.13	800.00	-99.87	87.5%
6033 · Office Equipment Rental	5,299.16	4,533.36	765.80	116.9%
6036 · Printing	525.83	666.68	-140.85	78.9%
6039 · Postage and Overnight Delivery	891.21	1,066.72	-175.51	83.5%
6042 · Payroll Processing	247.40	1,000.00	-752.60	24.7%
6045 · Bank Service Charges	1,509.54	333.32	1,176.22	452.9%
6051 · Uniforms	776.43	750.00	26.43	103.5%
6087 · Educational Reimbursement	363.00	1,333.32	-970.32	27.2%
6090 · Subscriptions/Publications	267.90	1,000.00	-732.10	26.8%
6091 · Public Notices	1,255.62	1,333.32	-77.70	94.2%
6093 · Memberships	13,594.00	16,756.68	-3,162.68	81.1%
Total 6000 · General Administration	47,478.79	68,580.08	-21,101.29	69.2%
6026 · Redlands Plaza CAM expenses	19,787.87	13,333.32	6,454.55	148.4%
6100 · Benefits				
6110 · Vision Insurance	751.60	1,045.80	-294.20	71.9%
6115 · Maint/Rep. Rolling Maint. Equip	0.00	1,000.00	-1,000.00	0.0%
6120 · Workers' Comp. Insurance	11,383.00	9,000.10	2,382.90	126.5%
6130 · Dental Insurance	3,436.84	3,446.81	-9.97	99.7%
6140 · State Unemployment Insurance	0.00	458.34	-458.34	0.0%
6150 · Medical Insurance	38,289.79	62,015.08	-23,725.29	61.7%
6160 · Payroll Taxes-Employer	19,853.83	23,566.68	-3,712.85	84.2%
6170 · PERS Retirement	47,980.69	54,205.96	-6,225.27	88.5%
6190 · Life Insurance	0.00	40,351.57	-40,351.57	0.0%
Total 6100 · Benefits	121,695.75	195,090.34	-73,394.59	62.4%

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

	TOTAL			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
6200 · Salaries				
6230 · Regular Salaries	266,834.79	244,633.96	22,200.83	109.1%
6231 · Salary Overhead Charge	0.00	28,893.08	-28,893.08	0.0%
Total 6200 · Salaries	266,834.79	273,527.04	-6,692.25	97.6%
6300 · Insurance				
6310 · Property/ Auto Insurance	0.00	2,282.64	-2,282.64	0.0%
6320 · General Liability Insurance	17,463.00	25,124.00	-7,661.00	69.5%
Total 6300 · Insurance	17,463.00	27,406.64	-9,943.64	63.7%
6400 · Board of Directors' Expenses				
6401 · Directors' Fees	43,931.00	45,000.00	-1,069.00	97.6%
6410 · Mileage	1,259.54	1,900.00	-640.46	66.3%
6415 · Air Fare	2,531.00	2,000.00	531.00	126.6%
6420 · Other Travel	345.25	233.32	111.93	148.0%
6425 · Meals	2,239.13	1,000.00	1,239.13	223.9%
6430 · Lodging	2,684.87	2,333.32	351.55	115.1%
6435 · Conf/Seminar Registrations	2,225.00	3,000.00	-775.00	74.2%
6440 · Election Fees / Re-Districting	0.00	3,333.32	-3,333.32	0.0%
Total 6400 · Board of Directors' Expenses	55,215.79	58,799.96	-3,584.17	93.9%
6500 · Administrative/Staff Expenses				
6505 · Mtg. Support Expense (food, bev	28.15	1,000.00	-971.85	2.8%
6510 · Mileage	892.82	1,000.00	-107.18	89.3%
6515 · Air Fare	0.00	1,000.00	-1,000.00	0.0%
6520 · Travel, Other (rental car, taxi	142.00	333.36	-191.36	42.6%
6525 · Meals	831.96	1,000.00	-168.04	83.2%
6530 · Lodging	410.86	800.00	-389.14	51.4%
6535 · Conf/Seminar Registrations	1,268.00	1,333.32	-65.32	95.1%
Total 6500 · Administrative/Staff Expenses	3,573.79	6,466.68	-2,892.89	55.3%
Total Expense	688,245.29	1,194,970.70	-506,725.41	57.6%
Net Ordinary Income	1,012,721.17	369,525.11	643,196.06	274.1%
Other Income/Expense				
Other Expense				
7000 · Construction				
7010 · Materials	0.00	3,333.32	-3,333.32	0.0%
7050 · Basins- Capital Annual Repair	5,733.00	60,000.00	-54,267.00	9.6%
Total 7000 · Construction	5,733.00	63,333.32	-57,600.32	9.1%
7100 · Land & Buildings				
7110 · Property Capital Repairs	585.08	18,333.32	-17,748.24	3.2%
7130 · Mentone Property (House)-CapRep	3,246.00	1,333.32	1,912.68	243.5%
7140 · Mentone Property (Shop)-CapRep	0.00	1,666.68	-1,666.68	0.0%
Total 7100 · Land & Buildings	3,831.08	21,333.32	-17,502.24	18.0%
7200 · Equipment & Vehicles				
7210 · Computer Hardware-Capital Purch	6,002.91	4,333.32	1,669.59	138.5%
7220 · Computer Software	3,741.84	3,666.64	75.20	102.1%
7230 · Field Equipment / Vehicles	0.00	20,333.32	-20,333.32	0.0%
7240 · Office Equipment	414.59	0.00	414.59	100.0%
Total 7200 · Equipment & Vehicles	10,159.34	28,333.28	-18,173.94	35.9%

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

	TOTAL			
	Jul '12 - Feb 13	Budget	\$ Over Budget	% of Budget
7400 - Professional Services Capital				
7438 - Engineering Services Capital	0.00	16,666.68	-16,666.68	0.0%
Total 7400 - Professional Services Capital	0.00	16,666.68	-16,666.68	0.0%
Total Other Expense	19,723.42	129,666.60	-109,943.18	15.2%
Net Other Income	-19,723.42	-129,666.60	109,943.18	15.2%
Net Income	992,997.75	239,858.51	753,139.24	414.0%

San Bernardino Valley Water Conservation District
Check Detail
February 2013

Num	Date	Name	Account	Class	Original Amount
18375	2/4/2013	Santa Ana Watershed Project Aut...	1012 · Citizens Business...		-8,000.00
	2/4/2013	SBVWCD:General Administration	5121 · Consultants Misc. ...	3-Land ...	8,000.00
TOTAL					8,000.00
18376	2/12/2013	Aaron Pederson	1012 · Citizens Business...		-70.00
	2/12/2013	SBVWCD	6018 · Janitorial Services 6018 · Janitorial Services	4-Gener... 4-Gener...	35.00 35.00
TOTAL					70.00
18377	2/12/2013	ACWA Health Benefits Authority	1012 · Citizens Business...		-6,045.54
	2/12/2013	SBVWCD:General Administration	6150 · Medical Insurance	1-Grou...	3,006.43
		SBVWCD:General Administration	6150 · Medical Insurance	2-Redl...	1,093.24
		SBVWCD:General Administration	6150 · Medical Insurance	3-Land ...	273.31
		SBVWCD:General Administration	6150 · Medical Insurance	4-Gener...	1,093.24
		SBVWCD:General Administration	6130 · Dental Insurance	1-Grou...	257.03
		SBVWCD:General Administration	6130 · Dental Insurance	2-Redl...	93.46
		SBVWCD:General Administration	6130 · Dental Insurance	3-Land ...	23.37
		SBVWCD:General Administration	6130 · Dental Insurance	4-Gener...	93.46
		SBVWCD:General Administration	6110 · Vision Insurance	1-Grou...	61.60
		SBVWCD:General Administration	6110 · Vision Insurance	2-Redl...	22.40
		SBVWCD:General Administration	6110 · Vision Insurance	3-Land ...	5.60
		SBVWCD:General Administration	6110 · Vision Insurance	4-Gener...	22.40
TOTAL					6,045.54
18378	2/12/2013	Alpha Actual, LLC	1012 · Citizens Business...		-3,000.00
	2/12/2013	SBVWCD:General Administration	5160 · IT Support	4-Gener...	3,000.00
TOTAL					3,000.00
18379	2/12/2013	American Express	1012 · Citizens Business...		-37.99
	2/12/2013	SBVWCD:General Administration	6039 · Postage and Over...	4-Gener...	37.99
TOTAL					37.99
18380	2/12/2013	Angie J. Quiroga	1012 · Citizens Business...		-81.65
	2/12/2013	SBVWCD:General Administration	6510 · Mileage	4-Gener...	81.65
TOTAL					81.65
18381	2/12/2013	Antimite Pest Control, Inc.	1012 · Citizens Business...		-62.00
	2/12/2013		6026 · Redlands Plaza C...	2-Redl...	62.00
TOTAL					62.00
18382	2/12/2013	California Strategies	1012 · Citizens Business...		-4,000.00
	1/22/2013	SBVWCD:General Administration	5120 · Misc. Professional ...	4-Gener...	4,000.00
TOTAL					4,000.00
18383	2/12/2013	Castro Landscaping Services	1012 · Citizens Business...		-500.00
	2/12/2013	SBVWCD:General Administration	6026 · Redlands Plaza C...	2-Redl...	300.00
		SBVWCD:General Administration	6015 · Mentone House M...	2-Redl...	200.00
TOTAL					500.00

San Bernardino Valley Water Conservation District
Check Detail
February 2013

Num	Date	Name	Account	Class	Original Amount
18384	2/12/2013	Corneille, Richard	1012 · Citizens Business...		-1,199.76
	2/12/2013	SBVWCD:General Administration	6401 · Directors' Fees	4-Gener...	1,182.00
		SBVWCD:General Administration	6410 · Mileage	4-Gener...	17.76
TOTAL					1,199.76
18385	2/12/2013	Day Lite Maintenance, Inc.	1012 · Citizens Business...		-144.00
	2/12/2013	SBVWCD:General Administration	6026 · Redlands Plaza C...	2-Redl...	144.00
TOTAL					144.00
18386	2/12/2013	Edison - 8812	1012 · Citizens Business...		-398.18
	2/12/2013		5420 · Electricity	4-Gener...	181.93
			5420 · Electricity	4-Gener...	216.25
TOTAL					398.18
18387	2/12/2013	Edison - Redlands Plaza	1012 · Citizens Business...		-253.15
	2/12/2013		5420 · Electricity	2-Redl...	253.15
TOTAL					253.15
18388	2/12/2013	Home Depot	1012 · Citizens Business...		-16.20
	2/12/2013	SBVWCD:General Administration	5210 · Equipment Mainte...	1-Grou...	16.20
TOTAL					16.20
18389	2/12/2013	Loma Linda Chamber of Commer...	1012 · Citizens Business...		-215.00
	2/12/2013		6093 · Memberships	4-Gener...	215.00
TOTAL					215.00
18390	2/12/2013	Lou's Tire Service	1012 · Citizens Business...		0.00
TOTAL					0.00
18391	2/12/2013	Lowe's Companies, Inc.	1012 · Citizens Business...		-53.85
	2/12/2013	SBVWCD:General Administration	5215 · Property Maintena...	1-Grou...	21.47
		SBVWCD:General Administration	6012 · Office Maintenance	4-Gener...	32.38
TOTAL					53.85
18392	2/12/2013	PR Printing	1012 · Citizens Business...		-264.60
	2/12/2013		6036 · Printing	1-Grou...	52.92
			6036 · Printing	4-Gener...	211.68
TOTAL					264.60
18393	2/12/2013	Redlands Chamber of Commerce	1012 · Citizens Business...		-100.00
	2/12/2013	SBVWCD:General Administration	6093 · Memberships	4-Gener...	100.00
TOTAL					100.00

San Bernardino Valley Water Conservation District
Check Detail
February 2013

Num	Date	Name	Account	Class	Original Amount
18394	2/12/2013	Redlands Ford	1012 · Citizens Business...		-365.14
	2/12/2013	SBVWCD:General Administration	5310 · Vehicle Maintenance	1-Grou...	365.14
TOTAL					365.14
18395	2/12/2013	San Bernardino Valley Municipal ...	1012 · Citizens Business...		-1,000.00
Inv #2478	2/12/2013	SBVWCD:General Administration	5180 · Legal	3-Land ...	1,000.00
TOTAL					1,000.00
18396	2/12/2013	Valero Marketing & Supply Comp...	1012 · Citizens Business...		-1,109.52
	2/12/2013	SBVWCD:General Administration	5320 · Fuel	1-Grou...	1,109.52
TOTAL					1,109.52
18397	2/12/2013	Verizon California - 8398	1012 · Citizens Business...		-167.65
	2/12/2013	SBVWCD:General Administration	5410 · Alarm Service	4-Gener...	167.65
TOTAL					167.65
18398	2/19/2013	Clerk of the Board of Supervisors	1012 · Citizens Business...		-50.00
			6006 · Permits	3-Land ...	50.00
TOTAL					50.00
18399	2/27/2013	ACWA/JPIA	1012 · Citizens Business...		-30.00
	2/26/2013	SBVWCD:General Administration	6535 · Conf/Seminar Regi...	4-Gener...	30.00
TOTAL					30.00
18400	2/27/2013	Antimite Pest Control, Inc.	1012 · Citizens Business...		-62.00
	2/26/2013	SBVWCD:General Administration	6026 · Redlands Plaza C...	2-Redl...	62.00
TOTAL					62.00
18401	2/27/2013	Aranda, Manuel	1012 · Citizens Business...		-1,220.42
	2/27/2013	SBVWCD:General Administration	6401 · Directors' Fees	4-Gener...	1,182.00
		SBVWCD:General Administration	6410 · Mileage	4-Gener...	38.42
TOTAL					1,220.42
18402	2/27/2013	Citizens Business Bank	1012 · Citizens Business...		-1,519.48
	2/27/2013	SBVWCD:General Administration	5310 · Vehicle Maintenance	1-Grou...	109.48
		SBVWCD:General Administration	6021 · Office Equipment ...	4-Gener...	41.02
		SBVWCD:General Administration	6425 · Meals	4-Gener...	205.00
		SBVWCD:General Administration	6030 · Office Supplies	4-Gener...	163.98
		SBVWCD:General Administration	6093 · Memberships	4-Gener...	1,000.00
TOTAL					1,519.48
18403	2/27/2013	City of Redlands - Municipal Utili...	1012 · Citizens Business...		-1,711.13
	2/26/2013	SBVWCD:General Administration	5460 · Water / Trash / Se...	2-Redl...	1,711.13
TOTAL					1,711.13

San Bernardino Valley Water Conservation District
Check Detail
February 2013

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
18404	2/27/2013	Edison - 7241	1012 · Citizens Business...		-57.10
	2/26/2013		5420 · Electricity	1-Grou...	57.10
TOTAL					57.10
18405	2/27/2013	Edison -5552	1012 · Citizens Business...		-231.09
	2/26/2013		5420 · Electricity	4-Gen...	147.66
			5420 · Electricity	2-Redl...	83.43
TOTAL					231.09
18406	2/27/2013	Glaubig, Bob	1012 · Citizens Business...		-394.00
	2/26/2013	SBVWCD:General Administration	6401 · Directors' Fees	4-Gen...	394.00
TOTAL					394.00
18407	2/27/2013	Image Source	1012 · Citizens Business...		-784.43
	2/26/2013	SBVWCD:General Administration	6033 · Office Equipment ...	4-Gen...	784.43
TOTAL					784.43
18408	2/27/2013	JAN-PRO Cleaning Systems of O...	1012 · Citizens Business...		-618.00
	2/26/2013	SBVWCD:General Administration	6018 · Janitorial Services	4-Gen...	618.00
TOTAL					618.00
18409	2/27/2013	Joseph E. Bonadiman & Associa...	1012 · Citizens Business...		-2,037.50
	2/26/2013	SBVWCD:General Administration	5125 · Engineering Servic...	3-Land ...	2,037.50
TOTAL					2,037.50
18410	2/27/2013	Melody McDonald	1012 · Citizens Business...		-2,105.94
	2/27/2013	SBVWCD:General Administration	6401 · Directors' Fees	4-Gen...	1,576.00
		SBVWCD:General Administration	6410 · Mileage	4-Gen...	36.16
		SBVWCD:General Administration	6425 · Meals	4-Gen...	22.48
		SBVWCD:General Administration	6415 · Air Fare	4-Gen...	451.30
		SBVWCD:General Administration	6420 · Other Travel	4-Gen...	20.00
TOTAL					2,105.94
18411	2/27/2013	Netsteller	1012 · Citizens Business...		-450.00
	2/26/2013	SBVWCD:General Administration	5160 · IT Support	4-Gen...	450.00
TOTAL					450.00
18412	2/27/2013	Raley, David	1012 · Citizens Business...		-1,576.00
	2/26/2013	SBVWCD:General Administration	6401 · Directors' Fees	4-Gen...	1,576.00
TOTAL					1,576.00
18413	2/27/2013	Redlands Chamber of Commerce	1012 · Citizens Business...		-100.00
	2/26/2013	SBVWCD:General Administration	6093 · Memberships	4-Gen...	100.00
TOTAL					100.00

San Bernardino Valley Water Conservation District
Check Detail
February 2013

Num	Date	Name	Account	Class	Original Amount
18414	2/27/2013	The Gas Company	1012 · Citizens Business...		-226.97
	2/26/2013	SBVWCD:General Administration	5450 · Natural Gas	4-Gener...	226.97
TOTAL					226.97
18415	2/27/2013	Three Valleys Municipal Water Di...	1012 · Citizens Business...		-15.00
	2/26/2013	SBVWCD:General Administration	6425 · Meals	4-Gener...	15.00
TOTAL					15.00
18416	2/27/2013	Verizon California - 2503	1012 · Citizens Business...		-707.54
	2/26/2013	SBVWCD:General Administration	5440 · Telephone	4-Gener...	507.54
		SBVWCD:General Administration	5470 · Internet Services	4-Gener...	200.00
TOTAL					707.54
18417	2/27/2013	Verizon California -7275	1012 · Citizens Business...		-147.04
	2/26/2013	SBVWCD:General Administration	5440 · Telephone	1-Grou...	97.05
		SBVWCD:General Administration	5470 · Internet Services	1-Grou...	49.99
TOTAL					147.04
100051N	2/5/2013	PERS	1012 · Citizens Business...		-3,144.40
		SBVWCD:General Administration	6170 · PERS Retirement	4-Gener...	880.43
		SBVWCD:General Administration	6170 · PERS Retirement	1-Grou...	1,666.53
		SBVWCD:General Administration	6170 · PERS Retirement	2-Redl...	220.11
		SBVWCD:General Administration	6170 · PERS Retirement	3-Land ...	377.33
TOTAL					3,144.40
100052N	2/20/2013	PERS	1012 · Citizens Business...		-3,144.40
			6170 · PERS Retirement	4-Gener...	880.43
			6170 · PERS Retirement	1-Grou...	1,666.53
			6170 · PERS Retirement	2-Redl...	220.11
			6170 · PERS Retirement	3-Land ...	377.33
TOTAL					3,144.40

Top 5 Producers

Owner	Current #39 July-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	*see note below	\$ 64,422.52	\$ 78,752.03
4. Gage Canal Company	\$ 38,843.43	\$ 11,288.55	\$ 12,170.34
5. City of Loma Linda	\$ 35,376.92	\$ 19,722.61	\$ 30,293.16

*City of Redlands should have payment in by the end of March. They are requesting waiver of late fee stating they never received the initial production statements.

**Note: Gage Canal Company surpassed Meeks & Daley (\$33,502.06) and City of Loma Linda

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	<u>\$0.00</u>
Arrowhead Country Club								
	3601925	1N4W23E	1	242.38	\$761.07	0.00	\$0.00	
					\$761.07		\$0.00	<u>\$761.07</u>
Baseline Gardens Mutual Water Company								
	3610007		Well 5	0.00	\$0.00	0.00	\$0.00	
	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	
					\$0.00		\$0.00	<u>\$0.00</u>
Bear Valley Mutual Water Company								
	3601585	1S3W23A03S	San Bernardino Ave. 1	0.00	\$0.00	0.00	\$0.00	
	3600023	1S3W24C	Judson 1	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	<u>\$0.00</u>
Calvary Chapel Packinghouse								
	3600449	01S03W20A	Bell Well	0.19	\$0.60	0.00	\$0.00	
	3603919		Calvary Well	34.75	\$109.12	0.00	\$0.00	
					\$109.72		\$0.00	<u>\$109.72</u>
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	<u>\$1,026.48</u>
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	<u>\$24.87</u>
Cram Patterson Well Co.								
	3602003	1S2W16C	Solano 3					
	3600188	1S2W16C	Cram-Patterson 2					
East Valley Water District								
	3601660	1S3W06H04S	PL 9A	0.00	\$0.00	473.99	\$5,346.61	
	3603774	1S3W3R4S	PL 146A	0.00	\$0.00	565.03	\$6,373.54	
	3601673	1N4W25C02S	PL 25A	0.00	\$0.00	483.27	\$5,451.29	
	3603583	1S3W02N02S	PL 143 / Abbey Way	0.00	\$0.00	472.48	\$5,329.57	
	3603904	01S03W05D03S	PL 132/Cull 5	0.00	\$0.00	470.32	\$5,305.21	
	3601671	1N4W26A02S	PL 24A	0.00	\$0.00	356.56	\$4,022.00	
	3600220	1S3W01H	PL 142	0.00	\$0.00	346.66	\$3,910.32	
	3601639	1S3W03R01S	PL 146	0.00	\$0.00	86.15	\$971.77	
	3603247	1S3W06P18S	PL 141 / McDaniel	0.00	\$0.00	623.88	\$7,037.37	
	3602370	1N4W25F04S	PL 107	0.00	\$0.00	58.66	\$661.68	
	3602338	1S3W04N03S	PL 40A	0.00	\$0.00	109.88	\$1,239.45	
	3601978	1S3W04N01S	PL 40	0.00	\$0.00	0.00	\$0.00	
	3602560	1S3W04G03S	PL 136 / Dunkirk 2	0.00	\$0.00	0.00	\$0.00	

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Payment	Non-AgProduction	Ag Payment	Amount Paid
	3601987	1S3W04G	PL 136 / Dunkirk 1	0.00	\$0.00	0.00	\$0.00	
	3602034	1S4W01Q08	PL 12A	0.00	\$0.00	0.00	\$0.00	
	3600680	1S3W02J	PL 120/Cram	0.00	\$0.00	0.00	\$0.00	
	9900001	1S4W25M03S	Fairfax, Well #111	0.00	\$0.00	0.00	\$0.00	
	3602563	1S4W02Q09S	PL 11A	0.00	\$0.00	565.77	\$6,381.89	
	3600855	1N3W28P01S	PL 54 / Seeley	0.00	\$0.00	0.00	\$0.00	
	3602274	1N3W30J05S	PL 39	0.00	\$0.00	566.48	\$6,389.89	
	3601675	1N4W25A01S	PL 27	0.00	\$0.00	0.00	\$0.00	
	3601663	1S4W02Q08S	PL 12	0.00	\$0.00	0.00	\$0.00	
	3602337	1N4W26A03S	PL 24B	0.00	\$0.00	1138.02	\$12,836.87	
	3602564	1S4W12B07S	PL 28A	0.00	\$0.00	940.08	\$10,604.10	
	3603734	1S3W02P06S	PL 147	0.00	\$0.00	921.24	\$10,391.59	
	3602799	1S2W07F01S	PL 125	0.00	\$0.00	745.30	\$8,406.98	
	3603926	01S03W06L06S	PL 151	0.00	\$0.00	718.19	\$8,101.18	
	3601184	1N3W33F01S	PL 94 / Corwin	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$108,761.31	\$108,761.31
Fairview Water Company (B Marcum)								
	3600554	1S3W17R	Fairview 1	35.00	\$109.90	0.00	\$0.00	
					\$109.90		\$0.00	\$109.90
Gage Canal Company								
	3600796	1S4W23A05S	51-1	712.00	\$2,235.68	353.00	\$3,981.84	
	3602331	1S4W23G03S	66-1	1551.00	\$4,870.14	353.00	\$3,981.84	
	3600798	1S4W23G01S	Cowlane	0.00	\$0.00	0.00	\$0.00	

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
	3600789	1S4W23K01S	27-2	0.00	\$0.00	287.00	\$3,237.36	
	3600788	1S4W23H01S	27-1	1091.00	\$3,425.74	353.00	\$3,981.84	
	3600787	1S4W23A02S	26-1	1089.00	\$3,419.46	353.00	\$3,981.84	
	3600790	1S4W23K02S	29-1	556.00	\$1,745.84	353.00	\$3,981.85	
					\$15,696.86		\$23,146.57	<u>\$38,843.43</u>
General American Life Insurance Co. (Cushman & Wakefield)								
	3601352	1S3W19N	Langford					
George & Diane Everett								
	WP0003068		Everett Well	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	<u>\$0.00</u>
George Meadows								
	WP0002552	E085386	Meadows Well	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	<u>\$0.00</u>
Gladysta Well & Water Company (B Marcum)								
	3600182	1S3W20H02S		90.00	\$282.60	0.00	\$0.00	
					\$282.60		\$0.00	<u>\$282.60</u>
Greenspot Mutual Well Company								
	3600266	1S2W16C01S	Greenspot Mutual					
Greenspot Village & Market Place LLC								
	3600026	01S03W04J01S	PL 102					
Happe Mutual Well Company								

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
	3600238	1S2W29M01S	1	40.34	\$126.67	0.00	\$0.00	
	3600795	01S04W13G02S	Gauge 46-1R	0.00	\$0.00	0.00	\$0.00	
					\$126.67		\$0.00	<u>\$126.67</u>
Inland Valley Development Agency								
	0000087	1S4W12C	Local 3					
	0000089	1S4W12F	Local 5					
	0000086	1S4W12B	Local 2A					
	0000091	1S4W12Q	Palm Meadows					
J.G. Golfing Enterprises, Inc.								
	3602499	1S4W22A01S	Paine					
	3601478	1S4W22B03S	Thorn 10 & 11					
Jack Dangermond								
	3602188	01S02W29K01	Rancho Ladera Roladera	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	<u>\$0.00</u>
Langford Ranches/Redlands Farming								
	3600524	1S3W17L01S	Nevada St.					
Laranni Gunter Well								
	3600160	1S3W32G01S	Gunter					
Larry Jacinto Construction								
	3602020	1S2W20K	F A R	0.00	\$0.00	0.00	\$0.00	

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Payment	Non-AgProduction	Ag Payment	Amount Paid
					\$0.00		\$0.00	\$0.00
Loma Linda University Power Plant								
	3602781	1S4W25D06S	Anderson 2	7.50	\$23.55	38.70	\$436.54	
	3602855	1S4W25D07S	Anderson 3	117.80	\$369.89	604.80	\$6,822.14	
					\$393.44		\$7,258.68	<u>\$7,652.12</u>
Loma Linda, City of								
	3603927	01S04W24L07	Richardson 6	0.00	\$0.00	574.26	\$6,477.66	
	3603719	1S4W24A05S	Mt. View 3	0.00	\$0.00	470.83	\$5,310.97	
	3603721	1S4W24R08S	Mt. View #4	0.00	\$0.00	0.00	\$0.00	
	3603776	01S04W24B03S	Mt. View #5	0.00	\$0.00	0.00	\$0.00	
			Mt. View #6	0.00	\$0.00	885.00	\$9,982.80	
	3603057	1S4W24C02S	Richardson 1	0.00	\$0.00	0.00	\$0.00	
	3603523	1S4W24P04S	Richardson 3	0.00	\$0.00	513.54	\$5,792.85	
	3603720	1S4W24F	Richardson 4	0.00	\$0.00	0.00	\$0.00	
			Richardson 5	0.00	\$0.00	692.61	\$7,812.64	
					\$0.00		\$35,376.92	<u>\$35,376.92</u>
Lucky Farms, Inc./Spring Pacific Properties								
	3603554	1S3W19A01S	California St.					
	3600757	1S3W19L	Mission Marigold					
Meeks & Daley Water Co.								
	3603906	1S4W14N09S	Raub 5	0.00	\$0.00	559.14	\$6,307.10	
	3603903	1S4W22H04S	Warren 1	0.00	\$0.00	0.00	\$0.00	
	3603215	1S4W15M11S	Station 91	0.00	\$0.00	0.00	\$0.00	

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
	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	
			Raub 7	0.00	\$0.00	916.52	\$10,338.35	
	3602864	1S4W14N10S	Raub 6	0.00	\$0.00	895.88	\$10,105.53	
	3602863	1S4W22H02S	Warren 4	0.00	\$0.00	505.05	\$5,696.96	
					\$0.00		\$33,502.06	<u>\$33,502.06</u>
Mentone Citrus Groves								
	3600139	1S2W18R01S	1 - PRH Ranch					
	3602280	1S2W18Q	2					
Mission Development Company								
	0000129	1S3W03N	Highland Harvest Barn					
Monte LLC (Dangermond)								
	3600494	01SO3W29K	New Well	42.00	\$131.88	0.00	\$0.00	
					\$131.88		\$0.00	<u>\$131.88</u>
Montecito Memorial Park and Mortuary								
	9900002	1S4W26F	2					
	3600119	1S4W26F01S	1					
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	<u>\$1,624.24</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
Mountainview Generating Station								
	3601014	1S3W18N03S	SB STPM 66 (DW#2)	0.00	\$0.00	214.53	\$2,419.90	
	3601015	1S3W18N02S	SB STMP2 67 (DW#1)	0.00	\$0.00	2.36	\$26.62	
	3603796	01S03W18N01S	Edison Mid Aquifer Well B	0.00	\$0.00	97.85	\$1,103.75	
	3603795	01S03W18N06S	Edison Mid Aquifer Well A	0.00	\$0.00	1126.10	\$12,702.41	
					\$0.00		\$16,252.68	<u>\$16,252.68</u>
National Orange Show								
	3601924	1S4W15D		0.00	\$0.00	42.50	\$479.53	
					\$0.00		\$479.53	<u>\$479.53</u>
New England Water Co. (B Marcum)								
	3602320	1S3W16L		197.00	\$618.58	0.00	\$0.00	
					\$618.58		\$0.00	<u>\$618.58</u>
Patton State Hospital								
	3600931	1N3W29N01S	Patton 10	0.00	\$0.00	0.00	\$0.00	
	3602381	1N3W29M	14	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	<u>\$0.00</u>
Pharaoh's Adventure Park								
	3600415	1S3W29J01S						
Pioneer Mutual Water Company								
	3600642	1S3W14P01S	San Bernardino 1	15.60	\$49.00	0.00	\$0.00	
					\$49.00		\$0.00	<u>\$49.00</u>
Ramirez, J.J. Citrus Mgmt								
	3600527	1S3W16A	Midas					

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
	3601046	1S3W21A	1 Stowe					
	3601728	1S3W30K	Frink 1					
	3600484	1S3W16F	Buckeye 2					
Ramirez, Laura								
	3601649	1S3W28M	Hoover					
Raught Mutual Well Company								
	3602193	1S3W14R01S	Raught	118.33	\$371.56	0.00	\$0.00	
					\$371.56		\$0.00	<u>\$371.56</u>
Redlands Farming								
	3601126	1S2W30H	1	26.10	\$81.95	0.00	\$0.00	
					\$81.95		\$0.00	<u>\$81.95</u>
Redlands Unified School District								
	3601641	1S2W30C01S	Opal St.	0.00	\$0.00	75.30	\$849.38	
					\$0.00		\$849.38	<u>\$849.38</u>
Redlands, City of								
	3601586	1S3W15F01S	Orange St.					
	3603760	1S3W29Q02S	Well #39					
	3600748	1S3W24A01S	Mentone Acres #1					
	3602792	1S2W19A01S	Agate 2					
	3600756	1S3W19L01S	Mission 1					
	3601298	01S03W21H01S	Well #32 IRR					
	3602549	01S03W19J01E	California St. IRR					

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Payment	Non-AgProduction	Ag Payment	Amount Paid
	3602792	01S02W19A01S	Agate #2 IRR.					
	3602082	02S03W03K01S	36 (Irrigation)					
	3603656	1S3W14E01S	Church St					
	3603766	01S03W10K01S	N. Orange #1					
	3602895	1S3W13H02S	Airport 1					
	3603762	1S3W13M01S	Airport 2					
	3601287	1S2W21B02S	East Lugonia 3					
	3601283	1S2W22C02S	East Lugonia 2					
	3601281	1S2W36F01S	Maguet 1					
	3600628	1S3W15G	Redlands Trap & Skeet					
	3602896	1S2W20D01S	Madeira					
	3603767	01S03W10K02S	N. Orange #2					
	3601292	1S3W35G07S	11					
	3602032	1S3W22A02S	35					
	3600019	1S3W23A05S	Rees Well 1					
	3602211	1S3W26C01S	37 Sylvyn					
	3601298	1S3W21H01S	32					
	3603655	1S3W29Q01S	38					
	3601301	1S3W28H01S	41					
	3602031	1S3W21H06S	30-A					
	3602036	1S3W21H07S	31-A					
	3602346	1S3W28J02S	New York St.					
	3600053	1S3W31A02S	Bryn Mawr 1					

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Payment	Non-AgProduction	Ag Payment	Amount Paid
	3601308	1S2W19K01S	Agate 1					
	3602065	1S3W32J02S	Lee Well					
	3600055	1S3W31A06S	Bryn Mawr					
	3601291	1S3W35G08S	10					
	3601294	1S3W35G09S	13					
	3601296	1S3W35H03S	16					
	3601295	1S3W35H04S	14					
	3601299	1S4W24K01S	34					
	3600918	2S3W01E01S	Redlands Heights 1					
	3602654	1S2W19J02S	Crafton					
	3601290	1S2W21D01S	East Lugonia 6					
	3601284	1S2W21E01S	Maguet 2					
	3600749	1S3W13Q	Mentone Acres #2					
	3600054	1S3W31A03S	Bryn Mawr 2					
	3602109	1S3W31B01S	Bryn Mawr 4					
Riverside, City of								
	3601243	1S4W22H02S	Warren 4	0.00	\$0.00	0.00	\$0.00	
	3302794	1S4W02Q11S	Garner 7	0.00	\$0.00	1228.78	\$13,860.64	
	3310031	01S04W11D0	Cooley J	0.00	\$0.00	882.10	\$9,950.09	
	3601479	1S4W22B05S	Thorn 11	0.00	\$0.00	254.10	\$2,866.25	
	3602484	1S4W14N09S	Raub 5	0.00	\$0.00	122.72	\$1,384.23	
	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
	3601465	1S4W02Q03S	Garner 2	0.00	\$0.00	0.00	\$0.00	
	3601230	1S4W22H03S	Warren 3	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	
	3601473	1S4W22G16S	Thorn 5	0.00	\$0.00	0.00	\$0.00	
	3601228	1S4W11D02S	Cooley H	0.00	\$0.00	0.00	\$0.00	
	3601229	1S4W11D03S	Cooley I	0.00	\$0.00	686.52	\$7,744.00	
	3601238	1S4W23C03S	Raub 4	0.00	\$0.00	623.84	\$7,036.89	
	3601463	1S4W02A03S	Stiles	0.00	\$0.00	199.83	\$2,254.09	
	3602778	1S4W14N10S	Raub 6	0.00	\$0.00	46.10	\$519.99	
	3601464	1S4W02P06S	Garner 1	0.00	\$0.00	52.90	\$596.69	
	3601489	1S4W02L01S	Scheuer	0.00	\$0.00	1176.60	\$13,272.02	
	3603555	1S4W14N10S	Raub 8	0.00	\$0.00	641.43	\$7,235.31	
	3601475	1S4W22G17S	Thorn 7	0.00	\$0.00	0.00	\$0.00	
	3601474	1S4W22G18S	Thorn 6	0.00	\$0.00	0.00	\$0.00	
	3601476	1S4W22G19S	Thorn 8	0.00	\$0.00	0.00	\$0.00	
	3601231	1S4W22H01S	Warren 2	0.00	\$0.00	0.00	\$0.00	
	3602773	1S4W27A10S	Hunt 11	0.00	\$0.00	0.00	\$0.00	
	3601431	1S4W27H01S	Stewart 20	0.00	\$0.00	0.00	\$0.00	
	3601470	1S4W22B07S	Thorn 12	0.00	\$0.00	264.35	\$2,981.92	
	3603254	1S4W02P09S	Garner 6	0.00	\$0.00	1020.55	\$11,511.81	
	3601467	1S4W02Q06S	Garner 4	0.00	\$0.00	26.86	\$302.99	
					\$0.00		\$90,212.73	<u>\$90,212.73</u>

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Payment	Non-AgProduction	Ag Payment	Amount Paid
San Bernardino Avenue Water Company								
	3600125	1S3W14P	1					
San Bernardino County (Dave Lovell)								
	3601130	1S3W32D	Nicks					
	9900003	1S2W15	Domestic Well No. 3					
San Bernardino Valley MWD								
	3603116	1S3W13Q01S	SB Ave. 1/Big Bear					
San Bernardino, City of								
	3600732	1S4W02K05S	Antil 2	0.00	\$0.00	0.00	\$0.00	
	3603581	1S4W22C05S	Century	0.00	\$0.00	355.30	\$4,007.78	
	3600727	1N4W26G	Lynwood	0.00	\$0.00	243.60	\$2,747.81	
	3603649	1S3W7A6S	Local 11	0.00	\$0.00	45.30	\$510.98	
	3600729	1N4W35M03S	Gilbert St.	0.00	\$0.00	0.00	\$0.00	
	3600733	1S4W02K04S	Antil 1	0.00	\$0.00	0.00	\$0.00	
	3600730	1S4W02K01S	Antil 3	0.00	\$0.00	0.00	\$0.00	
	3600734	1S4W02K03S	Antil 4	0.00	\$0.00	0.00	\$0.00	
	3601316	1S4W23N	Inter City	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	

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Payment	Non-AgProduction	Ag Payment	Amount Paid
	3603582	1S4W15P05S	Chandler	0.00	\$0.00	444.90	\$5,018.47	
	3601117	1N4W35C03S	Perris Hill 4	0.00	\$0.00	0.00	\$0.00	
	3602123	1S4W14J	Norman Road	0.00	\$0.00	0.00	\$0.00	
	3600731	1S4W02K02S	Antil 5	0.00	\$0.00	0.00	\$0.00	
	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	
	3602422	1S4W02K08S	Antil 6	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$12,285.04	\$12,285.04
San Bernardino, County of								
	3601171	1S3W20F	Crim 1	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	\$0.00
Stater Bros.								
	3602917	1S3W33D01S	Stater Well	7.64	\$24.00	7.64	\$86.20	
					\$24.00		\$86.20	\$110.20
Tennessee Mutual Well Company (B Marcum)								
	3601161	1S3W16L	Pioneer 1					
Tennessee Water Company (P. Marcum)								
	3600474	1S3W16L	1					
Trojan Groves								
	3600451	1S3W15M						

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
University of California, Riverside								
	3601222	1S4W27A11S	Hunt 6	0.00	\$0.00	0.00	\$0.00	
	3601245	1S4W27A10S	Hunt 11	0.00	\$0.00	0.00	\$0.00	
	3601244	1S4W27A09S	Hunt 10	0.00	\$0.00	0.00	\$0.00	
					\$0.00		\$0.00	<u>\$0.00</u>
Williams Well Corporation, LTD (B. Marcum)								
	3600828	1S3W16J	-	271.70	\$853.14	0.00	\$0.00	
					\$853.14		\$0.00	<u>\$853.14</u>
Total Ag Payment:		\$19,635.24	Total Non-Ag Payment:		\$330,861.82	Total Ag + Non-Ag Payment:		<u>\$350,497.06</u>

SOUTH SUTTER WATER DISTRICT

2464 Pacific Avenue • Trowbridge, CA 95659 • Office (530) 656-2242 • FAX (530) 656-2416

Bradley J. Arnold
General Manager / Secretary
sswd@hughes.net

February 4, 2013

Board of Directors
San Bernardino Valley Water Conservation District
P. O. Box 1839
Red Lands, CA 92373



Subject: Request for Concurrence for Nomination of Thomas A. Cuquet for the ACWA/JPIA's Board of Directors Executive Committee.

Dear Directors:

The Board of Directors of the South Sutter Water District is submitting Thomas A. Cuquet as a candidate for a position on the ACWA/JPIA Executive Committee. Mr. Cuquet is presently the South Sutter Water District representative on the ACWA/JPIA Board of Directors and is currently serving as a member of the ACWA/JPIA Executive Committee.

Enclosed is a certified copy of South Sutter Water District Resolution no. 2013-02 nominating Mr. Cuquet for the ACWA/JPIA Board of Directors Executive Committee. Also enclosed is a sample concurring resolution for your consideration in support of Mr. Cuquet's nomination

Please consider supporting Mr. Cuquet by adopting the concurring resolution in his nomination to the ACWA/JPIA Board of Directors. Please send a certified copy of the adopted resolution to:

ACWA/JPIA
Attention: Sylvia Robinson
P. O. Box 619082
Roseville, CA 95661-9082
and
South Sutter Water District
2464 Pacific Avenue
Trowbridge, CA 95659

The resolution must be received by the ACWA/JPIA prior to March 22, 2013.

Sincerely,

Bradley J. Arnold
General Manager/Secretary

encls

BOARD OF DIRECTORS

Thomas A. Cuquet • Matthew R. Conant • Gregory J. Nelson • David Rai • Walter P. Trevethan • James C. Van Dyke • John W. Vertrees

RESOLUTION NO.: 2013-09

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SOUTH SUTTER WATER DISTRICT

NOMINATING ITS ACWA/JPIA BOARD MEMBER TO THE EXECUTIVE COMMITTEE
OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY ("ACWA/JPIA")

WHEREAS, this district is a member district of the ACWA/JPIA that participates in all three of its programs: Liability, Property, and Workers' Compensation; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA's Executive Committee, the member district must place into nomination its member of the ACWA/JPIA Board of Directors for such open position;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the SOUTH SUTTER WATER DISTRICT, that its member of the ACWA/JPIA Board of Directors, Thomas A. Cuquet be nominated as a candidate for the Executive Committee for the election to be held on May 6, 2013.

BE IT FURTHER RESOLVED that the ACWA/JPIA staff is hereby requested, upon receipt of the formal concurrence of five other member districts to effect such nomination.

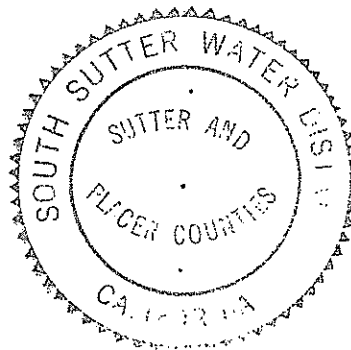
BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA at P. O. Box 619082, Roseville, California 95661-9082, forthwith.

Adopted this 31st day of January, 2013.

John W. Ventura
Board Vice-President

ATTEST:

Beal Arnold
Secretary



RESOLUTION NO. 489

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN BERNARDINO
VALLEY WATER CONSERVATION DISTRICT
CONCURRING IN NOMINATION TO THE EXECUTIVE COMMITTEE
OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY ("ACWA/JPIA")**

WHEREAS, this district is a member district of the ACWA/JPIA; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA's **Executive Committee**, three member districts must concur with the nominating district, and

WHEREAS, another ACWA/JPIA member district, the South Sutter Water District has requested that this District concur in its nomination of its member of the ACWA/JPIA Board of Directors to the **Executive Committee** of the ACWA/JPIA;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Bernardino Valley Water Conservation District that this District concur with the nomination of Thomas A. Cuquet of South Sutter Water District to the **Executive Committee** of the ACWA/JPIA.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith.

ADOPTED this 13th day of March, 2013.

Richard Corneille, President

ATTEST:

Daniel B. Cozad, General Manager

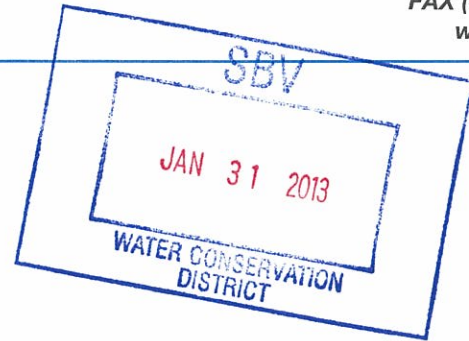


Helix Water District

Setting standards of excellence in public service

7811 University Avenue
La Mesa, CA 91942-0427

(619) 466-0585
FAX (619) 466-1823
www.hwd.com



January 29, 2013

Board of Directors
San Bernardino Valley Water Conservation District
Post Office Box 1839
Redlands, CA 92373-0581

Dear Board of Directors:

At its January 16, 2013 Board Meeting, the Helix Water District Board of Directors adopted a Resolution nominating Charles Muse to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority.

Attached is the Statement of Qualifications for Director Muse.

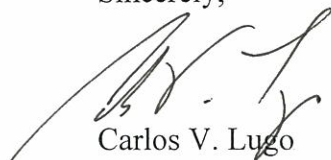
Candidates must receive three concurring in nomination resolutions from other JPIA members. Enclosed is a sample resolution for your use. ACWA/JPIA allows its members to concur with nominations of more than one candidate.

I am requesting your Board adopt such a resolution and forward a certified copy to ACWA/JPIA by 4:30 p.m. on Friday, March 22, 2013 at the following address:

Sylvia Robinson, Conference & Publications Coordinator
ACWA/JPIA
P. O. Box 619082
Roseville, CA 95661-9082

It would be greatly appreciated if you would also forward a copy of the resolution to Donna Bartlett-May, Board Secretary, for our records. Thank you for your consideration.

Sincerely,



Carlos V. Lugo
General Manager





STATEMENT OF QUALIFICATIONS FOR
CHARLES W. MUSE

Chuck Muse is Director of Division 3 and President of the Board of Directors of the Helix Water District in San Diego County. The District provides water service to over a quarter of a million residents.

Chuck is currently on the Executive Committee for the Association of California Water Agencies Joint Insurance Powers Authority and is serving as the Chairman of the Employee Benefits Program Committee and Vice-Chairman of the Risk Management Committee. He serves on the Association of California Water Agencies Personnel and Benefits Committee. Chuck served as Helix's representative to the Water Conservation Garden Joint Powers Authority, which oversees a four and a half acre demonstration garden for Xeriscape landscaping. He also serves as the District's representative to the National Water Resources Association.

Chuck is a lifelong resident of the County and is retired from a career in financial services. He was President and CEO of GAF Financial and Insurance Services, a subsidiary of Great American Bank. GAF provided insurance and investment services to bank customers. He has also served as adjunct faculty of the College for Financial Planning and as an instructor at San Diego State University Department of Finance for 18 years. At SDSU, he instructed courses on risk management.

Chuck has been a community activist for many years and is the Founding Director of the Home of Guiding Hands, a residential facility for the developmentally disabled, and currently is serving on the Home's Foundation Board. He has served as a board member of the Lemon Grove Chamber of Commerce and as vice-chair of the San Diego Historic Site Board. Currently, Chuck is serving as a Board Member of the San Diego East County Chamber of Commerce. He also served for 14 years as a Planning Commissioner for the City of La Mesa, twice serving as its chairman.

He was twice appointed by Ronald Reagan to serve on the Developmental Disabilities Board for San Diego and Imperial Counties.

Chuck holds three professional designations: Chartered Life Underwriter, Chartered Financial Consultant, and Certified Financial Planner.

Chuck has been married for 54 years and has two children and three grandchildren.

RESOLUTION NO. 490

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN BERNARDINO
VALLEY WATER CONSERVATION DISTRICT
CONCURRING IN NOMINATION TO THE EXECUTIVE COMMITTEE
OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY ("ACWA/JPIA")**

WHEREAS, this district is a member district of the ACWA/JPIA; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA's **Executive Committee**, three member districts must concur with the nominating district, and

WHEREAS, another ACWA/JPIA member district, the Helix Water District has requested that this District concur in its nomination of its member of the ACWA/JPIA Board of Directors to the **Executive Committee** of the ACWA/JPIA;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Bernardino Valley Water Conservation District that this District concur with the nomination of Charles Muse of Helix Water District to the **Executive Committee** of the ACWA/JPIA.

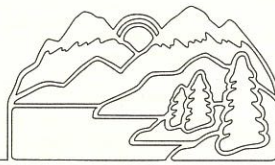
BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith.

ADOPTED this 13th day of March, 2013.

Richard Corneille, President

ATTEST:

Daniel B. Cozad, General Manager



Tahoe City Public Utility District

February 15, 2013

ACWA/JPIA Member Agencies

Subject: Request for Concurrence for Nomination of Lou Reinkens for the ACWA/JPIA's Board of Directors Executive Committee.

Dear Directors:

The Board of Directors of the Tahoe City Public Utility District (TCPUD) is submitting Lou Reinkens as a candidate for a position on the ACWA/JPIA Executive Committee. Mr. Reinkens is presently the TCPUD representative on the ACWA/JPIA Board of Directors and is currently serving as a member of the ACWA/JPIA Executive Committee.

Enclosed is a certified copy of Tahoe City Public Utility District's Resolution no. 13-05 nominating Mr. Reinkens for the ACWA/JPIA Board of Directors Executive Committee. Also enclosed is a sample concurring resolution for your consideration in support of Mr. Reinkens nomination.

Please consider supporting Mr. Reinkens by adopting the concurring resolution of nomination in support of Mr. Reinkens. Please send a certified copy of the adopted resolution to:

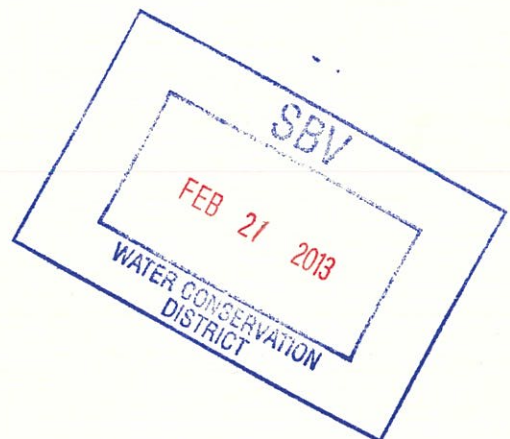
ACWA/JPIA	and	Tahoe City Public Utility District
Attn: Sylvia Robinson		P.O. Box 5249
P.O. Box 619082		Tahoe City, CA 96145
Roseville, CA 95661-9082		

The resolution must be received by ACWA/JPIA no later than 4:30 pm Friday March 22, 2013.

Sincerely,

Cindy Gustafson
General Manager

encl



**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
TAHOE CITY PUBLIC UTILITY DISTRICT**

NOMINATING ITS ACWA/JPIA BOARD MEMBER TO THE EXECUTIVE COMMITTEE

OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY ("ACWA/JPIA")

WHEREAS, this district is a member district of the ACWA/JPIA that participates in all four of its Programs: Liability, Property, Workers' Compensation, and Employee Benefits; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA's **Executive Committee**, the member district must place into nomination its member of the ACWA/JPIA Board of Directors for such open position;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Tahoe City Public Utility District that its member of the ACWA/JPIA Board of Directors, Lou Reinkens be nominated as a candidate for the **Executive Committee** for the election to be held on May 6, 2013.

BE IT FURTHER RESOLVED that the ACWA/JPIA staff is hereby requested, upon receipt of the formal concurrence of three other member districts to effect such nomination.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith.

ADOPTED this 15th day of February, 2013.

TAHOE CITY PUBLIC UTILITY DISTRICT

BY:


Lou Reinkens, President

ATTEST:


Terri Viehmann, District Clerk

Lou Reinkens
ACWA/JPIA Executive Committee
Candidate



As a Placer County resident, Lou holds his second term as Director of the Tahoe City Public Utility District (TCPUD) where he has served on several committees: Finance, Community Issues, Safety, Parks and Recreation and Audit. During his first term he completed all of the Special District Institute courses and holds a certificate of recognition. His experience as Board President of TCPUD and Truckee Tahoe Airport District represents a leadership quality helpful in serving his current goal: your vote to represent your district at ACWA/JPIA Executive Committee.

As an incumbent JPIA Director, Lou served as member of the Risk Management Committee and currently is a member of the Workers Comp Committee and the Building and Property Committee.

His professional career began as an aerospace engineer with Boeing, General Dynamics, and lastly with Lockheed, where he founded Lockheed DataPlan and retired as President of this wholly owned Lockheed subsidiary. He also completed several Lockheed Management Institute Programs and the Stanford Small Business Institute. His early academic achievements include a BS degree in Mechanical Engineering from Oregon State College and MS degree in Engineering from Santa Clara University.

He also serves the community as a member of the Rotary Club of Tahoe City and continues his interest in the aviation field as a founding member of EAA (Experimental Aircraft Association) Chapter 1073, Truckee Tahoe, where he is restoring his airplane, a 1955 Piper Super Pacer.

RESOLUTION NO. 491
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN BERNARDINO
VALLEY WATER CONSERVATION DISTRICT
CONCURRING IN NOMINATION TO THE EXECUTIVE COMMITTEE
OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY ("ACWA/JPIA")

WHEREAS, this district is a member district of the ACWA/JPIA; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA's **Executive Committee**, three member districts must concur with the nominating district, and

WHEREAS, another ACWA/JPIA member district, the Tahoe City Public Utility District has requested that this District concur in its nomination of its member of the ACWA/JPIA Board of Directors to the **Executive Committee** of the ACWA/JPIA;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Bernardino Valley Water Conservation District that this District concur with the nomination of Lou Reinkens of Tahoe City Public Utility District to the **Executive Committee** of the ACWA/JPIA.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith.

ADOPTED this 13th day of March, 2013.

Richard Corneille, President

ATTEST:

Daniel B. Cozad, General Manager



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. 1155

To: Board of Directors

From: General Manager, Daniel Cozad

Date: March 13, 2013

Subject: Final 2013 Engineering Investigation Report

RECOMMENDATION

Staffs recommends the Board review and consider approval of the Final 2013 Engineering Investigation Report (EI).

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.

Staff presented the draft report and groundwater budget on February 13, 2013 for Board acceptance. Staff will again present 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. SBVMWD calculated a change in storage of 87,556 acre feet compare to the District change in storage of 87,556 acre feed a difference of 2.5%. 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.

DISCUSSION

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. The EI Report and Appendices are available on the District's website here: http://www.sbvwcd.dst.ca.us/reportsdata/documents/2012_2013EngineeringInvestigationReport.pdf

Staff did not receive any comments or corrections from data contributors or stakeholder agencies in the Basin. The District Resources Committee requested a section be developed to document the quality control

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John Longville

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Melody McDonald
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GENERAL
MANAGER

Daniel B. Cozad

and assurance efforts completed for the report. Staff prepared a new Section 13 to address this comment. The final report shows this addition.

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.



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Memorandum No. 1154

To: Board of Directors

From: General Manager, Daniel Cozad

Date: March 13, 2013

Subject: Outreach Committee Report and Plan

RECOMMENDATION

The Outreach Committee recommends the Board review and consider approval of the District Outreach and Communication Plan as prepared by the Outreach Committee and obligate \$5,000 in the 2013-2014 budget for outreach.

BACKGROUND

The Outreach Committee has met several times and created a plan for District outreach and communication. The mission, objectives, audiences and messages have been discussed and listed in order to provide the most impact to the recognition of the District's significance and to convey important information about water conservation. Under the plan Staff will assist the committee in using the website, press releases, updating brochures to leave behind at meetings and consider expanding the IERCD in school program and grants to teachers. Board members are encouraged to address the general public within their divisions at meetings or events that they attend and use standardized materials available.

FISCAL IMPACT

The Outreach Committee is requesting a budget of \$5,000 for outreach programs in the Fiscal Year 2013-2014 Annual Budget.

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Melody McDonald
Manuel Aranda, Jr.

GENERAL
MANAGER

Daniel B. Cozad

District Outreach and Communication Plan

1. Mission of the Outreach Committee

The Outreach Committee provides leadership in Board and District Communications at all levels to ensure important messages are communicated to appropriate audiences. The Committee helps provide information of interest and value to partners, communities and constituents.

Objectives

1. Effectively communicate the District's history, purpose, and role in water, natural resources and conservation
2. Communicates strategic goals and objectives District needs to Partners, Stakeholders and Opinion Leaders.
3. Coordinates and collaborates with other communication efforts on statewide and regional issues and conservation

2. Who do we want to communicate to? The Audiences

The District's audiences are varied and each has some nuances that may need future research where possible. Audiences of importance to the District include:

- A) Partners, Stakeholders, Community Contacts, other water entities
- B) Community Opinion Leaders and other public agencies
- C) Legislators/local political and community leaders
 - 1) Policy oriented
 - 2) Funding oriented
 - 3) Constituent oriented
 - 4) Federal Officials
- D) Conservation Audience
 - 1) Well Owners
 - 2) Landscape Business Owners
 - 3) Agricultural Businesses
- E) Land owners, residents and businesses
- F) General Public
 - 1) -Individual Director based by Division

3. What is to be communicated? The Messages

The communications plan seeks to communicate the District's mission, purpose, strategic goals, efforts, and needs to appropriate audiences. The subparts to the basic message are shown below.

A) Importance/Purpose

- 1) The District fills a critically important narrow role in the water cycle ensuring surface water is conserved and stored in the groundwater improving water levels and water quality
- 2) Management of critical natural resources is elemental to sustainability and the District's wash plan is an innovative cornerstone of the new approach to integrated resources planning with the regulatory entities to provide lower long-term costs and better protection for natural resources.
- 3) Conservation messages are critical, the District communicates messages that are related to our customers and partners and not included in other programs
- 4) Current Needs
- 5) The value of water

4. What level, frequency and detail should be communicated? Intensity

Levels of detail and frequency vary with the audience and range from high frequency to on demand, i.e. website access. The level of detail can be at the public, summary, detail or technical levels. Casual definitions are shown below.

A) Frequent – monthly to quarterly

B) Moderate – quarterly

C) Event – based on event or action

D) On-Demand – Information is available, mostly web based

E) Public – written at a low level of detail for news outlets, the general public, non-technical audiences. May be multilingual.

F) Summary - high level for policy makers, elected/appointed officials, community leaders and legislators.

G) Detailed – Executive summary with full details on fundamental issues or decisions.

H) Technical – Primary technical for scientific or technical audiences appropriate for full reports and backup information or peer review documents.

5. Who communicates the messages? The Messengers

Messages are best communicated by the appropriate messenger for the message and audience. Each situation will be different but the following can be effective messengers if prepared and provided the proper materials and messages for the audience.

- A) Board Members
- B) Staff
- C) Partners and Stakeholders

6. When is it most effective? Timing

Different messages will have various timing issues. Like news, it is best when it is novel, or has a hook to current events or tells a relevant story. Communicating the basic messages and information all the time and then looking for new information from the research or reports to highlight the messages and or current events or crises that can relate or underscore the messages.

7. Mechanisms and Methods of Outreach

A large variety of mechanisms and outreach methods can be used. The methods that we want to focus a budget of \$5,000 on are listed below in order of preference:

1. Website Articles-providing accessibility and transparency to information about the District for those seeking it, these can be packaged as press-releases as well.
2. Email list-having a prepared list with subsets of people we want to communicate press releases or other particular information to in a timely manner
3. Standardized Presentations-for each individual Director to present when opportunities arise within the budget means
4. Meeting leave behinds/flyer/brochure-a standard piece that we can customize on occasion by ordering with one or two panels of a trifold brochure blank so we can fill in for specific events, etc. We currently have a "Facts of Water" brochure that we can use as well as a one sheet 2 page hand out that can be easily modified and printed.
5. Mailers or newsletters-most costly but for Groundwater producers we can provide an insert such as a fact sheet when groundwater production statements go out
6. Press Releases-Committee members and staff working together to create or have reporters create press releases when a significant event regarding the District or its Board Members occur.
7. Grants to Teachers-to allow them the ability to teach about water conservation

8. Newspaper articles-request previous and new articles about the District be re-released to other newspapers

These materials and methods are used to some extent by the District. The Committee may wish to standardize these and determine budget and frequency of each of the methods or consider other methods appropriate for achieving these goals.



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www.sbvwd.dst.ca.us

Memorandum No. 1156

To: Board of Directors

From: General Manager, Daniel Cozad

Date: March 13, 2013

**Subject: California Special Districts Association (CSDA) 2013 Board Nominations
Region 5-Seat B**

RECOMMENDATION

Staff requests direction if the Board wishes to nominate a Board member to serve on the CSDA Board of Directors, Region 5, Seat B.

BACKGROUND

The leadership of CSDA is elected from its six geographical regions. Each region has three seats on the Board with staggered 3 year terms. Candidates must be affiliated with an independent special district that is a CSDA member.

Board members are expected to attend all board meetings held every other month at CSDA's office in Sacramento, participate in at least one committee and attend two annual events (Special District's Legislative Days (held in the spring and fall). CSDA reimburses directors for their related expenses for Board and Committee meetings. Expenses for the two annual events are not reimbursed by CSDA.

The deadline for filing a nomination is May 24, 2013. Additional information is included in package.

FISCAL IMPACT

District would be responsible for paying expenses for the two annual events. Other regular meeting costs would be paid by CSDA. Staff's preliminary cost estimate for the meeting participation is \$4,000 per year.

BOARD
OF
DIRECTORS

Richard W. Corneille
Clare Henry Day

Bob Glaubig
John Longville

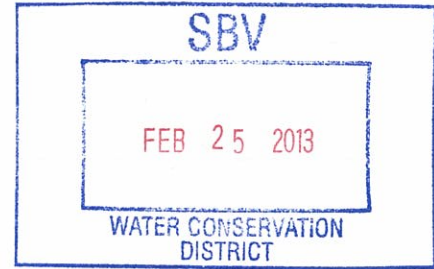
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Melody McDonald
Manuel Aranda, Jr.

GENERAL
MANAGER

Daniel B. Cozad



**California Special
Districts Association**
Districts Stronger Together



DATE: February 22, 2013

TO: CSDA Voting Member Presidents and General Managers

FROM: CSDA Elections and Bylaws Committee

**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT B**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2014 - 2016 term.

The leadership of CSDA is elected from its six geographical regions. Each of the six regions has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA regular member located within the geographic region that they seek to represent. (See attached Region Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration.

Commitment: Serving on the Board requires one's interest in the issues confronting special districts statewide. A board member is expected to attend all board meetings held every other month, usually on the second Friday of the month, at CSDA's office in Sacramento. Besides serving on the Board, each Board Member is expected to participate on at least one committee, which usually meets 3-4 times a year in Sacramento. CSDA reimburses directors for their related expenses for Board and Committee meetings as outlined in Board Policy. In addition, all Board Members are expected to attend CSDA's two annual events: Special Districts Legislative Days (held in the spring) and the Annual Conference (held in the fall) as part of their obligation to the CSDA membership; expenses for these two events are not reimbursed by CSDA, even if a board meeting or committee meeting is held in conjunction with the event.

Nomination Procedures: Any regular member Independent Special District is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of

Directors. **A copy of the member district's resolution or minute action must accompany the nomination. The deadline for receiving nominations is May 24, 2013.** Nominations and supporting documentation may be mailed or faxed.

Nominees will receive a Candidate's Packet in the mail. The packet will include campaign guidelines.

CSDA will mail ballots on June 7th. The ballots must be received by CSDA no later than 5:00 p.m. August 2, 2013 and must be the original ballot (no faxes or e-mails). The successful candidates will be notified no later than August 6th. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in September.

Expiring Terms

(See enclosed map for regional breakdown)

Region 1	Seat B	Greg Orsini, McKinleyville Community Services District*
Region 2	Seat B	Ginger Root, Tuxedo Country-Club Rural Fire Protection*
Region 3	Seat B	Sherry Sterrett, Pleasant Hill Recreation and Park District*
Region 4	Seat B	Tim Ruiz, East Niles Community Services District*
Region 5	Seat B	Kathy Tiegs, Cucamonga Valley Water District*
Region 6	Seat B	Bill Nelson, Orange County Cemetery District*

(* = Incumbent is running for re-election)

If you have any questions, please contact Charlotte Lowe at 877-924-CSDA or charlottel@csga.net.



**California Special
Districts Association**
Districts Stronger Together

BOARD OF DIRECTORS NOMINATION FORM

PLEASE BE SURE THE CANDIDATE'S PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE

Name of Candidate: _____

District: _____

Mailing
Address: _____

Region: _____ (see attached map)

Telephone: _____

Fax: _____

E-mail: _____

Nominated by (optional): _____

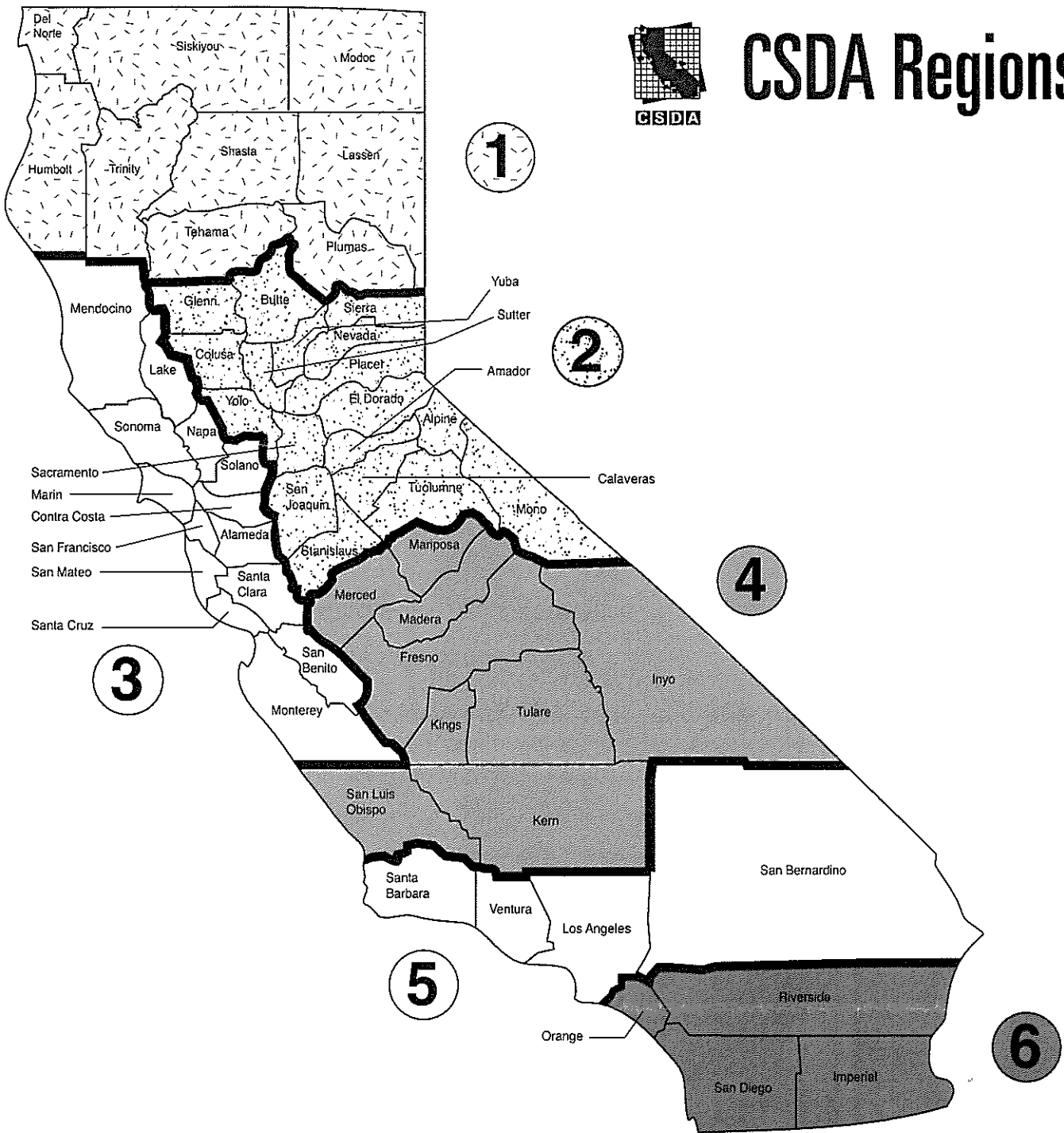
Return this **form and a Board resolution/minute action** supporting
the candidate by fax or mail to:

CSDA
Attn: Charlotte Lowe
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax

DEADLINE FOR RECEIVING NOMINATIONS – May 24, 2013



CSDA Regions



2013 Board of Directors by Region

Region 1

David Edwards, *East Quincy Services District*
 Greg Orsini, *McKinleyville CSD*
 Phil Schoefer, *Western Shasta RCD*

Region 2

Pete Kampa, *Tuolumne Utilities District*
 Noelle Mattock, *El Dorado Hills CSD*
 Ginger Root, *Tuxedo Country Club FPD*

Region 3

Vincent Ferrante, *Moss Landing Harbor District*
 Sherry Sterrett, *Pleasant Hill RPD*
 Stanley Caldwell, *Mt. View Sanitary District*

Region 4

Steven Esselman, *North of the River MWD*
 Tim Ruiz, *East Niles CSD*
 Steve Perez, *Rosamond CSD*

Region 5

Elaine Freeman, *Rancho Simi RPD*
 Kathy Tiegs, *Cucamonga Valley Water District*
 Jim Acosta, *Saticoy Sanitary District*

Region 6

Jo MacKenzie, *Vista Irrigation District*
 Bill Nelson, *Orange County Cemetery District*
 Elaine Sullivan, *Leucadia Wastewater District*



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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www.sbvwcd.dst.ca.us

Memorandum No. 1157

To: Board of Directors

From: Administrative Committee and Daniel Cozad, General Manager

Date: March 13, 2013

Subject: Board Policy Manual Revisions for 2013

RECOMMENDATION

The Administrative Committee recommends the Board review, discuss and approve Staff and Committee revisions to the Board Policy Manual and Appendix C.

BACKGROUND

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. Committee recommendations were presented to the Board by the Chair on February 13, 2013 and referred back to the Committee for final revisions. An Administrative Committee was held on February 27, 2013 as recommended and final suggested revisions to the Board Policy Manual were made.

POLICY CHANGES

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

1. Expenditure Reimbursement: Section 4025 Administrative Committee has rescinded previous revisions to this section as well as Appendix C so that it is modified only to document committee members changes approved at the January Board meeting.
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.

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

Under the committee recommended draft District expenses under Directors Fees and expenses are not anticipated to increase. Increase up to \$15,000 per year was projected in the prior revision.



**SBVWCD
BOARD OF DIRECTORS**

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

DRAFT
Administrative Committee Recommended Changes
February 27, 2013

San Bernardino Valley Water Conservation District

BOARD POLICY HANDBOOK

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APPENDICES

Appendix A

Disclosure Categories

Appendix B

Board Committees

Appendix C

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 President 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 in advance, 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 its 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.

1020.2 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.

1020.3 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.

1020.4 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.

1021.1 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 General 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, he or she 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 only attends if the primary indicates they are unavailable 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 primary 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 fiduciary obligations, 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 as directly applicable to the primary mission of the District
- (ii) the quality of the conference or seminar, and its pertinence to District activities;
- (iii) the cost of participation, including both conference or seminar registration fees, directors fees, and any incidental expenses compared to the value of the conference or seminar;
- (iv) the number of other or similar conferences or seminars attended by the requesting Director in the preceding twelve (12) months; and
- (v) 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 with cost backup to the President of the Board for his or her approval. The President may thereupon approve, disapprove, or conditionally approve any such request for ratification by the Board at the next regular meeting.

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.

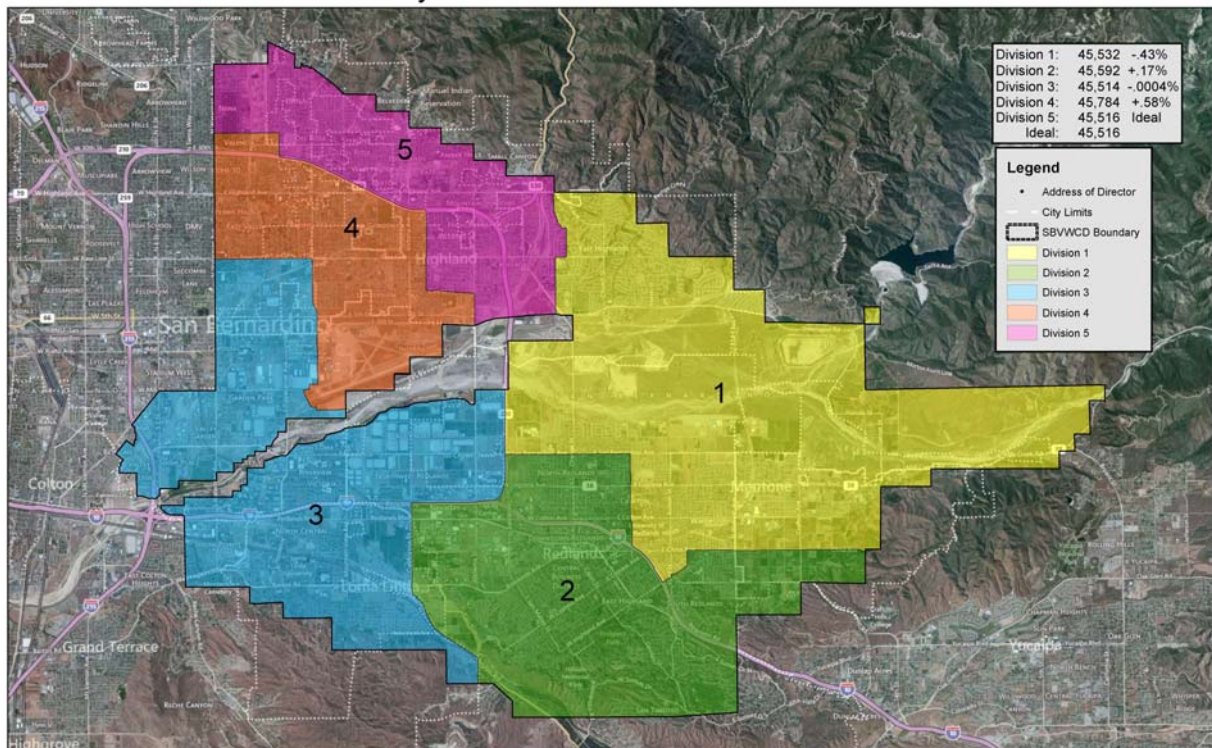
San Bernardino Valley Water Conservation District

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 {four of five} 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, unless waived by the Board:

- 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 restates the motion.

5070.3.2 Once the motion has been restated 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., such as for a workshop or special meeting.

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; 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

Primary/Alternate

- | | |
|--|---------------------|
| 1. Association of California Water Agencies JPIA | McDonald/Aranda |
| 2. Association of California Water Agencies
(Spring/Fall Conferences) | Set by Board Action |
| 3. California Special Districts Assoc. Annual Conference | Set by Board Action |
| 4. Basin Technical Advisory Committee | McDonald/Aranda |
| 5. SBVMWD Advisory Commission on Water Policy | Corneille/Raley |
| 6. SBVMWD Board Meetings | McDonald/Corneille |
| 7. Santa Ana Sucker Task Force | McDonald/None |
| 8. Upper Santa Ana Water Res. Assoc. | Aranda/McDonald |
| 9. Wash Plan Task Force | Raley/None |
| 10. Big Bear Watermaster Committee
(Court Appointed Attendee- Cozad) | Raley/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 by GM |



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. 1158

To: Board of Directors

From: General Manager, Daniel Cozad

Date: March 13, 2013

Subject: Wash Plan Status Report

RECOMMENDATION

Staff recommends the Board receive and file Staff's report and presentation on the Wash Plan.

BACKGROUND

The District has been engaged in a land use, habitat and water conservation planning effort, generally referred to as the Wash Plan or Plan B for many years. Staff was directed to provide a Go/No Go recommendation on the project by May 2012 in the Boards goals process. Due to intensive work with the U. S. Fish and Wildlife Service (USFWS) the decisions needed for a project decision was not available in May 2012.

Staff has prepared a report and recommendation for the project which was approved by the Board in June 2012. Staff estimated many elements of the Conservation Strategy and financial analysis of mitigation requirements, management and land transfer/exchange. Due to these issues staff proposed moving forward with the project in the phases shown below:

- Phase 1, Finalizing Conservation Strategy, Project Funding, and Implementation Planning
- Phase 2, Mitigation Maintenance Requirements and Funding
- Phase 3, EIR and HCP Revisions
- Phase 4, Conservation Easements and Commitments
- Phase 5, Land Exchange and Certification
- Phase 6, Implementation and Permitting

The Board authorized moving forward with Phase 1 and identifying the critical elements of Phase 2 in order move forward and prepare to make a decision on Phases 4 through 6.

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

Based on recent discussions with US Fish and Wildlife Service and California Department of Fish and Wildlife staff believes the phase 1 is substantially complete and all parties have agreed to move forward with Phase 2 and determine management actions required for the mitigation of development and the cost of the required actions.

Staff expects to have management actions and a PAR (cost analysis) completed by March 30, with a meeting of the group in early April and a Task Force meeting in Mid-April so an appropriate level of support can be included in the District budget in May.

FISCAL IMPACT

The District's approved budget includes funding for Wash Plan efforts. If and when the Board should approve moving forward Staff will resolve any additional funding issues with the District's mining partners.



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

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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. 1159

To: Board of Directors

From: General Manager, Daniel Cozad

Date: March 13, 2013

Subject: San Bernardino County LiDAR Cooperative Agreement and Engineering Support

RECOMMENDATION

Staff recommends the Board authorize General Manager to execute the agreement with San Bernardino County Flood Control for the unlimited use of the LiDAR topography for an amount of \$28,100; and utilize existing contract for engineering support up to \$6,600.

BACKGROUND

The Board approved budget for 2012-2013 included \$60,000 for the procurement of aerial photography and topographic information used to calculate the volume of material currently held in the mining areas of the District's property. This was based on the estimated cost from contractors and prior costs to the District with one half being reimbursed by CEMEX under the existing November 2011 agreement.

DISCUSSION

In January 2013, through our coordination with County Flood Control, we were able to cooperate with them to obtain LiDAR topographic information of high accuracy sufficient for volume estimation of the mining resources. The District's share of the total cost to San Bernardino County is \$28,100. For this cost the District has an unlimited use of the data. The data will need to be processed into the format needed to calculate volumes, the volumes calculated and then compared to prior volumes to determine material moved. This work can be done by Bonadiman Engineering who did the prior work for approximately \$6,600 dollars depending on the methods and District needs. Staff is seeking approval to extend and increase the existing contract with Bonadiman Engineering to cover this work.

FISCAL IMPACT

Professional Services and contract costs are included in the approved budget. Costs for the project will be significantly lower than budgeted due to cooperative efforts with San Bernardino County. CEMEX has agreed to fund half of the total cost which is estimated at \$34,700, so total net expense to the District will be \$17,350.

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



**San Bernardino County
Flood Control District**

**F A S
STANDARD CONTRACT**

FOR OFFICIAL USE ONLY

<input checked="" type="checkbox"/> New	FAS Vendor Code		Dept.	Contract Number	
<input type="checkbox"/> Change			SC	A	
<input type="checkbox"/> Cancel					
ePro Vendor Number			ePro Contract Number		
Flood Control District			Dept.	Orgn.	Contractor's License No.
			093	093	
Contract Representative			Telephone		Total Contract Amount
Melissa Walker			(909)387-8120		\$28,118
Contract Type					
<input checked="" type="checkbox"/> Revenue <input type="checkbox"/> Encumbered <input type="checkbox"/> Unencumbered <input type="checkbox"/> Other:					
If not encumbered or revenue contract type, provide reason:					
Commodity Code		Contract Start Date	Contract End Date	Original Amount	Amendment Amount
				\$	\$
Fund	Dept.	Organization	Appr.	Obj/Rev Source	GRC/PROJ/JOB No.
RFL	093	093		8842	F02468
					Amount
					\$ 28,118
Fund	Dept.	Organization	Appr.	Obj/Rev Source	GRC/PROJ/JOB No.
					Amount
					\$
Fund	Dept.	Organization	Appr.	Obj/Rev Source	GRC/PROJ/JOB No.
					Amount
					\$
Project Name			Estimated Payment Total by Fiscal Year		
San Bernardino Valley			FY	Amount	I/D
LiDAR and DEM			12/13	\$28,118	
cost participation					

THIS CONTRACT is entered into in the State of California by and between the **SAN BERNARDINO COUNTY FLOOD CONTROL DISTRICT**, hereinafter called the **DISTRICT**, and

Name
 San Bernardino Valley Water Conservation District hereinafter called **SBVWCD**
 Address
 1630 West Redlands Blvd., Suite A, P.O. Box 1839
 Redlands, California 92373
 Telephone Federal ID No. or Social Security No.
 (909) 793 - 2503

IT IS HEREBY AGREED AS FOLLOWS:

(Use space below and additional bond sheets. Set forth service to be rendered, amount to be paid, manner of payment, time for performance or completion, determination of satisfactory performance and cause for termination, other terms and conditions, and attach plans, specifications, and addenda, if any.)

WITNESSETH

WHEREAS, the **DISTRICT** released an Request for Proposal for Light Detection And Ranging (LiDAR) and Digital Elevation Model (DEM) of the San Bernardino Valley area (hereinafter referred to as **PROJECT**); and,

WHEREAS, the **SBVWCD** was also going to hire a consultant to produce LiDAR and DEM for 81 square miles of their existing and potential sphere of influence shown in Exhibit A (attached hereto and incorporated herein by this reference); and

WHEREAS, the **DISTRICT** and the **SBVWCD** desire to cost share on the **PROJECT**; and

<i>Auditor-Controller/Treasurer/Tax Collector Use Only</i>	
<input type="checkbox"/> Contract Database	<input type="checkbox"/> FAS
Input Date	Keyed By

WHEREAS, the **PARTIES** desire to set forth responsibilities and obligations of each as they pertain to such participation and to the completion of the **PROJECT**.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

SECTION I

1.0 SBVWCD AGREES TO:

- 1.1 Fund a lump sum amount of twenty-eight thousand one-hundred and eighteen dollars (\$28,118) for the actual costs incurred by the **DISTRICT** for the portion of the **PROJECT** shown in Exhibit A.
- 1.2 Upon the completion of the **SBVWCD** 81 acre portion of the **PROJECT**, reimburse the **DISTRICT** for the portion of the **SBVWCD** contribution specified in paragraph 1.1 above, within 30 days of request for reimbursement, together with adequate documentation of said expenditures, submitted pursuant to Sections 2.4.
- 1.3 **SBVWCD** shall have a royalty-free, non-exclusive and irrevocable license to publish, disclose, copy, translate, and otherwise use, copyright or patent, now and hereafter, the **PROJECT** and all reports, studies, information, data, statistics, forms, designs, plans, procedures, systems, and any other materials or properties developed under this agreement including those covered by copyright, and reserves the right to authorize others to use or reproduce such material.

SECTION II

2.0 DISTRICT AGREES TO:

- 2.1 Act as lead agency to administer, supervise and carry out the **PROJECT**.
- 2.2 Pay all **PROJECT** costs exceeding **SBVWCD**'s share as set forth in Section 1.1. The **DISTRICT**, at its sole discretion, may advance funding for the **PROJECT**, which shall be reimbursed by as set forth in Section 1.1.
- 2.3 Provide to the **SBVWCD**, upon completion and approval of the **PROJECT**, one (1) electronic copy of the portion of the **PROJECT** shown in Exhibit A.
- 2.4 Provide to the **SBVWCD**, upon completion and approval of the **PROJECT**, a final accounting of actual total **PROJECT** cost incurred, and a statement for the **SBVWCD**'s cost share as set forth in Section 1.1.
- 2.5 Retain or cause to be retained for audit by the **SBVWCD** or other government auditors for a period of three (3) years from the date of the final payment, all records and accounts relating to the **PROJECT**.

SECTION III

3.0 IT IS FURTHER UNDERSTOOD AND AGREED:

- 3.1 The effective date of the **AGREEMENT** shall be the first date upon which all of the following has occurred: (1) the **SBVWCD** Board and **DISTRICT** Board have approved the **AGREEMENT**; and (2)

the authorized representative of each has signed the **AGREEMENT**; and (3) a fully executed copy of the **AGREEMENT** has been submitted to all **PARTIES**.

3.2 All payments shall be made via electronic funds transfer (EFT) directly deposited into the **PARTIES** designated checking or other bank account. **PARTIES** shall promptly comply with directions and accurately complete forms provided to process EFT payments.

3.3 Indemnification and Insurance.

DISTRICT agrees to indemnify and hold harmless the **SBVWCD** its officers, employees, agents, and volunteers from any and all claims, actions, losses, damages, and/or liability resulting from the **DISTRICT's** negligent acts or omissions which arise from the **DISTRICT's** performance of its obligations under this Agreement.

SBVWCD agrees to indemnify, defend (with counsel approved by **DISTRICT**) and hold harmless the **DISTRICT** and its officers, employees, agents and volunteers from any and all claims, actions, losses, damages and/or liability arising out of its obligations under this Agreement.

In the event that the **DISTRICT** and/or **SBVWCD** are determined to be comparatively at fault for any claim, action, loss or damage which results from their respective obligations under this agreement, the **DISTRICT** and/or **SBVWCD** shall indemnify the other to the extent of its comparative fault.

SBVWCD and **DISTRICT** are authorized self-insured public entities for purposes of Professional Liability, Automobile Liability, General Liability, and Workers' Compensation and warrant that through their programs of self-insurance, they have adequate coverage or resources to protect against liabilities arising out of **SBVWCD** and **DISTRICT's** performance of this Agreement. **SBVWCD** is also insured through a JPA.

SBMWD shall require the carriers of required coverages to waive all rights of subrogation against the County, its officers, employees, agents, volunteers, contractors and subcontractors. All general or auto liability insurance coverage provided shall not prohibit the contractor and contractor's employees or agents from waiving the right of subrogation prior to a loss or claim. The Contractor hereby waives all rights of subrogation against the **DISTRICT**.

3.4 **PARTIES** agree to waive all rights of subrogation against each other.

3.5 Time is of the essence for each and every provision of this **AGREEMENT**.

3.6 Since the **PARTIES** or their agents have participated fully in the preparation of this **AGREEMENT**, the language of this **AGREEMENT** shall be construed simply, according to its fair meaning, and not strictly for any or against any party. Any term referencing time, days or period for performance shall be deemed work days. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this **AGREEMENT**.

3.7 No supplement, modification, or amendment of this **AGREEMENT** shall be binding unless executed in writing and signed by all **PARTIES**.

3.8 All notices, approvals, consents or other documents required or permitted under this **AGREEMENT** shall be in writing and, except as otherwise provided herein, shall be effective upon personal delivery or three days after deposit in the United States mail, certified, with first class postage fully prepaid, addressed as follows:

San Bernardino Valley Water
Conservation District

San Bernardino County Flood
Control District

1630 West Redlands Blvd., Suite A
P.O. Box 1839
Redlands, California 92373

825 East Third Street
San Bernardino, CA 92415-0835

- 3.9 No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a **PARTY** shall give the other **PARTY** any contractual rights by custom, estoppel, or otherwise.
- 3.10 This **AGREEMENT** shall be governed by the laws of the State of California. If a court of competent jurisdiction declares any portion of this **AGREEMENT** invalid, illegal, or otherwise unenforceable, the remaining provisions shall continue in full force and effect, unless the purpose of this **AGREEMENT** is frustrated. Any dispute or action to enforce any obligation under this **AGREEMENT** shall be filed and resolved in the appropriate Superior Court in the County of San Bernardino, California. In the event of litigation arising from this **AGREEMENT**, each **PARTY** to the **AGREEMENT** shall bear its own costs, including attorney's fees. This provision concerning costs shall not apply to costs or attorney's fees relative to Section 3.5 of this agreement.
- 3.11 Except with respect to the **PARTIES'** indemnification obligations contained herein, this **AGREEMENT** shall terminate after all payments to **DISTRICT** have been received.
- 3.12 This **AGREEMENT** contains the entire **AGREEMENT** of the **PARTIES** with respect to subject matter hereof, and supersedes all other prior negotiations, understandings or contracts. This **AGREEMENT** may only be modified in writing, signed by all **PARTIES**.
- 3.13 The Recitals preceding the terms of this **AGREEMENT** are incorporated into the terms hereof by this reference and constitute constructive terms of this **AGREEMENT**.
- 3.14 This **AGREEMENT** may be signed in counterparts, each of which shall constitute an original.

San Bernardino Valley LIDAR and DEM Cost Participation

IN WITNESS WHEREOF, this **AGREEMENT** has been fully executed on behalf of the **DISTRICT** by its duly authorized representative and the **SBVWCD** has caused the same to be executed in its name and on its behalf by its duly authorized representative.

This **AGREEMENT** shall inure to the benefit of and be binding upon the successors and assigns of all **PARTIES**.

**SAN BERNARDINO COUNTY
FLOOD CONTROL DISTRICT**

► _____
Janice Rutherford, Chair, Board of Supervisors

Dated: _____

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD

Laura H. Welch, Clerk

By _____
Deputy

Approved as to Legal Form	Reviewed by Contract Compliance	Presented to Board for Signature
► _____ Counsel	► _____	► _____
Date _____ <i>Rev 080307</i>	Date _____	Date _____

San Bernardino Valley LiDAR and DEM Cost Participation

IN WITNESS WHEREOF, this **AGREEMENT** has been fully executed on behalf of the **SBVWCD** by its duly authorized representative and the **DISTRICT** has caused the same to be executed in its name and on its behalf by its duly authorized representative.

This **AGREEMENT** shall inure to the benefit of and be binding upon the successors and assigns of all **PARTIES**

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

San Bernardino Valley Water Conservation District
(Print or type name of corporation, company, contractor, etc.)

▶ _____
(Authorized signature - sign in blue ink)

Name _____
(Print or type name of person signing contract)

Title _____
(Print or Type)

Dated: _____

Address 1630 West Redlands Blvd., Suite A, P.O. Box 1839
Redlands, California 92373

Approved as to Legal Form _____

▶ _____
SBVWCD Counsel

Date _____

Attested by SBVWCD Clerk _____

▶ _____
SBVWCD Clerk

Date _____

EXHIBIT "A"

Map of LiDAR and DEM Area for SBVWCD



General Manager's Report

For February 7, through March 8, 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. Field staff continues to work with SBVMWD for maintenance the District needs to do to prepare for DWR's needs for EBX2. Enhancements and automation for the Daily Flow Report also in process to be completed soon.
- 2. Personnel/Administration/Staff** – Review and changes to support the Administrative Committee review of the Board Policy Manual. Additional work with benefit changes and cost estimation for budget.
- 3. Finance/Budget/Audit** – Staff circulated the draft Groundwater Enterprise Budget to Groundwater Charge payers. Staff also provided a new report on financials for the Administrative Committee. Initial contacts and plans made for District Audit. Mailed production Past Due notices to groundwater payees most payments have been received.
- 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 including sand from in the ponds. Coordinated offer to place approximately 3000 yards of excess rock from EVWD headquarters in borrow pit, to reduce costs to both EVWD and rate payers.
- 5. Wash Plan** – Conservation Strategy counter offer map was received from USFWS and California Department of Fish and Wildlife. Review of the map is underway and upon tentative acceptance calculation of cost of management actions will be completed in March. Staff will be scheduling dates for Task Force meeting in Mid-April. 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** – Staff completed significant work in preparation of material to support the project for OWOW funding application. Continued coordination with District resource and project partners for plan modifications. Bonadiman and RBF assisted with design elements of the plan formulation. Staff supplied information to SAWPA contractor for economics analysis. Attended weekly meetings at SAWPA for coordinating the deliverables for the projects.
- 7. East Branch Extension** – Continued coordinated with DWR and SBVMWD on plans and needs. Easement documents and the final executed agreement and payment in late April allowing for Department of General Service review and processing. EBX-2

contractor is doing clearing and grubbing in Santa Ana and above and below Mill Creek. Additionally they continue excavation near Cone Camp Road.

8. Collaborative Enhanced Recharge Project – Staff with District equipment implementing maintenance work in support contractor’s efforts to keep 60 CFS flowing to basins. Significant coordination and cooperation on permitting and environmental habitat issues. Meetings on engineering design as well as broader HCP approaches to river issues.

9. Property/Redlands Plaza – Renewing one additional lease. When complete one lease will remain that is not updated. Work on going to get other units leased. Common Area Management requested costs for a new sign to assist in marketing and visibility for all tenants.

10. Engineering Investigation

Staff completed all final data entry and analysis. Completed EI Draft presented and accepted by the Board for Draft Distribution. Staff forwarded the EI report to all data providers for comment. Staff scheduled presentation to the Upper Santa Ana Water Resources Association on March 14, 2013.

11. Public Outreach and Legislative – Coordinated meetings with partners related to Wash Plan, water management and groundwater. Continued coordination with SAWPA and SB County Flood, US Fish and Wildlife and another on the Plunge Creek Conservation project. Supported the Outreach Committee and prepared and revised District Communication and Outreach plan for the Committee.

12. Current Board Action Implementation –Staff revised the preliminary draft of the Strategic Plan to create the Circulation Draft. The Circulation Draft was distributed by web and email to all District partners for comment with offer to present to boards or groups if requested. Comments received from SAWPA and others, which will be incorporated into the Final. Work support for preparing the groundwater charge notices and letters.

13. Computer and IS – Contracted to web management system. Website update schedule is anticipated to have substantial completion within two months. Support for DFR application is ongoing as well. Installation of new email and file storage server with configuration to be completed shortly.

14. Future Board Activities – Expected short term items for consideration

- a. Strategic Plan Review and Final – Spring
- b. Groundwater Charge Public Meeting and Hearing notices sent

15. District Successes

- a. Staff (mostly Angie) completed all elements of the application, see attached, within deadline for SAWPA
- b. District field staff continues to expand the work completed in-house, which would have previously been contracted to outside.

San Bernardino Valley Water Conservation District



Monthly Recharge Report

From: 2/1/2013
To: 2/28/2013

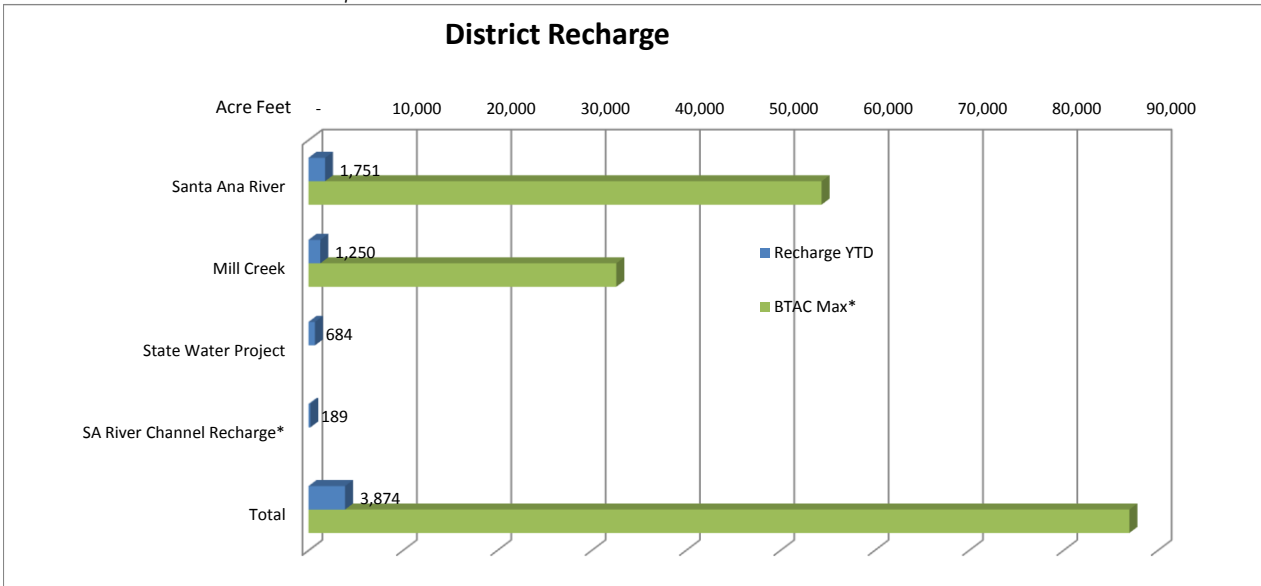
	February				
	Avg Daily Recharge	Monthly Recharge	Recharge YTD	BTAC Max*	% Max
Santa Ana River	23.4	654	1,751	54,375	3%
Mill Creek	12.3	343	1,250	32,625	4%
State Water Project	0.2	5	684	NA	NA
In River Channel Recharge**	1.0	28	189	NA	NA
Total	37	1030	3,874	87,000	4%

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



REQUEST FOR APPROVAL FOR **MELODY MCDONALD**
TRAVEL AND EXPENSES TO ATTEND
2013 ACWA SPRING CONFERENCE IN SACRAMENTO, CA

Full Registration	\$	695.00	
Hotel (Sheraton Grand)	\$	437.56	2 days Includes Taxes\Fees
Air Fare	\$	217.50	
Per Diem	\$	788.00	4 days
Total	\$	2,138.06	

*ACWA\JPJA paying first 3 days of hotel and half of air fare.

REQUEST FOR APPROVAL FOR **MANNY ARANDA**
TRAVEL AND EXPENSES TO ATTEND
2013 ACWA SPRING CONFERENCE IN SACRAMENTO, CA

Option 1:

Full Registration	\$	695.00	Meals Included
Hotel (Sutter House)	\$	455.40	Includes Taxes\Fees
Air Fare	\$	333.30	
Per Diem	\$	788.00	4 days
Total	\$	2,271.70	