

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

**REGULAR BOARD MEETING  
AGENDA**

**June 12, 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.

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

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**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. SPECIAL PRESENTATION BY STEVE JOHNSON FROM SOUTHERN CALIFORNIA EDISON**

**4. CONSENT CALENDAR**

- A. Approval of Board Minutes, May 15, 2013 (**Page 4**)
- B. Approval of Check Register, May 2013 (**Page 14**)

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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.

**5. ACTION ITEMS**

**A. UNAUDITED FINANCIALS, MAY 2013 (Page 20)**

*Recommendation:* Staff recommends the Board review and approve the unaudited financials for May 2013 and discuss budget implementation.

**B. WASH PLAN STATUS REPORT (Page 28)**

*Recommendation:* Staff recommends the Board receive the staff report on the suggested outcome of the Wash Plan Task Force meeting held June 4<sup>th</sup>, provide any feedback, receive and file the report.

**6. INFORMATION ITEMS:**

A. General Manager's Report (Page 30)

B. Monthly Recharge Report (Page 32)

C. Future Agenda Items & Staff Task requests from Directors

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

**8. UPCOMING MEETINGS:**

1. June 13, 2013 Upper Santa Ana Water Resources Association, 9:30 a.m. at District Office
2. June 17, 2013 Association of San Bernardino County Special District's Dinner, 6:00 p.m. Meeting to be held at: Magic Lamp Inn, Rancho Cucamonga
3. June 18, 2013 San Bernardino Valley Municipal Water District, 2:30 p.m. at Valley District
4. June 27, 2013 Western-San Bernardino Watermaster Collaborative Meeting, 1:30 p.m. at Valley District
5. June 28, 2013 ACWA State Legislative Committee Meeting, 10:00 a.m. in Sacramento,
6. July 1, 2013 Basin Technical Advisory Committee, 1:30 p.m. at Valley District
7. July 2, 2013 San Bernardino Valley Municipal Water District, 2:30 p.m. at Valley District
8. July 4, 2013 Office Closed in Observance of Independence Day at District Office
9. July 9, 2013 Big Bear Watermaster Committee Meeting, 1:30 p.m. at District Office

10. July 10, 2013 Board of Directors Meeting, 1:30 p.m. at District Office

11. July 11, 2013 Advisory Commission Meeting, 7:00 p.m. at Valley District

9. **ADJOURN MEETING.** The next regular Board meeting will be on July 10, 2013 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS

MINUTES OF May 15, 2013  
1:30 P.M.

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

ROLL CALL:

BOARD MEMBERS PRESENT:

Richard Corneille, President  
Melody McDonald, Vice President  
Bob Glaubig, Director  
David E. Raley, Director  
Manuel Aranda, Director  
Clare Henry Day, Director  
John Longville, Director (1:36 p.m. arrival)

BOARD MEMBERS ABSENT:

None.

GENERAL COUNSEL PRESENT:

Jeremy Jungreis, Rutan & Tucker, LLP

STAFF PRESENT:

Daniel Cozad, General Manager  
Angie Quiroga, Administrative Services Specialist

GUESTS PRESENT:

Charles Roberts, Highland Community News  
Christine Jones, Cemex  
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

Director Longville requested the Board add, "Resolution for Anthony "Butch" Araiza's 50 Years of Service with West Valley Water District" to the agenda. Director Longville stated he just learned of the information today and requires action prior to the next regular Board meeting.

**It was moved by Director Longville and seconded by Vice President McDonald to add "RESOLUTION FOR ANTHONY "BUTCH" ARAIZA'S 50 YEARS OF SERVICE" to the agenda as Action Item G. The motion carried unanimously.**

## 3. CONSENT CALENDAR

### A. Approval of the Board Minutes from April 29, 2013

**It was moved by Director Day and seconded by Vice President McDonald to approve Board Minutes. The motion carried 6-0 with Director Longville noted absent from vote.**

### B. Approval of Check Register, April 2013

**It was moved by Director Day and seconded by Vice President McDonald to approve the Check Register for April 2013. The motion carried 6-0 with Director Longville noted absent from vote.**

#### 4. ACTION ITEMS

##### A. UNAUDITED FINANCIALS, APRIL 2013

General Manager Daniel Cozad commented briefly on the financials and reported holding about \$700,000 in budgeted expenses toward originally anticipated expenses but which may not be needed. The District is not anticipating these costs to be incurred by the end of the fiscal year. The cash status from the beginning of Fiscal Year 2012-2013 reflects an increase from approximately \$1.2 million to just over \$2.2 million. This indicates that we are significantly better off than last year and that most of the revenue has been received for this period. It is likely that groundwater production will continue to increase due to the dry weather and lack of rain.

Director Longville arrived at 1:36 p.m.

President Corneille requested clarification on air fare expenses for the directors. Mr. Cozad agreed spreadsheet formula was erroneously subtracting out an expense rather than adding and Staff would make that correction. President Corneille also asked about Wash Plan expenses in "expected remaining costs". Mr. Cozad explained they are part of the \$700,000 that is reflected in the budget but not likely to be expended. These expenses will likely not be expensed until next Fiscal Year 2013-2014. President Corneille suggested zeroing these costs out and only showing them on the upcoming budget. He urged all directors to stay current with their expense reports. The District will be slightly over budget in the area of Director's Expenses and it is important for the District to know where we stand.

**It was moved by Director Aranda and seconded by Director Raley to approve the Unaudited Financials for April 2013 with corrections. The motion carried unanimously.**

##### B. DISTRICT AND ENTERPRISE BUDGET FOR 2013-2014 AND PROJECTION OF 2014-2015

Mr. Cozad reported a correction on package page 28, the estimated total revenue for the District is \$2,450,162 and the estimated costs including contributions to reserves should be \$2,401,466 as reflected in the 2013-2014 Budget. Some reserves may come from the proceeds of reimbursement of the San Bernardino Valley Municipal Water District (SBVMWD) Enhanced Recharge Agreement and East Branch Extension (EBX) Easement Agreement. The

District is expecting the payment from DWR in this fiscal year. As part of the budget memo, a risk section was included and added election costs were discussed. The largest unknown in the budget is the full implementation of the Wash Plan. At the last meeting the Board requested assessment of the budget without the Plunge Creek project and the Wash Plan; the outcome is shown on package page 29. It shows estimated District revenue at \$1.84 million and District expenses at \$1.83 million. If implemented we have asked RAMS to assist with separating these items as clearly as possible to allow tracking and reporting.

President Corneille inquired where money had been budgeted for water conservation programs that are mentioned in the Strategic Plan. Mr. Cozad stated this is reflected within the Outreach Budget for Fiscal Year 2013-2014. President Corneille feels it should have a separate line item. The private water users we are attempting to reach out to are a niche we need to explore further. Vice President McDonald suggested links on the District website with other websites for conservation information. President Corneille proposed looking for additional recharge opportunities to increase revenue. He also stated that effective the next year fiscal year the District will have one less director and the budget should reflect a decrease in Director Expenses. Mr. Cozad stated Staff will verify the costs shown and make corrections as needed. Director Raley asked when the District will receive the \$190,000 from the Plunge Creek project. Mr. Cozad indicated that it may not be until closer to the end of FY 2013-2014 and that the Board will have to approve the contract that is offered first. Director Raley noted overall District expenses are well below budget. Mr. Cozad stated a dry year is one of the main reasons expenses are under budget due to the lack of field and basin maintenance needed. He will follow Reserve Policy and propose deposits to reserve accounts to the Board for final approval. Discussion ensued.

**It was moved by Director Longville and seconded by Director Aranda to approve the District and Enterprise Budget for FY 2013-2014 with changes and the Draft Budget for FY 2014-2015. The motion carried unanimously.**

#### C. CALPERS CONTRIBUTIONS FOR EMPLOYEES INCREASE TO 2%

This item was taken out of order to allow complete approval of the budget.

President Corneille requested to take Item C before Item B because it impacts the budget. President Corneille requested clarification as to when the

employee's contribution rate increased to 8% as opposed to 7%. Mr. Cozad stated he did not know the exact date but confirmed it is now 8% and this change is reflected in the resolution. Employees will pay 2% of the Employee's contribution in FY 2013-2014 and the District will pay 6%. The 1/2 percent increase to the employee's share each year will need to continue until 4% is reached due to the employee's contribution rate going up. The District will pay the employers share as well as the portion of the employee's share. Discussion ensued.

**It was moved by Director Longville and seconded by Director Aranda to approve CalPERS Employee Contribution Rates to 2% in accordance with Resolution No. 495. The motion carried unanimously.**

#### D. COMMUNITY STRATEGIC PLAN

Mr. Cozad stated the District received positive feedback from Stakeholders and Partners who reviewed the Community Strategic Plan (Plan). Most were supportive and Staff has incorporated any comments received into the draft document. Director Glaubig and President Corneille provided helpful comments upon their review of the Plan as well. Appreciation was indicated from the other agencies who reviewed the Plan. President Corneille requested the District revise the tense from present to past in the Plan for the items or activities that have been approved. He also noted the map for the Wash Plan showing the Woolly Star preservation area is from 2007. He would like it noted as preliminary until it can be replaced with an updated map that has been approved by US Fish and Wildlife Service (USFWS) and the Task Force Committee as Mr. Cozad stated is necessary. President Corneille complimented Mr. Cozad on the development of the Community Strategic Plan.

**It was moved by Director Raley and seconded by Director Longville to approve the Community Strategic Plan with suggested revisions. The motion carried unanimously.**

#### E. CEQA NOTICE OF EXEMPTION FOR SPHERE OF INTEREST REINSTATEMENT/MODIFICATION

Mr. Cozad stated this is one of the last steps required by LAFCO before the District is able to move forward and file for the Sphere of Influence (SOI) reinstatement. General Counsel David Cosgrove prepared the California

Environmental Quality Act (CEQA) Notice of Exemption and Resolution No. 496. Resolution No. 496 requests that the SOI be exempt from CEQA. Staff will be submitting the application by the end of May 2013. President Corneille asked if the Municipal Service Review (MSR) will proceed concurrently or prior to the SOI process. Mr. Cozad verified it would proceed concurrently. Discussion ensued.

**It was moved by Vice President McDonald and seconded by Director Aranda to approve Resolution No. 496 and the CEQA Notice of Exemption to Reinstate the District's Sphere of Influence. The motion approved unanimously.**

#### F. RATE STUDY APPROACH

Mr. Cozad explained the District has money in the budget to complete a rate study for setting our groundwater production rates. The United Water Conservation District (United Water) was challenged by the City of Ventura for their groundwater production rates and the city won. United Water was said to not have followed all necessary steps to be in compliance with Proposition 218 and their Act. From the ruling, Staff has a process to follow on how to possibly set the District's rate structure. Mr. Cozad suggested the District work in conjunction with United Water for cost savings to follow the methodology for determining rates and to be sure the District is in compliance with Prop 218 and the Act. Discussion ensued.

Mr. Cozad stated Staff is looking for maximum defensibility. Mr. Cosgrove agrees it is needed and will help if the District is challenged in the future. The challenge was mostly about the difference between agricultural and non-agricultural rates. The agricultural rate has significant characteristics such as higher return flows to the groundwater which justify the lower rate. The District will be able to use findings from United Water's studies as support for its rate determinations. Director Glaubig inquired about the cost. The cost is undetermined at this point. If the Board is in favor, Mr. Cozad will begin work and come back to the Board for approval of costs. Discussion ensued.

The Board gave unanimous consensus for Mr. Cozad to begin exploring the costs of the rate study and begin working with United Water.

## G. RESOLUTION FOR ANTHONY "BUTCH" ARAIZA'S 50 YEARS OF SERVICE WITH WEST VALLEY WATER DISTRICT

This item was added to the agenda as an urgency item due to the item coming to the attention of the directors after the publication of the agenda and requiring action before the next meeting

Due to time constraints and just learning of Anthony "Butch" Araiza's 50 years of service, Director Longville requested the Board approve Staff preparation of a resolution recognizing him for 50 years of service and that the District may present it to him at West Valley Water District's next Board meeting to be held on June 6, 2013. Director Longville also requested no one mention the resolution to Mr. Araiza before the meeting.

**It was moved by Director Longville and seconded by Vice President McDonald to approve Staff preparation of a resolution recognizing Anthony "Butch" Araiza for 50 years of service with West Valley Water District to be presented by Director Longville at West Valley Water District's Board of Directors meeting to be held on June 6, 2013. The motion carried unanimously.**

## 5. INFORMATION ITEMS

### A. GENERAL MANAGER'S REPORT

The written General Manager's Report prepared by Mr. Cozad is found on package page 62. It included information regarding the recent fuel spill in Cold Creek stating that the Orange County Flood Control District was draining the basin at the time for maintenance and has gone from about 2000 af. in storage to about 300 af. The District sank most of that water. Field Staff closed District facilities and Seven Oaks Dam (SOD) has stopped releasing. The Regional Water Quality Control Board has taken multiple composite samples of the water currently behind SOD, which shows non- detect for hydro-carbon compounds. Within the next couple of days, the District will recharge this water preferably into the river; if necessary, into the basins. The Department of Health does not want this water to be used as surface water yet. Redlands and East Valley Water District (EVWD) have the first call for surface water. Multiple meetings have taken place to discuss this issue. More than 300 cubic yards of contaminated soil were removed from the spill site. Cold Creek was inspected for 7 days and SCE's penstock water, thought to be contaminated, is being tested and treated as needed. Any gasoline floating on top of the water would have likely evaporated. The District and others are looking for better communication in the future with similar situations from first responders.

The District had the opportunity to work with EVWD to put in a crossing on District property, near EVWD's new headquarters. The crossing facilitates transportation for EVWD to get to their well and for the District to use or store vehicles securely. The District also continues to accept the rock EVWD needs to remove from the construction site. This results in a cost savings for EVWD and potentially additional revenues for the District if the material can be sold in the future.

Engineering Intern Ryan Hejka designed the crossing at the main canal. EVWD's Contractor Jacinto Construction performed the work which saves them travel and allows them to use larger trucks. The material will be stored on the rim of the borrow pit. EVWD may also buy backfill material from the borrow pit if needed for the grading. SBVMWD will also be storing rock on District property which they need for a project in City Creek in about 18 months under an access permit.

## B. MONTHLY RECHARGE REPORT

Mr. Cozad reported that it continues to be a dry year. The District did capture the water released from the SOD before the fuel spill. The District's annual recharge total will be approximately 7000 af. for the year.

## C. TASK FORCE/WASH PLAN WRITTEN UPDATE

Mr. Cozad provided a map handout. The map will be updated soon for the Task Force meeting on June 4th. Seven land management areas are identified for conservation, habitat, mining, etc. This is half of the conservation strategy. The second half is determining how much mitigation is necessary to protect the San Bernardino Kangaroo Rat (SBKR), Santa Ana Woolly Star, and Slender Horned Spine Flower. The treatment needed is listed in order from least expensive and invasive to most expensive. One method of removing non-native grasses that is beneficial to the SBKR is hand spraying of an herbicide; others require removal of the plant. The cost impacts are quite different with each method. If cost is reasonable, the District can provide excellent habitat for the SBKR. An estimate of costs will be determined in the next few days by Tom McGill from RBF Consulting (RBF) using a PARS system. RBF is doing the leg work and working closely with USFWS. Cost is a deciding significant factor in the decision about how the District moves forward. The District is anticipating having that decision by the end of July 2013. A detailed work plan will be provided to the Board. President Corneille inquired about the budgeted numbers. Mr. Cozad stated a lot of the initial work has already been done which should lower costs. ICF Jones and Stokes (ICF) completed most of the work on the Habitat Conservation Plan (HCP); their scope should be smaller as well. President Corneille cautioned against committing to costs that are not in agreement with the District's desires. The Board has not made a decision on moving forward yet.

## D. FUTURE AGENDA ITEMS & STAFF TASK REQUESTS FROM DIRECTORS

There was no discussion.

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

Director Glaubig made no report.

Director Longville reported he will not be able to stay for the entire June 12<sup>th</sup> Board of Directors meeting.

Director Day reported he will be out of the country from May 16-July 3 and will not be present at June 12<sup>th</sup> Board of Directors meeting.

Vice President McDonald attended the ACWA State Legislative Committee meeting, the ACWA Spring Conference, and a Region 9 meeting in Sacramento. She attended the attorney panel programs and a presentation on what effects earthquakes can have on our water supply. While there, she also attended a JPIA meeting wherein she and all incumbents were re-elected to the ACWA\JPIA Executive Committee. Vice President McDonald reported she will be out of town from May 22<sup>nd</sup>-May 28<sup>th</sup>.

Director Raley attended the Water master for San Bernardino Valley; new conservation water is being calculated to permit SBBA and Riverside entities to pump additional water made available by new conservation.

Director Aranda attended the ACWA Spring Conference. ACWA is creating a Power House Science Center in Sacramento to teach children the value of water. He reminded the Board that ACWA is an excellent resource for information they can use in their presentations.

President Corneille attended the first two days of the ACWA Spring Conference. He attended the Groundwater and Water Management Committee meetings. Status was given on Water Bond for 2014. It is not expected to be approved by voters unless it is reduced in cost and earmarks, and specific projects are eliminated. The bond is currently \$11 billion. A Strategic Plan is being prepared for California for Integrated Regional Water Management. DWR's California Water Plan 5 year update will be coming out soon. President Corneille encouraged the Board to try to attend the next ACWA Conference in December for the valuable information and education it provides. He also reported he will be out of the country from May 18<sup>th</sup> to June 8<sup>th</sup>.

## 7. UPCOMING MEETINGS

President Corneille noted the next SBVMWD Advisory Commission Meeting will be July 11<sup>th</sup>.

## 8. ADJOURN MEETING

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

At 3:45 p.m. the meeting adjourned to the next regular Board Meeting scheduled for June 12, 2013 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

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Daniel B. Cozad  
General Manager

1:52 PM

06/04/13

**San Bernardino Valley Water Conservation District**  
**Check Detail**  
**May 2013**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check		05/03/2013	ADP	1012 - Citizens Bu...		-68.65
			SBVWCD:General ...	5000 - Payroll Expe...	-68.65	68.65
TOTAL					-68.65	68.65
Check		05/20/2013	ADP	1012 - Citizens Bu...		-66.65
			SBVWCD:General ...	5000 - Payroll Expe...	-66.65	66.65
TOTAL					-66.65	66.65
Check	ACH 4725	05/21/2013	Aranda, Manuel	1012 - Citizens Bu...		-1,944.64
			SBVWCD:General ...	6401 - Directors' Fees	-1,773.00	1,773.00
			SBVWCD:General ...	6425 - Meals	-116.14	116.14
			SBVWCD:General ...	6420 - Other Travel	-55.50	55.50
TOTAL					-1,944.64	1,944.64
Check	ACH4725	05/21/2013	Melody McDonald	1012 - Citizens Bu...		-2,907.08
			SBVWCD:General ...	6401 - Directors' Fees	-1,773.00	1,773.00
			SBVWCD:General ...	6410 - Mileage	-163.85	163.85
			SBVWCD:General ...	6425 - Meals	-101.29	101.29
			SBVWCD:General ...	6415 - Air Fare	-700.95	700.95
			SBVWCD:General ...	6420 - Other Travel	-167.99	167.99
TOTAL					-2,907.08	2,907.08
Bill Pmt -Ch...	18509	05/03/2013	Arrowhead	1012 - Citizens Bu...		-47.55
Bill		05/07/2013		5460 - Water / Tras...	-47.55	47.55
TOTAL					-47.55	47.55
Bill Pmt -Ch...	18510	05/03/2013	Chevron & Texaco ...	1012 - Citizens Bu...		-215.73
Bill		05/07/2013	SBVWCD:Groundw...	5320 - Fuel	-215.73	215.73
TOTAL					-215.73	215.73
Bill Pmt -Ch...	18511	05/03/2013	Corneille, Richard	1012 - Citizens Bu...		-1,388.04
Bill		05/07/2013		6401 - Directors' Fees	-1,379.00	1,379.00
				6410 - Mileage	-9.04	9.04
TOTAL					-1,388.04	1,388.04
Bill Pmt -Ch...	18512	05/03/2013	Day, Clare Henry	1012 - Citizens Bu...		-1,379.00
Bill		05/03/2013		6401 - Directors' Fees	-1,379.00	1,379.00
TOTAL					-1,379.00	1,379.00
Bill Pmt -Ch...	18513	05/03/2013	DMV Renewal	1012 - Citizens Bu...		-517.00
Bill		05/03/2013	SBVWCD:Groundw...	5310 - Vehicle Main...	-517.00	517.00
TOTAL					-517.00	517.00
Bill Pmt -Ch...	18514	05/03/2013	Edison - 7241	1012 - Citizens Bu...		-53.96
Bill		05/03/2013		5420 - Electricity	-53.96	53.96
TOTAL					-53.96	53.96

1:52 PM

06/04/13

**San Bernardino Valley Water Conservation District**  
**Check Detail**  
**May 2013**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Ch...</b>	<b>18515</b>	<b>05/03/2013</b>	<b>Edison - 8812</b>	<b>1012 - Citizens Bu...</b>		<b>-133.15</b>
Bill		05/03/2013	SBVWCD:General ...	5420 - Electricity	-133.15	133.15
TOTAL					-133.15	133.15
<b>Bill Pmt -Ch...</b>	<b>18516</b>	<b>05/03/2013</b>	<b>Edison - Redlands ...</b>	<b>1012 - Citizens Bu...</b>		<b>-201.32</b>
Bill		05/03/2013	SBVWCD:Redlands...	6026 - Redlands Pl...	-201.32	201.32
TOTAL					-201.32	201.32
<b>Bill Pmt -Ch...</b>	<b>18517</b>	<b>05/03/2013</b>	<b>Empire Office Mac...</b>	<b>1012 - Citizens Bu...</b>		<b>-124.20</b>
Bill		05/03/2013	SBVWCD:General ...	6030 - Office Supplies	-124.20	124.20
TOTAL					-124.20	124.20
<b>Bill Pmt -Ch...</b>	<b>18518</b>	<b>05/03/2013</b>	<b>Experienced Tract...</b>	<b>1012 - Citizens Bu...</b>		<b>-110.60</b>
Bill		05/03/2013	SBVWCD:Groundw...	5210 - Equipment M...	-110.60	110.60
TOTAL					-110.60	110.60
<b>Bill Pmt -Ch...</b>	<b>18519</b>	<b>05/03/2013</b>	<b>Highland Area Cha...</b>	<b>1012 - Citizens Bu...</b>		<b>-15.00</b>
Bill		05/03/2013	SBVWCD:General ...	6425 - Meals	-15.00	15.00
TOTAL					-15.00	15.00
<b>Bill Pmt -Ch...</b>	<b>18520</b>	<b>05/03/2013</b>	<b>IERCD</b>	<b>1012 - Citizens Bu...</b>		<b>-700.00</b>
Bill		05/03/2013		6060 - Outreach	-700.00	700.00
TOTAL					-700.00	700.00
<b>Bill Pmt -Ch...</b>	<b>18521</b>	<b>05/03/2013</b>	<b>JAN-PRO Cleaning...</b>	<b>1012 - Citizens Bu...</b>		<b>-618.00</b>
Bill		05/03/2013		6018 - Janitorial Ser...	-618.00	618.00
TOTAL					-618.00	618.00
<b>Bill Pmt -Ch...</b>	<b>18522</b>	<b>05/03/2013</b>	<b>Pat's Pots</b>	<b>1012 - Citizens Bu...</b>		<b>-70.00</b>
Bill		05/03/2013		5460 - Water / Tras...	-70.00	70.00
TOTAL					-70.00	70.00
<b>Bill Pmt -Ch...</b>	<b>18523</b>	<b>05/03/2013</b>	<b>Ryan Hejka</b>	<b>1012 - Citizens Bu...</b>		<b>-31.08</b>
Bill		05/03/2013	SBVWCD:General ...	6510 - Mileage	-31.08	31.08
TOTAL					-31.08	31.08
<b>Bill Pmt -Ch...</b>	<b>18524</b>	<b>05/03/2013</b>	<b>Smart &amp; Final</b>	<b>1012 - Citizens Bu...</b>		<b>-147.87</b>
Bill		05/03/2013	SBVWCD:General ...	6019 - Janitorial Su...	-50.52	50.52
			SBVWCD:General ...	6004 - Meeting Exp...	-97.35	97.35
TOTAL					-147.87	147.87
<b>Bill Pmt -Ch...</b>	<b>18525</b>	<b>05/03/2013</b>	<b>Star Auto Parts</b>	<b>1012 - Citizens Bu...</b>		<b>-63.39</b>
Bill		05/03/2013	SBVWCD:Groundw...	5210 - Equipment M...	-21.37	21.37
			SBVWCD:Groundw...	5310 - Vehicle Main...	-42.02	42.02
TOTAL					-63.39	63.39

**San Bernardino Valley Water Conservation District**  
**Check Detail**  
**May 2013**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Ch...</b>	<b>18526</b>	<b>05/03/2013</b>	<b>Valero Marketing ...</b>	<b>1012 - Citizens Bu...</b>		<b>-731.85</b>
Bill		05/03/2013	SBVWCD:Groundw...	5320 - Fuel	-731.85	731.85
TOTAL					-731.85	731.85
<b>Bill Pmt -Ch...</b>	<b>18527</b>	<b>05/03/2013</b>	<b>Verizon California-...</b>	<b>1012 - Citizens Bu...</b>		<b>-290.61</b>
Bill		05/03/2013		5470 - Internet Serv...	-290.61	290.61
TOTAL					-290.61	290.61
<b>Bill Pmt -Ch...</b>	<b>18528</b>	<b>05/03/2013</b>	<b>Verizon California-...</b>	<b>1012 - Citizens Bu...</b>		<b>-178.11</b>
Bill		05/03/2013	SBVWCD:General ...	5410 - Alarm Service	-178.11	178.11
TOTAL					-178.11	178.11
<b>Bill Pmt -Ch...</b>	<b>18529</b>	<b>05/21/2013</b>	<b>Aaron Pederson</b>	<b>1012 - Citizens Bu...</b>		<b>-35.00</b>
Bill		05/20/2013	SBVWCD:General ...	6018 - Janitorial Ser...	-35.00	35.00
TOTAL					-35.00	35.00
<b>Bill Pmt -Ch...</b>	<b>18530</b>	<b>05/21/2013</b>	<b>ACWA JPIA - Work...</b>	<b>1012 - Citizens Bu...</b>		<b>-3,714.00</b>
Bill		05/20/2013	SBVWCD:General ...	6120 - Workers' Co...	-3,714.00	3,714.00
TOTAL					-3,714.00	3,714.00
<b>Bill Pmt -Ch...</b>	<b>18531</b>	<b>05/21/2013</b>	<b>American Express</b>	<b>1012 - Citizens Bu...</b>		<b>-36.89</b>
Bill		05/20/2013	SBVWCD:General ...	6039 - Postage and ...	-36.89	36.89
TOTAL					-36.89	36.89
<b>Bill Pmt -Ch...</b>	<b>18532</b>	<b>05/21/2013</b>	<b>Athena Medina</b>	<b>1012 - Citizens Bu...</b>		<b>-39.89</b>
Bill		05/20/2013	SBVWCD:General ...	6510 - Mileage	-15.82	15.82
			SBVWCD:General ...	6004 - Meeting Exp...	-24.07	24.07
TOTAL					-39.89	39.89
<b>Bill Pmt -Ch...</b>	<b>18533</b>	<b>05/21/2013</b>	<b>Babcock Laborato...</b>	<b>1012 - Citizens Bu...</b>		<b>-240.00</b>
Bill		05/20/2013	SBVWCD:Groundw...	5120 - Misc. Profes...	-240.00	240.00
TOTAL					-240.00	240.00
<b>Bill Pmt -Ch...</b>	<b>18534</b>	<b>05/21/2013</b>	<b>Castro Landscapin...</b>	<b>1012 - Citizens Bu...</b>		<b>-500.00</b>
Bill		05/20/2013	SBVWCD:Redlands...	6015 - Mentone Ho...	-200.00	200.00
			SBVWCD:Redlands...	6026 - Redlands Pl...	-300.00	300.00
TOTAL					-500.00	500.00

**San Bernardino Valley Water Conservation District**  
**Check Detail**  
**May 2013**

06/04/13

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Ch...</b>	<b>18535</b>	<b>05/21/2013</b>	<b>Citizens Business ...</b>	<b>1012 · Citizens Bu...</b>		<b>-3,075.90</b>
Bill		05/20/2013	SBVWCD:Groundw...	5310 · Vehicle Main...	-59.98	59.98
			SBVWCD:Groundw...	5215 · Property Mai...	-24.69	24.69
			SBVWCD:Mentone ...	6015 · Mentone Ho...	-226.73	226.73
			SBVWCD:General ...	6004 · Meeting Exp...	-39.24	39.24
			SBVWCD:General ...	6036 · Printing	-39.74	39.74
			SBVWCD:General ...	6090 · Subscription...	-200.00	200.00
			SBVWCD:General ...	6039 · Postage and ...	-31.05	31.05
			SBVWCD:General ...	6430 · Lodging	-2,027.17	2,027.17
			SBVWCD:General ...	6515 · Air Fare	-427.30	427.30
TOTAL					-3,075.90	3,075.90
<b>Bill Pmt -Ch...</b>	<b>18536</b>	<b>05/21/2013</b>	<b>Corneille, Richard</b>	<b>1012 · Citizens Bu...</b>		<b>-1,053.02</b>
Bill		05/20/2013		6401 · Directors' Fees	-788.00	788.00
			SBVWCD:General ...	6410 · Mileage	-208.95	208.95
			SBVWCD:General ...	6425 · Meals	-56.07	56.07
TOTAL					-1,053.02	1,053.02
<b>Bill Pmt -Ch...</b>	<b>18537</b>	<b>05/21/2013</b>	<b>Cozad, Daniel B</b>	<b>1012 · Citizens Bu...</b>		<b>-536.57</b>
Bill		05/20/2013	SBVWCD:General ...	6510 · Mileage	-289.28	289.28
			SBVWCD:General ...	6525 · Meals	-171.54	171.54
			SBVWCD:General ...	6520 · Travel, Other...	-75.75	75.75
TOTAL					-536.57	536.57
<b>Bill Pmt -Ch...</b>	<b>18538</b>	<b>05/21/2013</b>	<b>Day Lite Maintena...</b>	<b>1012 · Citizens Bu...</b>		<b>-144.00</b>
Bill		05/20/2013	SBVWCD:Redlands...	6026 · Redlands Pl...	-144.00	144.00
TOTAL					-144.00	144.00
<b>Bill Pmt -Ch...</b>	<b>18539</b>	<b>05/21/2013</b>	<b>Edison - 7241</b>	<b>1012 · Citizens Bu...</b>		<b>-47.25</b>
Bill		05/20/2013	SBVWCD:Groundw...	5420 · Electricity	-47.25	47.25
TOTAL					-47.25	47.25
<b>Bill Pmt -Ch...</b>	<b>18540</b>	<b>05/21/2013</b>	<b>Edison -5552</b>	<b>1012 · Citizens Bu...</b>		<b>-258.71</b>
Bill		05/20/2013	SBVWCD:General ...	5420 · Electricity	-221.89	221.89
			SBVWCD:General ...	5420 · Electricity	-36.82	36.82
TOTAL					-258.71	258.71
<b>Bill Pmt -Ch...</b>	<b>18541</b>	<b>05/21/2013</b>	<b>Employee Relation...</b>	<b>1012 · Citizens Bu...</b>		<b>-104.95</b>
Bill		05/20/2013	SBVWCD:General ...	5120 · Misc. Profes...	-104.95	104.95
TOTAL					-104.95	104.95
<b>Bill Pmt -Ch...</b>	<b>18542</b>	<b>05/21/2013</b>	<b>Glaubig, Bob</b>	<b>1012 · Citizens Bu...</b>		<b>-788.00</b>
Bill		05/20/2013		6401 · Directors' Fees	-788.00	788.00
TOTAL					-788.00	788.00
<b>Bill Pmt -Ch...</b>	<b>18543</b>	<b>05/21/2013</b>	<b>Home Depot</b>	<b>1012 · Citizens Bu...</b>		<b>-298.37</b>
Bill		05/20/2013	SBVWCD:Groundw...	5210 · Equipment M...	-202.95	202.95
			SBVWCD:Groundw...	5215 · Property Mai...	-95.42	95.42
TOTAL					-298.37	298.37

**San Bernardino Valley Water Conservation District**  
**Check Detail**  
**May 2013**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Ch...</b>	<b>18544</b>	<b>05/21/2013</b>	<b>Image Source</b>	<b>1012 - Citizens Bu...</b>		<b>-406.98</b>
Bill		05/20/2013	SBVWCD:General ...	6033 · Office Equip...	-406.98	406.98
TOTAL					-406.98	406.98
<b>Bill Pmt -Ch...</b>	<b>18545</b>	<b>05/21/2013</b>	<b>J. R. Freeman</b>	<b>1012 - Citizens Bu...</b>		<b>-422.01</b>
Bill		05/20/2013	SBVWCD:General ...	6030 · Office Supplies	-422.01	422.01
TOTAL					-422.01	422.01
<b>Bill Pmt -Ch...</b>	<b>18546</b>	<b>05/21/2013</b>	<b>Joseph E. Bonadi...</b>	<b>1012 - Citizens Bu...</b>		<b>-280.00</b>
Bill		05/20/2013	SBVWCD:Land Coo...	5125 · Engineering ...	-280.00	280.00
TOTAL					-280.00	280.00
<b>Bill Pmt -Ch...</b>	<b>18547</b>	<b>05/21/2013</b>	<b>LAFCO</b>	<b>1012 - Citizens Bu...</b>		<b>-7,900.00</b>
Bill		05/20/2013	SBVWCD:General ...	5080 · LAFCO Cont...	-6,750.00	6,750.00
			SBVWCD:General ...	5180 · Legal	-1,150.00	1,150.00
TOTAL					-7,900.00	7,900.00
<b>Bill Pmt -Ch...</b>	<b>18548</b>	<b>05/21/2013</b>	<b>Raley, David</b>	<b>1012 - Citizens Bu...</b>		<b>-985.00</b>
Bill		05/20/2013		6401 · Directors' Fees	-985.00	985.00
TOTAL					-985.00	985.00
<b>Bill Pmt -Ch...</b>	<b>18549</b>	<b>05/21/2013</b>	<b>Rutan &amp; Tucker</b>	<b>1012 - Citizens Bu...</b>		<b>-3,840.38</b>
Bill		05/20/2013	SBVWCD:General ...	5180 · Legal	-3,780.38	3,780.38
			SBVWCD:Land Coo...	5180 · Legal	-60.00	60.00
TOTAL					-3,840.38	3,840.38
<b>Bill Pmt -Ch...</b>	<b>18550</b>	<b>05/21/2013</b>	<b>The Gas Company</b>	<b>1012 - Citizens Bu...</b>		<b>-21.96</b>
Bill		05/20/2013	SBVWCD:General ...	5450 · Natural Gas	-21.96	21.96
TOTAL					-21.96	21.96
<b>Bill Pmt -Ch...</b>	<b>18551</b>	<b>05/21/2013</b>	<b>Verizon California ...</b>	<b>1012 - Citizens Bu...</b>		<b>-710.58</b>
Bill		05/20/2013	SBVWCD:General ...	5440 · Telephone	-510.58	510.58
			SBVWCD:General ...	5470 · Internet Serv...	-200.00	200.00
TOTAL					-710.58	710.58
<b>Bill Pmt -Ch...</b>	<b>18552</b>	<b>05/21/2013</b>	<b>Verizon California ...</b>	<b>1012 - Citizens Bu...</b>		<b>-150.17</b>
Bill		05/20/2013	SBVWCD:Groundw...	5440 · Telephone	-100.18	100.18
			SBVWCD:Groundw...	5470 · Internet Serv...	-49.99	49.99
TOTAL					-150.17	150.17
<b>Bill Pmt -Ch...</b>	<b>18553</b>	<b>05/21/2013</b>	<b>Wilbur's</b>	<b>1012 - Citizens Bu...</b>		<b>-131.29</b>
Bill		05/20/2013	SBVWCD:Groundw...	5210 · Equipment M...	-131.29	131.29
TOTAL					-131.29	131.29

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06/04/13

**San Bernardino Valley Water Conservation District**  
**Check Detail**  
 May 2013

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	100056N	05/02/2013	PERS	1012 - Citizens Bu...		<b>-3,144.40</b>
				6170 - PERS Retire...	-880.43	880.43
				6170 - PERS Retire...	-1,666.53	1,666.53
				6170 - PERS Retire...	-220.11	220.11
				6170 - PERS Retire...	-377.33	377.33
TOTAL					-3,144.40	3,144.40
Check	100057N	05/17/2013	PERS	1012 - Citizens Bu...		<b>-3,144.40</b>
			SBVWCD:General ...	6170 - PERS Retire...	-880.43	880.43
			SBVWCD:Groundw...	6170 - PERS Retire...	-1,666.53	1,666.53
			SBVWCD:Redlands...	6170 - PERS Retire...	-220.11	220.11
			SBVWCD:Land Coo...	6170 - PERS Retire...	-377.33	377.33
TOTAL					-3,144.40	3,144.40
Check	100058N	05/29/2013	PERS	1012 - Citizens Bu...		<b>-3,144.40</b>
			SBVWCD:General ...	6170 - PERS Retire...	-880.43	880.43
			SBVWCD:Groundw...	6170 - PERS Retire...	-1,666.53	1,666.53
			SBVWCD:Redlands...	6170 - PERS Retire...	-220.11	220.11
			SBVWCD:Land Coo...	6170 - PERS Retire...	-377.33	377.33
TOTAL					-3,144.40	3,144.40



# 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](mailto:info@sbvwcd.dst.ca.us)  
[www.sbvwd.dst.ca.us](http://www.sbvwd.dst.ca.us)

Memorandum No. 1181

**To: Board of Directors**

**From: General Manager, Daniel Cozad**

**Date: June 12, 2013**

**Subject: Unaudited Financial Reports for May 2013**

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## **RECOMMENDATION**

Staff recommends the Board review and approve the unaudited financials for May 2013 and discuss budget implementation.

## **BACKGROUND**

At the March 13, 2013 Board of Directors meeting the Board agreed to place unaudited financials as an action item on future agendas instead of on the consent calendar which will now be voted on as a whole.

The financials are attached for the Board review and approval.

## **FISCAL IMPACT**

None.

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BOARD  
OF  
DIRECTORS

Richard W. Corneille  
Clare Henry Day

Bob Glaubig  
John Longville

David E. Raley  
Melody McDonald  
Manuel Aranda, Jr.

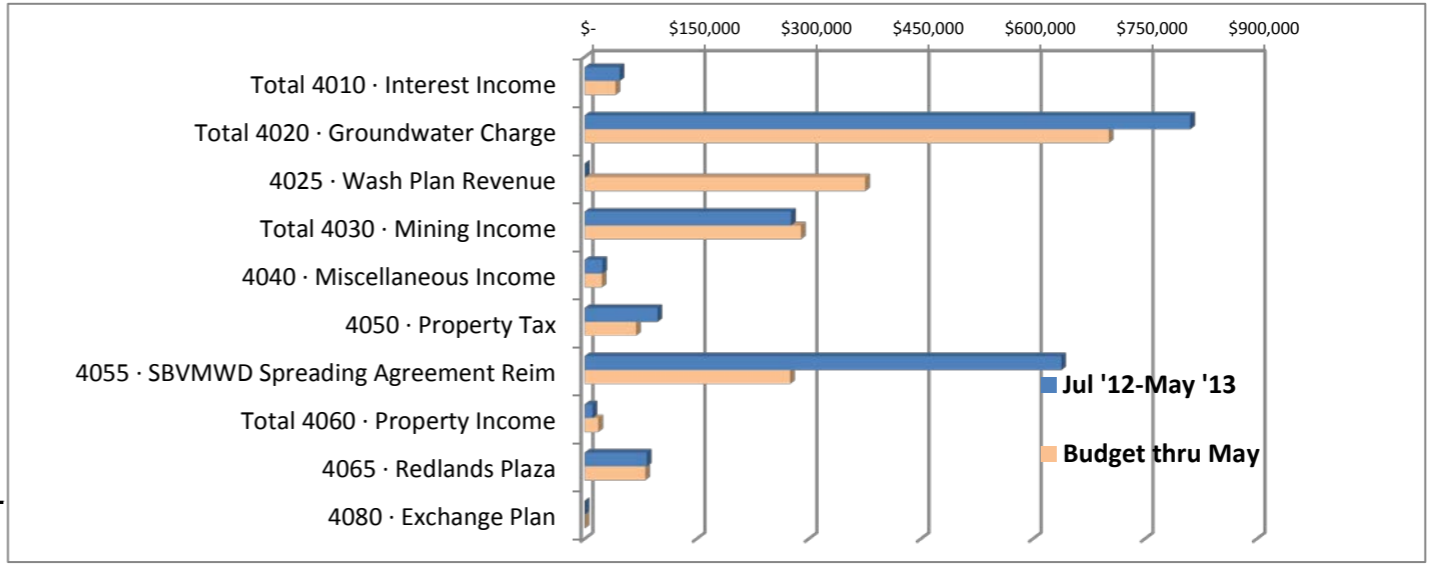
GENERAL  
MANAGER

Daniel B. Cozad

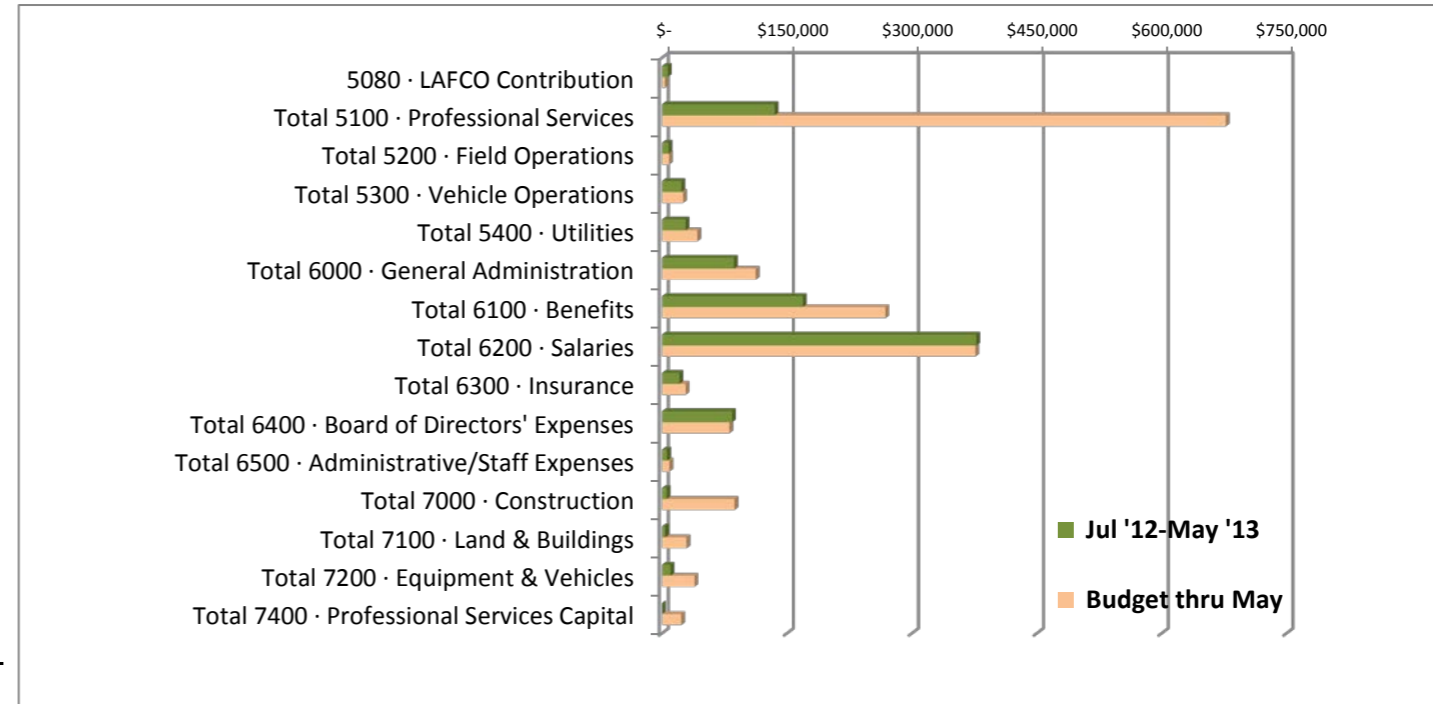
**SBVWCD - All Enterprises Budget and Actual**

**July '12 - May '13**

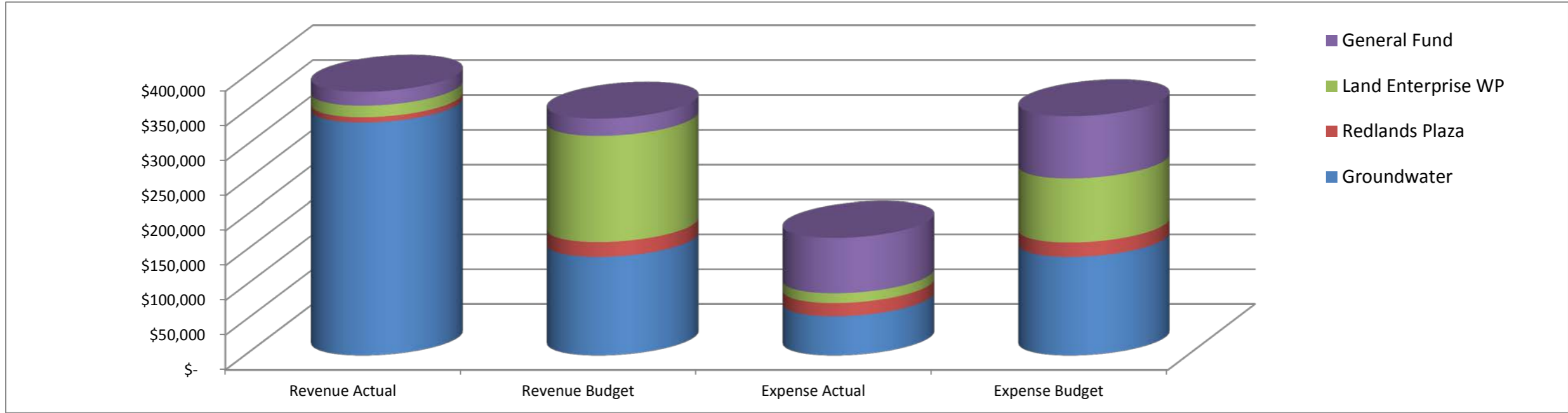
<b>REVENUE</b>	<b>Jul '12-May '13</b>	<b>Budget thru May</b>
Total 4010 · Interest Income	\$ 46,800	\$ 41,250
Total 4020 · Groundwater Charge	\$ 810,720	\$ 701,341
4025 · Wash Plan Revenue	\$ 550	\$ 375,375
Total 4030 · Mining Income	\$ 276,179	\$ 289,514
4040 · Miscellaneous Income	\$ 23,634	\$ 22,917
4050 · Property Tax	\$ 97,472	\$ 68,750
4055 · SBVMWD Spreading Agreement Reim	\$ 638,026	\$ 275,000
Total 4060 · Property Income	\$ 10,429	\$ 18,150
4065 · Redlands Plaza	\$ 83,200	\$ 80,987
4080 · Exchange Plan	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 1,987,009</b>	<b>\$ 1,873,283</b>



<b>EXPENSES Operating and Capital</b>	<b>Jul '12-May '13</b>	<b>Budget thru May</b>
5080 · LAFCO Contribution	\$ 7,096	\$ 3,438
Total 5100 · Professional Services	\$ 135,145	\$ 677,050
Total 5200 · Field Operations	\$ 7,918	\$ 8,250
Total 5300 · Vehicle Operations	\$ 23,346	\$ 25,208
Total 5400 · Utilities	\$ 28,366	\$ 42,442
Total 6000 · General Administration	\$ 86,395	\$ 112,350
Total 6100 · Benefits	\$ 169,026	\$ 268,249
Total 6200 · Salaries	\$ 377,386	\$ 376,100
Total 6300 · Insurance	\$ 21,035	\$ 28,263
Total 6400 · Board of Directors' Expenses	\$ 84,097	\$ 80,850
Total 6500 · Administrative/Staff Expenses	\$ 6,144	\$ 8,892
Total 7000 · Construction	\$ 5,733	\$ 87,083
Total 7100 · Land & Buildings	\$ 3,831	\$ 29,333
Total 7200 · Equipment & Vehicles	\$ 10,409	\$ 38,958
Total 7400 · Professional Services Capital	\$ -	\$ 22,917
<b>Total Expense</b>	<b>\$ 965,927</b>	<b>\$ 1,809,382</b>



# Enterprises



Enterprise	Actual	Budget thru May	% of Budget
Groundwater Revenue	\$ 1,348,771	\$ 811,341	166%
Groundwater Expense	\$ 313,468	\$ 535,020	59%
Revenue -Expense	\$ 1,035,303	\$ 276,321	
Redlands Plaza Revenue	\$ 108,051	\$ 117,470	92%
Redlands Plaza Expense	\$ 73,119	\$ 112,438	65%
Revenue -Expense	\$ 34,932	\$ 5,033	
Land Enterprise and Wash Plan Revenue	\$ 376,488	\$ 835,618	45%
Land Enterprise and Wash Plan Expense	\$ 84,272	\$ 503,466	17%
Revenue -Expense	\$ 292,216	\$ 332,151	
General Fund Revenue	\$ 168,125	\$ 127,188	132%
General Fund Expense	\$ 478,381	\$ 482,458	99%
Revenue -Expense	\$ (310,256)	\$ (355,270)	100%
Total All Revenue - Expense	\$ 1,052,196	\$ 258,234	

Cash Status	As of 7/1/2012	As of 5/31/2013
LAIF	\$ 442,569.08	\$ 444,140.23
Cal Trust	\$ 5,532,327.66	\$ 6,062,864.51
Citizens Bank	\$ -	\$ 737,746.44
Bank of America	\$ 81,677.94	\$ -
Redlands Plaza	\$ 137,352.14	\$ -
	\$ 6,193,926.82	\$ 7,244,751.18
Less Cal Trust	\$ (5,000,000.00)	\$ (5,000,000.00)
<b>Total</b>	\$ 1,193,926.82	\$ 2,244,751.18
Increase of		\$ 1,050,824.36

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

	<u>Jul '12 - May 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>4010 · Interest Income</b>				
4012 · LAIF	1,571.15	3,750.00	-2,178.85	41.9%
4013 · Caltrust Investment Income	45,228.69	37,500.00	7,728.69	120.61%
<b>Total 4010 · Interest Income</b>	<u>46,799.84</u>	<u>41,250.00</u>	<u>5,549.84</u>	<u>113.45%</u>
<b>4020 · Groundwater Charge</b>				
4021 · Assessments - Ag	42,465.20	48,730.50	-6,265.30	87.14%
4023 · Assessments - Non-Ag	768,255.26	652,610.25	115,645.01	117.72%
<b>Total 4020 · Groundwater Charge</b>	<u>810,720.46</u>	<u>701,340.75</u>	<u>109,379.71</u>	<u>115.6%</u>
4025 · Wash Plan Revenue	550.00	375,375.00	-374,825.00	0.15%
<b>4030 · Mining Income</b>				
4031 · Plant Site - CEMEX	40,000.00	44,000.00	-4,000.00	90.91%
4032 · Cemex - Royalty / Lease	187,499.98	190,971.92	-3,471.94	98.18%
4033 · Cemex USA Minimum Rent	4,000.00			
4034 · Redlands Aggregate 5% Royalty	27,000.00	33,000.00	-6,000.00	81.82%
4036 · Aggregate Maintenance	13,709.00	21,541.67	-7,832.67	63.64%
4030 · Mining Income - Other	3,970.00			
<b>Total 4030 · Mining Income</b>	<u>276,178.98</u>	<u>289,513.59</u>	<u>-13,334.61</u>	<u>95.39%</u>
4040 · Miscellaneous Income	23,633.67	22,916.67	717.00	103.13%
4050 · Property Tax	97,471.63	68,750.00	28,721.63	141.78%
4055 · SBVMWD Spreading Agreement Reim	638,026.02	275,000.00	363,026.02	232.01%
<b>4060 · Property Income</b>				
4062 · Mentone Property	10,428.51	18,150.00	-7,721.49	57.46%
<b>Total 4060 · Property Income</b>	<u>10,428.51</u>	<u>18,150.00</u>	<u>-7,721.49</u>	<u>57.46%</u>
4065 · Redlands Plaza	83,200.35	80,987.11	2,213.24	102.73%
4066 · Redlands Plaza CAM	14,365.11	18,333.33	-3,968.22	78.36%
4072 · Reimbursed Expenses	60.57			
4080 · Exchange Plan	0.00	0.00	0.00	0.0%
<b>Total Income</b>	<u>2,001,435.14</u>	<u>1,891,616.45</u>	<u>109,818.69</u>	<u>105.81%</u>
<b>Gross Profit</b>	2,001,435.14	1,891,616.45	109,818.69	105.81%
<b>Expense</b>				
5000 · Payroll Expenses	990.65			
<b>5050 · Regional Programs</b>				
5055 · SAWPA Programs	2,295.00			
5080 · LAFCO Contribution	7,095.83	3,437.50	3,658.33	206.42%
<b>Total 5050 · Regional Programs</b>	<u>9,390.83</u>	<u>3,437.50</u>	<u>5,953.33</u>	<u>273.19%</u>

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

	Jul '12 - May 13	Budget	\$ Over Budget	% of Budget
<b>5100 - Professional Service</b>				
5120 - Misc. Professional Services	45,140.92	87,083.33	-41,942.41	51.84%
5121 - Consultants Misc. Expenses	8,000.00			
5122 - Wash Plan Professional Services	10,596.73	116,416.67	-105,819.94	9.1%
5125 - Engineering Services	4,637.50	13,750.00	-9,112.50	33.73%
5130 - Aerial Photography & Surveying	0.00	55,000.00	-55,000.00	0.0%
5145 - Environmental Services	0.00	195,250.00	-195,250.00	0.0%
5160 - IT Support	7,055.81	6,966.67	89.14	101.28%
5170 - Audit	11,940.00	17,416.67	-5,476.67	68.56%
5175 - Legal - Wash Plan	4,080.00	38,500.00	-34,420.00	10.6%
5180 - Legal	43,694.53	146,666.67	-102,972.14	29.79%
<b>Total 5100 - Professional Service</b>	<b>135,145.49</b>	<b>677,050.01</b>	<b>-541,904.52</b>	<b>19.96%</b>
5123 - Temp. Field Labor	0.00	2,291.67	-2,291.67	0.0%
<b>5200 - Field Operations</b>				
5210 - Equipment Maintenance	3,884.17	2,291.67	1,592.50	169.49%
5215 - Property Maintenance	3,997.40	5,958.33	-1,960.93	67.09%
5220 - Maintenance Materials/Shop/Fld	8.05			
5230 - Field Tools	28.41			
<b>Total 5200 - Field Operations</b>	<b>7,918.03</b>	<b>8,250.00</b>	<b>-331.97</b>	<b>95.98%</b>
<b>5300 - Vehicle Operations</b>				
5310 - Vehicle Maintenance	11,041.48	11,458.33	-416.85	96.36%
5320 - Fuel	12,304.06	13,750.00	-1,445.94	89.48%
<b>Total 5300 - Vehicle Operations</b>	<b>23,345.54</b>	<b>25,208.33</b>	<b>-1,862.79</b>	<b>92.61%</b>
<b>5400 - Utilities</b>				
5410 - Alarm Service	2,171.00	3,804.16	-1,633.16	57.07%
5420 - Electricity	8,017.57	13,750.00	-5,732.43	58.31%
5430 - Mobile Phone	1,853.49	1,375.00	478.49	134.8%
5440 - Telephone	6,817.03	6,416.67	400.36	106.24%
5450 - Natural Gas	783.44	962.50	-179.06	81.4%
5460 - Water / Trash / Sewer	2,781.41	9,716.66	-6,935.25	28.63%
5470 - Internet Services	5,941.60	6,416.66	-475.06	92.6%
<b>Total 5400 - Utilities</b>	<b>28,365.54</b>	<b>42,441.65</b>	<b>-14,076.11</b>	<b>66.83%</b>
<b>6000 - General Administration</b>				
6001 - General Administration - Other	968.35	9,166.67	-8,198.32	10.56%
6002 - Website Administration	980.42	2,841.67	-1,861.25	34.5%
6003 - Property Tax	0.00	1,989.17	-1,989.17	0.0%
<b>6004 - Meeting Expenses</b>				
6004.01 - Wash Plan Meeting expense	0.00	572.92	-572.92	0.0%
6004 - Meeting Expenses - Other	1,295.26	1,718.75	-423.49	75.36%

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

	Jul '12 - May 13	Budget	\$ Over Budget	% of Budget
<b>Total 6004 - Meeting Expenses</b>	1,295.26	2,291.67	-996.41	56.52%
6006 - Permits	50.00	1,466.66	-1,416.66	3.41%
6009 - Licenses	819.00	916.66	-97.66	89.35%
6010 - Surety Bond	1,815.00	1,741.67	73.33	104.21%
6012 - Office Maintenance	511.38	916.67	-405.29	55.79%
6015 - Mentone House Maintenance	4,127.08	3,025.00	1,102.08	136.43%
6016 - Redlands Plaza Maintenance	4,280.00	12,833.33	-8,553.33	33.35%
6017 - Management Labor-Redlands Plaza	0.00	0.00	0.00	0.0%
6018 - Janitorial Services	7,218.00	7,425.00	-207.00	97.21%
6019 - Janitorial Supplies	186.30	275.00	-88.70	67.75%
6020 - Vacancy Marketing-Redlands Plaz	0.00	5,078.33	-5,078.33	0.0%
6021 - Office Equipment Maint.	1,081.71			
6024 - DONT USE-Computer Equip Maint.	0.00	0.00	0.00	0.0%
6026 - Redlands Plaza CAM expenses	28,589.45	18,333.33	10,256.12	155.94%
6027 - Computer Supplies	515.74	458.33	57.41	112.53%
6030 - Office Supplies	2,707.91	3,208.34	-500.43	84.4%
6032 - Small Office Equipment	700.13	1,100.00	-399.87	63.65%
6033 - Office Equipment Rental	6,819.15	6,233.34	585.81	109.4%
6036 - Printing	618.71	916.67	-297.96	67.5%
6039 - Postage and Overnight Delivery	1,257.27	1,466.68	-209.41	85.72%
6042 - Payroll Processing	684.55	1,375.00	-690.45	49.79%
6045 - Bank Service Charges	1,782.46	458.33	1,324.13	388.9%
6051 - Uniforms	965.99	750.00	215.99	128.8%
6060 - Outreach	700.00			
6084 - Training Registrations	15.00			
6087 - Educational Reimbursement	363.00	1,833.33	-1,470.33	19.8%
6090 - Subscriptions/Publications	842.64	1,375.00	-532.36	61.28%
6091 - Public Notices	2,774.60	1,833.33	941.27	151.34%
6093 - Memberships	13,989.00	23,040.42	-9,051.42	60.72%
<b>Total 6000 - General Administration</b>	86,658.10	112,349.60	-25,691.50	77.13%
<b>6100 - Benefits</b>				
6110 - Vision Insurance	975.60	1,437.99	-462.39	67.85%
6115 - Maint/Rep. Rolling Maint. Equip	0.00	1,375.00	-1,375.00	0.0%
6120 - Workers' Comp. Insurance	15,097.00	12,375.10	2,721.90	122.0%
6130 - Dental Insurance	4,371.48	4,739.36	-367.88	92.24%
6140 - State Unemployment Insurance	0.00	630.21	-630.21	0.0%
6150 - Medical Insurance	49,222.23	85,270.72	-36,048.49	57.73%
6160 - Payroll Taxes-Employer	29,368.07	32,404.17	-3,036.10	90.63%
6170 - PERS Retirement	69,991.49	74,533.24	-4,541.75	93.91%
6190 - Life Insurance	0.00	55,483.42	-55,483.42	0.0%
<b>Total 6100 - Benefits</b>	169,025.87	268,249.21	-99,223.34	63.01%

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

	Jul '12 - May 13	Budget	\$ Over Budget	% of Budget
<b>6200 - Salaries</b>				
6230 - Regular Salaries	377,386.38	336,371.71	41,014.67	112.19%
6231 - Salary Overhead Charge	0.00	39,728.00	-39,728.00	0.0%
<b>Total 6200 - Salaries</b>	<b>377,386.38</b>	<b>376,099.71</b>	<b>1,286.67</b>	<b>100.34%</b>
<b>6300 - Insurance</b>				
6310 - Property/ Auto Insurance	3,572.00	3,138.66	433.34	113.81%
6320 - General Liability Insurance	17,463.00	25,124.00	-7,661.00	69.51%
<b>Total 6300 - Insurance</b>	<b>21,035.00</b>	<b>28,262.66</b>	<b>-7,227.66</b>	<b>74.43%</b>
<b>6400 - Board of Directors' Expenses</b>				
6401 - Directors' Fees	64,616.00	61,875.00	2,741.00	104.43%
6410 - Mileage	2,074.62	2,612.50	-537.88	79.41%
6415 - Air Fare	5,079.45	2,750.00	2,329.45	184.71%
6420 - Other Travel	770.13	320.83	449.30	240.04%
6425 - Meals	2,709.36	1,375.00	1,334.36	197.04%
6430 - Lodging	4,712.04	3,208.33	1,503.71	146.87%
6435 - Conf/Seminar Registrations	4,135.00	4,125.00	10.00	100.24%
6440 - Election Fees / Re-Districting	0.00	4,583.33	-4,583.33	0.0%
<b>Total 6400 - Board of Directors' Expenses</b>	<b>84,096.60</b>	<b>80,849.99</b>	<b>3,246.61</b>	<b>104.02%</b>
<b>6500 - Administrative/Staff Expenses</b>				
6505 - Mtg. Support Expense (food, bev	0.00	1,375.00	-1,375.00	0.0%
6510 - Mileage	1,671.73	1,375.00	296.73	121.58%
6515 - Air Fare	427.30	1,375.00	-947.70	31.08%
6520 - Travel, Other (rental car, taxi	217.75	458.34	-240.59	47.51%
6525 - Meals	1,003.50	1,375.00	-371.50	72.98%
6530 - Lodging	672.84	1,100.00	-427.16	61.17%
6535 - Conf/Seminar Registrations	2,151.00	1,833.33	317.67	117.33%
<b>Total 6500 - Administrative/Staff Expenses</b>	<b>6,144.12</b>	<b>8,891.67</b>	<b>-2,747.55</b>	<b>69.1%</b>
6999 - Uncategorized Expenses	288.00			
<b>Total Expense</b>	<b>949,790.15</b>	<b>1,633,382.00</b>	<b>-683,591.85</b>	<b>58.15%</b>
<b>Net Ordinary Income</b>	<b>1,051,644.99</b>	<b>258,234.45</b>	<b>793,410.54</b>	<b>407.24%</b>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
<b>7000 - Construction</b>				
7010 - Materials	0.00	4,583.33	-4,583.33	0.0%
7050 - Basins- Capital Annual Repair	5,733.00	82,500.00	-76,767.00	6.95%
7051 - Capital Repairs-Periodic	0.00	0.00	0.00	0.0%
<b>Total 7000 - Construction</b>	<b>5,733.00</b>	<b>87,083.33</b>	<b>-81,350.33</b>	<b>6.58%</b>

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

	<u>Jul '12 - May 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>7100 · Land &amp; Buildings</b>				
7110 · Property Capital Repairs	585.08	25,208.33	-24,623.25	2.32%
7130 · Mentone Property (House)-CapRep	3,946.00	1,833.33	2,112.67	215.24%
7140 · Mentone Property (Shop)-CapRep	0.00	2,291.67	-2,291.67	0.0%
<b>Total 7100 · Land &amp; Buildings</b>	<u>4,531.08</u>	<u>29,333.33</u>	<u>-24,802.25</u>	<u>15.45%</u>
<b>7200 · Equipment &amp; Vehicles</b>				
7210 · Computer Hardware-Capital Purch	6,002.91	5,958.33	44.58	100.75%
7220 · Computer Software	3,991.79	5,041.66	-1,049.87	79.18%
7230 · Field Equipment / Vehicles	0.00	27,958.33	-27,958.33	0.0%
7240 · Office Equipment	414.59	0.00	414.59	100.0%
<b>Total 7200 · Equipment &amp; Vehicles</b>	<u>10,409.29</u>	<u>38,958.32</u>	<u>-28,549.03</u>	<u>26.72%</u>
<b>7400 · Professional Services Capital</b>				
7438 · Engineering Services Capital	0.00	22,916.67	-22,916.67	0.0%
<b>Total 7400 · Professional Services Capital</b>	<u>0.00</u>	<u>22,916.67</u>	<u>-22,916.67</u>	<u>0.0%</u>
<b>Total Other Expense</b>	<u>20,673.37</u>	<u>178,291.65</u>	<u>-157,618.28</u>	<u>11.6%</u>
<b>Net Other Income</b>	<u>-20,673.37</u>	<u>-178,291.65</u>	<u>157,618.28</u>	<u>11.6%</u>
<b>Net Income</b>	<u><u>1,030,971.62</u></u>	<u><u>79,942.80</u></u>	<u><u>951,028.82</u></u>	<u><u>1,289.64%</u></u>



# SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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Memorandum No. 1180

**To: Board of Directors**

**From: General Manager, Daniel Cozad**

**Date: June 12, 2013**

**Subject: Wash Plan Status Report**

## RECOMMENDATION

Staff recommends the Board receive the staff report on the suggested outcome of the Wash Plan Task Force meeting held June 4<sup>th</sup>, provide any feedback, receive and file the report.

## 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 at that time. Staff 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 – **Complete**
- Phase 2, Mitigation Maintenance Requirements and Funding – **Ongoing**
- Phase 3, EIR and HCP Revisions – **Budgeted**
- 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 Phase 2 to identify the critical elements of Phase 3 in order to move forward and prepare to make a decision on Phases 3 through 6.

## UPDATE

Staff reported in February that agreement on Phase 1 efforts has been reached. Phase 2 is complete for the large land uses, water conservation and mining. Next steps include the following:

1. Provide detailed information to the staff who will be working on this effort

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

2. Schedule next Task Force meeting the week of July 15
3. Engage California Department of Fish and Wildlife to review conservation strategy
4. Schedule meetings to verify “Covered Activities” with the Cities of Redlands, Highland and San Bernardino County Flood Control and Parks, along with East Valley Water District and any others
5. Review options and approach for trails and recreation as covered activities
6. Review costs and allocation with Task Force participants and confirm Task Force members continued participation
7. Discuss and draft any changes to the Task Force Agreement
8. Review covered activities and funding allocation and Task Force Agreement changes with Task Force at the next meeting

Staff will review the materials from the Task Force meeting and next steps for the Board.

**FISCAL IMPACT**

The District’s approved budget includes funding for Wash Plan efforts. Staff will be verifying revenue related to the Wash Plan and present that along with the decision criteria to move forward.



# General Manager's Report

For May 10, 2013 through June 7, 2013

Daniel B. Cozad

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

- 1. Water Conservation** – The dry spring continues. The draining of Seven Oaks Dam (SOD) that started on April 15<sup>th</sup> and stopped on April 26 with the fuel truck spill was resumed May 30<sup>th</sup>. The Regional Water Quality Control Board determined the water in the Edison penstock and the water detained by SOD was able to be discharged and recharged after samples were found to be non-detect for fuel components. Staff worked with Orange County Flood Control to ensure that this water could be recharged and we are currently receiving about 75 CFS, and expect the flow to continue for 4-5 days.
- 2. Personnel/Administration/Staff** – Staff received 22 resumes for the Land Resources Manager position, screened the resumes and selected five applicants for interviews. Staff from the District as well as East Valley Water District's HR Director interviewed the candidates and recommended the top two applicants for the position. Upon checking references and negotiations the position was offered to Dr. Jeffery Beehler who accepted and begins on June 27<sup>th</sup>. Staff is also working on employee annual performance planning to be completed before June 30.
- 3. Finance/Budget/Audit** – Staff worked with the Auditors and RAMS staff to prepare for the District Audit and annual closeout scheduled for early July. Staff supported initial Audit checks and questionnaires as well as supplied information for the Annual Audit. Staff is also preparing the final Budget Document that is a compendium of budget related documents and policies as was done in 2011.
- 4. Facilities Maintenance/Aggregate Management** – 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 project to be completed in the next few months. Coordinated with EVWD Staff for excess rock from headquarters near the borrow pit and completed canal crossing construction. Worked with SBVMWD to issue Access Permit to store rock for the City Creek Project in the borrow pit. Performed job walk with Upland Rock for processing material from cleaning and excess to District needs for royalty. Still working on potential to accept material for reduced water project costs or District royalty. Coordinated with CEMEX on proposed changes considering for their operations and performance for the royalty market evaluation.
- 5. Wash Plan** – Planning and management costs mitigation were performed to prepare for the Wash Plan Task force meeting on June 4, 2013. Presentation of the conservation strategy map was endorsed by all, USFWS and California Department of Fish and Wildlife with note that some need to review in detail. Covered Activities and mitigation costs allocation are the next steps for the group. Staff and RBF are compiling the avoidance and minimization measures for mitigation that will be used in the financial

(PARS) analysis which is underway. Staff will be scheduling next Task Force meeting in mid-July. Coordinated Draft MOU with BLM on issues with land and holdings as well as exchange in the future.

- 6. East Branch Extension** – Continued coordination with DWR, contractors and SBVMWD on field changes, new plans and material needs. Easement documents and the final executed agreement were received in early May. Department of General Service review and processing of the payment is still ongoing. EBX-2 contractor continues to excavate and place pipe in Santa Ana.
- 7. Collaborative Enhanced Recharge Project** – Staff with District equipment implementing maintenance work in support of contractor’s efforts to keep 60 CFS flowing to basins. Significant coordination and cooperation on permitting and environmental habitat issues now related to the Wash Plan as well. Successful meetings with USFWS and SBVMWD on permit needs and mitigation. Engineering design review for diversion structure and sediment basin completed; canal review to occur in June.
- 8. Property/Redlands Plaza** – Working with Hello Sushi on lease renewal and issues related to sale of business to management. When complete, one lease will remain that is not updated.
- 9. Engineering Investigation and Rate Setting**  
Staff coordinated with United Water Conservation District who is planning to scope a rate study to better document the appropriateness of the groundwater charge.
- 10. 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 and Wash Plan HCP.
- 11. Current Board Action Implementation** –Staff revised the final Strategic Plan based on the changes noted when the Board adopted the plan. Staff preparing final assembly of materials for LAFCO.
- 12. Computer and IS** – Contracted web management system implementation initial transfer is complete and ready for staff review. Staff is working to review and make changes and update to the website and transition around the end of June or early July.
- 13. Future Board Activities** – Expected short term items for consideration
  - a. Wash Plan Phase 3 Consideration
  - b. Audit committee in July
- 14. District Successes**
  - a. District staff designed a temporary crossing for the main canal, which was successfully used with the recent flows from SOD.
  - b. Congratulations to our Board Members who stood for election, all were unopposed saving the District the cost of the elections.
  - c. Staff is also happy to welcome Jeff to the staff beginning at the end of the month.

# San Bernardino Valley Water Conservation District



## Monthly Recharge Report

From: 5/1/2013  
To: 5/31/2013

May					
	Avg Daily Recharge	Monthly Recharge	Recharge YTD	BTAC Max*	% Max
Santa Ana River	5.0	154	4,145	54,375	8%
Mill Creek	0.0	0	1,469	32,625	5%
State Water Project	0.0	0	684	NA	NA
In River Channel Recharge**	0.0	0	216	NA	NA
<b>Total</b>	<b>5</b>	<b>154</b>	<b>6,514</b>	<b>87,000</b>	<b>7%</b>

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

