

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

**REGULAR BOARD MEETING
AGENDA**

November 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

- A. Approval of Board Minutes, October 9, 20135
- B. Approval of Expenditure Report, October 2013.....14

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

- A. UNAUDITED FINANCIALS, OCTOBER 2013(M#1220)21
Presenter: Daniel Cozad
Recommendation: Review, discuss and approve the unaudited financials for October 2013 and first quarter Summary.

- B. AMENDED DISTRICT AND ENTERPRISE BUDGET FOR FY 2013-2014(M#1221).....27
Presenter: Daniel Cozad
Recommendation: The Administrative Committee recommends the Board review and consider approval of the amended 2013-2014 District and Enterprise Budget.

- C. UPPER SANTA ANA INTEGRATED REGIONAL WATER MANAGEMENT PLAN (M#1217)35
Presenter: Jeff Beehler
Recommendation: Review and consider approval of the District’s involvement in the Upper Santa Ana Integrated Regional Water Management Plan.

- D. GROUNDWATER CHARGE AND PAST DUE POLICY(M#1222).....36
Presenter: Daniel Cozad
Recommendation: Review and consider approval of the revised Groundwater Charge and Past Due Collection Policy based on Board suggestions and consider adoption of Resolution No. 503.

- E. ACWA STATEWIDE WATER ACTION PLAN (M#1223).....50
Presenter: Daniel Cozad
Recommendation: Review the ACWA Statewide Water Action Plan and consider approval of Resolution No. 504 supporting the Plan.

- F. SANBAG SOLAR ASSESSMENT (M#1224)86
Presenter: Daniel Cozad
Recommendation: Review Cost and Payback Information from SANBAG on Cooperative Solar Procurement for Redlands Plaza.

- G. BOARD POLICY HANDBOOK (M#1225)93
Presenter: Daniel Cozad
Recommendation: Review, recommend and consider revisions to the Board Policy Handbook as suggested by Administrative Committee.

- H. RESOLUTIONS OF APPRECIATION FOR SERVICE ON THE BOARD OF DIRECTORS (M#1226)100
Presenter: Daniel Cozad
Recommendation: Review and consider approval of Resolution No. 501 and 502 in appreciation of Director Day & Glaubig’s service on the Board of Directors for the District.

- I. ACWA GENERAL SESSION VOTING DELEGATE (M#1227).....103
Presenter: Daniel Cozad
Recommendation: Request direction in nominating a director for a position on the Association of the San Bernardino County Specials Districts Board (ASBCSD) of Directors.

- J. ELECTION OF 2013-14 ASBCSD BOARD OF DIRECTORS (M#1228)..... 107
Presenter: Daniel Cozad
Recommendation: Request direction in nominating a director for a position on the Association of the San Bernardino County Specials Districts Board (ASBCSD) of Directors.

- K. WEBSITE DEMONSTRATION AND FEEDBACK (M#1218).....118
Presenter: Daniel Cozad
Recommendation: Review interim website demonstration and provide feedback to staff for implementation prior end of Calendar Year.

- 5. **INFORMATION ITEMS:**
 - A. General Manager’s Report.....120
 - B. Monthly Recharge Report122
 - C. Wash Plan Update.....123
 - D. 2014 Meeting Calendar Review124
 - E. Future Agenda Items & Staff Task requests from Directors

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

- 7. **UPCOMING MEETINGS:**
 - 1. November 14, 2013 Upper Santa Ana Water Resources Association,
9:30 a.m. at District Office

 - 2. November 18, 2013 Association of San Bernardino County Districts, 6:00
p.m., at The Green Tree Golf Course, Victorville

 - 3. November 19, 2013 San Bernardino Valley Municipal Water District,
2:30 p.m. at Valley District

 - 4. November 28-29, 2013 Office Closed in Observance of Thanksgiving

 - 5. December 3-6, 2013 ACWA 2013 Fall Conference, held at JW Marriott
LA Live in Los Angeles

 - 6. December 11, 2013 Board of Directors Meeting, 10:00 a.m. at District
Office

 - 7. December 11, 2013 Retirement Luncheon, 12:00 p.m. at Isabella’s
Restaurant, Redlands

 - 8. December 12, 2013 Advisory Commission on Water Policy, 6:30 p.m. at
Valley District

9. December 17, 2013 Governance Training, 9:00 a.m.-3:45 p.m. at Three Valleys Municipal Water District, Claremont

8. **CLOSED SESSION**

1. The Board may convene in Closed Session to discuss pending litigation, under Government Code section 54956.9(a), City of Loma Linda vs. State of California, San Bernardino County Superior Court Case No. 34-2013-80001583 and City of Redlands vs. Ana J. Matosantos, et al, San Bernardino California Superior Case No. 34-2013-80001610.
2. The Board may convene in Closed Session under Government Code section 54956.8, to discuss real property negotiations, relating to lease terms on portions of property located in the Santa Ana River Wash, and depicted as “Cemex” in Figure 3.7 of the Final Environmental Impact Report for the Upper Santa Ana Wash Land Management and Habitat Conservation Plan, with CEMEX Construction Materials Pacific, LLC. Daniel B. Cozad and David B. Cosgrove are the negotiators for the District. Bryan Forgey, Scott Hess and Christine Jones are the negotiators for CEMEX.
3. 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 December 11, 2013 at 10:00 a.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS

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

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

ROLL CALL:

BOARD MEMBERS PRESENT:

Richard Corneille, President
Melody McDonald, Vice President
Bob Glaubig, Director
David E. Raley, Director
Manuel Aranda, Director
John Longville, Director (Departed at 2:06 p.m.)
Clare Henry Day, Director

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker, LLP

STAFF PRESENT:

Daniel Cozad, General Manager
Athena Medina, Administrative Services Specialist
Jeff Beehler, Land Resource Manager

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

Staff requested that the Board add, "Silt Clean-up for Dike D" to the agenda as a Closed Session item due to exposure to potential litigation under Government Code Section 549569 (d).

It was moved by Director Day and seconded by Director Longville to add "Dike D" to the agenda as a Closed Session item pursuant to Government Code Section 549569 (d). The motion carried unanimously.

3. CONSENT CALENDAR

- A. Approval of the Board Minutes from September 11, 2013
- B. Approval of Check Register, September 2013
- C. Groundwater Top Five Producers and Investigation List, September 2013

It was moved by Director Aranda and seconded by Vice President McDonald to approve Consent Calendar. The motion carried unanimously.

4. ACTION ITEMS

A. UNAUDITED FINANCIALS, SEPTEMBER 2013

Mr. Cozad addressed comments and concerns raised by Directors pertaining to the following general ledger (GL) accounts:

- 6400 Director's Expenses – currently this GL still includes a line item for election costs not expended by the District. This will be addressed in the upcoming budget amendment in November.
- 4080 Exchange Plan – This item is not currently showing in budget due to the accrual accounting. It will show up in financials at the end of the fiscal year.
- 6200 Salaries – The salaries budget includes the overhead rate and the actual salary costs do not. This will be revised.
- Wash Plan – This has been separated into its own enterprise. Both revenue and expenses will be fully allocated to this enterprise.

It was moved by Director Day and seconded by Vice President McDonald to approve the Unaudited Financials for September 2013. The motion carried unanimously.

B. 2013 AUDIT REPORT PRESENTATION

The Charles Fedak & Company (Fedak) representative, Christopher Brown, was unable to attend today's meeting to present the Audit Report due to illness, therefore Mr. Cozad presented this item for discussion. Mr. Cozad handed out a summary of the revisions that were made to the Audit Report. Brief discussion ensued. President Corneille noted that this year's audit is a clean audit as stated by Fedak to the Ad Hoc Audit Committee and in their letter and believes it is important to move forward with approving the report. He also indicated that Staff has requested that the Board thank the current auditor for his services and authorize Staff to

issue a Request for Proposals for next year's audit since it has been the District's practice to seek a new auditor every 3 years.

It was moved by Director Longville and seconded by Vice President McDonald to approve the FY 2012-2013 Audit Report with revisions noted in handout and authorize Staff to issue a Request for Proposals for next year's audit and for the Ad Hoc Audit Committee to review the proposals and make a selection recommendation to the Board. The motion carried unanimously.

C. LEASE AGREEMENT APPROVAL DELEGATION

Mr. Cozad presented this item for discussion. He stated that legal counsel prepared Resolution No. 500 which delegates specific authorities that allow the General Manager to solicit, negotiate and execute leases for Redlands Plaza on behalf of the District. Vice President McDonald asked for additional clarification on why the Resolution is needed. Mr. Cosgrove stated that the approval of this Resolution would give the General Manager specific authority previously not assigned through resolution or policy. Mr. Cozad stated that the lease agreements exceed the authority currently given to the General Manager under Resolution No. 493. Discussion ensued. President Corneille stated that he is in support of the resolution with the notation to be made in the minutes that the General Manager is to report to the Board on the status, execution and amount of leases. Mr. Cozad agreed that he will report any changes in Redlands Plaza leases.

It was moved by Director Longville and seconded by Director Aranda to approve Resolution No. 500 delegating specific authorities to General Manager in regards to Redlands Plaza with the requirement to report to the Board when there are any changes to any leases. The motion carried unanimously.

D. UPDATE INFORMATION FOR CITIZENS BUSINESS BANK

It was moved by Director Longville and seconded by Vice President McDonald to approve Resolution No. 499 adding Jeffrey Beehler as a signatory on Citizens Business Bank account in accordance with approved Expenditure Processing Policy. The motion carried unanimously.

E. WASH PLAN AGREEMENTS AND PROGRESS REPORT

Mr. Beehler introduced this item for discussion noting that there are two agreements up for approval: 1) Three party agreement between United States Fish & Wildlife Service (FWS), Bureau of Land Management (BLM) and the District and District's Consultant (RBF) as the Statement of Responsibilities for the Project and 2) Two party MOU between BLM and the District. The first agreement has been approved for signature by FWS and BLM; however, due to government shut down, they were unable to sign at this time. The second agreement is a MOU with BLM and the District for the implementation of cooperative land management projects.. It has been approved by BLM and both agreements have been reviewed by District

counsel. Mr. Cozad stated that the agreement provides for BLM and FWS to be co-lead agencies on the environmental documents required for implementation of the Wash Plan. Mr. Cosgrove reviewed a provision in the first agreement that specifies that the District is to receive materials at the same time as BLM and FWS. He stated that this will allow the District to monitor the consultants' progress. Mr. Cozad stated that any significant changes in cost, due to additional work requests by BLM or FWS would have to be taken to the Task Force. Discussion ensued. President Corneille stated that any inter-agency agreements should be executed by the Board President. Director Raley inquired as to what the District will be receiving when authorizing this agreement. Mr. Cosgrove stated that the Environmental Impact Statement (EIS) will be completed and reviewed by the resource agencies which will minimize the risk of errors and changes. The scope of work has been approved by FWS and BLM. Mr. Cozad stated that Staff has received a 24 month schedule from the agencies. Discussion ensued.

It was moved by Director Longville and seconded by Vice President McDonald to approve the Statement of Responsibilities Agreement with FWS and BLM. The motion carried 6-0 with Director Longville noted absent from the vote.

President Corneille asked if the term of the MOU was a longer term and what is the purpose. Mr. Beehler stated that this agreement will allow BLM and District to work on each other's property and activities by mutual agreement. Mr. Cosgrove stated that the MOU is for a 20 year term. Mr. Cozad explained the necessity of the MOU in detail noting that the main benefit is the District's ability to perform activities on BLM land. Mr. Beehler stated that this agreement is an immediate action to allow the District to implement the Wash Plan activities. Director Raley noted that in Section E (Statement of Work) paragraph 2 (g) seems to read as a blanket statement which would affect Redlands Plaza as well. Mr. Cosgrove proposed adding "limited to where it may affect BLM Lands under ownership or control". Discussion ensued.

It was moved by Vice President McDonald and seconded by Director Aranda to approve the MOU agreement with BLM with suggested revisions by the Board. The motion carried 6-0 with Director Longville noted absent from the vote.

F. OVERHEAD RATE IMPLEMENTATION AND ADJUSTMENT

Mr. Cozad stated that the Administrative Committee recommended that the District modify the current overhead rate. The basic strategy used to calculate overhead is to allocate costs that are directly related to a project and those that cannot be directly allocated to a project are allocated to overhead. Costs are allocated using a percentage of the cost. Mr. Cozad referred to the expense columns on the 2013/2014 budget spreadsheet highlighted in yellow indicating that those are the items used in the calculation of overhead. The budget amendment in November will show the overhead increased to 30% of labor modified to be shown as labor and benefits; this will be modified annually as part of the budget. Mr. Cozad said this is to ensure that all of General Fund costs are recovered and that it does not run a deficit. Brief discussion ensued.

It was moved by Director Day and seconded by Director Aranda to modify the Overhead Rate to the equivalent of 30% of total labor cost and that number be documented in the annual budget. The motion carried 6-0 with Director Longville noted absent from the vote.

G. BOARD POLICY HANDBOOK

Mr. Cozad noted the proposed revisions that were made under section 4025, Directors Expense Policy. It was recommended by the Administrative Committee that Board Member Meeting Reports be made in written format on the form within package. The intention is to provide a form that can be reviewed by any member of the Board. It is intended to be filled out for those meetings that are Director Selected, Set by Board Action, presentations, conferences and educational events where per diem and expenses are paid. The written Board Member Meetings Reports would be included in the monthly Board package. Mr. Cosgrove asked for clarification as to if the Board would like to include a provision to prohibit payment if a report is not submitted. Director Raley stated that if a Director attends a meeting as a District representative they should record 4-5 key elements from the meeting and submit a written report to the Board so that any member of the Board may refer back to it. He stated that other Directors that do not attend will not be privy to that information. Currently the Board Reports are given verbally, but not recorded in detail in the Board Minutes. Director Day requested that a Board Meeting Report be submitted in-lieu of the oral report. He stated that it is somewhat difficult when Directors orally report on several different topics to retain all of that information. He also believes the submission of the report should be a condition of the payment. Discussion ensued.

Mr. Cosgrove stated that in Government Code 53232.3 (d) requires the Board Members to report, but does not specify whether it is to be oral or written. He stated that currently the Board complies with this requirement by doing so orally. Mr. Cozad suggested that the reports be submitted with expense reports. Director Raley stated that if we do not have a mechanism to enforce the policy then it doesn't become policy. Vice President McDonald stated that in essence an expense report is the required report of meetings attended. She indicated that her understanding is that a written report would only be required for Director Selected events and stated that the requirement of a written report is laborious. Discussion ensued. Director Glaubig would like to see the written report provided at the meeting. He would not like for the written report to replace the oral report. It would be beneficial for Directors to be able to refer to the written report and ask questions as needed during the Board meeting. President Corneille stated that expense reports are not reviewed by the full board. He said he did not think all the meetings, including those set by Board Action, needed a written report, since some meetings have minutes prepared. Discussion ensued. Mr. Cosgrove stated that the submission of an expense report does not satisfy the statutes requirement to report under Government Code. He stated that the Board needs to answer the following questions: 1) Does the Board want a written report? 2) If the Board desires a written report, does it replace the oral report? 3) Does the Board want to require the submission of a written report in order to process payment of expense report?

Vice President McDonald spoke on the revision made to 4025 (f) Service Day; where she stated that the 200 mile threshold seems to be too high. She stated that for ACWA Fall Conference this year it is being held in Los Angeles which is less than 200 miles away and the first meeting is held early in the morning. Director Day called for the question.

It was moved by Director Raley and seconded by Director Day to approve the revisions to the Board Policy Manual as suggested by the Administrative Committee. The motion failed 3-3 with President Corneille, Director Aranda and Vice President McDonald in opposition with Director Longville noted absent from the vote.

The Board requested that this item be reviewed and revised by the Administrative Committee. Director Glaubig indicated that the Administrative Committee should review and answer the questions presented by Mr. Cosgrove when revising the policy. Vice President McDonald stated that policy needs to be clear and concise. President Corneille suggested using the Board Policy Handbook Appendix C (Roster of Meetings & Organization) to indicate which meetings required written reports. The Administrative Committee chair agreed to review this item at the next committee meeting.

H. DISTRICTS OF DISTINCTION

Mr. Cozad presented the Board with background information on this item. He indicated that the Districts of Distinction Certificate is a benchmark for Districts that are going above and beyond with legally required compliance, training and reporting. This certification is offered through California Special Districts Association (CSDA). He reviewed the requirements to obtain the certificate and indicated that the Governance Training is a requirement for the entire Board and that there is an upcoming class on December 17th in Claremont. The cost for Governance Training is between \$2,500-3,500. He attended Governance Training at the CSDA Conference in Monterey and stated that he sees the benefit of the Board attending. He recommended the Board Secretary and Executive Staff attend as well and that he will attend again to answer any question Directors may have.

It was moved by Director Aranda and seconded by Vice President McDonald to move forward with the process of obtaining a Districts of Distinction Certificate and schedule the Board, Board Secretary and Executive Staff for Governance Training. The motion carried 6-0 with Director Longville noted absent from the vote.

I. UPPER SANTA ANA RIVER WASH IRWMP UPDATE

This item was deferred to November 13th Board meeting.

J. DISTRICT WEBSITE REDESIGN UPDATE

This item was deferred to November 13th Board meeting.

K. DISTRICT PRIORITY TASKS UPDATE

Mr. Cozad presented this item for discussion. He reviewed the 19 listed priorities included in package. The Sphere of Influence should be completed by June 2014 and the amendment

information will be submitted by October 15th to LAFCO. The Wash Plan update was discussed previously. Strategic Plan has been completed and is posted on the website. Plunge Creek has been approved at 50% funding by DWR. The website update is deferred until November; but Staff is making progress. There will be Tamarisk removal and placement of K-Rail in the field in the areas near East Branch Extension (EBX). The Board Policy Handbook was discussed previously. Municipal Service Review is tied to the Sphere of Influence reinstatement and is ongoing. The EBX-II project is ongoing. Enhanced Recharge Cooperative Agreement has been invoiced and paid for this year. Redlands Plaza was previously covered; in process of renewing Hello Sushi lease. Also, there have been a couple of requests by potential tenants and the District has submitted counter offers. The District continues to work with IERCDC in regards to support and outreach. Review ensued. There are two new items that have been added: 1) Solar and Wind Evaluation and 2) Support Regional IRWMP Update. Vice President McDonald stated that the IRWMP is labor intensive and asked who is working on this project. Mr. Cozad stated that interns, Mr. Beehler and I are working on IRWMP sections. The update was received and filed.

L. CSDA 2014 COMMITTEE AND EXPERT FEEDBACK TEAM APPOINTMENTS

Mr. Cozad stated that there are a number of committees in CSDA, but we do not currently have a Director on a committee. Director Aranda indicated interest in being on the Legislative and Education Committee. Director Raley asked how many meetings there are and where they are located. Mr. Cozad stated that there are 7 meetings for the Legislative Committee which is estimated to cost \$5,800. President Corneille asked what the benefit is to having both Vice President McDonald and Director Aranda on two similar Legislative Committees (ACWA & CSDA) . Discussion ensued. Director Raley requested to be nominated for the Fiscal Committee.

It was moved by Director Glaubig and seconded by President Corneille to nominate Director Aranda for the Education Committee and Director Raley for the Fiscal Committee. The motion carried 6-0 with Director Longville noted absent from the vote.

5. INFORMATION ITEMS

A. GENERAL MANAGER'S REPORT

Written report included in the Board package. He thanked everyone who participated in Defensive Driver Training and those who contributed to the IRWMP Program.

B. MONTHLY RECHARGE REPORT

Written report was included in package. Mr. Cozad stated that the District recharged approximately 8,000 acre feet for the water year.

C. FUTURE AGENDA ITEMS & STAFF TASK REQUEST FROM DIRECTORS

Director Glaubig asked what the timeline is for the audit RFP. Mr. Cozad stated that January 2014 is when the District will send out the Request for Proposals.

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

Director Raley attended the Redlands Rise N Shine and SBVMWD Board Workshop where it was discussed that SBVMWD is storing water in Big Bear Lake. They also discussed the Cooperative Water Recharge Project, IRWMP, and Conjunctive Use Project. Director Raley requested that if the District BTAC representative votes for something that it be reported back to the full Board.

Director Aranda attended the Redlands Rise N Shine. Also, he received a request from San Bernardino Museum to participate in an upcoming function. Director Aranda does not have detailed information on the museum request, but will present it as it becomes available. He attended the USAWRA meeting. Director Aranda continues to give presentations: Loma Linda and San Bernardino Chamber of Commerce have requested them for November.

Director Day attended the Resources Committee Meeting and Tour of the EBX Project construction progress and impact on our property and basins Santa Ana and Mill Creek.

Director Glaubig attended the Resources Committee Meeting and Tour

President Corneille chaired the Resources Committee, where Bob Tincher of SBVMWD gave a detailed presentation on the Enhanced Recharge Project, and attended the Tour. He also attended Special Districts Dinner where the chair of the State Water Commission spoke on state-wide and Delta issues. President Corneille attended the Western Watermaster; there will be another meeting in November. He handed out a paper by the SBVMWD describing the Conjunctive Use Project for the Bunker Hill Basin for Board review. President Corneille voted at the Advisory Commission on Water Policy to support the next phase of this SBVMWD project including putting together a coalition of agencies to sign up and allocate the project's costs and benefits..

Vice President McDonald attended BTAC where they discussed IRWMP, 2013 year end water statement and water contingency plan. They also discussed the solar challenge, SWP water allocation, Santa Ana Sucker, and Emergency Response Network. She also attended the San Bernardino Chamber Breakfast, Highland Chamber Luncheon and SBVMWD Board meeting.

7. UPCOMING MEETINGS

There will be an Advisory Commission on Water Policy held on December 12th at 6:30 p.m. at SBVMWD.

8. CLOSED SESSION

It was moved by Vice President McDonald and seconded by Director Aranda to enter into Closed Session under the items listed on the agenda.

Under Government 54956.9 (d) (1) the Board authorized Staff to appear in Loma Linda litigation reported in the agenda and to stipulate to the final judgment without participating in the litigation.

Under Government Code 54956.9 (d) (4) the Board directed Staff to file a CEQA exemption under Title 14, Section 15301 for cleanup of Dike D and silt. The Board authorized General

Manager to commit to expenditures of up to \$100,000 only in the event that it will prevent a loss of water before the next Board meeting. Additionally, directed Staff to communicate with DWR, SBVMWD and Contractor regarding financial responsibility of the damages that resulted.

9. ADJOURN MEETING

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

At 5:24 p.m. the meeting adjourned to the next regular Board Meeting scheduled for November 13, 2013 at 1:30 p.m. at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

Daniel B. Cozad
General Manager

San Bernardino Valley Water Conservation District
Check Detail
October 2013

Num	Date	Name	Account	Class	Original Amount
ACH1A75	10/23/2013	Melody McDonald	1012 · Citizens Business Bank		-1,822.72
			6401 · Directors' Fees	4-Genera...	1,773.00
			6410 · Mileage	4-Genera...	49.72
TOTAL					1,822.72
ADP0927	10/04/2013	ADP	1012 · Citizens Business Bank		-70.65
			6042 · Payroll Processing	4-Genera...	70.65
TOTAL					70.65
ADP1011	10/18/2013	ADP	1012 · Citizens Business Bank		-70.65
			6042 · Payroll Processing	4-Genera...	70.65
TOTAL					70.65
ADP1025	10/25/2013	ADP	1012 · Citizens Business Bank		-70.65
			6042 · Payroll Processing	4-Genera...	70.65
TOTAL					70.65
18718	10/08/2013	ACWA/JPIA	1012 · Citizens Business Bank		-7,704.90
	10/01/2013		6110 · Vision Insurance	4-Genera...	20.76
			6130 · Dental Insurance	4-Genera...	98.30
			6150 · Medical Insurance	4-Genera...	1,071.35
			6110 · Vision Insurance	1-Ground...	68.07
			6130 · Dental Insurance	1-Ground...	322.25
			6150 · Medical Insurance	1-Ground...	3,512.21
			6110 · Vision Insurance	2-Redlan...	6.83
			6130 · Dental Insurance	2-Redlan...	32.32
			6150 · Medical Insurance	2-Redlan...	352.26
			6110 · Vision Insurance	3-Land R...	38.73
			6130 · Dental Insurance	3-Land R...	183.36
			6150 · Medical Insurance	3-Land R...	1,998.46
TOTAL					7,704.90
18719	10/08/2013	Aranda, Manuel	1012 · Citizens Business Bank		-197.00
	10/07/2013		6401 · Directors' Fees	4-Genera...	197.00
TOTAL					197.00
18720	10/08/2013	Arrowhead	1012 · Citizens Business Bank		-74.40
	09/25/2013		5460 · Water / Trash / Sewer	4-Genera...	37.20
			5460 · Water / Trash / Sewer	1-Ground...	29.76
			5460 · Water / Trash / Sewer	3-Land R...	7.44
TOTAL					74.40
18721	10/08/2013	Beach Boyz Auto Service	1012 · Citizens Business Bank		-449.31
	09/23/2013		5310 · Vehicle Maintenance	1-Ground...	449.31
TOTAL					449.31

San Bernardino Valley Water Conservation District
Check Detail
October 2013

Num	Date	Name	Account	Class	Original Amount
18722	10/08/2013	Castro Landscaping Services	1012 · Citizens Business Bank		-500.00
	09/30/2013		6016 · Redlands Plaza Mainten...	2-Redlan...	200.00
			6026 · Redlands Plaza CAM ex...	2-Redlan...	300.00
TOTAL					500.00
18723	10/08/2013	Corneille, Richard	1012 · Citizens Business Bank		-1,222.68
	09/30/2013		6401 · Directors' Fees	4-Genera...	1,182.00
			6410 · Mileage	4-Genera...	40.68
TOTAL					1,222.68
18724	10/08/2013	Cozad, Daniel B	1012 · Citizens Business Bank		-586.57
	09/30/2013		6510 · Mileage	4-Genera...	111.46
			6510 · Mileage	1-Ground...	29.72
			6510 · Mileage	3-Land R...	7.43
			6525 · Meals	4-Genera...	79.60
			6525 · Meals	1-Ground...	21.23
			6525 · Meals	3-Land R...	5.31
			6520 · Travel, Other (rental car,...	4-Genera...	248.87
			6520 · Travel, Other (rental car,...	1-Ground...	66.36
			6520 · Travel, Other (rental car,...	3-Land R...	16.59
TOTAL					586.57
18725	10/08/2013	Edison - 8812	1012 · Citizens Business Bank		-528.92
	09/27/2013		5420 · Electricity	4-Genera...	148.10
			5420 · Electricity	1-Ground...	105.78
			5420 · Electricity	2-Redlan...	275.04
TOTAL					528.92
18726	10/08/2013	Edison - Redlands Plaza	1012 · Citizens Business Bank		-252.04
	09/28/2013		6026 · Redlands Plaza CAM ex...	2-Redlan...	252.04
TOTAL					252.04
18727	10/08/2013	Home Depot	1012 · Citizens Business Bank		-47.74
	09/27/2013		5210 · Equipment Maintenance	1-Ground...	32.34
			5215 · Property Maintenance	1-Ground...	15.40
TOTAL					47.74
18728	10/08/2013	JAN-PRO Cleaning Systems of Ontario	1012 · Citizens Business Bank		-618.00
	10/01/2013		6018 · Janitorial Services	4-Genera...	618.00
TOTAL					618.00
18729	10/08/2013	Lowe's Companies, Inc.	1012 · Citizens Business Bank		-2.58
	09/25/2013		5215 · Property Maintenance	1-Ground...	2.58
TOTAL					2.58

San Bernardino Valley Water Conservation District
Check Detail
October 2013

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
18730	10/08/2013	Netsteller	1012 · Citizens Business Bank		-450.00
	10/01/2013		5160 · IT Support	4-Genera...	165.02
			5160 · IT Support	1-Ground...	239.99
			5160 · IT Support	3-Land R...	44.99
TOTAL					450.00
18731	10/08/2013	Redlands Ford	1012 · Citizens Business Bank		-214.69
	09/04/2013		5310 · Vehicle Maintenance	1-Ground...	214.69
TOTAL					214.69
18732	10/08/2013	Rutan & Tucker	1012 · Citizens Business Bank		-1,740.00
	09/18/2013		5180 · Legal	4-Genera...	1,740.00
TOTAL					1,740.00
18733	10/08/2013	Stanley Convergent Security Solutions	1012 · Citizens Business Bank		-302.70
	10/01/2013		5410 · Alarm Service	4-Genera...	151.35
			5410 · Alarm Service	1-Ground...	151.35
TOTAL					302.70
18734	10/08/2013	Valero Marketing & Supply Company	1012 · Citizens Business Bank		-2,039.60
	09/30/2013		5320 · Fuel	1-Ground...	2,039.60
TOTAL					2,039.60
18735	10/08/2013	Verizon California-6637	1012 · Citizens Business Bank		-290.71
	09/19/2013		5470 · Internet Services	4-Genera...	145.36
			5470 · Internet Services	1-Ground...	87.21
			5470 · Internet Services	2-Redlan...	14.54
			5470 · Internet Services	3-Land R...	43.60
TOTAL					290.71
18736	10/08/2013	Verizon California-8398	1012 · Citizens Business Bank		-185.96
	09/22/2013		5410 · Alarm Service	4-Genera...	92.98
			5410 · Alarm Service	1-Ground...	92.98
TOTAL					185.96
18737	10/08/2013	Western Education Foundation	1012 · Citizens Business Bank		-65.00
	08/16/2013		6090 · Subscriptions/Publications	4-Genera...	65.00
TOTAL					65.00
18738	10/08/2013	Wilbur's	1012 · Citizens Business Bank		-170.65
	10/01/2013		5210 · Equipment Maintenance	1-Ground...	170.65
TOTAL					170.65
18739	10/15/2013	Clerk of the Board of Supervisors	1012 · Citizens Business Bank		-50.00
			6006 · Permits	3-Land R...	50.00
TOTAL					50.00

San Bernardino Valley Water Conservation District
Check Detail
October 2013

Num	Date	Name	Account	Class	Original Amount
18740	10/23/2013	Aaron Pederson	1012 · Citizens Business Bank		-35.00
	10/16/2013		6018 · Janitorial Services	4-Genera...	35.00
TOTAL					35.00
18741	10/23/2013	ACWA JPIA - Workers Comp	1012 · Citizens Business Bank		-2,713.00
	10/01/2013		6120 · Workers' Comp. Insurance	4-Genera...	419.16
			6120 · Workers' Comp. Insurance	1-Ground...	1,374.13
			6120 · Workers' Comp. Insurance	2-Redlan...	137.82
			6120 · Workers' Comp. Insurance	3-Land R...	781.89
TOTAL					2,713.00
18742	10/23/2013	Angie J. Quiroga	1012 · Citizens Business Bank		-49.89
	10/23/2013		6510 · Mileage	4-Genera...	49.89
TOTAL					49.89
18743	10/23/2013	Antimite Pest Control, Inc.	1012 · Citizens Business Bank		-132.00
	09/27/2013		6026 · Redlands Plaza CAM ex...	2-Redlan...	132.00
TOTAL					132.00
18744	10/23/2013	Aranda, Manuel	1012 · Citizens Business Bank		-1,221.55
	10/23/2013		6401 · Directors' Fees	4-Genera...	1,182.00
			6410 · Mileage	4-Genera...	39.55
TOTAL					1,221.55
18745	10/23/2013	Beach Boyz Auto Service	1012 · Citizens Business Bank		-1,669.34
	10/08/2013		5310 · Vehicle Maintenance	1-Ground...	1,596.59
			6310 · Property/ Auto Insurance	1-Ground...	72.75
TOTAL					1,669.34
18746	10/23/2013	Capitol Enquiry	1012 · Citizens Business Bank		-54.20
	10/21/2013		6090 · Subscriptions/Publications	4-Genera...	54.20
TOTAL					54.20
18747	10/23/2013	Chris Marich (Graphics)	1012 · Citizens Business Bank		-146.25
	10/15/2013		5122 · Wash Plan Professional ...	5-Wash ...	146.25
TOTAL					146.25
18748	10/23/2013	Citizens Business Bank	1012 · Citizens Business Bank		-3,215.32
	10/14/2013		6004 · Meeting Expenses	4-Genera...	21.11
			6004 · Meeting Expenses	3-Land R...	7.04
			6030 · Office Supplies	4-Genera...	70.24
			6030 · Office Supplies	1-Ground...	4.39
			6030 · Office Supplies	2-Redlan...	8.78
			6030 · Office Supplies	3-Land R...	4.39
			6039 · Postage and Overnight ...	4-Genera...	20.29
			6039 · Postage and Overnight ...	1-Ground...	9.22
			6039 · Postage and Overnight ...	2-Redlan...	3.69
			6039 · Postage and Overnight ...	3-Land R...	3.69
			6425 · Meals	4-Genera...	22.50
			6425 · Meals	1-Ground...	6.00

San Bernardino Valley Water Conservation District
Check Detail
October 2013

Num	Date	Name	Account	Class	Original Amount
			6425 · Meals	3-Land R...	1.50
			6435 · Conf/Seminar Registrati...	4-Genera...	1,760.00
			6430 · Lodging	4-Genera...	296.78
			6430 · Lodging	1-Ground...	79.14
			6430 · Lodging	3-Land R...	19.78
			6520 · Travel, Other (rental car,...	4-Genera...	5.25
			6520 · Travel, Other (rental car,...	1-Ground...	1.40
			6520 · Travel, Other (rental car,...	3-Land R...	0.35
			6525 · Meals	4-Genera...	8.57
			6525 · Meals	1-Ground...	2.28
			6525 · Meals	3-Land R...	0.57
			6535 · Conf/Seminar Registrati...	4-Genera...	1,045.00
TOTAL					3,401.96
18749	10/23/2013	City of Redlands - Municipal Utilities	1012 · Citizens Business Bank		-2,042.06
	10/02/2013		6026 · Redlands Plaza CAM ex...	2-Redlan...	2,042.06
TOTAL					2,042.06
18750	10/23/2013	David Hummel	1012 · Citizens Business Bank		-5,410.52
	10/01/2013		5120 · Misc. Professional Servi...	3-Land R...	5,410.52
TOTAL					5,410.52
18751	10/23/2013	Edison - 7241	1012 · Citizens Business Bank		-53.45
	10/09/2013		5420 · Electricity	4-Genera...	14.97
			5420 · Electricity	1-Ground...	10.69
			5420 · Electricity	2-Redlan...	27.79
TOTAL					53.45
18752	10/23/2013	Edison -5552	1012 · Citizens Business Bank		-429.90
	10/08/2013		5420 · Electricity	4-Genera...	120.37
			5420 · Electricity	1-Ground...	85.98
			5420 · Electricity	2-Redlan...	223.55
TOTAL					429.90
18753	10/23/2013	Escoto Construction	1012 · Citizens Business Bank		-1,589.00
	10/09/2013		6012 · Office Maintenance	4-Genera...	635.60
			6012 · Office Maintenance	2-Redlan...	953.40
TOTAL					1,589.00
18754	10/23/2013	Image Source	1012 · Citizens Business Bank		-433.28
	10/10/2013		6033 · Office Equipment Rental	4-Genera...	324.96
			6033 · Office Equipment Rental	1-Ground...	21.66
			6033 · Office Equipment Rental	2-Redlan...	64.99
			6033 · Office Equipment Rental	3-Land R...	21.67
TOTAL					433.28
18755	10/23/2013	J. R. Freeman	1012 · Citizens Business Bank		-192.87
	10/21/2013		6030 · Office Supplies	4-Genera...	154.30
			6030 · Office Supplies	1-Ground...	9.64
			6030 · Office Supplies	2-Redlan...	19.29
			6030 · Office Supplies	3-Land R...	9.64
TOTAL					192.87

San Bernardino Valley Water Conservation District
Check Detail
October 2013

Num	Date	Name	Account	Class	Original Amount
18756	10/23/2013	Netsteller	1012 · Citizens Business Bank		-85.58
	10/17/2013		6024 · Computer Equip Maint.	4-Genera...	23.53
			6024 · Computer Equip Maint.	1-Ground...	53.49
			6024 · Computer Equip Maint.	2-Redlan...	8.56
TOTAL					85.58
18757	10/23/2013	Pat's Pots	1012 · Citizens Business Bank		-210.00
	10/16/2013		5460 · Water / Trash / Sewer	4-Genera...	105.00
			5460 · Water / Trash / Sewer	1-Ground...	84.00
			5460 · Water / Trash / Sewer	3-Land R...	21.00
TOTAL					210.00
18758	10/23/2013	PR Printing	1012 · Citizens Business Bank		-262.44
	10/15/2013		6036 · Printing	4-Genera...	131.22
			6036 · Printing	1-Ground...	104.98
			6036 · Printing	3-Land R...	26.24
TOTAL					262.44
18759	10/23/2013	Rogers, Anderson, Malody & Scott, LLP	1012 · Citizens Business Bank		-290.00
	09/30/2013		5170 · Audit	4-Genera...	29.00
			5170 · Audit	1-Ground...	162.40
			5170 · Audit	2-Redlan...	43.50
			5170 · Audit	3-Land R...	55.10
TOTAL					290.00
18760	10/23/2013	Rutan & Tucker	1012 · Citizens Business Bank		-5,627.00
	10/14/2013		5180 · Legal	4-Genera...	3,647.00
			5180 · Legal	3-Land R...	840.00
			5175 · Legal - Wash Plan	5-Wash ...	1,140.00
TOTAL					5,627.00
18761	10/23/2013	San Bernardino Valley Municipal Water ...	1012 · Citizens Business Bank		-20,000.00
	10/08/2013		5133 · Regional River HCP Co...	3-Land R...	20,000.00
TOTAL					20,000.00
18762	10/23/2013	Star Auto Parts	1012 · Citizens Business Bank		-65.99
	10/16/2013		5210 · Equipment Maintenance	1-Ground...	65.99
TOTAL					65.99
18763	10/23/2013	Verizon California - 2503	1012 · Citizens Business Bank		-516.09
	10/07/2013		5440 · Telephone	4-Genera...	221.26
			5440 · Telephone	1-Ground...	94.83
			5470 · Internet Services	4-Genera...	140.00
			5470 · Internet Services	1-Ground...	60.00
TOTAL					516.09

San Bernardino Valley Water Conservation District
Check Detail
October 2013

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
18764	10/23/2013	Verizon California -7275	1012 · Citizens Business Bank		-150.06
	10/13/2013		5440 · Telephone	4-Genera...	70.05
			5440 · Telephone	1-Ground...	30.02
			5470 · Internet Services	4-Genera...	25.00
			5470 · Internet Services	1-Ground...	15.00
			5470 · Internet Services	2-Redlan...	2.50
			5470 · Internet Services	3-Land R...	7.49
TOTAL					150.06
18765	10/23/2013	Wilbur's	1012 · Citizens Business Bank		-15.82
	10/09/2013		5210 · Equipment Maintenance	1-Ground...	15.82
TOTAL					15.82
100068N	10/14/2013	PERS	1012 · Citizens Business Bank		-4,584.95
			6170 · PERS Retirement	4-Genera...	627.04
			6170 · PERS Retirement	1-Ground...	2,090.14
			6170 · PERS Retirement	2-Redlan...	209.02
			6170 · PERS Retirement	3-Land R...	1,254.08
			2102 · Pers Retirement Liability	4-Genera...	404.67
TOTAL					4,584.95



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

Email: info@sbvwcd.org
www.sbvwcd.org

Memorandum No. 1220

To: Board of Directors

From: General Manager, Daniel Cozad

Date: November 13, 2013

Subject: Unaudited Financials, October 2013

RECOMMENDATION

Review, discuss and approve the unaudited financials for October 2013 and first quarter Summary.

BACKGROUND

A quarterly report spreadsheet was presented to the Administrative Committee on October 14th for review and discussion. This updated report through October 31, 2013 along with the financial graphs is attached in place of the standard Profit & Loss financial reports routinely provided for the Board's review and approval.

FISCAL IMPACT

None.

BOARD
OF
DIRECTORS

Richard W. Corneille
Clare Henry Day

Bob Glaubig
John Longville

David E. Raley
Melody McDonald
Manuel Aranda, Jr.

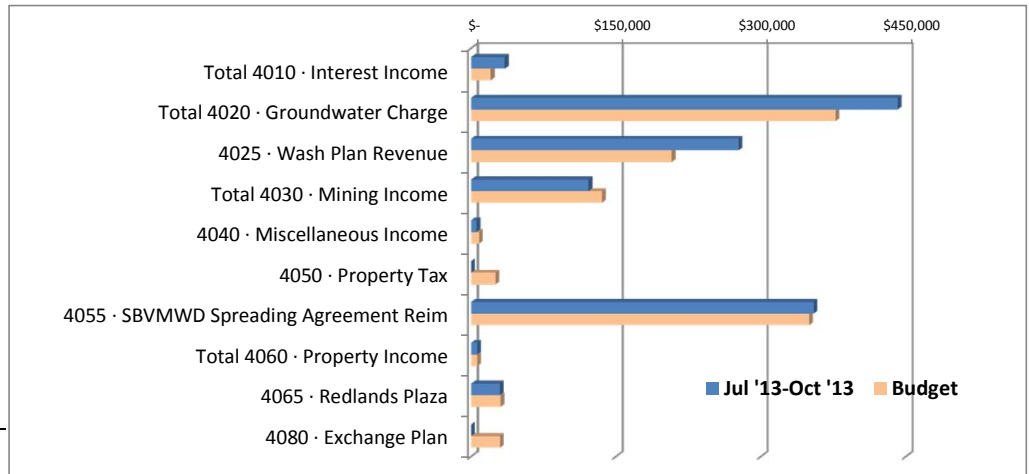
GENERAL
MANAGER

Daniel B. Cozad

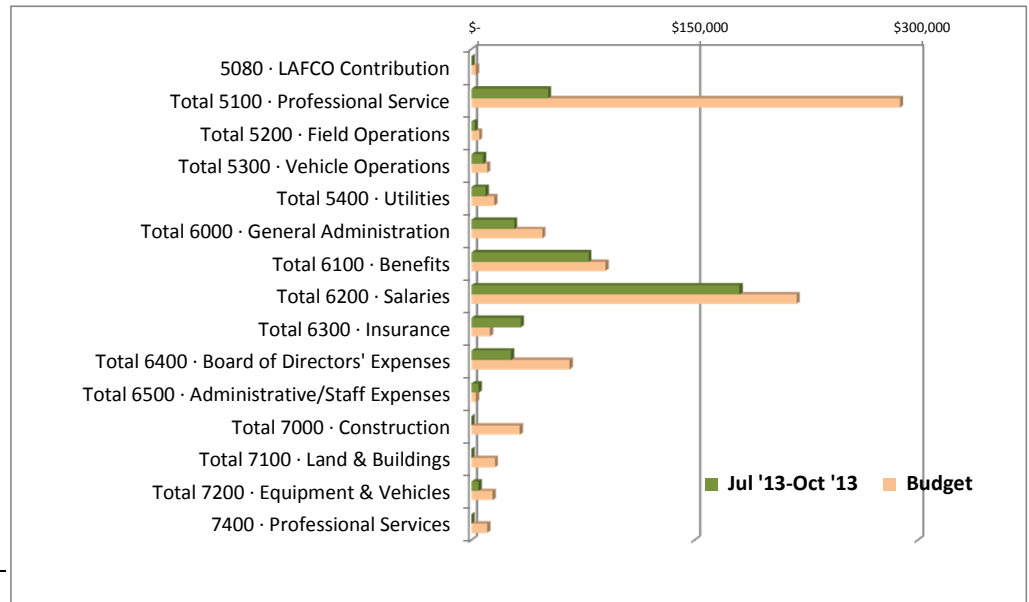
SBVWCD - All Enterprises Budget and Actual

October 2013

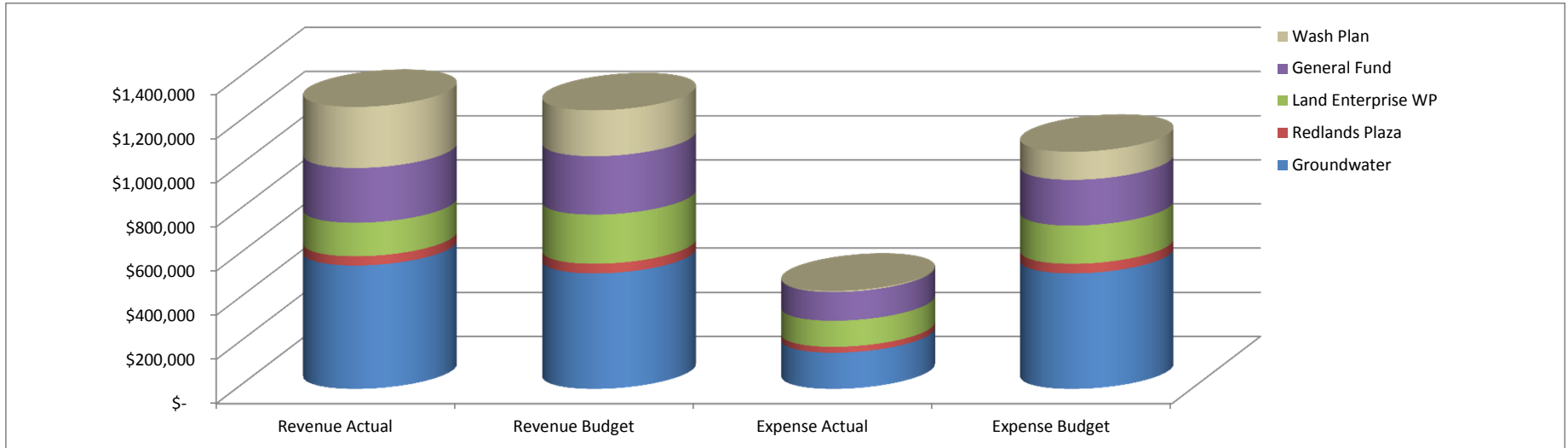
REVENUE	Jul '13-Oct '13	Budget
Total 4010 · Interest Income	\$ 35,052	\$ 20,500
Total 4020 · Groundwater Charge	\$ 441,583	\$ 377,373
4025 · Wash Plan Revenue	\$ 277,060	\$ 207,900
Total 4030 · Mining Income	\$ 121,638	\$ 135,611
4040 · Miscellaneous Income	\$ 5,709	\$ 8,333
4050 · Property Tax	\$ 117	\$ 25,333
4055 · SBVMWD Spreading Agreement Reim	\$ 354,550	\$ 350,000
Total 4060 · Property Income	\$ 6,300	\$ 6,300
4065 · Redlands Plaza	\$ 29,805	\$ 30,628
4080 · Exchange Plan	\$ -	\$ 30,000
Total Revenue without Wash Plan	\$ 1,271,815	\$ 1,191,978



EXPENSES Operating and Capital	Jul '13-Oct '13	Budget
5080 · LAFCO Contribution	\$ 327	\$ 3,115
Total 5100 · Professional Service	\$ 51,582	\$ 288,076
Total 5200 · Field Operations	\$ 2,173	\$ 5,169
Total 5300 · Vehicle Operations	\$ 7,905	\$ 10,500
Total 5400 · Utilities	\$ 9,523	\$ 15,294
Total 6000 · General Administration	\$ 28,719	\$ 47,595
Total 6100 · Benefits	\$ 78,692	\$ 89,996
Total 6200 · Salaries	\$ 180,189	\$ 218,634
Total 6300 · Insurance	\$ 33,272	\$ 12,370
Total 6400 · Board of Directors' Expenses	\$ 26,601	\$ 66,090
Total 6500 · Administrative/Staff Expenses	\$ 4,912	\$ 3,077
Total 7000 · Construction	\$ -	\$ 32,500
Total 7100 · Land & Buildings	\$ -	\$ 15,749
Total 7200 · Equipment & Vehicles	\$ 4,716	\$ 14,333
7400 · Professional Services	\$ -	\$ 10,583
Total Expense without Wash Plan	\$ 428,611	\$ 833,081



Enterprises



Enterprise	Actual	Budget	% of Budget
Groundwater Revenue	\$ 558,737	\$ 522,873	107%
Groundwater Expense	\$ 163,892	\$ 238,404	69%
Revenue -Expense	\$ 394,845	\$ 284,469	
Redlands Plaza Revenue	\$ 41,484	\$ 43,594	95%
Redlands Plaza Expense	\$ 26,538	\$ 43,307	61%
Revenue -Expense	\$ 14,947	\$ 287	
Land Enterprise and Wash Plan Revenue	\$ 151,977	\$ 222,361	68%
Land Enterprise and Wash Plan Expense	\$ 118,209	\$ 173,108	68%
Revenue -Expense	\$ 33,767	\$ 49,254	
General Fund Revenue	\$ 247,936	\$ 264,933	94%
General Fund Expense	\$ 129,949	\$ 207,304	63%
Revenue -Expense	\$ 117,987	\$ 57,629	
Wash Plan Revenue	277,060	207,900	133%
Wash Plan Expense	5,307	127,333	4%
Revenue-Expense	282,367	80,567	
Total All Revenue - Expense	\$ 833,299	\$ 472,205	

Cash Status	As of 7/1/2013	As of 10/31/2013
LAIF	\$ 444,140.23	\$ 444,697.37
Cal Trust	\$ 6,041,653.21	\$ 6,826,448.22
Citizens Bank	\$ 992,497.69	\$ 1,115,960.96
Total Cash	\$ 7,478,291.13	\$ 8,387,106.55
Less Prepaid Royalty	\$ (5,000,000.00)	\$ (5,000,000.00)
Cash Position	\$ 2,478,291.13	\$ 3,387,106.55

Increase of \$ 908,815.42

San Bernardino Valley Water Conservation District Enterprise Budget to Actual Report

GL ACCT:	GL DESCRIPTION:	Approved 2013-2014 Budget	Expended/Received to Date as of 10/31/2013	Expected Remaining Costs/Revenue	Projected Annual Costs (7/1/13-6/30/14)	Over/Under Budget	Notes	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE			REDLANDS PLAZA & LEASED PROPERTY-MENTONE HOUSE			LAND RESOURCE (MINING)			WASH PLAN		
								2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:
INCOME:																						
4012	INTEREST INCOME-LAIF	2,000.00	257.14	1,830.32	1,800.00	-200.00		2,000.00	100.00%		0.00			0.00			0.00			0.00		
4013	INTEREST INCOME-CALTRUST	60,000.00	34,795.01	25,204.99	60,000.00	0.00		60,000.00	100.00%		0.00			0.00			0.00			0.00		
4021	GROUNDWATER CHARGE-AG	38,465.00	23,226.17	20,000.00	43,226.17	4,761.17	Based on estimate of previous time period	0.00			38,465.00	100.00%	No Rate Increase	0.00			0.00			0.00		
4023	GROUNDWATER CHARGE-NON AG	716,280.00	418,356.47	375,000.00	793,356.47	77,076.47	Based on estimate of previous time period	0.00			716,280.00	100.00%	No Rate Increase	0.00			0.00			0.00		
4031	PLANT SITE CEMEX	48,000.00	16,000.00	32,000.00	48,000.00	0.00		0.00			0.00		754,745.00	0.00			48,000.00	100.00%	PER LEASE MIN	0.00		
4032	CEMEX - ROYALTY/LEASE	308,333.33	83,333.32	254,166.69	337,500.01	29,166.68		0.00			0.00			0.00			308,333.33	100.00%	Per Lease Agreement	0.00		
4034	REDLANDS AGGREGATE 5% ROYALTY	36,000.00	9,000.00	27,000.00	36,000.00	0.00		0.00			0.00			0.00			36,000.00	100.00%	PER CONTRACT	0.00		
4036	AGGREGATE MAINTENANCE	23,500.00	13,304.87	10,195.13	23,500.00	0.00		0.00			0.00			0.00			23,500.00	100.00%	EST FROM 2010	0.00		
4040	MISCELLANEOUS INCOME	25,000.00	5,709.03	19,290.97	25,000.00	0.00		18,750.00	75.00%	ESTIMATE	0.00			0.00			6,250.00	25.00%	ESTIMATE	0.00		
4050	PROPERTY TAX	76,000.00	117.46	75,882.54	76,000.00	0.00		76,000.00	100.00%	Assessor \$70K plus \$6K RDA	0.00			0.00			0.00			0.00		
4055	SBVMWD LEASE AGREEMENT	350,000.00	354,550.00	0.00	354,550.00	4,550.00	Increase due to inflation costs	210,000.00	60.00%	General and Reserve	115,500.00	33.00%	Allocation to Cost	0.00			24,500.00	7.00%	Land Lease Cost	0.00		
4062	MENTONE PROPERTY INCOME	18,900.00	6,300.00	12,600.00	18,900.00	0.00		0.00			0.00			18,900.00	100.00%	PER LEASE	0.00			0.00		
4065	REDLANDS PLAZA	91,883.56	29,805.48	61,703.08	91,508.56	-375.00	Based on lease agreements	0.00			0.00			91,883.56	100.00%	Estimated via revised leases	0.00			0.00		
4066	REDLANDS PLAZA CAM	20,000.00	5,379.00	14,621.00	20,000.00	0.00		0.00			0.00			20,000.00	100.00%	Estimated via revised leases	0.00	0.00%		0.00		
4080	EXCHANGE PLAN	30,000.00	0.00	30,000.00	30,000.00	0.00		0.00			30,000.00	100.00%	HISTORIC	0.00			0.00			0.00		
4025	WASH PLAN REVENUE	415,800.00	0.00	415,800.00	415,800.00	0.00		0.00		Per Wash Plan	0.00			0.00			0.00			415,800.00	100.00%	
4086	PLUNGE CREEK IRWMP	190,000.00	0.00	190,000.00	190,000.00	0.00		8,550.00	4.50%		0.00			0.00			180,500.00	95.00%		0.00		
TOTAL INCOME:		2,450,161.89	1,000,133.95	1,565,294.72	2,565,141.21	114,979.32		375,300.00			900,245.00			130,783.56			627,083.33					
EXPENSES:																						
5080	LAFCO CONTRIBUTION/FEES	9,345.83	327.07	9,018.76	9,345.83	0.00		9,345.83	100.00%		0.00			0.00			0.00			0.00		
5081	WASH PLAN					0.00		0.00			0.00			0.00			0.00			0.00		
5082	PLUNGE CREEK LABOR EXPENSE	8,617.03	0.00	8,617.03	8,617.03	0.00		0.00	0.00%		0.00			0.00			8,617.03	100.00%		0.00		
5120	MISC. PROFESSIONAL SERVICES	120,000.00	7,556.52	112,443.48	120,000.00	0.00		120,000.00	100.00%	Accounting/Sub.	0.00	0.00%		0.00	0.00%		0.00			0.00		
5122	WASH PLAN PROFESSIONAL SERVICES	127,000.00	5,884.81	121,115.19	127,000.00	0.00		0.00		Per Wash Plan Budget	0.00			0.00			0.00			127,000.00	100.00%	Per Wash Plan Budget
5124	PLUNGE CREEK PROFESSIONAL SERVICES	179,510.00	0.00	179,510.00	179,510.00	0.00		0.00			17,951.00	10.00%		0.00			161,559.00	90.00%	Per Wash Plan Budget	0.00		
5125	ENGINEERING SERVICES	15,000.00	0.00	15,000.00	15,000.00	0.00		0.00			15,000.00	100.00%	GENERAL ENG./GIS	0.00			0.00			0.00		
5130	AERIAL PHOTO/SURVEYING/MARKET	1,000.00	0.00	1,000.00	1,000.00	0.00		0.00		Complete 2013	0.00			0.00			1,000.00	100.00%		0.00		
5145	ENVIRONMENTAL SERVICES (WASH PLAN)	213,000.00	0.00	213,000.00	213,000.00	0.00		0.00		Per Wash Plan Budget	0.00			0.00			0.00			213,000.00	100.00%	Per Wash Plan Budget
5160	IT SUPPORT	7,500.00	1,035.00	6,465.00	7,500.00	0.00		2,750.00	36.67%		4,000.00	53.33%	% OF 2010	0.00			750.00	10.00%		0.00		
5170	AUDIT	19,000.00	17,230.00	770.00	18,000.00	(1,000.00)	Less hours needed	1,900.00	10.00%		10,640.00	56.00%	ON REVENUE	2,850.00	15.00%	ON REVENUE	3,610.00	19.00%	ON REVENUE	0.00		
5175	LEGAL-WASH PLAN	42,000.00	5,160.70	36,839.30	42,000.00	0.00		0.00		Per Wash Plan Budget	0.00			0.00			0.00			42,000.00	100.00%	Per Wash Plan Budget
5180	LEGAL	120,000.00	14,714.77	105,285.23	120,000.00	0.00		48,000.00	40.00%		60,000.00	50.00%	Collaboative Agreement Etc.	12,000.00	10.00%	REV/NO WASH PLAN	0.00			0.00		
FIELD OPERATIONS:																						
5123	TEMP FIELD LABOR	0.00	0.00	0.00	0.00	0.00		0.00			0.00	100.00%		0.00			0.00			0.00		
5210	EQUIPMENT MAINTENANCE	8,000.00	554.44	7,445.56	8,000.00	0.00		0.00			8,000.00	100.00%	EST. FROM 2010	0.00			0.00			0.00		
5215	PROPERTY MAINTENANCE	7,500.00	1,618.28	5,881.72	7,500.00	0.00		0.00			7,500.00	100.00%	EST. FROM 2010	0.00			0.00			0.00		
VEHICLE OPERATIONS:																						
5310	VEHICLE MAINTENANCE	15,000.00	4,152.19	10,847.81	15,000.00	0.00	Expected Costs for Maintenance	0.00			15,000.00	100.00%	EST. FROM 2010 BASE	0.00			0.00			0.00		
5320	FUEL	16,500.00	3,752.73	12,747.27	16,500.00	0.00		0.00			16,500.00	100.00%	EST. PLUS FUEL COST	0.00			0.00			0.00		
UTILITIES:																						
5410	ALARM SERVICE	3,000.00	998.74	2,001.26	3,000.00	0.00		1,500.00	50.00%		1,500.00	50.00%		0.00			0.00			0.00		
5420	ELECTRICITY	14,000.00	3,512.90	10,487.10	14,000.00	0.00		3,920.00	28.00%		2,800.00	20.00%	% OF 2010	7,280.00	52.00%		0.00			0.00		
5430	MOBILE PHONES	1,000.00	551.25	448.75	1,000.00	0.00		26.67	2.67%		973.33	97.33%	% OF 2010	0.00			0.00			0.00		
5440	TELEPHONE	7,400.00	1,803.95	5,596.05	7,400.00	0.00		5,180.00	70.00%		2,220.00	30.00%	% OF 2010	0.00			0.00			0.00		
5450	NATURAL GAS	1,500.00	8.22	1,491.78	1,500.00	0.00		900.00	60.00%		600.00	40.00%	% OF 2010	0.00			0.00			0.00		
5460	WATER / TRASH / SEWER	11,660.00	485.22	11,174.78	11,660.00	0.00		5,830.00	50.00%		4,664.00	40.00%	% OF 2010	0.00			1,166.00	10.00%		0.00		
5470	INTERNET SERVICES	7,500.00	2,162.68	5,337.32	7,500.00	0.00		3,750.00	50.00%		2,250.00	30.00%		375.00	5.00%		1,125.00	15.00%		0.00		
GENERAL ADMINISTRATION:																						
6001	GENERAL ADMIN-OTHER	7,500.00	123.69	7,376.31	7,500.00	0.00		3,750.00	50.00%		3,750.00	50.00%		0.00			0.00			0.00		
6002	WEBSITE ADMINISTRATION	3,100.00	172.50	2,927.50	3,100.00	0.00		3,100.00	100.00%		0.00			0.00			0.00			0.00		
6003	PROPERTY TAX	2,170.00	0.00	2,170.00	2,170.00	0.00		2,170.00	100.00%		0.00			0.00			0.00			0.00		
6004	MEETING EXPENSES	5,200.00	176.60	5,023.40	5,200.00	0.00		3,900.00	75.00%		0.00			0.00			1,300.00	25.00%		0.00		
6006	PERMITS	1,648.00	50.00	1,598.00	1,648.00	0.00		824.00	50.00%		824.00	50.00%	% OF 2010	0.00			0.00			0.00		
6007	INTER DISTRICT COSTS	10,000.00	0.00	10,000.00	10,000.00	0.00		1,000.00	10.00%		3,750.00	37.50%		0.00			5,250.00	52.50%		0.00		
6009	LICENSES	1,300.00	0.00	1,300.00	1,300.00	0.00		260.00	20.00%		1,040.00	80.00%	% OF 2010	0.00			0.00			0.00		

GL ACCT:	GL DESCRIPTION:	Approved 2013-2014 Budget	Expended/Received to Date as of 10/31/2013	Expected Remaining Costs/Revenue	Projected Annual Costs (7/1/13-6/30/14)	Over/Under Budget	Notes	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE			REDLANDS PLAZA & LEASED PROPERTY-MENTONE HOUSE			LAND RESOURCE (MINING)			WASH PLAN			
								2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	
	First Quarter Report																						
6525	MEALS	1,500.00	170.13	1,329.87	1,500.00	0.00		1,125.00	75.00%		300.00	20.00%	Allocation of 2011	0.00			75.00	5.00%		0.00			
6530	LODGING	1,200.00	877.61	322.39	1,200.00	0.00		900.00	75.00%		240.00	20.00%	Allocation of 2011	0.00			60.00	5.00%		0.00			
6535	CONF/SEMINAR REGISTRATIONS	2,631.32	2,361.00	270.32	2,631.32	0.00		2,631.32	100.00%		0.00			0.00			0.00			0.00			
	CONSTRUCTION CAPITAL COSTS:																						
7010	MATERIALS	7,500.00	0.00	7,500.00	7,500.00	0.00		0.00			7,500.00	100.00%	Field Security Changes	0.00			0.00			0.00			
7050	BASINS -CAPITAL ANNUAL REPAIRS	60,000.00	0.00	60,000.00	60,000.00	0.00		0.00			60,000.00	100.00%	ANNUAL MAINTENANCE	0.00			0.00			0.00			
7055	PLUNGE CREEK EXPANSION	0.00	0.00	0.00	0.00	0.00		0.00			0.00			0.00			0.00			0.00			
	3 year Maintenance	30,000.00	0.00	30,000.00	30,000.00	0.00		0.00			30,000.00	100.00%	25% OF \$120K IN 3 YEARS	0.00			0.00			0.00			
	LAND & BUILDINGS			0.00																			
7110	PROPERTY - CAPITAL REPAIRS	30,000.00	0.00	30,000.00	30,000.00	0.00	New Sign and Landscape	0.00			27,000.00	90.00%	Allocation of 2011	0.00			3,000.00	10.00%		0.00			
7130	MENTONE PROPERTY (HOUSE) CAPITAL REPA	1,746.00	0.00	1,746.00	1,746.00	0.00		0.00			0.00			1,746.00	100.00%		0.00			0.00			
7140	MENTONE PROPERTY (SHOP) CAPITAL REPAIR	15,500.00	0.00	15,500.00	15,500.00	0.00		0.00			15,500.00	100.00%	Field Shop capital repairs	0.00			0.00			0.00			
	EQUIPMENT & VEHICLES																						
7210	COMPUTER HARDWARE CAPITAL REPAIRS	4,500.00	0.00	4,500.00	4,500.00	0.00		4,050.00	90.00%		450.00	10.00%	Allocation of 2011	0.00			0.00			0.00			
7220	COMPUTER SOFTWARE	3,500.00	0.00	3,500.00	3,500.00	0.00		1,225.00	35.00%		1,050.00	30.00%	Allocation of 2011	0.00			1,225.00	35.00%		0.00			
7230	FIELD EQUIPMENT / VEHICLES	35,000.00	3,480.00	31,520.00	35,000.00	0.00		0.00		Inc. Capital Repair/Replace	35,000.00	100.00%	Vehicle expense/Replacement	0.00			0.00			0.00			
7240	OFFICE EQUIPMENT	0.00	1,235.99	(1,235.99)	1,235.99	1,235.99	Fireproof cabinet needed	0.00	100.00%		0.00			0.00			0.00			0.00			
8010	Capital Reserve GWE/Rate Stabilization	20,000.00	0.00	20,000.00	20,000.00	0.00		0.00	0.00%		20,000.00	100.00%	Rate Stabilization/Capital	0.00			0.00			0.00			
	PROFESSIONAL SERVICES:																						
7438	ENGINEERING SERVICES-OTHER	31,750.00	0.00	31,750.00	31,750.00	0.00		0.00			31,750.00	100.00%	Add Rate Study for 14	0.00			0.00			0.00			
	TOTAL EXPENSES:	2,403,416.01	438,589.39	1,904,967.79	2,331,257.02	(72,158.99)		624,907.51			901,772.31			126,635.30			459,333.33			382,000.00			
	Projected Revenue	2,450,161.89			2,565,141.21			375,300.00			900,245.00			130,783.56			627,083.33			0.00			
	Revenue Minus Expenses	46,745.88	-438,589.39	-1,904,967.79	233,884.19	72,158.99	0.00	-249,607.51															
	Overhead Charged out							-92,432.44															
	One Time revenue																						
	Contributions to Reserves	20,000.00												4148.26			0.00						
	Projected Deficit (-Credit)	-528,262.64						-342,039.95			1,527.31			0.00			-167,750.00						



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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Memorandum No. 1221

To: Board of Directors

From: Administrative Committee and the General Manager, Daniel Cozad

Date: November 13, 2013

Subject: Amended District and Enterprise Budget for 2013-2014

RECOMMENDATION

The Administrative Committee recommends the Board review and consider approval of the amended 2013-2014 District and Enterprise Budget.

BACKGROUND

The current budget was approved after a thorough process including all the elements of the Groundwater Charge budget on May 15, 2013. In August, the District was notified by the Registrar of Voters that none of the three Divisions up for election were contested. This alone would reduce budget expenses by \$100,000. The District has also identified several budget changes, including separating the Wash Plan project into its own enterprise where clarifications in the budget would make it easier for staff and the Board to review status. Due to these reasons the Administrative committee recommended a budget amendment.

PROCESS

Staff began with the first quarter financial reports and the audited financial report for the prior budget year to determine future costs and budget for all general ledger (GL) items that should be changed for the amended budget.

Several fundamental changes related to the enterprise accounting approach and other refinements are fully implemented in the proposed budget amendment. These changes are shown below with explanation:

1. District overhead policy and rate, overhead is fully charged out to enterprises and credited to offset costs paid by general fund in the budget as is done at the end of the year reconciliation.
2. District office lease costs are paid to Redlands Plaza Enterprise and charged out to the General Fund and other enterprises in accordance with use
3. Wash Plan project costs and revenue were segregated from the Land Resource Enterprise to form a new Wash Plan Enterprise.
4. Planned capital equipment purchases were included in current fiscal year budget.

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

DISCUSSION

These policy changes as approved by the Board and other interim changes result in proposed changes to the GL numbers shown below. The GL and explanation are shown below for both Revenue and expenses

Revenue

GL 4065 and 4066 – Redlands Plaza and Common Area Maintenance revenue increases when the District pays the Redlands Plaza Enterprise for the cost of proportionate lease costs for District use.

New GL 4099 – Overhead from non-general fund enterprises, revenue that is the result of 22% charge on total labor costs (salary and benefits) credited to the general fund.

GL 4025 – Revenue reduced in the Land Resources Enterprise and increased in the new Wash Plan Enterprise, no net change in revenue.

Expenses

New GL 5133 – Regional River Habitat Conservation Plan contribution, not included in budget but approved by the board allocated to the Land Resource Enterprise

New GL 5143 – Wash Plan District Contribution, new GL needed to show the transfer of funds from the Land Resources to the Wash Plan Enterprise

New GL 6013 – New GL to charge out the Office Lease Payments to Redlands plaza allocated to each enterprise based on its use of space

Capital Expense

New GL 7150 - Mill Creek Maintenance Permitting new capital expense related to environmental studies and permit work needed for ongoing Mill Creek water recharge maintenance.

GL 7230 – Capital Field Equipment and Vehicles capital budget increased for purchase of replacement tractor loader for field use, likely results in capital use of reserves in the Groundwater Recharge Reserve.

Reserves

Operating costs were lower than budgeted in 2012-2013 and one time revenue from repayment of reimbursable agreements and the expected payment of East Branch Extension II easement have generated significant excess revenue that is by policy contributed to reserves. The results of these reserve contributions will cover costs of the capital equipment and achieve most of the minimum reserve needs for 2013.

Risks

In the approved budget a large part of the budget, both revenue and expense, was dependent on a full restart of the Wash Plan. The Wash Plan was reinitiated in early November reducing revenue risk, but increasing expense risk due to rapid implementation. Another major risk not included in the budget is the Department of Water Resources East Branch Extension II, contractor Silt and Clay spill into Dike D. This is being processed as an insurance issue with DWR/Contractors insurance.

However, should they not pay or not pay in a timely way; this could be a cost or short term cash flow issue of up to \$100,000.

Loans

At the close of the fiscal year, accounts were reviewed and revenue and expenses will be booked as loans or repayment of loans to the district enterprises. The Board approved the transfer of \$400,000 from the Land Resources Enterprise to the General Fund. Additionally, Wash Plan participants have repaid the total Interim Cost for the wash plan due from other governments.

FISCAL IMPACT

The development of the budget and amendments themselves do not have significant fiscal impacts; however, the development of a balanced budget and adequate reserves is critical to the ongoing financial health of the District. The 2013-2014 Budget Amendment achieves the goal of a balanced budget and eliminates the use of the District's reserves by recovering all costs in each enterprise and funding enterprise reserves so that they minimize future cost increases.

San Bernardino Valley Water Conservation District Enterprise 2013-2014 Proposed Budget Amendment

GL ACCT.	GL DESCRIPTION:	Approved 2013-2014 Budget	Expended/Received to Date as of 09/30/2013	Expected Remaining Costs/Revenue	Proposed Budget based on Projected Annual Costs (7/1/13-6/30/14)	Change from Approved Budget	Notes	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE			REDLANDS PLAZA & LEASED PROPERTY-MENTONE HOUSE			LAND RESOURCE (MINING)			WASH PLAN		
								2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:
INCOME:																						
4012	INTEREST INCOME-LAIF	2,000.00	(30.32)	1,830.32	1,800.00	(200.00)	Over accrual in prior FY	1,800.00	100.00%		0.00			0.00			0.00			0.00		
4013	INTEREST INCOME-CALTRUST	60,000.00	27,784.41	32,215.59	60,000.00	-		60,000.00	100.00%		0.00			0.00			0.00			0.00		
4021	GROUNDWATER CHARGE-AG	38,465.00	23,357.64	20,000.00	43,357.64	4,892.64	Based on rate and prior over accrual in Prior FY	0.00			43,357.64	100.00%	No Rate increase	0.00			0.00			0.00		
4023	GROUNDWATER CHARGE-NON AG	716,280.00	417,252.81	375,000.00	792,252.81	75,972.81	Based on estimate of previous time period	0.00			792,252.81	100.00%	No Rate Increase	0.00			0.00			0.00		
4031	PLANT SITE CEMEX	48,000.00	12,000.00	36,000.00	48,000.00	-		0.00			0.00			0.00			48,000.00	100.00%	PER LEASE MIN	0.00		
4032	CEMEX - ROYALTY/LEASE	308,333.33	62,499.99	254,166.69	308,333.33	-		0.00			0.00			0.00			308,333.33	100.00%	Per Lease Agreement	0.00		
4034	REDLANDS AGGREGATE 5% ROYALTY	36,000.00	9,000.00	27,000.00	36,000.00	-		0.00			0.00			0.00			36,000.00	100.00%	PER CONTRACT	0.00		
4036	AGGREGATE MAINTENANCE	23,500.00	6,583.30	16,916.70	23,500.00	-		0.00			0.00			0.00			23,500.00	100.00%	EST FROM 2010	0.00		
4040	MISCELLANEOUS INCOME	25,000.00	2,649.03	22,350.97	25,000.00	-		18,750.00	75.00%	ESTIMATE	0.00			0.00			6,250.00	25.00%	ESTIMATE	0.00		
4050	PROPERTY TAX	76,000.00	117.46	75,882.54	76,000.00	-		76,000.00	100.00%	Assessor \$70K plus \$6K RDA	0.00			0.00			0.00			0.00		
4055	SBVMWD LEASE AGREEMENT	350,000.00	354,550.00	0.00	354,550.00	4,550.00	Increase due to CPI not Budgeted	212,730.00	60.00%	General and Reserve	117,001.50	33.00%	Allocation to Cost	0.00			24,818.50	7.00%	Land Lease Cost	0.00		
4062	MENTONE PROPERTY INCOME	18,900.00	4,725.00	14,175.00	18,900.00	-		0.00			0.00			18,900.00	100.00%	PER LEASE	0.00			0.00		
4065	REDLANDS PLAZA	91,883.56	23,373.26	115,689.74	139,063.00	47,179.44	Lease Agreements with no new tenants	0.00			0.00			139,063.00	100.00%	Estimated via revised leases	0.00			0.00		
4066	REDLANDS PLAZA CAM	20,000.00	4,185.37	27,012.63	31,198.00	11,198.00		0.00			0.00			31,198.00	100.00%	Estimated via revised leases	0.00	0.00%		0.00		
4080	EXCHANGE PLAN	30,000.00	0.00	30,000.00	30,000.00	-		0.00			30,000.00	100.00%	HISTORIC	0.00			0.00			0.00		
4025	WASH PLAN REVENUE	415,800.00	0.00	404,300.00	415,800.00	(11,500.00)	3% reduction proposed from County	0.00			0.00			0.00			0.00			415,800.00	100%	
4086	PLUNGE CREEK IRWMP	190,000.00	0.00	190,000.00	190,000.00	-	Uncertain due to Grant Award	8,550.00	4.50%		0.00			0.00			180,500.00	95.00%		0.00		
	TOTAL INCOME:	2,450,161.89	948,047.95	1,642,540.18	2,593,754.78	132,092.89		377,830.00			982,611.95			189,161.00			627,401.83			415,800.00		
EXPENSES:																						
5080	LAFCO CONTRIBUTION/FEES	9,345.83	327.07	9,018.76	9,345.83	-	May be high, due to accrual for prior FY	9,345.83	100.00%		0.00			0.00			0.00			0.00		
5081	WASH PLAN							0.00			0.00			0.00			0.00			0.00		
5082	PLUNGE CREEK LABOR EXPENSE	8,617.03	0.00	8,617.03	8,617.03	-		0.00	0.00%		0.00			0.00			8,617.03	100.00%		0.00		
5120	MISC. PROFESSIONAL SERVICES	120,000.00	46.00	119,954.00	120,000.00	-		120,000.00	100.00%	Accounting/Sub.	0.00	0.00%		0.00	0.00%		0.00			0.00		
5122	WASH PLAN PROFESSIONAL SERVICES	127,000.00	5,738.56	121,261.44	100,000.00	(27,000.00)		0.00			0.00			0.00			0.00			127,000.00	100%	
5124	PLUNGE CREEK PROFESSIONAL SERVICES	179,510.00	0.00	179,510.00	179,510.00	-		0.00			17,951.00	10.00%		0.00			161,559.00	90.00%	Per Wash Plan Budget	0.00		
5125	ENGINEERING SERVICES	15,000.00	0.00	15,000.00	15,000.00	-		0.00			15,000.00	100.00%	GENERAL ENG./GIS	0.00			0.00			0.00		
5130	AERIAL PHOTO/SURVEYING/MARKET	1,000.00	0.00	1,000.00	1,000.00	-		0.00			0.00			0.00			1,000.00	100.00%		0.00		
5133	Regional River HCP Contribution	-	20000.00	(20,000.00)	20,000.00	20,000.00	Board Approved after Budget	0.00			0.00			0.00			20,000.00	100.00%		0.00		
5143	Wash Plan District Contribution	-	78176.00	(78,176.00)	78,176.00	78,176.00	Needed to Move Wash Plan to Enterprise	0.00			0.00			0.00			78,176.00	100.00%		0.00		
5145	ENVIRONMENTAL SERVICES (WASH PLAN)	213,000.00	0.00	213,000.00	250,000.00	37,000.00		0.00			0.00			0.00			0.00			213,000.00	100%	
5160	IT SUPPORT	7,500.00	585.00	6,915.00	7,500.00	-		2,750.00	36.67%		4,000.00	53.33%	% OF 2010	0.00			750.00	10.00%		0.00		
5170	AUDIT	19,000.00	13,590.00	5,410.00	19,000.00	-		1,900.00	10.00%		10,640.00	56.00%	ON REVENUE	2,850.00	15.00%	ON REVENUE	3,610.00	19.00%	ON REVENUE	0.00		
5175	LEGAL-WASH PLAN	42,000.00	4,020.70	37,979.30	42,000.00	-		0.00			0.00			0.00			0.00			42,000.00	100%	
5180	LEGAL	120,000.00	10,227.77	90,000.00	100,227.77	(19,772.23)	Less Requested Work and lawsuits	30,068.33	30.00%		50,113.89	50.00%	Collaborative Agreement Etc.	10,022.78	10.00%	REV/NO WASH PLAN	10,022.78	10.00%		0.00		
FIELD OPERATIONS:																						
5123	TEMP FIELD LABOR	0.00	0.00	0.00	0.00	-		0.00			0.00			0.00			0.00			0.00		
5210	EQUIPMENT MAINTENANCE	8,000.00	269.64	7,730.36	8,000.00	-		0.00			8,000.00	100.00%	EST. FROM 2010	0.00			0.00			0.00		
5215	PROPERTY MAINTENANCE	7,500.00	1,602.88	5,897.12	7,500.00	-		0.00			7,500.00	100.00%	EST. FROM 2010	0.00			0.00			0.00		
VEHICLE OPERATIONS:																						
5310	VEHICLE MAINTENANCE	15,000.00	2,340.91	12,659.09	15,000.00	-	Expected Costs for Maintenance	0.00			15,000.00	100.00%	EST. FROM 2010 BASE	0.00			0.00			0.00		
5320	FUEL	16,500.00	1,349.91	15,150.09	16,500.00	-		0.00			16,500.00	100.00%	EST. PLUS FUEL COST	0.00			0.00			0.00		
UTILITIES:																						
5410	ALARM SERVICE	3,000.00	697.94	2,302.06	3,000.00	-		1,500.00	50.00%		1,500.00	50.00%		0.00			0.00			0.00		
5420	ELECTRICITY	14,000.00	2,807.55	11,192.45	14,000.00	-		3,920.00	28.00%		2,800.00	20.00%	% OF 2010	7,280.00	52.00%		0.00			0.00		
5430	MOBILE PHONES	1,000.00	367.50	632.50	1,000.00	-		26.67	2.67%		973.33	97.33%	% OF 2010	0.00			0.00			0.00		
5440	TELEPHONE	7,400.00	1,387.79	6,012.21	7,400.00	-		5,180.00	70.00%		2,220.00	30.00%	% OF 2010	0.00			0.00			0.00		
5450	NATURAL GAS	1,500.00	8.22	1,491.78	1,500.00	-		900.00	60.00%		600.00	40.00%	% OF 2010	0.00			0.00			0.00		
5460	WATER / TRASH / SEWER	11,660.00	275.22	11,384.78	11,660.00	-		5,830.00	50.00%		4,664.00	40.00%	% OF 2010	0.00			1,166.00	10.00%		0.00		
5470	INTERNET SERVICES	7,500.00	1,622.25	5,877.75	7,500.00	-		3,750.00	50.00%		2,250.00	30.00%		375.00	5.00%		1,125.00	15.00%		0.00		
GENERAL ADMINISTRATION:																						
6001	GENERAL ADMIN-OTHER	7,500.00	123.69	7,376.31	7,500.00	-		3,750.00	50.00%		3,750.00	50.00%		0.00			0.00			0.00		
6002	WEBSITE ADMINISTRATION	3,100.00	172.50	2,927.50	3,100.00	-		3,100.00	100.00%		0.00			0.00			0.00			0.00		
6003	PROPERTY TAX	2,170.00	0.00	2,170.00	2,170.00	-		2,170.00	100.00%		0.00			0.00			0.00			0.00		
6004	MEETING EXPENSES	5,200.00	148.45	5,051.55	3,900.00	-		3,900.00	75.00%		0.00			0.00			1,300.00	25.00%		0.00		
6006	PERMITS	1,648.00	0.00	1,648.00	1,648.00	-		824.00	50.00%		824.00	50.00%	% OF 2010	0.00			0.00			0.00		
6007	INTER DISTRICT COSTS	10,000.00	0.00	10,000.00	10,000.00	-		1,000.00	10.00%		3,750.00	37.50%		0.00			5,250.00	52.50%		0.00		
6009	LICENSES	1,300.00	0.00	1,300.00	1,300.00	-		260.00	20.00%		1,040.00	80.00%	% OF 2010	0.00			0.00			0.00		
6010	SURETY BOND	2,000.00	0.00	2,000.00	2,000.00	-		0.00	0.00%		0.00			0.00			2,000.00	100.00%		0.00		

GL ACCT:	GL DESCRIPTION:	Approved 2013-2014 Budget	Expended/Received to Date as of 09/30/2013	Expected Remaining Costs/Revenue	Proposed Budget based on Projected Annual Costs (7/1/13-6/30/14)	Change from Approved Budget	Notes	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE			REDLANDS PLAZA & LEASED PROPERTY- MENTONE HOUSE			LAND RESOURCE (MINING)			WASH PLAN		
								2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:
6012	OFFICE MAINTENANCE	3,000.00	0.00	3,000.00	3,000.00	-		1,200.00	40.00%		0.00			1,800.00	60.00%	upkeep	0.00			0.00		
6013	OFFICE LEASE PAYMENT	-	0.00	59,724.00	59,724.00	59,724.00		17,917.20	30.00%		17,917.20	30.00%		5,972.40	10.00%		11,944.80	20.00%		5,972.40	10%	
6015	MENTONE HOUSE MAINTENANCE	3,050.00	266.61	2,783.39	3,050.00	-		0.00	0.00%		0.00			3,050.00	100.00%	TERMITE REPAIRS	0.00			0.00		
6016	REDLANDS PLAZA MAINTENANCE	14,000.00	200.00	13,800.00	14,000.00	-		0.00	0.00%	New sign on Redlands Blvd from	0.00			14,000.00	100.00%	ADJUST FOR CAM	0.00			0.00		
6026	REDLANDS PLAZA CAM EXPENSES	25,000.00	4,266.87	20,733.13	25,000.00	-		0.00	0.00%		0.00			25,000.00	100.00%	ADJUST FOR CAM	0.00			0.00		
6017	MANAGEMENT LABOR-REDLANDS PLAZA			-		-		0.00	0.00%	DROP this LINH	0.00			0.00	100.00%		0.00			0.00		
6018	JANITORIAL SERVICES	8,343.00	1,959.00	6,384.00	8,343.00	-		8,343.00	100.00%		0.00			0.00	0.00%		0.00			0.00		
6019	JANITORIAL SUPPLIES	315.00	34.89	280.11	315.00	-		189.00	60.00%		126.00	40.00%		0.00			0.00			0.00		
6020	VACANCY MARKETING-REDLANDS PLAZA	5,817.00	0.00	5,817.00	5,817.00	-		0.00			0.00			5,817.00	100.00%	RENTAL SUPPORT	0.00			0.00		
6024	COMPUTER EQUIPMENT MAINTENANCE	200.00	0.00	200.00	200.00	-		55.00	27.50%		125.00	62.50%	% OF 2010	20.00	10.00%		0.00			0.00		
6027	COMPUTER SUPPLIES	650.00	74.63	575.37	650.00	-		455.00	70.00%		130.00	20.00%		65.00	10.00%		0.00			0.00		
6030	OFFICE SUPPLIES	3,675.00	1,250.67	3,000.00	4,250.67	575.67		3,400.54	80.00%		212.53	5.00%	% OF 2010	425.07	10.00%		212.53	5.00%		0.00		
6032	SMALL OFFICE EQUIPMENT							0.00			0.00			0.00			0.00			0.00		
6033	OFFICE EQUIPMENT RENTAL	8,240.00	1,301.52	6,938.48	8,240.00	-		6,180.00	75.00%		412.00	5.00%	% OF 2010	1,236.00	15.00%		412.00	5.00%		0.00		
6036	PRINTING	1,000.00	194.40	805.60	1,000.00	-		500.00	50.00%		400.00	40.00%		0.00			100.00	10.00%		0.00		
6039	POSTAGE AND OVERNIGHT DELIVERY	1,600.00	320.01	1,279.99	1,600.00	-		880.00	55.00%		400.00	25.00%	% OF 2010	160.00	10.00%		160.00	10.00%		0.00		
6042	PAYROLL PROCESSING FEES	1,500.00	528.40	1,200.00	1,728.40	228.40		1,728.40	100.00%		0.00			0.00			0.00			0.00		
6045	BANK SERVICE CHARGES	3,000.00	215.78	2,784.22	3,000.00	-		3,000.00	100.00%		0.00			0.00			0.00			0.00		
6045	WASH PLAN BANK CHARGES							0.00	0.00%	DROP this LINH	0.00			0.00			0.00			0.00		
6051	UNIFORMS	1,450.00	423.96	1,026.04	1,450.00	-		580.00	40.00%		870.00	60.00%	% OF 2010	0.00			0.00			0.00		
6060	OUTREACH	5,000.00	105.59	4,894.41	5,000.00	-		2,500.00	50.00%		2,000.00	40.00%	Estimate	0.00			500.00	10.00%		0.00		
6087	EDUCATIONAL REIMBURSEMENT	2,000.00	1,135.00	2,000.00	3,135.00	1,135.00		3,135.00	100.00%		0.00			0.00			0.00			0.00		
6090	SUBSCRIPTIONS/PUBLICATIONS	1,500.00	29.95	1,470.05	1,500.00	-		1,500.00	100.00%		0.00			0.00			0.00			0.00		
6091	PUBLIC NOTICES	2,000.00	0.00	2,000.00	2,000.00	-		200.00	10.00%		1,600.00	80.00%	% OF 2010	0.00			200.00	10.00%		0.00		
6093	MEMBERSHIPS	20,000.00	0.00	20,000.00	20,000.00	-		20,000.00	100.00%	ACWA CSDA see subsheet	0.00			0.00			0.00			0.00		
	BENEFITS:																					
6110	VISION INSURANCE	1,612.80	425.61	1,187.19	1,612.80	-		258.95	16.06%	7% INCREASE FORECAST	1,001.02	50.87%	Based on percent of hours	100.40	5.10%		293.01	14.89%		257.26	13.07%	
6120	WORKER'S COMP INSURANCE	18,072.08	3,674.00	14,398.08	18,072.08	-		2,901.65	16.06%	BASE ON LABOR	11,216.80	50.87%	Based on percent of hours	1,125.07	5.10%		3,283.30	14.89%		2,882.75	13.07%	
6130	DENTAL INSURANCE	6,462.00	2,028.69	6,000.00	8,028.69	1,566.69	Actual Increases	1,289.08	16.06%	BASE ON LABOR	4,983.17	50.87%	Based on percent of hours	499.82	5.10%		1,458.64	14.89%		1,280.69	13.07%	
6150	MEDICAL INSURANCE	74,962.52	20,416.69	60,000.00	80,416.69	5,454.17	Actual Increases	12,911.68	16.06%	Policy Reduction	49,912.25	50.87%	Based on percent of hours	5,006.29	5.10%		14,609.97	14.89%		12,827.60	13.07%	
6160	PAYROLL TAXES - EMPLOYER	45,521.63	8,689.15	26,067.45	34,756.60	(10,765.03)	Actual Reduction	5,580.51	16.06%	Consolidated	21,572.39	50.87%	Based on percent of hours	2,163.75	5.10%		6,314.52	14.89%		5,544.17	13.07%	
6170	PERS RETIREMENT	118,780.01	27,028.45	91,751.56	118,780.01	-		19,071.29	16.06%	Actual increase	73,723.23	50.87%	Based on percent of hours	7,394.58	5.10%		21,579.75	14.89%		18,947.09	13.07%	
	SALARIES:								16.06%	Overhead Offset 22%		50.87%	1.22		5.10%			14.89%			13.07%	
6230	REGULAR SALARIES									145,088.92												
Sub	Field Supervisor	32,784.00	0.00	32,784.00	32,784.00	-		0.00			39,996.48	100.00%	Salary+overhead 20% % time	0.00	0.00%		0.00			0.00		
Sub	Field Tech II	61,066.21	16,720.77	44,345.44	61,066.21	-		0.00		Increase COLA 2%/RP - EMP Pbs	70,775.74	95.00%	Salary+overhead 20% % time	3,725.04	5.00%		0.00			0.00		
Sub	Field Tech I	35,006.46	9,150.43	25,856.03	35,006.46	-		0.00		Increase COLA 2%/RP - EMP Pbs	42,707.88	100.00%	Salary+overhead 20% % time	0.00			0.00			0.00		
Sub	Lands and Habitat Mgr.	119,973.00	33,432.70	86,540.30	119,973.00	-		11,997.30	10.00%	Increase COLA 2%/RP - EMP Pbs	43,910.12	30.00%	Salary overhead 20% % time	0.00	0.00%		43,910.12	30.00%		43,910.12	30.00%	
Sub	Admin Services Spec.	58,309.46	15,422.59	42,886.87	58,309.46	-		23,323.78	40.00%	Increase COLA 2%/RP - EMP Pbs	31,300.52	44.00%	Salary+overhead 20% % time	3,556.88	5.00%		2,134.13	3.00%		5,691.00	8.00%	
Sub	Admin Services Spec.	51,866.27	13,018.03	38,848.24	51,866.27	-		12,966.57	25.00%	Increase COLA 2%/RP - EMP Pbs	18,983.05	30.00%	Salary+overhead 20% % time	15,819.21	25.00%		6,327.68	10.00%		6,327.68	10.00%	
Sub	Engineering Intern	14,380.80	1,260.00	13,120.80	14,380.80	-		0.00	0.00%	Increase hrs COLA 2%/RP-EMP Pbs	14,035.66	80.00%	Salary+overhead 20% % time	0.00			1,754.46	10.00%		1,754.46	10.00%	
Sub	GIS Intern/contract	13,353.60	3,197.55	10,156.05	13,353.60	-		0.00	0.00%	Increase COLA 2%/RP - EMP Pbs	11,403.97	70.00%	Salary+overhead 20% % time	0.00			1,629.14	10.00%		3,258.28	20.00%	
Sub	General Manager	176,728.62	44,842.45	131,886.17	176,728.62	-		58,320.44	33.00%	Increase COLA 2%/RP - EMP Pbs	64,682.67	30.00%	Salary+overhead 20% % time	10,780.45	5.00%		43,121.78	20.00%		25,873.07	12.00%	
Sub	Doc Imaging Intern	1,200.00	1,222.17	3,600.00	4,822.17	3,622.17	Additional work available	1,928.87	40.00%	Increase COLA 2%/RP - EMP Pbs	2,941.52	50.00%	Salary+overhead 20% % time	0.00	0.00%		588.30	10.00%		0.00		
	INSURANCE:									Labor Total \$	564,668.42		0.48			0.05				0.14		
6310	PROPERTY / AUTO INSURANCE	6,924.00	0.00	6,924.00	6,924.00	-		346.20	5.00%		5,193.00	75.00%	FROM INSURER	1,038.60	15.00%		346.20	5.00%		0.00		
6320	GENERAL LIABILITY INSURANCE	20,124.00	19,209.30	0.00	19,209.30	(914.70)	Lower billing and rates	960.47	5.00%		14,406.98	75.00%	FROM INSURER	2,881.40	15.00%		960.47	5.00%		0.00		
	DIRECTOR'S EXPENSES:																					
6401	DIRECTOR'S FEES	79,000.00	16,351.00	62,649.00	79,000.00	-		79,000.00	100.00%	Based on board Policy and 2011	0.00			0.00			0.00			0.00		
6410	MILEAGE	3,000.00	1,007.80	1,992.20	3,000.00	-		3,000.00	100.00%	Based on board Policy and 2011	0.00			0.00			0.00			0.00		
6415	AIR FARE	4,750.00	449.30	4,300.70	4,750.00	-		4,750.00	100.00%	Based on board Policy and 2011	0.00			0.00			0.00			0.00		
6420	OTHER TRAVEL	500.00	45.50	454.50	500.00	-		500.00	100.00%	Based on board Policy and 2011	0.00			0.00			0.00			0.00		
6425	MEALS	2,930.37	312.82	2,617.55	2,930.37	-		2,930.37	100.00%	Based on board Policy and 2011	0.00			0.00			0.00			0.00		
6430	LODGING	3,500.00	422.68	3,077.32	3,500.00	-		3,500.00	100.00%	Based on board Policy and 2011	0.00			0.00			0.00			0.00		
6435	CONF/SEMINAR REGISTRATIONS	4,590.00	1,315																			

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								2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:
6525	MEALS	1,500.00	124.82	1,375.18	1,500.00	-		1,125.00	75.00%		300.00	20.00%	Allocation of 2011	0.00			75.00	5.00%		0.00		
6530	LODGING	1,200.00	1,064.25	1,064.25	2,128.50	928.50	CSDA/ACWA	1,596.38	75.00%		425.70	20.00%	Allocation of 2011	0.00			106.43	5.00%		0.00		
6535	CONF/SEMINAR REGISTRATIONS	2,631.32	1,286.00	1,345.32	2,631.32	-		2,631.32	100.00%		0.00			0.00			0.00			0.00		
6502	WASH PLAN-ENVIRON SERVICES					-		0.00			0.00			0.00			0.00					
CONSTRUCTION CAPITAL COSTS:																						
7010	MATERIALS	7,500.00	0.00	7,500.00	7,500.00	-		0.00			7,500.00	100.00%	Field Security Changes	0.00			0.00			0.00		
7050	BASINS - CAPITAL ANNUAL REPAIRS	60,000.00	0.00	60,000.00	60,000.00	-		0.00			60,000.00	100.00%	ANNUAL MAINTENANCE	0.00			0.00			0.00		
7055	PLUNGE CREEK EXPANSION	0.00	0.00	0.00	0.00	-		0.00			0.00			0.00			0.00			0.00		
	3 year Maintenance	30,000.00	0.00	30,000.00	30,000.00	-		0.00			30,000.00	100.00%	25% OF \$120K IN 3 YEARS	0.00			0.00			0.00		
LAND & BUILDINGS																						
7110	PROPERTY - CAPITAL REPAIRS	30,000.00	0.00	30,000.00	30,000.00	-	New Sign and Landscape	0.00			27,000.00	90.00%	Allocation of 2011	0.00			3,000.00	10.00%		0.00		
7130	MENTONE PROPERTY (HOUSE) CAPITAL REPAIR	1,746.00	0.00	1,746.00	1,746.00	-		0.00			0.00			1,746.00	100.00%		0.00			0.00		
7140	MENTONE PROPERTY (SHOP) CAPITAL REPAIR	15,500.00	0.00	15,500.00	15,500.00	-		0.00			15,500.00	100.00%	Field Shop capital repairs	0.00			0.00			0.00		
7150	MILL CREEK MAINTENANCE PERMITTING	-	0.00	50,000.00	50,000.00	50,000.00	Maintenance Permit Costs Estimate ???	0.00			47,500.00	95.00%		0.00			2,500.00	5.00%				
EQUIPMENT & VEHICLES																						
7210	COMPUTER HARDWARE CAPITAL REPAIRS	4,500.00	0.00	4,500.00	4,500.00	-		4,050.00	90.00%		450.00	10.00%	Allocation of 2011	0.00			0.00			0.00		
7220	COMPUTER SOFTWARE	3,500.00	0.00	3,500.00	3,500.00	-		1,225.00	35.00%		1,050.00	30.00%	Allocation of 2011	0.00			1,225.00	35.00%		0.00		
7230	FIELD EQUIPMENT / VEHICLES	35,000.00	3,480.00	75,000.00	78,480.00	43,480.00	Tractor Loader purchase	0.00		Inc. Capital Repair/Replace	78,480.00	100.00%	Vehicle expense/Replacement	0.00			0.00			0.00		
7240	OFFICE EQUIPMENT	0.00	1,235.99	(1,235.99)	1,235.99	1,235.99	Fireproof cabinet needed	1,235.99	100.00%		0.00			0.00			0.00			0.00		
8010	Capital Reserve GWE/Rate Stabilization	20,000.00	0.00	20,000.00	20,000.00	-		0.00	0.00%		20,000.00	100.00%	Rate Stabilization/Capital	0.00			0.00			0.00		
PROFESSIONAL SERVICES:																						
7438	ENGINEERING SERVICES-OTHER	31,750.00	0.00	31,750.00	15,000.00	(16,750.00)		0.00			31,750.00	100.00%	Add Rate Study for 14	0.00			0.00			0.00		
TOTAL EXPENSES:		2,403,416.01	406,213.37	2,034,065.28	2,532,940.64	129,524.63		538,053.82			1,037,071.11			133,910.72			463,598.03			516,526.58		
Projected Revenue		2,450,161.89			2,593,754.78	132,092.89		377,830.00			982,611.95			189,161.00			627,401.83			415,800.00		
Revenue Minus Expenses		46,745.88	-406,213.37	-2,034,065.28	60,814.14	2,568.26		-160,223.82														
Overhead Charged out								145,088.92														
One Time revenue																						
Contributions to Reserves		20,000.00			-146,010.99			-6,510.99			-47,500.00			8000.00			0.00			-100000		
Projected Deficit (-Credit)					-214,744.43			8,623.91			6,959.16			-47,250.28			-163,803.80			726.58		

San Bernardino Valley Water Conservation District Policy

Policy Number 0003

Date: 10/11/13

Policy Name: Overhead Calculation and Application Policy

History: Proposed 10/2013

Application: All SBVWCD Employees, Board Members, Enterprises, Partners and Auditors

GENERAL POLICY:

SBVWCD desires to development clear and concise documentation to ensure the overhead costs to the District are appropriately allocated to all enterprises. This document will communicate the method in which Overhead is calculated and charged out to the enterprises and reimbursable functions.

The District Policy is to directly allocated costs to the Enterprise that incurs the cost in total or in part wherever possible. The costs should be allocated to the enterprises based on objective factual allocation or best historical estimates. Examples include allocating insurance costs based on the value of insured property for each enterprise or the audit costs based on revenue to the enterprise. For general ledger items where costs are not allocable, 100% of the cost is allocated to the General Fund Enterprise. In order not to incur a deficit in the General Fund Enterprise these costs should be allocated out the enterprises or outside reimbursable tasks in accordance with this policy.

History

In 2011 the overhead rate was estimated at 20% of labor costs. This level was selected due to the lack of historical information on the actual unallocated costs and the need to approximate the costs as the enterprise approach was developed. Because a majority of costs are directly allocated this approach worked, but the estimate needed to be evaluated. In the close of FY 2012-13 the District reviewed the costs from the closing year and the budget for the coming year. The actual cost of the unallocated overhead items was in excess of 30% of salaries. This percentage was higher for the previous year due to the lower number of employees and salaries. The Administrative Committee reviewed the process with staff and recommended the overhead analysis be completed each year and an overhead rate be developed and approved as part of the budget.

Revision of current practice under this policy

SBVWCD recognizes the importance of identifying clear and concise methods how overhead is correctly allocated to all activities. The following revised process under the new policy:

1. District staff shall allocate all General Ledger accounts by actual or estimated percentages where possible during the budget process and shall charge them to the enterprises in accordance with these percentages.
2. District staff will, as a part of each annual budget, total general ledger (GL) costs that are not directly allocated and which are appropriate to be applied to the overhead and determine an overhead rate to be applied to salary and benefits and charged to all enterprises and efforts with the exception of the General Fund Enterprise as shown in the equation below:

$$\text{Overhead \%} = \frac{\Sigma (\text{GLs not directly allocated})}{\Sigma \text{ of employee salaries} + \Sigma \text{ employee benefit costs}}$$

3. Calculation of the current Overhead percentage or rate in accordance with the above is 22%

San Bernardino Valley Water Conservation District Policy

4. To ensure fairness and transparency staff will endeavor to minimize any costs that are not directly allocated or charged out as overhead.
5. The Overhead percentage will be applied to all labor and benefit costs for each enterprise and outside project, except for the General Fund Enterprise and will be credited as a journal entry on a quarterly or annual basis to the General Fund to offset the costs.
6. District staff will check that these calculation and entries are made and appropriately verified before close the fiscal year
7. Costs not directly allocated or allocated through overhead in one fiscal year will not be carried to the next fiscal year; however the overhead rate may be adjusted to recover the prior year loss.

The recommended policy and process has been developed to insure fairness to all enterprises and to increase efficiency and reduce redundancy and is the recommendation of the current District CPA.



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

Email: info@sbvwcd.org
www.sbvwcd.org

Memorandum No. 1216

To: Board of Directors

From: General Manager, Daniel Cozad
Land Resources Manager, Jeffrey Beehler

Date: October 9, 2013

Subject: Upper Santa Ana River Wash IRWMP Update

RECOMMENDATION

Review and consider approval of the District's involvement in the update of the Upper Santa Ana River Watershed Integrated Regional Water Management Plan (IRWMP).

BACKGROUND

In 2007, a group of cities and agencies from the upper wash, including the Conservation District, adopted an IRWMP for the region comprising the headwaters of the Santa Ana River to the River. The purpose was to develop projects providing benefits on a regional scale, to assist in obtaining funding for those projects and develop a process to better manage water resources in the Upper Wash. A number of District projects, including the Wash Plan and the Plunge Creek Restoration/ Rehabilitation project are discussed in the current plan.

The plan update is intended to: 1) update the list of projects in the plan; 2) document the region's success in reaching some of the plan's goals; 3) update the plan so that it conforms to Department of Water Resources plan standards, and; 4) ensure that the plan reflects changes in the Upper Wash since the original plan was adopted. San Bernardino Valley Municipal Water District is taking the lead on this project through the Basin Technical Advisory Committee (BTAC). The plan is scheduled to be in a draft final format for consideration by Boards of Directors by early 2014.

Staff is providing updates and additions to the plan, primarily estimated climate change impacts and water issues related to Disadvantaged Communities. Staff is also participating in the BTAC update process to ensure that District projects are represented. Interns can provide much of the needed data analysis support.

FISCAL IMPACT

Adequate resources for these activities are included in the current budget.

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



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Memorandum No. 1222

To: Board of Directors

From: General Manager, Daniel Cozad

Date: November 13, 2013

Subject: Groundwater Charge and Past Due Collection Policy/Resolution No. 503

RECOMMENDATION

Review and consider approval of the revised Groundwater Charge and Past Due Collection Policy based on Board suggestions and consider adoption of Resolution No. 503.

BACKGROUND

In accordance with the California Water Code §75612 all water producing facilities within the San Bernardino Valley Water Conservation District must file a production statement every six months under penalty of perjury. Each July and January District staff prepare and mail a customized statement form to each producer of record in the basin to use to report their production for the prior six months. The vast majority of producers report their production and pay their charges within the statutory 30 day requirement. For those who do not, Staff will follow the process outlined within its the policy to identify and attempt to receive statements and collect groundwater charges for unreported or unpaid production including interest and penalties for facilities and wells where no statement is filed and where the well has not been destroyed.

IMPLEMENTATION

Staff will implement this policy in coordination with District Counsel and the Board. In addition once approved, Staff will perform future site audits and field inspections to verify production of producers. They will also verify whether well sites are operational or abandoned.

FISCAL IMPACT

Additional costs may result from investigation of groundwater producers through use of consultants or additional staff usage. This cost may be somewhat offset by groundwater changes, interest and penalties collected.

BOARD
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Manuel Aranda, Jr.

GENERAL
MANAGER

Daniel B. Cozad

Groundwater Charge and Past-Due

Collections Policy

Original: September 2011

Proposed revision November 2013

1 Policy Purpose

The Collections Policy purpose is to document the institutional process and the California Water Code requirements and authorities available to the staff to assist producers in filing their required production statements and to ensure all parties pay an appropriate and fair share for recharge of water into the groundwater basin.

2 Background

In accordance with the California Water Code §75612 all water producing facilities within the San Bernardino Valley Water Conservation District must file a production statement every six months under penalty of perjury. Each July and January District staff prepare and mail a customized statement form to each producer of record in the basin to use to report their production for the prior six months. The vast majorities of producers reports their production and pay their charges within the statutory 30 day requirement. For those who do not, Staff will follow the process outlined in this policy to identify and attempt to receive statements and collect groundwater charges for unreported or unpaid production, including interest and penalties for facilities and wells where no statement is filed and where the well has not been destroyed.

3 Notice and Investigation

For all wells or producers of any water producing system in the District boundary who were sent notices but did not respond, Staff will send at least one Past Due notice reminder to the owner of record . This notice will advise of the delinquency in the submission of the required production statement, and advise of the interest and penalty provisions applicable to late filing and payment. Staff will also attempt to call and/or email the owner or operator of the well or property. After 30 days staff will add producer's operator or owners to the Investigation List.

4 Identification and Assessment

For all wells or producers on the Investigation List, or other wells or facilities of which Staff becomes aware for which no statements have been filed. Staff will work to attempt to identify owners or operators. Staff will investigate known producers who file unusual changes in production without supporting documents or do not file a statement. The owner/operator will be contacted, if possible, to

identify any changes in facilities, well, pump or measurement method which may explain the changes. Staff will utilize records of other monitoring programs and may utilize consultants or external staffing to perform assessments. Staff will validate the Investigation List using available resources, partner water agencies or may contract with firms that would have access to production information. After 60 days the list will be agendized for review at the Districts' regular scheduled Board meeting during the quarter following each Groundwater Assessment period.

4.1 Site Visit and or Estimated Maximum Production

Staff may use other reports of production or site visits to determine and calculate maximum production. If no working meter is present production will be estimated in accordance with Water Code §75617-75619, and the amount levied and owed from the facility shall be based upon the estimate. The District shall provide the owner or producer written notice of the estimate, which notice shall allow thirty (30) days to administratively appeal the District's estimate determination. In the event no administrative appeal is pursued, the estimate shall be deemed final, and binding. If the estimate is appealed, the appeal shall be accompanied by credible written evidence that the actual production from the well or facility for the applicable period varies from the estimate, and the specific amount of variance. District staff shall review the evidence, so submitted, and make its determination whether any adjustments to the estimated production amount are appropriate, and if so, in what amount, based upon the evidence submitted. Staff's determination shall be made in writing within thirty (30) days of receipt of the administrative appeal, and written notice of the Staff's determination shall be provided to the appealing party.

Staff may also arrange to audit groundwater production facilities to review their facility status and records and determine maximum production and insure fair appropriate changes have been paid.

4.2 Written Notice and Billing

After the expiration of thirty (30) days following written notice to the owner or producer of the estimated production without administrative appeal, , or after the staff's determination pursuant to administrative appeal, Staff will utilize calculated production to provide a written notice demanding payment of a Groundwater Charge based on the Calculated Production and the appropriate rate for agricultural or non-agricultural water pumped for the period of production. This notice shall be mailed by US Mail and a return receipt will be requested. Payment shall thereupon be due and owing of the amount so indicated made unless a written request for a protest hearing is filed within 10 days.

5 Board Hearing

If the producer or owner submits a timely request for a protest hearing t, the Board will hold a hearing on the matter not sooner 10 days after notice is provided the protestant. The Board will hear testimony and review evidence in accordance with §75622. The determination of the Board following such hearing and consideration of evidence shall be final. . Staff shall notify any protestant of the outcome of the hearing in writing.

6 Collections

Should the charge, penalties and interest still be unpaid after 30 days from the notice or hearing the staff will inform the Board at its next regularly scheduled meeting and seek direction from the Board and District Counsel to proceed to request an injunction under §75632 or to file suit for collection under §75633 for collection of the unpaid charges, or pursue other remedies. .

GROUNDWATER FISCAL YEAR 2008-2009

July-Dec 2008 Assessment #31

Producer	State Well Code	Investigation Notes	Recordation No.
Crafton Water Co.	1S2W29N		3600272
	1S2W21L02S	Zero usage since 2006	3602186
Cram Patterson Well Co.	1S2W16C	Unable to locate owner	3600188
	1S2W16C	Unable to locate owner	3602003
Langford Ranches/Redlands Farming	1S3W17L01S	Told well out of service as of Feb 08	3600524
Lucky Farms, Inc./Spring Pacific Properties	1S3W19A01S	Sold Transferred	3603554
National Orange Show	1S4W15D		3601924
Pharaoh's Splash Kingdom	1S3W29J01S	Unable to locate owner	3600415
Pioneer Mutual Water Company	1S3W14P01S	Not sure of previous owner	3600642
Redlands, City of	1S3W13Q		3600749
San Bernardino Avenue Water Company	1S3W14P	Zero usage since 2005	3600125
San Bernardino County (Dave Lovell)	1S2W15	Well usage is minimal. County will only cut a check when a certain amount is reached. R	9900003
Stater Bros.	1S3W33D01S		3602917
	Reported/Paid Late		
AHD Limited	2S3W05A02S		3601632
Baseline Gardens Mutual Water Co.	1N4W35R01S		3602528
Bear Valley Mutual Water Co.	1S3W24C		3600023
	1S3W23A03S		3601585
Meeks & Daley Water Co.	1S4W14N10S		3602864
	1S4W15L03S		3601887
	1S4W15M11S		3603215
	1S4W22H02S		3602863
New England Water Co. (B Marcum)	1S3W16L		3602320
Ramirez, J.J. Citrus Mgmt	1S3W21A		3601046
	1S3W16F		3600484
	1S3W30K		3601728
Redlands, City of	1S2W19A01S		3602792
Raught Mutual Well Company	1S3W14R01S		3602193

Jan-Jun 2009 Assessment #32

Producer	State Well Code	Investigation Notes	Recordation No.
Cram Patterson Well Co.	1S2W16C	Unable to locate owner	3600188
	1S2W16C	Unable to locate owner	3602003
Langford Ranches/Redlands Farming	1S3W17L01S	Told well out of service as of Feb 08	3600524
Lucky Farms, Inc./Spring Pacific Properties	1S3W19A01S	Sold Transferred	3603554
Pharaoh's Splash Kingdom	1S3W29J01S	Unable to locate owner	3600415
Pioneer Mutual Water Company	1S3W14P01S	Not sure of previous owner	3600642
San Bernardino Avenue Water Company	1S3W14P	Zero usage since 2005	3600125
San Bernardino County (Dave Lovell)	1S2W15	Well usage is minimal. County will only cut a check when a certain amount is reached. R	9900003
University of California, Riverside	1S4W27A10S		3601245
	1S4W27A11S		3601222
	Reported/Paid Late		
Baseline Gardens Mutual Water Co.	1N4W35R01S		3602528

FY 2009/2010

July-Dec 2009 Assessment #33

Producer	State Well Code	Investigation Notes	Recordation No.
Cram Patterson Well Co.	1S2W16C	Unable to locate owner	3602003
	1S2W16C	Unable to locate owner	3600188
Langford Ranches/Redlands Farming	1S3W17L01S	Told well out of service as of Feb 08	3600524
Pharaoh's Splash Kingdom	1S3W29J01S	unable to locate owner	3600415
Pioneer Mutual Water Company	1S3W14P01S	Not sure of previous owner	3600642
San Bernardino Avenue Water Company	1S3W14P	Zero usage since 2005	3600125
San Bernardino County (Dave Lovell)	1S2W15	Well usage is minimal. County will only cut a check when a certain amount is reached. R	9900003
University of California, Riverside	1S4W27A10S		3601245
	1S4W27A11S		3601222

Reported/Paid Late

Redlands Farming	1S2W30H		3601126
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Jan-Jun 2010 Assessment #34

Producer	State Well Code	Investigation Notes	Recordation No.
Cram Patterson Well Co.	1S2W16C	Unable to locate owner	3600188
	1S2W16C	Unable to locate owner	3602003
Langford Ranches/Redlands Farming	1S3W17L01S	Told well out of service as of Feb 08	3600524
Laranni Gunter Well	1S3W32G01S	Told not producing since 2001 but not destroyed	3600160
National Orange Show	1S4W15D		3601924
Pharaoh's Splash Kingdom	1S3W29J01S	unable to locate owner	3600415
Pioneer Mutual Water Company	1S3W14P01S	Not sure of previous owner	3600642
San Bernardino Avenue Water Company	1S3W14P	Zero usage since 2005	3600125
San Bernardino County (Dave Lovell)	1S2W15	Well usage is minimal. County will only cut a check when a certain amount is reached. R	9900003
University of California, Riverside	1S4W27A10S		3601245
	1S4W27A11S		3601222

Reported/Paid Late

Redlands Farming	1S2W30H		3601126
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GROUNDWATER FISCAL YEAR 2010/2011

July-Dec 2010 Assessment #35

Producer	State Well Code	Investigation Notes	Recordation No.
Cram Patterson Well Co.	1S2W16C	Unable to locate owner	3600188
	1S2W16C	Unable to locate owner	3602003
Greenspot Mutual Well Company	1S2W16C01S	Zero usage since 1994 on all other reportings	3600266
Langford Ranches/Redlands Farming	1S3W17L01S	Told well out of service as of Feb 08	3600524
Laranni Gunter Well	1S3W32G01S	Told not producing since 2001 but not destroyed	3600160
Mentone Citrus Groves	1S2W18Q	Zero usage since 2003, Chuck Hill to report	3602280
	1S2W18R01S	Zero usage since 2008	3600139
National Orange Show	1S4W15D		3601924
Pharaoh's Splash Kingdom	1S3W29J01S	unable to locate owner	3600415
Pioneer Mutual Water Company	1S3W14P01S	Not sure of previous owner	3600642
Ramirez, Laura	1S3W28M	Zero usage reported since 2005, Steven Ramirez had a stroke during this time	3601649
San Bernardino Avenue Water Company	1S3W14P	Zero usage since 2005	3600125
San Bernardino County (Dave Lovell)	1S2W15	Well usage is minimal. County will only cut a check when a certain amount is reached. R	9900003

Reported/Paid Late

Redlands Farming	1S2W30H		3601126
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Jan-Jun 2011 Assessment #36

Producer	State Well Code	Investigation Notes	Recordation No.
Cram Patterson Well Co.	1S2W16C	Unable to locate owner	3600188
	1S2W16C	Unable to locate owner	3602003
Greenspot Mutual Well Company	1S2W16C01S	Zero usage since 1994 on all other reportings	3600266
Langford Ranches/Redlands Farming	1S3W17L01S	Told well out of service as of Feb 08	3600524
Laranni Gunter Well	1S3W32G01S	Told not producing since 2001 but not destroyed	3600160
Mentone Citrus Groves	1S2W18Q	Zero usage since 2003, Chuck Hill said will report	3602280
	1S2W18R01S	Zero usage since 2008, Chuck Hill said will report	3600139
National Orange Show	1S4W15D		3601924
Pioneer Mutual Water Company	1S3W14P01S	Not sure of previous owner	3600642
San Bernardino Avenue Water Company	1S3W14P	Zero usage since 2005	3600125
San Bernardino County (Dave Lovell)	1S2W15	Well usage is minimal. County will only cut a check when a certain amount is reached. R	9900003
	1S3W32D	Well usage is minimal. County will only cut a check when a certain amount is reached. R	3601130
Tennessee Water Company	1S3W16L	No Response	3600474

Reported/Paid Late

Redlands Farming	1S2W30H		3601126
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GROUNDWATER FISCAL YEAR 2011/2012

Unreported/Un-paid July-Dec 2011 Assessment #37

Producer	State Well Code	Investigation Notes	Recordation No.
Cram Patterson Well Co.	1S2W16C	Unable to locate owner	3600188
	1S2W16C	Unable to locate owner	3602003
Greenspot Mutual Well Company	1S2W16C01S	Zero usage since 1994 on all other reportings	3600266
Langford Ranches/Redlands Farming	1S3W17L01S	Told well out of service as of Feb 08	3600524
Laranni Gunter Well	1S3W32G01S	Told not producing since 2001 but not destroyed	3600160
Lucky Farms, Inc./Spring Pacific Properties	1S3W19G	Need to find new owner as of Sept 2011	3600418
Mentone Citrus Groves	1S2W18Q	Zero usage since 2003, Chuck Hill to report	3602280
	1S2W18R01S	Zero usage since 2008, Chuck Hill to report	3600139
Pharaoh's Splash Kingdom	1S3W29J01S		3600415
Pioneer Mutual Water Company	1S3W14P01S	Not sure of previous owner	3600642
Redlands, City of	1S3W13Q		3600749
San Bernardino Avenue Water Company	1S3W14P	Zero usage since 2005	3600125
San Bernardino County (Dave Lovell)	1S2W15	Well usage is minimal. County will only cut a check when a certain amount is reached. R	9900003
	1S3W32D	Well usage is minimal. County will only cut a check when a certain amount is reached. R	3601130
Tennessee Water Company	1S3W16L	No Response	3600474
Trojan Groves	1S3W15M	No Response	3600451
	Reported/Paid Late		
Redlands Farming	1S2W30H		3601126
George & Diane Everett	none		WP0003068

Unreported/Un-paid Jan-Jun 2012 Assessment #38			
Producer	State Well Code	Investigation Notes	Recordation No.
Cram Patterson Well Co.	1S2W16C	Unable to locate owner	3600188
	1S2W16C	Unable to locate owner	3602003
Greenspot Mutual Well Company	1S2W16C01S		3600266
Langford Ranches/Redlands Farming	1S3W17L01S	Told well out of service as of Feb 08	3600524
Laranni Gunter Well	1S3W32G01S	Told not producing since 2001 but not destroyed	3600160
Lucky Farms, Inc./Spring Pacific Properties	1S3W19G	Need to find new owner as of Sept 2011	3600418
Mentone Citrus Groves	1S2W18Q	Zero usage since 2003, Chuck Hill to report	3602280
	1S2W18R01S	Zero usage since 2008, Chuck Hill to report	3600139
San Bernardino Avenue Water Company	1S3W14P	Zero usage since 2005	3600125
San Bernardino County (Dave Lovell)	1S2W15	Well usage is minimal. County will only cut a check when a certain amount is reached. R	9900003
	1S3W32D	Well usage is minimal. County will only cut a check when a certain amount is reached. R	3601130
Tennessee Water Company	1S3W16L	No Response	3600474
Trojan Groves	1S3W15M	No Response	3600451
	Reported/Paid Late		
General American Life Insurance Co.	1S3W19N		3601352
Inland Valley Development Agency	1S4W12B		86
	1S4W12F		89
Lucky Farms, Inc./Spring Pacific Properties	1S3W19L		3600757
	1S3W19A01S		3603554
Patton State Hospital	1N3W29M		3602381
	1N3W29N01S		3600931
Pharaoh's Splash Kingdom	1S3W29J01S		3600415
Ramirez, J.J. Citrus Mgmt	1S3W16A		3600527
	1S3W21A		3601046
	1S3W16F		3600484
	1S3W30K		3601728
Ramirez, Laura	1S3W28M		3601649
Redlands Farming	1S2W30H		3601126
San Bernardino Valley MWD	1S3W13Q01S		3603116
Williams Well Corporation, LTD (B. Marcum)	1S3W16J		3600828

GROUNDWATER FISCAL YEAR 2012-2013

Unreported/Un-paid July-Dec 2012 Assessment #39

Producer	State Well Code	Investigation Notes	Recordation No.
Cram Patterson Well Co.	1S2W16C	Unable to locate owner	3600188
	1S2W16C	Unable to locate owner	3602003
Greenspot Mutual Well Company	1S2W16C01S	Zero usage since 1994 on all other reportings	3600266
Inland Valley Development Agency	1S4W12F	Zero usage reported since 2005	89
	1S4W12B	Zero usage reported since 1995	86
	1S4W12C	Zero usage since 2007	87
	1S4W12Q		91
Langford Ranches/Redlands Farming	1S3W17L01S	Told well out of service as of Feb 08	3600524
Laranni Gunter Well	1S3W32G01S	Told not producing since 2001 but not destroyed	3600160
Lucky Farms, Inc./Spring Pacific Properties	1S3W19G	Need to find new owner as of Sept 2011	3600418
Mentone Citrus Groves	1S2W18Q	Zero usage since 2003, Chuck Hill to report	3602280
	1S2W18R01S	Zero usage since 2008, Chuck Hill to report	3600139
Montecito Memorial Park and Mortuary	1S4W26F01S	Credit on account	3600119
	1S4W26F	Credit on account	9900002
San Bernardino Avenue Water Company	1S3W14P	Zero usage since 2005	3600125
San Bernardino County (Dave Lovell)	1S2W15	Well usage is minimal. County will only cut a check when a certain amount is reached.	9900003
	1S3W32D	Requested statements be sent in even if not able to pay at this time.	3601130
Tennessee Water Company	1S3W16L	No response	3600474
Trojan Groves	1S3W15M	No response	3600451
	Reported/Paid Late		
Mission Development Company	1S3W03N		129
Greenspot Village & Market Place LLC	01S03W04J01S		3600026
General American Life Insurance Co. (Cushm	1S3W19N		3601352
J.G. Golfing Enterprises, Inc.	1S4W22A01S		3602499
	1S4W22B03S		3601478
Lucky Farms, Inc./Spring Pacific Properties	1S3W19L		3600757
	1S3W19A01S		3603554
New England Water Co. (B Marcum)	1S3W16L		3602320
Pharaoh's Splash Kingdom	1S3W29J01S		3600415
Ramirez, J.J. Citrus Mgmt	1S3W16A		3600527
	1S3W21A		3601046
	1S3W16F		3600484
	1S3W30K		3601728
Ramirez, Laura	1S3W28M		3601649
San Bernardino Valley MWD	1S3W13Q01S		3603116
Tennessee Mutual Well Company	1S3W16L		3601161

Unreported/Un-paid Jan-Jun 2013 Assessment #40

Producer	State Well Code	Investigation Notes	Recordation No.
Cram Patterson Well Co.	1S2W16C	Unable to locate owner	3600188
	1S2W16C	Unable to locate owner	3602003
General American Life Insurance Co.	1S3W19N	Contact said will send in statements	3601352
Greenspot Mutual Well Company	1S2W16C01S	Zero usage since 1994 on all other reportings	3600266
Langford Ranches/Redlands Farming	1S3W17L01S	Told well out of service as of Feb 08	3600524
Laranni Gunter Well	1S3W32G01S	Told not producing since 2001 but not destroyed	3600160
Lucky Farms, Inc./Spring Pacific Properties	1S3W19G	Need to find new owner as of Sept 2011	3600418
Mentone Citrus Groves	1S2W18Q	Zero usage since 2003, Chuck Hill to report	3602280
	1S2W18R01S	Zero usage since 2008, Chuck Hill to report	3600139
San Bernardino Avenue Water Company	1S3W14P	Zero usage since 2005	3600125
San Bernardino County (Dave Lovell)	1S2W15	Well usage is minimal. County will only cut a check when a certain amount is reached.	9900003
	1S3W32D	Requested for statements anyway	3601130
Tennessee Water Company	1S3W16L	No response	3600474
Trojan Groves	1S3W15M	No response	3600451
	Reported/Paid Late		
Inland Valley Development Agency	1S4W12F		89
Lucky Farms, Inc./Spring Pacific Properties	1S3W19L		3600757
Pharaoh's Splash Kingdom	1S3W19A01S		3603554
Ramirez, J.J. Citrus Mgmt	1S3W29J01S		3600415
Ramirez, Laura	1S3W16A		3600527
	1S3W21A		3601046
Redlands Farming	1S2W30H		3601126
San Bernardino Valley MWD	1S3W13Q01S		3603116

RESOLUTION NO. 503

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
ESTABLISHING A PAST DUE POLICY ON THE PRODUCTION OF
GROUNDWATER WITHIN DISTRICT BOUNDARIES**

WHEREAS, California Water Code, Division 21, Part 9 provides authority for the San Bernardino Valley Water Conservation District to consider and impose a groundwater charge on groundwater production within the District; and

WHEREAS, the California Legislature has found, in Water Code Section 75521, that such groundwater charges are in furtherance of District activities in the protection and augmentation of water supplies for users, which are necessary for the public health, welfare and safety; and

WHEREAS, Water Code Section 75611 requires that all water producing facilities within District boundaries must file a groundwater production statement every six months; and

WHEREAS, each July and January District staff prepares and mails a customized statement form to each producer of record with a well within District boundaries; and

WHEREAS, there is a 30 day requirement to submit completed groundwater assessment form with payment; and

WHEREAS, the District has determined that while the great majority of water producers and those owning or operating water producing facilities within the District comply with the Water Code requirements on the filing of groundwater production statements and payment of groundwater charges based thereon, there remains a need for the establishment of procedures and policies regarding how the District will handle late filings or failure to file groundwater production statements, and late payments or non-payments of applicable groundwater charges; and

WHEREAS, Water code section 75618 allows for amending or correcting groundwater production statements upon good cause shown, and the District desires to promulgate policies whereby irregularities in the filing or content of groundwater production statements may be addressed, and may be done so in a manner that is both expedient and fair; and

WHEREAS, Water Code section 75615 provides for interest charges of one percent (1%) monthly on any operator of a water producing facility who fails to pay a groundwater charge when due; and

WHEREAS, Water Code section 75617 permits the District to establish methods for the calculation of groundwater production from water producing facilities which are not measured by a meter or measuring device, and the District has determined that such computation authority may effectively be utilized in the event a water producing facility operator fails to file the required water production statement; and

WHEREAS, Water Code section 75619 gives the District the power to investigate the accuracy of water production from water production facilities, and in appropriate circumstances, determine the imputed amount of water production based upon the capacity of such facilities, when not otherwise metered or monitored by measuring devices; and

WHEREAS the District has determined it will assist both staff and the producers in the District to have a defined set of policies and procedures to implement these various grants of authority in the Water Code relative to water production and the payment of groundwater charges based thereon: and which balances the need for efficient administration of groundwater charge policies with adequate opportunities for producers or owners of water producing facilities to provide evidence and, if necessary, be heard on issues relating to the accuracy of groundwater production;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT AS FOLLOWS:

Section 1. The Board of Directors hereby adopts the Groundwater Charge and Past Due Collections Policy attached hereto as Exhibit "A, for the administration and enforcement by the District of Water Code provisions relating to the reporting of groundwater production and the levy of groundwater charges.

Section 2. The General Manager is hereby authorized and directed to provide notice to operators of water producing facilities subject to the District's groundwater charge of the updated policy changes adopted hereunder.

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

YES: DIRECTORS:

NO: DIRECTORS:

ABSTAIN: DIRECTORS:

ABSENT: DIRECTORS:

ATTEST:

Richard Corneille, President

Daniel Cozad, Secretary



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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Memorandum No. 1223

To: Board of Directors

From: General Manager, Daniel Cozad

Date: November 13, 2013

Subject: ACWA Statewide Water Action Plan

RECOMMENDATION

Review the ACWA Statewide Water Action Plan and consider approval of Resolution No. 504 supporting the Plan.

BACKGROUND

ACWA staff and management developed a Statewide Water Action Plan (SWAP) to better facilitate the discussion and support improvements to water supply reliability, protect water rights, protect the integrity of the state's water system and promote sustainability and stewardship. The development of the plan incorporates guiding principles:

- Long-term water supply reliability and improved ecosystem health
- New regulatory approaches
- Use to the best available science
- Water rights and contracts protection
- Action and Leadership
- Funding and financing

The plan is intended to ensure actions benefiting the entire state and provide context for a Delta solution and other critical actions as components of a broader set of strategies to secure California's water future. It calls upon the state to simultaneously make progress on:

- Water Storage, Water Supply and Operational Assurances
- Water Use Efficiency and Water Transfers
- Water Quality protection
- Bay Delta Conservation and Water Quality Control Plans and levee improvements
- Regional Self Reliance and Protection of Headwaters
- Emergency Preparedness and Safety
- Water Bond
- Groundwater Resources
- Government Coordination

BOARD
OF
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MANAGER

Daniel B. Cozad

Major water supply entities have participated in the development of the plan including the Metropolitan Water District of Southern California and San Diego County Water Authority from Southern California.

The plan was submitted to the Governor's office on October 2, 2013. The Governor and several cabinet secretaries released a California Water Action Plan on November 1, 2013 which has topics but differing priorities. It was developed by the California Natural Resource Agency, California Environmental Protection Agency and the California Department of Food and Agriculture under the Governors direction. This document is attached and is out for public comment. The plan stresses reliability, restoration and resilience in ten areas shown below:

- Water conservation
- Invest in IRWMP and improve regional self-reliance
- Delta Co-equal Goals
- Protect and restore important ecosystems;
- Manage and prepare for dry periods;
- Expand water storage capacity;
- Provide safe drinking water and secure wastewater systems to DAC communities;
- Increase flood protection;
- Improve operational and regulatory efficiency;
- Identify sustainable and integrated financing opportunities.

DISCUSSION

ACWA has developed and requested the District support the SWAP. Staff has prepared, from the sample resolution, Resolution #### for the Board to consider approval. Given the similarity of the two plans and diversity of approach of the two plans, staff recommends the Board and staff continue to monitor both plans as the negotiations over the Water Bond continue next legislative session.

FISCAL IMPACT

The cost to evaluate statewide planning documents is included in existing budgets. Limited staff support is available to participate out of District efforts and we rely on our associations for assistance.

October 2013

Statewide Water Action Plan for California

ACWA's Board of Directors unanimously approved a Statewide Water Action Plan for California on Sept. 27, 2013. Developed by a broad cross-section of member water interests convened by ACWA over several months, the plan outlines 15 actions to improve water supply reliability, protect water rights, protect the integrity of the state's water system and promote better stewardship. It also includes guiding principles for implementation of the plan to help ensure actions benefit the entire state, respect water rights and contract terms, and reflect a new regulatory approach that can better meet the needs of water users and ecosystems.

The Statewide Water Action Plan was submitted to Gov. Jerry Brown on Oct. 2, 2013, as the water community's recommendations for developing the Administration's water plan for the state.

Key Elements of ACWA's Statewide Water Action Plan

Actions to Improve Statewide Water Supply

- ✓ Expand water storage capacity (both surface and groundwater)
- ✓ Invest in water use efficiency / Integrated Regional Water Management Plans
- ✓ Facilitate water transfers
- ✓ Protect and improve water quality
- ✓ Pass a water bond

Actions to Protect Water Rights

- ✓ Respect area of origin commitments
- ✓ Ensure that reservoirs are not operated to "dead pool" as a result of state regulations or actions

Actions to Protect the Integrity of the System

- ✓ Complete the Bay Delta Conservation Plan, consistent with the Statewide Water Action Plan
- ✓ Invest in levee improvements / maintenance
- ✓ Prepare for emergencies to protect public safety
- ✓ Improve and expand groundwater management

Actions to Promote Better Stewardship

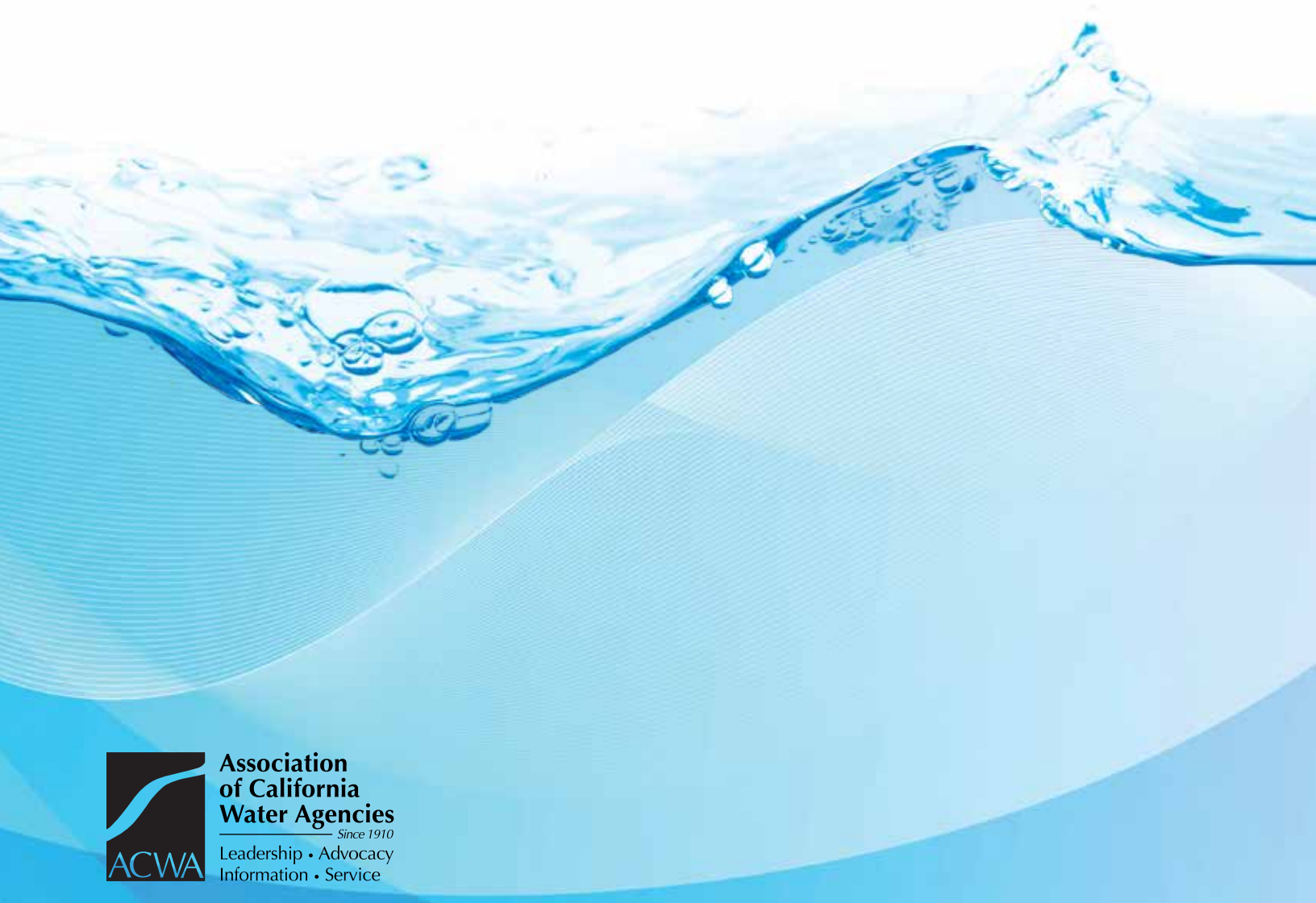
- ✓ Integrate headwaters management to sustain the environment and improve statewide water quality and supply
- ✓ Coordinate state and federal regulatory actions
- ✓ Implement flow regulations through a collaborative, science-based process to promote the co-equal goals



ASSOCIATION OF CALIFORNIA WATER AGENCIES

STATEWIDE WATER

ACTION PLAN FOR CALIFORNIA



**Association
of California
Water Agencies**
Since 1910
Leadership • Advocacy
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About the Statewide Water Action Plan

The Association of California Water Agencies (ACWA) convened a broad cross-section of member water interests in spring 2013 to develop a statewide plan addressing the state's overall water supply reliability and ecosystem health. The goal was to craft a specific plan that could be broadly supported by water interests throughout the state and serve as a sustainable path forward for California.

The resulting Statewide Water Action Plan was completed in September and unanimously approved by the ACWA Board of Directors on Sept. 27, 2013. ACWA submitted the Statewide Water Action Plan to California Governor Edmund G Brown Jr. on Oct. 2, 2013, as the water community's recommendations for developing the Administration's water plan for the state.

Association of California
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Executive Director

ACWA's mission is to assist its members in promoting the development, management and reasonable beneficial use of good quality water at the lowest practical cost in an environmentally balanced manner.

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ASSOCIATION OF CALIFORNIA WATER AGENCIES

STATEWIDE WATER ACTION PLAN FOR CALIFORNIA

Introduction

California's complex water management system is facing unprecedented challenges. Local investments in water supply reliability and ecosystem health have built upon the legacy infrastructure projects that served us well in the past, but the backbone water supply system we rely on today no longer satisfies the state's needs. California's statewide water system cannot respond effectively to our growing population, changing ecosystem needs, increasing flood risks and consecutive years of drought. Climate change and its impacts on public safety and long-term water supply reliability also pose a significant challenge to this generation of water and flood managers.

These problems are extraordinary, and their solutions will require an extraordinary commitment from state, local and federal agencies. They also will require a more evolved regulatory approach that will allow the system to operate efficiently and predictably to meet 21st century water supply and ecosystem needs.

The state has recognized the need for action in venues and initiatives such as the Department of Water Resources' (DWR) California Water Plan, the Delta Stewardship Council's Delta Plan, and the multi-agency Bay Delta Conservation Plan (BDCP). Now California's public water agencies are stepping forward to recommend this set of principles and actions to enhance these individual efforts and integrate them in a comprehensive Statewide Water Action Plan. Our recommended plan, submitted to the Governor for his consideration, provides context for a Delta solution and other critical actions as components of a broader set of strategies to address overall water supply reliability and ecosystem health in California.

When implemented together, this suite of statewide actions will serve as a sustainable path forward for California. Governor Brown's leadership and commitment will be central to the success of this action plan and to moving water policy forward in California.

Guiding Principles for Implementation of the Statewide Water Action Plan

1. **Long-term water supply reliability and improved ecosystem health** are the core objectives of this statewide water action plan. In the course of achieving them, however, we must ensure that one region's increased reliability does not adversely affect another's near- or long-term water supplies.
2. **A new regulatory approach** is essential to reflect today's realities and better serve the needs of California water users and the ecosystem. This is critical if we are to reduce scientific uncertainty and incorporate new understanding of operational and ecosystem dynamics. Under the current approach, regulatory agencies tend to focus only on their specific goals, resulting in duplicative and contradictory requirements that fail to deliver benefits to our water supply, water quality or ecosystem. To combat this, state agencies should commit to using collaborative processes as extensively and transparently as possible to achieve regulatory goals in a way that satisfies water supply, water quality, and ecosystem needs. This new approach should embrace enhanced sharing of data, consistent use of peer-reviewed science (including climate change models), coordinated review under the California Environmental Quality Act (CEQA), and improved integration and coordination of all related processes. This approach will help ensure continued ecosystem protections and increase the water community's confidence that regulatory investments will achieve benefits.
3. **The best available science** should be used to support every action, report or decision made as part of this Statewide Water Action Plan. The science should be inclusive, objective, transparent, and peer reviewed.
4. **Water rights and contract terms**, including area-of-origin protections, are foundational to our water system and should be respected and adhered to whenever projects and initiatives are implemented. State and federal facilities should be operated consistent with the conditions of water rights, contracts, and other entitlements.
5. **Bold actions guided by strong leadership** at the state, federal and local levels are essential for the successful implementation of this action plan. In particular, increased commitments by federal partners are needed to ensure the plan moves forward. The Department of Water Resources should provide leadership and support for these efforts from the department's highest level.
6. **Financing:** The state should fund investments that provide broad public benefits such as improved water supply reliability, water quality and ecosystem health. The state should also incentivize local projects that advance statewide water priorities and require public assistance to be cost effective.

Statewide Actions

To be most effective, the following suite of statewide actions should be implemented as a comprehensive package. Indeed, many elements — including a Delta conveyance solution — are much more likely to succeed if they are part of a broader action plan. Statewide support for the action plan is essential. Advancing all elements of the plan simultaneously will help secure and maintain that support and build a statewide coalition capable of achieving these ambitious goals.

1. Storage

California's water infrastructure has proven inadequate to meet the state's needs in a two-year drought, let alone a multi-year drought. This deficiency, coupled with the already measurable effects of climate change, makes construction of new storage facilities and expansion of existing storage imperative. A wide range of options should be on the table, including new surface water projects; re-operation and expansion/enlargement of existing storage projects; groundwater and conjunctive use; and development of other local and regional storage facilities. Additional storage will add flexibility to the water management system and help ensure a more reliable water supply to serve California's diverse needs, including drought resilience and ecosystem protection (e.g., improved temperatures and flows for fish).

Actions

- **Studies.** In coordination with DWR, the responsible state, federal or local water agency proponents of projects should complete storage studies by June 2014 and formally determine whether a particular project is environmentally and economically sound and will provide benefits for water supply and the ecosystem.
- **Permitting.** Within six months of a local determination based on these studies, DWR and the California Department of Fish and Wildlife (CDF&W) should begin coordinating with local agencies to expedite permitting and CEQA compliance for new storage facilities. For storage projects found to have statewide benefit, DWR and CDF&W should take the lead in expediting the permitting process.

The state also should coordinate with federal agencies as needed on permitting, the National Environmental Policy Act (NEPA), water rights issues and potentially construction.

- **Financing.** Under comprehensive water legislation enacted in 2009, the California Water Commission is tasked with defining and quantifying the public benefits of water storage projects eligible for funding with state dollars. By June 2014, local water agencies that would receive identifiable water supply benefits from water storage projects should provide a plan outlining their commitment and steps they will take to pay for those benefits. This Statewide Water Action Plan recommends that any water bond that moves forward in 2014 provide for continuous appropriation of funding for the public benefits of storage as outlined in the bond measure currently slated for the November 2014 ballot.
- **Construction.** By January 2018, construction should commence for new groundwater and surface water storage projects with an initial target of 1.5 million acre-feet of new storage capacity, as documented in the 2000 CALFED Record of Decision.
- **Local Construction.** As soon as practicable, construction of local facilities with a target of 1 million acre-feet should be completed.
- **Reoperation.** DWR should complete its study of reservoir reoperation by June 2014, including reoperation of existing reservoirs and integration of new storage into system operations.

2. Water Use Efficiency

Water conservation and water use efficiency are central elements of the state's strategy to enhance water supply reliability, restore ecosystems and respond to climate change and a growing population. It should continue to be the state's policy to encourage investments in water conservation and water use efficiency by ensuring that the right to conserved water remains with the conserving entity. Local and regional water agencies have made significant multi-decade investments in water conservation and water use-efficiency activities and continue to do so under new state requirements

enacted in law. The state should acknowledge that local agencies are in the best position to determine compliance with these requirements and should respect local determinations as sufficient.

Actions

- The state should provide funding for water use efficiency activities in disadvantaged communities and support programs that are not locally cost effective but contribute broad benefits to California.
- DWR and local water agencies should coordinate with groundwater management agencies where applicable to enhance conjunctive use opportunities and minimize potential impacts on groundwater recharge that may result from water use efficiency and conservation efforts.

3. Water Supply Assurances

California law establishes a goal of improving water supply reliability throughout the state. Water supply reliability in regions that rely on water conveyed across the Delta is of obvious importance to the California economy. A BDCP is being developed in part to improve and protect water supply reliability for the agencies that will benefit from its completion. However, it is important that these improvements be accomplished in a manner consistent with this principle.

When the Central Valley Project (CVP) and the State Water Project (SWP) were built, assurances were incorporated in their authorizing statutes that water needed to meet present and future beneficial uses in the areas of origin (i.e., the Sacramento Valley, the east side of the San Joaquin Valley and the Delta) would be available to those areas when needed. All of California has benefited from these fundamental assurances. The state should commit to implementing an action plan that augments storage and modifies regulatory approaches to ensure that positive storage balances can be maintained at all times to provide for improved water supply reliability and ecosystem health and protection of the state's economy.

Actions

- As the state implements this plan, all relevant agencies should adhere to water rights protections in state law and comply with existing water rights and contractual requirements.
- The Administration should continue to affirm through its policies and actions that the

implementation of a BDCP will not adversely affect existing water rights of those in the watershed of the Delta, nor will it impose any obligations on area-of-origin water users, including in the Delta, to supplement flows in and through the Delta.

- Those seeking to secure permits for a BDCP will be responsible for meeting all applicable conditions in their BDCP permits, including any obligations in those permits for Delta flow, which as required by law must avoid redirected impacts to area-of-origin water users, including in the Delta, unless provided for in voluntary agreements or settlements.

4. Operational Assurances

Recent modeling indicates that, in the driest 10% of years, some major reservoirs will hit "dead pool," the condition in which water levels fall below a dam's lowest outlets and no operable storage exists to deliver water for supply, environmental, and power generation purposes. The ramifications of hitting dead pool at that frequency could be catastrophic for water users who rely on these facilities for a portion of their supply, for the environment, and particularly for affected water agencies that do not have another viable source of water supply for their customers.

Allowing reservoirs to reach dead pool is not sound policy and is at odds with overall efforts by the state and federal governments to address California's water supply reliability and ecosystem health. Adaptive strategies that address this issue are critical to ensure that the operational rules for California's water delivery system will provide the water supply assurances needed by water users throughout the state. It should be the policy of the state to adopt regulations, develop operating rules, or take other actions that will ensure that reservoirs are not drawn to dead pool conditions, even in multiple dry years.

Actions

- The Administration should develop a strategy in coordination with state agency leadership and federal agency partners by January 1, 2015, to ensure reservoirs are not driven to dead pool levels. This strategy should identify needed regulatory changes, infrastructure improvements including increased storage capacity, and changes in reservoir operations, as well as support for additional local resources development.

- Initial actions identified through this process that can be implemented prior to January 1, 2015, should be included as part of the report outlined in the Governmental Coordination section of this Statewide Water Action Plan.
- As part of this strategy, the Governor should direct state agencies to implement new and existing water management and water quality programs in a manner that will help ensure California's reservoirs do not reach dead pool conditions.

5. Improved Regional Self-Reliance

In addition to water use efficiency and water conservation, California's water agencies utilize a variety of methods to increase local water supplies and reliability for water users and the environment. The state should continue to support development of local and regional water resources that improve each region's water supply reliability and, where applicable, augment imported water supplies. This includes surface water diversions for in-basin uses, conjunctive use, stormwater capture, recycled water, desalination, and groundwater cleanup. Projects and programs that achieve multiple benefits should be a priority.

Actions

- Local agencies should improve self-reliance by planning and implementing projects consistent with decisions made by local and regional water agencies.
- DWR should consult with local and regional agencies to develop a statewide strategy to improve regional supplies, in accordance with the Sacramento-San Joaquin Delta Reform Act.
- The state should continue to support Integrated Regional Water Management Plan (IRWMP) efforts that successfully provide for regional and local needs.
- DWR should work with existing IRWMP programs and stakeholders to evaluate the state's Integrated Regional Water Management program and identify areas for improvement, including streamlining the application process, developing specific criteria to determine successful plan implementation, and reducing transaction costs. This effort should include ways to enhance the program's effectiveness in serving disadvantaged communities in IRWMP-eligible areas.

6. Headwaters

Because nearly all of the state's water supplies originate in California's headwaters, more effectively managing these areas is integral to optimizing the water supplies that nature provides. Adapting to climate change and improving watershed resiliency to reduce the likelihood of catastrophic wildfires and increase water yield and quality will require substantial investments by the state.

Actions

- State land and resource management agencies with jurisdiction in headwaters areas should draft a joint report to the Governor and the Legislature analyzing the impacts of climate change on headwaters. The report should identify the benefits that headwaters currently provide, identify models to assess the impacts of climate change on these resources and outline strategies to adapt to those impacts. The appropriate state agencies should invite their federal agency partners to participate in the development of the report.
- The Natural Resources Agency, in consultation with the Sierra Nevada Research Institute (UC Merced) and the U.S. Departments of Agriculture and the Interior, should provide a report to the Governor outlining and prioritizing investments that can be made on public lands to improve the condition and functions of California's headwaters to benefit water supply reliability for the state.
- Working with local agencies, the state should assess and support solutions for legacy issues affecting water quality and supply to improve the condition of affected watersheds.
- The state should seek to partner with the U.S. Forest Service in meadow restoration projects that can control excessive soil erosion and sediment delivery in California's watersheds to help maintain reservoir storage capacity, reduce flood risks and increase conjunctive use capability.

7. Water Quality

Protecting water quality is a critical aspect of water management in California. The state should continue to pursue actions to protect, maintain and enhance surface water and groundwater quality for all applicable beneficial uses, consistent with meeting all applicable standards, agreements and regulatory requirements.

Actions

- The Department of Public Health should fund the development and use of new analytical methods and cost-effective treatment technologies to better detect and remove chemical and microbial contaminants from drinking water supplies.
- The state should provide funding support for local water agencies to develop and implement salt and nutrient management plans that will reduce salinity in surface and groundwater supplies and provide enhanced conjunctive use opportunities.
- The State Water Resources Control Board and the Regional Boards should review and better match water quality standards to the locally appropriate and demonstrated use of the water. Water quality program expenditures should be focused where they will provide the greatest water quality benefits. Source water quality for municipal uses should continue to be protected.
- The state should continue to develop solutions for assisting disadvantaged communities that do not have safe drinking water.

8. Bay Delta Conservation Plan

A Delta solution, including a BDCP, is a critical component of a broader set of actions that will address water supply reliability and ecosystem health in California.

Actions

- Within the scope of existing regulatory statutes, all state agencies involved in developing a BDCP should exercise their discretion and authority to ensure the final project is consistent with the principles of this Statewide Water Action Plan.
- A Delta solution is expected to provide substantial public benefits, which will be funded from public sources including a revised 2014 water bond. The state should work with its federal partners to secure long-term, non-reimbursable federal funding to pay for the federal share of these public benefits.
- Any large construction project, including a BDCP, may have adverse impacts related to the project's "footprint." Where feasible, a BDCP should be designed to avoid or minimize adverse impacts in the first place. When adverse impacts cannot be avoided, the permittees of a BDCP should

mitigate project-related environmental impacts, including water supply impacts, in accordance with existing law.

- The permittees of a BDCP, including the Central Valley Project and State Water Project contractors, should work collaboratively with other water users in good faith on all statewide water issues to find mutually acceptable solutions on the broader statewide water issues.

9. Levee Improvement and Maintenance

Levees in the Delta and throughout California are key features of the state's water system and are subject to many risks, including those associated with earthquakes and floods. To protect against and prepare for future levee failures, the state should continue to support and prioritize the maintenance of levees in accordance with state law, including critical near-term actions and the Central Valley Flood Protection Plan.

Actions

- The Delta Stewardship Council should complete its prioritization plan by July 1, 2014.
- The state should continue to support DWR's Delta Levee Maintenance and Special Projects programs and provide support for local flood protection measures throughout the Central Valley by partnering with local agencies in projects that can incorporate public benefits.

10. Emergency Preparedness and Public Safety

Recent events in California and other states have demonstrated that water-related emergencies can have significant impacts and put public safety at risk. A robust emergency response plan is essential for minimizing disruption due to floods, earthquakes, wildfires, power outages or contamination of drinking water supplies. The state, working with federal partners, should continue efforts to improve response strategies to enhance public safety during these unforeseen events.

Actions

- DWR should implement pertinent recommendations of the Sacramento-San Joaquin Delta Multi-Hazard Coordination Task Force Report of 2012.

- To reduce the risk of catastrophic wildfires, the California Department of Forestry and Fire Protection (CAL FIRE) should review and, if necessary, revise relevant state regulations to better accommodate and effectuate the use of forest management tools such as forest thinning, biomass removal and controlled burns that reduce fuel loading.
- DWR should coordinate with the California Governor's Office of Emergency Services and the U.S. Army Corps of Engineers to ensure public safety in the Delta and upstream will not be compromised by actions that might otherwise degrade the performance of flood management facilities; create or redirect hydraulic impacts; or, interfere with or impede flood facility improvements, operations or maintenance.
- DWR should implement the pathway strategy adopted in its draft Delta Flood Emergency Preparedness and Response Plan and supported by the U.S. Army Corps of Engineers. This effort includes all measures to facilitate restoration of an emergency freshwater pathway to water export facilities in approximately six months.

11. Bay-Delta Water Quality Control Plan

Multiple regulatory agencies, including, but not limited to, the State Water Resources Control Board (State Water Board), National Oceanic and Atmospheric Administration (NOAA) Fisheries, U.S. Fish and Wildlife Service (USFWS), CDF&W, U.S. Environmental Protection Agency (USEPA), DWR, Army Corps of Engineers, and the Delta Stewardship Council are tasked with making decisions affecting California's water supplies. Continued coordination among these agencies is essential to avoid duplicative and possibly conflicting policies and regulations, and to make the most efficient use of the state's resources. Negotiated programs and planning efforts have been and likely will be the most effective tools to protect beneficial uses in the Bay-Delta. The State Water Board has the opportunity to lead this coordination through its review and update of the 2006 Water Quality Control Plan (Bay-Delta Plan). In its review of the Bay-Delta Plan, the State Water Board should:

Actions

- Encourage and facilitate negotiated programs, planning efforts and settlements that will implement flow and non-flow actions consistent

with the need to protect beneficial uses and public trust balancing.

- Require a tri-annual review of water quality objectives and implementation accountability through annual reports by local agencies, state offices, departments and boards with responsibility to implement the Bay-Delta Plan.

12. Water Bond

Significant investments in California's water infrastructure, water management improvements and ecosystem health are critically needed and long overdue.

Actions

- The water bond currently set for the November 2014 ballot should be modified, consistent with the ACWA Board of Directors' Water Bond Policy Principles, in early 2014 to ensure its placement on the November ballot. An appropriately crafted general obligation bond can fund broad public benefits associated with investments identified in this Statewide Water Action Plan. Priorities for funding should include new surface and groundwater storage; local and regional projects that support greater regional self-sufficiency; investments in Delta ecosystem restoration; safe drinking water projects and water quality improvements; water conservation and water use efficiency; and watershed management.

13. Groundwater Resources

Many regions of the state rely on groundwater for a significant portion of their water supply. In recent years, climate change, regulatory restrictions on surface water supplies, and increased demands have forced greater reliance on groundwater as a principal or supplemental supply for urban, agricultural and environmental uses. More sustainable management of groundwater is needed, but in order to succeed the state must invest in improvements to its water storage and Delta conveyance infrastructure to optimize both surface and groundwater supplies. Consistent with ACWA's strategic policy document, *Sustainability from the Ground Up: A Framework for Groundwater Management in California*, the state should support and incentivize effective local and regional groundwater management, resolve conflicting state regulatory requirements and streamline its policies to optimize and increase surface and groundwater storage opportunities.

Actions

- DWR should convene a multi-agency workgroup with participation by local groundwater agencies to coordinate, review and facilitate implementation of local and regional groundwater management performance objectives.
- Groundwater recharge, banking and conjunctive use projects are critical to the future sustainability of California's groundwater resources. DWR and State Water Board (and Regional Boards) should support and facilitate these activities when programs are implemented as part of an IRWMP or legally recognized groundwater management plan.
- DWR, in consultation with other agencies that gather data, should develop a single data portal on a publicly accessible website for groundwater quality information. DWR also should continue to expand the CASGEM database for groundwater quantity.
- The state, through the Regional Boards, should support and incentivize local agencies' efforts to develop long-term, sustainable solutions for cleanup of existing groundwater contamination and prevention of future contamination.

14. Water Transfers

Water transfers can provide much-needed flexibility in meeting water supply and environmental needs and have proven invaluable in dry years and droughts. A well-defined set of policies and procedures that provide certainty to transferring parties is essential to facilitate future transfers and promote local and statewide economic, social and environmental sustainability.

While federal and state laws promote transfers, DWR's current approval processes should be streamlined. These issues should be resolved as expeditiously as possible so water transfers can be implemented quickly — when they are needed — without adversely affecting third parties.

Actions

- DWR should convene stakeholder meetings, including with the U.S. Bureau of Reclamation, to identify and resolve, at a minimum, the following issues by December 1, 2013:

- Identify a process to expedite transfers within a region;
 - Assess the role of CEQA in water transfers,
 - Review DWR and Reclamation processes and criteria that are used to determine what water is transferable; and
 - Investigate and review contracting practices within Reclamation and DWR for approving agreements to use conveyance and storage facilities of the Central Valley Project and the State Water Project.
- DWR also should review the 2002 SWRCB report, *Water Transfers Issues in California*, for background and relevant recommendations to further facilitate water transfers.

15. Governmental Coordination

For this plan to be successful, improved coordination among state agencies and between the state and federal government will be critical.

Actions

- The Governor and state agency leadership should follow up with their federal counterparts, including the President, to assess actions, policy direction and commitments in response to the memo from the President's Council on Environmental Quality (CEQ) to his cabinet directing that a BDCP be a priority for the Obama Administration. The state should further coordinate with federal agencies to advance other actions identified in the CEQ memo, including conservation and water use efficiency, enhancing water supplies and storage, and facilitating water transfers during times of shortage.
- The secretaries of the Natural Resources Agency, California Environmental Protection Agency and the Health and Human Services Agency, in coordination with their respective boards, departments, offices, councils, commissions and conservancies that have a role in implementation of this plan, should produce within 90 days of the Governor's approval of this plan a joint report that details how the agencies and entities they oversee will exercise their authorities to implement this plan in an expeditious and integrated manner.

Statewide Water Action Plan Participation



** Participation in plan development does not necessarily imply formal endorsement of final document.*



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Public Review Draft

California Water Action Plan





Dear Stakeholder,

We have reached a critical juncture for water policy in California. Climate change, drought and population growth pose significant challenges to our state. In May, Governor Brown directed our agencies to put together a multi-agency working group and identify key actions for the next one to five years that address urgent needs and provide the foundation for sustainable management of California's water resources.

The set of actions outlined in this document begin to deal with our challenges. While this won't resolve them all, it can put California on a firm path to sustainability. In order for this effort to be effective there must be collaboration between state, federal and local governments, regional agencies, Native American tribes, the private sector and members of the public.

This plan builds on the ideas and recommendations of a wide range of industry, government and non-governmental organizations, who understand the urgency of the task before us. We must work together and seize the opportunity to lay the foundation for sustainable water management in the coming decades.

Over the next several weeks, we will work to collect input on this public review draft of the California Water Action Plan. From this effort, we hope to drive participation in the many venues the state of California has for policy development and regulation for water. For more information about this water action plan or to submit comments and questions please email wateraction@water.ca.gov.

Sincerely,

A handwritten signature in blue ink that reads 'John Laird'.

John Laird
Secretary, California Natural Resource Agency

A handwritten signature in black ink that reads 'Matthew Rodriguez'.

Matthew Rodriguez
Secretary, California Environmental Protection Agency

A handwritten signature in blue ink that reads 'Karen Ross'.

Karen Ross
Secretary, California Department of Food and Agriculture

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California Water Action Plan: Actions for Reliability, Restoration and Resilience

Introduction

After two years of dry weather and shrinking reservoir supplies, we are reminded once again that nothing focuses Californians' attention on our limited water resources like drought.

There is broad agreement that the state's water system is currently unable to satisfactorily meet both ecological and human needs, too exposed to wet and dry climate cycles and natural disasters, and inadequate to handle the additional pressures of future population growth and climate change. Solutions are complex and expensive, and they require the cooperation and sustained commitment of all Californians working together. Thoughtful, decisive action is needed now to put California's water resources on a safer, more sustainable path.

This report identifies actions that, in the next five years, will move California toward more sustainable water management by providing reliable water supply for our farms and communities, restoring important wildlife habitat and species, and helping the state's water systems and environment become more resilient. These actions are organized around long-term objectives. Some of the actions are new proposals. Some are being planned and should be completed more rapidly, implemented in a better way, or on a larger scale. Success will require the cooperation of many partners; the state's role is to lead, help others, and remove barriers to action. These actions will not address all of our challenges; nor should they distract from other important efforts being developed and implemented across the state. But, the actions described here are critical to moving the state forward now.

Risks to California's Water Resources

Water has always been a scarce resource in California. Most precipitation falls in the northern and eastern mountains, yet most of the population and irrigated farmland is located in the drier west and south. Precipitation is highly variable year-to-year, but the long warm summers are always dry. In the mid-20th century, state, federal, and local agencies built a vast system of reservoirs, canals, pumps and pipelines to store water and deliver it to agricultural and urban users in dry areas. This system has resulted in unintended impacts on the natural world. In general, there is broad consensus about our challenges:

- ***Uncertain water supplies*** – Reductions in water from major sources like the Colorado River and the Sacramento-San Joaquin Delta (Delta)—due to hydrologic and declining environmental conditions—have made these water supplies less reliable. Moreover, climate change impacts to these sources and the Sierra headwaters further strains supply reliability from north to south. These sources are foundational supplies around which their communities develop and manage local resources, such as water use efficiency, recycled water and groundwater recharge. The unreliable nature of these supplies threatens local, regional and statewide economies. The combined benefits of all of the actions in this plan will contribute to more reliable water supplies.

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- ***Water scarcity/drought*** – California’s hydrology has always had extended dry periods. Much of California’s water system was originally planned to withstand a seven-year dry period without severe damage to the economy and environment. That original vision was not sustainable, and today some regions and many communities struggle to maintain adequate water supplies after only a year or two of dry conditions. Climate change will make this situation even more challenging. Improving our ability to manage scarce water supplies and better coordinate operations of major reservoirs is essential to economic and environmental sustainability. Taking action to address drought is especially urgent for agriculture where crops wither without water, and the world’s population growth and food demand creates food security concerns. Effective state preparedness reduces impacts of shortages and lessens the costs of state response actions. The actions identified throughout this plan are specifically designed to help secure more reliable water supplies and consequently improve drought preparedness.
- ***Declining groundwater basins*** – Groundwater accounts for more than one-third of the water used by cities and farms—much more in dry years, when other sources are cut back. Unfortunately, much of California’s groundwater is not sustainably managed. Climate change is exacerbating ongoing problems with groundwater resources in California, including overdraft, seawater intrusion, land subsidence, and water quality degradation. Taking more than is returned lowers groundwater levels which makes pumping more expensive and energy intensive. It also serves to mobilize toxins that impair water quality and causes land subsidence, which damages infrastructure and permanently diminishes the capacity to store water for the future. Land subsidence due to groundwater overdraft is impossible to reverse. Well-managed groundwater has the potential to buffer against the impacts of climate change on our water resources. The actions identified in this plan will move California toward better management of our groundwater resources.
- ***Poor water quality*** – Millions of Californians rely, at least in part, on contaminated groundwater for their drinking water. While most water purveyors blend or treat the water to meet public health standards, many disadvantaged communities cannot afford to do so. In addition, domestic wells are rapidly drying up. All Californians have a right to safe, clean, affordable and accessible water adequate for human consumption, cooking, and sanitary purposes. Safe water is necessary for public health and community prosperity. The actions in this plan will improve the organization of our water quality programs and create new tools to help ensure that every Californian has access to safe water.
- ***Declining native fish species and loss of wildlife habitat*** – California’s once robust native fish populations are at or near historic lows. Federal and state fish agencies now list many species of salmon and other fish as endangered and threatened. Wildlife habitat is also being lost at a rapid pace. California’s diverse and unique ecosystems are irreplaceable and are part of the complex system that provides and protects California’s water resources. Tourism and fishing, reliant on healthy ecosystems, also provide economic benefits to local communities and to the state. The actions defined in this plan include aggressive ecosystem restoration and other actions that will restore fish populations and benefit other wildlife.

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- **Floods** – Over 7 million Californians live in a floodplain. Our state’s capital, Sacramento, has one of the lowest levels of flood protection of any major city in the nation. Climate change will exacerbate this problem because more precipitation will fall as rain rather than snow, snowmelt will be faster and earlier and there will be more extreme weather events. There is a great deal to be done to improve flood protection for existing communities and infrastructure. The actions in this plan will coordinate and streamline flood projects and identify new sources of funding.
- **Supply disruptions** – Many parts of California’s water system are vulnerable to earthquakes and flooding, particularly the Delta, which serves as the conveyance hub for a substantial percentage of all water supplies in the Bay Area, the San Joaquin Valley, and Southern California. A large earthquake along any of five major faults or a major storm-induced levee failure could render this water supply unusable for urban and agricultural needs for months. The combined benefits of all of the actions in this plan will better prepare us to manage through potential disruptions in the system.

Population growth and climate change further increase the severity of these risks. The state’s population is projected to grow from 37 million to 50 million by 2049.¹

The effects of climate change are already being felt and will worsen. Rising air temperatures and air pollution may already be decreasing the Sierra snowpack, reducing natural water storage, and altering winter and spring flood flows. Higher river and ocean water temperatures will make it harder to maintain adequate habitat for native fish species. Higher ocean temperatures will alter the already changing weather patterns. Sea level rise threatens coastal communities and islands in the Delta. Sea level rise also amplifies the risk that the pumps that supply cities and farms with Delta water will be inundated with sea water in a large earthquake or storms that breach levees. More frequent and more severe dry periods will threaten the health of our natural systems and our ability to meet our diverse water supply and water quality needs.

Fortunately, despite these challenges, there is good progress to report. State, regional, and local agencies have increasingly been pursuing a strategy of making regions more self-reliant by developing new or underused water resources locally. In the future, most new water will come from a combination of improved conservation and water use efficiency, conjunctive use (coordinated management of local surface and groundwater), recycled water, drinking water treatment, groundwater remediation, and desalination. Agencies are also focusing on projects with multiple benefits, such as stormwater capture and floodplain reconnection, that can help simultaneously improve the environment, flood management, and water supplies. These diversified local water portfolios will relieve pressure on foundational supplies and make communities more resilient against drought and climate change.

¹ <http://www.dof.ca.gov/research/demographic/reports/projections/view.php> California’s population will cross the 50 million mark in 2049 and grow to nearly 52.7 million by 2060.

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Reliability, Restoration, and Resilience

The actions outlined here are based on three broad objectives: more reliable water supplies, the restoration of important species and habitat, and a more resilient, sustainably managed water system and environment that can better withstand inevitable pressures in the coming decades. These actions reflect an integration of new ideas with the important work that state agencies are already engaged in. Together, these actions address the most pressing water issues that California faces while laying the groundwork for a sustainable and resilient future. All of these actions require coordination and collaboration across levels of government. Together, in the next five years, we must:

1. Make conservation a California way of life;
2. Invest in integrated water management and increase regional self-reliance;
3. Achieve the co-equal goals for the Delta;
4. Protect and restore important ecosystems;
5. Manage and prepare for dry periods;
6. Expand water storage capacity;
7. Provide safe drinking water and secure wastewater systems to all communities;
8. Increase flood protection;
9. Improve operational and regulatory efficiency;
10. Identify sustainable and integrated financing opportunities.

This list is not comprehensive. There are thousands of important projects that are being planned or implemented by all levels of government as well as by conservationists, farmers, water agencies, and others. This fact underscores the breadth and complexity of managing our water resources. But, these are essential actions that California can take in the next five years to set the state on the right course. These actions will, in many cases, require collaboration between state, federal and local governments, regional agencies, Native American tribes, the public, and the private sector. The Legislature is also a key partner. Water has always been among California's most contentious issues. Only by working together, can we improve the state's water future for generations to come.

Actions

1. MAKE CONSERVATION A CALIFORNIA WAY OF LIFE

Californians cannot take their water supply for granted, and must adopt conservation as part of their daily lives. In 2009, the state adopted the Water Conservation Act, through the passage of Senate Bill 7x7, which requires that we achieve a 20 percent reduction in urban per capita water use by December 31, 2020, promotes expanded development of sustainable water supplies at the regional level, and requires agricultural water management plans and efficient water management practices for agricultural water suppliers. The Water Conservation Act also requires that we make incremental progress towards this goal by reducing per capita water use by at least 10 percent by December 31, 2015. We must continue to build on our existing efforts to conserve water, and promote the innovation of new systems for increased water conservation.

- **Expand Agricultural and Urban Water Conservation and Efficiency to Exceed SB7X7 Targets**
The Administration will expand existing programs to provide technical assistance, shared data and information, and incentives to urban and agricultural local water agencies, as well as local governmental agencies, to enable agricultural and urban water conservation in excess of the amounts envisioned by SB 7X7.

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- **Provide Funding for Conservation and Efficiency**

The administration will work with the Legislature to expand funding for urban and agricultural water use efficiency research, development and implementation through existing programs. The administration will give priority to funding integrated management plans that include robust existing or proposed water conservation measures. Conservation programs must include numeric targets.

- **Increase Coordinated Water-Energy Efficiency**

The administration will promote regional and local projects that improve the efficiency of how water is pumped, transported, treated, and used. These actions will save water, energy, and money.

- **Promote Local Conservation Ordinances**

The City of Los Angeles prohibits certain types of water use for all of its citizens in an effort to conserve water. Examples of the prohibited water use include: watering of any hard surfaces such as sidewalks, walkways, driveways or parking areas; outdoor watering during periods of rain; and serving water to customers in restaurants unless specifically requested. Other cities should follow this example and consider ways their communities can reduce water usage.

2. INCREASE REGIONAL SELF-RELIANCE AND INTEGRATE WATER MANAGEMENT ACROSS ALL LEVELS OF GOVERNMENT

While California has a vast state and federal managed infrastructure to store and deliver water miles from its origin, the majority of infrastructure, management, and investment reside at the local and regional levels. Sometimes that management comes in the form of regional multi-issue agencies dealing with flood control, water supply, and water quality. Other times, individual agencies deal with those issues separately. Over the past decade, the state has assisted regions in coming together in what is known as Integrated Water Management Planning, where multiple entities create a regional plan that integrates local agency water management infrastructure and operations to create new efficiencies and serve multiple purposes. State grants are provided to incentivize both regional integration and to leverage local financial investment.

Ensuring water security at the local level includes efforts to conserve and use water more efficiently, to protect or create habitat for local species, to recycle water for reuse, to capture and treat stormwater for reuse, and to remove salts and contaminants from brackish or contaminated water or from seawater. But, mostly it requires integrating disparate or individual government efforts into one combined regional commitment where the sum becomes greater than any single piece.

- **Support and Expand Funding for Integrated Water Management Planning and Projects**

The administration will work with the Legislature to enhance the Integrated Water Management Planning program. Providing funding for locally-driven, multi-benefit projects is critical. The administration will target funding to local projects that increase regional self-reliance and result in integrated, multi-benefit solutions for ensuring sustainable water resources.

- **Update Land Use Planning Guidelines**

The Governor's Office of Planning and Research will engage local land use authorities and water agencies and amend the general plan guidelines to promote local land use decisions that are consistent with local sustainable water management.

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- **Legislation for Local Self Reliance**

The administration will work with the Legislature to encourage local governments to adopt or amend local ordinances that enhance local water supply reliability and conservation, such as ordinances that establish minimum requirements for infiltration of water into the groundwater table, detection and prevention of utility system leaks, landscaping measures, and indoor/outdoor water use efficiency standards.

- **Demonstrate State Leadership**

All state agencies should take a leadership role in designing new and retrofitted state owned and leased facilities to increase water efficiency, use recycled water, and incorporate stormwater runoff capture and low-impact development strategies.

- **Provide Assistance to Disadvantaged Communities**

The administration will provide technical assistance, tools, and allocate dedicated funds for grant administration, project development and stakeholder collaboration to under-represented and economically-disadvantaged communities to promote greater participation and success in regional grant programs.

- **Encourage State Focus on Projects with Multiple Benefits**

The administration will direct relevant agencies and departments to evaluate existing programs and propose modifications to incentivize, recognize, and co-fund multi-benefit projects and integrated water management planning, such as stormwater permitting for cities and counties.

- **Increase the Use of Recycled Water**

California needs more high-quality water and recycling is the key to getting there. The state will adopt uniform water recycling criteria for indirect potable reuse of recycled water for groundwater recharge, and develop criteria for direct potable reuse (surface water augmentation).

- **Streamline Permitting for Local Water Reuse or Enhancement Projects**

The administration will review and propose measures to streamline permitting for local projects that make better use of local water supplies such as recycling, stormwater capture, and desalination of brackish and sea water.

3. ACHIEVE THE CO-EQUAL GOALS FOR THE DELTA

The Delta is California's major collection point for water, serving two-thirds of our state's population and providing irrigation water for millions of acres of farmland. The region supports farming, wetland and riparian habitats, as well as numerous fish and wildlife species. In recent years, important fish populations have declined dramatically, leading to historic restrictions on water supply deliveries. Moreover, the current system relies on water flowing through a network of fragile levees from the northern part of the Delta to the pumps in the south, where two out of three fish trapped near the pumps die. These levees were not designed to resist a significant seismic event, the probability of which is greater than 60 percent over the next 50 years. They are also vulnerable to major floods and rising sea levels, all of which puts unacceptable risk on the people who live in the Delta as well as the water supply for 25 million people and 3 million acres of farmland. Plans are underway to address these problems. The issues are contentious and have been for decades. But, the status quo in the Delta is unacceptable and it would be irresponsible to wait for further degradation or a natural disaster before taking action.

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The Delta Stewardship Council was created in legislation to achieve the state-mandated co-equal goals of providing a more reliable water supply for California and to protect, restore, and enhance the Delta ecosystem. Those two goals are to be achieved in a manner that protects and enhances the unique cultural, recreational, natural resource, and agricultural values of the Delta as an evolving place. The council recently adopted its Delta Plan and will establish a high-level interagency coordinating body to commence implementation of a suite of actions designed to achieve the co-equal goals. The Implementation Committee can play a strong role in moving forward on the actions included in this plan, which include and build on many of the priorities included in the council's Delta Plan.

- **Begin Implementation of the Delta Plan**

The administration directs all of its relevant agencies to fully participate in the Implementation Committee established by the Delta Stewardship Council.

- **Complete Comprehensive Plans to Recover Populations of Threatened and Endangered Species in the Delta and Improve Water Supply Reliability for Users of Delta Water**

State and federal agencies will complete planning for a comprehensive conservation strategy aimed at protecting dozens of species of fish and wildlife in the Delta, while permitting the reliable operation of California's two biggest water delivery projects. The Bay Delta Conservation Plan (BDCP) would help secure California's water supply by building new water delivery infrastructure and operating the system to improve the ecological health of the Delta. It would also restore or protect approximately 145,000 acres of habitat to address the Delta's environmental challenges. The BDCP is made up of specific actions, called conservation measures, to improve the Delta ecosystem. It includes 22 conservation measures aimed at improving water operations, protecting water supplies and water quality, and restoring the Delta ecosystem within a stable regulatory framework. The project will be guided by 214 specific biological goals and objectives, improved science, and an adaptive management approach for operating the water conveyance facilities and implementing other conservation measures including habitat restoration and programs to address other stressors. As the Delta ecosystem improves in response to the implementation of the conservation measures, water operations would become more reliable, offering secure water supplies for 25 million Californians, an agricultural industry that feeds millions, and a thriving economy.

State and federal agencies will complete the state and federal environmental review documents; seek approval of the BDCP by the state and federal fishery agencies; secure all permits required to implement the BDCP; finalize a financing plan; complete the design of BDCP facilities; and, begin implementation of all conservation measures and mitigation measures, including construction of water conveyance improvements. Once the BDCP is permitted, it will become part of the Delta Plan.

- **Restore Delta Aquatic and Intertidal Habitat**

In coordination with restoration proposed by the BDCP, a specific set of projects or acreage for restoration will be identified in the six priority areas listed in the Delta Plan: (1) Yolo Bypass; (2) Cache Slough Complex; (3) the confluence of the Cosumnes and Mokelumne rivers; (4) the lower San Joaquin River floodplain; (5) Suisun Marsh; and, (6) western Delta/eastern Contra Costa County. The Department of Water Resources, in consultation and coordination with the Department of Fish and Wildlife, the Delta Science Program, and the Delta Plan Implementation Committee will initiate projects to restore 8,000 acres of intertidal and associated subtidal habitat in the Delta and Suisun Marsh.

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- **Implement Near-Term Delta Improvement Projects**

In coordination with restoration proposed in BDCP, the Department of Water Resources will initiate a project to remove fish passage barriers within the Yolo Bypass and modify the Fremont Weir to increase the amount and quality of fish rearing habitat by improving access to seasonal floodplain habitat.

- **Maintain Important Infrastructure**

The Department of Water Resources will continue implementation of the Delta Levees Subventions, Delta Special Projects, and Floodway Corridor Programs to provide financial assistance to local agencies for repair and improvement of levees and other multipurpose projects in the Delta.

- **Bay Delta Water Quality Control Plan**

The State Water Resources Control Board (State Water Board) will complete its update of the Water Quality Control Plan for the Delta and its upstream watersheds. The plan establishes both regulatory requirements and recommended actions. The State Water Board's action will balance competing uses of water including, municipal and agricultural supply, hydropower, fishery protection, recreation, and other uses.

4. PROTECT AND RESTORE IMPORTANT ECOSYSTEMS

Streams and rivers once ran freely from high in the mountains to downstream reaches, meandering naturally through lowland and floodplain habitats, connecting with coastal estuaries and the Pacific Ocean. The variability of natural water flows in this complex system created vibrant and resilient habitat for many species and functioned to store water, recharge groundwater, naturally purify water, and moderate flooding. Over 80 percent of the Central Valley's historical floodplain, riparian, and seasonal wetland habitats have been lost in the last 150 years. This loss affects the physical and ecological processes of the Central Valley and beyond, contributes to the decline of salmon and steelhead, restricts habitat for waterfowl and other species, and impacts water supply, flood protection, and sediment control. In watersheds around the state, fish and wildlife no longer have access to habitat or enough cold, clean water at key times of the year. In response to these losses and ecological challenges, as well as in anticipation of the effects of climate change on the timing, volume and temperature of water flows, activities to protect and restore the resiliency of our ecosystems will help support fish and wildlife populations, improve water quality, and restore natural system functions. This effort will increase collaboration and transparency and ensure that management decisions are supported by the best available science.

- **Restore Key Mountain Meadow Habitat**

The Department of Fish and Wildlife in coordination with other state resource agencies will restore 10,000 acres of mountain meadow habitat in strategic locations in the Sierra Nevada and Cascade mountain ranges, which can increase groundwater storage and provide habitat for more than 100 native species, many of which are at risk as threatened or endangered.

- **Bring Back Salmon to the San Joaquin River**

The Department of Fish and Wildlife and the Department of Water Resources will lead the effort to achieve the state goal of restoring flows to the San Joaquin River from Friant Dam to the confluence of the Merced River, and bringing back a naturally-reproducing, self-sustaining Chinook salmon fishery while reducing or avoiding adverse water supply impacts. Chinook will be reintroduced pursuant to the San Joaquin River Restoration Program, and the Department of Fish and Wildlife will complete construction of the conservation hatchery and research facility. The administration will work with the Legislature and others to secure further funding as necessary to achieve these activities and the restoration goal.

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- **Protect Key Habitat of the Salton Sea Through Local Partnership**

The Natural Resources Agency, in partnership with the Salton Sea Authority, will coordinate state, local, and federal restoration efforts and work with local stakeholders to develop a shared vision for the future of the Salton Sea. The Salton Sea is one of the most important migratory bird flyways in North America and is immediately threatened with reduced inflows and increasing salinity. The Department of Fish and Wildlife and the Department of Water Resources will begin immediately to implement the first phase of this effort with the construction of 600 acres of near shore aquatic habitat to provide feeding, nesting, and breeding habitat for birds. This project is permitted to increase to 3,600 acres and could be scaled even greater with additional resources. Concurrently, the Natural Resources Agency and the Salton Sea Authority are developing a roadmap for the Salton Sea that will evaluate additional restoration projects and identify economic development opportunities through renewable energy development.

- **Continue Restoration Efforts in the Klamath Basin**

The Department of Fish and Wildlife and the Natural Resources Agency will continue to work with diverse stakeholders to implement the Klamath Basin restoration and settlement agreements. Those agreements include measures to improve water quality in the Klamath River, restore anadromous fish runs, including Chinook and Coho salmon, and improve water reliability for agricultural and other uses by providing a drought planning mechanism for low water years. The administration will work with Congress to secure the necessary federal authorizations for the agreements and secure the necessary funding for removal of four hydroelectric dams on the Klamath River and funding for the necessary basin restoration.

- **Restore Coastal Watersheds**

The Department of Fish and Wildlife in coordination with other state resource agencies will develop at least 10 off-channel storage projects, modernize at least 50 stream crossings, and implement at least 10 large-scale habitat projects along the California coast in strategic coastal estuaries to restore ecological health and natural system connectivity, which will benefit local water systems and help defend against sea level rise.

- **Water for Wetlands and Waterfowl**

The Department of Fish and Wildlife in coordination with other state resource agencies will develop and implement a water acquisition, management, and water use efficiency strategy in coordination with the U.S. Fish and Wildlife Service, U.S. Bureau of Reclamation, Central Valley Project Improvement Act refuge water program, and Central Valley Joint Venture to secure reliable and affordable water for managed wetlands statewide. The administration will work with the Legislature, and others, to secure funding to acquire water and to replace or repair the most in need conveyances for delivering water for wetlands.

- **Eliminate Barriers to Fish Migration**

This action has three parts. First, in coordination with the Central Valley Project Improvement Act Anadromous Fish Screen Program, the Department of Fish and Wildlife will create and publish a Priority Unscreened Diversion List in the Central Valley area. Second, the administration will work with the Legislature, and others, to secure funding to install or repair the top 10 unscreened diversions on the priority list described above. Third, in smaller watersheds around the state, the Department of Fish and Wildlife will complete a comprehensive analysis, working with other state resources agencies, to optimize barrier removal projects and river and stream priorities, and then complete 10 culvert and bridge improvement and small dam removal projects annually to provide anadromous fish species access to historic spawning and rearing habitat.

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- **Assess Fish Passage at Large Dams**

The Department of Fish and Wildlife, in coordination with state and federal resource agencies, will develop a strategic evaluation process for addressing fish passage for California's rim dams and develop six rim dam solution plans. Rim dams are the large dams at the base of most major river systems in California. They are too integral to California's water infrastructure to consider removing, but, where feasible, passage around the rim dams may be necessary to recover salmon and steelhead, because 95 percent of the historical habitat for these fish is above the dams.

- **Enhance Water Flows in Stream Systems Statewide**

The State Water Board and the Department of Fish and Wildlife will implement a suite of individual and coordinated administrative efforts to enhance flows statewide in at least five stream systems that support critical habitat for anadromous fish. These actions include developing defensible, cost-effective, and time-sensitive approaches to establish instream flows using sound science and through a publicly transparent process, taking actions necessary to maintain fish in good condition through authorities such as Fish and Game Code section 5937, and promoting off-stream water storage.

5. MANAGE AND PREPARE FOR DRY PERIODS

Water supply reliability is critical to maintaining California's economy. Temporary shortages caused today by extended, severe dry periods will become more frequent with climate change. Effective management of water resources through all hydrologic conditions will reduce impacts of shortages and lessen costs of state response actions. Many actions will help to secure more reliable water supplies and consequently improve drought preparedness. The actions identified below are specifically designed to address drought conditions and make California's water system more resilient.

- **Revise Operations to Respond to Extreme Conditions**

State natural resources and water quality agencies, in collaboration with their federal counterparts, will implement a series of administrative solutions through a transparent process to make water delivery decisions and propose options to address water quality and supply objectives in extreme conditions. Through these state agencies, the administration will exercise the maximum administrative discretion and flexibility possible to address the current dry conditions now and into 2014. Especially in drought conditions, adaptive management can have substantial fishery, water quality, and water supply benefits. The identification of such opportunities requires continued improved water forecasting and prompt inter and intra agency coordination and communication. It also requires an effective coordination mechanism involving the Department of Water Resources, the Bureau of Reclamation, the State Water Project and the Central Valley Project contractors, the state and federal fishery agencies, and the State Water Board, at a minimum.

- **Streamline Water Transfers**

State agencies, in collaboration with their federal counterparts, will take all feasible steps to streamline water transfer processes to address both extreme situations and normal system operations. These include refining the schedule for the water transfers process; improving outreach in support of local water transfer programs; forming work groups to prioritize technical issues and define specific objectives to address real water supply, cumulative impacts, and third party impacts; preparing a technical information guide for those intending to propose water transfer proposals; and, identifying and evaluating measures to simplify the transfer process and reduce the cost of transfers. This action will not focus solely on additional process at the expense of implementing simple measures such as identifying a single agency point of contact, assigning dedicated staff to a multi-agency review team, and regular coordination with transfer applicants to resolve conflicts.

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6. EXPAND WATER STORAGE CAPACITY

On average, the state receives about 200 million acre-feet of water per year in the form of rain and snow. In reality, the average rarely occurs, as California has the most variable weather conditions in the nation and climate change may increase the variability. To deal with this challenge, storage, whether surface storage or groundwater storage, is a method to save water when it flows heavily for use at times when it does not and create greater flexibility in the system. Above ground, or surface storage, can be in the form of large on-stream dams and reservoirs, or smaller on-stream and off-stream reservoirs. Groundwater storage consists of replenishing groundwater basins either directly through injection, or by allowing water to percolate into the ground naturally or from constructed spreading basins. Constructing surface storage can be challenging for environmental or financial reasons. Developing groundwater storage can be challenging because many basins are contaminated and this method of storage also requires an ability to measure and withdraw water.

The bottom line is that we need to expand our state's storage capacity, whether surface or groundwater, whether big or small. Today, we need more storage to deal with the effects of drought and climate change on water supplies for both human and ecosystem needs. Climate change will bring more frequent drought conditions and could reduce by half our largest natural storage system—the Sierra snowpack—as more precipitation falls as rain rather than snow, and as snow melts earlier and more rapidly. Moreover, we must better manage our groundwater basins to reverse alarming declines in groundwater levels, leading to land subsidence, which is irreversible once it occurs, poor water quality, ecosystem impacts, and the permanent loss of capacity to store water as groundwater.

For over a decade, we have been working on feasibility studies for large surface storage projects that are due to be completed by year's end. These projects face both environmental challenges and financial challenges. But, the biggest obstacle may be finding committed financial partners who will benefit from the projects to share in their cost.

Public water agencies have been reluctant to partner with the federal and state government to build new water storage projects in part because of the uncertainty involved in moving water across the Delta. The new conveyance system proposed in the Bay Delta Conservation Plan would provide more water project operational flexibility, which in turn would eventually eliminate some of that uncertainty and increase the feasibility of additional water storage. Partnerships to build additional water storage presumably would follow.

Demand for water goes well beyond water supply and flood control, the traditional purposes for which California's major reservoirs were built. Today, water storage is also needed to help provide widespread public and environmental benefits, such as seasonal fish flows, improved water quality, water cool enough to sustain salmon, and increased flexibility to meet multiple demands. The financing of additional water storage in California must reflect not just specific local benefits, but also those broader public benefits.

- **Support Funding Partnerships for Storage Projects**

The administration will work with the Legislature to make funding available to share in the cost of storage projects if funding partners step forward. The state will facilitate among willing local partners and stakeholders the development of financeable, multi-benefit storage projects.

CALIFORNIA WATER ACTION PLAN: PUBLIC REVIEW DRAFT

- **Update Bulletin 118, California’s Groundwater Plan**

The Department of Water Resources, in consultation with the Bureau of Reclamation, U.S. Geological Survey, the State Water Resources Control Board, and other agencies and stakeholders should update Bulletin 118 information using field data, California Statewide Groundwater Elevation Monitoring (CASGEM), groundwater agency reports, satellite imagery, and other best available science, so that this information can be included in the next California Water Plan Update and be available for inclusion in future urban water management plans and agricultural water management plans. The Bulletin 118 update should include a systematic evaluation of major groundwater basins to determine sustainable yield and overdraft status; a projection of California’s groundwater resources in 20 years if current groundwater management trends remain unchanged; anticipated impacts of climate change on surface water and groundwater resources; and recommendations for state, federal, and local actions to improve groundwater management. In addition, the Bulletin 118 update should identify groundwater basins that are in a critical condition of overdraft.

- **Support Distributed Groundwater Storage**

The administration will support a comprehensive approach to local and regional groundwater management by funding distributed groundwater storage projects that are identified in groundwater management plans and removing barriers to implementation.

- **Improve Sustainable Groundwater Management**

When well-managed, groundwater has the potential to be a buffer to the impacts of climate change on our water system. The administration will work with the Legislature to ensure that local agencies have the incentives, tools, authority, and guidance to develop and enforce local and regional management plans that protect groundwater elevations and quality. The administration will take steps, including sponsoring legislation if necessary; to define local responsibilities and to give local agencies the authority necessary to manage groundwater sustainably and ensure no groundwater basin is in danger of being permanently damaged by over drafting. When a basin is at risk of permanent damage, and, after having been provided the needed authority, local agencies do not make sufficient progress to correct the problem in a timely manner; the state should have carefully-defined authority to protect the basin and its users until an adequate local program is established.

- **Accelerate Clean-up of Contaminated Groundwater and Prevent Future Contamination**

Throughout the state, groundwater basins are contaminated by historic manufacturing and farming practices. This water is an important resource in itself for the future, and these basins will be critical storage repositories in the future. The Department of Toxic Substances Control and the State Water Board will develop recommendations to prevent the spread of contamination, accelerate cleanups and protect drinking water.

7. PROVIDE SAFE WATER FOR ALL COMMUNITIES

All Californians have a right to safe, clean, affordable and accessible water adequate for human consumption, cooking, and sanitary purposes. Disadvantaged communities, in particular, often struggle to provide an adequate supply of safe, affordable drinking water. The reasons for this are numerous: changes in drinking water quality standards, pollution, aging infrastructure, lack of funding for basic infrastructure, lack of funding for ongoing operation and maintenance, and unreliable supplies resulting in service interruptions are among the most common. Programs designed to protect the quality of our waters for drinking and other uses are housed in multiple agencies, reducing their effectiveness and ability to meet communities’ needs.

CALIFORNIA WATER ACTION PLAN: PUBLIC REVIEW DRAFT

- **Consolidate Water Quality Programs**

The administration is pursuing consolidation of the drinking water and surface and groundwater quality programs into a single agency to achieve broader program efficiencies and synergies that will best position the state to respond to existing and future challenges. This initiative will also better restore and protect water quality and public health for disadvantaged communities.

- **Provide Funding Assistance for Vulnerable Communities**

The administration will work with the Legislature to establish a stable, long-term funding source for provision of safe drinking water and secure wastewater systems for disadvantaged communities. The funding will be made available through a framework of statutory authorities for the state, regional organizations, and county agencies that will assess alternatives for providing safe drinking water and wastewater, including regional consolidation, and to develop, design, implement, operate, and manage these systems for small disadvantaged communities impacted by contaminated drinking water and lack of sanitary wastewater infrastructure.

- **Manage the Supply Status of Community Water Systems**

The state will identify drought vulnerable public water systems and monitor the status of these systems to help prevent or mitigate any anticipated shortfalls in supply and to secure alternative sources of water for the communities when needed. The state will also work with local governments and agencies to identify drought vulnerable areas served by domestic wells and collaborate to prevent or mitigate any anticipated shortfalls.

8. IMPROVE FLOOD PROTECTION

California's exposure to flood risk presents an unacceptable threat to public safety, infrastructure, and our economy. More than 7 million people and \$580 billion in assets are exposed to flood hazards in the state and the lack of sufficient and stable funding for flood control exacerbates the state's risk. When California floods, public safety and health is endangered, critical infrastructure is damaged, vital services become isolated or interrupted, vast agricultural areas are rendered unproductive, and water supplies are threatened or impacted. The effects of climate change on the state's water runoff patterns will only magnify these challenges. Actions by state, local and regional governments, however, can reduce flood risks and improve the state's preparedness and resiliency when flooding inevitably occurs. Flood projects done in an integrated, regionally-driven way can also achieve multiple benefits.

- **Funding to Reduce Flood Risk and Improve Flood Response**

An estimated \$50 billion is needed to reduce flood risk statewide. The administration will focus on the highest risk areas and develop proposals to fund projects through a combination of financing options.

- **Remove Barriers to Local and Regional Funding for Flood Control Projects**

The administration will review changes needed to the 1996 Right to Vote on Taxes Act (Proposition 218) to include certain flood management agencies as exempted public safety utilities to enable these agencies to assess the funds needed for flood planning and the construction, operation, and maintenance of flood control infrastructure.

CALIFORNIA WATER ACTION PLAN: PUBLIC REVIEW DRAFT

- **Streamline and Consolidate Permitting**

The administration will convene a task force of federal, state, and local permitting and flood management agencies, to develop a programmatic regulatory permitting process to replace current site-by-site mitigation requirements and expedite permitting of critical flood system improvement projects. The effort to streamline and consolidate will also incorporate regional advanced mitigation as a means to expedite planning.

- **Create a Delta Levee Assessment District**

The administration will sponsor legislation establishing a Delta levee assessment district with authority to collect fees needed to repair and maintain more than a thousand miles of Delta levees, many of them privately constructed before modern engineering standards were in place.

- **Improve Access to Emergency Funds**

The administration will sponsor legislation revising the California Disaster Assistance Act to enhance the Governor's Office of Emergency Services' ability to advance funds for flood response efforts and establish an emergency flood response fund maintained by the Department of Water Resources.

- **Better Coordinate Flood Response Operations**

The Governor's Office of Emergency Services, working in coordination with the Department of Water Resources, the U.S. Army Corp of Engineers, and others, will develop and implement a common interagency protocol that all jurisdictions and agencies at all levels of government operating in the Delta in an emergency will use to establish joint field incident commands for flood operations and other emergency response functions.

- **Identify State Funding Priorities for Delta Levees**

The Delta Stewardship Council, in consultation with the Department of Water Resources, the Central Valley Flood Protection Board, the Delta Protection Commission, local agencies, and the California Water Commission, should develop funding priorities for state investments in Delta levees by January 1, 2015. These priorities will be consistent with the provisions of the Delta Reform Act in promoting effective, prioritized strategic state investments in levee operations, maintenance, and improvements in the Delta for both levees that are a part of the State Plan of Flood Control and non-project levees. The priorities should identify guiding principles, constraints, recommended cost share allocations, and strategic considerations to guide Delta flood risk reduction investments.

9. INCREASE OPERATIONAL AND REGULATORY EFFICIENCY

Efficiently operating the State Water Project and Central Valley Project, while complying with the requirements of state and federal endangered species acts and operating consistent with the conditions of water rights, contracts and other entitlements, is a delicate balancing act. Current coordination efforts, while longstanding and intended to cover a broad range of conditions, are not reflective of the entire Delta watershed nor are they effective at integrating all of the activities that other agencies and organizations are undertaking to improve the ecosystem.

CALIFORNIA WATER ACTION PLAN: PUBLIC REVIEW DRAFT

- **Prepare for 2014 and Beyond Through Better Technology and Improved Procedures**

The administration will work with our federal and regional counterparts to improve coordination of operations of all major water supply (storage facilities and direct diversions), flood control, hatchery facilities, and habitat restoration projects to improve water supply and fishery conditions. The goals are to improve water project near-term operational flexibility for water year 2014 and build upon those actions in subsequent years. Better technology can result in improved coordination and more accurate data for decision making. Examples of better technology and improved coordination include but are not limited to the following:

- Improve data availability, communication procedures, and analytical methods used to monitor and communicate risks to listed fish species and to water supplies when making regulatory decisions associated with implementation of incidental take provisions in the existing biological opinions.
- Develop a pilot project to test if a new index for Old River and Middle River reverse flows enables compliance with biological opinion requirements.
- Develop and employ new turbidity models to improve real-time turbidity management in the south Delta.
- Analyze through the South Delta Science Collaborative associated operational approaches for minimizing loss of salmon in the area of the Old River barrier and effects of the operations on water supply.
- Develop a Delta smelt life cycle model to help manage operations to avoid entrainment of smelt at the water projects' intakes.
- Implement a 3.5-year study to enhance and modernize Delta smelt monitoring (fish abundance and geographic distribution in the Delta), to improve the ability to protect fish populations while minimizing the impacts of fish protective measures on water project operations.
- Work with federal agencies to improve coordination of hatchery fish releases with hydrologic conditions and water project operations to improve fish survival.
- Improve state and federal interagency coordination and water contractor coordination on real-time forecasting and management associated with meeting water quality control objectives, to optimize project operations and avoid redirected fishery impacts.
- Fund and revive the National Hydrological Dataset for California to improve high-quality framework geospatial data and the precision and accuracy of mapping and scientific studies.

- **Improve and Clarify Coordination of State Bay Delta Actions**

The problems affecting the Delta need to be addressed on multiple fronts, including habitat loss, export conveyance, water projects operations, pollution control, and flows. The principal state entities charged to address these issues are the Delta Stewardship Council, Department of Water Resources, Department of Fish and Wildlife, and the State Water Resources Control Board. Several federal agencies exercise regulatory authority related to these issues. There are also multiple water districts, private parties, and nongovernmental organizations with a profound stake in these issues.

A coordinated approach to managing the Delta is essential to serve the needs of California's residents. State agencies will commit to using collaborative processes to achieve water supply, water quality and ecosystem goals. This approach embraces enhanced sharing of data, consistent use of peer-reviewed science, coordinated review under CEQA, improved integration of related processes, and encouragement of negotiated resolutions.

CALIFORNIA WATER ACTION PLAN: PUBLIC REVIEW DRAFT

- The Delta Stewardship Council, Department of Water Resources, Department of Fish and Wildlife, and the State Water Resources Control Board will ensure all relevant information is shared and will assist each other, as appropriate, to complete respective efforts to improve Delta conditions.
 - State entities will encourage negotiated agreements among interested parties to implement flow and nonflow actions to meet regulatory standards and support all beneficial uses of water. State staff will participate in these processes when requested.
 - The Delta Stewardship Council's Implementation Committee, which includes leaders from all the affected state entities, and will meet regularly to review progress in coordination.
- **Achieve Ecological Goals through Integrated Regulatory and Voluntary Efforts**

The San Francisco Bay and Sacramento-San Joaquin River Delta are some of the most studied ecosystems in the nation. Similarly, many scientific and management plans exist concerning the decline of salmon and steelhead in California. A fundamental ecological principle is that aquatic species and estuarine ecosystems need enough cold, clean water at the right times of year to ensure species abundance and health and ecological function. Too often, regulatory processes overlook the value of voluntary programs to achieve ecological goals. Too often, different regulatory processes are not integrated, connected, or even cognizant of each other. Integration across and between all voluntary and regulatory efforts may be necessary to truly achieve basic ecological outcomes.

As a goal, the state must continue to consider how to provide water flows necessary to meet current state policy, such as significantly increasing salmon, steelhead, and trout populations while also supporting viable, self-sustaining populations of a broad range of other native aquatic species, and ensure sustainable river and estuary habitat conditions for a healthy, functional Bay Delta ecosystem. The administration, with the involvement of stakeholders, will build on the work in tributaries to the Sacramento and San Joaquin rivers, analyze the many voluntary and regulatory proceedings underway related to flow criteria, and make recommendations on how to achieve the salmon and steelhead and ecological flow needs for the state's natural resources through an integrated, multi-pronged approach.

10. IDENTIFY SUSTAINABLE AND INTEGRATED FINANCING OPPORTUNITIES

California has a long history of making sound financial investments in water resources. However, our current investments are not keeping pace with the need. Our infrastructure is aging, levees are in need of repair, communities are without safe water, and our environment, farms, and economy are suffering from unreliable and degraded water supplies. This plan includes actions that will require multiple funding sources. We have access to a variety of funding sources including federal grants and loans, general obligation bonds, revenue bonds, rate payer dollars, local initiatives, user fees, beneficiary fees, local and statewide taxes, private investment, public-private partnerships, and more. A better understanding of the variety and types of funds and financing available for water investment will help us to make the best, most efficient and sustainable uses of the funding available.

- **Develop Water Financing Strategy**

The administration will develop a water financing strategy that leverages various sources of water-related project funding and proposes options for eliminating funding barriers, including barriers to co-funding multi-benefit projects. The strategy will identify all potential funding sources for water-related projects including auction revenue, energy efficiency funds, user and beneficiary fees, polluter fees, local measures, and other sources and will establish principles to guide the use of these funding sources.

CALIFORNIA WATER ACTION PLAN: PUBLIC REVIEW DRAFT

- **Remove Barriers to Local and Regional Funding for Water Projects**

The administration will review changes needed to the 1996 Right to Vote on Taxes Act (Proposition 218) to better enable water management agencies to assess the funds needed to protect public health and maintain safe, secure and sustainable water resources for their rate payers.

- **Analyze User and Polluter Fees**

The administration will direct agencies to identify areas where user and/or polluter fees may be appropriate. The agencies will assess the following: Areas where users may not be fully funding the costs or impacts associated with their use, instances where polluters are not able to diminish their pollution and have not adequately accounted for the impacts of that pollution, and opportunities to use fees to incentivize positive behavior. The agencies will provide recommendations on fees, who would pay them, how they would be collected, and how they would be used.

Conclusion

All Californians have a stake in our water future. These actions set us on a path toward reliability, restoration, and resilience in California water. California's impending water crisis requires that we adapt to this "new normal" and recapture California's resource management leadership and our economic and environmental resilience and reliability. There are no silver bullets or single projects that will "fix the problem." We must have a portfolio of actions to comprehensively address the challenges this state faces. Some actions must be taken immediately to address current risks such as the looming drought and inadequate safe drinking water. Additionally, over the next five years we must address fundamental changes in our approach to water resource management and be prepared for the changes the future holds.

RESOLUTION NO. 504

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SAN BERNARDINO VALLEY WATER
CONSERVATION DISTRICT
IN SUPPORT OF THE ASSOCIATION OF CALIFORNIA
WATER AGENCIES' STATEWIDE WATER ACTION PLAN**

WHEREAS, a broad cross-section of water interests convened by the Association of California Water Agencies (ACWA) has developed a Statewide Water Action Plan to address overall water supply reliability and ecosystem health in California; and

WHEREAS, the ACWA Board of Directors unanimously approved the Statewide Water Action Plan at its Sept. 27, 2013, meeting and submitted it to California Governor Jerry Brown on October 2, 2013 as the water community's recommendations for developing the Administration's water plan; and

WHEREAS, ACWA's Statewide Water Action Plan outlines 15 actions to improve water supply reliability, protect water rights, protect the integrity of the state's water system and promote better stewardship; and

WHEREAS, the plan also includes guiding principles for implementation to help ensure actions benefit the entire state, respect water rights and contract terms, and reflect a new regulatory approach that can better meet the needs of California water users and ecosystems; and

WHEREAS, the Statewide Water Action Plan provides context for a Delta solution and other critical actions as components of a broader set of strategies to secure California's water future; and

WHEREAS, when implemented together, this suite of statewide actions will serve as a sustainable path forward for California; and

NOW, THEREFORE, BE IT RESOLVED, hereby supports ACWA's Statewide Water Action Plan and encourages its adoption as the basis for statewide action by Governor Brown.

PASSED AND ADOPTED by the San Bernardino Valley Water Conservation District Board of Directors at a regular meeting of said Board held on the 13th day of November, 2013, by the following vote:

YES: DIRECTORS:

NO: DIRECTORS:

ABSTAIN: DIRECTORS:

ABSENT: DIRECTORS:

Richard Corneille, President

ATTEST:

Daniel B. Cozad,
General Manager/Board Secretary



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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Memorandum No. 1224

To: Board of Directors

From: General Manager, Daniel Cozad

Date: November 13, 2013

Subject: SANBAG Solar Assessment

RECOMMENDATION

Staff recommends the Board review provide comments on the Phase One Solar Feasibility Analysis Report prepared for SANBAG's joint solar procurement project.

BACKGROUND

In the fall of 2012, SANBAG initiated a study by Newcomb, Anderson, and McCormick, funded by a grant to look at local government owned facilities for the feasibility of installation of photovoltaic (PV) solar. This study asked local governments to recommend sites. So many sites were recommended inadequate funding was available to complete all sites and a request was made to each entity for funding. The SBVWCD provided approximately \$900.00 as our contribution to include the Redlands Plaza Facility. The location in the field on District owned lands had no appreciable load and no adequate existing connections. Staff worked with the consultant to provide information and met with the consultant to evaluate the proposed facility. SANBAG distributed the Phase One Solar Feasibility Analysis Report in early October and held a workshop on October 30th to present findings and answer questions.

ASSESSMENT

Staff reviewed the comprehensive report. The report presents information on the following:

- Solar Regulatory environment and incentives status
- Methodology for assessment
- Financing models
- Projects, sizes and costs
- Financial performance and payback
- Collaborative procurement
- Next steps

In total the report covers the 48 potential sites, representing 17 MW of electrical generation at a cost of approximately \$78 million. On average the systems would offset 72% of the electrical load for the sites and remove 434,567 tons of carbon dioxide emissions compared to conventional generation.

BOARD
OF
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GENERAL
MANAGER

Daniel B. Cozad

For the District's site, the rooftop of Redlands Plaza was selected as the most feasible; parking shade structure or ground mount options are not available. The assessment reviewed all five meters serving the property. Of those reviewed only the exterior lighting meter had a large enough load to have a feasible solar installation. The detailed review of the electrical usage indicates heaviest usage in January, November and December. This is the time of year that the lighting operates the longest. Solar production is highest from April through August. The District uses GS-1 Option A tariff and has low demand charges because of the lighting use of the system.

Small Roof installations are modeled at \$4.22 to \$5.46 per installed watt. The District's location is the smallest in load to be offset at approximately 10 KW. Other sites ranged from 79 – 2793 KW. The estimated cost for the installation as purchase is \$52,697. The revenue generated according to the model would be 107,152. 115 tons of carbon dioxide emissions would be reduced. The 25 year likely net benefit for the system is \$54,473 if purchased without financing and \$8,518 if financed through a power purchase agreement. As modeled, the total cost per watt is \$5.14 due to the small size of the system. The savings per dollar investment is \$2.03 and the payback is 14 years.

DISCUSSION

Offsetting the District electrical load by use of solar is feasible. It is hampered by the small size and current tariffs available from Southern California Edison. SANBAG is currently looking at options to prepare a joint procurement agreement or Memorandum of Understanding to attempt to procure systems together and further reduce costs from that modeled. It is possible that there will be a change in tariffs, cost will be reduced or other changes that make the option more feasible. Currently outside lighting is a Common Area Maintenance (CAM) cost and would benefit the tenants of Redlands Plaza including the District in future costs. Staff recommends the District continue to monitor SANBAG progress to be able to make a recommendation to the Board in 2014. The District will have to determine if it wishes to continue to be part of the SANBAG project next year when the cost for developing the RFP and determined.

FISCAL IMPACT

The cost to evaluate the feasibility of solar for the Redlands plaza site has been paid by the enterprise. Staff has worked to understand the report and its impacts to the District and Redlands Plaza and these costs are paid by the Redlands Plaza Enterprise. If the District were to move forward with solar it would have to make a capital investment in the property or finance the solar installation and maintenance. This would reduce long term electrical costs and minimize future cost increases which benefit the District and the tenants of Redlands Plaza.

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT—SBVWD

1630 W REDLANDS BLVD, REDLANDS, CA 92373



TABLE 1: SBVWD METERS

Meter Number	Current Rate	Annual Site Load (kWh/Meter)	Target Solar Capacity (kW)	Target Solar Production (kWh/yr)	Constraint Type	Site Notes
256000-002592	GS-1	17,711	10	15,054	Load	
256000-107473	GS-1	N/A	-	-		Small load/disregard
0717-007460	GS-1	N/A	-	-		Small load/disregard
256000-002777	GS-1	332	-	-		Small load/disregard
256000-002594	GS-1	2,112	-	-		Small load/disregard
<i>Total</i>		<i>20,155</i>	<i>10</i>	<i>15,054</i>		

TABLE 2: CORA SBVWD SITE LAYOUT

Area #	Site Area	System Type	Estimated Area Capacity (kW)	Estimated Production (kWh/yr)
1	Roof 1	Roof	56	82,837

1630 W. Redlands Ave Solar Project Summary

Site Information

Meter Number	256000-002592
Annual Site Load (kWh/year)	17,711
Rate Prior to Solar	GS-1
Recommended Rate with Solar	GS-1 Option A

System Information

System Size (kW)	10.00
First Year Solar Production (kWh)	14,770
Annual System Yield (kWh/kW)	1,477

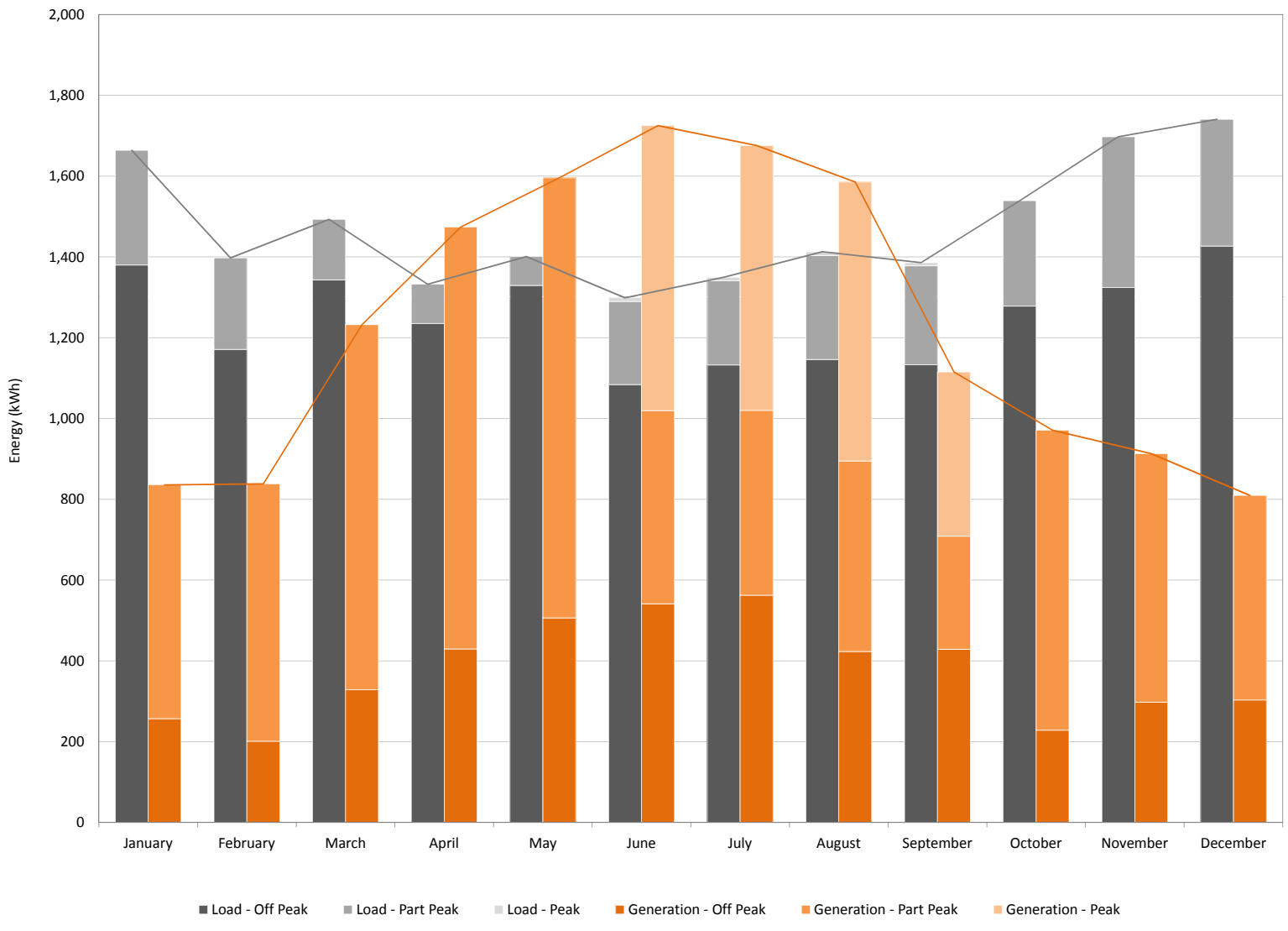
Model Assumptions

Utility Escalation Rate (%/year)	4.50%
PV Degradation Rate (%/year)	0.80%
NPV Discount Rate (%/year)	3.00%
Analysis Lifecycle (years)	25
Incentive Rate (\$/kWh-generated)	0.114
Ownership PM, Contingency (% of Capital Costs)	8.00%
PPA PM, Contingency (% of Capital Costs)	5.00%

System Metrics

Year One Load Offset	83%
25 Year Bill Offset	77%
PPA	
Initial PPA Price (\$/kWh-generated)	\$0.18
PPA Escalation Rate (%/year)	3%
Ownership	
Total Cost per Watt	\$5.14
Payback (Yrs)	14
Savings per Dollar of Investment	\$2.03

First Year Site Load and System Generation



Utility Expenditures

	NPV	SUM	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	...	Year 25
Bill No Solar	(\$84,797)	(\$130,187)	(\$2,921)	(\$3,053)	(\$3,190)	(\$3,334)	(\$3,484)	(\$3,640)	...	(\$8,402)
Bill with Solar	(\$19,679)	(\$31,320)	(\$459)	(\$498)	(\$541)	(\$585)	(\$633)	(\$684)	...	(\$2,473)
Bill Savings	\$65,118	\$98,867	\$2,463	\$2,554	\$2,650	\$2,748	\$2,851	\$2,957	...	\$5,928

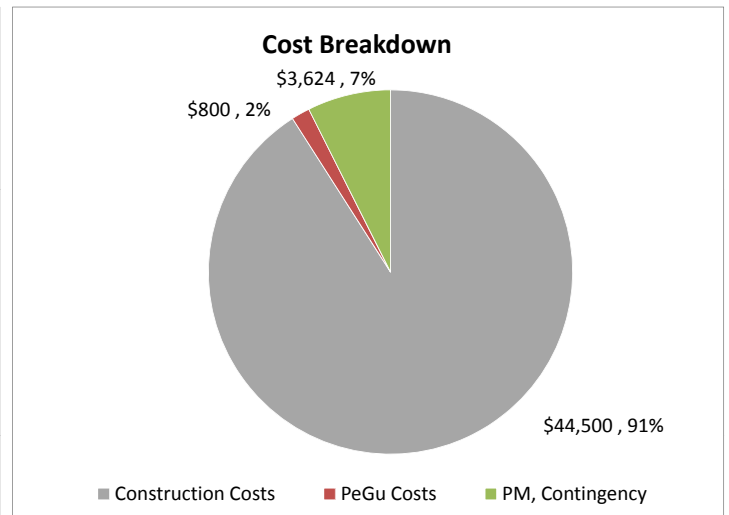
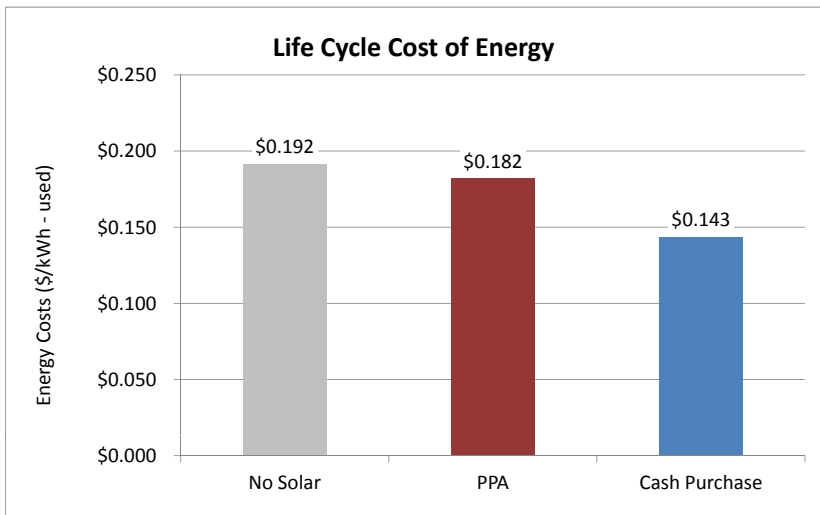
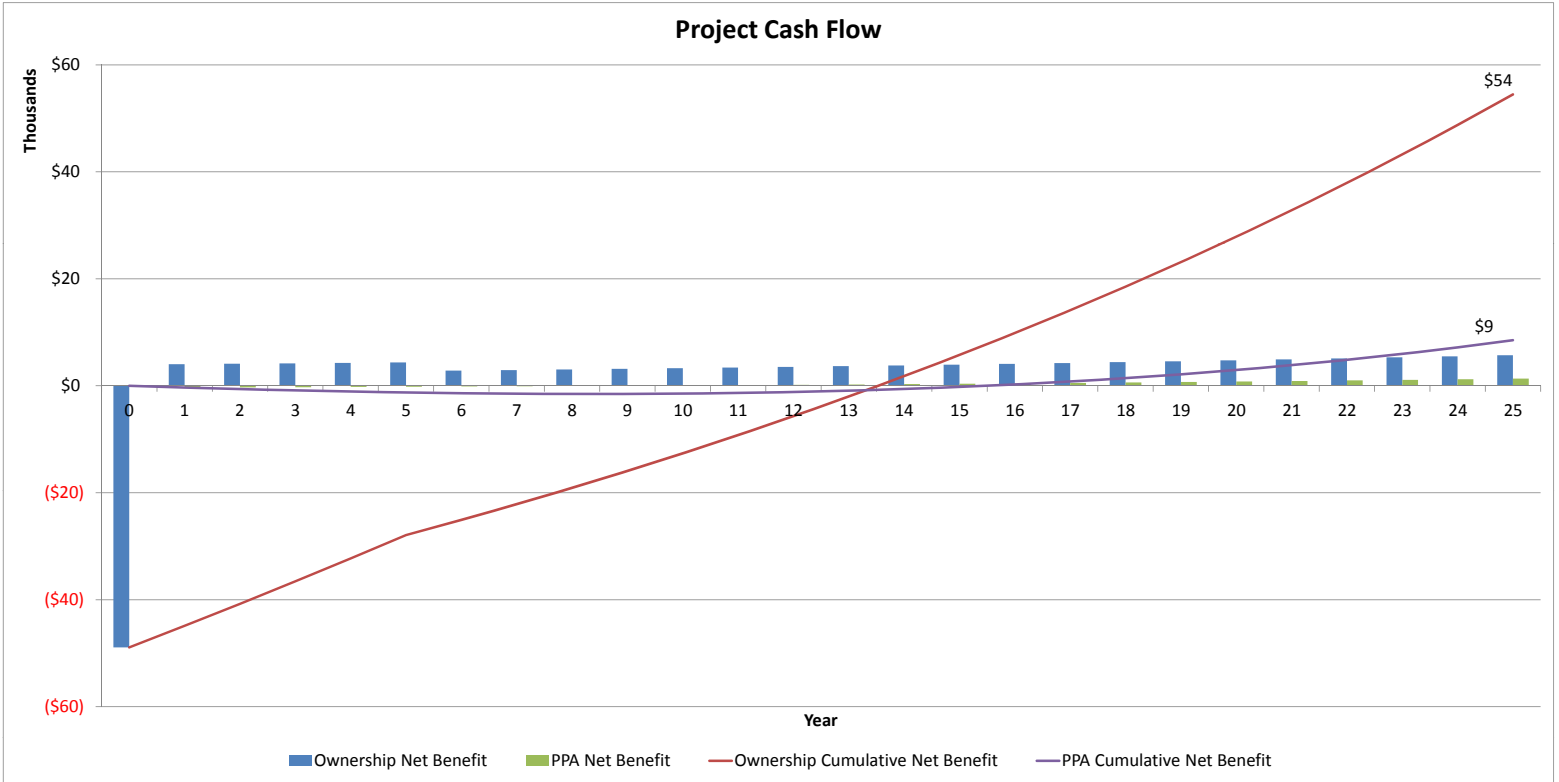
1630 W. Redlands Ave Solar Project Summary

Ownership Cash Flow

Revenue	NPV	SUM	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	...	Year 25
Bill Savings	\$65,118	\$98,867	\$2,463	\$2,554	\$2,650	\$2,748	\$2,851	\$2,957		\$0
Utility Rebate	\$7,592	\$8,285	\$1,684	\$1,670	\$1,657	\$1,644	\$1,631	\$0		\$0
Total Revenue	\$72,711	\$107,152	\$4,147	\$4,225	\$4,306	\$4,392	\$4,481	\$2,957		\$0
Costs										
Construction	(\$44,500)	(\$44,500)	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PeGu	(\$800)	(\$800)	\$0	\$0	\$0	\$0	\$0	\$0		\$0
PM, Contingency	(\$3,624)	(\$3,624)	\$0	\$0	\$0	\$0	\$0	\$0		\$0
O&M	(\$2,500)	(\$3,755)	(\$103)	(\$106)	(\$109)	(\$113)	(\$116)	(\$119)		(\$209)
Total Costs	(\$51,424)	(\$52,679)	(\$103)	(\$106)	(\$109)	(\$113)	(\$116)	(\$119)		(\$209)
Net Benefit	\$21,287	\$54,473	\$4,044	\$4,119	\$4,197	\$4,279	\$4,365	\$2,837		\$5,719

Power Purchase Agreement Cash Flow

Revenue	NPV	SUM	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	...	Year 25
Bill Savings	\$65,118	\$98,867	\$2,463	\$2,554	\$2,650	\$2,748	\$2,851	\$2,957		\$5,928
Costs										
PPA Costs	(\$58,698)	(\$87,097)	(\$2,659)	(\$2,716)	(\$2,776)	(\$2,836)	(\$2,898)	(\$2,961)		(\$4,457)
PM, Contingency	(\$2,265)	(\$3,252)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)		(\$130)
Total Costs	(\$60,963)	(\$90,348)	(\$2,789)	(\$2,847)	(\$2,906)	(\$2,966)	(\$3,028)	(\$3,091)		(\$4,587)
Net Benefit	\$4,155	\$8,518	(\$326)	(\$292)	(\$256)	(\$218)	(\$177)	(\$134)		\$1,341



Title: Cash Purchase Cashflow
 Description: Model run date: 9/18/2013

NPV Discount Rate 3.00%

#	Site		NPV	SUM	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25		
0	San Bernardino Valley Water District	Utility Expenditures																														
		Bill No Solar	(\$84,797)	(\$130,187)	\$0	(\$2,921)	(\$3,053)	(\$3,190)	(\$3,334)	(\$3,484)	(\$3,640)	(\$3,804)	(\$3,975)	(\$4,154)	(\$4,341)	(\$4,537)	(\$4,741)	(\$4,954)	(\$5,177)	(\$5,410)	(\$5,653)	(\$5,908)	(\$6,174)	(\$6,452)	(\$6,742)	(\$7,045)	(\$7,362)	(\$7,694)	(\$8,040)	(\$8,402)		
		Bill with Solar	(\$19,679)	(\$31,320)	\$0	(\$459)	(\$498)	(\$541)	(\$585)	(\$633)	(\$684)	(\$737)	(\$794)	(\$855)	(\$919)	(\$987)	(\$1,058)	(\$1,134)	(\$1,215)	(\$1,300)	(\$1,390)	(\$1,486)	(\$1,587)	(\$1,693)	(\$1,806)	(\$1,925)	(\$2,051)	(\$2,184)	(\$2,325)	(\$2,473)		
	Meter Number	Various																														
	System Size	10.00																														
	No Solar Rate	Various																														
	Solar Rate	Various	\$65,118	\$98,867	\$0	\$2,463	\$2,554	\$2,650	\$2,748	\$2,851	\$2,957	\$3,067	\$3,181	\$3,300	\$3,423	\$3,550	\$3,682	\$3,820	\$3,962	\$4,110	\$4,263	\$4,422	\$4,587	\$4,758	\$4,936	\$5,120	\$5,311	\$5,509	\$5,715	\$5,928		
	Incentive	0.114	\$7,592	\$8,285	\$0	\$1,684	\$1,670	\$1,657	\$1,644	\$1,631	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Yr 1 Load (kWh)	17,711	\$72,711	\$107,152	\$0	\$4,147	\$4,225	\$4,306	\$4,392	\$4,481	\$2,957	\$3,067	\$3,181	\$3,300	\$3,423	\$3,550	\$3,682	\$3,820	\$3,962	\$4,110	\$4,263	\$4,422	\$4,587	\$4,758	\$4,936	\$5,120	\$5,311	\$5,509	\$5,715	\$5,928		
	Yr 1 Generation (kWh)	14,770																														
	Yr 1 Offset	83%																														
	Capital Costs	(\$48,924)	(\$44,500)	(\$44,500)	(\$44,500)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Construction Costs	(\$44,500)	(\$800)	(\$800)	(\$800)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	PeGu Costs	(\$800)	(\$3,624)	(\$3,624)	(\$3,624)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	PM, Contingency	(\$3,624)	(\$2,500)	(\$3,755)	(\$4,244)	(\$1,033)	(\$1,066)	(\$1,099)	(\$1,133)	(\$1,166)	(\$1,199)	(\$1,233)	(\$1,267)	(\$1,300)	(\$1,334)	(\$1,368)	(\$1,403)	(\$1,437)	(\$1,472)	(\$1,507)	(\$1,542)	(\$1,577)	(\$1,612)	(\$1,647)	(\$1,682)	(\$1,717)	(\$1,752)	(\$1,787)	(\$1,822)	(\$1,857)	(\$1,892)	
	Total Costs	(\$51,424)	(\$52,679)	(\$48,924)	(\$1,033)	(\$1,066)	(\$1,099)	(\$1,133)	(\$1,166)	(\$1,199)	(\$1,233)	(\$1,267)	(\$1,300)	(\$1,334)	(\$1,368)	(\$1,403)	(\$1,437)	(\$1,472)	(\$1,507)	(\$1,542)	(\$1,577)	(\$1,612)	(\$1,647)	(\$1,682)	(\$1,717)	(\$1,752)	(\$1,787)	(\$1,822)	(\$1,857)	(\$1,892)		
	Total Cost per Watt (NPV)	\$5.14	\$21,287	\$54,473	(\$48,924)	\$4,044	\$4,119	\$4,197	\$4,279	\$4,365	\$2,837	\$2,944	\$3,054	\$3,169	\$3,288	\$3,412	\$3,540	\$3,673	\$3,811	\$3,954	\$4,103	\$4,257	\$4,417	\$4,583	\$4,755	\$4,934	\$5,119	\$5,312	\$5,512	\$5,719		
1	1630 W. Redlands Ave	Utility Expenditures																														
		Bill No Solar	(\$84,797)	(\$130,187)	\$0	(\$2,921)	(\$3,053)	(\$3,190)	(\$3,334)	(\$3,484)	(\$3,640)	(\$3,804)	(\$3,975)	(\$4,154)	(\$4,341)	(\$4,537)	(\$4,741)	(\$4,954)	(\$5,177)	(\$5,410)	(\$5,653)	(\$5,908)	(\$6,174)	(\$6,452)	(\$6,742)	(\$7,045)	(\$7,362)	(\$7,694)	(\$8,040)	(\$8,402)		
		Bill with Solar	(\$19,679)	(\$31,320)	\$0	(\$459)	(\$498)	(\$541)	(\$585)	(\$633)	(\$684)	(\$737)	(\$794)	(\$855)	(\$919)	(\$987)	(\$1,058)	(\$1,134)	(\$1,215)	(\$1,300)	(\$1,390)	(\$1,486)	(\$1,587)	(\$1,693)	(\$1,806)	(\$1,925)	(\$2,051)	(\$2,184)	(\$2,325)	(\$2,473)		
	Meter Number	256000-002592																														
	System Size	10.00																														
	No Solar Rate	GS-1																														
	Solar Rate	GS-1 Option A	\$65,118	\$98,867	\$0	\$2,463	\$2,554	\$2,650	\$2,748	\$2,851	\$2,957	\$3,067	\$3,181	\$3,300	\$3,423	\$3,550	\$3,682	\$3,820	\$3,962	\$4,110	\$4,263	\$4,422	\$4,587	\$4,758	\$4,936	\$5,120	\$5,311	\$5,509	\$5,715	\$5,928		
	Incentive	0.114	\$7,592	\$8,285	\$0	\$1,684	\$1,670	\$1,657	\$1,644	\$1,631	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Yr 1 Load (kWh)	17,711	\$72,711	\$107,152	\$0	\$4,147	\$4,225	\$4,306	\$4,392	\$4,481	\$2,957	\$3,067	\$3,181	\$3,300	\$3,423	\$3,550	\$3,682	\$3,820	\$3,962	\$4,110	\$4,263	\$4,422	\$4,587	\$4,758	\$4,936	\$5,120	\$5,311	\$5,509	\$5,715	\$5,928		
	Yr 1 Generation (kWh)	14,770																														
	Yr 1 Offset	83%																														
	Capital Costs	(\$48,924)	(\$44,500)	(\$44,500)	(\$44,500)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Construction Costs	(\$44,500)	(\$800)	(\$800)	(\$800)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	PeGu Costs	(\$800)	(\$3,624)	(\$3,624)	(\$3,624)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	PM, Contingency	(\$3,624)	(\$2,500)	(\$3,755)	(\$4,244)	(\$1,033)	(\$1,066)	(\$1,099)	(\$1,133)	(\$1,166)	(\$1,199)	(\$1,233)	(\$1,267)	(\$1,300)	(\$1,334)	(\$1,368)	(\$1,403)	(\$1,437)	(\$1,472)	(\$1,507)	(\$1,542)	(\$1,577)	(\$1,612)	(\$1,647)	(\$1,682)	(\$1,717)	(\$1,752)	(\$1,787)	(\$1,822)	(\$1,857)	(\$1,892)	
	Total Costs	(\$51,424)	(\$52,679)	(\$48,924)	(\$1,033)	(\$1,066)	(\$1,099)	(\$1,133)	(\$1,166)	(\$1,199)	(\$1,233)	(\$1,267)	(\$1,300)	(\$1,334)	(\$1,368)	(\$1,403)	(\$1,437)	(\$1,472)	(\$1,507)	(\$1,542)	(\$1,577)	(\$1,612)	(\$1,647)	(\$1,682)	(\$1,717)	(\$1,752)	(\$1,787)	(\$1,822)	(\$1,857)	(\$1,892)		
	Total Cost per Watt (NPV)	\$5.14	\$21,287	\$54,473	(\$48,924)	\$4,044	\$4,119	\$4,197	\$4,279	\$4,365	\$2,837	\$2,944	\$3,054	\$3,169	\$3,288	\$3,412	\$3,540	\$3,673	\$3,811	\$3,954	\$4,103	\$4,257	\$4,417	\$4,583	\$4,755	\$4,934	\$5,119	\$5,312	\$5,512	\$5,719		

# Site		NPV	SUM	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
0	San Bernardino Valley Water District																												
	Utility Expenditures																												
	Bill No Solar	(\$84,797)	(\$130,187)	\$0	(\$2,921)	(\$3,053)	(\$3,190)	(\$3,334)	(\$3,484)	(\$3,640)	(\$3,804)	(\$3,975)	(\$4,154)	(\$4,341)	(\$4,537)	(\$4,741)	(\$4,954)	(\$5,177)	(\$5,410)	(\$5,653)	(\$5,908)	(\$6,174)	(\$6,452)	(\$6,742)	(\$7,045)	(\$7,362)	(\$7,694)	(\$8,040)	(\$8,402)
	Bill with Solar	(\$19,679)	(\$31,320)	\$0	(\$459)	(\$498)	(\$541)	(\$585)	(\$633)	(\$684)	(\$737)	(\$794)	(\$855)	(\$919)	(\$987)	(\$1,058)	(\$1,134)	(\$1,215)	(\$1,300)	(\$1,390)	(\$1,486)	(\$1,587)	(\$1,693)	(\$1,806)	(\$1,925)	(\$2,051)	(\$2,184)	(\$2,325)	(\$2,473)
	Revenue																												
	Bill Savings	\$65,118	\$98,867	\$0	\$2,463	\$2,554	\$2,650	\$2,748	\$2,851	\$2,957	\$3,067	\$3,181	\$3,300	\$3,423	\$3,550	\$3,682	\$3,820	\$3,962	\$4,110	\$4,263	\$4,422	\$4,587	\$4,758	\$4,936	\$5,120	\$5,311	\$5,509	\$5,715	\$5,928
	Costs																												
	PPA Costs	(\$58,698)	(\$87,097)	\$0	(\$2,659)	(\$2,716)	(\$2,776)	(\$2,836)	(\$2,898)	(\$2,961)	(\$3,025)	(\$3,091)	(\$3,158)	(\$3,227)	(\$3,297)	(\$3,369)	(\$3,442)	(\$3,517)	(\$3,594)	(\$3,672)	(\$3,752)	(\$3,833)	(\$3,917)	(\$4,002)	(\$4,089)	(\$4,178)	(\$4,269)	(\$4,362)	(\$4,457)
	PM, Contingency	(\$2,265)	(\$3,252)	\$0	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)
	Total Costs	(\$60,963)	(\$90,348)	\$0	(\$2,789)	(\$2,847)	(\$2,906)	(\$2,966)	(\$3,028)	(\$3,091)	(\$3,155)	(\$3,221)	(\$3,288)	(\$3,357)	(\$3,427)	(\$3,499)	(\$3,572)	(\$3,647)	(\$3,724)	(\$3,802)	(\$3,882)	(\$3,963)	(\$4,047)	(\$4,132)	(\$4,219)	(\$4,308)	(\$4,399)	(\$4,492)	(\$4,587)
	Net Benefit	\$4,155	\$8,518	\$0	(\$326)	(\$292)	(\$256)	(\$218)	(\$177)	(\$134)	(\$88)	(\$40)	\$11	\$66	\$123	\$183	\$247	\$315	\$386	\$461	\$540	\$624	\$711	\$804	\$901	\$1,003	\$1,110	\$1,223	\$1,341
	Total Cost per Watt (NPV)	\$6.10																											
1	1630 W. Redlands Ave																												
	Utility Expenditures																												
	Bill No Solar	(\$84,797)	(\$130,187)	\$0	(\$2,921)	(\$3,053)	(\$3,190)	(\$3,334)	(\$3,484)	(\$3,640)	(\$3,804)	(\$3,975)	(\$4,154)	(\$4,341)	(\$4,537)	(\$4,741)	(\$4,954)	(\$5,177)	(\$5,410)	(\$5,653)	(\$5,908)	(\$6,174)	(\$6,452)	(\$6,742)	(\$7,045)	(\$7,362)	(\$7,694)	(\$8,040)	(\$8,402)
	Bill with Solar	(\$19,679)	(\$31,320)	\$0	(\$459)	(\$498)	(\$541)	(\$585)	(\$633)	(\$684)	(\$737)	(\$794)	(\$855)	(\$919)	(\$987)	(\$1,058)	(\$1,134)	(\$1,215)	(\$1,300)	(\$1,390)	(\$1,486)	(\$1,587)	(\$1,693)	(\$1,806)	(\$1,925)	(\$2,051)	(\$2,184)	(\$2,325)	(\$2,473)
	Revenue																												
	Bill Savings	\$65,118	\$98,867	\$0	\$2,463	\$2,554	\$2,650	\$2,748	\$2,851	\$2,957	\$3,067	\$3,181	\$3,300	\$3,423	\$3,550	\$3,682	\$3,820	\$3,962	\$4,110	\$4,263	\$4,422	\$4,587	\$4,758	\$4,936	\$5,120	\$5,311	\$5,509	\$5,715	\$5,928
	Costs																												
	PPA Costs	(\$58,698)	(\$87,097)	\$0	(\$2,659)	(\$2,716)	(\$2,776)	(\$2,836)	(\$2,898)	(\$2,961)	(\$3,025)	(\$3,091)	(\$3,158)	(\$3,227)	(\$3,297)	(\$3,369)	(\$3,442)	(\$3,517)	(\$3,594)	(\$3,672)	(\$3,752)	(\$3,833)	(\$3,917)	(\$4,002)	(\$4,089)	(\$4,178)	(\$4,269)	(\$4,362)	(\$4,457)
	PM, Contingency	(\$2,265)	(\$3,252)	\$0	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)	(\$130)
	Total Costs	(\$60,963)	(\$90,348)	\$0	(\$2,789)	(\$2,847)	(\$2,906)	(\$2,966)	(\$3,028)	(\$3,091)	(\$3,155)	(\$3,221)	(\$3,288)	(\$3,357)	(\$3,427)	(\$3,499)	(\$3,572)	(\$3,647)	(\$3,724)	(\$3,802)	(\$3,882)	(\$3,963)	(\$4,047)	(\$4,132)	(\$4,219)	(\$4,308)	(\$4,399)	(\$4,492)	(\$4,587)
	Net Benefit	\$4,155	\$8,518	\$0	(\$326)	(\$292)	(\$256)	(\$218)	(\$177)	(\$134)	(\$88)	(\$40)	\$11	\$66	\$123	\$183	\$247	\$315	\$386	\$461	\$540	\$624	\$711	\$804	\$901	\$1,003	\$1,110	\$1,223	\$1,341
	Total Cost per Watt (NPV)	\$6.10																											



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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Redlands, CA 92373-8032
(909) 793-2503
Fax: (909) 793-0188

Email: info@sbvwcd.org
www.sbvwcd.org

Memorandum No. 1225

To: Board of Directors

From: Administrative Committee/ Daniel Cozad, General Manager

Date: November 13, 2013

Subject: Board Policy Handbook Revisions

RECOMMENDATION

Review, recommend and consider revisions to the Board Policy Handbook as suggested by Administrative Committee.

BACKGROUND

The Administrative Committee met on August 26th and October 14th after the feedback provided by the Board at the October meeting and discussed the Board Policy Handbook issues and recommended policy changes that are described below. The policy changes are recommended modifications to Section 4025-Expense Reimbursement of Directors. The recommended changes reduce ambiguity previously identified by the Board pertaining to what may constitute a meeting, service day payment for travel, and a new requirement for Board Member Written Meeting Reports for meetings specifically identified in Appendix C. Currently oral reports are provided at the meeting; however a written report was recommended as a useful reference by the Committee. The Committees' recommendations are presented in the attached and shown in redline strikeout.

Staff made minor revisions to the text to update expense report signatures to allow digital signature as allowed by government code and revising representation on the Basin Technical Advisory Committee.

FISCAL IMPACT

Increased in costs for travel days is very difficult to estimate because directors infrequently travel to meetings which require an overnight stay. Additionally, not all members who do travel would charge the travel day. Based on the Direction of the Board and assumptions for usage the fiscal impact cannot be determined. Additional CSDA Committee meetings approved in the October Board meeting may increase costs, but not significantly.

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 Valley Water Conservation District

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.).

- (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 or reasonable airfare if a lower cost, and other miscellaneous transportation costs (shuttle, parking, etc.); (2) limited costs of meals. Reimbursement for other 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.).

- (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. **The District will reimburse the lesser cost of mileage reimbursement as described above or the lowest reasonable airfare and related costs to the travel location.**
- (e) **Board Member Meeting Reports – Directors are required by government code to report meetings for which they are compensated. The Board has determined it is appropriate for some meetings to have written reports. Board members shall submit a written Board Member Meeting Report, in a format acceptable to the Board, for all compensated meetings which are indicated in Appendix C, as Written Report Required. Written reports that are submitted with expense reports will appear in the next monthly Board Package and payment will be processed. If not submitted with expense report payment of expenses will not be made until the report is submitted or the Board specifically approves payment. Oral reports will not be tracked by staff. Written reports may be submitted for any meeting, at the digression of the director, even if not required in Appendix C.**
- (f) **Service Day – A director may claim and be paid per diem for one travel day to or from a District Requested meeting where overnight stay is required to participate, as approved by the Board. A Director may also request and be paid a per diem for critical District Requested functions as a meeting.**

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.
- (c) **Mileage reimbursement will not be paid for Director's travel within the District Boundaries.**

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 properly completed signed request for reimbursement (expense report) 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 all expenses incurred and any breakdown of eligible or ineligible expenses. **The expense report may be submitted in person, by fax, via email or other process acceptable to the Board. An original signature may appear on the submitted expense report or a digital signature in accordance with the requirements set forth in Government Code section 16.5 and the regulations adopted by the Secretary of State affect public entities in California. <http://www.sos.ca.gov/digsig/digital-signature-regulations.htm>**

To the extent the incurring of expenses was approved by the Board, or pre-approved in accordance with all requirements under this Policy Manual, the General Manager may reimburse the expenses as requested, and shall report of such reimbursement and the amount in the monthly expenditure report to the Board. To the extent such expenses were not approved by the Board, not pre-approved or in accordance with the requirements of this Policy Manual; 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.

4025.1.4 Compensation and Expense Reimbursement Annual Disclosure. Under California Government Code 53065.5, "Each special district, as defined by subdivision (a) of Section 56036, shall, at least annually, disclose any reimbursement paid by the District within the immediately preceding fiscal year of at least \$100 for each individual charge for services or product received. "Individual charge" includes, but is not limited to, one meal, lodging for one day, transportation, or a registration fee paid to any employee or member of the governing body of the District. The disclosure requirements shall be fulfilled by including the reimbursement information in a document published or printed at least annually by a date determined by that District and shall be made available for public inspection." The District shall post on District website annually and make available for public inspection at the end of each fiscal year all reimbursements over \$100.

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. California Government Code requires Board members to report on each compensated meeting outside of meetings Board or Committee meetings. The reports are generally made orally at regular Board Meetings, as designated in the Agenda. However, the Board has designated some meetings as Written Report Required (WRR) shown below.

<u>Organization/Committee</u>	(Report Required)	<u>Primary/Alternate</u>
1. Association of California Water Agencies JPIA	(oral)	McDonald/Aranda
2. Association of California Water Agencies (Spring/Fall Conferences)	(WRR)	Set by Board Action
3. California Special Districts Assoc. Annual Conf.	(WRR)	Set by Board Action
4. Association of San Bernardino County Spec Dist.	(WRR)	Aranda/McDonald
5. Special Presentations [only one Month per Director]	(WRR)	All Board Limited
6. Basin Technical Advisory Committee	(oral)	Cozad/McDonald
7. SBVMWD Advisory Commission on Water Policy	(oral)	Corneille/Raley
8. SBVMWD Board Meetings	(oral)	McDonald/Corneille
9. Santa Ana Sucker Task Force	(oral)	McDonald/Aranda
10. Upper Santa Ana Water Res. Assoc.	(oral)	Aranda/McDonald
11. Wash Plan Task Force	(oral)	Raley/Corneille
12. Big Bear Watermaster Committee (Court Appointed Attendee- Cozad)	(oral)	Raley/Corneille

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

<u>Organization/Committee</u>	(Report Required)	<u>Primary/Alternate</u>
Other ACWA Activities:		
a. Sacramento Legislative Forums	(WRR)	Set by Board Action
b. Washington DC Legislative Forum	(WRR)	Set by Board Action
c. Groundwater Committee-ACWA Region 9	(WRR)	Corneille/McDonald*
d. State Legislative Committee	(WRR)	McDonald/Longville
e. Communication Committee-ACWA Region 9	(WRR)	Aranda/No Alternate
f. Water Management Committee	(WRR)	McDonald/Corneille
g. CSDA Finance Committee **	(WRR)	Raley/No Alternate
h. CSDA Communications Committee **	(WRR)	Aranda/No Alternate

*Only one member should attend meeting on behalf of the District

** If appointed and while appointed by the CSDA Board.

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.

<u>Organization</u>	(Report Required)	
A. Redlands Chamber of Commerce	(WRR)	Director Selected
B. Highland Area Chamber of Commerce	(WRR)	Director Selected
C. Loma Linda Chamber of Commerce	(WRR)	Director Selected
D. Mentone Chamber of Commerce	(WRR)	Director Selected
E. San Bernardino Chamber of Commerce	(WRR)	Director Selected
F. ACWA Region 9 Meetings	(WRR)	Director Selected
G. Meeting requested by the General Manager		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

Email: info@sbvwcd.org
www.sbvwcd.org

Memorandum No. 1226

To: Board of Directors

From: Daniel Cozad, General Manager

Date: November 13, 2013

Subject: Resolutions of Appreciation for Service on the Board of Directors

RECOMMENDATION

Review and consider approval of Resolution No. 501 and 502 in appreciation of Director Day & Glaubig's service on the Board of Directors for the District.

BACKGROUND

On December 4, 2013 both Director Day & Glaubig will resign from their current positions on the Board of Directors. Director Day joined the District in November 6, 1995 and will have completed 18 years of service to the District. In his tenure he has served on various committees as well as serving as Board President from 2010-2011. Director Glaubig joined the District on May 18, 2011 and in his term he has served on the Ad Hoc Audit Committee and Resources Committee. The District would like to extend their appreciation to both directors for their dedication, service and knowledge they provided as an integral part of the District.

Attached the Board will find Resolution No. 501 in appreciation of Clare Henry Day's 18 years of service as well as Resolution No. 502 in appreciation of Bob Glaubig's 2 years of service.

The District extends its invitation to our two retiring directors to attend the December 11th Retirement Luncheon in honor of their service.

BOARD
OF
DIRECTORS

Richard W. Corneille
Clare Henry Day

Arnold L. Wright
John Longville

David E. Raley
Melody McDonald
Manuel Aranda, Jr.

GENERAL
MANAGER

Daniel B. Cozad

RESOLUTION NO. 501

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
IN APPRECIATION FOR 18 YEARS OF PUBLIC SERVICE TO THE
DISTRICT BY RETIRING DIRECTOR
CLARE HENRY DAY**

WHEREAS, Clare Henry Day has served the San Bernardino Valley Water Conservation District as Director for 18 years from November 6, 1995 to December 4, 2013; and,

WHEREAS, he has served the region as a professional architect since 1952, designing notable residential, commercial and public buildings; and

WHEREAS, he is a lifetime member and Fellow of the American Institute of Architects and has served as President of the Board of Regents of the California Architectural Foundation; and,

WHEREAS, he greatly assisted the District in the development and design of the District's current offices; and,

WHEREAS, his local knowledge, sound judgment and constructive thinking contributed greatly to the achievements and perseverance of this District; and,

WHEREAS, during his tenure as an elected Board Member he was a member of the, Administrative, Resources and several Ad Hoc Committees and participated in many activities supporting the District; and,

WHEREAS, he has served as President of the Board for the District from 2010 to 2011; and,

WHEREAS, he has long and faithfully served the citizens, organizations and businesses in the District by his service; and,

WHEREAS, his dedication to the goals and purposes of the District have been greatly appreciated by all, and he will truly be missed;

NOW, THEREFORE, BE IT RESOLVED, that the members of the Board of Directors of the San Bernardino Valley Water Conservation District, with deep regret, bid farewell to Clare Henry Day, and do hereby express their sincere appreciation for the service he has rendered.

DATED: November 13, 2013

Richard Corneille
President

Melody McDonald
Vice President

Manuel Aranda
Director

Bob Glaubig
Director

John Longville
Director

David Raley
Director

RESOLUTION NO. 502

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
IN APPRECIATION FOR 2.5 YEARS OF PUBLIC SERVICE TO THE
DISTRICT BY RETIRING DIRECTOR
BOB GLAUBIG**

WHEREAS, Bob Glaubig has served the San Bernardino Valley Water Conservation District as Director for more than two years from May 18, 2011 to December 4, 2013; and,

WHEREAS, his 25 years of knowledge and expertise in water quality analysis, business management and constructive problem solving contributed greatly to the achievements of this District; and,

WHEREAS, his involvement with and interaction within his local community particularly in his support of trails and open space has proved to be beneficial to both constituents as well as the District; and,

WHEREAS, his experience and knowledge of regulatory and environmental issues has proven to be of great value and is appreciated; and,

WHEREAS, he served the District on the Board Resources Committee and Ad Hoc Audit and Sphere of Influence Committees; and,

WHEREAS, his dedication to the mission of the District; his support for and dutiful attention to financial issues and meeting documentation have been greatly appreciated by all, and he will truly be missed;

NOW, THEREFORE, BE IT RESOLVED, that the members of the Board of Directors of the San Bernardino Valley Water Conservation District, with deep regret, bid farewell to Bob Glaubig, and do hereby express their sincere appreciation for the service he has rendered.

DATED: November 13, 2013

Richard Corneille
President

Melody McDonald
Vice President

Manuel Aranda
Director

Clare Henry Day
Director

John Longville
Director

David Raley
Director



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Memorandum No. 1227

To: Board of Directors

From: General Manager, Daniel Cozad

Date: November 13, 2013

Subject: ACWA General Session Membership Meeting Voting Delegate

RECOMMENDATION

Recommends that the Board consider appointing a director as voting delegate for ACWA Fall Conference General Session meeting.

BACKGROUND

There will be a General Session Membership Meeting of the ACWA membership at ACWA's 2013 Fall Conference on December 4, 2013. At this meeting there will be a vote on proposed amendments to bylaws recommended by ACWA Board of Directors. In prior years the District has appointed one director to vote on the District's behalf.

Attached is a copy of the General Session Membership Meeting letter from ACWA with additional information on the membership voting process.

FISCAL IMPACT

There is no fiscal impact for this item.

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



Association of California Water Agencies

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MEMORANDUM

TO: ACWA Public Agency Members
General Managers and Board Presidents

CC: ACWA Board of Directors

FROM: Timothy Quinn, Executive Director

DATE: October 23, 2013

SUBJECT: General Session Membership Meeting at ACWA 2013 Fall Conference
Election of ACWA Officers

There will be a General Session Membership Meeting of the ACWA membership at ACWA's 2013 Fall Conference in Los Angeles, California, on **Wednesday, December 4**. The purpose of this meeting is to formally nominate and elect ACWA's President and Vice President for the 2014-2015 term. The General Session will convene at 1:30 p.m., immediately following the Wednesday luncheon program.

The ACWA Nominating Committee has announced a slate that recommends current Vice President John Coleman for ACWA president and current Region 10 Vice Chair Peer Swan for ACWA vice president. Nominations from the floor will be accepted prior to the vote. Such nominations and seconds must be supported by a resolution of the governing body of the member making and seconding such nomination.

ELECTION / VOTING PROCESS

The following information is provided to ensure that ACWA member delegates attending the Fall Conference are aware of the procedure to be used for the nomination and election of ACWA officers.

PROXY CARDS

1. ACWA will issue each member agency present one proxy card for voting purposes based on the designated voting representative identified by the member agency. The designated voting representative will be required to register and sign as the proxy holder to receive the proxy card. Proxy cards will only be available for pick-up on **Wednesday, December 4**, between **9:00 a.m. and 12:30 p.m.** at the ACWA Election Desk in the Diamond Ballroom Foyer area, outside of the Diamond Ballroom Salon 4 & 5 where the luncheon and General Session Membership Meeting will be held.

GENERAL SESSION MEMBERSHIP MEETING PROCESS (DOORS WILL OPEN AT 1:20 P.M.)

2. The General Session Membership Meeting will be called to order at 1:30 p.m. and a quorum will be determined.
3. The Nominating Committee Chair Paul Kelley will present the committee's report.
4. President Randy Record will call for floor nominations immediately following the report.
5. If there are no floor nominations, the election will proceed. Delegates will hold up their proxy cards to indicate their vote.
6. Any candidates nominated from the floor shall follow the procedures established by Article IX. of ACWA's Bylaws.

Section 7. Nominations for Officers from the Floor. Additional nominations and seconds, if any, for candidates for the office of president and vice president (as provided for in the last sentence of Article 8, Section 1) will be made from the floor, during the election of the officers of president and vice president, by a member of the Association. Such nominations and seconds must be supported by a resolution of the governing body of the member making and seconding such nomination.

BALLOTS

7. If there are floor nominations, ballots will be prepared and available for delegates to pick-up at the ACWA Election Desk in the Diamond Ballroom Foyer area between the hours of **3:30-5:30 p.m. on December 4.**
8. Completed/signed ballots must be returned to the ballot box at the ACWA Election Desk at the Diamond Ballroom Foyer area prior to **9:00 a.m., Thursday, December 5, 2013.** The ballot box will be open for drop-off between the hours of **3:30-5:30 p.m. on December 4,** and **7:30-9:00 a.m. on December 5, 2013.**
9. Ballots will be counted and the election results announced during the General Session Membership Meeting on **Thursday, December 5, 2013.**

REMINDERS

To expedite the sign-in process at the ACWA Election Desk, please indicate your voting designee on the enclosed proxy form and return it by e-mail (donnap@acwa.com) or fax (916-325-4856) at your earliest convenience. If there is a last minute change of delegate, please let us know before the meeting date by contacting ACWA's Executive Assistant/Clerk of the Board, Donna Pangborn, at 916-441-4545 or donnap@acwa.com.

If you have any questions, do not hesitate to contact us by telephone or e-mail.

dgp

Enclosure:

1. Proxy Form



ASSOCIATION OF CALIFORNIA WATER AGENCIES
GENERAL SESSION MEMBERSHIP MEETING

WEDNESDAY, DECEMBER 4, 2013

TO: Donna Pangborn, Executive Assistant/Clerk of the Board

E-MAIL: donnap@acwa.com

FAX: 916-325-4856

The person designated below will be attending the ACWA General Session Membership Meeting on **Wednesday, December 4, 2013**, as our voting delegate.

Signature of Delegate: _____

Printed Name of Delegate: _____

Member Agency: _____

Telephone Number: _____

E-mail: _____

Date: _____

REMINDER: Proxy cards will be available for pick up on **Wednesday, December 4, 2013**, between **9:00 a.m.** and **12:30 p.m.** at the ACWA Election Desk in the Diamond Ballroom Foyer area, outside of the Diamond Ballroom Salon 4 & 5 where the luncheon and General Session Membership Meeting will be held.



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Memorandum No. 1228

To: Board of Directors

From: General Manager, Daniel Cozad

Date: November 13, 2013

Subject: Election of 2013-14 ASBCSD Board of Directors

RECOMMENDATION

Request direction in nominating a director for a position on the Association of the San Bernardino County Specials Districts Board (ASBCSD) of Directors.

BACKGROUND

A vacancy became available for a Special Districts' voting member on the ASBCSD Board. The candidates selected are:

1. Kathy Tiegs, Member of the Board of Directors of Cucamonga Valley Water District
2. Steve Copelan, Member of the Board of Directors of San Bernardino Valley Municipal Water District
3. VACANT

FISCAL IMPACT

There will be additional expenses in mileage to attend these events.

BOARD
OF
DIRECTORS

Richard W. Corneille
Clare Henry Day

Arnold L. Wright
John Longville

David E. Raley
Melody McDonald
Manuel Aranda, Jr.

GENERAL
MANAGER

Daniel B. Cozad

Athena Medina

From: Cheryl Vermette <cherylvermette@gmail.com>
Sent: Friday, November 01, 2013 6:55 AM
Subject: ASBCSD Election
Attachments: BY-Laws 11_19_12.pdf; November 2013 Meeting.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Good Morning ASBCSD Members.

It's election time!

The Association of San Bernardino County Special Districts Nominating Committee is pleased to announce the slate of candidates for three of the three positions up for re-election. The Candidates are:

Kathy Tiegs – Cucamonga Valley Water District
Steve Copelan – San Bernardino Valley Municipal Water District

There is also one open seat, if you are interested in serving, please submit the following:

A letter of interest with a one-page resume**

A letter of recommendation from your Board of Directors. The letter should include a statement from your Board that, if elected, they will provide financial support in the form of mileage reimbursement, if necessary, to allow you to attend all meetings.

The Annual Meeting and Election of Directors will be held on November 18th, 2013. Voting shall be done by written secret ballot at the meeting.

Nominations will be accepted from the floor at the November meeting; however, you must have a letter of recommendation from your Board available at that time.

Please submit your nominations prior to the November 18th, 2013 meeting to:

The Association of the San Bernardino County Special Districts preferably by email to:

cherylvermette@gmail.com

Please join Mojave Water Agency and the Association of San Bernardino County Special Distrrfficts for the November 18, 2013 membership meeting at The Green Tree Golf Course 14144 Green Tree Blvd., Victorville, CA 92395.

Our guest speaker is: Marci Aguirre, MPH - Director of Community Outreach Inland Empire Health Plan. Title: **“Keeping Up With Changes in Healthcare.”** The presentation will consist of an update of the changes, who is eligible, how you and your agency can help, and more.

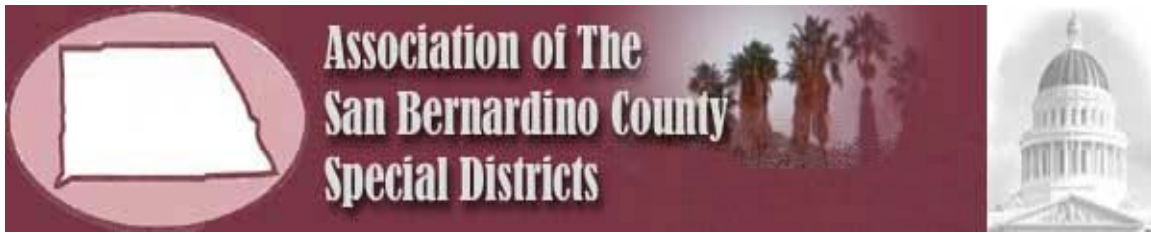
Cost:

\$31

RSVP:

By November 12 at 12:00 noon to Gloria at [\(760\) 946-7001](tel:7609467001) or ggolike@mojavewater.org.

Make checks payable to ASBCSD and send to:



ASSOCIATION OF THE SAN BERNARDINO COUNTY SPECIAL DISTRICTS BY-LAWS

ARTICLE I

GENERAL

SECTION 1. PURPOSE:

The purpose of this organization is to propose and advocate constructive means for the improvement and functioning of Special Districts within the County of San Bernardino, State of California, and to assist such Special Districts and their governing bodies to provide a more effective and efficient government at the closest level to the citizens of San Bernardino County that will result in benefit to the public.

SECTION 2. ADMINISTRATIVE OFFICE:

The administrative office for the transaction of the business of the Association is located at the Office of the Recording Secretary. The Board of Directors is granted full power and authority to change the administrative office from one location to another in any place within the County of San Bernardino, State of California, and such change shall not be considered an amendment of these By-Laws.

ARTICLE II MEMBERSHIP

SECTION 1. QUALIFICATION FOR MEMBERSHIP:

There shall be four classes of membership in the Association:

- A. *REGULAR MEMBERS: Shall be Special Districts which are agencies within the County of San Bernardino, State of California for the local performance of governmental proprietary functions within limited boundaries. Special District does not include the State, a City, a County or a School District.*

- B. *ASSOCIATE MEMBERS: Shall be those persons who have evidenced interest in the purposes and goals of the Association, but who are not Special Districts, officers or employees of the same.*

Associate members shall not have the right to vote, nor shall they serve as officers or members of the Board of Directors of the Association.

- C. FELLOW MEMBERS: Shall be those persons nominated by the Board of Directors in recognition of their special interest in the purposes and goals of the Association. Fellow members shall not have the right to vote, nor shall they serve as officers or as members of the Board of Directors of the Association.*
- D. HONORARY MEMBERSHIP: An Honorary Membership may be bestowed upon an individual when said individual has, in the opinion of the Board of Directors, rendered exemplary service to said Association. A Resolution awarding Honorary Memberships shall be adopted by said Board of Directors and presented to said individual during a general membership meeting.*

No Special District, or any person, firm or corporation, may become a member of this Association until application is submitted in writing to the Membership Committee of the Association. The Membership Committee will investigate each application for membership to determine that the applicant meets the requirements of this Article. After determining that the applicant has interests and purposes in common with the members of this Association, the Membership Committee will make their recommendations to the Board of Directors. The Board will approve or disapprove such membership by a majority vote.

SECTION 2. VOTING RIGHTS:

Each regular member shall be entitled to one vote on all matters brought before the membership for vote. The Board of Directors may, in its discretion, authorize the voting upon any issue by written ballot mailed to each regular member. Such authorization shall specify the time and date when such written ballot must be received by the Secretary of the Association. A majority vote of all members voting shall be necessary to carry any matter voted upon, except changes to the By-Laws, which shall require a 2/3 vote of all members voting as provided in Article VII, Section I.A.

SECTION 3. ANNUAL DUES:

Annual dues shall be due and payable on/or before the first day of February of each calendar year. New members shall pay their annual dues at the time they are approved for membership in the Association, but new membership dues for the initial year shall be pro-rated as of the date an application for membership is approved. Annual dues for public agencies are based on the number of employees of each member:

ASBCSD Dues Structure (Adopted 9/13/10)	
Members with 1 – 10 Employees	\$25.00/Annually
Members with 11 – 20 Employees	\$50.00/Annually
Members with 21 or more Employees	\$200.00/Annually

The Board of Directors shall adopt the annual dues for Member Districts, Associate Members and Fellow Members to meet the financial requirements of the Association by November 1, of each calendar year.

No assessments shall be levied on the members by the Board of Directors and no member shall be subject to, or liable for, the payment of any assessment or levy other than the payment of regular dues

as hereinafter provided. Any additional funds required by the Association in the conduct of its business shall be raised by voluntary subscription from the members.

SECTION 4. TERMINATION OF MEMBERSHIP:

Any member in arrears in the payment of dues for a period of three months after said dues are due and payable, shall be notified in writing by the Secretary or Treasurer of such arrearage, and one month thereafter, if such dues shall have continued unpaid, such member shall automatically cease to be a member of the Association and shall not be restored to membership without making written application for reinstatement to the Board of Directors.

SECTION 5. MEETINGS OF MEMBERS:

The Annual meeting of members shall be held each year on the third Monday in November at such time and place as shall be determined by the Board of Directors. Written notice of the annual meeting shall be mailed by the Secretary to all members at least thirty days prior to the date of such meeting.

Special meetings of members may be called at any time by the President, or by a majority of the Directors or Members. Notice of such Special Meeting shall be mailed or e-mailed to each Member at least 48 hours before the time set for said meeting.

In order to avoid conflict with Federally-recognized holidays, the regular meetings shall be held according to the following schedule; however, the Board of Directors may make further alterations to this schedule should additional conflicts with potential meeting dates arise.

Annual Meeting Schedule	
Meeting Month	Meeting Day
January	4th Monday
February	4th Monday
March	3rd Monday
April	3rd Monday
May	3rd Monday
June	3rd Monday
July	3rd Monday
August	3rd Monday
September	3rd Monday
October	3rd Monday
November	2nd Monday
December	2nd Monday

SECTION 6. QUORUM:

At a regularly scheduled meeting, those in attendance will be considered a quorum in order to conduct business.

SECTION 7. LIAISON WITH OTHER ORGANIZATIONS:

The Board of Directors may request other organizations in which regular members hold membership, or such other organizations that have shown interest in the work and purpose of the Association. The Board of Directors may invite such liaison representatives to attend the meetings of the Board of Directors and of the membership and participate in Special Committees appointed, pursuant to these By-Laws.

ARTICLE III DIRECTORS

SECTION 1. NUMBER AND TERM OF OFFICE:

The Board of Directors of the Association shall consist of seven Directors. Each Director elected shall hold office for a term of two years or until the election or reelection of his successor. It is the intent of the membership of the Association that Directors shall be elected so as to reflect as broad a geographical and different classification of Special Districts as possible.

SECTION 2. QUALIFICATION OF ELECTION:

Directors shall be elected at the annual meeting of members. The Nominations Committee, appointed pursuant to these By-Laws, shall submit the names of at least as many persons as there are positions open for the Board of Directors by the annual meeting in November. Each regular member through its representative shall have the right to nominate candidates from the floor for the Board of Directors.

No person shall be eligible to be a Director unless such a person is an elected or appointed member of the governing body of a regular member. The candidates receiving the most number of votes shall be elected as Directors. Voting shall be done by written secret ballot at the annual meeting.

SECTION 3. DISQUALIFICATION OF DIRECTORS, VACANCIES:

All duly elected Directors shall serve in such capacity and term of office as provided for herein, unless such Director shall become disqualified for further service upon the occurrence of any of the following:

- A. Where such Director is a member of the governing body of a member Special District and such Director's term of office therein expires or the Director shall fail to be elected/appointed or re-elected/re-appointed.*
- B. Where such Director shall resign.*
- C. Where such Director shall fail to attend three (3) consecutive meetings of the Board of Directors without leave of absence, the office as a Director may be declared vacant by a vote of a majority of all of the remaining Directors.*
- D. Should the Director's organization cease to be a member of the Association.*

Where a vacancy exists, the following formula for filling a vacancy on the Board of Directors shall be followed:

- A. If the departing Director has 8-12 months remaining in his term, the "Next Vote Getter" at the last election would then be appointed by the Board of Directors, who shall serve until the next annual election of Directors.*

- B. *If the departing Director has 4-8 months remaining in his term, the Nominating Committee would make a nomination (s) and the General Membership would vote at a Special Election Meeting called by the Board of Directors, to serve until the next annual election of Directors.*
- C. *If the departing Director has 1-4 months remaining in his term, the office would be held open until the Annual Meeting when the election of new Directors takes place.*

SECTION 4. POWERS:

The business and affairs of the Association shall be controlled by the Board of Directors. Without prejudice to such general powers, but subject to the same limitations, it is hereby expressly declared that the Directors shall have the following powers to wit:

- *FIRST: To appoint and remove all officers, agents and employees of the Association and to prescribe such powers and duties for any officers, agents and employees that shall be consistent with law, or the By-Laws.*
- *SECOND: To conduct, manage and control the affairs and business of the Association and to make such rules and regulations therefore that are consistent with law, or the By-Laws.*
- *THIRD: To designate any place, within the County of San Bernardino, for the holding of any membership meeting or meetings; to change the administrative office of the Association for the transaction of its business from one location to another in any place within the County of San Bernardino.*

SECTION 5. PLACE OF MEETINGS:

Regular meetings of the Board of Directors shall be held at any place within the County of San Bernardino which has been designated from time to time by resolution of the Board or by written consent of all members of the Board. In the absence of such designation, regular meetings shall be held at the administrative office of the Association. Special meetings of the Board shall be held either at a place so designated, or at the administrative office

SECTION 6. ORGANIZATION MEETING:

Within two (2) weeks following each annual meeting of members, the Board of Directors shall hold a Regular Meeting for the purpose of organization and transaction of other business. Notice of such meeting shall be provided as specified in Article III, Section 8.

SECTION 7. OTHER REGULAR MEETINGS:

Other Regular Meetings of the Board of Directors may be fixed from time to time by the Board of Directors.

SECTION 8. SPECIAL MEETINGS:

Special meetings of the Board of Directors for any purpose or purposes may be called at any time by the President, or in the absence or refusal of the President to act by any four (4) Directors. Such meetings

may be held either in the administrative office or any place designated from time to time by resolution of the Board of Directors or by written consent of a majority of the Directors.

Notice of the time and place of special meetings shall be given personally to the Directors or sent to each Director by mail or other form of written communication, charges prepaid, addressed to the address shown in the records of the Association, at least three (3) working days prior to the meeting.

SECTION 9. QUORUM:

A majority of the authorized number of Directors shall be necessary to constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the Directors present at a meeting duly called, at which a quorum was present, shall be regarded as the act of the Board of Directors.

SECTION 10. NOTICE OF ADJOURNMENT:

Notice of the time and place of holding an adjourned meeting need not be given to absent Directors if the time and place be fixed at the meeting adjourned.

ARTICLE IV OFFICERS

SECTION 1. RESPONSIBILITY:

All officers are subordinate and responsible to a majority vote of the Board of Directors.

SECTION 2. NUMBER AND SELECTION:

The Officers of the Association shall be President, Vice President, and Secretary-Treasurer, who shall be chosen by and from the Board of Directors.

The Officers of the Association shall be chosen annually by the Board of Directors, on a rotational basis allowing for each Director to serve one term in each Officer position upon meeting criteria noted in this section, and each shall hold office until removed by resignation, disqualified to serve, or until a successor shall be elected or appointed and qualified. Appointments to Officer positions shall take place at the regularly scheduled December Board of Directors Reorganization Meeting.

The Board of Directors may appoint such other officers as the business of the Association may require, each of whom shall hold office for such period and have such authority and perform such duties as are provided in the By-Laws or as the Board of Directors may from time to time designate.

SECTION 3. DUTIES OF THE PRESIDENT:

The President shall be the Chief Executive Officer of the Association and shall have supervision, direction and control of the business and affairs of the Association. The President shall preside at all meetings of the Board of Directors and of the members. The President shall be ex-officio a member of all standing committees and shall have the general powers and duties and management usually vested in the office of the President, and shall have such other powers and duties as may be prescribed by the Board of Directors or by the By-Laws. No President may serve more than two (2) consecutive one-year terms.

SECTION 4. DUTIES OF THE VICE PRESIDENT:

In the absence of, or disability of the President, the Vice President shall perform all the duties of the President, and when so acting, shall have the powers of, and be subject to, all the restrictions upon the President. No Vice President may serve more than two (2) consecutive one-year terms.

SECTION 5. DUTIES OF THE SECRETARY- TREASURER

The Secretary-Treasurer shall keep or cause to be kept at the administrative office of the Association, or such other place as the Board of Directors may order, a book of minutes of all meetings of Directors and Members. The Secretary-Treasurer shall also keep, or cause to be kept at the administrative office of the Association, a membership book containing the names and addresses of each member, and in any case where membership has been terminated, such fact shall be recorded in the book, together with the date upon which the membership ceased, and shall give the notices of Special Meetings of the Board of Directors and of the Regular and Special Meetings of the Members, as provided in these By-Laws. The Secretary-Treasurer shall perform such other and further duties as may be required by law or as may be prescribed or required from time to time by the Board of Directors or the By-Laws. No person may serve more than two (2) consecutive one-year terms as Secretary.

The Secretary-Treasurer shall keep and maintain or cause to be kept and maintained, adequate and correct accounts of the business transactions of the Association, including accounts of its assets, liabilities, receipts, disbursements, gains and losses. The books of account shall at all times be open to inspection by any Director or by any member of the Association. The Secretary- Treasurer shall deposit all moneys of the Association and other valuables in the name and to the credit of the Association with such depositories as may be designated by the Board of Directors. The Secretary-Treasurer shall disburse the funds of the Association as ordered by the Board of Directors and shall render to the President and Directors, upon request, an account of all transactions as Secretary- Treasurer, and of the financial condition of the Association.

The Secretary- Treasurer shall perform such other and further duties as may be required by law or as may be prescribed or required from time to time by the Board of Directors or by the By-Laws. The Secretary Treasurer shall, after the close of the fiscal year of the Association, cause an annual audit of the financial condition of the Association. No person may serve more than two (2) consecutive one-year terms as Secretary-Treasurer.

SECTION 6. REMOVAL OF OFFICERS:

Officers may be removed with or without cause at any meeting of the Board of Directors by the affirmative vote of a majority of all of the Directors.

SECTION 7. DISBURSEMENT OF FUNDS:

No funds shall be disbursed by the Association unless the check, draft, or evidence of such disbursement shall be executed on behalf of the Association by such persons as may from time to time be authorized by resolution of the Board of Directors.

ARTICLE V COMMITTEES

SECTION 1. STANDING COMMITTEES:

Standing Committees of the Association shall be:

- *Membership*
- *Legislation*
- *Budget*
- *Nominations*

The Chairman and Membership on such Committees shall be selected by the President and approved by the Board of Directors annually at their organizational meeting. The Board of Directors may add to the membership of such Committees at any time. All members of such Committees shall serve at the pleasure of the Board of Directors.

SECTION 2. OTHER COMMITTEES:

The President may appoint other Committees from time to time as he may determine to be necessary for the proper operation of the Association.

He shall likewise designate the Chairman of such Committees, who together with the members of the Committees, shall serve at the pleasure of the President.

ARTICLE VI AFFILIATIONS

SECTION 1. ORGANIZATIONS:

The Association of the San Bernardino County Special Districts shall be a separate legal entity in San Bernardino County in support of the purposes and in cooperation with the constructive activities of the California Special Districts Association or any other organization consistent with the purposes of the Association of the San Bernardino County Special Districts.

SECTION 2. PURPOSE:

The Association of the San Bernardino County Special Districts will encourage each of its members to become a member of the California Special Districts Association.

ARTICLE VII AMENDMENTS TO BY-LAWS

SECTION 1. ADOPTION, AMENDMENT OR REPEAL:

New By-Laws may be adopted, amended or repealed, or these By-Laws may be amended or repealed as follows:

- A. By two-thirds (2/3) vote of the regular members present of amending the By-Laws, or*
- B. By two-thirds (2/3) vote of all the Board of Directors of the Association upon which such adoption, amendment or repeal shall become immediately effective, subject to the rights of the regular membership of the Association to void and cancel same at a regular meeting thereof, or*

special meeting called for that purpose. A copy of any such adoption, amendment or repeal done by action of the Board of Directors, shall be mailed to each and all members of the Association within 15 days after such action was taken, or such action shall be come null and void at the end of the fifteenth day thereafter.

ARTICLE VIII MISCELLANEOUS

SECTION 1. ADMINISTRATIVE SECRETARY:

The Board of Directors may hire, as an independent contractor, an Administrative Secretary, or other assistants as necessary, to conduct the business of the Association. The specific duties of such persons shall be set by the Board of Directors.

- A. The Board of Directors shall cause the work of the Administrative Secretary or other assistants to be evaluated at least annually.*

- B. The Board of Directors shall have the authority to terminate the contract with the Administrative Secretary upon thirty (30) days' notice.*



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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Redlands, CA 92373-8032
(909) 793-2503
Fax: (909) 793-0188

Email: info@sbvwcd.org
www.sbvwcd.org

Memorandum No. 1217

To: Board of Directors

From: General Manager, Daniel Cozad

Date: October 9, 2013

Subject: District Website Redesign Update

RECOMMENDATION

Review, provide any feedback and receive and file the staff report and presentation on the Website Redesign Update.

BACKGROUND

The existing District Website was developed in 2008 by an outside developer. The site only allows limited changes to be performed by District staff with others requiring the assistance of the initial design consultant. Consistent with the Board priorities approved in January 2013 staff undertook a complete redesign consistent with elements in the Strategic Plan and critical District projects.

PROGRESS

Staff contracted with YWM to convert the original design to a content management system in early 2013 and has been working on and off with the consultant. The entire site and files were migrated to a temporary site for development and review. One of the critical issues and existing problems is posting of documents and data. The original site maintains all the files in one director and subdirectories but each have to be hand linked to the pages. To reduce the need for the labor intensive process on a site with many files a document manager was selected to provide management organization and display of files related to categories such as Board Agenda's etc. A new version of the Document Management application was released in the spring and had a number of advantages for the site. However shortly after release there issues related to security and stability. YWM chose to delay implementation the file management portions of the site until it was stable and secure. Since that time the file management software is stable and implemented. Staff and the contractor are working to organize and provide appropriate categories for the files to insure they display properly in the new site

Staff has developed several new pages and is updating text and other elements to debut the site in November and have a live conversion in December.

The General Manager will provide a brief presentation on the status and progress from the attachment.

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

Staff costs and up to \$3,500 for consultants are included in the approved budget. So far the District has contracted for approximately \$1000 for site conversion and implementation. Approximately \$300 in changes to graphics and related work have been completed. Total cost should be well below the budget.



General Manager's Report

For October 4, 2013 through November 8, 2013

Daniel B. Cozad

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

- 1. Water Conservation** – Water recharge for the first month of the water year has been minimal. Despite this the District field staff have been busy performing maintenance and removing invasive species. Additionally, significant work has been undertaken to work with DWR and the contractors working on EBX 2 construction which is ongoing. Field staff provided coordination for expanding work in Mill Creek as well as ensuring that the Facilities in Santa Ana can be used this winter. A major effort has been ongoing to identify a process to get the silt/clay dumped onto District property and ending up in Dike D cleaned up. Working with the DWR's Contractor's insurer has resulted in a verbal indication they will pay the claim.
- 2. Personnel/Administration/Staff** – District staff attended several training, board secretary, communication and human resources classes. Additional training and mid-year reviews are scheduled for next month. Staff worked with the Administrative Committee to develop changes to the Board Policy Manual and a resolution for investigation of suspect or absent groundwater production reports.
- 3. Finance/Budget/Audit** – Staff coordinated with the District Auditor, to complete and finalize the approved Audit Report. Staff worked with the Administrative Committee to propose and review the proposed budget amendment. The significant policy elements will come back to the Board in this meeting.
- 4. Facilities Maintenance/Aggregate Management** – A final two month extension was granted to Munoz Construction to complete their project with the City of Redlands. With CEMEX, reviewed royalty market evaluation and scheduled discussion with CEMEX and District Counsel. Coordinated with Upland Rock on material processing licenses received payments for material sales. The District is also providing backfill materials for EVWD from excess District fill.
- 5. Wash Plan** – Staff continues to work hard to complete all efforts to restart work, implement authorized contracts, support amended agreements and completing the description/mapping of covered activities. Staff worked to prepare materials for all Task Force Members scheduled for November 7, 2013 and coordinate MOUs for the Wash Plan. The next Wash Plan Task Force meeting will be in late January. The Wash Plan also has a separate written update report.
- 6. East Branch Extension** – Staff continues to work closely with DWR, contractors and SBVMWD on field activities, coordinating maintenance, management of flows in the river and facilities and cleanup of silt and clay in Dike D. Mill Creek Spreading Grounds excavation and pipe construction began in early September about in the middle of the

spreading grounds and will continue through the winter. Staff and the contractor have worked to get facilities capable of recharge while the continue work.

- 7. Collaborative Enhanced Recharge Project** –Significant coordination and cooperation on permitting and environmental habitat issues now related to the Wash Plan continues. Successful meetings with USFWS and SBVMWD on Wash Plan activities in the Enhanced Recharge Project. Successful MOU with BLM for construction of enhanced recharge operations is complete and awaiting signature with BLM. Staff reviewed the off-site facilities engineering design drawings for canal, sedimentation basin and ancillary facilities. These facilities will be built first as they do not need additional environmental clearance.
- 8. Property/Redlands Plaza** – Finalized lease assumption/revision with Hello Sushi’s new owners, signing the lease in accordance with Resolution 499. Their purchase should close escrow in mid-November. Reviewed and coordinated with Progressive related to potential Chiropractor tenant, offers received and counter offers provided. Reviewed SanBAG Group Solar procurement assessment for Redlands Plaza and office including meeting at SanBAG. Planning for a winter to review to revise landscaping for the building and capital improvements for signage.
- 9. Public Outreach and Legislative** – Coordinated meetings with partners related to Wash Plan, EVWD MOU, Enhanced Recharge, water management and groundwater issues. Staff participated in meetings with SB County supporting the Wash Plan and expects to schedule a tour shortly.
- 10. Current Board Action Implementation** – Staff worked with Lessees to renew leases. Staff supported efforts to update budget as requested. Staff implemented agreements and developed a well users conservation fact sheet and survey.
- 11. Computer and IS** – Contracted web management system implementation completed file transfer. Staff and interns are working on segregating documents for the new site and populating new pages and updating articles. Staff is working to prepare a demonstration overview in November and transition in December 2013.
- 12. Future Board Activities** – Expected short term items for consideration
 - a. Celebration of Service for Clare Day and Bob Glaubig planned for December 13
 - b. Budget Amendment in November
- 13. District Successes**
 - a. Engineering Intern assisted in developing the draft text and maps for the Disadvantaged Community and Climate Change analysis for the Integrated Regional Water Management Plan update.
 - b. Field and office staff have solicited several procurement proposals to replace the obsolete Tractor Loader used by the field staff
 - c. Field staff and Land Resources Manager worked with IERC Staff in Tamarisk removal and abatement in several recharge basins.
 - d. DWR, SBVMWD and Jacinto Construction, Upland Rock, AMES and others assisted the District with the Dike D claim; which Travelers has indicated they will pay.

San Bernardino Valley Water Conservation District



Monthly Recharge Report

From: 10/1/2013
To: 10/31/2013

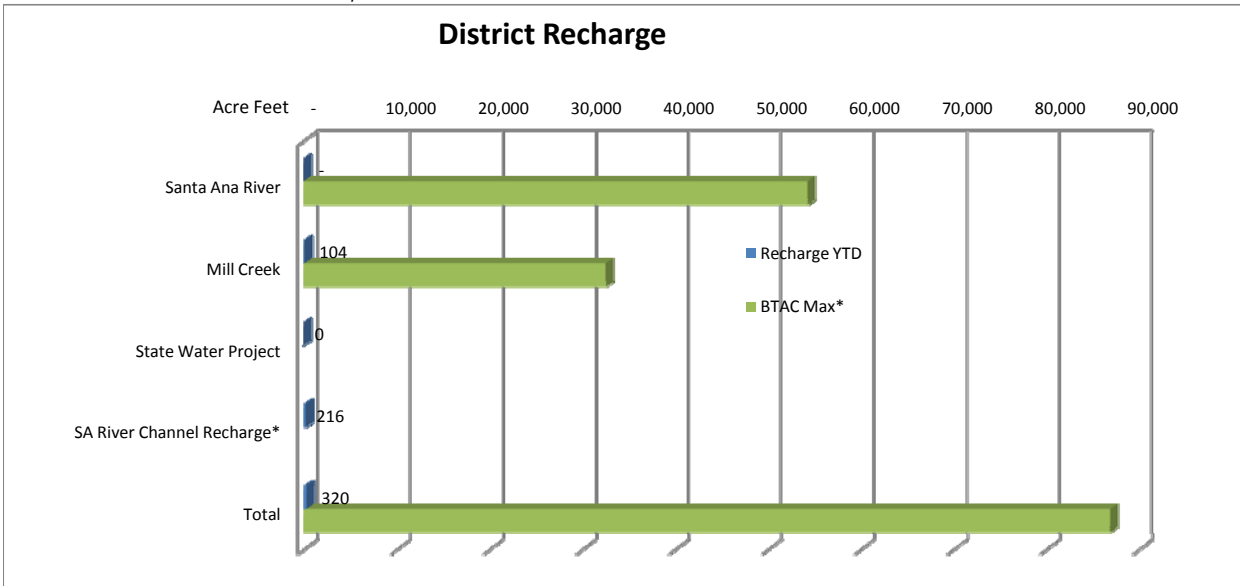
September					
	Avg Daily Recharge	Monthly Recharge	Recharge YTD	BTAC Max*	% Max
Santa Ana River	0.0	0	-	54,375	0%
Mill Creek	0.0	0	104	32,625	0%
State Water Project	0.0	0	0	NA	NA
In River Channel Recharge**	0.0	0	216	NA	NA
Total	0	0	320	87,000	0%

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





Wash Plan Update

For Oct. 10, 2013 through Nov. 7, 2013



Despite the Federal Government shutdown, activities supporting the official kick-off of the Wash Plan continued. Although contact with Federal partners was limited, staff made changes to MOU agreements suggested by the Board at their October 9 meeting and several technical/legal changes suggested by Counsel. Final documents were forwarded to both BLM and FWS for signature. The MOU and the Statement of Responsibilities documents have been approved and signed by the BLM. FWS approval of the Statement of Responsibilities agreement is still needed, but the Consultant (RBF) has agreed to terms and signed the document.

Much of this period has been spent reviewing past work and exchanging additional data with the Federal Partners and the consultant team. Draft final covered activity GIS files and activity descriptions were forwarded to the consultants and to the FWS. FWS and consultant team are beginning to align covered activities with conservation measures for discussion with stakeholders later this month.

A draft EIS table of contents and a purpose and need statement was distributed for review and comment amongst the project team. RBF will be establishing a SharePoint electronic bulletin board to better exchange information. The District has provided the most recent EIR, EIS and HCP documents in native format for posting on the site so information can be readily exchanged.

Staff is currently collecting information and documentation for “Plan A”. In a Federal environmental document it is necessary to do an alternatives analysis in greater detail than is required in a CEQA document. As the District engaged in an exhaustive analysis of plan A, including both formal and informal consultation with the resource agencies, this record will meet the requirements of this analysis.

Staff has been regularly meeting with the consultants via conference call and has begun a regular dialogue with FWS on the conservation measures. A technical committee meeting will be scheduled in late November or early December to review the both the covered activities and the conservation measures.



2014 Board Calendar - San Bernardino Valley Water Conservation District

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

Jan. 08 Board Meeting
Jan. 15 4th Qtr. Admin Mtg.

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

July 09 Board Meeting
July 16 2nd Qtr. Admin Mtg.

FEBRUARY						
S	M	T	W	Th	F	S
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
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Feb. 12 Board Meeting

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

Aug. 13 Board Meeting

MARCH						
S	M	T	W	Th	F	S
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9	10	11	12	13	14	15
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23	24	25	26	27	28	29
30	31					

March 12 Board Meeting
Engineering Investigation Report Presentation

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

Sept. 10 Board Meeting

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

April 09 Board Meeting
Public Meeting/Groundwater Charge
April 16 1st Qtr. Admin Mtg.
April 23 Board Meeting
Public Hearing/Groundwater Charge

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

Oct. 08 Board Meeting

MAY						
S	M	T	W	Th	F	S
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25	26	27	28	29	30	31

May 14 Board Meeting

NOVEMBER						
S	M	T	W	Th	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
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30						

Nov. 12 Board Meeting
Nov. 19 3rd Qtr. Admin Mtg.

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

June 11 Board Meeting

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

Dec. 10 Board Meeting
Holiday Luncheon