

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING

MINUTES OF June 14, 2017
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 (Departure: 3:46 p.m.)
David E. Raley, Director
T. Milford Harrison, Director
John Longville, Director

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker, LLP

STAFF PRESENT:

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

GUESTS PRESENT:

David E. Smith, East Valley Water District
Clayton Larkins, Tetra Tech

1. CLOSED SESSION

It was moved by Vice President McDonald and seconded by Director Longville to adjourn to Closed Session under Government Code section 54957(b)(1), to consider performance review of the General Manager. The motion carried 5-0 with all Directors present voting in the affirmative.

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

Director Harrison: Yes

General Counsel announced that the meeting will adjourn to closed session for those items listed on the posted agenda.

At 3:00 p.m., the meeting reconvened into Open Session. Under 54957.1 there was no reportable action.

2. PUBLIC PARTICIPATION

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

3. ADDITIONS/DELETIONS TO AGENDA

There were none.

4. CONSENT CALENDAR

It was moved by Director Raley and seconded by Director Longville to approve Consent Calendar Item A: Board Minutes, May 31, 2017, Item B: Budget Workshop Minutes, May 31, 2017 and Item C: Expenditure Report, May 2017. The motion carried 5-0 with all Directors present voting in the affirmative.

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

5. COMMITTEE REPORTS/ACTION ITEMS

A. GENERAL MANAGER ANNUAL PERFORMANCE EVALUATION AND EMPLOYMENT AGREEMENT

Mr. Cosgrove introduced this item for discussion. At the Board's request, he summarized the results of the Board's performance review of the General Manager. He conveyed the Board's sincerest appreciation of Mr. Cozad's hard work and dedication to the District. Mr. Cosgrove stated that the Board as a whole is pleased with performance of the General Manager and his exceptional efforts in pursuit of the Board's directives.

Discussion then shifted to the Ad Hoc General Manager Committee (Committee) contract renewal proposal. The proposal was for a one-year extension, with a 2.5% COLA increase as provided for all staff and the base salary for next year increase by 2.5% as a merit increase. Also, the Committee proposed that Mr. Cozad receive a 5% bonus for work performed in 2016-2017 as permitted under his existing contract. President Corneille noted the Committee had suggested a merit bonus of up to 7.5% be included in the 2017-2018 General Manager

Employment agreement. Director Longville, by motion, suggested that rather than the proposed agreement, the Board consider providing Mr. Cozad a 5% merit increase for Fiscal Year 2017-2018 and that the merit bonus opportunity for 2017-2018 remain at 5%. He also suggested moving up the process of contract renewal discussions, and engaging in discussions to adopt a multi-year contract that would amend the employment agreement being considered today for the 2017-2018 period. Director Longville expressed his desire to maintain current leadership and indicated that he is extremely appreciative of Mr. Cozad's efforts. He indicated that Mr. Cozad has a wonderful ability to get exceedingly good work from his minimal staff which benefits the District. Director Longville said that Mr. Cozad is an extraordinary manager; the best one since he has been on the Board. Director Raley spoke against the motion, acknowledging his approval of the General Manager's performance, but expressing his position stating that the salary proposed by the Committee is appropriate and commensurate with the District's needs and the demands of the position. Director Raley expressed concern about the long term impacts on the District's finances by giving the extra 2.5% percent merit increase, which would serve as a base for pension and benefits, as opposed to one-time bonus payments, which would not. Director Harrison supported the motion; saying that it shows our appreciation for all that Mr. Cozad does for the District. He complimented operations staff and the General Manager as among the best he has worked with. Director Harrison said that although he is relatively new to the District it was clear to him Mr. Cozad is held in high regard by his peers. President Corneille expressed his support of the motion, stating that Mr. Cozad has done a fantastic job and the District has come a long way. He said the Committee makes the recommendation but the Board as a whole takes actions and the Board wants to show Mr. Cozad that it appreciates all he does for the District. Vice President McDonald indicated she concurs with previous comments made by those in support of the motion. She said she is grateful for all Mr. Cozad and staff do and is supportive of a multi-year agreement.

It was moved by Director Longville and seconded by Director Harrison to give the General Manager the full 5% merit bonus for 2016-2017 and increase the salary for 2017-2018 with a 2.5% COLA and base salary increase of 5%, and begin discussions with the General Manager to consider a multi-year contract which might amend the 2017-2018 agreement. The motion carried 4-1 with President Corneille, Vice President McDonald, Director Longville and Director Harrison voting in the affirmative and Director Raley voting in opposition.

**President Corneille: Yes
Vice President McDonald: Yes
Director Longville: Yes
Director Raley: No
Director Harrison: Yes**

B. DISTRICT AND ENTERPRISE BUDGET FOR FISCAL YEAR 2017-2018

President Corneille introduced this item for discussion noting that it has been discussed in depth at other meetings. Director Raley made a motion for an amendment to the Budget reducing the salary raise pool from 5% to 3%. The amendment to the motion had no second.

It was moved by Vice President McDonald and seconded by President Corneille to approve the District and Enterprise

Budget for Fiscal Year 2017-2018 as presented. The motion carried 5-0 with all Directors present voting in the affirmative.

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

C. UNAUDITED FINANCIAL REPORTS, MAY 2017

It was moved by Director Harrison and seconded by Director Longville to approve the Unaudited Financial Reports for May 2017 as presented. The motion carried 5-0 with all Directors present voting in the affirmative.

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

D. LEGAL SERVICES CONTRACT AMENDMENT

President Corneille expressed his appreciation of Mr. Cosgrove's services and reducing his rates for the District during its financial hardship several years ago and supports the contract amendment.

It was moved by Vice President McDonald and seconded by Director Harrison to approve the Legal Services Contract Amendment. The motion carried 5-0 with all Directors present voting in the affirmative.

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

E. UPDATE ON DISTRICT CAPITAL PROJECTS

Mr. Beehler introduced this item for discussion. As indicated in staff memo on package page 56-57 there are two capital projects underway: Plunge Creek and Mill Creek. Mr. Beehler reviewed project summary and permitting actions on package page 58. The Mitigated Negative Declaration (MND) on Mill Creek will be brought to the Board at the July 12th meeting for consideration of adoption.

F. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) 2017 BOARD ELECTIONS

Director Harrison explained to the Board the rationale for him removing himself as a candidate after the Board Supported his candidacy. He indicated he would like to have more experience before running for the Board of Directors for CSDA.

It was moved by Director Harrison and seconded by Vice President McDonald to nominate Richard Hall for the CSDA Board. The motion carried 5-0 with all Directors present voting in the affirmative.

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

6. COMMITTEE REPORTS/ACTION ITEMS

A. AD HOC AUDIT COMMITTEE APPOINTMENT

President Corneille appointed himself and Director Longville to the Ad Hoc Audit Committee.

B. WASH PLAN REPORT

Mr. Beehler noted the written Wash Plan Report's inclusion on package page 70. The project readiness survey is included on page 71. The City of Highland and the Conservation District each have a project ready for Certificate of Inclusion. Mr. Beehler said that the District is performing a protocol survey using a drone; this is a survey done that counts endangered species. He said that the traditional method of having a biologist perform the survey and the drone survey will be compared. Director Harrison proposed the District purchase a drone. Mr. Cozad said that now that ACWA/JPIA provides insurance and training to be a certified operator he will ask field staff if they want to become certified operators. EVWD reports it will bring the Wash Plan MOU to its Board in July for consideration of approval. The miners are currently working on the Mining Plan prior to approval of the MOU. This item was received and filed.

C. GENERAL MANAGER'S REPORT AND MONTHLY RECHARGE REPORT

Mr. Cozad indicated that the written General Manager's Report is included in the Board Package on pages 72-74. He provided a handout of the Groundwater Council Report. Mr. Cosgrove reviewed the revisions to Groundwater Council agreement with the Board. Mr. Cozad provided handout on the status of H.R. 497. The congressional budget office analyzed cost of the bill and it has been added to Union Calendar and could be heard as early as June 24th. Mr. Cozad noted that Mr. Beehler received a watershed award at the SAWPA conference for his service in biological resources. The monthly recharge report is included on package page 75.

D. FUTURE AGENDA ITEMS & STAFF TASKS

President Corneille requested an update on the Trails Plan at the next Board meeting.

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

Vice President McDonald attended the Ad Hoc on June 5th as did Director Raley. She attended the June 6th Valley Municipal Board of Directors Meeting and June 13th Valley Municipal Board of Directors Workshop.

President Corneille chaired the Advisory Commission meeting on June 8th and attended the Redlands Chamber of Commerce State of Community Luncheon on June 9th.

Director Harrison attended the June 6th Valley Municipal Board Meeting and the Ad Hoc Trails Committee on June 1st. He also attended the Three Valleys Municipal Water District Leadership Breakfast on June 8th.

Director Raley attended the Redlands Rise N Shine on June 2nd, Ad Hoc Trails Committee on June 1st, and Redlands Chamber of Commerce State of the Community Luncheon on June 9th. He also attended the Conservation Trust meeting on June 9th.

Director Longville attended the May 31st Board Meeting and Budget Workshop for Conservation District, June 7th Strategic Planning Workshop, and Conservation Trust meeting on June 9th. He also attended a Cal State San Bernardino Muslim Student Association event on June 8th.

8. UPCOMING MEETINGS

There were none discussed.

9. ADJOURN MEETING

It was moved by Director Longville and second by Director Harrison to adjourn. The motion carried 4-0 with all Directors present voting in the affirmative and Vice President McDonald noted absent from the vote.

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

At 3:53 p.m. the meeting adjourned to the next regularly scheduled Board of Directors Meeting to be held on July 12, 2017 at 1:30 p.m. at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.


Daniel B. Cozad
General Manager