



# San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

## **BOARD OF DIRECTORS MEETING AGENDA**

**Wednesday, August 8, 2018 – 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. 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 Monge 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.

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### **CALL TO ORDER PLEDGE OF ALLEGIANCE ROLL CALL**

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#### **1. PUBLIC PARTICIPATION**

*Members of the public may address the Board of Directors on any item that is within the jurisdiction of the Board; however, no action may be taken on any item not appearing on the agenda unless the action is otherwise authorized by Subdivision (b) Section 54954.2 of the Government Code.*

#### **2. ADDITIONS/DELETIONS TO AGENDA**

*Section 54954.2 provides that a legislative body may take action on items of business not appearing on the posted agenda under the following conditions: (1) an emergency situation exists, as defined in Section 54956.5; (2) a need to take immediate action and the need for action came to the attention of the District subsequent to the agenda being posted; and (3) the item was posted for a prior meeting occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.*

#### **3. CONSENT CALENDAR**

- A. Approval of Board Minutes, July 11, 2018 .....4
- B. Approval of Expenditure Report, July 2018..... 11
- C. Groundwater Assessment #50 Report for 01/01/2018-06/30/2018.....20

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#### **BOARD OF DIRECTORS**

Division 1:  
Richard Corneille  
Division 2:  
David E. Raley

Division 3:  
T. Milford Harrison  
Division 4:  
John Longville  
Division 5:  
Melody McDonald

#### **GENERAL MANAGER**

Daniel B. Cozad

4. COMMITTEE REPORTS /ACTION ITEMS

**Committee Reports**

- A. 4<sup>TH</sup> QUARTER ANNUAL UNAUDITED FINANCIALS REVIEW 2017-2018- 10 minutes  
(M#1591) .....33  
*Presenter: Daniel Cozad*  
**Recommendation:** The Finance & Administration Committee recommends the Board approve fourth quarter (annual) financials.
- B. DISTRICT PROCUREMENT AND PURCHASING POLICY - 10 minutes (M#1584) .....39  
*Presenter: Daniel Cozad*  
**Recommendation:** The Finance and Administration Committee recommends the Board approve the Procurement and Purchasing Policy and authorize the General Manager execute agreements needed for joint procurement.
- C. BOARD POLICY MANUAL REVISIONS - 15 minutes (M#1590).....44  
*Presenter: Daniel Cozad*  
**Recommendation:** The Finance & Administration Committee recommends that the Board approve of proposed revisions to the Board’s Policy Manual.

**Action Items**

- D. UNAUDITED FINANCIAL REPORTS, JULY 2018 – 5 minutes (M#1592).....53  
*Presenter: Daniel Cozad*  
**Recommendation:** Review and approve the unaudited financials for July 2018.
- E. HABITAT SURVEY/ASSESSMENT FOR AREAS OF MILL CREEK – 5 minutes (M#1593) .....60  
*Presenter: Jeff Beehler*  
**Recommendation:** Staff recommends that the Board authorize staff to issue a contract for an amount not to exceed \$40,000 to complete a habitat assessment for the Mill Creek Spreading Basins.
- F. DISTRICT ACCESS PERMIT POLICY REVISIONS FOR ABANDONED PROPERTY – 15 minutes  
(M#1594) .....62  
*Presenter: Daniel Cozad*  
**Recommendation:** Staff recommends the Board approve the changes to the Access Permit and License Policy to include provisions for allowed and abandoned property.

5. INFORMATION ITEMS:

- A. Wash Plan Update – 5 Minutes
- B. General Manager’s Report and Monthly Recharge Report – 5 Minutes .....67
- C. Future Agenda Items & Staff Tasks

6. MONTHLY BOARD MEMBER MEETING REPORTS, AND/OR BOARD MEMBER COMMENTS

- A. Board Member Meeting Reports – 15 minutes
- B. ACWA Fall Conference Travel Requests .....80

7. **UPCOMING MEETINGS:**

- A. August 10, 2018 San Bernardino County Water Conference, 9:00 a.m.-1:00 pm. at Double Tree Hotel Ontario
- B. August 21, 2018 San Bernardino Valley Municipal Water District Board Meeting, 2:30 p.m. at Valley Municipal
- C. September 3, 2018 Office Closed in Observance of Labor Day
- D. September 10, 2018 Special Joint Board Meeting with Valley Municipal, 3:00 p.m. at Conservation District
- E. September 19, 2018 Board of Directors Meeting, 1:30 p.m. at Conservation District
- F. October 11, 2018 Advisory Commission on Water Policy, 6:30 p.m. at Valley Municipal
- G. November 27-30, 2018 ACWA Fall Conference, San Diego, CA  
**(Board Approval Required)**

8. **CLOSED SESSION**

1. The Board will meet in Closed Session under authority of Government Code §54956.9 (a), in order to discuss existing litigation, Endangered Habitats League et al. vs. U.S. Army Corps of Engineers, Central District Court Case no. Case No.: 2:16-cv-09178-MWF-E.
2. The Board may convene in Closed Session for Conference to discuss Real Property Negotiations pursuant to Government Code Section 54956.8; Owner: SP Deerfield LLC for property located on Greenspot Road in Highland, Negotiator: Daniel Cozad and Owner: 7W Enterprises for property located at 1500 Crafton Ave in Redlands, Negotiator: Daniel Cozad. Owner: SBVMWD for land located within Section 12 of San Bernardino Baseline, Highland, Negotiator: Daniel Cozad
3. The Board will meet in closed session under authority of Government Code §54956.8 regarding the potential renewal of lease of various properties located within section 11 and 12 more specifically described in “Mineral Lease for Extraction of Sand and Gravel Materials” dated November 1, 2011. The discussion will concern the price and terms of a potential renewal of the lease. The District’s negotiators are Daniel Cozad and David Cosgrove. The party with whom the District will negotiate is Cemex Materials Pacific, LLC, and its negotiators are Brian Forgey and Christine Jones.

9. **ADJOURN MEETING.** The next regularly scheduled Board of Directors Meeting will be on September 19, 2018 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS MEETING

MINUTES OF July 11, 2018  
1:30 p.m.

President Corneille called the 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  
David E. Raley, Director  
T. Milford Harrison, Director (Departure 3:53 p.m.)  
John Longville, Director (Arrival 2:52 p.m.)

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker, LLP

STAFF PRESENT:

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

GUESTS PRESENT:

David Smith, East Valley Water District  
Tatiana Nuiseeva, Tetra Tech  
Don Evenson, Big Bear Municipal Water District  
Mike Stephenson, Big Bear Municipal Water District  
James Bellis, Big Bear Municipal Water District  
Kim Munkreis, ThunderWheel Communications

1. PUBLIC PARTICIPATION

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

2. ADDITIONS/DELETIONS TO AGENDA

There were none added.

### 3. PRESENTATIONS

Don Evenson of Big Bear Municipal Water District (BBMWD) presented a PowerPoint presentation on the Forty-First Big Bear Watermaster Annual Report for Calendar Year 2017. He provided a brief history of the 1977 Case Judgment (No. 165493) that requires the annual report to be performed and submitted to the court. The Judgment established how BBMWD would operate the lake and created the Big Bear Watermaster Committee (Watermaster). The Watermaster functions are: 1) To undertake studies and collect data, 2) To maintain three basic accounts (lake account, mutual account, and basin make-up account) and, 3) Prepare annual reports that outline each account and any activities of the Watermaster. Mr. Evenson reviewed accounts in depth. The Board thanked Mr. Evenson for his comprehensive presentation.

Mr. Cozad said that Mr. Stephenson GM for BBMWD has been working on a recycled water project in the area that will keep water in the basin that usually goes to the Mojave Watershed. Mr. Stephenson said that the project is a \$43 million project that stemmed from the BBMWD being required to have a Groundwater Sustainability Agency (GSA). The project would treat wastewater and store it in the lake. Mr. Stephenson gave a brief overview of the project and estimates three years for project implementation.

### 4. CONSENT CALENDAR

**It was moved by Vice President McDonald and seconded by Director Raley to approve the Consent Calendar: Item A: Board Minutes, June 13, 2018, and Item B: Expenditure Report, June 2018. The motion carried 4-0 with all Directors present voting in the affirmative and Director Longville noted absent from the vote.**

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

### 5. COMMITTEE REPORTS/ACTION ITEMS

#### A. AD HOC TRAILS COMMITTEE VERBAL UPDATE

Mr. Cozad provided a handout of the trails map. Mr. Beehler reviewed the trails covered in the Wash Plan. Santa Ana River Trail (SART) is being built by the San Bernardino County Department of Public Works (Public Works) and Flood Control. Due to the opposition of SART by some local residents, the trail was realigned. This change required CEQA/NEPA compliance that will need to be done before the end of the year by Public Works. Two of the items to be addressed are cultural resources and endangered species issues. Staff performed an analysis and presented it to Public Works noting that species impacts are less than initially thought. Mr. Beehler said that the trail would likely be constructed by 2021. Mr. Cozad reviewed the Wash Plan Area Trails handout and next steps. He stated that the trails budget is estimated to be \$150,000 per year. Costs were added to the trails budget to pay for insurance, legal and a trails coordinator. Mr. Cozad proposed that the annual expenses be split among CEMEX, Robertson's and the District. However, the cities would have to agree to allow the miners to pay the funds to Conservation Trust or Conservation District directly. The idea was to alleviate liability and costs to the cities because those issues slowed progress on the trails. Staff is

working on a plan to address homelessness and will report back to the Ad Hoc Committee and Board once it is developed. President Corneille asked if there were capital costs associated with trails. Mr. Beehler indicated that there are costs for signage and access points. Director Raley stated that he is pleased with the outcome of the Ad Hoc Trails Committee and the planning staff outlined. Director Harrison attended the Santa Ana River Trail meeting and said that all environmental documents need to be certified by the beginning of the next year or the grant money will be lost. This item was received and filed.

**B. UNAUDITED FINANCIAL REPORTS, JUNE 2018**

Mr. Cozad said that staff is currently making audit accrual changes so it may have minor effects on this month's reports. He indicated actual revenue would end the fiscal year slightly higher than anticipated because of the groundwater production due to the dry year. President Corneille noted that the capital items were removed from this report, but they will be reported separately on a quarterly basis.

**It was moved by Director Harrison and seconded by Vice President McDonald to approve the Unaudited Financial Reports for June 2018. The motion carried 4-0 with all Directors present voting in the affirmative with Director Longville noted absent from the vote.**

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

**C. HABITAT SURVEY ASSESSMENT FOR AREAS OF MILL CREEK**

Mr. Beehler introduced this item for discussion. A request for proposal (RFP) is included in the package on pages 42-51 for baseline studies for Mill Creek. This RFP was sent out the beginning of July to seven different firms that have biological consulting and resource identification experience. The operations of Mill Creek are not covered in the Wash Plan, and the District needs to permit all of its facilities fully. It is expected the cost would not exceed \$85,000. This item is included in the annual capital budget and will likely be a joint project with Valley Municipal; in that case, a cost-share agreement will be developed. President Corneille suggested tabling the item to the August Board Meeting and asked staff to include the selected proposal and value. He also requested that the criteria and schedule be discussed with consultants.

**It was moved by Vice President McDonald and seconded President Corneille to table this item until the August 8 Board meeting with a recommendation for Board consideration. 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. DISTRICT PROCUREMENT AND PURCHASING POLICY

President Corneille asked to refer the issue to the Finance & Administration Committee. President Corneille and Director Harrison provided comments and revisions to staff.

**It was moved by Director Harrison and seconded by President Corneille to table this item and refer to the Finance & Administration Committee. 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. MILL CREEK AND PLUNGE CREEK PROJECT CHARTER UPDATES

President Corneille requested the issue be referred to the Operations Committee. Vice President McDonald asked for schematics of these projects to be brought back with this item for review.

**It was moved by Director Harrison and seconded by President Corneille to table this item and refer to the Operations Committee. 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**

F. BOARD PRIORITIES REVIEW AND UPDATE FOR 2018

Mr. Cozad provided an update on the Board Priorities as requested by the Board President. On package page 64 there is an update through the end of the fiscal year. Board Priorities: 1) Regional Groundwater Sustainability Council Formed, 6) Update Groundwater Charge Process and, 7) Wash Plan – Land Exchange Act Senate Action is complete. Vice President McDonald thanked the staff for the update. Director Longville expressed his appreciation of Mr. Cozad for his efficiency and excellent leadership. He also thanked District Counsel for his efforts and spoke highly of staff.

**It was moved by Vice President McDonald and seconded by Director Longville to receive and file the 2018 Update Board Priorities 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**

G. 2018 CSDA BOARD OF DIRECTORS ELECTIONS

**It was moved by Vice President McDonald and seconded by Director Harrison to vote for Jo MacKenzie. 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. INFORMATION ITEMS

A. WASH PLAN UPDATE

Mr. Beehler provided a verbal update on the Wash Plan. He said that the EIR/EIS is under review at the regional offices. The Orange Street Bike Trail is moving forward. The Plunge Creek permit applications are moving forward, and the habitat analysis has been completed for additional mitigation. Staff is working with COE on a Section 106-Tribal Consultation before the District can obtain a 404 Permit. President Corneille asked when Plunge Creek will go out to bid. Mr. Beehler indicated that it depends on when the Section 106 is completed, possibly September. President Corneille stated that the Operations Committee would need to review the bidding documents for Plunge Creek. This item was received and filed.

B. GENERAL MANAGER'S REPORT AND MONTHLY RECHARGE REPORT

Mr. Cozad indicated that the written General Manager's Report was included in the Board Package on pages 70 to 73. The Monthly Recharge Report was included on package page 74. Mr. Cozad said that field staff is making excellent progress on getting maintenance completed and ready for fall. He noted that there was a fire in Mill Creek over the weekend. Staff is working on new billing procedures for groundwater council and groundwater charge.

Kim Munkres with Thunderwheel Communications provided a brief update on outreach efforts. Director Raley expressed distress over the color of the logo. Mr. Cozad indicated staff would request a press proof for review of the color when printed. District Counsel requested that the Board utilize their District emails. Ms. Munkres provide an update and coordinated outreach presentations with directors. This item was received and filed.

### C. FUTURE AGENDA ITEMS AND STAFF TASKS

The Finance & Administration Committee will meet and discuss Board Policy section 4025 and Appendix C at their next quarterly meeting. The Operations Committee will review the project charter for Plunge Creek and Mill Creek at their next meeting.

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

President Corneille chaired the Advisory Commission on Water Policy on June 14. He attended the Redlands Chamber State of the Community Luncheon on June 21, Loma Linda Chamber State of the Community Luncheon on June 29 and met with General Manager on July 3 to discuss agenda.

Director Raley attended the Advisory Commission on Water Policy on June 14, Redlands Chamber State of the Community Luncheon on June 21, and Ad Hoc Trails Committee on July 5. He also attended the Big Bear Watermaster Committee and Valley Municipal Board Workshop on July 10. Director Raley attended the Valley Municipal Board Meeting on June 19.

Director Longville made no report.

Vice President McDonald attended the Strategic Analysis/Plan Committee Workshop on June 14, Association of San Bernardino County Special Districts Meeting on June 18 and Valley Municipal Board Meeting on June 19. She also attended the Baseline Feeder on June 21 and San Bernardino Koffee Klatch on June 27.

Director Harrison attended the Countywide Oversight Board Meeting on June 18, Association of San Bernardino County Special Districts Meeting on June 18 and Valley Municipal Board Meeting on June 19. He attended the Redlands State of the Community Luncheon on June 22, Santa Ana River Trail Meeting on June 26, and Highland Chamber Monthly Luncheon on June 26. Director Harrison made a presentation to the Loma Linda City Council on June 26 and San Bernardino Area Chamber of Commerce on June 27. He attended the Loma Linda Chamber State of the Community Luncheon on June 29, Ad Hoc Trails Committee on July 5 and Valley Municipal Board Workshop on July 10.

#### 8. UPCOMING MEETINGS

President Corneille noted the handout of information provided on the SBC Water Conference to be held on August 10.

#### 9. CLOSED SESSION

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

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

**Director Raley: Yes**  
**Director Harrison: Absent**

General Counsel announced that the meeting would adjourn to closed session under the posted agenda items.

At 4:49 p.m., the meeting reconvened into Open Session. Mr. Cosgrove noted that there was no reportable action.

10. ADJOURN MEETING

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

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

At 4:49 p.m., the meeting to the Board of Directors Meeting scheduled for 1:30 p.m. August 8, 2018, at District Headquarters, 1630 W. Redlands Blvd., Redlands, Calif.

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Daniel B. Cozad  
General Manager

## San Bernardino Valley Water Conservation District Expenditure Report July 2018

Num	Date	Name	Account	Class	Original Amount
PC 07.18.18	07/18/2018	Paychex	1012 · Citizens Busine...		-88.53
			6042 · Payroll Processing	4-General Fund Ent.	88.53
TOTAL					88.53
PC 7.04.18	07/03/2018	Paychex	1012 · Citizens Busine...		-156.47
			6042 · Payroll Processing	4-General Fund Ent.	156.47
TOTAL					156.47
ACH0123	07/16/2018	Raley, David	1012 · Citizens Busine...		-45.50
			6410 · Mileage	4-General Fund Ent.	45.50
TOTAL					45.50
ACH0131	07/10/2018	Raley, David	1012 · Citizens Busine...		-9.27
			6410 · Mileage	4-General Fund Ent.	9.27
TOTAL					9.27
ACH0153	07/17/2018	T. Milford Harrison	1012 · Citizens Busine...		-16.35
			6410 · Mileage	4-General Fund Ent.	16.35
TOTAL					16.35
ACH0154	07/17/2018	Raley, David	1012 · Citizens Busine...		-18.54
			6410 · Mileage	4-General Fund Ent.	18.54
TOTAL					18.54
21296	07/10/2018	Aaron Pederson	1012 · Citizens Busine...		-35.00
	06/30/2018		6018 · Janitorial Services	4-General Fund Ent.	35.00
TOTAL					35.00
21297	07/10/2018	ACWA JPIA - Workers ...	1012 · Citizens Busine...		-2,998.33
	06/30/2018		6120 · Workers' Comp. ...	4-General Fund Ent.	481.53
			6120 · Workers' Comp. ...	1-Groundwater Ent.	1,525.25
			6120 · Workers' Comp. ...	2-Redlands Plaza/...	152.91
			6120 · Workers' Comp. ...	3-Land Resources	506.72
			6120 · Workers' Comp. ...	5-Wash Plan	331.92
TOTAL					2,998.33

**San Bernardino Valley Water Conservation District**  
**Expenditure Report**  
**July 2018**

08/02/18

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
<b>21298</b>	<b>07/10/2018</b>	<b>ACWA/JPIA-Health</b>	<b>1012 · Citizens Busine...</b>		<b>-13,657.84</b>
	07/02/2018		6110 · Vision Insurance	4-General Fund Ent.	26.60
			6110 · Vision Insurance	1-Groundwater Ent.	84.25
			6110 · Vision Insurance	2-Redlands Plaza/...	8.45
			6110 · Vision Insurance	3-Land Resources	27.99
			6110 · Vision Insurance	5-Wash Plan	18.33
			6130 · Dental Insurance	4-General Fund Ent.	112.73
			6130 · Dental Insurance	1-Groundwater Ent.	357.07
			6130 · Dental Insurance	2-Redlands Plaza/...	35.80
			6130 · Dental Insurance	3-Land Resources	118.62
			6130 · Dental Insurance	5-Wash Plan	77.70
			6150 · Medical Insurance	4-General Fund Ent.	2,054.12
			6150 · Medical Insurance	1-Groundwater Ent.	6,506.42
			6150 · Medical Insurance	2-Redlands Plaza/...	652.31
			6150 · Medical Insurance	3-Land Resources	2,161.56
			6150 · Medical Insurance	5-Wash Plan	1,415.89
TOTAL					13,657.84
<b>21299</b>	<b>07/10/2018</b>	<b>American Power Security</b>	<b>1012 · Citizens Busine...</b>		<b>-520.00</b>
	06/30/2018		6026 · Redlands Plaza ...	2-Redlands Plaza/...	520.00
TOTAL					520.00
<b>21300</b>	<b>07/10/2018</b>	<b>Assoc. San Bernardino...</b>	<b>1012 · Citizens Busine...</b>		<b>-32.00</b>
	07/02/2018		6425 · Meals	4-General Fund Ent.	32.00
TOTAL					32.00
<b>21301</b>	<b>07/10/2018</b>	<b>Corneille, Richard</b>	<b>1012 · Citizens Busine...</b>		<b>-16.35</b>
	06/30/2018		6410 · Mileage	4-General Fund Ent.	16.35
TOTAL					16.35
<b>21302</b>	<b>07/10/2018</b>	<b>County Treasurer</b>	<b>1012 · Citizens Busine...</b>		<b>-5,000.00</b>
	07/01/2018		5080 · LAFCO Contribu...	4-General Fund Ent.	5,000.00
TOTAL					5,000.00
<b>21303</b>	<b>07/10/2018</b>	<b>Edison - 8812</b>	<b>1012 · Citizens Busine...</b>		<b>-159.54</b>
	06/30/2018		5420 · Electricity	4-General Fund Ent.	44.67
			5420 · Electricity	1-Groundwater Ent.	31.91
			5420 · Electricity	2-Redlands Plaza/...	82.96
TOTAL					159.54
<b>21304</b>	<b>07/10/2018</b>	<b>Edison - Redlands Plaza</b>	<b>1012 · Citizens Busine...</b>		<b>-211.77</b>
	06/29/2018		6026 · Redlands Plaza ...	2-Redlands Plaza/...	211.77
TOTAL					211.77

**San Bernardino Valley Water Conservation District**  
**Expenditure Report**  
**July 2018**

08/02/18

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
<b>21305</b>	<b>07/10/2018</b>	<b>Frontier-4860</b>	<b>1012 · Citizens Busine...</b>		<b>-487.98</b>
	07/01/2018		5440 · Telephone	4-General Fund Ent.	240.09
			5440 · Telephone	1-Groundwater Ent.	102.90
			5470 · Internet Services	4-General Fund Ent.	72.50
			5470 · Internet Services	1-Groundwater Ent.	43.50
			5470 · Internet Services	2-Redlands Plaza/...	7.25
			5470 · Internet Services	3-Land Resources	21.74
TOTAL					487.98
<b>21306</b>	<b>07/10/2018</b>	<b>Highland Community N...</b>	<b>1012 · Citizens Busine...</b>		<b>-29.95</b>
	07/02/2018		6090 · Subscriptions/Pu...	4-General Fund Ent.	29.95
TOTAL					29.95
<b>21307</b>	<b>07/10/2018</b>	<b>Home Depot Credit Ser...</b>	<b>1012 · Citizens Busine...</b>		<b>-16.12</b>
	06/28/2018		5215 · Property Mainten...	1-Groundwater Ent.	12.90
			5215 · Property Mainten...	3-Land Resources	3.22
TOTAL					16.12
<b>21308</b>	<b>07/10/2018</b>	<b>Mikael Romich</b>	<b>1012 · Citizens Busine...</b>		<b>-1,294.00</b>
	06/30/2018		5120 · Misc. Profession...	4-General Fund Ent.	454.00
			1700 · Work in Progress	1-Groundwater Ent.	840.00
TOTAL					1,294.00
<b>21309</b>	<b>07/10/2018</b>	<b>Netsteller</b>	<b>1012 · Citizens Busine...</b>		<b>-450.00</b>
	06/30/2018		5160 · IT Support	4-General Fund Ent.	180.00
			5160 · IT Support	1-Groundwater Ent.	225.00
			5160 · IT Support	3-Land Resources	45.00
TOTAL					450.00
<b>21310</b>	<b>07/10/2018</b>	<b>ReadyRefresh by Nestle</b>	<b>1012 · Citizens Busine...</b>		<b>-75.58</b>
	06/25/2018		5460 · Water / Trash / S...	1-Groundwater Ent.	75.58
TOTAL					75.58
<b>21311</b>	<b>07/10/2018</b>	<b>Rutan &amp; Tucker</b>	<b>1012 · Citizens Busine...</b>		<b>-6,630.00</b>
	06/27/2018		5180 · Legal	4-General Fund Ent.	555.75
			5180 · Legal	1-Groundwater Ent.	555.75
			5180 · Legal	2-Redlands Plaza/...	129.68
			5180 · Legal	3-Land Resources	4,316.32
			5175 · Legal - Wash Plan	5-Wash Plan	1,072.50
TOTAL					6,630.00
<b>21312</b>	<b>07/10/2018</b>	<b>Secretary of State</b>	<b>1012 · Citizens Busine...</b>		<b>-550.00</b>
	05/14/2018		6001 · General Adminis...	4-General Fund Ent.	275.00
			6001 · General Adminis...	1-Groundwater Ent.	275.00
TOTAL					550.00

**San Bernardino Valley Water Conservation District**  
**Expenditure Report**  
**July 2018**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
<b>21313</b>	<b>07/10/2018</b>	<b>Smart &amp; Final</b>	<b>1012 · Citizens Busine...</b>		<b>-320.10</b>
	07/02/2018		6004 · Meeting Expenses	4-General Fund Ent.	126.88
			6004 · Meeting Expenses	3-Land Resources	126.88
			6019 · Janitorial Supplies	4-General Fund Ent.	39.81
			6019 · Janitorial Supplies	1-Groundwater Ent.	26.53
TOTAL					320.10
<b>21314</b>	<b>07/10/2018</b>	<b>Stanley Convergent Se...</b>	<b>1012 · Citizens Busine...</b>		<b>-357.12</b>
	07/02/2018		6026 · Redlands Plaza ...	2-Redlands Plaza/...	357.12
TOTAL					357.12
<b>21315</b>	<b>07/10/2018</b>	<b>Terminix</b>	<b>1012 · Citizens Busine...</b>		<b>-69.00</b>
	06/26/2018		6026 · Redlands Plaza ...	2-Redlands Plaza/...	69.00
TOTAL					69.00
<b>21316</b>	<b>07/10/2018</b>	<b>ThunderWheel Commu...</b>	<b>1012 · Citizens Busine...</b>		<b>-11,142.50</b>
	06/30/2018		5120 · Misc. Profession...	4-General Fund Ent.	1,703.53
			5120 · Misc. Profession...	1-Groundwater Ent.	1,216.47
			5120 · Misc. Profession...	3-Land Resources	2,920.00
			6060 · Outreach	4-General Fund Ent.	2,651.25
			6060 · Outreach	1-Groundwater Ent.	1,060.50
			6060 · Outreach	3-Land Resources	1,590.75
TOTAL					11,142.50
<b>21317</b>	<b>07/10/2018</b>	<b>Valero Marketing &amp; Sup...</b>	<b>1012 · Citizens Busine...</b>		<b>-732.00</b>
	06/28/2018		5320 · Fuel	1-Groundwater Ent.	732.00
TOTAL					732.00
<b>21318</b>	<b>07/10/2018</b>	<b>Wilbur's</b>	<b>1012 · Citizens Busine...</b>		<b>-240.44</b>
	06/29/2018		5210 · Equipment Maint...	1-Groundwater Ent.	240.44
TOTAL					240.44
<b>21319</b>	<b>07/27/2018</b>	<b>City of San Bernardino</b>	<b>1012 · Citizens Busine...</b>		<b>0.00</b>
TOTAL					0.00
<b>21320</b>	<b>07/27/2018</b>	<b>AAA Alarm Systems, Inc.</b>	<b>1012 · Citizens Busine...</b>		<b>-1,321.50</b>
	06/21/2018		5410 · Alarm Service	4-General Fund Ent.	531.75
			5410 · Alarm Service	1-Groundwater Ent.	531.75
	08/01/2018		5410 · Alarm Service	4-General Fund Ent.	129.00
			5410 · Alarm Service	1-Groundwater Ent.	129.00
TOTAL					1,321.50

**San Bernardino Valley Water Conservation District**  
**Expenditure Report**  
**July 2018**

08/02/18

Num	Date	Name	Account	Class	Original Amount
21321	07/27/2018	Aaron Pederson	1012 · Citizens Busine...		-35.00
	07/27/2018		6018 · Janitorial Services	4-General Fund Ent.	35.00
TOTAL					35.00
21322	07/27/2018	Citizens Business Bank	1012 · Citizens Busine...		-993.19
	07/13/2018		6002 · Website Adminis...	4-General Fund Ent.	225.00
			6004 · Meeting Expenses	4-General Fund Ent.	12.48
			6004 · Meeting Expenses	3-Land Resources	12.48
			6030 · Office Supplies	4-General Fund Ent.	30.58
			6030 · Office Supplies	1-Groundwater Ent.	1.91
			6030 · Office Supplies	2-Redlands Plaza/...	3.83
			6030 · Office Supplies	3-Land Resources	1.91
			6435 · Conf/Seminar R...	4-General Fund Ent.	625.00
			6425 · Meals	4-General Fund Ent.	80.00
TOTAL					993.19
21323	07/27/2018	Day Lite Maintenance, I...	1012 · Citizens Busine...		-144.00
	07/01/2018		6026 · Redlands Plaza ...	2-Redlands Plaza/...	144.00
TOTAL					144.00
21324	07/27/2018	Edison - 7241	1012 · Citizens Busine...		-62.94
	07/12/2018		5420 · Electricity	4-General Fund Ent.	17.62
			5420 · Electricity	1-Groundwater Ent.	12.59
			5420 · Electricity	2-Redlands Plaza/...	32.73
TOTAL					62.94
21325	07/27/2018	Edison -5552	1012 · Citizens Busine...		-602.68
	06/30/2018		5420 · Electricity	4-General Fund Ent.	160.91
			5420 · Electricity	1-Groundwater Ent.	114.93
			5420 · Electricity	2-Redlands Plaza/...	298.82
			6020 · Vacancy Marketi...	2-Redlands Plaza/...	28.02
TOTAL					602.68
21326	07/27/2018	Frontier-7275	1012 · Citizens Busine...		-145.64
	07/19/2018		5440 · Telephone	4-General Fund Ent.	49.45
			5440 · Telephone	1-Groundwater Ent.	21.20
			5470 · Internet Services	4-General Fund Ent.	37.50
			5470 · Internet Services	1-Groundwater Ent.	22.50
			5470 · Internet Services	2-Redlands Plaza/...	3.75
			5470 · Internet Services	3-Land Resources	11.24
TOTAL					145.64
21327	07/27/2018	ICF Jones & Stokes, Inc	1012 · Citizens Busine...		-39,327.44
	06/30/2018		5124 · Plunge Creek Pr...	3-Land Resources	12,443.93
	07/26/2018		5120 · Misc. Profession...	4-General Fund Ent.	7,841.92
			5120 · Misc. Profession...	1-Groundwater Ent.	5,599.84
			5120 · Misc. Profession...	3-Land Resources	13,441.75
TOTAL					39,327.44

**San Bernardino Valley Water Conservation District**  
**Expenditure Report**  
**July 2018**

08/02/18

Num	Date	Name	Account	Class	Original Amount
<b>21328</b>	<b>07/27/2018</b>	<b>IERCD</b>	<b>1012 - Citizens Busine...</b>		<b>-3,040.00</b>
	06/26/2018		6060 · Outreach	4-General Fund Ent.	1,520.00
			6060 · Outreach	1-Groundwater Ent.	608.00
			6060 · Outreach	3-Land Resources	912.00
TOTAL					3,040.00
<b>21329</b>	<b>07/27/2018</b>	<b>Image Source</b>	<b>1012 - Citizens Busine...</b>		<b>-205.89</b>
	07/13/2018		6033 · Office Equipmen...	4-General Fund Ent.	154.42
			6033 · Office Equipmen...	1-Groundwater Ent.	10.29
			6033 · Office Equipmen...	2-Redlands Plaza/...	30.89
			6033 · Office Equipmen...	3-Land Resources	10.29
TOTAL					205.89
<b>21330</b>	<b>07/27/2018</b>	<b>John Longville</b>	<b>1012 - Citizens Busine...</b>		<b>-459.33</b>
	07/12/2018		6415 · Air Fare	4-General Fund Ent.	427.60
			6410 · Mileage	4-General Fund Ent.	5.01
			6410 · Mileage	4-General Fund Ent.	5.01
			6410 · Mileage	4-General Fund Ent.	16.80
			6410 · Mileage	4-General Fund Ent.	4.91
TOTAL					459.33
<b>21331</b>	<b>07/27/2018</b>	<b>Lawyers Title Company</b>	<b>1012 - Citizens Busine...</b>		<b>-2,100.00</b>
	07/18/2018		5122 · Wash Plan Profe...	5-Wash Plan	2,100.00
TOTAL					2,100.00
<b>21332</b>	<b>07/27/2018</b>	<b>Nossaman LLP</b>	<b>1012 - Citizens Busine...</b>		<b>-147.00</b>
	07/26/2018		5120 · Misc. Profession...	4-General Fund Ent.	42.88
			5120 · Misc. Profession...	1-Groundwater Ent.	30.62
			5120 · Misc. Profession...	3-Land Resources	73.50
TOTAL					147.00
<b>21333</b>	<b>07/27/2018</b>	<b>Parts Authority</b>	<b>1012 - Citizens Busine...</b>		<b>-8.86</b>
	07/09/2018		5310 · Vehicle Mainten...	1-Groundwater Ent.	8.86
TOTAL					8.86
<b>21334</b>	<b>07/27/2018</b>	<b>Pat's Pots</b>	<b>1012 - Citizens Busine...</b>		<b>-480.00</b>
	06/23/2018		5460 · Water / Trash / S...	4-General Fund Ent.	160.00
			5460 · Water / Trash / S...	1-Groundwater Ent.	128.00
			5460 · Water / Trash / S...	3-Land Resources	32.00
	07/16/2018		5460 · Water / Trash / S...	4-General Fund Ent.	80.00
			5460 · Water / Trash / S...	1-Groundwater Ent.	64.00
			5460 · Water / Trash / S...	3-Land Resources	16.00
TOTAL					480.00

**San Bernardino Valley Water Conservation District**  
**Expenditure Report**  
**July 2018**

08/02/18

Num	Date	Name	Account	Class	Original Amount
21335	07/27/2018	Rutan & Tucker	1012 · Citizens Busine...		<b>-3,217.50</b>
	06/30/2018		5180 · Legal	4-General Fund Ent.	747.50
			5180 · Legal	1-Groundwater Ent.	585.00
			5180 · Legal	2-Redlands Plaza/...	136.50
			5180 · Legal	3-Land Resources	1,683.50
			5175 · Legal - Wash Plan	5-Wash Plan	65.00
TOTAL					3,217.50
21336	07/27/2018	Schubert Landscaping,...	1012 · Citizens Busine...		<b>-407.77</b>
	07/20/2018		6015 · Mentone House ...	2-Redlands Plaza/...	295.00
			6016 · Redlands Plaza ...	2-Redlands Plaza/...	112.77
TOTAL					407.77
21337	07/27/2018	U.S. Bank Equipment F...	1012 · Citizens Busine...		<b>-336.18</b>
	07/27/2018		6033 · Office Equipmen...	4-General Fund Ent.	252.13
			6033 · Office Equipmen...	1-Groundwater Ent.	16.81
			6033 · Office Equipmen...	2-Redlands Plaza/...	50.43
			6033 · Office Equipmen...	3-Land Resources	16.81
TOTAL					336.18
21338	07/27/2018	Watermaster Support S...	1012 · Citizens Busine...		<b>-2,100.00</b>
	07/16/2018		5120 · Misc. Profession...	4-General Fund Ent.	630.00
			5120 · Misc. Profession...	1-Groundwater Ent.	441.00
			5120 · Misc. Profession...	3-Land Resources	1,029.00
TOTAL					2,100.00
21339	07/27/2018	Jeff Beehler	1012 · Citizens Busine...		<b>-803.65</b>
	07/27/2018		6510 · Mileage	4-General Fund Ent.	7.42
			6510 · Mileage	1-Groundwater Ent.	9.27
			6510 · Mileage	3-Land Resources	1.85
			6515 · Air Fare	4-General Fund Ent.	63.88
			6515 · Air Fare	1-Groundwater Ent.	35.49
			6515 · Air Fare	3-Land Resources	42.59
			6520 · Travel, Other (re...	4-General Fund Ent.	85.57
			6520 · Travel, Other (re...	1-Groundwater Ent.	47.55
			6520 · Travel, Other (re...	3-Land Resources	57.05
			6525 · Meals	4-General Fund Ent.	14.64
			6525 · Meals	1-Groundwater Ent.	11.39
			6525 · Meals	3-Land Resources	6.51
			6530 · Lodging	4-General Fund Ent.	189.20
			6530 · Lodging	1-Groundwater Ent.	147.15
			6530 · Lodging	3-Land Resources	84.09
TOTAL					803.65
100199N	07/01/2018	PERS	1012 · Citizens Busine...		<b>-7,898.00</b>
			6170 · PERS Retirement	4-General Fund Ent.	1,268.42
			6170 · PERS Retirement	1-Groundwater Ent.	4,017.71
			6170 · PERS Retirement	2-Redlands Plaza/...	402.80
			6170 · PERS Retirement	3-Land Resources	1,176.80
			6170 · PERS Retirement	5-Wash Plan	1,032.27
TOTAL					7,898.00

**San Bernardino Valley Water Conservation District  
Expenditure Report  
July 2018**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
100200N	07/16/2018	PERS	1012 · Citizens Busine...		<b>-6,140.03</b>
			6170 · PERS Retirement	4-General Fund Ent.	986.09
			6170 · PERS Retirement	1-Groundwater Ent.	3,123.44
			6170 · PERS Retirement	2-Redlands Plaza/...	313.14
			6170 · PERS Retirement	3-Land Resources	914.86
			6170 · PERS Retirement	5-Wash Plan	802.50
TOTAL					<u>6,140.03</u>

San Bernardino Valley Water Conservation District  
**Director Fees Expenditure Payroll Report**  
 July 2018

Pay Date	Name	For Period	Director Fees	Taxes Withheld	Check Amt
7/3/2018	Corneille, D	Jun-18	\$ 1,080.00	\$ 125.07	\$ 954.93
7/3/2018	Harrison, T.M.	Jun-18	\$ 1,080.00	\$ 170.22	\$ 909.78
7/3/2018	McDonald, M	Jun-18	\$ 1,944.00	\$ 204.68	\$ 1,739.32
7/18/2018	Harrison, T.M.	Jul-18	\$ 864.00	\$ 125.19	\$ 738.81
7/18/2018	Longville, J	Jan-May 18	\$ 2,592.00	\$ 853.69	\$ 1,738.31
7/18/2018	Longville, J	Nov-17	\$ 1,030.00	\$ 332.49	\$ 697.51
7/18/2018	Raley, D	Jun-18	\$ 1,080.00	\$ 275.07	\$ 804.93

# SBVWCD Groundwater Assessment Re

GWA Number **50**

Period January 1, 2018 to June 30, 2018

AgRate **\$3.36**

NonAgRate **\$12.08**

Owner	RecordationNumber	StateWellNumber	LocalName	Ag Production	Ag Pymt	Non-Ag Production	Non-Ag Pymt	Amount Paid
<b>AHD Limited</b>								
	3601632	2S3W05A02S	Clock Canyon/Marcum Wel	152.91	\$513.78	0.00	\$0.00	
					<b>\$513.78</b>		<b>\$0.00</b>	<b><u>\$513.78</u></b>
<b>Arrowhead Country Club</b>								
	3601925	1N4W23E	1	235.00	\$789.60	0.00	\$0.00	
					<b>\$789.60</b>		<b>\$0.00</b>	<b><u>\$789.60</u></b>
<b>Bear Valley Mutual Water Company</b>								
	3600023	1S3W24C	Judson 1	0.00	\$0.00	0.00	\$0.00	
	3601585	1S3W23A03S	San Bernardino Ave. 1	35.00	\$117.60	0.00	\$0.00	
					<b>\$117.60</b>		<b>\$0.00</b>	<b><u>\$117.60</u></b>
<b>Calvary Chapel Packinghouse</b>								
	3603919		Calvary Well	0.00	\$0.00	59.98	\$724.56	
	3600449	01S03W20A	Bell Well	0.00	\$0.00	0.19	\$2.30	
					<b>\$0.00</b>		<b>\$726.86</b>	<b><u>\$726.86</u></b>
<b>Cemex USA</b>								
	3603653	1S3W10J2S	Orange Street	0.00	\$0.00	189.60	\$2,290.37	
	3601420	1S3W09E02S	Alabama Street 2	0.00	\$0.00	52.00	\$628.16	
					<b>\$0.00</b>		<b>\$2,918.53</b>	<b><u>\$2,918.53</u></b>
<b>Crafton Water Company</b>								
	3600272	1S2W29N	Fifth Ave. 1	15.45	\$51.91	0.00	\$0.00	
	3602186	1S2W21L02S	Garnet/2 Zanja Well	0.00	\$0.00	0.00	\$0.00	
					<b>\$51.91</b>		<b>\$0.00</b>	<b><u>\$51.91</u></b>

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Pymt	Non-AgProduction	Non-Ag Pymt	Amount Paid
<b>Cram Patterson Well Co.</b>								
	3600188	1S2W16C	Cram-Patterson 2					
<b>Doug Guyette</b>								
	3610007		Well 5					
	3600458	1N4W36M01S	PS & B2					
<b>DRC Industrial CBC 1, LP (So Cal Real Estate Serv</b>								
	3601352	1S3W19N	Langford	0.00	\$0.00	46.77	\$564.98	
					<b>\$0.00</b>		<b>\$564.98</b>	<b>\$564.98</b>
<b>East Valley Water District</b>								
	3601660	1S3W06H04S	PL 9A	0.00	\$0.00	0.00	\$0.00	
	3602370	1N4W25F04S	PL 107	0.00	\$0.00	0.00	\$0.00	
	3600680	1S3W02J	PL 120/Cram	0.00	\$0.00	0.00	\$0.00	
	3601184	1N3W33F01S	PL 94 / Corwin	0.00	\$0.00	0.00	\$0.00	
	3602338	1S3W04N03S	PL 40A	0.00	\$0.00	0.00	\$0.00	
	3601978	1S3W04N01S	PL 40	0.00	\$0.00	0.00	\$0.00	
	3601675	1N4W25A01S	PL 27	0.00	\$0.00	0.00	\$0.00	
	3601987	1S3W04G	PL 136 / Dunkirk 1	0.00	\$0.00	0.00	\$0.00	
	3602034	1S4W01Q08	PL 12A	0.00	\$0.00	0.00	\$0.00	
	3603904	01S03W05D03S	PL 132/Cull 5	0.00	\$0.00	975.73	\$11,786.82	
	3601663	1S4W02Q08S	PL 12	0.00	\$0.00	0.00	\$0.00	
	3602560	1S3W04G03S	PL 136 / Dunkirk 2	0.00	\$0.00	0.00	\$0.00	
	3603926	01S03W06L06S	PL 151	0.00	\$0.00	1402.81	\$16,945.94	

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Pymt	Non-AgProduction	Non-Ag Pymt	Amount Paid
	3603734	1S3W02P06S	PL 147	0.00	\$0.00	722.69	\$8,730.09	
	3603774	1S3W3R4S	PL 146A	0.00	\$0.00	335.89	\$4,057.55	
	3603247	1S3W06P18S	PL 141 / McDaniel	0.00	\$0.00	572.70	\$6,918.22	
	3601639	1S3W03R01S	PL 146	0.00	\$0.00	33.82	\$408.54	
	3602799	1S2W07F01S	PL 125	0.00	\$0.00	524.43	\$6,335.11	
	3602274	1N3W30J05S	PL 39	0.00	\$0.00	220.52	\$2,663.88	
	3602564	1S4W12B07S	PL 28A	0.00	\$0.00	167.45	\$2,022.80	
	3601673	1N4W25C02S	PL 25A	0.00	\$0.00	332.20	\$4,012.98	
	3602337	1N4W26A03S	PL 24B	0.00	\$0.00	787.24	\$9,509.86	
	3601671	1N4W26A02S	PL 24A	0.00	\$0.00	101.04	\$1,220.56	
	3602563	1S4W02Q09S	PL 11A	0.00	\$0.00	133.66	\$1,614.61	
	3600220	1S3W01H	PL 142	0.00	\$0.00	125.00	\$1,510.00	
	3603583	1S3W02N02S	PL 143 / Abbey Way	0.00	\$0.00	202.93	\$2,451.39	
					<b>\$0.00</b>		<b>\$80,188.35</b>	<b>\$80,188.35</b>
<b>Gage Canal Company</b>								
	3602331	1S4W23G03S	66-1	902.40	\$3,032.74	0.00	\$0.00	
	3600798	1S4W23G01S	Cowlane	0.00	\$0.00	0.00	\$0.00	
	3600790	1S4W23K02S	29-1	278.00	\$934.08	0.00	\$0.00	
	3600789	1S4W23K01S	27-2	173.40	\$582.62	0.00	\$0.00	
	3600788	1S4W23H01S	27-1	223.60	\$751.30	0.00	\$0.00	
	3600796	1S4W23A05S	51-1	611.20	\$2,053.63	0.00	\$0.00	
	3600787	1S4W23A02S	26-1	237.20	\$796.99	0.00	\$0.00	
					<b>\$8,151.36</b>		<b>\$0.00</b>	<b>\$8,151.36</b>

GWA Number 50

Period January 1, 2018 to June 30, 2018

AgRate \$3.36

NonAgRate \$12.08

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Pymt	Non-AgProduction	Non-Ag Pymt	Amount Paid
<b>George &amp; Diane Everett</b>								
	WP0003068		Everett Well	0.00	\$0.00	0.00	\$0.00	
					<b>\$0.00</b>		<b>\$0.00</b>	<b><u>\$0.00</u></b>
<b>George Meadows</b>								
	WP0002552	E085386	Meadows Well	0.00	\$0.00	0.00	\$0.00	
					<b>\$0.00</b>		<b>\$0.00</b>	<b><u>\$0.00</u></b>
<b>Gladysta Well &amp; Water Company</b>								
	3600182	1S3W20H02S						
<b>Greenspot Mutual Well Company</b>								
	3600266	1S2W16C01S	Greenspot Mutual					
<b>Happe Mutual Well Company</b>								
	3603921	01S04W13G04S	Gauge 46-1R	0.00	\$0.00	0.00	\$0.00	
	3600238	1S2W29M01S	1	14.55	\$48.88	0.00	\$0.00	
					<b>\$48.88</b>		<b>\$0.00</b>	<b><u>\$48.88</u></b>
<b>Inland Valley Development Agency</b>								
	0000091	1S4W12Q	Palm Meadows					
	0000089	1S4W12F	Local 5					
	0000087	1S4W12C	Local 3					
	0000086	1S4W12B	Local 2A					
<b>Jack Dangermond</b>								
	3602188	01S02W29K01	Rancho Ladera Roladera	0.00	\$0.00	0.00	\$0.00	

GWA Number 50

Period January 1, 2018 to June 30, 2018

AgRate \$3.36

NonAgRate \$12.08

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Pymt	Non-AgProduction	Non-Ag Pymt	Amount Paid
					\$0.00		\$0.00	\$0.00
<b>Laranni Gunter Well</b>								
	3600160	1S3W32G01S	Gunter					
<b>Larry Jacinto Construction</b>								
	3602020	1S2W20K	F A R	8.80	\$29.56	0.00	\$0.00	
					<b>\$29.56</b>		<b>\$0.00</b>	<b>\$29.56</b>
<b>Loma Linda University Power Plant</b>								
			Anderson 4	0.00	\$0.00	412.80	\$4,986.62	
	3602855	1S4W25D07S	Anderson 3	0.00	\$0.00	26.85	\$324.35	
	3602781	1S4W25D06S	Anderson 2	0.00	\$0.00	0.27	\$3.26	
					<b>\$0.00</b>		<b>\$5,314.23</b>	<b>\$5,314.23</b>
<b>Loma Linda, City of</b>								
	3603927	01S04W24L07	Richardson 6	0.00	\$0.00	292.07	\$3,528.21	
		1S4W24B05S	Richardson 5	0.00	\$0.00	852.71	\$10,300.74	
	3603720	1S4W24F011S	Richardson 4	0.00	\$0.00	0.00	\$0.00	
	3603523	1S4W24P04S	Richardson 3	0.00	\$0.00	437.67	\$5,287.05	
		01S04W24B04S	Mt. View #6	0.00	\$0.00	289.07	\$3,491.97	
	3603776	01S04W24B03S	Mt. View #5	0.00	\$0.00	0.00	\$0.00	
	3603721	1S4W24D08S	Mt. View #4	0.00	\$0.00	0.00	\$0.00	
	3603719	1S4W24A05S	Mt. View 3	0.00	\$0.00	400.20	\$4,834.42	
					<b>\$0.00</b>		<b>\$27,442.39</b>	<b>\$27,442.39</b>
<b>Lucky Farms, Inc./Spring Pacific Properties</b>								
	3603554	1S3W19A01S	California St.	40.00	\$134.40	0.00	\$0.00	

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Pymt	Non-AgProduction	Non-Ag Pymt	Amount Paid
					<b>\$134.40</b>		<b>\$0.00</b>	<b>\$134.40</b>
<b>Meeks &amp; Daley Water Co.</b>								
	3603905	1S4W14N115S	Raub 8	0.00	\$0.00	1388.60	\$16,774.29	
	3602484	1S4W14N09S	Raub 5R					
	3603215	1S4W15M11S	Station 91	0.00	\$0.00	0.00	\$0.00	
	3601887	1S4W15L03S	Station 59	0.00	\$0.00	0.00	\$0.00	
		01S04W22A01S	Warren 4R					
	3601238	1S4W23C03S	Raub 4R					
	3603906	1S4W14N09S	Raub 5	0.00	\$0.00	1697.60	\$20,507.01	
	3602864	1S4W14N10S	Raub 6	0.00	\$0.00	365.50	\$4,415.24	
	3602863	1S4W22H02S	Warren 4	0.00	\$0.00	593.00	\$7,163.44	
	3603903	1S4W22H04S	Warren 1	0.00	\$0.00	525.00	\$6,342.00	
			Raub 7	0.00	\$0.00	1420.60	\$17,160.85	
					<b>\$0.00</b>		<b>\$72,362.83</b>	<b>\$72,362.83</b>
<b>Mentone Citrus Growers</b>								
	3602280	1S2W18Q	2	414.00	\$1,391.04	0.00	\$0.00	
	3600139	1S2W18R01S	1 - PRH Ranch	52.80	\$177.40	0.00	\$0.00	
					<b>\$1,568.44</b>		<b>\$0.00</b>	<b>\$1,568.44</b>
<b>Monte LLC (Dangermond)</b>								
	3600493	01S03W29K	New Well	17.64	\$59.27	0.00	\$0.00	
					<b>\$59.27</b>		<b>\$0.00</b>	<b>\$59.27</b>
<b>Montecito Memorial Park and Mortuary</b>								
	3600119	1S4W26F01S	1					
	3603949	1S4W26F	2					

GWA Number 50

Period January 1, 2018 to June 30, 2018

AgRate \$3.36

NonAgRate \$12.08

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Pymt	Non-AgProduction	Non-Ag Pymt	Amount Paid
<b>Mountain View Mortuary &amp; Cemetery</b>								
	3600742	1N4W26N	2	0.00	\$0.00	82.00	\$990.56	
	3600743	1N4W26M	1	0.00	\$0.00	90.00	\$1,087.20	
					<b>\$0.00</b>		<b>\$2,077.76</b>	<b><u>\$2,077.76</u></b>
<b>Mountainview Generating Station</b>								
	3603795	01S03W18N06S	Edison Mid Aquifer Well A	0.00	\$0.00	285.70	\$3,451.26	
	3601015	1S3W18N02S	SB STMP2 67 (DW#1)	0.00	\$0.00	1.80	\$21.74	
	3601014	1S3W18N03S	SB STPM 66 (DW#2)	0.00	\$0.00	93.10	\$1,124.65	
	3603796	01S03W18N01S	Edison Mid Aquifer Well B	0.00	\$0.00	16.60	\$200.53	
					<b>\$0.00</b>		<b>\$4,798.18</b>	<b><u>\$4,798.18</u></b>
<b>National Orange Show</b>								
	3601924	1S4W15D		0.00	\$0.00	21.90	\$264.55	
					<b>\$0.00</b>		<b>\$264.55</b>	<b><u>\$264.55</u></b>
<b>New England Water Co.</b>								
	3602320	1S3W16L		115.92	\$389.49	0.00	\$0.00	
					<b>\$389.49</b>		<b>\$0.00</b>	<b><u>\$389.49</u></b>
<b>Patton State Hospital</b>								
	3600924	1N3W29M01S	2	0.00	\$0.00	2.90	\$35.03	
					<b>\$0.00</b>		<b>\$35.03</b>	<b><u>\$35.03</u></b>
<b>Pioneer Mutual Water Company</b>								
	3600642	1S3W14P01S	San Bernardino 1	10.70	\$36.00	0.00	\$0.00	
					<b>\$36.00</b>		<b>\$0.00</b>	<b><u>\$36.00</u></b>
<b>Piperhill Redlands LLC</b>								

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Period January 1, 2018 to June 30, 2018

AgRate \$3.36

NonAgRate \$12.08

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Pymt	Non-AgProduction	Non-Ag Pymt	Amount Paid
	3601126	1S2W30H	1					
<b>Ramirez, J.J. Citrus Mgmt</b>								
	3600527	1S3W16A	Midas					
	3601046	1S3W21A	1 Stowe					
	3600484	1S3W16F	Buckeye 2					
	3601728	1S3W30K	Frink 1					
<b>Ramirez, Laura</b>								
	3601649	1S3W28M	Hoover					
<b>Raught Mutual Well Company</b>								
	3602193	1S3W14R01S	Raught	46.72	\$156.98	0.00	\$0.00	
					<b>\$156.98</b>		<b>\$0.00</b>	<b>\$156.98</b>
<b>Redland-Branson Development</b>								
	3602917	1S3W33D01S	Stater Well	0.00	\$0.00	4.61	\$55.69	
					<b>\$0.00</b>		<b>\$55.69</b>	<b>\$55.69</b>
<b>Redlands Unified School District</b>								
	3601641	1S2W30C01S	Opal St.					
<b>Redlands, City of</b>								
	3600748	1S3W24A01S	Mentone Acres #1	42.63	\$143.24	0.00	\$0.00	
					<b>\$143.24</b>		<b>\$0.00</b>	<b>\$143.24</b>
<b>Riverside, City of</b>								

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Pymt	Non-AgProduction	Non-Ag Pymt	Amount Paid
	3603981	1N04W23	Raub 5R	0.00	\$0.00	0.00	\$0.00	
	3601229	1S4W11D03S	Cooley I	0.00	\$0.00	349.69	\$4,224.26	
	3601467	1S4W02Q06S	Garner 4	0.00	\$0.00	1.28	\$15.46	
	3601228	1S4W11D02S	Cooley H	0.00	\$0.00	0.00	\$0.00	
	3601465	1S4W02Q03S	Garner 2	0.00	\$0.00	0.00	\$0.00	
	3302794	1S4W02Q11S	Garner 7	0.00	\$0.00	281.95	\$3,405.96	
	3603254	1S4W02P09S	Garner 6	0.00	\$0.00	701.47	\$8,473.76	
		01S04W22A01S	Warren 4R					
	3601468	1S4W02P01S	Garner 5	0.00	\$0.00	1002.99	\$12,116.12	
	3602778	1S4W14N10S	Raub 6	0.00	\$0.00	0.00	\$0.00	
	3601227	1S4W02N02S	Cooley G	0.00	\$0.00	0.00	\$0.00	
	3601489	1S4W02L01S	Scheuer	0.00	\$0.00	154.63	\$1,867.93	
	3601463	1S4W02A03S	Stiles	0.00	\$0.00	437.79	\$5,288.50	
	3310031	01S04W11D0	Cooley J	0.00	\$0.00	378.21	\$4,568.78	
	3601431	1S4W27H01S	Stewart 20	0.00	\$0.00	0.00	\$0.00	
	3602771	1S4W27A11S	Hunt 6	0.00	\$0.00	0.39	\$4.71	
	3601464	1S4W02P06S	Garner 1	0.00	\$0.00	0.86	\$10.39	
	3601475	1S4W22G17S	Thorn 7	0.00	\$0.00	0.00	\$0.00	
	3601478	1S4W22B03S	Thorn 10 & 11	0.00	\$0.00	0.00	\$0.00	
	3601476	1S4W22G19S	Thorn 8	0.00	\$0.00	0.00	\$0.00	
	3601231	1S4W22H01S	Warren 2	0.00	\$0.00	0.00	\$0.00	
	3602773	1S4W27A10S	Hunt 11	0.00	\$0.00	0.00	\$0.00	
	3601474	1S4W22G18S	Thorn 6	0.00	\$0.00	0.00	\$0.00	

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Pymt	Non-AgProduction	Non-Ag Pymt	Amount Paid
	3601230	1S4W22H03S	Warren 3	0.00	\$0.00	0.00	\$0.00	
	3601479	1S4W22B05S	Thorn 11	0.00	\$0.00	0.00	\$0.00	
	3601238	1S4W23C03S	Raub 4	0.00	\$0.00	0.00	\$0.00	
	3603975	01N04W23	Raub 4R	0.00	\$0.00	409.74	\$4,949.66	
	3601473	1S4W22G16S	Thorn 5	0.00	\$0.00	0.00	\$0.00	
	3602772	1S4W27A09S	Hunt 10	0.00	\$0.00	296.24	\$3,578.58	
	3603555	1S4W14N10S	Raub 8	0.00	\$0.00	0.00	\$0.00	
	3601470	1S4W22B07S	Thorn 12	0.00	\$0.00	1604.42	\$19,381.39	
	3601243	1S4W22H02S	Warren 4	0.00	\$0.00	0.00	\$0.00	
					<b>\$0.00</b>		<b>\$67,885.50</b>	<b>\$67,885.50</b>
<b>San Bernardino County (Dave Lovell)</b>								
	3603900	1S2W8A2	Seven Oaks Dam Domestic Lovell Fire Suppression Wel	0.00	\$0.00	0.38	\$4.61	
					<b>\$0.00</b>		<b>\$4.61</b>	<b>\$4.61</b>
<b>San Bernardino Valley MWD</b>								
	3603116	1S3W13Q01S	SB Ave. 1/Big Bear	0.00	\$0.00	29.20	\$352.74	
					<b>\$0.00</b>		<b>\$352.74</b>	<b>\$352.74</b>
<b>San Bernardino, City of</b>								
	3600732	1S4W02K05S	Antil 2	0.00	\$0.00	0.00	\$0.00	
	3600734	1S4W02K03S	Antil 4	0.00	\$0.00	0.00	\$0.00	
	3600731	1S4W02K02S	Antil 5	0.00	\$0.00	0.00	\$0.00	
	3603649	1S3W7A6S	Local 11	0.00	\$0.00	0.00	\$0.00	
	3602125	1S4W24F04S	Gould 1 Old	0.00	\$0.00	0.00	\$0.00	

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Pymt	Non-AgProduction	Non-Ag Pymt	Amount Paid
	3602126	1S4W24F	Gould 2 New	0.00	\$0.00	0.00	\$0.00	
	3601316	1S4W23N	Inter City	0.00	\$0.00	0.00	\$0.00	
	3603581	1S4W22C05S	Century	0.00	\$0.00	0.00	\$0.00	
	3600727	1N4W26G	Lynwood	0.00	\$0.00	36.80	\$444.54	
	3600729	1N4W35M03S	Gilbert St.	0.00	\$0.00	1685.10	\$20,356.01	
	3603582	1S4W15P05S	Chandler	0.00	\$0.00	379.40	\$4,583.15	
	3602422	1S4W02K08S	Antil 6	0.00	\$0.00	0.00	\$0.00	
	3602066	1S4W02B	Van Loon 1	0.00	\$0.00	0.00	\$0.00	
	3601116	1N4W35C02S	Perris Hill 3	0.00	\$0.00	0.00	\$0.00	
	3601117	1N4W35C03S	Perris Hill 4	0.00	\$0.00	0.00	\$0.00	
	3600733	1S4W02K04S	Antil 1	0.00	\$0.00	0.00	\$0.00	
	3601114	1N4W35C01S	Perris Hill 2	0.00	\$0.00	0.00	\$0.00	
	3601115	1N4W26P03S	Perris Hill 5	0.00	\$0.00	0.00	\$0.00	
	3602124	1S4W14J	Central Ave.	0.00	\$0.00	0.00	\$0.00	
	3602123	1S4W14J	Norman Road	0.00	\$0.00	0.00	\$0.00	
	3602128	1S4W14A	Gifford Park	0.00	\$0.00	0.00	\$0.00	
					<b>\$0.00</b>		<b>\$25,383.70</b>	<b>\$25,383.70</b>
<b>San Bernardino, County of</b>								
	3601171	1S3W20F03S	Crim 1	0.00	\$0.00	0.00	\$0.00	
					<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>Solono Well Company</b>								
	3602003	1S2W16C	Solano 3					

GWA Number 50

Period January 1, 2018 to June 30, 2018

AgRate \$3.36

NonAgRate \$12.08

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Pymt	Non-AgProduction	Non-Ag Pymt	Amount Paid
<b>Splash Kingdom Waterpark</b>								
	3600415	1S3W29J01S						
<b>Sun Life Financial</b>								
	3600554	1S3W17R	Fairview 1					
<b>Tennessee Mutual Well Company</b>								
	3601161	1S3W16L	Pioneer 1	64.16	\$215.58	0.00	\$0.00	
					<b>\$215.58</b>		<b>\$0.00</b>	<b>\$215.58</b>
<b>Tennessee Water Company</b>								
	3600474	1S3W16L	1					
<b>TIAA-CREF Financial Services</b>								
	3600757	1S3W19L	Mission Marigold/Well 2	0.00	\$0.00	0.00	\$0.00	
					<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>Trojan Groves</b>								
	3600451	1S3W15M		0.00	\$0.00	0.00	\$0.00	
					<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>University of California, Riverside</b>								
	3601222	1S4W27A11S	Hunt 6					
	3601244	1S4W27A09S	Hunt 10					
	3601245	1S4W27A10S	Hunt 11					
<b>Williams Well Corporation, LTD</b>								

GWA Number 50

Period January 1, 2018 to June 30, 2018

AgRate \$3.36

NonAgRate \$12.08

Owner	RecordationNumber	StateWellNumber	LocalName	Ag-Production	Ag Pymt	Non-AgProduction	Non-Ag Pymt	Amount Paid
	3600828	1S3W16J	-					
Total Ag Payment:		\$12,406.09	Total Non-Ag Payment:		\$290,375.93	Total Ag + Non-Ag Pay		\$302,782.02



**San Bernardino Valley  
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1591

**To: Board of Directors**

**From: Finance & Administration Committee & General Manager/Daniel Cozad**

**Date: August 8, 2018**

**Subject: Fourth Quarter (Annual) Unaudited Financials Review for FY 2017-2018**

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**RECOMMENDATION**

The Finance & Administration Committee recommends the Board approve fourth quarter (annual) financials.

**BACKGROUND AND COMMITTEE DISCUSSION**

The Finance and Administration Committee met July 25, 2018, to review the Fourth Quarter Unaudited Financials and did not recommend any changes. Staff provided a rolled-up Budget Worksheet Report in a different format providing a breakdown of actuals for all Funds in addition to the standard format of actuals shown only in the Expended/Received to Date column. Staff also further separated capital projects in the report in accordance with Board requests. The Committee discussed and clarified that Plunge Creek income was substantially less than expected due to permitting and therefore reimbursement. Upon receipt of permits, construction can begin, and then the District can request payment for the remainder of the expenses from DWR.

The report in the package indicates that revenue for the year was slightly higher than budgeted due to low rainfall which affects groundwater income. Increased property tax revenue caused by increased assessed valuations added somewhat to District annual revenue. Wash Plan costs continue to accumulate in the loan to the Wash Plan. The loan shows as income to the budget and as a debit to the District for Wash Plan expenses. The Wash Plan is a separate fiduciary account, and the District will be reimbursed as Wash Plan participants pay the issuance costs for their Certificate of Inclusion to complete projects covered under the Wash Plan HCP as requested by the District.

Operating expenses were lower than anticipated. Significant savings were seen in professional services, field operation maintenance, with some savings in general administration and Director's expenses. Most capital projects are multi-year budgets so they would not be fully expended in any one fiscal year.

**FISCAL IMPACT**

There is no fiscal impact from reporting the financial status of the District.

**POTENTIAL MOTIONS**

1. Move approval of the Fourth Quarter Unaudited Financials for FY 2017-2018 as Committee recommended.
2. Move to request this item be tabled and referred to Finance & Administration Committee for reconsideration of specific issues discussed.

**ATTACHMENTS OR MATERIALS**

2017-2018 4<sup>th</sup> Quarter Rolled Up Budget Worksheet  
SBVWCD Quarterly Investment Report

4th QUARTER GL ACCT: GL DESCRIPTION:		2017-2018 Budget	Expended/ Received to Date as of 6/30/2018	Actual Over/Under Budget	Projected Annual Costs (7/1/17- 6/30/18)	Notes	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE		REDLANDS PLAZA & LEASED PROPERTY- MENTONE HOUSE		LAND RESOURCE		WASH PLAN		BASIS:
2017-2018 Budget							2018 ACTUAL:	% BUDGET	BASIS:	2018 ACTUAL:	% BUDGET	2018 ACTUAL:	% BUDGET	2018 ACTUAL:	% BUDGET	2018 ACTUAL:	% BUDGET	
<b>INCOME:</b>																		
4012-15	INTEREST INCOME	64,300.00	90,249.66	25,949.66	90,249.66			increased due to rates	0.00		0.00		0.00		0.00		0.00	
4021-23	GROUNDWATER	752,621.64	937,755.45	185,133.81	937,755.45				937,755.45		0.00		0.00		0.00		0.00	
4021	GROUNDWATER CHARGE-AG	38,921.24	39,501.02	579.78	39,501.02	Decreased actual			39,501.02	100.00%	0.00		0.00		0.00		0.00	
4023	GROUNDWATER CHARGE-NON AG	713,700.40	898,254.43	184,554.03	898,254.43	Increased actual		Board Direction for production	898,254.43	100.00%	0.00		0.00		0.00		0.00	
4031-34	MINING	634,000.00	634,999.96	999.96	634,999.96	Delayed Pmt.			0.00		0.00		634,999.96		0.00		0.00	
4032	CEMEX - ROYALTY/LEASE	586,000.00	586,999.96	999.96	586,999.96				0.00		0.00		586,999.96	100.00%	0.00		0.00	
4036,40,80	MISCELLANEOUS	95,000.00	94,665.48	-334.52	94,665.48				2,550.00		0.00		60,042.48		0.00		0.00	
4036	AGGREGATE MAINTENANCE	55,000.00	59,092.48	4,092.48	59,092.48				0.00		0.00		59,092.48	100.00%	0.00		0.00	
4050	PROPERTY TAX	81,800.00	149,324.92	67,524.92	149,324.92	Increased actual		+5%	149,324.92	100.00%	0.00		0.00		0.00		0.00	
4055	SBVMWD LEASE AGREEMENT	376,066.70	380,371.00	4,304.30	380,371.00	Paid		+1.4% CPI	190,185.50	50.00%	0.00		0.00	0.00%	0.00		0.00	
4062-66	RENTALS	219,422.65	221,643.76	2,221.11	221,643.76				0.00		0.00		0.00		0.00		0.00	
4080	EXCHANGE PLAN	30,000.00	30,000.00	0.00	30,000.00				30,000.00	100.00%	0.00		0.00		0.00		0.00	
4025	WASH PLAN REVENUE *Reserve CIP #5	70,000.00	158,663.56	88,663.56	150,000.00				0.00		0.00		0.00		0.00		158,663.56	100.00%
4086	PLUNGE CREEK IRWMP	150,000.00	6,241.86	-143,758.14	50,000.00	Estimated		0% Per Plunge Creek Budget/sc	0.00		0.00		6,241.86	100.00%	0.00		0.00	
	<b>TOTAL INCOME:</b>	<b>2,478,210.99</b>	<b>2,673,915.65</b>	<b>195,704.66</b>	<b>2,733,666.46</b>				<b>432,310.08</b>		<b>1,160,013.95</b>		<b>221,643.76</b>		<b>701,284.30</b>		<b>158,663.56</b>	
<b>EXPENSES:</b>																		
5000	MISCELLANEOUS	400.00	2,152.67	1,752.67	2,152.67	Increased LAFCO			2,152.67	100.00%	0.00		0.00		0.00		0.00	
5100	PROFESSIONAL SERVICES	597,177.00	357,520.92	-239,656.08	357,520.92	Lower costs			106,771.94		68,113.07		11,227.94		151,589.55		19,818.42	
5120	MISC. PROFESSIONAL SERVICES	150,000.00	85,396.66	-64,603.34	85,396.66			Includes GSC Support	26,529.57	29.17%	17,311.89	20.83%	0.00	0.00%	41,555.20	50.00%	0.00	
5122	WASH PLAN PROFESSIONAL SERVICES	50,000.00	32,403.15	-17,596.85	32,403.15			Per Wash Plan Budget	0.00		0.00		0.00		0.00		32,403.15	100.00%
52-53	FIELD OPERATIONS	135,250.00	37,164.68	-98,085.32	37,164.68	Limited cleaning			0.00		0.00		0.00		1,321.53		0.00	
5400	UTILITIES	28,110.00	24,306.19	-3,803.81	24,306.19				10,286.42		9,053.95		4,252.38		713.44		0.00	
6000	GENERAL ADMINISTRATION	278,682.66	192,738.72	-85,943.94	192,738.72				83,206.60		30,236.83		53,061.29		26,234.00		0.00	
6100	BENEFITS:	299,605.19	296,030.15	-3,575.04	296,030.15				47,542.48		188,017.52		18,849.95		58,965.25		44,412.96	
6160	PAYROLL TAXES - EMPLOYER	55,002.19	51,151.31	-3,850.88	51,151.31			Consolidated costs 2014	8,214.91	16.06%	31,224.77	50.87%	3,130.48	5.10%	10,373.48	16.90%	6,794.95	11.07%
6170	PERS RETIREMENT	127,279.45	147,028.69	19,749.24	147,028.69			Noticed Increase	23,612.82	16.06%	89,752.12	50.87%	8,998.18	5.10%	26,319.66	16.90%	23,029.09	11.07%
6170.01	PERS EMPLOYEE CONTRIBUTION	-26,015.02	-48,787.65	-22,772.63	-48,787.65				-7,835.32	16.06%	-24,818.27	50.87%	-2,488.17	5.10%	-8,245.11	16.90%	-5,400.78	11.07%
	<b>SALARIES:</b>							Overhead Offset 20%										
6200	SALARIES	752,712.27	739,423.76	-13,288.51	739,423.76				283,174.34		320,900.58		14,701.27		138,998.51		82,771.60	
	<b>INSURANCE:</b>							Labor Total \$										
6300	INSURANCE	39,500.00	30,298.70	-9,201.30	30,298.70				1,514.93	5.00%	22,724.03	75.00%	4,544.81	15.00%	1,514.93	5.00%	0.00	
6400	DIRECTOR'S EXPENSES	196,218.78	102,533.85	-93,684.93	102,533.85			5% increase included	102,533.85	100.00%	0.00		0.00		0.00		0.00	
6500	ADMINISTRATIVE/STAFF EXPENSES	13,700.00	11,148.23	-2,551.77	11,148.23				4,654.94	40.00%	3,892.32	50.00%	0.00		2,600.97	10.00%	0.00	
8010	Capital Reserve GWE/Rate Stabilization	0.00	0.00	0.00	0.00				0.00	0.00%	0.00	100.00%	0.00		0.00		0.00	
	<b>TOTAL EXPENSES:</b>	<b>2,671,855.90</b>	<b>2,114,425.74</b>	<b>-557,430.16</b>	<b>2,106,221.02</b>				<b>641,838.17</b>		<b>689,281.45</b>		<b>176,637.64</b>		<b>581,938.18</b>		<b>179,406.12</b>	
	Operating Revenue	2,478,210.99	2,673,915.65	195,704.66	2,733,666.46				432,310.08		1,160,013.95		221,643.76		701,284.30		158,663.56	
	<b>NET OPERATING REVENUE</b>	<b>-193,644.91</b>	<b>559,489.91</b>		<b>627,445.44</b>				<b>-209,528.09</b>		<b>470,732.50</b>		<b>45,006.12</b>		<b>119,346.12</b>		<b>-20,742.56</b>	
	OVERHEAD								154,653.34									
	NET GENERAL FUND ANNUAL								-54,874.75									

4th QUARTER		2017-2018 Budget	Expended/Received to Date as of 6/30/2018	Actual Over/Under Budget	Projected Annual Costs (7/1/17-6/30/18)	Notes	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE		REDLANDS PLAZA & LEASED PROPERTY-MENTONE HOUSE		LAND RESOURCE		WASH PLAN		BASIS:
GL ACCT:	GL DESCRIPTION:						2018 ACTUAL:	% BUDGET	BASIS:	2018 ACTUAL:	% BUDGET	2018 ACTUAL:	% BUDGET	2018 ACTUAL:	% BUDGET	2018 ACTUAL:	% BUDGET	
<b>2017-2018 Budget</b>																		
<b>Multyear Capital projects</b>						<i>Cost-To-Date</i>												
7010	MATERIALS	8,000.00	0.00	-8,000.00	8,000.00				0.00	100.00%	0.00		0.00					
7055	PLUNGE CREEK PROJECT CIP #2 LAND & BUILDINGS	500,000.00	0.00	-500,000.00	500,000.00	0.00		Net of Grant Funds \$710K Total	0.00	20.00%	0.00		400,000.00	80.00%				
7100	CAPITAL REPAIRS	525,000.00	105,651.47	-419,348.53	105,651.47				0.00	60.00%	0.00	0.00%	0.00	40.00%				
7200	EQUIPMENT & VEHICLES	169,000.00	43,603.40	-125,396.60	43,603.40		8.30%		6,784.30	91.70%	0.00		1,978.94			1,027.11		
7150	MILL CREEK DIVERSION PROJECT CIP #1	577,000.00	0.00	-577,000.00	0.00	272,739.96		MultiYear Total comitment \$750K	0.00	100.00%	0.00		0.00	0.00%				
7438	ENGINEERING SERVICES-OTHER	135,000.00	0.00	-135,000.00	0.00			CIP #4 and #7 Partial	0.00	30.00%	0.00		0.00	70.00%				
<b>CAPITAL EXPENSE</b>		<b>1,914,000.00</b>	<b>149,254.87</b>	<b>-1,764,745.13</b>	<b>657,254.87</b>				<b>6,784.30</b>		<b>387,378.01</b>		<b>205,051.47</b>		<b>401,978.94</b>		<b>1,027.11</b>	
CAPITAL REVENUE		280,500.00							0.00		10,500.00		70,000.00		200,000.00		0.00	
CAPITAL SUBTOTAL ANNUAL NET		-622,319.83							-6,784.30		-376,878.01		-35,651.47		-201,978.94		-1,027.11	
<b>NET RESERVE CONTRIBUTION OR (-U)</b>		<b>-815,964.74</b>		<b>-62,852</b>	<b>TOTAL</b>				<b>-61,659.05</b>		<b>93,854.49</b>	Pay Go Capita	<b>9,354.65</b>		<b>-82,632.82</b>		<b>-21,769.67</b>	

# San Bernardino Valley Water Conservation District

## Quarterly Investment Report

Investment Instruments	Beginning Balance as of July 1, 2017	4th Quarter Balance ending Jun 30, 2018	Rate Effective Yield to Date	Cumulative Unrealized Gain (Loss)
<b>Pooled Money Investment Accounts</b>				
LAIF	\$ 450,847.82	\$ 456,175.70	1.17%	-
CalTRUST Short-Term Fund	\$ 3,003,802.30	\$ 3,048,113.21	1.45%	\$ (1,763.64)
<b>Investment Accounts</b>				
UBS Financial Services				
CDs	\$ 1,619,625.34	\$ 1,854,730.41	see back	\$ (18,519.64)
Cash Dep Acct	\$ 249,303.28	\$ 5,983.34		
California Credit Union				
Money Market	\$ 3,022,966.22	\$ 3,045,716.56	0.75%	\$ -
24 Mo. CD	\$ 253,383.28	\$ 256,804.25	1.33%	
<b>OPEB-Other Postemployment Benefits</b>				
CERBT-CA Employers' Retiree Benefit Trust	\$ 59,304.85	\$ 101,912.38	7.55%	-
<b>TOTAL</b>	<b>\$ 8,659,233.09</b>	<b>\$ 8,769,435.85</b>		<b>\$ (20,283.28)</b>

**Net Change**

**\$ 110,202.76**  
**1.26%**

Banking Institutions	Beginning Balance as of July 1, 2017	4th Quarter Balance ending Jun 30, 2018
Citizen's Business Bank	\$ 425,411.04	\$ 862,874.97
<b>Cash and Cash Equivalents</b>	<b>\$ 425,411.04</b>	<b>\$ 862,874.97</b>
Change in Value		\$ 437,463.93

Description	NAV	Annual Yield	Average Maturity	Shares
LAIF	\$0.998	1.37%	.50 years (182.5 days)	
CalTrust Short-Term Fund	\$10.01	1.41%	.95 years (346.75 days)	304,506.814
CERBT	\$16.05			6,419.779
Cal Credit Union-Money Market	\$1.00	0.75%		
Cal Credit Union-CD	\$1.00	1.35%		
UBS-CD's	see below			

#### UBS Investments

Certificates of Deposit (CDs)	Price	Annual Yield	Maturity	Shares	Purchase Price	Market Value as of 06/30/18	CD Length
1. Ally Bank UT US RT fixed rate CD (ZBCBO)	\$0.996	1.15%	12/10/2018	245,000	\$244,855.45	\$243,907.30	2.5 yr
2. JPMorgan Chase Bank OH US RT fixed rate CD (ZBCFK)	\$0.989	1.35%	6/17/2019	245,000	\$244,767.25	\$242,214.35	3 yr
3. American Express Natl UT US fixed rate CD (Cusip: 02589AAD4)	\$1.0001	3.00%	6/19/2021	245,000	\$245,000.00	\$245,026.95	3 yr
4. Capital One NA VA US fixed rate CD (Cusip: 14042RKF7)	\$0.980	2.00%	11/16/2020	200,000	\$200,000.00	\$195,944.00	3 yr
5. Wells Fargo Bank NA SD US fixed rate CD (Cusip: 949763RW8)	\$0.9998	2.80%	6/29/2020	200,000	\$200,000.00	\$199,954.00	2 yr
6. Discover BK GREENW DE US fixed rate CD (Cusip: 254673JS6)	\$0.9831	2.20%	12/28/2020	245,000	\$245,000.00	\$240,852.15	3 yr
7. Goldman Sachs Bank NY US fixed rate CD (Cusip: 38148PLJ4)	\$0.981	1.85%	7/13/2020	245,000	\$245,000.00	\$240,325.40	3 yr
8. Comenity Cap Bk Salt Lake City RT	\$0.993	1.10%	2/28/2019	245,000	\$245,014.26	\$243,233.55	2.5 yr
						\$3,272.71	accrued interest
			<b>Total Cash Withdrawals</b>	<b>\$6,679.59</b>			
				<b>TOTAL</b>	<b>\$1,869,636.96</b>	<b>\$1,854,730.41</b>	



**San Bernardino Valley  
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1584

**To: Board of Directors**

**From: Finance & Administration Committee/General Manager, Daniel Cozad**

**Date: August 8, 2018**

**Subject: District Procurement and Purchasing Policy**

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**RECOMMENDATION**

The Finance & Administration Committee recommends the Board consider approval of Procurement and Purchasing Policy and authorize the General Manager to execute agreements needed for joint procurement.

**BACKGROUND**

The Board referred this item to the Finance & Administration Committee (Committee) at the July 11 Board meeting. The District has elements of a procurement policy in several other policies, resolutions, and practices. However, the District has not collected these into comprehensive procurement policy. Grant funded procurements general defer to an agencies procurement policy, so staff believed that it is appropriate to consolidate the elements into a coherent policy.

This item was reviewed in depth at the July 25 Finance & Administration Committee with minor revisions recommended, which are incorporated into the attached policy.

**PROPOSED POLICY**

Elements of the proposed policy were pulled from various other policies, including the accounting procedures and check authority policies. Other elements were extracted from the General Managers Powers Resolution. These were combined with sections that were well written by other Water Conservation Districts and public agencies. Staff and District Counsel reviewed and revised the draft policy for Board consideration.

**ALTERNATIVES**

Potential Board Actions include:

- Approve the Policy as presented continuing the existing practices
- Provide specific feedback for staff to revise the policy
- Table the issue to a future meeting of the Board or to the Finance and Administration Committee
- Take no action and continue without an approved policy

**FISCAL IMPACT**

There are no specific financial impacts to approving the policy, however procuring best value services, equipment and materials is critical to the District fulfilling its mission in the most cost-effective manner.

**BOARD OF  
DIRECTORS**

Division 1:  
Richard Corneille

Division 2:  
David E. Raley

Division 3:  
T. Milford Harrison

Division 4:  
John Longville

Division 5:  
Melody McDonald

**GENERAL  
MANAGER**

Daniel B. Cozad

**POTENTIAL MOTIONS**

1. Move to approve the Procurement and Purchasing Policy and authorize the GM to execute agreements for joint procurement.
2. Move to direct staff on specific changes to be incorporated into the policy for approval.
3. Move to table the item to a future meeting of the Board or the Finance and Administration Committee.

**ATTACHMENTS OR MATERIALS**

Draft Procurement and Purchasing Policy  
Information on Joint Procurement (handout)

**APPROVALS**

District Counsel

# San Bernardino Valley Water Conservation District Policy

Policy Number 0010

Date: DRAFT 7/25/2018

**Policy Name:** Procurement and Purchasing Policy

**History:** None

**Application:** All SBVWCD Employees, Board Members, Enterprises, Contractors, and Partners

## GENERAL POLICY:

This policy is written to document the policies and procedures that shall be followed when purchasing goods or services. All purchases of materials, supplies, equipment and services required by the District shall be made in accordance with the following, and pursuant to applicable provisions of the Government Code. This policy will be reviewed with new members of the Board of Directors and new District Department staff as soon as possible after they assume responsibility. This policy may also be reviewed as part of the annual budgeting process.

## OBJECTIVES:

- Purchase the highest value, best product or service at the most favorable price
- Establish authority, responsibility, accountability for purchasing activity
- Provide an environment of fair competition and impartiality in purchasing process
- Set objective decision-making procedures for District staff to follow in procuring materials or services
- Communicate organization goals/policies as they relate to purchasing

## SCOPE:

This policy applies to all expenditures of the District. Notably this policy does not cover investments or reserves which are the subject of other District Policies. Additionally this policy is intended to be consistent with Board Resolutions prescribing the General Manager's powers, authorities and responsibilities. Changes to that resolution automatically update this policy.

## GOODS, SERVICES, EQUIPMENT AND PUBLIC WORK PROJECTS:

The District shall invite bids, proposals or quotations for goods, services and equipment as required by applicable provisions of California Law. Invitations to bid/quote/propose shall include all information required by law and grant requirements. District personnel shall always use their best judgment in receiving either oral or written quotations. For expenditures over \$10,000, the District shall solicit, if available, three (3) written quotations, proposals or bids. Generally, the purchase will be made from the proposal providing the highest value to the District or lowest responsible bidder. The District in its sole discretion reserves the right to reject all bids or quotations. In the event bids or quotations are not received in a timely manner or, in the District's sole discretion are unacceptable, the District reserves the right to have the work done by its own forces or other alternative measures.

## PROFESSIONAL SERVICES

The District may in its discretion, but is not required to, utilize a request for qualification or request for proposal process or other formal process for the selection of consultants to provide professional services. Selection of professional services consultants shall be made in the District's sole discretion based on demonstrated competence, professional qualifications, at fair and reasonable prices, in other words, overall value to the District and other criteria which the District deems relevant.

## San Bernardino Valley Water Conservation District Policy

### PUBLIC WORKS PROJECTS

Water conservation districts are not included within, and are not subject to, competitive bidding requirements in the Public Contract Code for Public Works Projects. The District reserves the right in its discretion to determine whether it will seek competitive bids for public works projects. The District will seek the highest value to the District when all matters are considered.

### EXCEPTIONS TO COMPETITIVE BIDDING

Competitive bidding may be waived as defined above, in the case of an emergency or when:

- The items or services to be furnished are in such short supply that there is no competition.
- Where the specifications or other restrictions limit the number of prospective suppliers.
- Where the skill or knowledge of a particular individual is sought.
- When using Joint Procurement such as "piggy-backing" or consolidating District procurement with that of another public agency, JPA or entity constituted for governmental purposes; provided that the commodities or contractual services to be procured have been subjected to competitive bidding by said other agency or entity and documentation of such competitive bidding exists.

### **PURCHASING AUTHORITY:**

The Board of Directors adopts an annual budget, which includes detail of all capital items, professional fees for services and all other expenditures. Items referred to hereafter as "budgeted" refer to expenditures that have been appropriated in the adopted budget or approved for expenditure by the Board after the budget is adopted for the current fiscal year. Authority to approve expenditures shall be determined as indicated below. Expenditures shall not be broken down or divided into sub-groups for purposes of avoiding the guidelines.

#### For Budgeted Expenditures:

The limits for procurement

- General Manager Authority      \$25,000
- Staff within their usual duties      \$1,500

Any expenditure in excess \$25,000 shall be submitted to the Board of Directors for approval. Exceptions to these limits include expenses for utilities, payroll, insurance, regulatory fees and other government charges. In cases of emergency, the General Manager may contract for construction work, services, or the purchase of materials without competitive bidding or prior Board approval. If possible, the General Manager will attempt to seek the concurrence of the Board President or Vice President prior to awarding any emergency contract. If the Board President and Vice-President are unavailable, the General Manager will attempt to seek the concurrence of another member of the Board of Directors.

For purposes of this paragraph, "emergency" is defined as those circumstances requiring immediate work, services, equipment, materials, supplies, or construction to prevent the immediate interruption or cessation of necessary District services or to safeguard life, property, or the public health and welfare. The General Manager must report on the award of any such contract for emergency work, services, or materials at the next meeting of the Board of Directors.

### **CHECK SIGNING AUTHORITY**

The General Manager may designate their signature authority in their absence. Any live signature can be substituted with a facsimile for invoices that have been approved by said signatory at the invoice level. The General Manager shall sign checks up to \$5,000 without a second signature. Checks for more than

## San Bernardino Valley Water Conservation District Policy

\$5,000 shall be signed by the President or another Board Member with signature authority. Warrants/Pay orders are also signed by Board members for consistency.

### **CREDIT CARDS**

The General Manager or designee may obtain credit cards in the name of the District for use by designated District personnel. The District shall maintain a written log of credit cards. Employees assigned credit cards will sign an acknowledgement agreeing to the limitations of the card use as described below.

Credit cards may be used to charge necessary supplies and equipment, authorized travel, food and lodging for the person in possession of the credit card and any other District employee.

- May be used for the purchase of gas, oil, supplies, and repairs for District vehicles.
- May be used to purchase meals that would otherwise be reimbursed by the District.
- May be obtained for vendors (i.e. Staples, Lowes, etc.) with approval by the General Manager.
- May not be used for personal benefit or personal use.
- May not be issued to Board Members consistent District's Board Policy Manual.
- Must be returned to the District upon termination or resignation
- Misuse of the credit card privilege can result in disciplinary action, including termination.
- Receipts for all credit card expenditures must be promptly submitted.

### **PURCHASE ORDERS**

A signed purchase order where an existing agreement is in already in place with a vendor or new agreement will be made for all expenditures in excess of \$5,000. The agreement or purchase orders should be approved prior to making the actual purchase or commitment of funds. It is the responsibility of each staff member to verify that the funding amount of the requested purchase is available before authorizing the purchase order. Work which is directly reimbursed by another public agency or partner may be billed to that agency and paid when complete. Government to government reimbursement shall be up to the discretion of the General Manager where cooperative agreement or other agreement is in place.

### **PREVAILING WAGES**

State Law requires that contractors pay their workers "prevailing wages" when a project is a "public work". The meaning of "public works" is defined in the California Labor Code Section 1720-1743. Therefore, the district will affirmatively state in all "public works" contracts over \$1,000 that contractors are required to pay their workers "prevailing wages". Public works projects do not include maintenance of District facilities or aggregate management

### **GRANT COMPLIANCE**

Most grants defer to agency procurement policies; however, grant-required language will be incorporated in bid/proposal documents, professional services agreements, equipment supply contracts and construction contracts as required. District agreements will provide language required to be in all subcontracts and disclosure of audit requirements.

### **REQUIREMENTS FOR PROFESSIONAL SERVICES**

The District's standardized agreement for professional services, made available on the District's network, must be utilized. A request for any changes to the standard terms and conditions of the signed agreement must be approved by the General Manager and Legal Counsel or JPIA as appropriate.



## San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

Memorandum No. 1590

**To:** Board of Directors

**From:** Finance & Administration Committee/General Manager, Daniel Cozad

**Date:** August 8, 2018

**Subject:** Board Policy Manual Revisions

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### **RECOMMENDATION**

The Finance & Administration Committee recommends that the Board approve of proposed revisions to the Board's Policy Manual.

### **BACKGROUND AND DISCUSSION**

#### **Section 4025 Derivative Meetings**

This issue was considered at the June 13, 2018 Board meeting and the Board tabled it sending it to the Finance & Administration Committee (Committee) to review and recommend specific language for Board Policy 4025, and Appendix C. District Council provided language for this section in accordance with the Board request which appears in the redlined policy attached. The Committee reviewed this item at their July 25 meeting and provided revisions and recommend approval of the Board Policy Manual proposed revisions. These revisions focus on the Board being informed of the full costs at the time of appointment or when an appointment category changes.

In the meeting staff outlined the issue; Director Harrison was nominated by the Board and serves on the ACWA Local Government Committee. He serves as Vice Chair for the Committee. One of the duties of the Vice Chair is to fill in for the Chair when the Chair is unable to perform their duties. One of the responsibilities of the Chair of the Local Government Committee is to serve on the ACWA Board of Directors. After the Board meeting in May, Director Harrison was requested to attend the ACWA Board of Directors meeting on behalf of the chair due to a death in the family. Director Harrison inquired as to his ability to travel at District expense to attend the ACWA Board of Directors meeting as requested. Even though personal issues came up and he was not able to travel the ACWA Board of Directors meeting the General Manager, and Board President agree the Board should clarify any ambiguity in the Board Policy Manual related to derivative meetings in service to an appointed committee.

#### **Section 1051 Special Filings**

1630 W. Redlands Blvd, Suite A  
Redlands, CA 92373  
Phone: 909.793.2503  
Fax: 909.793.0188  
www.sbvwc.org Email: info@sbvwc.org

#### **BOARD OF DIRECTORS**

Division 1:  
Richard Corneille

Division 2:  
David E. Raley

Division 3:  
T. Milford Harrison

Division 4:  
John Longville

Division 5:  
Melody McDonald

#### **GENERAL MANAGER**

Daniel B. Cozad

Staff recommends adding a new section 1051 related to Special Filings that must be completed when there is a change to the Board or Executive Staff. This notice must be filed with the Secretary of State and the Clerk of the Board of San Bernardino County within ten days of any primary organizational changes.

### **POLICY ISSUES**

Board Policy 4025 directs the Board and staff on expense reimbursement for Directors. This policy when taken with Appendix B and C state the meetings and reimbursement of expenses allowed. Director Harrison sought and received approval to serve on the Local Government Committee and was elected to the Board of the Committee as Vice Chair. His costs of attendance at the meetings of the Committee are reimbursed as a District Requested meeting under the terms of 4025.1 (a). The Policy is silent on meetings that are required in service of the Committee. Staff's interpretation absent the Board's policy change would be that the derivative meeting is part of the service contemplated when appointing one to serve on a Committee if elected as a Board member. However, the Board could determine that any meetings required for the committee participation are covered, and expenses would be reimbursed or alternatively that any meeting outside of a meeting of the committee is not pre-approved and requires Board approval of the expenses as a Director Selected meeting.

The addition of Section 1051 Special Filings is a minor modification to the Board Policy Manual, but the Board could determine not to include it in the policy manual. Inclusion helps codify the requirement and increases transparency.

### **FISCAL IMPACT**

In relation to Board Policy 4025, if this occurrence is relatively infrequent, there would likely be no fiscal impact to the District. Should a Director be elected as chair and required to attend, frequent ACWA Board of Directors meetings there would be a significant fiscal impact for travel. Having a member of the Board serve on the ACWA Board of Directors is likely a considerable benefit to the District. There is no additional fiscal impact in adding Board Policy 1051 to the manual.

### **POTENTIAL MOTIONS**

1. Move to approve the revisions to Board Policy 4025 and Appendix C as recommended by District Counsel and add Board Policy 1051.
2. Move to table the item to a future meeting for consideration.

### **ATTACHMENTS OR MATERIALS**

Board Policy 4025

Board Policy 1051

Appendix C

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# San Bernardino Valley Water Conservation District

## BOARD POLICY MANUAL

**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 Ordinance 2014-1 and a companion Resolution No. 509A setting forth the compensation of Board Directors and Resolution No. 509B setting the maximum number of compensated meetings to ten per month. Any District Requested or Director Selected meetings beyond ten per month are eligible for reimbursement of expenses only; which exclude travel expenses. 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 (local mileage, meals, and parking) or per diem compensation as a Director Selected meeting. A cost estimate must be presented for Travel (conference registration, airfare car rental, hotel or etc.) to the Board in advance at its regularly scheduled Board meeting for approval for meetings listed in Appendix "C" as "Set by Board Action".

(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 (local mileage, meals, and parking) reimbursement. Reimbursement for travel cost ((conference registration, airfare car rental, hotel or etc.) 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.

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 as required by Ordinance 2014-1.

(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 an agenda 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.

Travel Costs 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.

- (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 (conference registration, airfare car rental, hotel or etc.) 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 a regularly scheduled Board meeting for approval. Out of state travel shall be prohibited without specific Board approval.

- (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 § 53232.3 (d) to briefly report meetings for which they are compensated at the next regular meeting of the Board. Meeting reports are the responsibility of each Director and are not tracked by staff. Meeting reports may be made verbally as listed in the Board Agenda or a written reports may be submitted prior the publication of the agenda, at the discretion of the director.
- (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.

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# San Bernardino Valley Water Conservation District

## BOARD POLICY HANDBOOK

POLICY TITLE: Special Filings

POLICY NUMBER: 1051

The Secretary of State of California requires public agencies to file special filings known as "Statement of Facts Roster of Public Agencies:" as defined in California Government Code section 53051 et seq. This roster includes, the full legal name and official mailing address of the public agency, the names and business address of each member of the governing body and the name and title of the chairman, president or other presiding officer and clerk or secretary of the governing body. This form is available on the Secretary of State of California's website.

1051.1 A form must be filed within 70 days of creation of public agency.

1051.2 A form amendment must be filed with the Secretary of State of California and Clerk of the Board of San Bernardino County within 10 days of any changes to organization.

# 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, and those meetings or events a member is required to attend as a part of his or her role as a member of any other committee, board, or organization to which the member was appointed by the entire Board, or whose appointment was solicited or approved by the entire Board. If service on a committee requires travel or other costs such costs must be disclosed prior to appointment. 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. Travel costs include conference registration, airfare car rental, hotel or similar reimbursable costs. Meeting Expenses include local mileage, meals, and parking. A cost estimate (Travel and Per Diem) must be presented to the Board in advance at its regularly scheduled Board meeting for approval for meetings listed as "Set by Board Action". Once "Set by Board Action" meetings are approved by the Board they may be claimed as District Requested meetings. Any District Requested or Director Selected meetings beyond ten per month are eligible for reimbursement of Expenses only. California Government Code § 53232.3 requires Board members to report on each compensated meeting outside of meetings District Board or Committee meetings at the next regular Board Meeting as designated in the Agenda. The reports may be made verbally or provided in writing at the discretion of the director.

<u>Organization/Committee</u>	<u>Primary/Alternate</u>
1. Association of California Water Agencies/JPIA	McDonald/Harrison
2. Association of California Water Agencies (Spring/Fall Conferences)	Set by Board Action
3. California Special Districts Association Annual Conference **	Set by Board Action
4. Association of San Bernardino County Special Districts	Harrison/McDonald
5. Special Presentations [only one per month per director]	All Board Limited
6. ACWA Region 9 Meetings	All Board Limited

7. Basin Technical Advisory Committee	McDonald/Harrison
8. SBVMWD Advisory Commission on Water Policy	Corneille/Raley
9. SBVMWD Board Meetings	McDonald/Harrison
10. Wash Plan Task Force	Raley/Longville
11. Big Bear Watermaster Committee (Court Appointed Attendee-Cozad)	Raley/Corneille
12. San Bernardino Valley Conservation Trust	Raley & Longville
13. Meeting(s) Requested by the General Manager and/or Board President	All Board Limited
14. Any District Required/Mandated Training	All Board Limited

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

**Other ACWA/CSDA Activities:**

**Organization/Committee**

**Primary/Alternate**

a. Sacramento Legislative Forums	Set by Board Action
b. Washington DC Legislative Forum	Set by Board Action
c. ACWA Groundwater Committee	Corneille/McDonald*
d. ACWA State Legislative Committee	McDonald/No Alternate**
e. ACWA Local Government Committee	Harrison/No Alternate**
f. CSDA Audit Committee	Raley/No Alternate**
<u>g.</u> CSDA Fiscal Committee	Raley/No Alternate**
<u>g-h.</u> <u>Countywide Oversight Board (Alternate)</u>	<u>Harrison**</u>

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

\*\* If appointed and while appointed.

**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 (local mileage, meals, and parking) 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

(conference registration, airfare car rental, hotel or etc.) 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 a regularly scheduled Board meeting for approval. Expenses are subject to limitations provided for in the Board Policy Handbook Section 4025.1 for all Director Selected meeting.

**Organization**

- |                                       |                   |
|---------------------------------------|-------------------|
| A. Redlands Chamber of Commerce       | Director Selected |
| B. Highland Area Chamber of Commerce  | Director Selected |
| C. Loma Linda Chamber of Commerce     | Director Selected |
| D. Mentone Chamber of Commerce        | Director Selected |
| E. San Bernardino Chamber of Commerce | Director Selected |
| F. Various Water Related Meetings     | Director Selected |



**San Bernardino Valley  
Water Conservation District**  
Helping Nature Store Our Water

Memorandum No. 1592

**To: Board of Directors**  
**From: General Manager, Daniel Cozad**  
**Date: August 8, 2018**  
**Subject: Unaudited Financial Reports, July 2018**

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**RECOMMENDATION**

Review and approve the unaudited financials for July 2018.

**BACKGROUND**

Financials are presented as of July 31, 2018. This report is the first monthly reporting for FY 2017/2018 with little activity reporting.

**DISCUSSION**

Groundwater revenue for GL 4021 Ag and GL 4023 Non-Ag will appear to be well over budget due to the creation of the Groundwater Council budget. Ag and Non-Ag income that is currently being received is for January-June 2018 and will be adjusted at year end. Eight Groundwater Council members have been invoiced for their Cost Share based upon the Equitable Allocation Model for a total of \$481,377. Total payments of \$277,285 have been received from Bear Valley Mutual Water Company and City of San Bernardino. In the next few months the Groundwater Council payment will be shown separately from the Groundwater Charge. In addition to the producers listed on the Groundwater Assessment Report whom have reported and paid their groundwater charge, City of Redlands has reported \$649.16 for agricultural usage and \$56,412.40 for non-agricultural usage and payment is expected in mid-August. Staff and the Auditor are in the final stages of accruals and audit revisions. The financials are attached for Board review and approval.

**FISCAL IMPACT**

There is no fiscal impact from reporting the financial status of the District.

**POTENTIAL MOTIONS**

1. Move approval of the Unaudited Financials for July 2018 as presented.
2. Move to request this item be tabled and referred to Finance & Administration Committee for reconsideration of specific issues discussed.

**ATTACHMENTS OR MATERIALS**

Graph Financials for July 2018

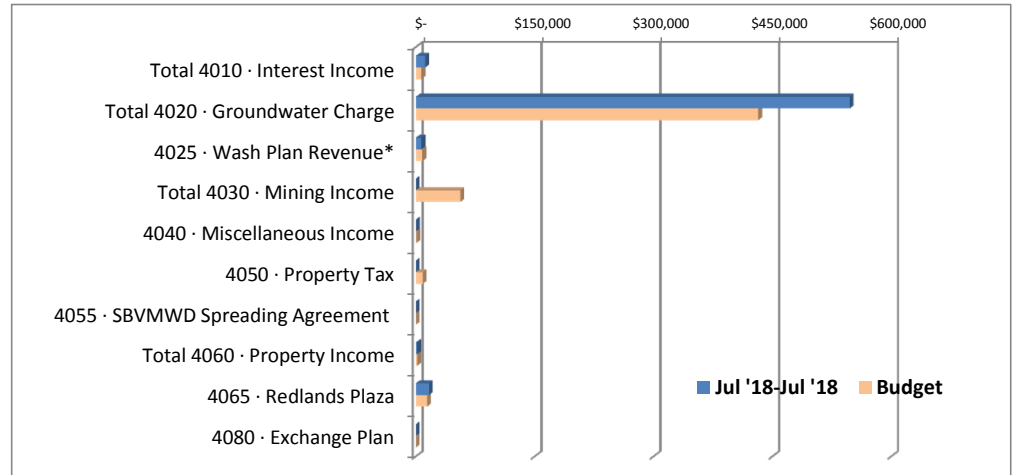
Profit & Loss to Date vs. Annual Budget

**SBVWCD - All Enterprises Budget and Actual**

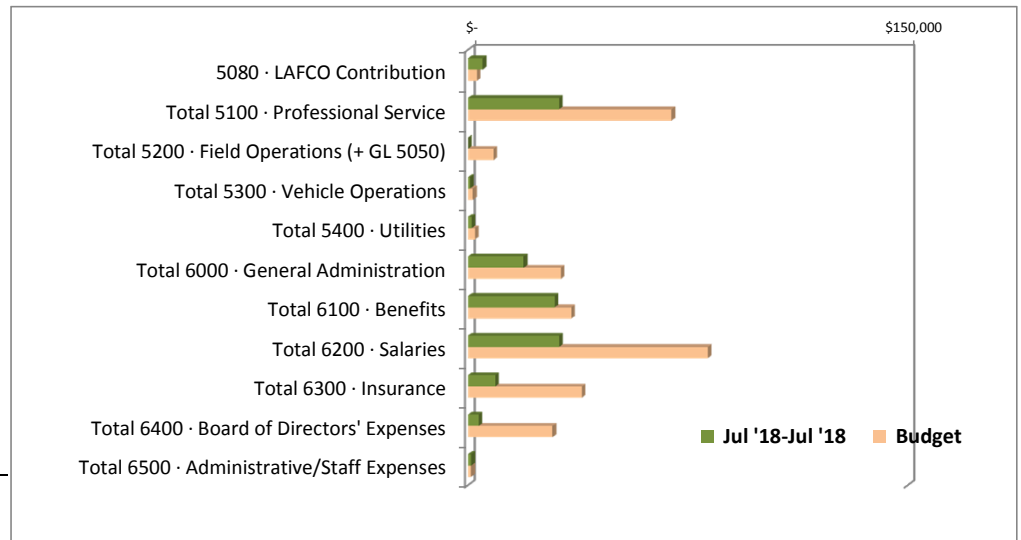
**July 2018**

<b>REVENUE</b>	<b>Jul '18-Jul '18</b>	<b>Budget</b>
Total 4010 · Interest Income	\$ 11,932	\$ 7,083
Total 4020 · Groundwater Charge	\$ 547,735	\$ 432,460
4025 · Wash Plan Revenue*	\$ 7,310	\$ 8,333
Total 4030 · Mining Income	\$ -	\$ 56,167
4040 · Miscellaneous Income	\$ 300	\$ 833
4050 · Property Tax	\$ -	\$ 8,678
4055 · SBVMWD Spreading Agreement	\$ -	\$ -
Total 4060 · Property Income	\$ 1,850	\$ 1,900
4065 · Redlands Plaza	\$ 16,634	\$ 14,233
4080 · Exchange Plan	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 585,761</b>	<b>\$ 529,688</b>

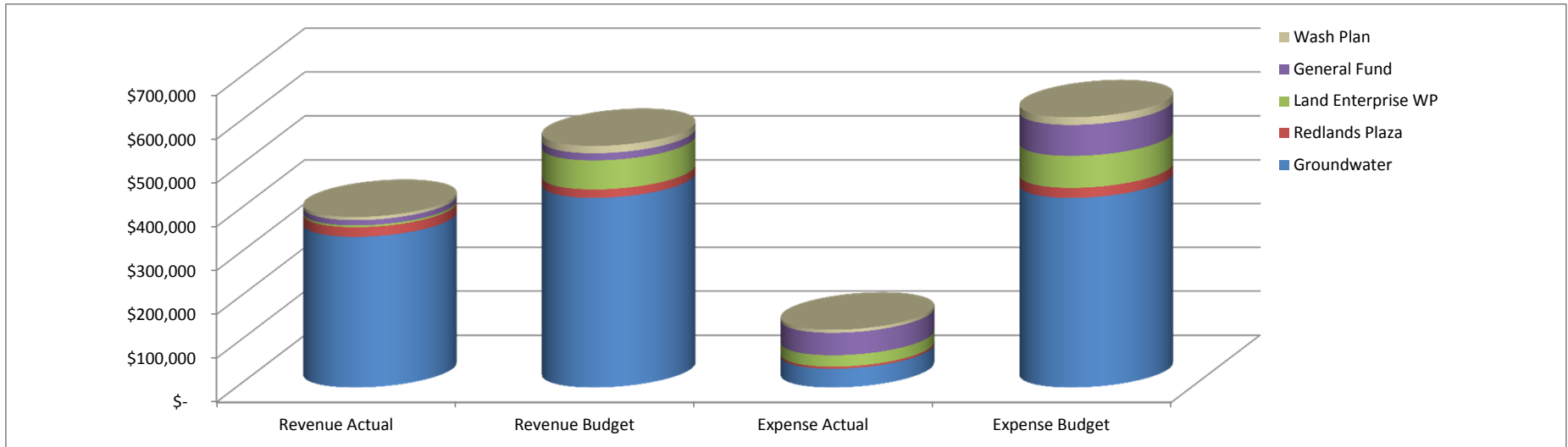
\*District loans to the WP



<b>EXPENSES Operating and Capital</b>	<b>Jul '18-Jul '18</b>	<b>Budget</b>
5080 · LAFCO Contribution	\$ 5,000	\$ 3,000
Total 5100 · Professional Service	\$ 31,036	\$ 69,321
Total 5200 · Field Operations (+ GL 5050)	\$ 14	\$ 8,682
Total 5300 · Vehicle Operations	\$ 714	\$ 1,709
Total 5400 · Utilities	\$ 1,255	\$ 2,373
Total 6000 · General Administration	\$ 18,982	\$ 31,572
Total 6100 · Benefits	\$ 29,525	\$ 35,177
Total 6200 · Salaries	\$ 31,079	\$ 81,714
Total 6300 · Insurance	\$ 9,306	\$ 38,800
Total 6400 · Board of Directors' Expenses	\$ 3,647	\$ 28,778
Total 6500 · Administrative/Staff Expenses	\$ 1,153	\$ 1,112
<b>Total Expense</b>	<b>\$ 131,710</b>	<b>\$ 302,237</b>



## Enterprises to Date (July 2018)



Enterprise	Actual	Budget	% of Budget
Groundwater Revenue	\$ 343,643	\$ 432,460	79%
Groundwater Expense	\$ 42,854	\$ 125,461	34%
Revenue -Expense	\$ 300,789	\$ 306,999	
Redlands Plaza Revenue	\$ 21,710	\$ 19,050	114%
Redlands Plaza Expense	\$ 4,743	\$ 22,689	21%
Revenue -Expense	\$ 16,966	\$ (3,639)	
Land Enterprise Revenue	\$ 4,300	\$ 66,375	6%
Land Enterprise Expense	\$ 26,049	\$ 73,057	36%
Revenue -Expense	\$ (21,749)	\$ (6,682)	
General Fund Revenue *	\$ 11,869	\$ 16,386	72%
General Fund Expense	\$ 50,954	\$ 70,669	72%
Revenue -Expense	\$ (39,085)	\$ (54,283)	
Wash Plan Revenue	\$ 7,310	\$ 16,667	44%
Wash Plan Expense	\$ 7,110	\$ 17,528	41%
Revenue-Expense	200	(861)	
<b>Total All Revenue - Expense</b>	<b>\$ 257,122</b>	<b>\$ 241,534</b>	

Cash Status	As of 7/1/2018	As of 7/31/18
LAIF	\$ 456,175.70	\$ 458,340.29
Cal Trust	\$ 3,048,113.21	\$ 3,053,686.87
Citizens Bank	\$ 862,874.97	\$ 1,124,551.19
UBS Financial Services	\$ 1,860,713.75	\$ 1,857,780.83
Cal Credit Union	\$ 3,302,520.81	\$ 3,298,160.89
Total Cash	\$ 9,530,398.44	\$ 9,792,520.07
Less Prepaid Royalty	\$ (5,000,000.00)	\$ (5,000,000.00)
<b>Cash Position</b>	<b>\$ 4,530,398.44</b>	<b>\$ 4,792,520.07</b>

Increase (decrease) of  
Percent Increase      \$ 262,121.63  
5.8%

\* General Fund Revenue shown here does not include overhead

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

	<u>Jul 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4010 · Interest Income				
4012 · LAIF	2,164.59	4,500.00	-2,335.41	48.1%
4013 · Caltrust Investment Income	5,573.66	32,500.00	-26,926.34	17.15%
4014 · CalCredit Union Interest Income	1,940.08	26,000.00	-24,059.92	7.46%
4015 · UBS Interest Income	2,253.98	22,000.00	-19,746.02	10.25%
<b>Total 4010 · Interest Income</b>	<b>11,932.31</b>	<b>85,000.00</b>	<b>-73,067.69</b>	<b>14.04%</b>
4020 · Groundwater Charge				
4021 · Assessments - Ag	10,772.08	23,926.20	-13,154.12	45.02%
4023 · Assessments - Non-Ag	259,678.00	40,993.72	218,684.28	633.46%
4024 · Groundwater Council Revenue	277,285.00	893,577.00	-616,292.00	31.03%
<b>Total 4020 · Groundwater Charge</b>	<b>547,735.08</b>	<b>958,496.92</b>	<b>-410,761.84</b>	<b>57.15%</b>
4025 · Wash Plan Revenue	7,309.56	100,000.00	-92,690.44	7.31%
4030 · Mining Income				
4031 · Plant Site - CEMEX	0.00	48,000.00	-48,000.00	0.0%
4032 · Cemex - Royalty / Lease	0.00	586,000.00	-586,000.00	0.0%
4036 · Aggregate Maintenance	0.00	40,000.00	-40,000.00	0.0%
<b>Total 4030 · Mining Income</b>	<b>0.00</b>	<b>674,000.00</b>	<b>-674,000.00</b>	<b>0.0%</b>
4040 · Miscellaneous Income				
4041 · Reimbursed Expenses	0.00			
4040 · Miscellaneous Income - Other	300.00	10,000.00	-9,700.00	3.0%
<b>Total 4040 · Miscellaneous Income</b>	<b>300.00</b>	<b>10,000.00</b>	<b>-9,700.00</b>	<b>3.0%</b>
4050 · Property Tax	0.00	104,135.47	-104,135.47	0.0%
4055 · SBVMWD Spreading Agreement Reim	0.00	385,696.20	-385,696.20	0.0%
4060 · Property Income				
4062 · Mentone Property	1,850.00	22,800.00	-20,950.00	8.11%
<b>Total 4060 · Property Income</b>	<b>1,850.00</b>	<b>22,800.00</b>	<b>-20,950.00</b>	<b>8.11%</b>
4065 · Redlands Plaza	16,633.98	170,798.18	-154,164.20	9.74%
4066 · Redlands Plaza CAM	3,225.67	35,000.00	-31,774.33	9.22%
4080 · Exchange Plan	0.00	30,000.00	-30,000.00	0.0%
4086 · Plunge Creek IRWMP	0.00	150,000.00	-150,000.00	0.0%
4998 · Rate Stabilization From Reserve	0.00	22,223.00	-22,223.00	0.0%
4999 · Trust Reimbursement-Wash Plan	0.00	100,000.00	-100,000.00	0.0%
<b>Total Income</b>	<b>588,986.60</b>	<b>2,848,149.77</b>	<b>-2,259,163.17</b>	<b>20.68%</b>
<b>Gross Profit</b>	<b>588,986.60</b>	<b>2,848,149.77</b>	<b>-2,259,163.17</b>	<b>20.68%</b>
<b>Expense</b>				
5040 · Regional Programs				
5080 · LAFCO Contribution	5,000.00	3,000.00	2,000.00	166.67%
<b>Total 5040 · Regional Programs</b>	<b>5,000.00</b>	<b>3,000.00</b>	<b>2,000.00</b>	<b>166.67%</b>
5050 · Basin Cleaning	0.00	50,000.00	-50,000.00	0.0%
5100 · Professional Service				
5120 · Misc. Professional Services	29,130.51	130,000.00	-100,869.49	22.41%
5122 · Wash Plan Professional Services	2,100.00	30,000.00	-27,900.00	7.0%
5124 · Plunge Creek Prof Services	0.00	150,000.00	-150,000.00	0.0%
5125 · Engineering Services	0.00	18,000.00	-18,000.00	0.0%
5130 · Aerial Photography & Surveying	0.00	1,000.00	-1,000.00	0.0%
5160 · IT Support	0.00	7,000.00	-7,000.00	0.0%
5170 · Audit	0.00	26,225.00	-26,225.00	0.0%
5175 · Legal - Wash Plan	0.00	10,000.00	-10,000.00	0.0%
5180 · Legal	-195.00	175,000.00	-175,195.00	-0.11%
<b>Total 5100 · Professional Service</b>	<b>31,035.51</b>	<b>547,225.00</b>	<b>-516,189.49</b>	<b>5.67%</b>
5123 · Temp. Field Labor	0.00	11,000.00	-11,000.00	0.0%
5133 · Regional River HCP Contribution	0.00	25,000.00	-25,000.00	0.0%
5143 · SBVCT District Contribution	0.00	0.00	0.00	0.0%
5200 · Field Operations				
5210 · Equipment Maintenance	0.00	6,180.00	-6,180.00	0.0%
5215 · Property Maintenance	14.32	42,000.00	-41,985.68	0.03%
5220 · Maintenance Materials/Shop/Fld	0.00	0.00	0.00	0.0%
5225 · Field Clean Up-Illegal dumping	0.00	6,000.00	-6,000.00	0.0%
<b>Total 5200 · Field Operations</b>	<b>14.32</b>	<b>54,180.00</b>	<b>-54,165.68</b>	<b>0.03%</b>
5300 · Vehicle Operations				

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

	<u>Jul 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
5310 · Vehicle Maintenance	8.86	8,000.00	-7,991.14	0.11%
5320 · Fuel	705.00	12,500.00	-11,795.00	5.64%
<b>Total 5300 · Vehicle Operations</b>	<b>713.86</b>	<b>20,500.00</b>	<b>-19,786.14</b>	<b>3.48%</b>
<b>5400 · Utilities</b>				
5410 · Alarm Service	129.00	1,500.00	-1,371.00	8.6%
5420 · Electricity	62.94	9,747.00	-9,684.06	0.65%
5430 · Mobile Phone	135.00	3,550.00	-3,415.00	3.8%
5440 · Telephone	458.39	8,000.00	-7,541.61	5.73%
5450 · Natural Gas	0.00	942.30	-942.30	0.0%
5460 · Water / Trash / Sewer	202.17	2,160.00	-1,957.83	9.36%
5470 · Internet Services	267.47	2,575.00	-2,307.53	10.39%
<b>Total 5400 · Utilities</b>	<b>1,254.97</b>	<b>28,474.30</b>	<b>-27,219.33</b>	<b>4.41%</b>
<b>6000 · General Administration</b>				
6001 · General Administration - Other	0.00	4,500.00	-4,500.00	0.0%
6002 · Website Administration	225.00	3,300.00	-3,075.00	6.82%
6003 · Property Tax	0.00	235.10	-235.10	0.0%
6004 · Meeting Expenses	278.72	2,000.00	-1,721.28	13.94%
6006 · Permits	0.00	10,000.00	-10,000.00	0.0%
6007 · Inter District Costs	0.00	10,000.00	-10,000.00	0.0%
6009 · Licenses	0.00	1,217.88	-1,217.88	0.0%
6010 · Surety Bond	1,210.00	1,900.00	-690.00	63.68%
6012 · Office Maintenance	0.00	3,180.00	-3,180.00	0.0%
6013 · Office Lease Payment	5,000.00	60,000.00	-55,000.00	8.33%
6015 · Mentone House Maintenance	295.00	5,000.00	-4,705.00	5.9%
6016 · Redlands Plaza Maintenance	112.77	40,000.00	-39,887.23	0.28%
6018 · Janitorial Services	653.00	9,108.89	-8,455.89	7.17%
6019 · Janitorial Supplies	66.34	500.00	-433.66	13.27%
6020 · Vacancy Marketing-Redlands Plaz	0.00	5,500.00	-5,500.00	0.0%
6026 · Redlands Plaza CAM expenses	501.12	29,355.00	-28,853.88	1.71%
6027 · Computer Software	0.00	600.00	-600.00	0.0%
6030 · Office Supplies	118.57	3,750.67	-3,632.10	3.16%
6033 · Office Equipment Rental	878.25	9,500.00	-8,621.75	9.25%
6036 · Printing	0.00	980.00	-980.00	0.0%
6039 · Postage and Overnight Delivery	0.00	1,200.00	-1,200.00	0.0%
6042 · Payroll Processing	88.53	2,523.50	-2,434.97	3.51%
6045 · Bank Service Charges	122.18	2,575.00	-2,452.82	4.75%
6051 · Uniforms	0.00	2,200.00	-2,200.00	0.0%
6060 · Outreach	0.00	60,000.00	-60,000.00	0.0%
6087 · Educational Reimbursement	0.00	5,000.00	-5,000.00	0.0%
6090 · Subscriptions/Publications	428.69	1,210.00	-781.31	35.43%
6091 · Public Notices	0.00	3,200.00	-3,200.00	0.0%
6093 · Memberships	9,004.17	20,860.20	-11,856.03	43.16%
<b>Total 6000 · General Administration</b>	<b>18,982.34</b>	<b>299,396.24</b>	<b>-280,413.90</b>	<b>6.34%</b>
<b>6100 · Benefits</b>				
6110 · Vision Insurance	165.62	2,731.16	-2,565.54	6.06%
6120 · Workers' Comp. Insurance	0.00	14,867.37	-14,867.37	0.0%
6130 · Dental Insurance	701.92	11,659.41	-10,957.49	6.02%
6150 · Medical Insurance				
6150.01 · Medical Employee Contribution	0.00	-27,635.26	27,635.26	0.0%
6150 · Medical Insurance - Other	12,790.30	209,888.74	-197,098.44	6.09%
<b>Total 6150 · Medical Insurance</b>	<b>12,790.30</b>	<b>182,253.48</b>	<b>-169,463.18</b>	<b>7.02%</b>
6160 · Payroll Taxes-Employer	1,828.97	67,314.14	-65,485.17	2.72%
6170 · PERS Retirement				
6170.01 · PERS Employee Contributions	0.00	-30,611.84	30,611.84	0.0%
6170 · PERS Retirement - Other	14,038.03	173,907.07	-159,869.04	8.07%
<b>Total 6170 · PERS Retirement</b>	<b>14,038.03</b>	<b>143,295.23</b>	<b>-129,257.20</b>	<b>9.8%</b>
<b>Total 6100 · Benefits</b>	<b>29,524.84</b>	<b>422,120.79</b>	<b>-392,595.95</b>	<b>6.99%</b>
<b>6200 · Salaries</b>				
6230 · Regular Salaries	31,079.04	980,564.97	-949,485.93	3.17%
<b>Total 6200 · Salaries</b>	<b>31,079.04</b>	<b>980,564.97</b>	<b>-949,485.93</b>	<b>3.17%</b>
<b>6300 · Insurance</b>				
6310 · Property/ Auto Insurance	2,431.50	7,000.00	-4,568.50	34.74%
6320 · General Liability Insurance	6,874.00	31,800.00	-24,926.00	21.62%

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

	<u>Jul 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 6300 · Insurance	9,305.50	38,800.00	-29,494.50	23.98%
6400 · Board of Directors' Expenses				
6401 · Directors' Fees				
6401.5 · Payroll Taxes-Directors	2,029.17			
6401 · Directors' Fees - Other	864.00	86,042.00	-85,178.00	1.0%
Total 6401 · Directors' Fees	2,893.17	86,042.00	-83,148.83	3.36%
6410 · Mileage	16.35	4,000.00	-3,983.65	0.41%
6415 · Air Fare	0.00	2,500.00	-2,500.00	0.0%
6420 · Other Travel	0.00	500.00	-500.00	0.0%
6425 · Meals	112.00	3,500.00	-3,388.00	3.2%
6430 · Lodging	0.00	3,800.00	-3,800.00	0.0%
6435 · Conf/Seminar Registrations	625.00	5,000.00	-4,375.00	12.5%
6440 · Election Fees / Re-Districting	0.00	100,000.00	-100,000.00	0.0%
Total 6400 · Board of Directors' Expenses	3,646.52	205,342.00	-201,695.48	1.78%
6500 · Administrative/Staff Expenses				
6510 · Mileage	18.54	1,800.00	-1,781.46	1.03%
6515 · Air Fare	141.96	2,000.00	-1,858.04	7.1%
6520 · Travel, Other (rental car, taxi)	190.17	1,000.00	-809.83	19.02%
6525 · Meals	32.54	1,545.00	-1,512.46	2.11%
6530 · Lodging	420.44	3,000.00	-2,579.56	14.02%
6535 · Conf/Seminar Registrations	349.00	4,000.00	-3,651.00	8.73%
Total 6500 · Administrative/Staff Expenses	1,152.65	13,345.00	-12,192.35	8.64%
9999 · Contribution to Capital Maint.	0.00	314,500.00	-314,500.00	0.0%
Total Expense	131,709.55	3,013,448.30	-2,881,738.75	4.37%
Net Ordinary Income	457,277.05	-165,298.53	622,575.58	-276.64%
Other Income/Expense				
Other Expense				
7000 · Construction				
7010 · Materials	0.00	12,000.00	-12,000.00	0.0%
7055 · Plunge Creek Expansion	0.00	462,228.00	-462,228.00	0.0%
Total 7000 · Construction	0.00	474,228.00	-474,228.00	0.0%
7100 · Land & Buildings				
7110 · Property Capital Repairs	0.00	60,000.00	-60,000.00	0.0%
7140 · Mentone Property (Shop)-CapRep	0.00	200,000.00	-200,000.00	0.0%
7150 · Mill Creek Diversion	0.00	479,200.00	-479,200.00	0.0%
7160 · Mendoza Property	0.00	165,000.00	-165,000.00	0.0%
Total 7100 · Land & Buildings	0.00	904,200.00	-904,200.00	0.0%
7200 · Equipment & Vehicles				
7210 · Computer Hardware-Capital Purch	0.00	5,000.00	-5,000.00	0.0%
7220 · Computer Software	4,259.28	10,000.00	-5,740.72	42.59%
7230 · Field Equipment / Vehicles	0.00	145,000.00	-145,000.00	0.0%
7240 · Office Equipment	0.00	1,500.00	-1,500.00	0.0%
Total 7200 · Equipment & Vehicles	4,259.28	161,500.00	-157,240.72	2.64%
7400 · Professional Services Capital				
7438 · Engineering Services-Other	0.00	125,000.00	-125,000.00	0.0%
Total 7400 · Professional Services Capital	0.00	125,000.00	-125,000.00	0.0%
Total Other Expense	4,259.28	1,664,928.00	-1,660,668.72	0.26%
Net Other Income	-4,259.28	-1,664,928.00	1,660,668.72	0.26%
Net Income	<u>453,017.77</u>	<u>-1,830,226.53</u>	<u>2,283,244.30</u>	<u>-24.75%</u>



**San Bernardino Valley  
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1593

**To: Board of Directors**

**From: Jeff Beehler, Land Resources Manager**

**Date: August 8, 2018**

**Subject: Habitat Survey and Assessment for Areas of Mill Creek**

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**RECOMMENDATION**

Staff recommends that the Board authorize staff to establish a standard service agreement not to exceed \$40,000 to complete an initial habitat assessment for the Mill Creek Spreading Basins.

**BACKGROUND AND DISCUSSION**

The Mill Creek Spreading Basins contain significant areas of scrub habitat between basins and work areas that are likely to support a number of rare or endangered species, including San Bernardino kangaroo rat and California gnatcatcher. The District is working to develop and obtain permits from the US Fish and Wildlife Service and the California Department of Fish and Wildlife to ensure that these species are adequately protected. Additionally, acreage (approximately 200 acres) beyond that needed to cover District projects could be used to mitigate impacts of groundwater recharge projects currently under development by Valley District. Several of these projects would increase groundwater recharge into the Bunker Hill basin by developing additional water spreading capacity on alluvial fan areas within the San Bernardino basin. These new recharge areas are likely to contain federally and state listed species. Development of these projects will likely require “take permits” from the resource agencies and the dedication of conservation easements.

The District issued a Request for Proposal (RFP) to implement a scope of work assessing the habitat values to seven firms with skills in endangered species and habitat assessment for preparation of an assessment of habitat values present on the Mill Creek Spreading Basins. At the July Board meeting, the Board requested that staff clarify the schedule items listed in the scope and provide the District’s standard contract conditions to those contacted. All of those asked to respond to the RFP were contacted with the additional information. The District received five responsible proposals. The proposals were carefully reviewed and were ranked according to the criteria by District staff and staff from the study partner at San Bernardino Valley Municipal Water District.

1630 W. Redlands Blvd, Suite A  
Redlands, CA 92373  
Phone: 909.793.2503  
Fax: 909.793.0188  
www.sbvwd.org Email: info@sbvwd.org

**BOARD OF  
DIRECTORS**

Division 1:  
Richard Corneille

Division 2:  
David E. Raley

Division 3:  
T. Milford Harrison

Division 4:  
John Longville

Division 5:  
Melody McDonald

**GENERAL  
MANAGER**

Daniel B. Cozad

Proposals were received from:

- Mikeal Romich (\$36,062)
- ELMT (\$66,520)
- Dudek (\$79,904)
- Jericho Systems (\$80,251)
- ICF (\$81,205)

Proposals were independently ranked (1-5) based on the following weighted criteria:

- Cost (40%)
- Appropriate technical skill (30%)
- Approach (20%)
- Use of technology (10%)

Based on the ranking results, staff recommends award to Mikeal Romich.

**FISCAL IMPACT**

This item was included in the capital budget (\$125,000) and staff’s initial estimates of the project cost was \$85,000. And as this is a joint project with San Bernardino Valley Municipal Water District, the Conservation District will also be developing a cost share agreement to offset some of the cost.

**POTENTIAL MOTIONS**

1. Move to authorize staff to enter into an agreement with Mikeal Romich to perform a biological survey/ assessment for the Mill Creek Spreading Basins for an amount not-to-exceed \$40,000.
2. Table the item to a future meeting for consideration.



**San Bernardino Valley  
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1594

**To: Board of Directors**

**From: Daniel Cozad, General Manager**

**Date: August 8, 2018**

**Subject: District Access Permit Policy Revisions for Abandoned Property**

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**RECOMMENDATION**

Staff recommends the Board approve the changes to the Access Permit and License Policy to include provisions for allowed and abandoned property.

**BACKGROUND**

In 2010 the Board approved Access Permit and Material Processing Contract templates. In April 2016 the Board approved the updated Access Permit and License policy to clarify the delegation to staff for the use of land that conforms to the template documents. The Access Permit and Material Processing Licenses have served the District without incident. With additional pressure from homelessness and illegal dumping on District-owned or managed land staff identified the need with District Counsel to update the District's policy.

**DISCUSSION**

The abandonment of property on District lands has become a more pressing problem and with the rise of homelessness in Southern California issues related to how the District removes this property require clarification to comport with case law and best practice. Working with District Counsel staff prepared revisions to the current subject policy to address removal of property. In the policy, the abandoned property will be tagged prior to removal and noticed when removed. Upon removal, it will be stored for 30 days to allow rightful owners to reclaim the property.

**FISCAL IMPACT**

The fiscal impacts of the policy changes are difficult to ascertain given the limited experience of the District in property removal. Staff still work with trespassers to remove their own property where possible and reduce difficulties of the property owners and the District staff. It is estimated that this policy will require a small amount of secure storage space at the field shop, but a cost estimate cannot be provided.

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**BOARD OF  
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Melody McDonald

**GENERAL  
MANAGER**

Daniel B. Cozad

**POTENTIAL MOTIONS**

1. Move to approve the revised policy for District implementation
2. Move to direct staff on specific changes to be incorporated into the policy for approval.
3. Move to table the item to a future meeting of the Board or another committee.

**APPROVALS**

Reviewed by District Counsel

**ATTACHMENTS**

Draft Revised Policy

## San Bernardino Valley Water Conservation District Policy

Policy Number 0007

Date: Authorized 02/11/2011 Proposed revision 8/8/18

**Policy Name:** District Access Permit, Licenses and Personal Property Policy

**History:** Delegation Adopted 4/10/2013 Revised 8-18-18

**Application:** All SBVWCD Employees, Board Members, Land Users and public

### GENERAL POLICY:

SBVWCD desires to make land available for compatible uses as a service to the community or a benefit to the District. The District must charge a fee for access in relation to the cost of the issuance and maintenance of the access permit to avoid subsidizing incidental uses from groundwater rates and other enterprise funds. The Access Permit shall not place the District at undue risk or liability. Access permit holders may need to use or store property on District lands which are governed by the terms of the permit or licenses. This policy describes the process for removing unauthorized property from District Lands.

### SCOPE:

Access Permits allow the limited, temporary and specific use of District lands and in some cases facilities. Aggregate Processing and other licenses allow for the longer term mutually beneficial use of District land for processing material excess to the District needs or developed during operations of facilities or surplus material generated by other construction. The agreements-permits and licenses have a standard agreement form and requirements to limit risk and liability including insurance requirements and indemnification. Limited storage of property under permits and licenses is allowed, unauthorized storage is not allowed.

### SPECIFIC PROVISIONS:

#### Permits

For Access Permits and Material Processing or other Licenses which comply with the standard requirements and appear in legal counsel approved format, the Board has delegated to the General Manager approval when in the best interest of the District. Longer durations, non-standard terms or formats should be cleared-reviewed with ACWA JPIA and District Legal Counsel and approved by ~~the~~ Board— action. The District shall recover the full actual cost of the access to the District land unless there is an offsetting value or overriding public purpose consideration. The General Manager can waive the processing fee for the Access permit and staff supervision if there is a significant benefit derived by the District from the Access Permit. Generally, this value should exceed the processing fee by a factor of 3-5 times the cost.

#### Fees

- Access processing Fee for 2018/19 is \$750 and is set by the General Manager each calendar year based on the average cost to coordinate, review and issue the permit
- Actual oversight time of staff shall be billed at fully burdened cost on time and materials basis

Access Permits are temporary and should be as limited and specific in duration and area as possible. Long duration and or vague elements of permits lead to liability for the District and the permittee. Permits longer than 12 months must be approved by the Board.

Permits and Licenses granted by the General Manager shall be listed in the Monthly General Managers Rreport or otherwise reported to the Board.

**Property Storage**

Access Permit holders may maintain personal property on District lands if authorized in the access permit. The sole and complete responsibility for the property lies with the access permit holder. The District does not patrol or in any ensure the security of personal property stored on District land.

**Unattended Unauthorized Property**

Access permit holders will not store personal property on District land if not authorized in their access permit. Individuals who do not have an access permit or are otherwise authorized to enter District lands are trespassing and not authorized to leave any personal property unattended. Instances occur where individuals who have limited alternatives for the storage of their personal property have left property on District lands. This unauthorized use of District lands for the storage of personal property may interfere with the Districts ability to perform its mission, may take endangered or protected species and may interfere with the rights of others who are authorized to use District lands, and can create a public health or safety hazard that adversely affects authorized users.

**Personal Property Definition**

For the purpose of this Policy, “personal property” is defined as follows: any tangible property, and includes, but is not limited to, equipment, materials, merchandise, storage containers, tarpaulins, bedding, sleeping bags, household items, backpacks, clothing, documents, authorized prescription or legal over-the-counter medication, and the like.

**Personal Property Exclusions**

Personal property does not include items that the District reasonably determines to be trash, refuse, waste, litter, junk, debris, detritus or rubbish. Further it does not include used syringes or other items of medical waste, controlled substances, illegal weapons such as switchblades or loaded firearms, or other illegal items, or any items whose cleanliness or condition of sanitation presents a threat to health or safety. To the extent the District encounters personal property items of an apparently illegal nature, or items whose condition, function, or status provides a reasonable indication that they were evidence of or used in the commission of a crime, District may transfer possession of such item or items to local law enforcement, for further processing or investigation, after making a record of the item, and the fact and date of its transfer. Personal property also does not include equipment, materials or other items owned by corporate or business interests.

The District will report illegal dumping and fully cooperate with law enforcement to prosecute violators.

**Pre-Deprivation Notice**

Before any personal property items (with the exception of non-essential items or hazardous materials, as discussed further below) are impounded by the District, notice shall be provided to the person who is storing or claims ownership of the personal property. Notice shall be deemed provided if a written notice is posted conspicuously on or near the location of the personal property for the following time periods before impoundment:

- A minimum of 24-hours before removal
- Notice may be waived in exigent circumstances as defined below.

The written notice shall include the following information:

- A general description of the property to be removed;
- The location from which the personal property will be removed;
- The date and time by which the property must be relocated in order to avoid impoundment;
- The date and time the notice was posted.

**Post-Deprivation Notice**

Upon the District’s removal of personal property, written notice shall be conspicuously posted in the area from which the personal property was removed. The written notice shall contain the following:

- A general description of the personal property removed;
- The date and approximate time the personal property was removed;
- A description of where the removed personal property will be stored and may be retrieved, including an address, telephone number;
- A statement that impounded personal property may be discarded if not claimed within 30 days after impoundment.

**Disposal of Property**

Except as specified herein, the District shall move personal property to a place of storage. The District shall keep track of the area where the property was impounded, the date it was impounded, and a general description of the property impounded. Except as specified herein, the District shall store impounded personal property for 30 days, after which time, if not claimed, all such impounded items shall be deemed abandoned, and may be discarded or otherwise disposed. The District shall not be required to undertake any search for, or return, any impounded personal property stored for longer than 30 days. The District shall maintain a record of the date any impounded Personal Property was discarded.

**Retrieval of Property**

Persons seeking to retrieve property which has been impounded by the District may call the number listed on the notice provided, visit the District’s address or website, or flag down any clearly identifiable District employee and request the impounded property. The District shall allow a person seeking to retrieve their personal property access during posted business hours to the storage location, within twenty-four hours of receiving said request. In the absence of other proof of ownership, District may request the person claiming the property to reasonably identify items included in the impounded property, so as to verify the property is being claimed by its rightful owner.

Property owned by corporate or business interests will be treated in the same manner as personal property except that the owner will be required to pay all costs for the removal, storage, and retrieval of the property before it may be returned. If the business or corporate interest does not have an access permit, license or other authorization to have been on District lands the entity will also have to pay for an access permit at no less that the amount in this policy.

**Exigent Circumstances**

When there is an immediate threat to health and safety posed by the items, pre-removal notice and storage procedures may be waived.

# General Manager's Report

For July 8, 2018 to August 3, 2018  
Daniel B. Cozad



**San Bernardino Valley  
Water Conservation District**  
Helping Nature Store Our Water

The following report covers the weeks between meetings and the efforts and activities during the reporting period.

- 1. Water Conservation – Plan Goal 1** – Limited watershed flows account for intermittent flows when excess water or poor water quality provide recharge. Staff continues to recharge all possible available water. Mill Creek Watershed fires caused some water to be left in the channel due to water quality. Santa Ana recharge totals for the Water Year beginning October 1, 2017, total about 9,400 AF of that amount about 6,500 AF was from State Water Project imports. Mill Creek received significant flows from winter rains with most flows going to direct use. The total recharge in Mill Creek is more than 3,500 AF including some recent fire-related storms. Total water recharge is over 12,850 AF for the water year.



- 2. Facility Maintenance and Cleanout – Plan Goal 1** – The Mill Creek diversion and canal maintenance are complete. Additional cleaning and repair will be completed when summer storms subside. Santa Ana maintenance is progressing with all basins are functioning with flows diminishing. Basin 17 repairs are complete. Staff identified the need for a policy on abandoned property for the District and worked with District Counsel to draft a revision to the Access permit and license policy.
- 3. Aggregate Management – Plan Goal 1** – Upland Rock has seen significantly increased sand and rock sales and also supports District basin cleaning efforts. Several future projects are expected in the area and potential local fill locations.
- 4. Personnel/Administration/Staff** – Staff prepared a Request for Proposals for a classification, compensation and staffing study and reviewed it with the Finance & Administration Committee. This study was requested by the Board. The RFP was

released to solicit proposals from firms that are known to provide high-quality services.

Staff prepared amendments to policies for review with the Committee and the Board. Access permit and license policy was revised to deal with abandoned property. Board Policy Manual was revised for derivative meeting clarity.

5. **Finance/Budget/Audit** – The District completed closing entries and accruals for the 2017-2018 fiscal year. Staff prepared materials for the 2017-2018 Audit, including the updated OPEB Report and support documents. Staff continues implementing the changes to the Groundwater Charge and preparing for Groundwater Council invoices. Staff is supporting the initial audit of the Conservation Trust.
6. **Mill Creek Diversion Engineering** – *Plan Goals 1/4* – SBC Flood Control and Staff continue to work with USACOE Section 408 permit staff. All other permits will be timed to coordinate with the 408 permit. The USACOE is reviewing information for the 408 permit and special modeling and geotech information that was requested.
7. **Plunge Creek Restoration Conservation Project** – *Plan Goals 1/4* – Permit applications for the 401 and 404 permits are actively in progress. Regulatory agencies are working to expedite; staff is meeting with the agencies. Permitting for the project requires a Section 7 consultation with USFWS which was initiated by the USACOE.
8. **Collaborative Enhanced Recharge Project** – *Plan Goal 1* – J.F. Shea Construction continues building the sedimentation basin and has completed the first phases of the pipeline. Construction is expected to continue until at least the end of August 2018. Continued concrete work is ongoing and electrical service is expected shortly. The Enhanced Recharge Basins are scheduled for construction in 2020. Improvements at the Cuttle Weir are permitted in the River Habitat Conservation Plan and will follow its approval.
9. **Groundwater Council** – *Plan Goal 1* – The Groundwater Council’s next meeting is scheduled for August.
10. **Wash Plan** – *Plan Goal 4* – The Wash Plan has a separate report listed on the agenda. Staff and local USFWS staff completing documents to comply with Secretarial Order 3355 to reduce the page count of the EIR. Staff is assisting BLM, USFWS, and others with their tasks to meet the requirements for Federal Register Publication. Staff continues to assess survey needs for the Wash Plan Easements and Mining Leases. Staff is working with CDFW and other regulatory agencies for their approvals after the Wash Plan is final.
11. **Santa Ana River Wash Plan Land Exchange Act** – *Plan Goal 4* – HR-497 was heard in the Senate Energy and Natural Resources Markup Hearing on May 17<sup>th</sup> and passed out of committee. On July 31, 2018, the clean Committee Report was filed and is attached. This clean report cleared the committee and was placed on the Senate Legislative Calendar under General Orders. Calendar No. 539, see attached.

**12. Conservation Trust – Plan Goal 4** - The Conservation Trust Board of Directors last met on March 15, 2018, and reviewed the projects for Community Mitigation. Staff continues to coordinate with City of Highland and development interests adjoining the Wash Plan for Community Mitigation needs. Staff continues to work with District appraiser for land values of mitigation lands. Staff is working with Wash Plan participants who may need more mitigation than expected for their projects to get their projects permitted.

**13. Property/Redlands Plaza** – Staff continues to manage Redlands Plaza and various issues related to tenants and maintenance. Several minor issues and pertaining to advertising concerns were overcome. One vacancy is available in Redlands Plaza; small commercial market continues to improve with the general economy.

**14. Mining** – Mining efforts by CEMEX contractors continue on the Plant Site quarry. District Counsel drafted revisions to the existing lease to revise it for the Wash Plan implementation which is being reviewed by CEMEX. Staff reviewed a survey for potential Roberson’s mining area and submitted it to Robertson’s and USFWS. This plan may identify lands that may be able to be mined District lands under the Wash Plan but before completion of the incidental take permits. Coordination and communications with permittees and resources agencies are ongoing.

**15. Public Outreach and Legislative – Plan Goal 5** – Staff continued working with the BTAC group on Conservation Outreach efforts, formerly iEfficient. Staff generated a comment letter related to the Wash Plan Greenspot Levee removal in the SB County flood control maintenance Draft EIR, see attached. Awards submissions with CSDA and CalPERS were completed. Consultants prepared Logo ink color drawdown and utilization example sheets for staff and the Board of Directors.

**16. Community Recharge and Mitigation – Plan Goal 1 and 4** – This effort which was documented in the 2017 Community Strategic Plan (CSP) is getting its own activity listing beginning this month. Working with communities and partners staff has begun to develop a list of projects and programs that would work with the capabilities of the District to enhance the community through mitigation and recharge efforts envisioned in the CSP. Several projects, Blossom Glen, Rail to Redlands, SBVMWD River HCP and Highland/Redlands Trails Project, need mitigation for project impacts and has requested the District assist them in planning and mitigation. SBVMWD staff and District Staff are discussing cooperative efforts for mitigation and additional basin recharge.

**17. Current Board Action Implementation** – Many priority efforts have separate sections of the General Manager’s Report, or independent Board requested reports. Staff and District Counsel worked closely on EHL/CBD v. USACOE settlement as well as other closed session property items. Staff is implementing the approved budget targets and priorities into the accounting system. Staff prepared a revised policy for consideration for abandoned property on District lands. Staff is working to complete a



property line survey of the Mendoza property to clarify the scope for the south fencing. Staff is also responding to Code enforcement for fire clearing.

**18. Future Board Activities** – Expected short-term items for consideration or note

- Revised Memorandum of Agreement with IERCD when completed
- Review and consideration of approval of the Memorandum of Agreement with the BLM in 2018
- Operations Committee (Late August)
- Audit Ad Hoc meeting (September)
- Joint Board Meeting on Active Recharge Partnership (September)

**19. District Successes**

- Wash Plan processing and Land Exchange bills moved forward this month.
- Staff is supporting the Audit effort and proceeding well for District and Trust.
- Several staff members were able to go on vacation with their families in July and August.

SANTA ANA RIVER WASH PLAN LAND EXCHANGE ACT

—————  
JUNE 2, 2017.—Committed to the Committee of the Whole House on the State of  
the Union and ordered to be printed  
—————

Mr. BISHOP of Utah, from the Committee on Natural Resources,  
submitted the following

R E P O R T

[To accompany H.R. 497]

[Including cost estimate of the Congressional Budget Office]

The Committee on Natural Resources, to whom was referred the bill (H.R. 497) to direct the Secretary of the Interior to convey certain public lands in San Bernardino County, California, to the San Bernardino Valley Water Conservation District, and to accept in return certain exchanged non-public lands, and for other purposes, having considered the same, report favorably thereon with amendments and recommend that the bill as amended do pass.

The amendments are as follows:

Strike all after the enacting clause and insert the following:

**SECTION 1. SHORT TITLE.**

This Act may be cited as the “Santa Ana River Wash Plan Land Exchange Act”.

**SEC. 2. DEFINITIONS.**

In this Act:

(1) CONSERVATION DISTRICT.—The term “Conservation District” means the San Bernardino Valley Water Conservation District, a political subdivision of the State of California.

(2) NON-FEDERAL LAND.—The term “non-Federal Land” means the approximately 310 acres of land owned by the Conservation District generally depicted as “SBVWCD to BLM” on the Map.

(3) MAP.—The term “Map” means the map titled “Santa Ana River Wash Land Exchange” and dated September 3, 2015.

(4) NON-FEDERAL EXCHANGE PARCEL.—The term “non-Federal exchange parcel” means the approximately 59 acres of land owned by the Conservation District generally depicted as “SBVWCD Equalization Land” on the Map and is to be conveyed to the United States if necessary to equalize the fair market values of the lands otherwise to be exchanged.

(5) FEDERAL EXCHANGE PARCEL.—The term “Federal exchange parcel” means the approximately 90 acres of Federal land administered by the Bureau of Land Management generally depicted as “BLM Equalization Land to SBVWCD” on

the Map and is to be conveyed to the Conservation District if necessary to equalize the fair market values of the lands otherwise to be exchanged.

(6) FEDERAL LAND.—The term “Federal land” means the approximately 327 acres of Federal land administered by the Bureau of Land Management generally depicted as “BLM Land to SBVWCD” on the Map.

(7) SECRETARY.—The term “Secretary” means the Secretary of the Interior.

**SEC. 3. EXCHANGE OF LAND; EQUALIZATION OF VALUE.**

(a) EXCHANGE AUTHORIZED.—Notwithstanding the land use planning requirements of sections 202, 210, and 211 of the Federal Land Policy and Management Act of 1976 (43 U.S.C. 1712, 1720–21), subject to valid existing rights, and conditioned upon any equalization payment necessary under section 206(b) of the Federal Land Policy and Management Act of 1976 (43 U.S.C. 1716(b)), and subsection (b) of this Act, as soon as practicable, but not later than 2 years after the date of enactment of this Act, if the Conservation District offers to convey the exchange land to the United States, the Secretary shall—

(1) convey to the Conservation District all right, title, and interest of the United States in and to the Federal land, and any such portion of the Federal exchange parcel as may be required to equalize the values of the lands exchanged; and

(2) accept from the Conservation District a conveyance of all right, title, and interest of the Conservation District in and to the non-Federal land, and any such portion of the non-Federal exchange parcel as may be required to equalize the values of the lands exchanged.

(b) EQUALIZATION PAYMENT.—To the extent an equalization payment is necessary under section 206(b) of the Federal Land Policy and Management Act of 1976 (43 U.S.C. 1716), the amount of such equalization payment shall first be made by way of in-kind transfer of such portion of the Federal exchange parcel to the Conservation District, or transfer of such portion of the non-Federal exchange parcel to the United States, as the case may be, as may be necessary to equalize the fair market values of the exchanged properties. The fair market value of the Federal exchange parcel or non-Federal exchange parcel, as the case may be, shall be credited against any required equalization payment. To the extent such credit is not sufficient to offset the entire amount of equalization payment so indicated, any remaining amount of equalization payment shall be treated as follows:

(1) If the equalization payment is to equalize values by which the Federal land exceeds the non-Federal land and the credited value of the non-Federal exchange parcel, Conservation District may make the equalization payment to the United States, notwithstanding any limitation regarding the amount of the equalization payment under section 206(b) of the Federal Land Policy and Management Act of 1976 (43 U.S.C. 1716). In the event Conservation District opts not to make the indicated equalization payment, the exchange shall not proceed.

(2) If the equalization payment is to equalize values by which the non-Federal land exceeds the Federal land and the credited value of the Federal exchange parcel, the Secretary shall order the exchange without requirement of any additional equalization payment by the United States to the Conservation District.

(c) APPRAISALS.—

(1) The value of the land to be exchanged under this Act shall be determined by appraisals conducted by 1 or more independent and qualified appraisers.

(2) The appraisals shall be conducted in accordance with nationally recognized appraisal standards, including, as appropriate, the Uniform Appraisal Standards for Federal Land Acquisitions and the Uniform Standards of Professional Appraisal Practice.

(d) TITLE APPROVAL.—Title to the land to be exchanged under this Act shall be in a format acceptable to the Secretary and the Conservation District

(e) MAP AND LEGAL DESCRIPTIONS.—As soon as practicable after the date of the enactment of this Act, the Secretary shall finalize a map and legal descriptions of all land to be conveyed under this Act. The Secretary may correct any minor errors in the map or in the legal descriptions. The map and legal descriptions shall be on file and available for public inspection in appropriate offices of the Bureau of Land Management.

(f) COSTS OF CONVEYANCE.—As a condition of conveyance, any costs related to the conveyance under this section shall be paid by the Conservation District.

**SEC. 4. APPLICABLE LAW.**

(a) ACT OF FEBRUARY 20, 1909.—

(1) The Act of February 20, 1909 (35 Stat. 641), shall not apply to the Federal land and any public exchange land transferred under this Act.

(2) The exchange of lands under this section shall be subject to continuing rights of the Conservation District under the Act of February 20, 1909 (35 Stat.

641), on the non-Federal land and any exchanged portion of the non-Federal exchange parcel for the continued use, maintenance, operation, construction, or relocation of, or expansion of, groundwater recharge facilities on the non-Federal land, to accommodate groundwater recharge of the Bunker Hill Basin to the extent that such activities are not in conflict with any Habitat Conservation Plan or Habitat Management Plan under which such non-Federal land or non-Federal exchange parcel may be held or managed.

(b) FLPMA.—Except as otherwise provided in this Act, the Federal Land Policy and Management Act of 1976 (43 U.S.C. 1701, et seq.), shall apply to the exchange of land under this Act.

**SEC. 5. CANCELLATION OF SECRETARIAL ORDER 241.**

Secretarial Order 241, dated November 11, 1929 (withdrawing a portion of the Federal land for an unconstructed transmission line), is terminated and the withdrawal thereby effected is revoked.

Amend the title so as to read:

A bill to direct the Secretary of the Interior to convey certain Federal lands in San Bernardino County, California, to the San Bernardino Valley Water Conservation District, and to accept in return certain non-Federal lands, and for other purposes.

PURPOSE OF THE BILL

The purpose of H.R. 497 is to direct the Secretary of the Interior to convey certain Federal lands in San Bernardino County, California, to the San Bernardino Valley Water Conservation District, and to accept in return certain non-Federal lands.

BACKGROUND AND NEED FOR LEGISLATION

Beginning in 1993, stakeholders in the Upper Santa Ana Wash area began meeting to discuss comprehensive land use planning for their region. After numerous discussions and more than 15 years of planning among the cities, county, mining companies, wildlife agencies, and water organizations, the coalition formed the Wash Plan Task Force and developed the Upper Santa Ana Wash Land Management and Habitat Conservation Plan (Wash Plan). The Wash Plan covers 4,892 acres and identifies opportunities to expand existing aggregate mining operations to support new infrastructure developments, enhance water storage for the surrounding communities, and establish protected habitat for certain threatened and endangered plants and animals.

H.R. 497 facilitates a necessary component of the comprehensive Wash Plan by authorizing an exchange of 327 acres of Bureau of Land Management (BLM) land for 310 acres of land currently owned by the San Bernardino Valley Water Conservation District (SBVWCD). The exchange creates new opportunities to expand local mining operations by allowing SBVWCD to acquire the BLM land adjacent to existing aggregate mines. The BLM does not currently allow mining on the land due to a mineral withdrawal dating back to the 1930s for water conservation purposes. Two local mining companies currently own mining rights on land owned by SBVWCD and will use the new land to create greater efficiency in their mining operations. In exchange, BLM will acquire 310 acres of SBVWCD land that will consolidate checkerboard parcels to enhance water storage and conservation while protecting critical habitat for threatened and endangered species. In particular, the exchange will allow BLM to use its newly acquired land to recharge water in more than 77 water basins in the Upper Santa Ana Wash region.

## COMMITTEE ACTION

H.R. 497 was introduced on January 12, 2017, by Congressman Paul Cook (R-CA). The bill was referred to the Committee on Natural Resources, and within the Committee to the Subcommittee on Federal Lands. On April 5, 2017, the Subcommittee held a hearing on the bill. On April 26, 2017, the Natural Resources Committee met to consider the bill. The Subcommittee was discharged by unanimous consent. Congressman Paul Cook offered an amendment designated #1 to the bill; it was adopted by unanimous consent. No further amendments were offered, and the bill, as amended, was ordered favorably reported to the House of Representatives by unanimous consent on April 27, 2017.

## COMMITTEE OVERSIGHT FINDINGS AND RECOMMENDATIONS

Regarding clause 2(b)(1) of rule X and clause 3(c)(1) of rule XIII of the Rules of the House of Representatives, the Committee on Natural Resources' oversight findings and recommendations are reflected in the body of this report.

## COMPLIANCE WITH HOUSE RULE XIII AND CONGRESSIONAL BUDGET ACT

1. Cost of Legislation and the Congressional Budget Act. With respect to the requirements of clause 3(c)(2) and (3) of rule XIII of the Rules of the House of Representatives and sections 308(a) and 402 of the Congressional Budget Act of 1974, the Committee has received the following estimate for the bill from the Director of the Congressional Budget Office:

U.S. CONGRESS,  
CONGRESSIONAL BUDGET OFFICE,  
*Washington, DC, May 22, 2017.*

Hon. ROB BISHOP,  
*Chairman, Committee on Natural Resources,  
House of Representatives, Washington, DC.*

DEAR MR. CHAIRMAN: The Congressional Budget Office has prepared the enclosed cost estimate for H.R. 497, the Santa Ana River Wash Plan Land Exchange Act.

If you wish further details on this estimate, we will be pleased to provide them. The CBO staff contact is Jeff LaFave.

Sincerely,

KEITH HALL.

Enclosure.

*H.R. 497—Santa Ana River Wash Plan Land Exchange Act*

H.R. 497 would require the Bureau of Land Management (BLM) to convey 327 acres of federal land to the San Bernardino Valley Water Conservation District in California in exchange for 310 acres of land owned by the district. Under the bill, BLM would be required to complete the exchange if the district requests, under the condition that the parcels to be exchanged are of equal value. If the parcels are not of equal value, the number of acres conveyed by the party with the lower valued land would be increased. Any lands received by BLM in the exchange would be managed for conservation purposes.

CBO estimates that enacting H.R. 497 would affect direct spending; therefore, pay-as-you-go procedures apply. However, we estimate that any net effect on direct spending would be negligible. The federal lands that would be exchanged under the bill generate receipts totaling \$7,000 a year from several rights-of-way. If those lands were conveyed, the agency could request that the holders of those rights purchase permanent easements prior to the conveyance. The proceeds from the sale of those easements would partially or fully offset the lost receipts from the rights-of-way. Enacting the legislation would not affect revenues.

CBO also estimates that enacting H.R. 497 would not increase net direct spending or on-budget deficits in any of the four consecutive 10-year periods beginning in 2028.

H.R. 497 contains no intergovernmental or private-sector mandates as defined in the Unfunded Mandates Reform Act. The land exchange authorized in the bill would benefit the San Bernardino Valley Water Conservation District. Any costs incurred by the district would be voluntary.

The CBO staff contact for this estimate is Jeff LaFave. The estimate was approved by H. Samuel Papenfuss, Deputy Assistant Director for Budget Analysis.

2. General Performance Goals and Objectives. As required by clause 3(c)(4) of rule XIII, the general performance goal or objective of this bill is to direct the Secretary of the Interior to convey certain Federal lands in San Bernardino County, California, to the San Bernardino Valley Water Conservation District, and to accept in return certain non-Federal lands.

#### EARMARK STATEMENT

This bill does not contain any Congressional earmarks, limited tax benefits, or limited tariff benefits as defined under clause 9(e), 9(f), and 9(g) of rule XXI of the Rules of the House of Representatives.

#### COMPLIANCE WITH PUBLIC LAW 104-4

This bill contains no unfunded mandates.

#### COMPLIANCE WITH H. RES. 5

Directed Rule Making. This bill does not contain any directed rule makings.

Duplication of Existing Programs. This bill does not establish or reauthorize a program of the federal government known to be duplicative of another program. Such program was not included in any report from the Government Accountability Office to Congress pursuant to section 21 of Public Law 111-139 or identified in the most recent Catalog of Federal Domestic Assistance published pursuant to the Federal Program Information Act (Public Law 95-220, as amended by Public Law 98-169) as relating to other programs.

#### PREEMPTION OF STATE, LOCAL OR TRIBAL LAW

This bill is not intended to preempt any State, local or tribal law.

6

CHANGES IN EXISTING LAW

If enacted, this bill would make no changes in existing law.





# San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

July 25, 2018

San Bernardino County Flood Control District  
Environmental Management Division  
Attn: Michael Perry, Supervising Planner  
825 East Third Street, Room 123  
San Bernardino, CA 92415-0835

RE: San Bernardino County Master Storm Water System Maintenance Program – Draft EIR

Mr. Perry:

The Water Conservation District has reviewed elements of the San Bernardino County Master Storm Water System Maintenance Program – Draft EIR. We appreciate the opportunity to provide comments.

The Wash Plan Task Force including the SB County Flood Control District developed the Wash Plan HCP over the past ten years. The EIR incorporates activities of your District which are covered activities in the Wash Plan HCP as a Local Overlapping Permitting Process in Section 3.3.3. The County is implementing the Wash Plan HCP under its own Implementing Agreement with the USFWS.

However, other Covered Activities in the Wash Plan HCP specifically Greenspot Levee Removal (CD.04) are not referenced and could affect your maintenance activities in the future. The removal or modification may reduce the maintenance and compensatory mitigation needed for the maintenance activities. Because the construction of Seven Oaks Dam mostly negated the need for this levee, the Wash Plan included removal or notching the levee to restore flows to the habitat south of the Levee. We recommend EIR reference Wash Plan HCP implementation and specifically this levee modification for completeness. The text of the covered activity is attached to this letter.

Because the District is not a Responsible Agency or Trustee Agency under CEQA, we have not reviewed and are not providing comments on other sections or completeness of the Draft EIR.

Sincerely,

Daniel B. Cozad  
General Manager

1630 W. Redlands Blvd, Suite A  
Redlands, CA 92373  
Phone: 909.793.2503  
Fax: 909.793.0188  
www.sbvwd.org Email: info@sbvwd.org

**BOARD OF DIRECTORS**

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John Longville  
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Melody McDonald

**GENERAL MANAGER**

Daniel B. Cozad

**Text from the Wash Plan HCP related to the Levee*****Greenspot Levee Removal (CD.04)***

*The Conservation District intends to remove or notch the levee near the eastern boundary (Greenspot Road) of the Plan Area to restore historic flooding and scour to a significant portion of the HCP Preserve. This project is intended to restore natural fluvial processes on approximately 30 acres. The project may require the temporary placement of boulders or other obstructions to route flows onto habitat areas. Implementation of this project is dependent on favorable hydrologic studies and additional permitting, including by Flood Control. The Conservation District will complete a feasibility study within five years and work with the Wildlife Agencies, Flood Control, and others toward implementation of this project within the HCP permit duration. It will also obtain the necessary permits if the project is determined to be feasible. Removal of sufficient material to provide a 200-foot-wide notch in the levee to restore flows would require the removal of approximately 33,000 cubic yards of rock and other materials. The work area during the duration of the project would cover 1.5 acres near the closest road based on the results of the feasibility study. The work would be completed by a Conservation District contractor through either the sale of rock or removal of the rock and hauling to the borrow pit. Should the project not be feasible, the estimated removal and hauling cost of \$137,000 (in 2016 dollars)<sup>[1]</sup> would be applied to habitat restoration activities south of the existing levee. Work would be directed by the Preserve Management Committee and would be completed prior to permit expiration. This work may be funded by proceeds from rock removal, outside grants and funding sources, or by a cost share by COI participants. The Greenspot levee removal is expected to result in up to 1.0 acre of temporary impacts.*

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<sup>[1]</sup> If a determination is made that the project is infeasible, the Consumer Price Index for All Urban Users (CPI-U) for the Los Angeles area will be used to adjust the \$137,000 to current dollars. The current dollar amount would be applied to restoration.

# San Bernardino Valley Water Conservation District

## Monthly Recharge Report

From: 7/1/2018  
To: 7/31/2018



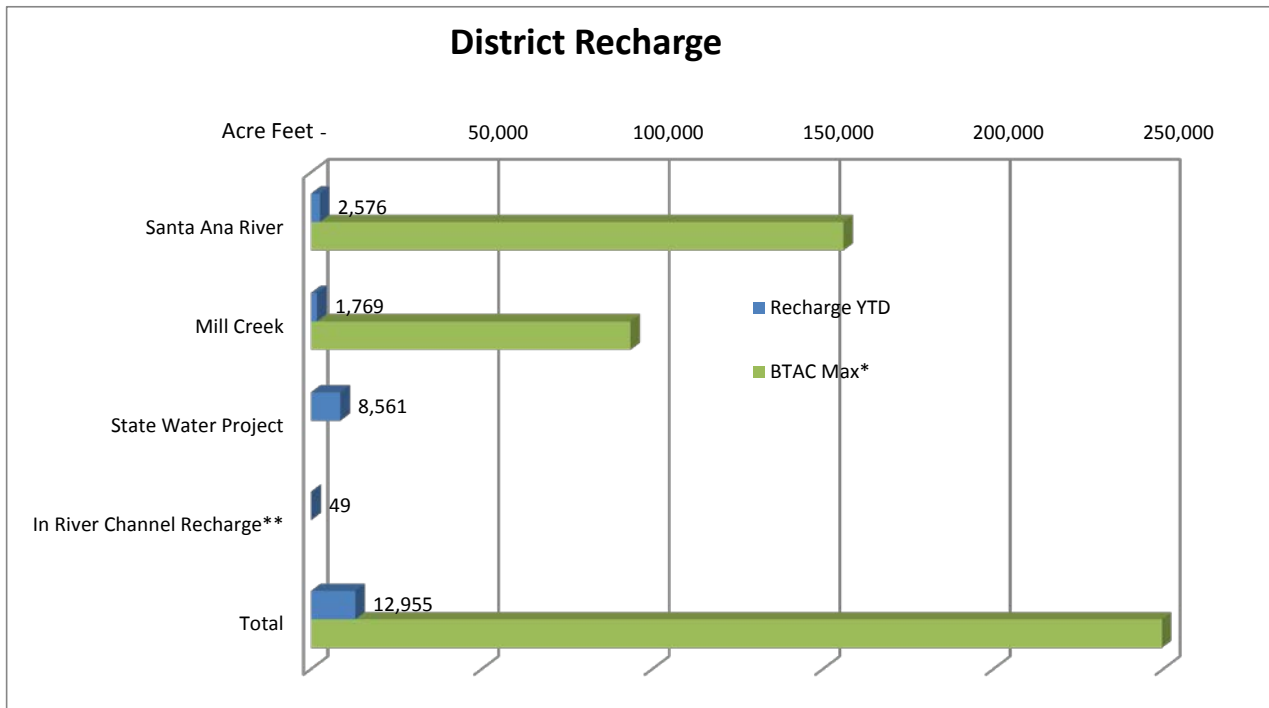
	July				
	Avg Daily Recharge	Monthly Recharge	Recharge YTD	BTAC Max*	% Max
Santa Ana River	2.5	77	2,576	156,000	2%
Mill Creek	9.1	282	1,769	93,600	2%
State Water Project	13.9	431	8,561	NA	NA
In River Channel Recharge**	0.4	12	49	NA	NA
<b>Total</b>	<b>26</b>	<b>802</b>	<b>12,955</b>	<b>249,600</b>	<b>5%</b>

Values in Acre Feet


\*BTAC Revised Max in December 2017

\*\*Monitoring began in Mid-April 2011

\*\*\* All Values Based on Water Year Oct-Sep 2018



**TRAVEL AND EXPENSES COST ESTIMATE**

<b>Name of Event</b>	ACWA/JPIA; ACWA CONF	ACWA Fall Conference	
<b>Event Dates:</b>	NOV. 25 through 30, 2018		
<b>Requested by:</b>	T. MILFORD HARRISON		

GL	GL Name	Cost	Notes
6401	Directors Fees (\$216)	\$1,080	0
6410	Mileage (.545)	121	0
6420	Other Travel		0
6425	Meals	150	0
6430	Lodging	995	0
6435	Conference Registration (Full)	699	699
<b>Estimated Total</b>		<u>\$3,045</u>	<u>699</u>

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. 10 Board Meeting  
 Jan. 24 2<sup>nd</sup> Qtr. Finance & 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				

Jul. 11 Board Meeting  
 Jul. 25 4<sup>th</sup> Qtr. Finance & Admin Mtg.

FEBRUARY						
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			

Feb. 14 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	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Aug. 08 Board Meeting

MARCH						
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

Mar. 14 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. 19 Board Meeting

APRIL						
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					

Apr. 11 Board Meeting  
 Public Meeting/Groundwater Charge  
 Apr. 25 Board Meeting  
 Public Hearing/Groundwater Charge  
 Apr. 27 3<sup>rd</sup> Qtr. Finance & Admin Mtg.

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. 10 Board Meeting

MAY						
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		

May 22 Budget Workshop (@ 2:00 p.m.)  
 May 23 Board Meeting

NOVEMBER						
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	

Nov. 14 Board Meeting  
 Nov. 21 1<sup>st</sup> Qtr. Admin Mtg.

JUNE						
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

Jun. 13 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. 12 Board Meeting (@ 9:30 a.m.)  
 Holiday Luncheon