



Helping Nature Store Our Water

# SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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## BOARD OF DIRECTORS MEETING AGENDA

**Wednesday, June 13, 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 Budget Workshop Minutes May 22, 2018 .....4
- B. Approval of Board Minutes, May 23, 2018 .....7
- C. Approval of Expenditure Report, May 2018.....12

#### **4. COMMITTEE REPORTS /ACTION ITEMS**

##### **Action Items**

- A. UNAUDITED FINANCIAL REPORTS, MAY 2018 – 5 minutes (M#1578).....22

**Presenter:** Daniel Cozad

**Recommendation:** Review and approve the unaudited financials for May 2018.

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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

B. DETERMINE THE DATE OF THE SEPTEMBER BOARD MEETING OR CANCEL THE MEETING– 5 minutes (M#1577).....28

**Presenter:** Daniel Cozad

**Recommendation:** Consider a Board Member request to set a new date for September Board of Directors meeting, cancel the meeting or make no change to the date.

C. TRAVEL APPROVAL REQUIREMENTS FOR COMMITTEE LEADERSHIP REQUIRED SERVICE - 5 minutes (M#1579).....30

**Presenter:** Daniel Cozad

**Recommendation:** Staff recommends the Board review and consider approval of the proposed revisions to the Board Policy Manual.

D. SB-623 NITRATE AND WATER TAX FOR DRINKING WATER FUNDING – 5 MINUTES (M#1580) .....38

**Presenter:** Daniel Cozad

**Recommendation:** Staff recommends that the Board discuss the issue and consider approval of the ACWA requested opposition letter or revise the letter should the Board wish to convey a position to the legislature.

E. AMENDMENT TO ICF JONES & STOKES CONTRACT FOR PLUNGE CREEK CONSERVATION PROJECT CONSTRUCTION AND PERMITTING SUPPORT– 5 minutes (M#1581).....56

**Presenter:** Jeff Beehler

**Recommendation:** Staff recommends that the Board authorize staff to amend the existing contract to ICF for the Plunge Creek Conservation Project Construction and Permitting Support for an amount not to exceed \$63,780.

5. **INFORMATION ITEMS:**

- A. Wash Plan Update – 5 Minutes
- B. General Manager’s Report and Monthly Recharge Report – 5 Minutes .....69
- 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. CSDA Annual Conference Travel Requests .....73

7. **UPCOMING MEETINGS:**

- A. June 13, 2018 Board of Directors Meeting, 1:30 p.m. at Conservation District
- B. June 14, 2018 Advisory Commission on Water Policy, 6:30 p.m. at Valley Municipal
- C. June 18, 2018 Association of the San Bernardino County Special Districts Association, 6:00 p.m. at Los Serrano Country Club in Chino Hills

- D. June 19, 2018 San Bernardino Valley Municipal Board of Directors Meeting 2:30 p.m. at Valley Municipal
- E. June 22, 2018 Redlands Chamber of Commerce State of the Community Luncheon, 12:00 p.m. at University of Redlands
- F. July 4, 2018 Office Closed in Observance of Independence Day
- G. July 11, 2018 Board of Directors Meeting, 1:30 p.m. at Conservation District
- H. July 25, 2018 Finance & Administration Committee, 1:30 p.m. at Conservation District

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.
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/Public Meeting on Groundwater Charge will be on July 11, 2018 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT  
BUDGET WORKSHOP

MINUTES OF May 22, 2018  
2:00 P.M.

President Corneille called the Workshop of the Board of Directors to order at 2:00 p.m.

ROLL CALL:

BOARD MEMBERS PRESENT:

Richard Corneille, President  
Melody McDonald, Vice President  
David E. Raley, Director  
John Longville, Director (Arrival 2:03 p.m.)  
T. Milford Harrison, Director

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker

STAFF PRESENT:

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

GUESTS PRESENT:

None

1. PUBLIC PARTICIPATION

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

2. DISCUSSION ITEMS

A. CAPITAL EQUIPMENT AND IMPROVEMENT PROJECT LIST

President Corneille introduced this item for discussion. The Operations Committee met on March 21, and the Finance & Administration Committee met on April 27. Both Committees provided feedback to staff which is incorporated into the Budget materials presented in the package. It was noted that all of the capital projects are proposed to be paid for by grants and

on a pay as you go basis. Mr. Cozad reviewed Capital Improvement Project List in detail. He noted that for CIP No 3 there are shown a 3a and a 3b project for the improvements at the Mentone Shop. Both projects are under further review by the Operations Committee and one will be recommended during the next Fiscal Year.

**It was moved by Director Longville and seconded by Vice President McDonald to approve the Capital Improvement Project List 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**

#### B. RESERVE POLICY REVISIONS

Mr. Cozad noted that the policy is reviewed and updated annually. He discussed revisions made to the Reserve Policy in accordance with California Special District Association's Reserve Guidelines and the Little Hoover Commission reports. In presenting the reserve values after each year's Audit it was recommended by President Corneille to show a total of the reserves before the Prepaid royalty is added and to remove the Habitat Management Endowment Reserve/Trust from the District Reserves, since this endowment is managed by the San Bernardino Valley Conservation Trust.

**It was moved by Director Raley and seconded by Vice President McDonald to approve the Reserve Policy Revisions with minor editorial revisions to be provided to staff. The motion carried 5-0 with all Directors present voting in the affirmative.**

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

#### C. DISTRICT ENTERPRISE BUDGET FOR THE FISCAL YEAR 2018-2019

The Finance & Administration Committee met and reviewed the budget on April 27 and recommended approval. Mr. Cozad reviewed the Draft District Enterprise Budget for Fiscal Year 2018-2019 beginning package page 18. President Corneille noted that he thought the budgeting of 8.1 percent total for yearly salary increases was very generous compared to other Agencies and Cities. He recommended that during the next Fiscal Year that a salary survey for comparable positions and a review of all salary ranges and position description be undertaken.

**It was moved by Director Longville and seconded by President Corneille to approve the District and Enterprise Budget as presented**

**with a minor revision to Board Member costs. 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**

**3. ADJOURN MEETING**

**It was moved by Director Longville and seconded by Vice President McDonald to adjourn. 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**

At 3:19 p.m. the meeting adjourned to the Board of Directors meeting scheduled for May 23, 2018, at 1:30 p.m. at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

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Daniel B. Cozad  
General Manager

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS MEETING

MINUTES OF May 23, 2018  
1:30 p.m.

President Corneille called the meeting of the Board of Directors to order at 1:39 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 2:49 p.m.)  
John Longville, Director

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  
Peter Klingman, ESRI  
Representative of Tetra Tech

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

Mr. Cozad requested that Item D: Annual Enterprise and District Integrated Budget for 2018-2019 be deleted from the agenda since the Board approved this item at yesterday's Budget Workshop. It was the consensus of the Board to remove this item from the agenda.

### 3. PRESENTATION

Mr. Beehler introduced Peter Klingman of ESRI who performed an analysis on the Santa Ana River Wash. Mr. Klingman presented a PowerPoint presentation on his study named "A GIS Analysis of Land Cover Change and Habitat Suitability in the Santa Ana River Wash, San Bernardino County, CA." The analysis covered approximately 80 years of land cover (use) change and utilized the use of Landsat multispectral imagery. Mr. Klingman presented several maps showing land cover changes throughout the years. He also reviewed the natural flood cycles within the Wash. The conclusion of the analysis was that the Wash Plan area is the most suitable habitat for the five endangered species covered under the Wash Plan project. The Board thanked Mr. Klingman for his presentation.

### 4. CONSENT CALENDAR

**It was moved by Director Longville and seconded by Vice President McDonald to approve the Consent Calendar: Item A: Board Minutes, April 25, 2018, and Item B: Expenditure Report, April 2018. The motion carried 5-0 with all Directors present voting in the affirmative.**

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

### 5. COMMITTEE REPORTS/ACTION ITEMS

#### A. THIRD QUARTER FINANCIALS FOR 2017-2018

It was the consensus of the Board to receive and file the Third Quarter Financials for 2017-2018.

#### B. GENERAL MANAGER ANNUAL PERFORMANCE EVALUATION AND EMPLOYMENT AGREEMENT

Vice President McDonald stated that the Ad Hoc General Manager Evaluation Committee of herself and President Corneille (Committee) met and discussed this item in detail on April 19. She handed out the minutes from that meeting. The Committee recommends a 3-year agreement with a 5% merit increase, and a 3.1% COLA increase in salary for the first year of the agreement, and provision for a maximum 5% cash bonus based on each year's performance meeting the Board's Goals. The Committee also determined that Mr. Cozad had met all conditions for the 5% bonus for 2017-2018 and recommended he receive the full bonus. The 3-year agreement would be effective from July 1, 2018 through June 30, 2021. Mr. Cosgrove said that the most significant change to the previous General Manager's Agreements are the proposed three-year term and waiver of the requirement to attain the age of 60 years to receive insurance until Medicare. There were two clarifications to the wording in Sections 5 and 10 of the Agreement requested by President Corneille and noted by Mr. Cosgrove. Director Longville spoke highly of Mr. Cozad's performance; indicating that the District has operated effectively since he became the General Manager. Director Longville said that, having worked with public entities for several years that Mr. Cozad is without exception the best General Manager he has had the pleasure of working with. He spoke highly of the intern program and

its cost efficiency. Vice President McDonald noted Mr. Cozad's successes such as the successful implementation of the Conservation Trust, Groundwater Council and California Public Employee Retirement System (CalPERS) liability payoff to name a few. Afterwards, a motion was made to approve the three-year contract, including salary and future bonus option. Vice President McDonald offered an amendment to the motion suggesting that the bonus be given as a salary increase ' for inclusion to Mr. Cozad's standard pay and CalPERS benefits, rather than a cash payment. After discussion, the motion failed 2-3. Director Raley and President Corneille spoke in opposition due to the financial impacts on the District, and Director Harrison joined them in dissent on the amendment.

**It was moved by Vice President McDonald and seconded by Director Harrison to approve the General Manager's Agreement as presented with a three-year term, first year salary, cash bonus provisions, and benefits with minor revisions. 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**

**It was moved by Director Longville and seconded by President Corneille to approve Resolution No. 558 establishing the powers and authorities of the General Manager with minor revisions. The motion carried 5-0 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**

**C. UNAUDITED FINANCIAL REPORTS, APRIL 2018**

**It was moved by President Corneille and seconded by Director Longville to approve the Unaudited Financial Reports for April 2018. The motion carried 5-0 with all Directors present voting in the affirmative with Director Harrison noted absent from the vote.**

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

D. ANNUAL ENTERPRISE AND DISTRICT INTEGRATED BUDGET FOR 2018-2019

This item was deleted from the agenda.

E. DETERMINE THE DATE OF THE SEPTEMBER BOARD MEETING OR CANCEL THE MEETING

Vice President McDonald stated that the California Joint Powers Insurance Authority meeting is the same day as the September Board meeting and requested consideration for changing the meeting. President Corneille suggested September 19 for the meeting. Mr. Cosgrove has a conflict and is unable to make the 19<sup>th</sup>. A brief discussion ensued, but no consensus was reached on changing the meeting.

**It was moved by Director Longville and seconded by Vice President McDonald to table this item to the next Board meeting. 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**

6. INFORMATION ITEMS

A. WASH PLAN UPDATE

Mr. Beehler presented a PowerPoint presentation on this item and noted his inclusion of the written report on package page 58. Mr. Beehler reviewed the federal registrar process and presented an updated approval schedule. 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 59 to 61. The Monthly Recharge Report was included on package page 62. This item was received and filed.

C. FUTURE AGENDA ITEMS AND STAFF TASKS

There were none discussed.

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

President Corneille attended the East Valley Water District's Spring Gardening Workshop on April 28 and Association of California Water Agencies (ACWA) Spring Conference May 8 to May 10. He attended the ACWA Groundwater Committee at the conference and had completed his compliance training. President Corneille attended the Highland Area Chamber of Commerce State of the Community Luncheon on May 22 and Wash Plan Task Force on May 1.

Director Longville attended a meeting with the City of Highland on May 22.

Director Raley attended the Wash Plan Task Force on May 1.

Vice President McDonald attended the ACWA Spring Conference on May 6 to May 11. She attended the April 27 Finance & Administration Committee meeting, meeting with the City of Highland on May 22 and ACWA Region 9 meeting at ACWA.

8. UPCOMING MEETINGS

President Corneille noted that the Advisory Commission on Water Policy will be held on June 14.

9. CLOSED SESSION

**It was moved by President Corneille and seconded by Vice President McDonald to adjourn to Closed Session. 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**

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

At 3:55 p.m., the meeting reconvened into Open Session. Mr. Cosgrove noted that there was no reportable action.

10. ADJOURN MEETING

**It was moved by Director Longville 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 3:56 p.m., the meeting adjourned to the Budget Workshop scheduled for 1:30 p.m. June 13, 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**  
**May 2018**

06/07/18

Num	Date	Name	Account	Class	Original Amount
PC 05.09.18	05/09/2018	Paychex	1012 · Citizens Busine...		<b>-86.76</b>
			6042 · Payroll Processing	4-General Fund Ent.	86.76
TOTAL					86.76
PC 05.23.19	05/23/2018	Paychex	1012 · Citizens Busine...		<b>-81.10</b>
			6042 · Payroll Processing	4-General Fund Ent.	81.10
TOTAL					81.10
ACH 0143	05/07/2018	T. Milford Harrison	1012 · Citizens Busine...		<b>-22.89</b>
			6410 · Mileage	4-General Fund Ent.	22.89
TOTAL					22.89
ACH 0144	05/07/2018	Raley, David	1012 · Citizens Busine...		<b>-18.54</b>
			6410 · Mileage	4-General Fund Ent.	18.54
TOTAL					18.54
ACH 0145	05/25/2018	T. Milford Harrison	1012 · Citizens Busine...		<b>-527.56</b>
			6410 · Mileage	4-General Fund Ent.	527.56
TOTAL					527.56
ACH 0146	05/29/2018	Melody McDonald	1012 · Citizens Busine...		<b>-79.02</b>
			6410 · Mileage	4-General Fund Ent.	79.02
TOTAL					79.02
21200	05/01/2018	Assoc. San Bernardino...	1012 · Citizens Busine...		<b>-80.00</b>
	05/01/2018		6425 · Meals	4-General Fund Ent.	40.00
			6425 · Meals	4-General Fund Ent.	40.00
TOTAL					80.00
21201	05/01/2018	Athena Monge	1012 · Citizens Busine...		<b>-26.71</b>
	05/01/2018		6510 · Mileage	4-General Fund Ent.	26.71
TOTAL					26.71

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

06/07/18

Num	Date	Name	Account	Class	Original Amount
<b>21202</b>	<b>05/01/2018</b>	<b>Citizens Business Bank</b>	<b>1012 · Citizens Busine...</b>		<b>-1,847.14</b>
	04/13/2018		5215 · Property Mainte...	1-Groundwater Ent.	70.50
			5215 · Property Mainte...	3-Land Resources	17.62
			5310 · Vehicle Mainten...	1-Groundwater Ent.	54.16
			6004 · Meeting Expenses	4-General Fund Ent.	15.98
			6004 · Meeting Expenses	1-Groundwater Ent.	15.97
			6030 · Office Supplies	4-General Fund Ent.	28.79
			6030 · Office Supplies	1-Groundwater Ent.	1.80
			6030 · Office Supplies	2-Redlands Plaza/...	3.60
			6030 · Office Supplies	3-Land Resources	1.80
			6039 · Postage and Ov...	4-General Fund Ent.	19.94
			6039 · Postage and Ov...	1-Groundwater Ent.	9.06
			6039 · Postage and Ov...	2-Redlands Plaza/...	3.62
			6039 · Postage and Ov...	3-Land Resources	3.62
			6060 · Outreach	4-General Fund Ent.	4.92
			6060 · Outreach	1-Groundwater Ent.	1.96
			6060 · Outreach	3-Land Resources	2.95
			6090 · Subscriptions/Pu...	4-General Fund Ent.	74.90
			6435 · Conf/Seminar R...	4-General Fund Ent.	949.00
			6425 · Meals	4-General Fund Ent.	20.00
			6515 · Air Fare	4-General Fund Ent.	111.13
			6515 · Air Fare	1-Groundwater Ent.	61.74
			6515 · Air Fare	3-Land Resources	74.09
			6002 · Website Adminis...	4-General Fund Ent.	299.99
TOTAL					1,847.14
<b>21203</b>	<b>05/01/2018</b>	<b>Corneille, Richard</b>	<b>1012 · Citizens Busine...</b>		<b>-51.68</b>
	05/01/2018		6410 · Mileage	4-General Fund Ent.	33.79
			6425 · Meals	4-General Fund Ent.	17.89
TOTAL					51.68
<b>21204</b>	<b>05/01/2018</b>	<b>Cozad, Daniel B</b>	<b>1012 · Citizens Busine...</b>		<b>-345.52</b>
	05/01/2018		6510 · Mileage	4-General Fund Ent.	213.67
			6525 · Meals	4-General Fund Ent.	17.10
			6520 · Travel, Other (re...	4-General Fund Ent.	42.23
			6525 · Meals	1-Groundwater Ent.	13.30
			6525 · Meals	3-Land Resources	7.60
			6520 · Travel, Other (re...	1-Groundwater Ent.	23.46
			6520 · Travel, Other (re...	3-Land Resources	28.16
TOTAL					345.52
<b>21205</b>	<b>05/01/2018</b>	<b>DMV Renewal</b>	<b>1012 · Citizens Busine...</b>		<b>-485.00</b>
	04/23/2018		5310 · Vehicle Mainten...	1-Groundwater Ent.	485.00
TOTAL					485.00
<b>21206</b>	<b>05/01/2018</b>	<b>Frontier-4860</b>	<b>1012 · Citizens Busine...</b>		<b>-481.82</b>
	04/28/2018		5440 · Telephone	4-General Fund Ent.	235.78
			5440 · Telephone	1-Groundwater Ent.	101.05
			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					481.82

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

06/07/18

Num	Date	Name	Account	Class	Original Amount
21207	05/01/2018	Frontier-7275	1012 · Citizens Busine...		-145.64
	04/19/2018		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
21208	05/01/2018	ICF Jones & Stokes, Inc	1012 · Citizens Busine...		-11,002.08
	04/17/2018		5124 · Plunge Creek Pr...	3-Land Resources	11,002.08
TOTAL					11,002.08
21209	05/01/2018	IERCD	1012 · Citizens Busine...		-540.00
	04/10/2018		6060 · Outreach	4-General Fund Ent.	270.00
			6060 · Outreach	1-Groundwater Ent.	108.00
			6060 · Outreach	3-Land Resources	162.00
TOTAL					540.00
21210	05/01/2018	Image Source	1012 · Citizens Busine...		-402.37
	04/13/2018		6033 · Office Equipmen...	4-General Fund Ent.	301.77
			6033 · Office Equipmen...	1-Groundwater Ent.	20.12
			6033 · Office Equipmen...	2-Redlands Plaza/...	60.36
			6033 · Office Equipmen...	3-Land Resources	20.12
TOTAL					402.37
21211	05/01/2018	JAN-PRO Cleaning Sys...	1012 · Citizens Busine...		-1,236.00
	05/01/2018		6018 · Janitorial Services	4-General Fund Ent.	1,236.00
TOTAL					1,236.00
21212	05/01/2018	Nossaman LLP	1012 · Citizens Busine...		-2,147.50
	04/20/2018		5120 · Misc. Profession...	4-General Fund Ent.	626.43
			5120 · Misc. Profession...	1-Groundwater Ent.	447.32
			5120 · Misc. Profession...	3-Land Resources	1,073.75
TOTAL					2,147.50
21213	05/01/2018	ReadyRefresh by Nestle	1012 · Citizens Busine...		-48.65
	04/24/2018		5460 · Water / Trash / ...	4-General Fund Ent.	24.33
			5460 · Water / Trash / ...	1-Groundwater Ent.	19.46
			5460 · Water / Trash / ...	3-Land Resources	4.86
TOTAL					48.65
21214	05/01/2018	Redlands Ford	1012 · Citizens Busine...		-39.51
	04/20/2018		5310 · Vehicle Mainten...	1-Groundwater Ent.	39.51
TOTAL					39.51

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

Num	Date	Name	Account	Class	Original Amount
<b>21215</b>	<b>05/01/2018</b>	<b>Redlands Tire Pros &amp; S...</b>	<b>1012 · Citizens Busine...</b>		<b>-677.81</b>
	04/17/2018		5310 · Vehicle Mainten...	1-Groundwater Ent.	677.81
TOTAL					677.81
<b>21216</b>	<b>05/01/2018</b>	<b>Schubert Landscaping,...</b>	<b>1012 · Citizens Busine...</b>		<b>-2,560.58</b>
	04/10/2018		6015 · Mentone House ... 7110 · Property Capital ...	2-Redlands Plaza/... 2-Redlands Plaza/...	533.58 2,027.00
TOTAL					2,560.58
<b>21217</b>	<b>05/01/2018</b>	<b>Valero Marketing &amp; Su...</b>	<b>1012 · Citizens Busine...</b>		<b>-921.00</b>
	04/27/2018		5320 · Fuel	1-Groundwater Ent.	921.00
TOTAL					921.00
<b>21218</b>	<b>05/15/2018</b>	<b>ACWA/JPIA-Health</b>	<b>1012 · Citizens Busine...</b>		<b>-13,657.84</b>
	05/04/2018		6110 · Vision Insurance 6110 · Vision Insurance 6110 · Vision Insurance 6110 · Vision Insurance 6110 · Vision Insurance 6130 · Dental Insurance 6130 · Dental Insurance 6130 · Dental Insurance 6130 · Dental Insurance 6130 · Dental Insurance 6150 · Medical Insurance 6150 · Medical Insurance 6150 · Medical Insurance 6150 · Medical Insurance 6150 · Medical Insurance	4-General Fund Ent. 1-Groundwater Ent. 2-Redlands Plaza/... 3-Land Resources 5-Wash Plan 4-General Fund Ent. 1-Groundwater Ent. 2-Redlands Plaza/... 3-Land Resources 5-Wash Plan 4-General Fund Ent. 1-Groundwater Ent. 2-Redlands Plaza/... 3-Land Resources 5-Wash Plan	26.60 84.25 8.45 27.99 18.33 112.73 357.07 35.80 118.62 77.70 2,054.12 6,506.42 652.31 2,161.56 1,415.89
TOTAL					13,657.84
<b>21219</b>	<b>05/15/2018</b>	<b>American Power Security</b>	<b>1012 · Citizens Busine...</b>		<b>-520.00</b>
	05/01/2018		6026 · Redlands Plaza ...	2-Redlands Plaza/...	520.00
TOTAL					520.00
<b>21220</b>	<b>05/15/2018</b>	<b>Beach Boyz Auto Service</b>	<b>1012 · Citizens Busine...</b>		<b>-126.25</b>
	05/10/2018		5310 · Vehicle Mainten...	1-Groundwater Ent.	126.25
TOTAL					126.25
<b>21221</b>	<b>05/15/2018</b>	<b>Big Bear Municipal Wa...</b>	<b>1012 · Citizens Busine...</b>		<b>-6,969.68</b>
	06/30/2018		5125 · Engineering Ser...	1-Groundwater Ent.	6,969.68
TOTAL					6,969.68
<b>21222</b>	<b>05/15/2018</b>	<b>Castro Landscaping Se...</b>	<b>1012 · Citizens Busine...</b>		<b>-250.00</b>
	04/30/2018		6026 · Redlands Plaza ...	2-Redlands Plaza/...	250.00
TOTAL					250.00

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

06/07/18

Num	Date	Name	Account	Class	Original Amount
<b>21223</b>	<b>05/15/2018</b>	<b>Day Lite Maintenance, I...</b>	<b>1012 · Citizens Busine...</b>		<b>-144.00</b>
	05/01/2018		6026 · Redlands Plaza ...	2-Redlands Plaza/...	144.00
TOTAL					144.00
<b>21224</b>	<b>05/15/2018</b>	<b>Edison - 7241</b>	<b>1012 · Citizens Busine...</b>		<b>-47.69</b>
	05/11/2018		5420 · Electricity	4-General Fund Ent.	13.35
			5420 · Electricity	1-Groundwater Ent.	9.54
			5420 · Electricity	2-Redlands Plaza/...	24.80
TOTAL					47.69
<b>21225</b>	<b>05/15/2018</b>	<b>Edison - 8812</b>	<b>1012 · Citizens Busine...</b>		<b>-108.87</b>
	05/02/2018		5420 · Electricity	4-General Fund Ent.	30.48
			5420 · Electricity	1-Groundwater Ent.	21.77
			5420 · Electricity	2-Redlands Plaza/...	56.62
TOTAL					108.87
<b>21226</b>	<b>05/15/2018</b>	<b>Edison - Redlands Plaza</b>	<b>1012 · Citizens Busine...</b>		<b>-191.24</b>
	05/02/2018		6026 · Redlands Plaza ...	2-Redlands Plaza/...	191.24
TOTAL					191.24
<b>21227</b>	<b>05/15/2018</b>	<b>Edison -5552</b>	<b>1012 · Citizens Busine...</b>		<b>-401.04</b>
	05/10/2018		5420 · Electricity	4-General Fund Ent.	105.18
			5420 · Electricity	1-Groundwater Ent.	75.13
			5420 · Electricity	2-Redlands Plaza/...	195.33
			6020 · Vacancy Marketi...	2-Redlands Plaza/...	25.40
TOTAL					401.04
<b>21228</b>	<b>05/15/2018</b>	<b>Home Depot Credit Ser...</b>	<b>1012 · Citizens Busine...</b>		<b>-556.81</b>
	04/27/2018		5210 · Equipment Maint...	1-Groundwater Ent.	528.86
			6016 · Redlands Plaza ...	2-Redlands Plaza/...	27.95
TOTAL					556.81
<b>21229</b>	<b>05/15/2018</b>	<b>Image Source</b>	<b>1012 · Citizens Busine...</b>		<b>-310.00</b>
	04/27/2018		6033 · Office Equipmen...	4-General Fund Ent.	232.50
			6033 · Office Equipmen...	1-Groundwater Ent.	15.50
			6033 · Office Equipmen...	2-Redlands Plaza/...	46.50
			6033 · Office Equipmen...	3-Land Resources	15.50
TOTAL					310.00
<b>21230</b>	<b>05/15/2018</b>	<b>Lowe's Companies, Inc.</b>	<b>1012 · Citizens Busine...</b>		<b>-53.41</b>
	04/25/2018		5210 · Equipment Maint...	1-Groundwater Ent.	36.02
			5215 · Property Mainte...	1-Groundwater Ent.	13.91
			5215 · Property Mainte...	3-Land Resources	3.48
TOTAL					53.41

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

06/07/18

Num	Date	Name	Account	Class	Original Amount
21231	05/15/2018	Netsteller	1012 · Citizens Busine...		-450.00
	05/01/2018		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
21232	05/15/2018	Parts Authority	1012 · Citizens Busine...		-35.56
	05/10/2018		5310 · Vehicle Mainten...	1-Groundwater Ent.	35.56
TOTAL					35.56
21233	05/15/2018	Redlands Plumbing, Inc.	1012 · Citizens Busine...		-155.00
	04/11/2018		6016 · Redlands Plaza ...	2-Redlands Plaza/...	155.00
TOTAL					155.00
21234	05/15/2018	Rutan & Tucker	1012 · Citizens Busine...		-11,135.81
	03/22/2018		5180 · Legal	4-General Fund Ent.	2,107.59
			5180 · Legal	1-Groundwater Ent.	2,107.59
			5180 · Legal	2-Redlands Plaza/...	491.78
			5180 · Legal	3-Land Resources	3,813.35
			5180 · Legal	4-General Fund Ent.	2,453.00
			5175 · Legal - Wash Plan	5-Wash Plan	162.50
TOTAL					11,135.81
21235	05/15/2018	Smart & Final	1012 · Citizens Busine...		-175.62
	05/10/2018		6019 · Janitorial Supplies	4-General Fund Ent.	16.76
			6019 · Janitorial Supplies	1-Groundwater Ent.	11.18
			6030 · Office Supplies	4-General Fund Ent.	11.56
			6030 · Office Supplies	1-Groundwater Ent.	0.72
			6030 · Office Supplies	2-Redlands Plaza/...	1.45
			6030 · Office Supplies	3-Land Resources	0.72
			6004 · Meeting Expenses	4-General Fund Ent.	66.62
			6004 · Meeting Expenses	3-Land Resources	66.61
TOTAL					175.62
21236	05/15/2018	Terminix	1012 · Citizens Busine...		-66.00
	04/24/2018		6026 · Redlands Plaza ...	2-Redlands Plaza/...	66.00
TOTAL					66.00
21237	05/15/2018	Wilbur's	1012 · Citizens Busine...		-49.61
	04/30/2018		5215 · Property Mainte...	1-Groundwater Ent.	39.69
			5215 · Property Mainte...	3-Land Resources	9.92
TOTAL					49.61
21238	05/30/2018	Aaron Pederson	1012 · Citizens Busine...		-35.00
	05/26/2018		6018 · Janitorial Services	4-General Fund Ent.	35.00
TOTAL					35.00

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

06/07/18

Num	Date	Name	Account	Class	Original Amount
21239	05/30/2018	Assoc. San Bernardino...	1012 · Citizens Busine...		-64.00
	05/29/2018		6425 · Meals	4-General Fund Ent.	64.00
TOTAL					64.00
21240	05/30/2018	Citizens Business Bank	1012 · Citizens Busine...		-4,145.29
	05/14/2018		5122 · Wash Plan Profe...	5-Wash Plan	20.00
			5215 · Property Mainte...	1-Groundwater Ent.	119.81
			5215 · Property Mainte...	3-Land Resources	29.95
			5310 · Vehicle Mainten...	1-Groundwater Ent.	199.99
			6002 · Website Adminis...	4-General Fund Ent.	225.00
			6004 · Meeting Expenses	4-General Fund Ent.	10.98
			6004 · Meeting Expenses	1-Groundwater Ent.	10.98
			6039 · Postage and Ov...	4-General Fund Ent.	15.19
			6039 · Postage and Ov...	1-Groundwater Ent.	6.90
			6039 · Postage and Ov...	2-Redlands Plaza/...	2.76
			6039 · Postage and Ov...	3-Land Resources	2.76
			6051 · Uniforms	4-General Fund Ent.	32.71
			6051 · Uniforms	1-Groundwater Ent.	76.32
			6060 · Outreach	4-General Fund Ent.	1.76
			6060 · Outreach	1-Groundwater Ent.	0.71
			6060 · Outreach	3-Land Resources	1.06
			6430 · Lodging	4-General Fund Ent.	1,936.89
			6425 · Meals	4-General Fund Ent.	25.00
			6515 · Air Fare	4-General Fund Ent.	256.48
			6515 · Air Fare	1-Groundwater Ent.	142.49
			6515 · Air Fare	3-Land Resources	170.99
			6520 · Travel, Other (re...	4-General Fund Ent.	19.14
			6520 · Travel, Other (re...	1-Groundwater Ent.	10.63
			6520 · Travel, Other (re...	3-Land Resources	12.76
			6525 · Meals	4-General Fund Ent.	34.68
			6525 · Meals	1-Groundwater Ent.	26.98
			6525 · Meals	3-Land Resources	15.42
			6530 · Lodging	4-General Fund Ent.	187.63
			6530 · Lodging	1-Groundwater Ent.	145.93
			6530 · Lodging	3-Land Resources	83.39
			6535 · Conf/Seminar R...	4-General Fund Ent.	144.00
			6535 · Conf/Seminar R...	1-Groundwater Ent.	112.00
			6535 · Conf/Seminar R...	3-Land Resources	64.00
TOTAL					4,145.29
21241	05/30/2018	Day Lite Maintenance, I...	1012 · Citizens Busine...		-70.01
	05/08/2018		6026 · Redlands Plaza ...	2-Redlands Plaza/...	70.01
TOTAL					70.01
21242	05/30/2018	Frontier-7275	1012 · Citizens Busine...		-145.64
	05/19/2018		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

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

06/07/18

Num	Date	Name	Account	Class	Original Amount
<b>21243</b>	<b>05/30/2018</b>	<b>ICF Jones &amp; Stokes, Inc</b>	<b>1012 · Citizens Busine...</b>		<b>-19,007.83</b>
	05/14/2018		5124 · Plunge Creek Pr...	3-Land Resources	1,776.58
	05/23/2018		5120 · Misc. Profession...	4-General Fund Ent.	5,026.36
			5120 · Misc. Profession...	1-Groundwater Ent.	3,589.27
			5120 · Misc. Profession...	3-Land Resources	8,615.62
TOTAL					19,007.83
<b>21244</b>	<b>05/30/2018</b>	<b>Image Source</b>	<b>1012 · Citizens Busine...</b>		<b>-167.04</b>
	05/13/2018		6033 · Office Equipmen...	4-General Fund Ent.	125.28
			6033 · Office Equipmen...	1-Groundwater Ent.	8.35
			6033 · Office Equipmen...	2-Redlands Plaza/...	25.06
			6033 · Office Equipmen...	3-Land Resources	8.35
TOTAL					167.04
<b>21245</b>	<b>05/30/2018</b>	<b>JAN-PRO Cleaning Sys...</b>	<b>1012 · Citizens Busine...</b>		<b>-618.00</b>
	06/01/2018		6018 · Janitorial Services	4-General Fund Ent.	618.00
TOTAL					618.00
<b>21246</b>	<b>05/30/2018</b>	<b>Jeff Beehler</b>	<b>1012 · Citizens Busine...</b>		<b>-155.22</b>
	05/25/2018		6525 · Meals	4-General Fund Ent.	37.65
			6525 · Meals	1-Groundwater Ent.	29.28
			6525 · Meals	3-Land Resources	16.73
			6510 · Mileage	4-General Fund Ent.	64.31
			6039 · Postage and Ov...	4-General Fund Ent.	3.99
			6039 · Postage and Ov...	1-Groundwater Ent.	1.81
			6039 · Postage and Ov...	2-Redlands Plaza/...	0.73
			6039 · Postage and Ov...	3-Land Resources	0.72
TOTAL					155.22
<b>21247</b>	<b>05/30/2018</b>	<b>ReadyRefresh by Nestle</b>	<b>1012 · Citizens Busine...</b>		<b>-9.69</b>
	05/24/2018		5460 · Water / Trash / ...	1-Groundwater Ent.	9.69
TOTAL					9.69
<b>21248</b>	<b>05/30/2018</b>	<b>Redlands Chamber of ...</b>	<b>1012 · Citizens Busine...</b>		<b>-80.00</b>
	05/29/2018		6425 · Meals	4-General Fund Ent.	80.00
TOTAL					80.00
<b>21249</b>	<b>05/30/2018</b>	<b>Redlands Plumbing, Inc.</b>	<b>1012 · Citizens Busine...</b>		<b>-2,663.00</b>
	05/09/2018		6016 · Redlands Plaza ...	2-Redlands Plaza/...	2,663.00
TOTAL					2,663.00
<b>21250</b>	<b>05/30/2018</b>	<b>Schubert Landscaping,...</b>	<b>1012 · Citizens Busine...</b>		<b>-4,119.47</b>
	05/20/2018		6015 · Mentone House ...	2-Redlands Plaza/...	295.00
			7110 · Property Capital ...	2-Redlands Plaza/...	3,824.47
TOTAL					4,119.47

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

06/07/18

Num	Date	Name	Account	Class	Original Amount
21251	05/30/2018	The Gas Company	1012 · Citizens Busine...		-22.71
	05/14/2018		5450 · Natural Gas	4-General Fund Ent.	13.63
			5450 · Natural Gas	1-Groundwater Ent.	9.08
TOTAL					22.71
21252	05/30/2018	U.S. Bank Equipment F...	1012 · Citizens Busine...		-336.18
	05/11/2018		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
100193N	05/07/2018	PERS	1012 · Citizens Busine...		-5,679.77
			6170 · PERS Retirement	4-General Fund Ent.	912.17
			6170 · PERS Retirement	1-Groundwater Ent.	2,889.30
			6170 · PERS Retirement	2-Redlands Plaza/...	289.67
			6170 · PERS Retirement	3-Land Resources	846.29
			6170 · PERS Retirement	5-Wash Plan	742.34
TOTAL					5,679.77
100194N	05/09/2018	PERS	1012 · Citizens Busine...		-5,679.77
			6170 · PERS Retirement	4-General Fund Ent.	912.17
			6170 · PERS Retirement	1-Groundwater Ent.	2,889.30
			6170 · PERS Retirement	2-Redlands Plaza/...	289.67
			6170 · PERS Retirement	3-Land Resources	846.29
			6170 · PERS Retirement	5-Wash Plan	742.34
TOTAL					5,679.77

San Bernardino Valley Water Conservation District

**Director Fees Expenditure Payroll Report**

May 2018

Pay Date	Name	For Period	Director Fees	Taxes Withheld	Check Amt
5/9/2018	Corneille, D	Mar-18	\$ 1,512.00	\$ 215.44	\$ 1,296.56
5/9/2018	Harrison, T.M.	Apr-May 18	\$ 1,080.00	\$ 170.22	\$ 909.78
5/9/2018	McDonald, M	Apr-18	\$ 2,160.00	\$ 249.25	\$ 1,910.75
5/9/2018	Raley, D	Apr-18	\$ 1,944.00	\$ 466.77	\$ 1,477.23
5/23/2018	Harrison, T.M.	May-18	\$ 1,080.00	\$ 170.22	\$ 909.78



# SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

1630 West Redlands Boulevard, Suite A  
Redlands, CA 92373-8032  
(909) 793-2503  
Fax: (909) 793-0188

Email: [info@sbvwcd.org](mailto:info@sbvwcd.org)  
[www.sbvwcd.org](http://www.sbvwcd.org)

Memorandum No. 1578

**To: Board of Directors**

**From: General Manager, Daniel Cozad**

**Date: June 13, 2018**

**Subject: Unaudited Financial Reports, May 2018**

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## **RECOMMENDATION**

Review and approve the unaudited financials for May 2018.

## **BACKGROUND**

Each month staff presents the unaudited financials for the District. The reports presented under this Board Letter are as of May 31, 2018.

## **DISCUSSION**

Wash Plan revenue funded by the District as a loan is higher than anticipated due to finalization of permitting requirements. Partial reimbursement of the Wash Plan loan is expected to begin in FY 18/19. Property tax revenue is substantially higher than projected by the County. Majority of expenses are at or below budget and as expected. As the end of the fiscal year approaches, year-end closing entries, allocations and journal entries will begin being made for the June financials.

## **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 May 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 May 2018  
Profit & Loss to Date vs. Annual Budget

---

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

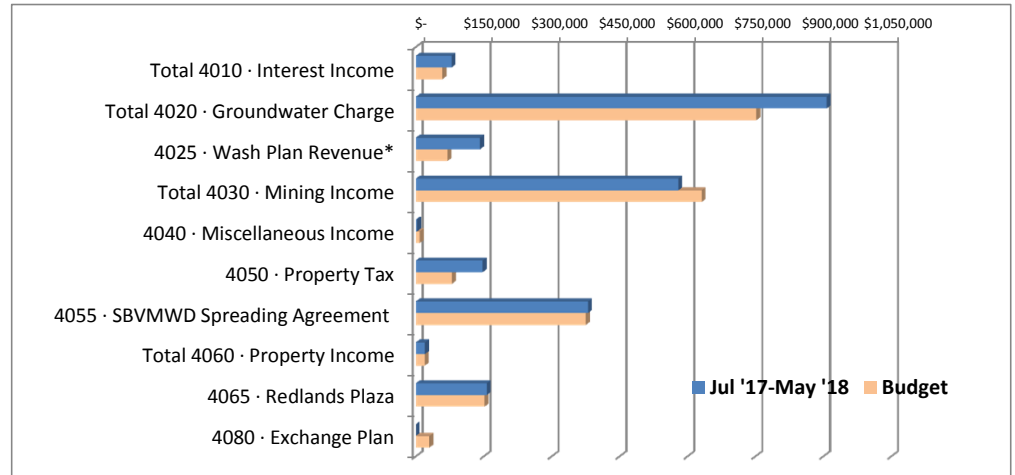
**SBVWCD - All Enterprises Budget and Actual**

**May 2018**

**REVENUE**

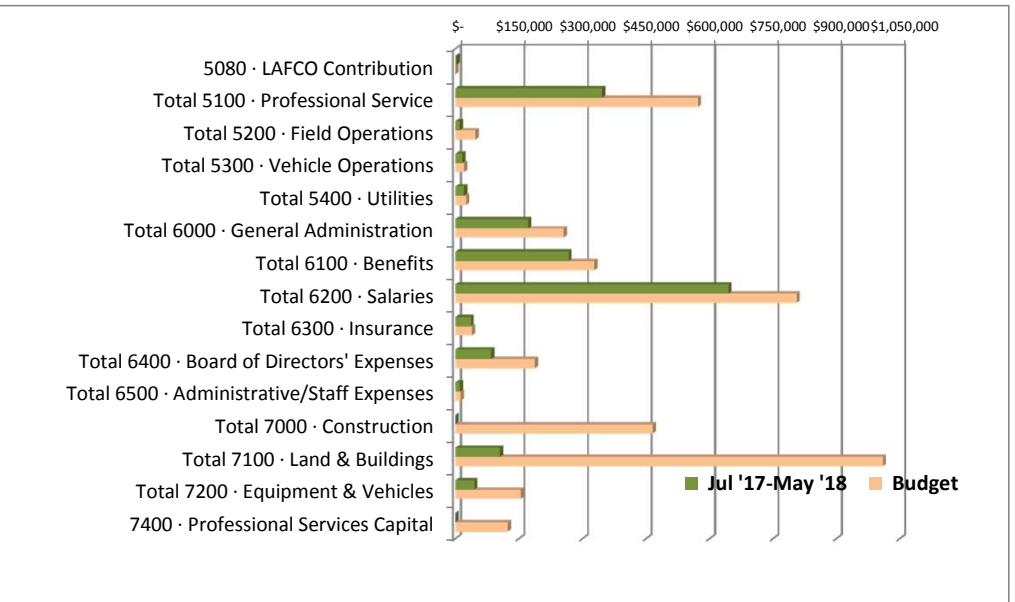
	<b>Jul '17-May '18</b>	<b>Budget</b>
Total 4010 · Interest Income	\$ 78,967	\$ 58,941
Total 4020 · Groundwater Charge	\$ 907,598	\$ 752,622
4025 · Wash Plan Revenue*	\$ 141,782	\$ 70,000
Total 4030 · Mining Income	\$ 579,891	\$ 631,583
4040 · Miscellaneous Income	\$ 3,143	\$ 9,167
4050 · Property Tax	\$ 147,941	\$ 79,767
4055 · SBVMWD Spreading Agreement	\$ 380,371	\$ 376,067
Total 4060 · Property Income	\$ 20,250	\$ 19,800
4065 · Redlands Plaza	\$ 156,855	\$ 152,004
4080 · Exchange Plan	\$ -	\$ 30,000
<b>Total Revenue</b>	<b>\$ 2,416,798</b>	<b>\$ 2,179,950</b>

\*District loans to the WP

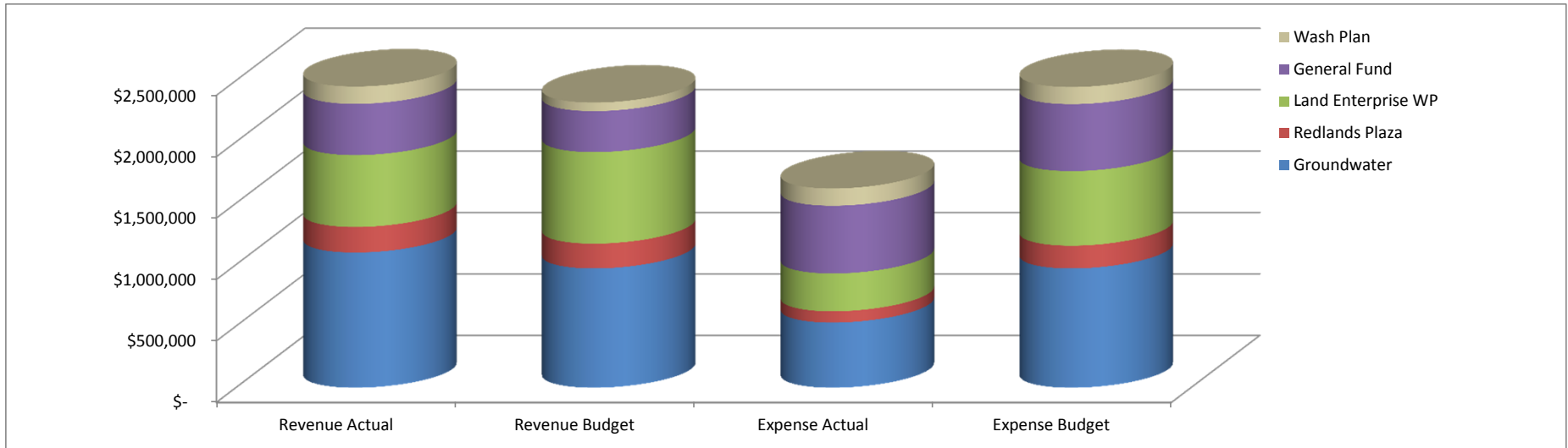


**EXPENSES Operating and Capital**

	<b>Jul '17-May '18</b>	<b>Budget</b>
5080 · LAFCO Contribution	\$ 2,153	\$ 400
Total 5100 · Professional Service	\$ 346,220	\$ 572,635
Total 5200 · Field Operations	\$ 10,444	\$ 47,666
Total 5300 · Vehicle Operations	\$ 16,378	\$ 20,396
Total 5400 · Utilities	\$ 21,117	\$ 25,767
Total 6000 · General Administration	\$ 172,151	\$ 255,754
Total 6100 · Benefits	\$ 267,252	\$ 328,167
Total 6200 · Salaries	\$ 644,951	\$ 805,989
Total 6300 · Insurance	\$ 36,440	\$ 38,917
Total 6400 · Board of Directors' Expenses	\$ 85,186	\$ 188,201
Total 6500 · Administrative/Staff Expenses	\$ 11,069	\$ 12,558
Total 7000 · Construction	\$ -	\$ 465,666
Total 7100 · Land & Buildings	\$ 105,651	\$ 1,010,166
Total 7200 · Equipment & Vehicles	\$ 44,863	\$ 154,917
7400 · Professional Services Capital	\$ -	\$ 123,750
<b>Total Expense</b>	<b>\$ 1,763,875</b>	<b>\$ 4,050,947</b>



## Enterprises to Date (May 2018)



Enterprise	Actual	Budget	% of Budget
Groundwater Revenue	\$ 1,099,857	\$ 970,655	113%
Groundwater Expense	\$ 530,465	\$ 918,024	58%
Revenue -Expense	\$ 569,392	\$ 52,631	
Redlands Plaza Revenue	\$ 207,788	\$ 201,137	103%
Redlands Plaza Expense	\$ 91,275	\$ 184,970	49%
Revenue -Expense	\$ 116,513	\$ 16,167	
Land Enterprise Revenue	\$ 585,783	\$ 746,375	78%
Land Enterprise Expense	\$ 307,868	\$ 607,384	51%
Revenue -Expense	\$ 277,915	\$ 138,991	
General Fund Revenue *	\$ 417,373	\$ 333,616	125%
General Fund Expense	\$ 551,399	\$ 545,515	101%
Revenue -Expense	\$ (134,026)	\$ (211,899)	
Wash Plan Revenue	\$ 141,782	\$ 70,000	203%
Wash Plan Expense	\$ 140,608	\$ 140,177	100%
Revenue-Expense	1,174	(70,177)	
<b>Total All Revenue - Expense</b>	<b>\$ 830,968</b>	<b>\$ (74,287)</b>	<b>-1119%</b>

Cash Status	As of 7/1/2017	As of 5/31/2018
LAIF	\$ 450,847.82	\$ 456,175.70
Cal Trust	\$ 3,003,802.30	\$ 3,043,227.67
Citizens Bank	\$ 425,411.04	\$ 908,078.14
UBS Financial Services	\$ 1,868,928.62	\$ 1,857,856.49
Cal Credit Union	\$ 3,276,349.50	\$ 3,300,361.58
<b>Total Cash</b>	<b>\$ 9,025,339.28</b>	<b>\$ 9,565,699.58</b>
Less Prepaid Royalty	\$ (5,000,000.00)	\$ (5,000,000.00)
<b>Cash Position</b>	<b>\$ 4,025,339.28</b>	<b>\$ 4,565,699.58</b>

Increase (decrease) of  
Percent Increase      \$ 540,360.30  
13.4%

\* General Fund Revenue shown here does not include overhead

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

	<u>Jul '17 - May 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>4010 · Interest Income</b>				
4012 · LAIF	10,277.34	1,800.00	8,477.34	570.96%
4013 · Caltrust Investment Income	34,475.91	20,000.00	14,475.91	172.38%
4014 · CalCredit Union Interest Income	24,012.08	25,000.00	-987.92	96.05%
4015 · UBS Interest Income	10,201.48	17,500.00	-7,298.52	58.29%
<b>Total 4010 · Interest Income</b>	<u>78,966.81</u>	<u>64,300.00</u>	<u>14,666.81</u>	<u>122.81%</u>
<b>4020 · Groundwater Charge</b>				
4021 · Assessments - Ag	39,288.01	38,921.24	366.77	100.94%
4023 · Assessments - Non-Ag	868,310.43	713,700.40	154,610.03	121.66%
<b>Total 4020 · Groundwater Charge</b>	<u>907,598.44</u>	<u>752,621.64</u>	<u>154,976.80</u>	<u>120.59%</u>
<b>4025 · Wash Plan Revenue</b>	141,782.09	70,000.00	71,782.09	202.55%
<b>4030 · Mining Income</b>				
4031 · Plant Site - CEMEX	44,000.00	48,000.00	-4,000.00	91.67%
4032 · Cemex - Royalty / Lease	489,333.30	586,000.00	-96,666.70	83.5%
4034 · Redlands Aggregate 5% Royalty	0.00	0.00	0.00	0.0%
4036 · Aggregate Maintenance	46,557.73	55,000.00	-8,442.27	84.65%
4030 · Mining Income - Other	0.00	0.00	0.00	0.0%
<b>Total 4030 · Mining Income</b>	<u>579,891.03</u>	<u>689,000.00</u>	<u>-109,108.97</u>	<u>84.16%</u>
<b>4040 · Miscellaneous Income</b>				
4041 · Reimbursed Expenses	140.00	0.00	140.00	100.0%
4040 · Miscellaneous Income - Other	3,003.00	10,000.00	-6,997.00	30.03%
<b>Total 4040 · Miscellaneous Income</b>	<u>3,143.00</u>	<u>10,000.00</u>	<u>-6,857.00</u>	<u>31.43%</u>
<b>4050 · Property Tax</b>	147,940.63	81,800.00	66,140.63	180.86%
<b>4055 · SBVMWD Spreading Agreement Reim</b>	380,371.00	376,066.70	4,304.30	101.15%
<b>4060 · Property Income</b>				
4062 · Mentone Property	20,250.00	21,600.00	-1,350.00	93.75%
<b>Total 4060 · Property Income</b>	<u>20,250.00</u>	<u>21,600.00</u>	<u>-1,350.00</u>	<u>93.75%</u>
<b>4065 · Redlands Plaza</b>	156,855.49	165,822.65	-8,967.16	94.59%
<b>4066 · Redlands Plaza CAM</b>	30,542.12	32,000.00	-1,457.88	95.44%
<b>4080 · Exchange Plan</b>	0.00	30,000.00	-30,000.00	0.0%
<b>4086 · Plunge Creek IRWMP</b>	6,241.86	150,000.00	-143,758.14	4.16%
<b>4998 · Rate Stabilization From Reserve</b>	0.00	35,000.00	-35,000.00	0.0%
<b>Total Income</b>	<u>2,453,582.47</u>	<u>2,478,210.99</u>	<u>-24,628.52</u>	<u>99.01%</u>
<b>Gross Profit</b>	2,453,582.47	2,478,210.99	-24,628.52	99.01%
<b>Expense</b>				
<b>5040 · Regional Programs</b>				
5080 · LAFCO Contribution	2,152.67	400.00	1,752.67	538.17%
<b>Total 5040 · Regional Programs</b>	<u>2,152.67</u>	<u>400.00</u>	<u>1,752.67</u>	<u>538.17%</u>
<b>5050 · Basin Cleaning</b>	6,655.00	50,000.00	-43,345.00	13.31%
<b>5100 · Professional Service</b>				
5120 · Misc. Professional Services	71,767.61	150,000.00	-78,232.39	47.85%
5122 · Wash Plan Professional Services				
5122.01 · Professional Services-Wash Plan	-251.80			
5122 · Wash Plan Professional Services - Other	27,854.95	50,000.00	-22,145.05	55.71%
<b>Total 5122 · Wash Plan Professional Services</b>	<u>27,603.15</u>	<u>50,000.00</u>	<u>-22,396.85</u>	<u>55.21%</u>
5124 · Plunge Creek Prof Services	61,760.17	150,000.00	-88,239.83	41.17%
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%
5145 · Environmental Services (WP)	510.69	0.00	510.69	100.0%
5160 · IT Support	4,500.00	7,000.00	-2,500.00	64.29%
5170 · Audit	23,500.00	27,135.00	-3,635.00	86.6%
5175 · Legal - Wash Plan	17,975.23	10,000.00	7,975.23	179.75%
5180 · Legal	138,603.49	209,000.00	-70,396.51	66.32%
<b>Total 5100 · Professional Service</b>	<u>346,220.34</u>	<u>622,135.00</u>	<u>-275,914.66</u>	<u>55.65%</u>
<b>5123 · Temp. Field Labor</b>	1,598.80	11,000.00	-9,401.20	14.54%
<b>5133 · Regional River HCP Contribution</b>	0.00	40,000.00	-40,000.00	0.0%
<b>5143 · SBVCT District Contribution</b>	0.00	4,042.00	-4,042.00	0.0%
<b>5200 · Field Operations</b>				
5210 · Equipment Maintenance	4,761.76	6,000.00	-1,238.24	79.36%
5215 · Property Maintenance	5,682.39	40,000.00	-34,317.61	14.21%
5220 · Maintenance Materials/Shop/Flid	0.00	3,000.00	-3,000.00	0.0%
5225 · Field Clean Up-Illegal dumping	0.00	3,000.00	-3,000.00	0.0%
<b>Total 5200 · Field Operations</b>	<u>10,444.15</u>	<u>52,000.00</u>	<u>-41,555.85</u>	<u>20.09%</u>
<b>5300 · Vehicle Operations</b>				
5310 · Vehicle Maintenance	8,482.95	10,000.00	-1,517.05	84.83%
5320 · Fuel	7,895.54	12,250.00	-4,354.46	64.45%
<b>Total 5300 · Vehicle Operations</b>	<u>16,378.49</u>	<u>22,250.00</u>	<u>-5,871.51</u>	<u>73.61%</u>
<b>5400 · Utilities</b>				

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

	Jul '17 - May 18	Budget	\$ Over Budget	% of Budget
5410 · Alarm Service	2,004.50	1,500.00	504.50	133.63%
5420 · Electricity	6,667.59	9,500.00	-2,832.41	70.19%
5430 · Mobile Phone	3,105.00	3,550.00	-445.00	87.47%
5440 · Telephone	4,812.54	8,000.00	-3,187.46	60.16%
5450 · Natural Gas	593.63	900.00	-306.37	65.96%
5460 · Water / Trash / Sewer	1,369.37	2,160.00	-790.63	63.4%
5470 · Internet Services	2,564.77	2,500.00	64.77	102.59%
<b>Total 5400 · Utilities</b>	<b>21,117.40</b>	<b>28,110.00</b>	<b>-6,992.60</b>	<b>75.12%</b>
<b>6000 · General Administration</b>				
6001 · General Administration - Other	1,125.94	5,500.00	-4,374.06	20.47%
6002 · Website Administration	2,667.93	3,100.00	-432.07	86.06%
6003 · Property Tax	0.00	235.10	-235.10	0.0%
6004 · Meeting Expenses	1,074.82	2,000.00	-925.18	53.74%
6006 · Permits	2,366.25	10,000.00	-7,633.75	23.66%
6007 · Inter District Costs	0.00	10,000.00	-10,000.00	0.0%
6009 · Licenses	1,014.90	1,639.00	-624.10	61.92%
6010 · Surety Bond	3,025.00	1,900.00	1,125.00	159.21%
6012 · Office Maintenance	748.53	3,180.00	-2,431.47	23.54%
6013 · Office Lease Payment	55,000.00	60,000.00	-5,000.00	91.67%
6015 · Mentone House Maintenance	3,353.58	5,000.00	-1,646.42	67.07%
6016 · Redlands Plaza Maintenance	11,553.12	65,000.00	-53,446.88	17.77%
6018 · Janitorial Services	7,043.00	9,108.89	-2,065.89	77.32%
6019 · Janitorial Supplies	279.60	500.00	-220.40	55.92%
6020 · Vacancy Marketing-Redlands Plaz	291.11	5,050.00	-4,758.89	5.77%
6024 · Computer Equip Maint.	0.00	0.00	0.00	0.0%
6026 · Redlands Plaza CAM expenses	24,698.17	28,500.00	-3,801.83	86.66%
6027 · Computer Supplies	0.00	689.00	-689.00	0.0%
6030 · Office Supplies	1,967.25	4,250.67	-2,283.42	46.28%
6033 · Office Equipment Rental	7,068.26	8,900.00	-1,831.74	79.42%
6036 · Printing	210.31	980.00	-769.69	21.46%
6039 · Postage and Overnight Delivery	697.98	1,200.00	-502.02	58.17%
6042 · Payroll Processing	2,409.33	2,450.00	-40.67	98.34%
6045 · Bank Service Charges	1,598.02	2,500.00	-901.98	63.92%
6051 · Uniforms	1,631.19	2,000.00	-368.81	81.56%
6060 · Outreach	16,764.31	20,000.00	-3,235.69	83.82%
6087 · Educational Reimbursement	4,165.00	2,500.00	1,665.00	166.6%
6090 · Subscriptions/Publications	1,283.89	1,000.00	283.89	128.39%
6091 · Public Notices	2,338.20	3,000.00	-661.80	77.94%
6093 · Memberships	17,775.00	18,500.00	-725.00	96.08%
<b>Total 6000 · General Administration</b>	<b>172,150.69</b>	<b>278,682.66</b>	<b>-106,531.97</b>	<b>61.77%</b>
<b>6100 · Benefits</b>				
6110 · Vision Insurance	1,821.82	2,355.91	-534.09	77.33%
6120 · Workers' Comp. Insurance	7,909.69	13,265.35	-5,355.66	59.63%
6130 · Dental Insurance	7,721.12	10,566.73	-2,845.61	73.07%
6150 · Medical Insurance				
6150.01 · Medical Employee Contribution	-17,464.03	-22,217.51	4,753.48	78.61%
6150 · Medical Insurance - Other	135,581.25	167,161.64	-31,580.39	81.11%
<b>Total 6150 · Medical Insurance</b>	<b>118,117.22</b>	<b>144,944.13</b>	<b>-26,826.91</b>	<b>81.49%</b>
6160 · Payroll Taxes-Employer	44,281.47	64,235.94	-19,954.47	68.94%
6170 · PERS Retirement				
6170.01 · PERS Employee Contributions	-36,972.66	-26,015.02	-10,957.64	142.12%
6170 · PERS Retirement - Other	124,372.90	148,647.12	-24,274.22	83.67%
<b>Total 6170 · PERS Retirement</b>	<b>87,400.24</b>	<b>122,632.10</b>	<b>-35,231.86</b>	<b>71.27%</b>
<b>Total 6100 · Benefits</b>	<b>267,251.56</b>	<b>358,000.16</b>	<b>-90,748.60</b>	<b>74.65%</b>
<b>6200 · Salaries</b>				
6220 · Contingency/Temporary	0.00	0.00	0.00	0.0%
6230 · Regular Salaries	644,951.44	879,260.46	-234,309.02	73.35%
<b>Total 6200 · Salaries</b>	<b>644,951.44</b>	<b>879,260.46</b>	<b>-234,309.02</b>	<b>73.35%</b>
<b>6300 · Insurance</b>				
6310 · Property/ Auto Insurance	3,242.00	7,000.00	-3,758.00	46.31%
6320 · General Liability Insurance	33,197.95	32,500.00	697.95	102.15%
<b>Total 6300 · Insurance</b>	<b>36,439.95</b>	<b>39,500.00</b>	<b>-3,060.05</b>	<b>92.25%</b>
<b>6400 · Board of Directors' Expenses</b>				
6401 · Directors' Fees				
6401.5 · Payroll Taxes-Directors	5,409.77	0.00	5,409.77	100.0%
6401 · Directors' Fees - Other	64,964.00	78,718.78	-13,754.78	82.53%
<b>Total 6401 · Directors' Fees</b>	<b>70,373.77</b>	<b>78,718.78</b>	<b>-8,345.01</b>	<b>89.4%</b>
6410 · Mileage	3,448.21	4,000.00	-551.79	86.21%
6415 · Air Fare	0.00	2,500.00	-2,500.00	0.0%

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

	<u>Jul '17 - May 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6420 · Other Travel	122.00	500.00	-378.00	24.4%
6425 · Meals	2,602.52	2,500.00	102.52	104.1%
6430 · Lodging	3,727.08	3,000.00	727.08	124.24%
6435 · Conf/Seminar Registrations	4,912.00	5,000.00	-88.00	98.24%
6440 · Election Fees / Re-Districting	0.00	100,000.00	-100,000.00	0.0%
<b>Total 6400 · Board of Directors' Expenses</b>	<b>85,185.58</b>	<b>196,218.78</b>	<b>-111,033.20</b>	<b>43.41%</b>
6500 · Administrative/Staff Expenses				
6510 · Mileage	1,197.45	1,800.00	-602.55	66.53%
6515 · Air Fare	1,836.95	2,000.00	-163.05	91.85%
6520 · Travel, Other (rental car, taxi)	283.73	1,400.00	-1,116.27	20.27%
6525 · Meals	1,617.98	1,500.00	117.98	107.87%
6530 · Lodging	2,507.53	3,000.00	-492.47	83.58%
6535 · Conf/Seminar Registrations	3,625.00	4,000.00	-375.00	90.63%
<b>Total 6500 · Administrative/Staff Expenses</b>	<b>11,068.64</b>	<b>13,700.00</b>	<b>-2,631.36</b>	<b>80.79%</b>
9999 · Contribution to Capital Maint.	0.00	280,500.00	-280,500.00	0.0%
<b>Total Expense</b>	<b>1,621,614.71</b>	<b>2,875,799.06</b>	<b>-1,254,184.35</b>	<b>56.39%</b>
<b>Net Ordinary Income</b>	<b>831,967.76</b>	<b>-397,588.07</b>	<b>1,229,555.83</b>	<b>-209.25%</b>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
7000 · Construction				
7010 · Materials	0.00	8,000.00	-8,000.00	0.0%
7050 · Basins- Capital Annual Repair	0.00	0.00	0.00	0.0%
7053 · HCP Endowment	0.00	0.00	0.00	0.0%
7055 · Plunge Creek Expansion	0.00	500,000.00	-500,000.00	0.0%
<b>Total 7000 · Construction</b>	<b>0.00</b>	<b>508,000.00</b>	<b>-508,000.00</b>	<b>0.0%</b>
7100 · Land & Buildings				
7110 · Property Capital Repairs	105,651.47	260,000.00	-154,348.53	40.64%
7130 · Mentone Property (House)-CapRep	0.00	0.00	0.00	0.0%
7140 · Mentone Property (Shop)-CapRep	0.00	50,000.00	-50,000.00	0.0%
7150 · Mill Creek Diversion	0.00	577,000.00	-577,000.00	0.0%
7160 · Mendoza Property	0.00	215,000.00	-215,000.00	0.0%
<b>Total 7100 · Land &amp; Buildings</b>	<b>105,651.47</b>	<b>1,102,000.00</b>	<b>-996,348.53</b>	<b>9.59%</b>
7200 · Equipment & Vehicles				
7210 · Computer Hardware-Capital Purch	0.00	5,000.00	-5,000.00	0.0%
7220 · Computer Software	7,271.38	12,500.00	-5,228.62	58.17%
7230 · Field Equipment / Vehicles	32,009.42	150,000.00	-117,990.58	21.34%
7240 · Office Equipment	5,581.88	1,500.00	4,081.88	372.13%
<b>Total 7200 · Equipment &amp; Vehicles</b>	<b>44,862.68</b>	<b>169,000.00</b>	<b>-124,137.32</b>	<b>26.55%</b>
7400 · Professional Services Capital				
7438 · Engineering Services-Other	0.00	135,000.00	-135,000.00	0.0%
<b>Total 7400 · Professional Services Capital</b>	<b>0.00</b>	<b>135,000.00</b>	<b>-135,000.00</b>	<b>0.0%</b>
<b>Total Other Expense</b>	<b>150,514.15</b>	<b>1,914,000.00</b>	<b>-1,763,485.85</b>	<b>7.86%</b>
<b>Net Other Income</b>	<b>-150,514.15</b>	<b>-1,914,000.00</b>	<b>1,763,485.85</b>	<b>7.86%</b>
<b>Net Income</b>	<b>681,453.61</b>	<b>-2,311,588.07</b>	<b>2,993,041.68</b>	<b>-29.48%</b>



# SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

1630 West Redlands Boulevard, Suite A  
Redlands, CA 92373-8032  
(909) 793-2503  
Fax: (909) 793-0188

Email: [info@sbvwcd.org](mailto:info@sbvwcd.org)  
[www.sbvwcd.org](http://www.sbvwcd.org)

Memorandum No. 1577

**To: Board of Directors**

**From: General Manager, Daniel Cozad**

**Date: May 23, 2018**

**Subject: Determine the Date of the September Board Meeting or Cancel the Meeting**

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## **RECOMMENDATION**

Consider a Board Member request to set a new date for September Board of Directors meeting, cancel the meeting or make no change to the date.

This item is continued from the May 23<sup>rd</sup> Board of Directors meeting. District Counsel would be unavailable on September 19<sup>th</sup>.

## **FISCAL IMPACT**

There is no fiscal impact.

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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



# 2018 Board Calendar - San Bernardino Valley Water Conservation District

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

Jan. 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. 12 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*



Helping Nature Store Our Water

# SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

1630 West Redlands Boulevard, Suite A  
Redlands, CA 92373-8032  
(909) 793-2503  
Fax: (909) 793-0188

Email: [info@sbtvcd.org](mailto:info@sbtvcd.org)  
[www.sbtvcd.org](http://www.sbtvcd.org)

Memorandum No. 1579

**To: Board of Directors**  
**From: General Manager, Daniel Cozad**  
**Date: June 13, 2018**  
**Subject: Travel Approval Requirements for Committee Leadership Required Service**

## RECOMMENDATION

Staff recommends the Board review and consider approval of the proposed revisions to the Board Policy Manual.

## BACKGROUND AND DISCUSSION

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 duties 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.

Despite the fact that 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 an ambiguity in the Board Policy Handbook.

## POLICY ISSUE

Board Policy 4025 directs the Board and staff on expense reimbursement for Directors. This policy when taken with Appendix B and C these for 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 it 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.

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

**FISCAL IMPACT**

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.

**POTENTIAL MOTIONS**

1. Move to amend Policy 4025 to include derivative committee meetings of any District Requested meeting are also a District Requested meeting and expenses would be reimbursed without separate approval.
2. Move to amend Policy 4025 to indicate 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.
3. Move to table consideration of the issue and request the Finance & Administration Committee review provide a recommendation.
4. Table the item to a future meeting for consideration.

**ATTACHMENTS OR MATERIALS**

**Existing** Board Policy 4025 and 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 agendized 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.

# APPENDIX "C"

## Roster of Organizations and Committees with Assigned Representatives

### District Requested Meetings

District Requested Meetings are organizations that the Board has determined as essential for participation. The Board designates a primary and alternate; the alternate only attends if the primary indicates they are unavailable to attend. Included are all District Board meetings and Standing and Ad Hoc committees the member is appointed to. Attendance by another Board member, other than the primary or alternate designee, may only be eligible for per diem compensation as a Director Selected meeting. 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:**

<b><u>Organization/Committee</u></b>	<b><u>Primary/Alternate</u></b>
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**
g. CSDA Fiscal Committee	Raley/No Alternate**
h. CSDA Professional Development Committee	Harrison/No Alternate**
i. CSDA Membership Committee	Harrison/No Alternate**

\*\* If appointed and while appointed.

Note: Only one member should attend meeting on behalf of the District

**Director Selected Meetings - Maximum of 3**

The Director Selected meetings are pre-approved; discretionary meetings that each Director may attend, in a number not to exceed three (3) per month, and are eligible for meeting per diem compensation and eligible Expense (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 |



Helping Nature Store Our Water

# SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

1630 West Redlands Boulevard, Suite A  
Redlands, CA 92373-8032  
(909) 793-2503  
Fax: (909) 793-0188

Email: [info@sbtvcd.org](mailto:info@sbtvcd.org)  
[www.sbtvcd.org](http://www.sbtvcd.org)

Memorandum No. 1580

**To: Board of Directors**  
**From: General Manager, Daniel Cozad**  
**Date: June 13, 2018**  
**Subject: SB – 623 Nitrate and Water Tax for Drinking Water Funding**

## RECOMMENDATION

Staff recommends that the Board discuss the issue and consider approval of the ACWA requested opposition letter or revise the letter should the Board wish to convey a position to the legislature.

## BACKGROUND AND DISCUSSION

Nitrate and other drinking water issues impact Disadvantaged Communities (DAC) throughout California but primarily in the more rural and agricultural areas of the state. In the last legislative session Environmental Justice advocates and Agricultural leaders collaborated to identify a method of funding that agriculture could support to address nitrate contaminated wells and the beginnings of SB-623 were drafted. Because many DAC communities have other contaminants and many contaminated wells are not in agricultural areas a component of funding was required from other sources. Because agricultural uses had led the development they solicited others to propose methods for non-agricultural contaminants and non-agricultural areas.

Because no other methods were proposed by advocates the Governors offices recommended the use of a fee on water supplied to retail users to fund the additional DAC water quality needs. These components became the core of SB-623 by Senator William W. Monning.

ACWA has opposed the use of a fee on residential water supplies for many years and opposes SB-623 and the Budget trailer bills that have implementing and policy language similar to the Bill. ACWA has a significant campaign <http://watertaxfacts.org/> opposing the tax elements of SB-623 and suggesting other funding mechanisms such as bonds and carbon tax revenues or general fund revenue.

## CONSIDERATIONS

While the District does not provide retail water service and is not subject to the requirements of the bill the Board may wish to support ACWA and retail agencies that oppose the Bill. Water quality advocates have provided a number of arguments for the approach many of which were discussed in an article that was in the Sacramento Bee recently.

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

**ALTERNATIVES**

Potential Board Actions include:

- Approve the ACWA recommended letter to legislators opposing SB-623 as a funding source for DAC to achieve compliant drinking water quality
- Revise the letter to reflect the Boards thinking position if different from that expressed by ACWA
- Do not send a letter to our legislative members if a consensus position is not clear.

**FISCAL IMPACT**

Because the Bill would not apply to the District there is no financial impact to the District. The Bill could increase the burden ratepayers within the District through their retail water agencies. Groundwater pumpers paying the groundwater charge would not be subject to the fee.

**POTENTIAL MOTIONS**

1. Move to approve the ACWA recommended letter to legislators opposing SB-623.
2. Move to approve the letter as amended or revised
3. Move to not send a letter to District Legislators.
4. Move to table the item to a future meeting the Board.

**ATTACHMENTS OR MATERIALS**

- ACWA Background Information
- Sacramento Bee Article from June 1 and 2, 2018
- Draft Position Letters

# ACWA and WATERTAX FACTS

## Facts on Proposed State Tax on Drinking Water

A proposal to impose a state tax on drinking water is being advanced through SB 623 by Sen. William Monning (D-Carmel), a two-year bill introduced in 2017, and a Brown Administration budget trailer bill related to safe drinking water.

Supporters of the tax cite the urgent need to provide safe drinking water to disadvantaged communities and find a reliable solution to important public health issue. While ACWA agrees with the goal, we are advancing alternative funding strategies to address this important issue.

## Background on Drinking Water Tax Proposals

In March 2017, Sen. Monning introduced SB 623, a bill aimed at funding drinking water solutions for disadvantaged communities. The bill was amended at various times throughout the year, however, language proposing the tax on drinking water was added to the bill on Aug. 21 – just two days before the bill was scheduled to be heard in the Assembly Appropriations Committee. SB 623 was made a two-year bill on Sept 1, 2017. The Assembly Appropriations Committee referred the bill to the Assembly Rules Committee, where it remains today. The Assembly Rules Committee could refer the bill to one or more policy committees, or move the bill directly to the Assembly floor.

In January, Gov. Jerry Brown released his proposed 2018-'19 budget, and the summary document signaled that the administration would be advancing statutory language consistent with the framework of SB 623. The California Department of Finance posted the budget trailer bill language on Feb. 1 that is essentially the SB 623 language. ACWA's State Legislative Committee took an oppose-unless-amended position on the budget trailer bill on Feb. 9, 2018.

If the Brown Administration is not successful with the budget trailer bill, Sen. Monning will likely try to move SB 623. Regardless of whether the vehicle is a

budget trailer bill or a policy bill, a proposal for a new tax requires a two-thirds majority vote of both the Assembly and the Senate.

Local, public water agencies are committed to providing safe and reliable water and agree with the intent of the bill. ACWA maintains an oppose-unless-amended position on the bill for several reasons, including:

- The state should not tax something that is essential to life, such as water and food. The public does not support the precedent of starting to tax resources that are essential to life.
- The cost of living in California is already too high. Californians do not support a new tax on drinking water.
- A tax on drinking water would work against the goal of keeping water affordable for Californians.
- This new law would turn thousands of local water agencies into tax collectors for the state of California.

## What Do Californians Think?

[A recent survey commissioned by ACWA](#) shows that Californians oppose creating a new tax on drinking water to fund solutions for those disadvantaged communities that do not have access to safe drinking water and instead support using an alternative funding approach that includes existing funding sources.

## Alternative Approach

ACWA believes that this important public health and social issue requires focused state leadership. Another way to fund the solution for this state social issue is a package of funds comprised of ongoing federal safe drinking water funds, voter-approved general obligation bond funds, the agricultural assessments related to nitrate in groundwater proposed in the budget trailer bill and SB 623 and dollars from the state general fund. The state appropriately uses its general fund to pay for other important programs and social issues that have been identified as state priorities – including public

health, education, housing, disability services, and other programs that serve and protect residents and communities in need.

## Funding Alternatives to the Proposed Tax on Drinking Water

Most Californians have access to safe drinking water. The search for funding to provide safe water to the communities that don't (primarily rural, disadvantaged communities) is vitally important. The budget trailer bill proposes a tax on water as its primary funding source but there are other alternatives, including:

### 1. **Safe Drinking Water Funding Package**

The first alternative to the proposed drinking water tax is the Safe Drinking Water Funding Package is the current funding proposal by the coalition. This funding package is comprised of ongoing federal safe drinking water funds, voter-approved general obligation bond funds, the assessments related to nitrates in groundwater proposed in the budget trailer bill and in SB 623, and a limited amount of state general fund dollars.

### 2. **Safe and Affordable Drinking Water Trust**

The second alternative would create an irrevocable trust that would be held for the sole purpose of providing funding for safe and affordable drinking water.

### 3. **Lease Revenue Bonds for Safe Drinking Water**

The third alternative would use lease revenue bonds issued for safe drinking water.

### 4. **Cap and Trade Allocation for Safe Drinking Water**

The fourth alternative would allocate a percentage of Cap and Trade funding for continuous appropriation for safe drinking water.

### **Governance Solution**

AB 2050 (Caballero, 2018), the Small System Water Authority Act of 2018, would propose a local solution for consolidation of non-compliant public water systems based on regional governance and administration.

# 360,000 Californians have unsafe drinking water. Are you one of them?

BY DALE KASLER, PHILLIP REESE AND RYAN SABALOW

June 01, 2018 03:55 AM

Updated June 01, 2018 04:36 PM

At the Shiloh elementary school near Modesto, drinking fountains sit abandoned, covered in clear plastic.

At [Mom and Pop's Diner](#), a fixture in the Merced County town of Dos Palos, regulars ask for bottled water because they know better than to consume what comes out of the tap.

And in rural Alpaugh, a few miles west of Highway 99 in Tulare County, residents such as Sandra Meraz have spent more than four decades worrying about what flows from their faucets.

"You drink the water at your own risk," said Meraz, 77. "And that shouldn't be. We have families here with young children."



An estimated 360,000 Californians are served by water systems with unsafe drinking water, according to a McClatchy analysis of data compiled by the State Water Resources Control Board. In many communities, people drink, shower, cook and wash dishes with water containing excessive amounts of pollutants, including arsenic, nitrates and uranium.

The state's water problem, however, is far more pervasive than that number indicates. At least 6 million Californians are served by water providers that have been in violation of state standards at some point since 2012, according to

McClatchy's analysis. In some areas, contaminated water is such a common occurrence, residents have almost come to expect it.

"It's ubiquitous," said Darrin Polhemus, the state water board's deputy director for drinking water. "It's pretty extensive across broad swaths."



Eight-year-old Addi Dankemeyer gets water from a water bottle in the classroom Wednesday, May 23, at Shiloh Elementary School west of Modesto. Because of nitrate levels, the school has been using bottled water since January of this year.

Joan Barnett Lee [jlee@modbee.com](mailto:jlee@modbee.com)

Now, after years of half solutions, the state is considering its most comprehensive actions to date. Gov. Jerry Brown has asked the Legislature to enact a [statewide tax on drinking water](#) to fix wells and treatment systems in distressed communities. Residents and businesses would pay a tax on their monthly water bills, while agriculture would contribute through taxes on fertilizer purchases and fees paid by dairy farmers and feedlot operators.

For the average Californian, the tax would mean paying an additional \$11.40 per year.

[Too many Californians lack safe drinking water. Here's how to supply the have-nots](#)

A two-thirds majority is required for passage of the tax, and a powerful consortium of urban water agencies is trying to defeat the bill, arguing they

should not have to pay for what is largely a rural problem. The bill is due to be voted on this summer.

Whether or not the Legislature acts, voters might step in. Proposition 68, a parks-and-water bond on Tuesday's primary ballot, would earmark \$250 million to combat polluted drinking water. A second proposition, which has qualified for the November ballot, would set aside \$500 million to address the problem.

For those who lobby the Legislature on water issues, [the influx of dollars would be long overdue](#). Contaminated water has been acknowledged as a significant problem for decades. In 1995, the U.S. Environmental Protection Agency said California needed \$34 billion to clean up its drinking supplies.

Isabel Solorio has had water issues since she and her husband moved to Lanare, a small farming community south of Fresno, 20 years ago. The water smelled like rotten eggs and had a yellowish color, she said.

In her role as president of the local advocacy group Community United, she travels to Sacramento to lobby on issues such as the drinking water tax.

"The legislators of this state should have acted several years ago," she said. "It's not fair that we support the state economically, but we don't have clean water."

## **A greater awareness**

Why all the attention to water now?

Six years ago, the Legislature passed the Human Right to Water Act, which recognizes that everyone "has the right to safe, clean, affordable and accessible water adequate for human consumption, cooking and sanitary purposes."

The law is only one page long and doesn't appropriate any money or levy any taxes to fund its declaration. But along with California's epic five-year drought and the drinking-water scandal in Flint, Mich., the bill has generated considerable momentum for addressing the dilemma.

"There's more general awareness about drinking water being an issue," said Laurel Firestone, co-executive director of the advocacy group Community Water Center.

California has 3,015 independent water systems. As of May, [269 of these suppliers](#) were out of compliance with state drinking water standards.

Of those 269 water systems, 141 are found in five counties of the San Joaquin Valley: Stanislaus, Madera, Fresno, Tulare and Kern. However, 38 of California's 58 counties have at least one water supplier in violation of state water standards.

In the Valley, 185,000 residents are served by water systems deemed out of compliance by the state water board. The region has some of the highest rates of nitrate contamination in the United States, a problem linked to the widespread application of fertilizer and the runoff from livestock in the nation's most productive farm belt.

High levels of nitrates can reduce oxygen levels in newborns' blood, suffocating them through a disorder called "blue baby syndrome." [Studies also have linked nitrates](#) to birth defects and various forms of cancer. Little research has been done, however, to determine whether more people are getting sick because of contaminated water in the Valley.

The Valley's troubles worsened during the drought, when desperate farmers pumped groundwater for irrigation. That lowered water tables throughout the region, bringing nitrates into contact with the intakes of communities' wells. Polhemus said pumping worsened the prevalence of naturally occurring arsenic, one of the biggest water contaminants in the state. Long-term exposure to high levels of the metal has been linked to lung, skin and bladder cancer, along with other illnesses.

In Dos Palos, where the water contains potentially harmful chemicals known as trihalomethanes, Joaquin Garcia has 5-gallon jugs of clean water delivered to his home. Trihalomethanes are found in water systems with inadequate or faulty purification. Long-term exposure to them has been linked to liver and kidney problems and an increased cancer risk.

On the outskirts of town, Victor Navarro's family installed a \$6,000 filtration system to clean the well water. "To be honest, I don't even know if it does anything," said Navarro, 25, who works as a truck driver.

Researchers at UC Davis who have studied the problem say unsafe drinking water goes hand-in-hand with another Valley issue: poverty. Farmworkers and other rural residents generally live in isolated, unincorporated communities served by water districts that lack the resources and expertise to address contamination.

UC Davis professor Jonathan London, lead author of a study published in February, said the prevalence of underfunded water providers is partly a legacy of the Valley's historical development, which segregated Latino workers in farm-labor camps or isolated communities, usually cut off from city services.

"There are so many of these disadvantaged unincorporated communities, and the water districts have sort of followed," London said.

The result is tens of thousands of Valley residents, many of them poor, with substandard water coming out of their taps. The UC Davis study also said Valley residents often "pay a triple penalty" to obtain safe water: Not only do they face health risks, their water bills tend to be higher, and they have to buy expensive bottled water on top of that.

Water problems, however, aren't limited to the San Joaquin Valley. In San Miguel, not far from Paso Robles' tony wine country in San Luis Obispo County, students and teachers at Pleasant Valley Elementary School have gone without clean water on campus for more than five years because of excessive arsenic.

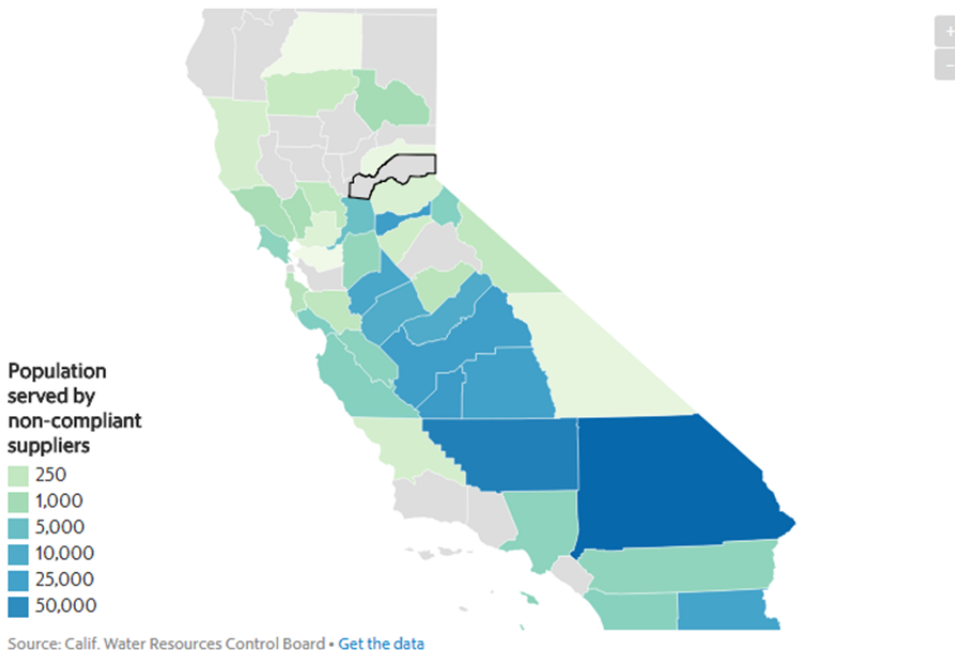
Children carry around personal water bottles supplied by the school. Water coolers sit next to the unused drinking fountains.

"We haven't gotten too many complaints," said school principal Wendy Nielsen. The school plans on installing a new well and treatment system, funded with state grants, by the end of summer.

State officials estimate 30 schools and day care centers, serving more 12,000 children, have unsafe water.

#### WATER QUALITY PROBLEMS

More than 260 water suppliers were not in compliance with drinking water standards as of May 2018. The number of water suppliers by county, and the population those suppliers serve:



Does your water district fail to comply with drinking water standards? [Search our database](#)

### Tiny systems, big issues

For years, the water piped into Shannon Hoff's mobile home in Isleton, a tiny Delta town around 40 miles south of Sacramento, [exceeded state standards for arsenic](#). The family uses bottled water to drink, cook and brush their teeth. But they have no choice when it comes to bathing.

"What's going to happen to these guys further down the road?" Hoff said, while her 10-month-old son, Hunter, played on the floor beside his 19-year-old sister, Taylor, on a recent afternoon.

The park's owners have spent more than \$500,000 on a new treatment system. After months of regulatory delays, it went online a few weeks ago. The cost of the upgrades will be passed along to the 250 people who live in the park, said Brock Kaveny, the president of Cascade Community Management, the property management firm that runs the park.

Last week, the system malfunctioned, sending gushes of dark brown water into toilets, sinks and showers. Kaveny said the problem was temporary.

"That's not indicative of the water served there," Kaveny said. But residents such as Hoff who have received stacks of notices over the years warning about contamination aren't giving up their bottled water any time soon.

Approximately 2,100 of the state's water systems serve fewer than 500 residents; many of the utilities serve fewer than 75 customers in a single trailer park, school or a subdivision. Often, they are privately run.

Small agencies account for 80 percent of the citations the state water board issues every year. Many are operated by a single employee or volunteers, yet they are required to perform the same duties as a well-funded municipal water district with dozens of staff members serving tens of thousands of people.

"They have almost no capacity," said Polhemus, the state water board official.

While the proliferation of underfunded districts is a widely acknowledged problem, state officials say they have only begun to chip away at it. SB 88, passed in 2015, gives the state water board the authority to force small distressed systems to merge with well-financed municipal water agencies, many of which have boundaries just a few hundred feet away.

But only a handful of mergers have taken place since the bill passed. Municipal agencies have balked at taking on the expense of upgrading a troubled water system with rusty equipment, inadequate treatment systems and a history of violations, Polhemus said.

Statewide, the water board spent \$243 million in the past year helping local water districts with capital improvements under a joint state-federal program. Since 2014, it also has disbursed \$43 million in Proposition 1 water-bond funds for community water tanks, filtration systems and other upgrades. The state has spent \$14 million shipping bottled water to distressed water providers since 2014.

The two ballot propositions — one Tuesday and one in November — would provide additional dollars to address polluted water. But the Brown

administration says far more money is needed, on a sustained basis, to correct the problem.

## 'We are paying'

Enter the proposed drinking-water tax.

The bill would raise an estimated \$140 million a year, with most of the money going to help disadvantaged communities fix their contamination problems. Residential water bills across the state would increase by 95 cents per month. Low-income earners would be exempted from the tax. Businesses would pay \$4 to \$10 a month.

In addition to the \$110 million those taxes would generate, agriculture would kick in another \$30 million a year through a tax on fertilizer as well as dairy production and livestock feedlots, said [Sen. Bill Monning](#), D-Monterey, who introduced a similar proposal last year. In return, farmers would receive some regulatory relief: As long as they follow "best practices" on limiting nitrate discharges, they would be freed from disciplinary action by the state water board, Monning said.

The bill's supporters include a strange-bedfellow alliance of farmers and environmental-justice advocates, but Monning said it will take "a big lift" to get the two-thirds majority the tax needs for passage in the Legislature. Two Republican senators co-authored the bill, but no Assembly Republicans have voiced support for it, said Assembly Republican leader [Brian Dahle](#), R-Bieber.



The [Association of California Water Agencies](#), which represents the big urban suppliers, [is trying to kill the bill](#). Tim Quinn, the association's executive director, said a problem caused to a considerable degree by farming shouldn't be solved

"by putting a charge on somebody's bill in Los Angeles or San Diego or San Francisco." He said other funding sources should be explored instead.

The Brown administration, however, said the problem of unsafe water isn't just agriculture's fault, so farmers shouldn't have to pay more than their fair share.



"We are paying, and we are volunteering to be part of the solution," said Anja Raudabaugh of [Western United Dairymen](#), an association representing more than 1,000 of the state's dairy producers that supports the proposed tax.

In many communities solutions have been elusive.

In Lanare, the community service district received a \$1 million federal grant in 2006 to treat arsenic contamination. After six months, the plant had to be shut down because there weren't enough funds to operate it. The district later was put into receivership and a new board was elected. Now two new wells are scheduled to come online this fall.

They won't come soon enough for residents like Solorio, the local clean-water advocate.

"The water gives us life," she said. "But if the water is sick, it can also kill us."

*Nashelly Chavez from The Sacramento Bee, Matt Fountain from the San Luis Obispo Tribune, Thaddeus Miller from the Merced Sun-Star, Robert Rodriguez*

*from The Fresno Bee and Kevin Valine from The Modesto Bee contributed to this article.*

*Five McClatchy news organizations in California worked with Tim Swanson, regional editor for enterprise and investigation, on this project. If you have feedback or story suggestions, contact him at [tswanson@sacbee.com](mailto:tswanson@sacbee.com). Thank you for supporting local journalism in the state and in your local community.*

# Too many Californians lack safe drinking water. Here's how to supply the have-nots

BY KAREN ROSS AND FELICIA MARCUS

*Special to The Sacramento Bee*

June 01, 2018 05:00 AM

Updated June 01, 2018 09:46 AM

When we read about drinking water problems like [those in Flint, Mich.](#), it's easy to think that would never happen here. But the unfortunate fact is that many local water systems in California [are failing to provide safe drinking water to their customers](#) through no fault of their own.

In roughly 300 communities, from Trinidad to Tulare and Riverside to Oceanside, tap water has tested high for arsenic, nitrates, uranium and other chemicals that can cause learning disabilities, miscarriages, birth defects, and cancer. Right now, hundreds of thousands of Californians lack access to clean water for drinking, bathing and cooking. Children and the elderly are at the highest risk.

Since California passed the [Human Right to Water Act in 2012](#), the state has made some important strides to address this crisis. Using funds from [Proposition 1](#) and other sources, we have provided hundreds of millions of dollars in grants and loans to help build new water treatment plants and other infrastructure in disadvantaged communities. And we've consolidated smaller systems in communities like East Porterville, where [clean water now flows](#) into hundreds of homes that were without it.

But despite years of effort, we still face a fundamental problem that stops us from helping many Californians. Many smaller water systems lack adequate resources to pay for ongoing operations and maintenance of modern treatment facilities. Bond funds and loans can't be used to cover these costs, but without these resources, small systems don't qualify for the funding that is available to cover the capital costs of these projects.

It is a Catch-22 that has created a world of water "haves" and "have nots" in the fifth largest economy in the world.

WE FUND RURAL INTERNET BROADBAND SERVICE THROUGH FEES ON OUR CELL PHONE BILLS AND LOW-INCOME HEATING AND COOLING ASSISTANCE THROUGH FEES ON OUR GAS AND ELECTRIC BILLS. THE PROPOSED DRINKING WATER FEE OF LESS THAN A DOLLAR A MONTH HAS THE SAME CLEAR CONNECTION TO ADDRESSING A CRITICAL NEED – AND COSTS EVEN LESS.

The Legislature has an opportunity to end this crisis once and for all. [The governor's proposed budget](#) includes a new [Safe and Affordable Drinking Water Fund](#) created from fees on fertilizer, dairies and livestock, and a fee of less than a dollar a month assessed on water bills. A bipartisan and diverse alliance of farmers, disadvantaged communities, public health advocates and water systems supports the proposal – as do the vast majority of Californians [according to a recent Water Foundation poll](#).

The new fund will create a modest state safety net to cover urgently needed updates to out-of-compliance water systems. It will facilitate the consolidation of small, financially struggling water systems with larger, more stable ones or with a group of communities that can find an economy of scale. And most critical, it will help cover ongoing water treatment costs, providing the last piece of the puzzle for small systems that are currently unable to get grants and loans and hire qualified managers.

Some people argue general fund dollars or enforcement fines should cover these costs. Let's be clear: Existing funds would not provide the kind of multi-year funding guarantee needed to secure capital financing and maintain critical water infrastructure 24 hours a day. The proposed dedicated funding source will not compete with other general fund needs and will provide the state with essential infrastructure investment and public health protection over time.

Using fees to pay for the state's basic needs makes good sense. We fund rural internet broadband service through fees on our cell phone bills and low-income heating and cooling assistance through fees on our gas and electric bills. The proposed drinking water fee of less than a dollar a month has the same clear connection to addressing a critical need – and costs even less.

As public servants, it is our job to champion the concerns of ordinary Californians and deliver life's basic necessities. That is why we are urging members of California Legislature to approve the Safe and Affordable Drinking Water Fund this session.

Every month we fail to provide this funding is another month too many California families have to choose between buying bottled water and taking their chances with toxic taps. California can do better, but we need the right tools to do so.

*KAREN ROSS IS SECRETARY OF THE CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE. FELICIA MARCUS IS CHAIR OF THE CALIFORNIA STATE WATER RESOURCES CONTROL BOARD. REACH THEM AT [SECRETARY.ROSS@CDFA.CA.GOV](mailto:SECRETARY.ROSS@CDFA.CA.GOV) AND [FELICIA.MARCUS@WATERBOARDS.CA.GOV](mailto:FELICIA.MARCUS@WATERBOARDS.CA.GOV).*



Helping Nature Store Our Water

# SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

1630 West Redlands Boulevard, Suite A  
Redlands, CA 92373-8032  
(909) 793-2503  
Fax: (909) 793-0188

Email: [info@sbvwcd.org](mailto:info@sbvwcd.org)  
[www.sbvwcd.org](http://www.sbvwcd.org)

June 13, 2018

Honorable Senator Mike Morrell  
State Capital Room No. 3056  
Sacramento, CA 95814

Re: Oppose-Unless-Amended to Statewide Water Tax: Budget Trailer Bill and SB 623 (Monning)

Dear Senator Morrell

I am writing to express our agency's strong opposition to the proposed statewide tax on water before the California Legislature. The proposal is being advanced through a Brown Administration budget trailer bill, and it could also be advanced via SB 623 (Monning), the bill on which the trailer bill is based. Everyone in California deserves safe drinking water, but there are funding alternatives being advanced by the Association of California Water Agencies and its coalition members that can solve the drinking water needs without taxing water. The proposed water tax should be deleted and replaced with an appropriate funding solution. The San Bernardino Valley Water Conservation District opposes the proposed statewide water tax in the budget trailer bill and SB 623 for the following reasons:

- 1) It is not sound policy to tax something that is essential to life;
- 2) State law sets forth a policy of a human right to water for human consumption that is safe, clean, affordable and accessible. Adding a tax on water works against keeping water affordable for all Californians;
- 3) It is inefficient to turn thousands of local water agencies into taxation entities for the state and require them to collect the tax and send it to Sacramento;
- 4) No policy committee has heard the proposed tax on drinking water; and
- 5) A survey conducted in January 2018 shows 73% of likely voters oppose a drinking water tax.

For these reasons, we respectfully urge you to vote "NO" on any proposal to tax California's water.

Sincerely,

Richard Corneille  
Board President

cc: The Honorable William W. Monning  
Ms. Kim Craig, Deputy Cabinet Secretary, Office of the Governor

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June 13, 2018

Honorable Assembly Member Marc Steinorth  
State Capital Room No. 5128  
Sacramento, CA 95814

Re: Oppose-Unless-Amended to Statewide Water Tax: Budget Trailer Bill and SB 623 (Monning)

Dear Assembly Member Steinorth

I am writing to express our agency's strong opposition to the proposed statewide tax on water before the California Legislature. The proposal is being advanced through a Brown Administration budget trailer bill, and it could also be advanced via SB 623 (Monning), the bill on which the trailer bill is based. Everyone in California deserves safe drinking water, but there are funding alternatives being advanced by the Association of California Water Agencies and its coalition members that can solve the drinking water needs without taxing water. The proposed water tax should be deleted and replaced with an appropriate funding solution. The San Bernardino Valley Water Conservation District opposes the proposed statewide water tax in the budget trailer bill and SB 623 for the following reasons:

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Sincerely,

Richard Corneille  
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cc: The Honorable William W. Monning  
Ms. Kim Craig, Deputy Cabinet Secretary, Office of the Governor

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Memorandum No. 1581

**To: Board of Directors**  
**From: Land Resources Manager, Jeff Beehler**  
**Date: June 13, 2018**  
**Subject: Amendment to ICF Jones & Stokes Contract for Plunge Creek Conservation Project Construction and Permitting Support**

## RECOMMENDATION

Staff recommends that the Board authorize staff to amend the existing contract to ICF for the Plunge Creek Conservation Project Construction and Permitting Support for an amount not to exceed \$63,780.

## BACKGROUND AND DISCUSSION

The Plunge Creek Conservation project serves two purposes: 1) to provide additional habitat as an offset to habitat loss by the construction of Wash Plan projects and is a sort of credit within the Wash Plan's projects, and; 2) to increase the recharge of stormflows from the Plunge Creek watershed into the Bunker Hill basin. The project is partially funded by Proposition 84 funds through a grant from SAWPA and a requirement of that grant the project needs to be completed by the end of the calendar year. A delay beyond that date would require an amendment to the grant funding agreement. All required permits (California Department of Fish and Wildlife (DFW), Santa Ana Regional Water Quality Control Board, Army Corps of Engineers (Corps) have been submitted and under review. Staff is working to ensure that permits are ready for construction to begin in early September.

ICF completed design work for the project and has been assisting with permitting. As part of the permitting process, staff has been working with the Army Corps of Engineers and the California Department of Fish and Game on advanced mitigation credit for impacts to "waters." The HCP covers impacts to specific species listed under the Endangered Species Act and the California Endangered Species Act. As the Plunge Creek project is part of mitigation portion of the HCP and creates habitat, including "waters." Staff is working to establish a credit system where the District and other Wash Plan partners with aquatic impacts can receive credit and lower their aquatic permitting costs for Corps and DFW permits. Approximately 75% of the costs of this contract amendment (Attachment 1) are for the establishment of baseline conditions and monitoring and the preparation of a Habitat Mitigation and Monitoring Plan (HMMP). The HMMP ensures that the newly created "waters" are appropriately accounted for and maintained.

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Attachment 2 shows the Wash Plan Projects projected to need “waters” coverage. There are approximately 8.5 acres of mitigation required for Wash Plan projects having impacts to waters of the US and State. This project is anticipated to create approximately 13 acres of new waters and associated credits. Costs associated with the development of waters credits would be recovered as issuance costs for projects needing coverage as part of the Wash Plan Certificate of Inclusion Process as an Issuance Cost if they use these waters credits for their projects.

Additional costs (approximately 25%) are for additional permit support in the development Plunge Creek Project permits from the Corps, DFW and Regional Board to meet the fall construction date.

### **FISCAL IMPACT**

This amendment increases the total cost of this existing \$178,936 contract by \$63,780 to \$242,736. Funding will come from CEIP reserves for Plunge Creek and Land Resources Reserves for additional Issuance Costs to projects that use the credits.

### **POTENTIAL MOTIONS**

1. Move to approve the change order, revising the project charter and budget for Plunge Creek and utilize CEIP and Land Resources Reserves.
2. Move to approve the change order with other funding arrangements
3. Move to table consideration of the issue and request the Operations Committee review provide a recommendation.
4. Table the item to a future meeting for consideration.

### **ATTACHMENTS OR MATERIALS**

Change Order scope and budget

“Waters” Credit Needs for Wash Plan Projects



May 24, 2018

Jeff Beehler  
Land Resources Manager  
San Bernardino Valley Water Conservation District  
1630 West Redlands Boulevard, Suite A  
Redlands, California 92373

**Subject:** Plunge Creek Conservation Project: Permitting Contract Amendment

Dear Mr. Beehler,

ICF Jones & Stokes, Inc. ("ICF") is pleased to provide the San Bernardino Valley Water Conservation District (Conservation District) with this contract amendment proposal for the Plunge Creek Conservation Project (project), located within the City of Highland, San Bernardino County, California.

The project serves to satisfy U.S. Fish and Wildlife Service (USFWS) mitigation requirements for proposed impacts to federally-listed species associated with future projects undertaken by the Conservation District and other entities identified in the Upper Santa Ana River Wash Plan Habitat Conservation Plan (Wash Plan HCP), dated January 2018. In addition, the District is proposing to utilize the restoration of waters of the U.S. and waters of the state ("waters") associated with the project in order to satisfy U.S. Army Corps of Engineers, Santa Ana Regional Water Quality Control Board, and California Department of Fish and Wildlife mitigation requirements related to future impacts to waters, where feasible (e.g., in-kind jurisdictional impacts to ephemeral or seasonal streams). As currently envisioned, the proposed project would result in the restoration of approximately 18 acres of non-wetland waters of the United States and waters of the state, and approximately 80 acres of Riverside Alluvial Fan Sage Scrub habitat and would capitalize on the planning framework and requirements described in the Wash Plan HCP in order provide "multi-use" credits to satisfy mitigation requirements for permits issued under the federal Endangered Species Act, the Clean Water Act (Sections 404 and 401), and CFG Code Section 1600 et seq.

Based on our discussions, the attached proposal covers the following services:

- Assessment of Ecological Conditions (Task 1)
  - Conducting a pre-construction California Rapid Assessment Method (CRAM) assessment and preparation of a Memorandum (Task 1a)
  - Conducting a reference site assessment within the Plunge Creek watershed or a similarly situated watershed in the vicinity of the project site (Optional Task 1b)
- Preparation of a Habitat Mitigation and Monitoring Plan (HMMP) (Task 2)
- Aquatic Permits (Task 3)

- Clean Water Act Section 404, Clean Water Act Section 401, and Section 1600 Lake & Streambed Alteration Agreement (Task 3a)
- Section 2081 Incidental Take Permit application (Optional Task 3b)

This work will be executed on a time and materials basis in accordance with the rates in our existing Contract Services Agreement with District dated March 10, 2015, as shown in Table 1, attached. As under the existing contract, ICF proposes to invoice costs monthly.

ICF looks forward to continuing our collaboration with the Conservation District. If you are in agreement with these terms and conditions, please provide written authorization or notice to proceed (NTP). Should you have any questions with regard to this scope or attached cost estimate, please contact Brendan Belby, Project Manager at (916) 231-7611 or [Brendan.Belby@icf.com](mailto:Brendan.Belby@icf.com).

Sincerely,



Trina L. Prince-Fisher  
Contracts Administrator

Attachments: Scope of Work

Table 1. Cost Estimate



## Scope of Work

### Task 1: Assessment of Ecological Conditions

#### Task 1a: Baseline CRAM Assessment

ICF will conduct a pre-construction CRAM assessment within the study area. The assessment will consist of a comprehensive quantitative and qualitative evaluation of the natural conditions of the study area and surrounding landscape, and will be used to establish pre-project baseline conditions. As the purpose of the proposed project is to restore native habitats and enhance aquatic recharge, the project is expected to result in a net gain in aquatic resource functions and services and thus an increase in CRAM index scores. Accordingly, the assessment will be used to establish attainable CRAM success criteria scores at year 3 and year 5 following project construction, based either on reference site conditions or best professional judgement. The on-site CRAM assessment will be performed at four to five assessment areas (AAs) within the project site following the methods described in the *CRAM Users' Manual, version 6.1* (2013), *CRAM Riverine Wetland Field Book, version 6.1* (2013), and/or *CRAM Episodic Riverine Field Book, version 1.0* (2015).

The information collected during desktop and field work as well as resultant scores will be compiled and presented in a CRAM Assessment Memorandum. The memorandum will include brief summaries of CRAM methodology, results, and most significant stressors, as well as projected scores for year 3 and year 5 following project construction. Attachments to the CRAM Assessment Memorandum will include a regional vicinity map, high-resolution aerial photographs depicting the AA boundaries, data sheets, and representative, labelled photographs. The CRAM data will be uploaded to the California Wetland Monitoring Workgroup's online CRAM database.

#### Optional Task 1b: Reference Site Assessment

A reference site represents the highest attainable level (least-disturbed) of conditions within a watershed or ecoregion, and is used as a benchmark to measure project performance following construction and during the project monitoring period. The use of an ecological reference site for mitigation planning, monitoring, and management is recommended by the U.S. Army Corps of Engineers (USACE), pursuant to *Nationwide Permit No. 27 for Aquatic Habitat Restoration, Enhancement, and Establishment Activities* (2017), the *Los Angeles District Mitigation and Monitoring Guidelines* (2015)<sup>1</sup>, and the *USACE-USEPA Compensatory Mitigation Rule* (2008).

In the process of coordinating with USACE regulatory staff, ICF was advised to evaluate the availability of suitable reference sites within the vicinity of the project site for which CRAM was used to establish

---

<sup>1</sup> Reference site(s) can help in the development of effective, objective, and realistic performance standards that account for changes in compensatory mitigation performance due to regional phenomena (e.g., floods, droughts, wildfires, etc.), regional variability in aquatic resource characteristics, and regional anthropogenic influences (USACE Los Angeles District, 2015).

the highest attainable (reference) conditions. Based on a preliminary review of publicly available information, including prior CRAM assessments uploaded to the San Francisco Estuary Institute's EcoAtlas application and interviews with CRAM steering committee members, ICF was unable to identify a suitable CRAM reference site. The closest reference site is located within the San Gabriel Mountains, but was deemed unsuitable due to distance from the project site, landscape position, and abiotic and biotic composition.

Should USACE require the Conservation District to establish an ecological reference site for the proposed project, this optional task would include a desktop review of available information (aerials, EcoAtlas, USGS topo quad maps) in order to identify a candidate reference site that represents post-project condition. If a suitable reference site is not identified, ICF will prepare a brief memorandum for the record to distribute to the USACE, Santa Ana Regional Water Quality Control Board (RWQCB), and California Department of Fish and Wildlife (CDFW) (agencies) explaining the evaluation process, results, and recommendations.

If a suitable reference site is identified, the assessment would consist of a focused quantitative and qualitative evaluation at one to two locations within the reference site. The assessment methodology is to be determined following coordination with the agencies, and could consist of CRAM, vegetation composition, hydrologic or geomorphic analysis, or other agency-approved methods. The information collected during desktop and field work would be compiled and presented in a Reference Site Assessment Memorandum. The memorandum would include brief summaries of methodology and results. Attachments to the memorandum would include a regional vicinity map, high-resolution aerial photographs depicting the assessment locations, data sheets (if applicable), hydrologic output (if applicable), and representative, labelled photographs. If CRAM is selected as the assessment method, CRAM data would be uploaded to the California Wetland Monitoring Workgroup's online CRAM database.

### **Assumptions**

- No suitable off-site reference locations within the Plunge Creek watershed or similarly situated watersheds in the region are available.
- The on-site CRAM assessment will require a team of two wetland ecologists certified in CRAM for a duration of two 10-hour days in the field (4 field days total).
- The reference site assessment will require a team of two wetland ecologists for a duration of one 10-hour day in the field (2 field days total).
- The location and extent of each assessment area will be determined based on aerial photos and the project design.
- The Team will have access to all parcels necessary to conduct a level of analysis acceptable to the agencies.
- Up to two CRAM modules (Riverine and/or Episodic Riverine) are expected to be used based on an aerial assessment of the study area.
- The project schedule will allow for CRAM fieldwork to be conducted during the growing season (generally from March through October), as outlined by the CRAM Users' Manual.

- As the purpose of the proposed project is to restore native habitats and enhance aquatic recharge, the project is expected to result in a net gain in aquatic resource functions and services and thus an increase in CRAM index scores.
- Draft and final versions of all deliverables will be provided in electronic format and no hard copies will be produced.
- Draft deliverables will be provided to the Conservation District for one round of comments prior to submittal to the agencies.
- ICF will respond to one round of consolidated comments from the agencies.
- CRAM assessment(s) of the project site beyond year 5 (post-construction) that may be required by the agencies are not included in this scope.

### **Schedule**

- Initial field work at the project site and the reference site will be completed in late spring or early summer 2018, and the draft memoranda will be submitted within 30 days of completion of field work. The final memoranda will be submitted within 2 weeks of receipt of Conservation District comments.

### **Deliverables**

- Project Site Pre-Construction CRAM Assessment Memorandum (Draft and Final)
- (Optional) Reference Site Assessment Memorandum (Draft and Final)
- (Optional) Year 3 CRAM Monitoring Report (Draft and Final)
- (Optional) Year 5 CRAM Monitoring Report (Draft and Final)

## **Task 2: Habitat Mitigation and Monitoring Plan**

The Conservation District is seeking agency approval to use the project as an advance permittee-responsible mitigation (APRM) site for projects impacting waters of the U.S. or waters of the state undertaken by the Conservation District and other entities identified in the Upper Santa Ana River Wash Plan Habitat Conservation Plan (Wash Plan HCP), dated January 2018. In order to obtain USACE approval of the project for this purpose, an HMMP will be required.

ICF will prepare a draft HMMP in accordance with the mitigation requirement of the USACE and EPA Compensatory Mitigation for Losses to Aquatic Resources; Final Rule [Final Mitigation Rule, 33 CFR Parts 325 and 332 (2008)] and the USACE 2015 Mitigation and Monitoring Guidelines for HMMPs. Major content of the HMMP is as follows: project description, responsible parties, mitigation goals and objectives, site baseline conditions, site selection criteria, acreages by mitigation approach (i.e. restoration), implementation and schedule, maintenance and monitoring, ecological performance criteria, and adaptive management measures.

The Draft HMMP will be submitted to the Conservation District for review and comments and subsequently the appropriate regulatory agencies for their review, comments and approval. It is expected that the HMMP will be provided to the U.S. Army Corps of Engineers (USACE), Santa Ana Regional Water Quality Control Board (RWQCB), and California Department of Fish and Wildlife (CDFW). ICF will coordinate with the agencies to ensure the HMMP is being reviewed in a timely manner and to track and discuss comments, as well as to incorporate those comments into the HMMP. Upon approval by all appropriate agencies, a Final HMMP will be created and distributed as needed.

### **Assumptions**

- The HMMP will be based on the Plunge Creek Conservation Project 30% Design Report (ICF, April 2016), final engineering drawings, the Wash Plan HCP (Conservation District, January 2018), and the baseline CRAM assessment (Task 1a).
- No seeding or planting is proposed as part of the restoration of waters of the U.S./State and therefore no seed mixes or plant pallets will be included in the HMMP.
- Monitoring and maintenance will focus on CRAM and either hydrologic cross sections of the channel or detailed aerial mapping (e.g., drone imagery with elevations) to determine effectiveness of the restoration.
- If selected, detailed aerial topographic mapping will be conducted by the Conservation District and provided to ICF in digital format for integration into the HMMP. Though not included in our costs, ICF also has certified drone operators who could perform this task.
- No vegetation monitoring will be included in the HMMP as no planting is occurring as part of the restoration and vegetation is being monitored under the Wash Plan HCP.
- Sections on physical protection (i.e., fencing, signage), legal protection (i.e., conservation easement), financial assurances (i.e., short-term and long-term), and long-term management plan will either reference or be derived entirely from the Wash Plan HCP.
- The HMMP does not include the preparation of construction-level plans and specifications that may be required by the regulatory agencies prior to construction (i.e. grading plans).
- The Draft and final versions of the HMMP will be provided in electronic format and no hard copies will be produced.
- The Draft and Final versions of the HMMP will be provided to the Conservation District for one round of comments prior to submittal to the agencies.
- ICF will respond to two rounds of consolidated comments from the agencies.
- This task provides for up to ten (10) hours for agency coordination, including site visits, in-person meetings, or conference calls.

**Schedule**

<b>Task</b>	<b>Date</b>
Draft Plunge Creek HMMP and GIS (District)	July 20, 2018
Draft Plunge Creek HMMP (agencies)	August 8, 2018*
2 <sup>nd</sup> Draft Plunge Creek HMMP (agencies)	August 31, 2018*
Final Plunge Creek HMMP and GIS	September 21, 2018*

\*Dates depend on review time by the Conservation District and agencies. ICF will turn around all documents within 10 business days of receiving comments.

**Deliverables**

- Draft HMMP for Conservation District
- Draft HMMP for agencies (incorporates comments from District)
- 2<sup>nd</sup> HMMP for agencies (incorporates 1<sup>st</sup> round of comments from agencies)
- Final HMMP for Conservation District and agencies (incorporates 2<sup>nd</sup> round of comments from agencies)

**Task 3: Aquatic Permits**

**Task 3a: Clean Water Act Section 404, Clean Water Act Section 401, and Section 1600 Lake & Streambed Alteration Agreement**

ICF will continue to manage the following permit applications:

- Clean Water Act Section 404 Nationwide Permit No. 27 (USACE)
- Clean Water Act Section 401 Water Quality Certification (RWQCB), and
- California Department of Fish and Game Code Section 1600 Lake and Streambed Alteration Agreement (CDFW).

This additional work requires an amendment to the original permitting scope and budget dated March 31, 2017. Accordingly, ICF will continue to work with the aquatic resource agencies towards issuance of the permits for the project as an advance permittee-responsible mitigation (APRM) site for projects impacting waters of the U.S. or waters of the state undertaken by the Conservation District and other entities identified in the Upper Santa Ana River Wash Plan Habitat Conservation Plan (Wash Plan HCP), dated January 2018. In addition, ICF will support the Conservation District in complying with Section 7 of the federal Endangered Species Act (ESA) and Section 106 of the National Historic Preservation Act (NHPA). This work is expected to consist of QA/QC of materials and coordination with USACE.

In addition, ICF has provided out-of-scope services in the preparation of supplemental permit application materials for the USACE, RWQCB, and CDFW. These services consisted of: 1) work to support biological survey materials, including review of available special-status species and designated critical

habitat information and preparation of project-specific maps, 2) revisions to the jurisdictional delineation & impact analysis prepared by Jericho Systems, and 3) work to date to develop the APRM concept. The total fees for these services are approximately \$4,310.00.

### **Assumptions**

- Approximately 3.0 hours of work per week will be required by the permitting team through the end of September 2018.
- The Conservation District will prepare all necessary materials requested by USACE, U.S. Fish and Wildlife Service (USFWS), and the State Historic Preservation Office (SHPO) in order to comply with the ESA and NHPA. ICF will provide support to the Conservation District, as needed, consisting of QA/QC of materials and coordination with USACE.

### **Schedule**

- Permit applications were submitted to the agencies on December 6, 2017, and an on-site field meeting with the agencies was held in January 2018. Based on the submission dates for the baseline CRAM assessment (Task 1a), reference site assessment (Optional Task 1b), and HMMP (Task 2) to the agencies in summer 2018, the proposed construction date of September/October 2018, and assurances from the agencies, permits are expected to be issued in the August/September 2018 timeframe.
- Additional application fees will be provided by the Conservation District and are not included in this scope of work.

### **Optional Task 3b: Section 2081 Incidental Take Permit Application**

As an optional task, ICF will prepare and submit a Section 2081 Incidental Take Permit (ITP) application for anticipated impacts to the state-listed Santa Ana woolly star (*Eriastrum densifolium*) and potential impacts to the slender horned spineflower (*Dodecahema leptoceras*). ICF will submit a Draft ITP application to the Conservation District for review and comment. Once the comments are addressed to the Conservation District's satisfaction, the Final ITP application will be submitted to CDFW.

### **Assumptions**

- Based on communications with CDFW in March 2018, CDFW generally does not issue state consistency determinations for state-listed plant species, therefore it is assumed the USFWS ESA Section 10 Wash Plan HCP or project-specific ESA Section 7 consultation do not provide take coverage for the purposes of the state.
- An ITP for these Santa Ana woolly star will be required. An ITP for slender horned spineflower will also be required unless surveys are able to confirm the absence of this species, or the project is able to demonstrate complete avoidance of this species.
- Materials used to support the Section 2081 application will be derived entirely from the Wash Plan HCP, and a minimal amount of effort will be required (25 hours) for preparation of additional materials (e.g., maps, digital files, memoranda) and coordination with CDFW.

- The Draft and final versions of the Section 2081 application will be provided to the Conservation District for one round of comments prior to submittal to CDFW.
- ICF will respond to two rounds of consolidated comments from CDFW.
- The ITP application will be submitted to CDFW in summer 2018.
- Application fees will be provided by the Conservation District and are not included in this scope of work.

#### **Schedule**

- The ITP application will be submitted to CDFW in summer 2018. Based on the submission date, and the proposed construction date of September/October 2018, the deadline for receipt of the ITP is scheduled to occur in the August/September 2018 timeframe.

#### **Deliverables**

- Section 2081 Incidental Take Permit application (Draft & Final)

**Table 1. Cost Estimate for SBVWCD Plunge Creek Conservation Project: Permitting Contract Amendment**

Task	Employee Name	Consulting Staff										Production Staff			Direct Expenses	Total Price
		Belby B	Markham J	Jameson M	Klinefelter K	Schwartz P	Spears-Lebrun L	Stein B	Turner D	Lin F	Mountain Castro J					
Labor Classification	Project Role	Sr Consult III	Sr Consult II	Mng Consult	Asst Consult	Sr Consult II	Sr Consult III	Sr Consult II	Sr Consult II	Assoc Consult II	Subtotal	Editor	Subtotal	Labor Total		
<b>Task 1: Assessment of Ecological Conditions</b>																
Task 1a: Baseline CRAM Assessment		2	2		50	50	8	15			\$16,230	4	\$420	\$16,650		
Task 1b: Reference Site Assessment (OPTIONAL)		2	2		20	18		6			\$6,060	4	\$420	\$6,480		
<b>Task 2: Habitat Mitigation and Monitoring Plan (HMMP)</b>																
Preparation of Draft HMMP		5	4	5	10	29	19	16			\$12,550	6	\$630	\$13,180		
Address Conservation District Comments						4	4	4			\$1,760	2	\$210	\$1,970		
Address Agency Comments (Round 1)						4	4	4			\$1,760	2	\$210	\$1,970		
Address Agency Comments (Round 2)						4	4	4			\$1,760	2	\$210	\$1,970		
Preparation of Final HMMP		5	10	5	2						\$3,210	4	\$420	\$3,630		
<b>Task 3: Aquatic Permits</b>																
Task 3a: Additional Work for Section 404, Section 401, and Section 160		2	57	6					8	25	\$13,380		\$0	\$13,380		
Task 3b: CDFW Section 2081 ITP (OPTIONAL)			7						7	11	\$3,280	2	\$210	\$3,490		
Total hours		16	82	16	82	109	39	49	15	36		26				
ICF E&P 2018 Billing Rates		\$160	\$140	\$160	\$105	\$140	\$160	\$140	\$140	\$120		\$105				
Subtotals		\$2,560	\$11,480	\$2,560	\$8,610	\$15,260	\$6,240	\$6,860	\$2,100	\$4,320	\$59,990	\$2,730	\$2,730	\$62,720		
<b>Direct Expenses</b>																
523.05 Travel, Auto, incld. Mileage at current IRS rate (.545/mile)															\$960	
Mark up on all non-labor costs and subcontractors: 10%															\$96	
Direct expense subtotal															\$1,056	
Total price without Optional Tasks															\$53,806	
Total price															\$63,776	

UniqueID	Project Owner	Project Name	Project Class	Project Type	Acres in Active Channel	Status	Permit Numbers
CD.08	SBVWCD	New Access Roads for Spreading Basins	Water Conservation	Maintenance	0.00	Planning	NA
Ceme.01	Mining	Haul Road Expansion	Mining	New Construction	0.59	Planning	NA
FC.09	Flood Control	Elder/Plunge Creek Restoration	Flood Control	New Construction	0.48	Planning & Design	NA
High.02	Highland	Alabama Street Improvements	Transportation	New Construction	0.04	Planning	NA
High.03	Highland	Greenspot Road Improvements	Transportation	New Construction	0.03	Planning	NA
High.04	Highland	Orange Street/Boulder Avenue Improvements	Transportation	New Construction	0.25	PA & ED	NA
High.23	Highland	Highland/Redlands Regional Connector	Transportation/Trails	New Construction	0.19	Planning	NA
Mine.01	Mining	Aggregate Mining	Mining	New	0.80	Planning	NA
Redl.02	Redlands	Church Street Drainage Pipe	Flood Control	New Drainage Facility	0.60	Planning	NA
Redl.06	Redlands	Borrow Pit South Rim Trail	Trails	New Designation	0.17	Planning	NA
Redl.09.1	Redlands	Santa Ana River Trail	Trails	New Construction	0.57	Planning	NA
Redl.14	Redlands	Alabama Street Improvements	Transportation	New Construction	3.24	Planning	NA
Redl.15	Redlands	Orange Street Improvements	Transportation	New Construction	0.48	Planning	NA
Redl.16	Redlands	Alabama Street Trail	Trails	New Designation	0.15	Planning	NA
Redl.17	Redlands	Orange Street Trail	Trails	New Designation	0.15	Planning	NA
VD.01	SBVMWD	Enhanced Recharge Project	Water Conservation	New Construction	Unknown	Permitting	NA
VD.04	SBVMWD	Orange Street Connector	Wells and Water Infrastructure	New Construction	0.12	Planning	NA
VD.05	SBVMWD	Plunge Pool Pipeline	Wells and Water Infrastructure	New Construction	0.00	Planning	NA
VD.09	SBVMWD	Wells and Connector Pipeline	Wells and Water Infrastructure	New Construction	0.02	Planning	NA
VD.09	SBVMWD	Wells and Connector Pipeline	Wells and Water Infrastructure	New Construction	0.59	Planning	NA
VD.10	SBVMWD	Alabama Street Connector Pipelin	Wells and Water Infrastructure	New Construction	0.02	Planning	NA
					<b>8.51</b>		



# General Manager's Report

For May 19, 2018 to June 8, 2018

Daniel B. Cozad

**San Bernardino Valley  
Water Conservation District**

Helping Nature Store Our Water

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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 are continuing to provide low flows for recharge into summer. Staff continues to work hard to recharge all possible flows with limited rains. Santa Ana recharge totals for the Water Year beginning October 1, 2017, total about 8,750 AF of that amount about 6,500 AF was from State Water Project imports. Mill Creek received significant flows from winter rains and less in the spring but much less now. The total recharge in Mill Creek is about 3,225 AF with more than half being State Water Project imports.
- 2. Facility Maintenance and Cleanout – Plan Goal 1** – The Mill Creek diversion and canal repair and maintenance are mostly complete for use this summer. Additional cleaning and repair will be completed when all flow is gone. All basins are functioning with flows diminishing.
- 3. Aggregate Management – Plan Goal 1** – Upland Rock continues to sell rock and sand and support basin cleaning efforts. Staff provided a report in April on sales to date, numerous inquiries for rock and sand have been sent to Upland.
- 4. Personnel/Administration/Staff** – Staff completed reporting and coordination for several budget-related personnel issues. Staff developed and completed annual review for performance and compensation this month which will take effect in July.
- 5. Finance/Budget/Audit** – The District is preparing to close the 2017-2018 fiscal year and scheduling the Audit Ad-Hoc meeting. Staff is preparing to implement the changes to the Groundwater Charge, Groundwater Council invoices and other changes for the 2018-2019 approved budget.
- 6. Mill Creek Diversion Engineering – Plan Goals 1/4** – SBC Flood Control and Staff are working 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 application submitted by staff in March.
- 7. Plunge Creek Restoration Conservation Project – Plan Goals 1/4** – Permit applications for the 401 and 404 permits are being processed. Regulatory feedback is positive and regulatory agencies are working to expedite permitting. Permitting for the project will require a Section 7 consultation with USFWS initiated by the USACOE process rather than Section 10 HCP but will provide coverage for waters impacts.
- 8. Collaborative Enhanced Recharge Project – Plan Goal 1** – J.F. Shea Construction continues building the sedimentation basin and has completed the first phase of the

pipeline. Construction is expected to continue until the end of August 2018. The Enhanced Recharge Basins are programmed for 2020 with the improvements at the Cuttle Weir to follow the approval of the River Habitat Conservation Plan.

9. **Groundwater Council – Plan Goal 1** – The Groundwater Council Framework Agreement and Equitable Allocation methodology are complete. Currently, only two agencies have not yet approved the agreement. A quorum of members in March, April, and May. No meetings are scheduled for June or July.
10. **Wash Plan – Plan Goal 4** – The Wash Plan has a separate report listed on the agenda. Staff and local USFWS staff are finished with documents and assisting BLM, USFWS, and others with their briefing memos and other needs for Federal Register Publication. Staff is working with Robertson’s on a potential mining area for USFWS consideration. Staff is also helping Redlands and Highland with their Bike Trail Project. Staff is providing title search for transferring lands to BLM. Staff is also assessing survey needs for the Wash Plan Easements and Mining Leases.
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. Because the Committee passed HR. 497 which was previously approved by the House it will not have to go to conference and can be approved by the Senate in some format and signed by the President.
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 transferred funds in accordance with the Trust Board’s authorization for initial investments in accordance with its investment policy. Staff is working with District appraiser for land values of mitigation lands.
13. **Property/Redlands Plaza** – Staff continues to manage Redlands Plaza and various issues related to tenants and maintenance. Staff managed contractors who repaired plumbing, irrigation and replaced mulch and landscape plantings. One vacancy is available in Redlands Plaza, no current leads.
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 including the premises and terms. Staff reviewed a survey for potential Roberson’s mining area and submitted it to Robertson’s and USFWS. This 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. Outreach to area boards and councils is underway with Thunderwheel and Board Member presentations. Logo/tagline rework is ongoing and when complete will be rolled out on materials as they get reprinted with the first being this memo.

**16. 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 also working to implement the approved budget, priorities and strategic plan. Staff will begin working on an RFP for Classification and Compensation Study consultant in accordance with the Board’s request.

**17. 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
- Audit Ad Hoc meeting

**18. District Successes**

- Tommy is doing a great job keeping all the field work going with Manuel on vacation.
- After having completed all Annual Employee Evaluations, I want to congratulate the staff for accomplishing their goals this year and have set worthy goals for next year as well.
- Despite the limited rain the Santa Ana Woolly Stars are blooming and providing a show.



# San Bernardino Valley Water Conservation District

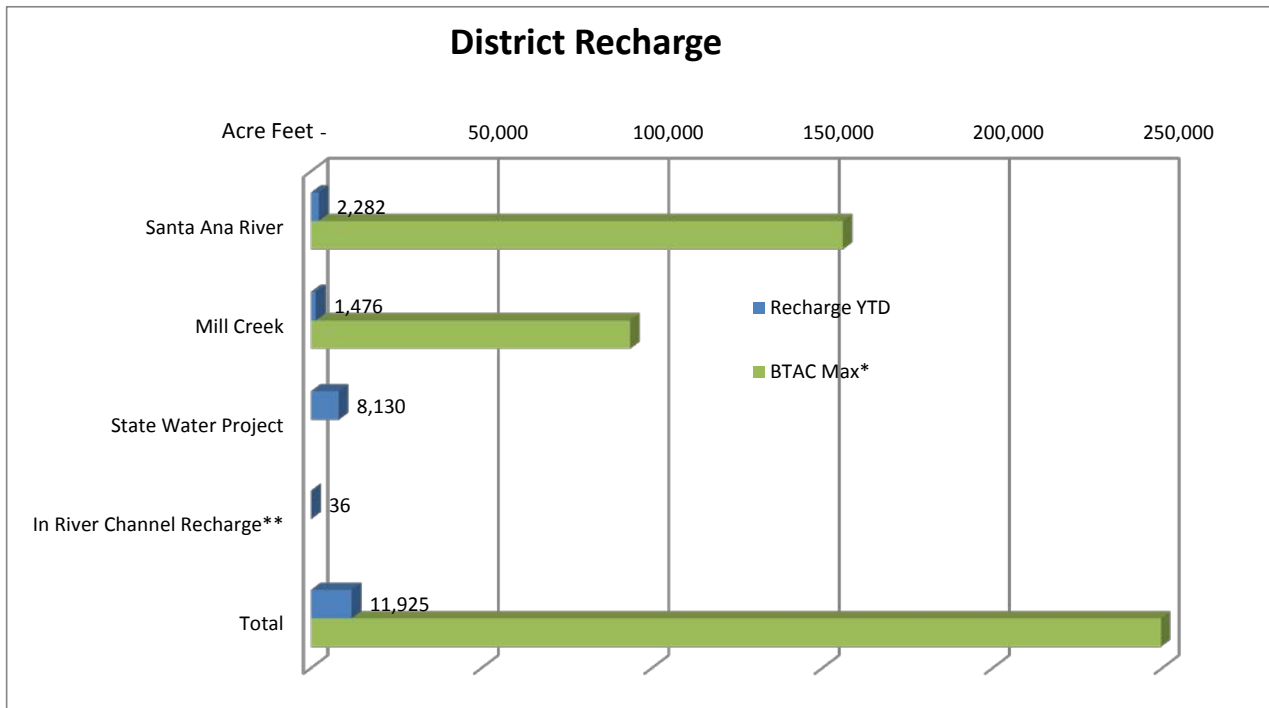
## Monthly Recharge Report

From: 5/1/2018  
 To: 5/31/2018



	May				
	Avg Daily Recharge	Monthly Recharge	Recharge YTD	BTAC Max*	% Max
Santa Ana River	3.9	122	2,282	156,000	1%
Mill Creek	0.5	15	1,476	93,600	2%
State Water Project	0.0	-	8,130	NA	NA
In River Channel Recharge**	0.0	-	36	NA	NA
<b>Total</b>	<b>4</b>	<b>137</b>	<b>11,925</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>	CSDA Annual Conference
<b>Event Dates:</b>	September 24-September 27, 2018
<b>Requested by:</b>	T. Milford Harrison

<b>GL</b>	<b>GL Name</b>	<b>Cost</b>	<b>Notes</b>
	6401 Directors Fees (\$216)	\$ 864.00	4 days per diem
	6410 Mileage (.545)	\$ 136.00	Roundtrip
	6420 Other Travel	\$ -	
	6425 Meals	\$ 150.00	
	6430 Lodging	\$ 507.00	
	6435 Conference Registration (Full)	\$ 600.00	
<b>Estimated Total</b>		<b>\$ 2,257.00</b>	