



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

**BOARD OF DIRECTORS MEETING AGENDA**  
**Wednesday, July 10, 2019 – 1:30 p.m.**

**Location--1630 West Redlands Boulevard, Suite A, Redlands, California**

Note: Copies of staff reports and other documents relating to the items on this agenda are on file at the District office and are available for public review during normal District business hours. New information relating to agenda topics listed, received, or generated by the District after the posting of this agenda, but before the meeting, will be made available upon request at the District office and in the Agenda Package on the Districts website. It is the intention of the San Bernardino Valley Water Conservation District to comply with the Americans with Disabilities Act (ADA) in all respects. If you need special assistance with respect to the agenda or other written materials forwarded to the members of the Board for consideration at the public meeting, or if as an attendee or a participant at this meeting you will need special assistance, the District will attempt to accommodate you in every reasonable manner. Please contact Athena Monge at (909) 793-2503 at least 48 hours prior to the meeting to inform her of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

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

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**1. PUBLIC PARTICIPATION**

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

**2. ADDITIONS/DELETIONS TO AGENDA**

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

**3. CONSENT CALENDAR**

- A. Approval of Board Minutes, June 12, 2019 .....4
- B. Approval of Expenditure Report, June 2019..... 10

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**BOARD OF DIRECTORS**

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

Division 3:  
Robert Stewart

Division 4:  
John Longville

Division 5:  
Melody McDonald

**GENERAL MANAGER**

Daniel B. Cozad

4. **COMMITTEE REPORTS /ACTION ITEMS**

**Action Items**

- A. UNAUDITED FINANCIAL REPORTS, June 2019 - 5 minutes (M#1652).....19  
*Presenter: Daniel Cozad*  
*Recommendation:* Review and approve the unaudited financials for June 2019.
  
- B. REDLANDS PLAZA RE-ROOFING – 5 minutes (M#1653) .....26  
*Presenter: Daniel Cozad*  
*Recommendation:* Review options and authorize the general manager to contract with the Jerry Herbert Roofing in an amount not-to-exceed \$100,000 including roof deck repairs and foot traffic protection.
  
- C. INITIAL ACCESS LIMITATION AND CLEANUP OF REDLANDS ACREAGE - 15 minutes (M#1654) .....30  
*Presenter: Daniel Cozad*  
*Recommendation:* Authorize the general manager to use the Material Processing Agreement to provide boulder placement at illegal access points and perform initial cleanup of dumping on land recently acquired from the City of Redlands.
  
- D. CSDA BOARD OF DIRECTORS 2020-2022 ELECTIONS – 5 minutes (M#1655).....33  
*Presenter: Daniel Cozad*  
*Recommendation:* Direct staff to submit the District’s election ballot reflecting the Board’s decision to the California Special Districts Association.
  
- E. LAND EXCHANGE BLM AGREEMENTS – 5 minutes (M#1656) .....43  
*Presenter: Daniel Cozad*  
*Recommendation:* Staff recommends that the Board authorize the general manager to execute the Cost Recovery Agreement with the Bureau of Land Management (BLM) for recovery of costs, not to exceed \$30,000 associated with processing the Wash Plan land exchange.

5. **INFORMATION ITEMS:**

- A. Wash Plan Verbal Update – 5 Minutes
- B. General Manager’s Report and Monthly Recharge Report – 5 Minutes .....54
- C. Future Agenda Items & Staff Tasks

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

- A. Board Member Meeting Reports – 15 minutes

7. **UPCOMING MEETINGS:**

- A. July 11, 2019 Conservation Trust Board Meeting, 10:00 a.m. at Conservation District
  
- B. July 11, 2019 Advisory Commission on Water Policy, 6:30 p.m. at Valley Municipal
  
- C. July 15, 2019 Santa Ana River-Mill Creek Cooperative Water Project Management Committee, 9:00 a.m. at Conservation District

- D. July 15, 2019 Association of San Bernardino Special Districts, 6:00 p.m. hosted by Phelan Pinon Hills CSD at Percy Bakker Community Center in Hesperia  
*Program: Presentation on System Improvements & Online Interactive Waterline Map*
- E. July 16, 2019 San Bernardino Valley Municipal Water District, 2:30 p.m. at Valley Municipal
- F. July 24, 2019 Finance & Administration Committee, 1:30 p.m. at Conservation District
- G. August 9, 2019 SBC Water Conference, 9:00 a.m.-1:00 p.m. at Double Tree Ontario
- H. August 14, 2019 Board of Directors Meeting, 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 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 Sean Palmer and Christine Jones.
9. **ADJOURN MEETING.** The next regularly scheduled Board of Directors Meeting will be on August 14, 2019 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS MEETING

MINUTES OF June 12, 2019  
1:30 p.m.

President Corneille called the meeting of the Board of Directors to order at 1:30 p.m. All present stood for the Pledge of Allegiance, led by President Corneille.

ROLL CALL:

BOARD MEMBERS PRESENT:

Richard Corneille, President  
John Longville, Director (Arrival 1:35 p.m.)  
David E. Raley, Director  
Robert Stewart, Director  
Melody McDonald, Vice President (Departure 3:56 p.m.)

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker, LLP

STAFF PRESENT:

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

GUESTS PRESENT:

David E. Smith, East Valley Water District  
Michelle Diamond, Tetra Tech

1. PUBLIC PARTICIPATION

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

2. ADDITIONS/DELETIONS TO AGENDA

There were none.

3. CONSENT CALENDAR

**It was moved by Vice President McDonald and seconded by Director Stewart to approve the Consent Calendar: Item A: Board Minutes, May 22, 2019 and Item B: Expenditure Report, May 2019. The motion carried 4-0 with all Directors present voting in the affirmative and Director Longville noted absent from the vote.**

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

4. COMMITTEE REPORTS/ACTION ITEMS

A. GENERAL MANAGER ANNUAL PERFORMANCE EVALUATION, RESOLUTION NO. 573 AND EMPLOYMENT AGREEMENT

This item was taken out of order.

President Corneille introduced this item for discussion and its inclusion in package on pages 19 to 38. The Ad Hoc General Manager Evaluation Committee met on May 28. President Corneille said that the Committee feels that Mr. Cozad is doing a great job managing the District and has met all of the District priorities within his control and recommended awarding the full bonus identified in his existing employment agreement at 5%. Director Longville spoke highly of Mr. Cozad's performance stating that he has a lot of strengths and is impressed with his performance. Vice President McDonald spoke in support and concurrence with Director Longville's statements. She said that some of the projects may need to be reprioritized. Vice President McDonald thanked Mr. Cozad for his efforts. Director Stewart encouraged Mr. Cozad to utilize some of his vacation time due to the dependability of the District's excellent staff. The recommendation of the Committee is to pay him the discretionary bonus for 2017-2018, and 3.1% COLA and 3.75% Merit increases for 2018-2019. Director Longville said that the Committee also discussed succession planning to prepare for replacing him at some point.

**It was moved by Director Longville and seconded by President Corneille to pay Mr. Cozad a discretionary bonus of \$12,351 for worked performed in fiscal year 2017-2018 and a 3.1% COLA and 3.75% Merit increase for 2018-2019, and to approve Resolution No. 573 and the Employment Agreement. 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 Stewart: Yes**

B. UNAUDITED FINANCIAL REPORTS, MAY 2019

Mr. Cozad introduced this item for discussion. This item was included beginning on package page 39. Mr. Cozad noted that the cash investments are lower due to the Seven W. Enterprises property purchase. He said that the Operations Committee may want to view the property and identify potential use for both the 100 acres in Redlands and the Seven W. Enterprises property. Revenue and expenses are on budget and will likely end the fiscal year in the same way.

**It was moved by Director Raley and seconded by Director Longville to approve the Unaudited Financial Reports for May 2019. 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 Stewart: Yes**

C. AWARD OF AGREEMENT FOR LAND AND BOUNDARY SURVEY OF LAND TRANSFERRED FROM REDLANDS AS PART OF WASH PLAN IMPLEMENTATION

Ms. Scholte presented this item for discussion. Staff is recommending On Point Land Surveying, Inc.; they submitted a responsive proposal, were highly qualified and were highly recommended by Valley Municipal. President Corneille asked if the District has other survey activities and proposed an on-call services agreement be considered with a surveyor. Mr. Cozad said that staff will review needs and performance and consider that for future needs.

**It was moved by Vice President McDonald and second by Director Longville to authorize staff to enter into a standard professional services agreement with On Point Land Surveying, Inc. in an amount not to exceed \$10,000 to perform a land and boundary survey for Parcel 0167-011-11. 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 Stewart: Yes**

D. AMENDMENT TO AGREEMENT FOR PROFESSIONAL SERVICES WITH ICF

Mr. Beehler introduced this item for discussion and noted the inclusion of this item in the package beginning on page 47. He reviewed the process in detail. He said that without this service the Wash Plan approval could be delayed further.

**It was moved by Director Longville and seconded by Vice President McDonald to enter into an amendment for professional services with ICF for an amount not to exceed \$35,000 per year for technical assistance in the preparation of a Biological Opinion by the USFWS.**

**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 Stewart: Yes**

#### E. PROCUREMENT POLICY REVISIONS

Mr. Cozad introduced this item for discussion. He noted that the proposed revisions are shown in redline on package pages 54 to 55. Mr. Cozad said that the policy has been updated pursuant to the requirements of California Government Code section 4526; which requires the District to request certifications and qualifications for surveying, engineering and other professional related work without regard for cost. President Corneille said that the American Society of Civil Engineers recommends using a two-envelope submittal; one for qualifications and the other for cost. He said that the unselected firms get their cost envelopes returned back to them unopened. Director Stewart expressed concern over putting a larger burden on the request for proposal. Discussion ensued. Mr. Cosgrove reviewed the new regulations and changes in detail.

**It was moved by Vice President McDonald and seconded by President Corneille to approve the revised Procurement and Purchasing Policy 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 Stewart: Yes**

#### 5. INFORMATION ITEMS

##### A. WASH PLAN VERBAL UPDATE

Mr. Beehler introduced this item for discussion. Staff will meet with U.S. Fish & Wildlife Service (USFWS) and California Department of Fish and Wildlife (CDFW) tomorrow. The rewrite of the EIR/EIS is complete and acceptable to FWS. The Bureau of Land Management (BLM) has changed how they want to participate in the Wash Plan and are satisfied with the changes. The USFWS solicitor is reviewing EIR/EIS changes; this is the last review before it goes to the Federal Registrar. This item was received and file.

##### 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 58 through 61. The Monthly Recharge Report was included on package page 62. Mr. Cozad presented a PowerPoint presentation on field activities. He reviewed the active recharge efforts and stated that to date 51,926 AF has been recharged. Mr. Cozad said

that the groundwater below the spreading grounds are estimated at 89% of the index developed from the 2011 recharge year maximum. This item was received and filed.

### C. FUTURE AGENDA ITEMS AND STAFF TASKS

President Corneille recommended the Outreach & Communications Committee meet to discuss the outreach plan for the next fiscal year as well as review the Legislative Advocacy Policy in the CSDA Newsletter for January 2019. Director Raley recommended a Wash Plan Task Force meeting. Staff suggested that it be held when the Federal Registrar notice is ready and the secretarial briefing is done and/or there is adequate content or a required action.

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

President Corneille attended and spoke at the Enhanced Recharge Dedication on May 23, Ad Hoc General Manager Evaluation Committee on May 28, and met with Doug Headrick on the Advisory Commission agenda, and attended the Basin Technical Advisory Commission (BTAC) on June 3. He attended the Redlands Rise N Shine on June 7 and met with Highland Community News on June 10.

Director Stewart attended the Enhanced Recharge Dedication on May 23 and BTAC on June 3.

Vice President McDonald attended the Enhanced Recharge Dedication on May 23, BTAC on June 3 and Valley Municipal Board of Directors Workshop on June 11.

Director Raley attended the Enhanced Recharge Dedication on May 23, BTAC on June 3 and Valley Municipal Board of Directors Workshop on June 6. He also attended the Redlands Rise N Shine on June 7.

Director Longville attended the Enhanced Recharge Dedication on May 23 and Ad Hoc General Manager Evaluation Committee on May 28.

#### 7. UPCOMING MEETINGS

President Corneille noted that the Valley District Advisory Commission meeting will be on July 11 at 6:30 p.m. Mr. Cozad noted that there will be a field tour with Mayor Pro Tem Denise Davis and Council Member Toni Momberger of the City of Redlands on June 29 at 11:00 a.m.. Director Raley requested a tour of the new property in Redlands that was acquired. Staff will hold a tour along with the next Operations Committee meeting, which has not been set yet.

#### 8. CLOSED SESSION

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

**President Corneille: Yes**

**Vice President McDonald: Absent**  
**Director Longville: Yes**  
**Director Raley: Yes**  
**Director Stewart: Yes**

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

At 4:06 p.m., the meeting reconvened into Open Session. Mr. Cosgrove noted that there was no reportable action.

9. ADJOURN MEETING

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

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

At 4:07 p.m., the meeting adjourned to the Board meeting scheduled for 1:30 p.m. July 10, 2019, at District Headquarters, 1630 W. Redlands Blvd., Redlands, California.

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Daniel B. Cozad  
General Manager

## San Bernardino Valley Water Conservation District Expenditure Report June 2019

Num	Date	Name	Account	Class	Original Amount
PC 06.05.19	06/05/2019	Paychex	1012 · Citizens Busine...		-88.11
			6042 · Payroll Processing	4-General Fund Ent.	88.11
TOTAL					88.11
PC 06.12.19	06/12/2019	Paychex	1012 · Citizens Busine...		-134.96
			6042 · Payroll Processing	4-General Fund Ent.	134.96
TOTAL					134.96
PC 06.19.19	06/19/2019	Paychex	1012 · Citizens Busine...		-86.11
			6042 · Payroll Processing	4-General Fund Ent.	86.11
TOTAL					86.11
ACH0188	06/03/2019	Melody McDonald	1012 · Citizens Busine...		-121.22
			6410 · Mileage	4-General Fund Ent.	121.22
TOTAL					121.22
ACH0189	06/26/2019	Raley, David	1012 · Citizens Busine...		-59.74
			6410 · Mileage	4-General Fund Ent.	59.74
TOTAL					59.74
ACH0190	06/26/2019	Melody McDonald	1012 · Citizens Busine...		-70.18
			6410 · Mileage	4-General Fund Ent.	70.18
TOTAL					70.18
21802	06/11/2019	AAA Alarm Systems, Inc.	1012 · Citizens Busine...		-129.00
	04/01/2019		5410 · Alarm Service	4-General Fund Ent.	64.50
			5410 · Alarm Service	1-Groundwater Ent.	64.50
TOTAL					129.00
21803	06/11/2019	Aaron Pederson	1012 · Citizens Busine...		-35.00
	05/31/2019		6018 · Janitorial Services	4-General Fund Ent.	35.00
TOTAL					35.00
21804	06/11/2019	ACWA/JPIA-Health	1012 · Citizens Busine...		-13,268.20
	06/04/2019		6110 · Vision Insurance	4-General Fund Ent.	26.60
			6110 · Vision Insurance	1-Groundwater Ent.	84.25
			6110 · Vision Insurance	2-Redlands Plaza/...	8.45
			6110 · Vision Insurance	3-Land Resources	27.99
			6110 · Vision Insurance	5-Wash Plan	18.33
			6130 · Dental Insurance	4-General Fund Ent.	112.73
			6130 · Dental Insurance	1-Groundwater Ent.	357.07
			6130 · Dental Insurance	2-Redlands Plaza/...	35.80
			6130 · Dental Insurance	3-Land Resources	118.62
			6130 · Dental Insurance	5-Wash Plan	77.70
			6150 · Medical Insurance	4-General Fund Ent.	1,991.55

**San Bernardino Valley Water Conservation District**  
**Expenditure Report**  
**June 2019**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
			6150 · Medical Insurance	1-Groundwater Ent.	6,308.22
			6150 · Medical Insurance	2-Redlands Plaza/...	632.43
			6150 · Medical Insurance	3-Land Resources	2,095.71
			6150 · Medical Insurance	5-Wash Plan	1,372.75
TOTAL					13,268.20
<b>21805</b>	<b>06/11/2019</b>	<b>American Power Security</b>	<b>1012 · Citizens Busine...</b>		<b>-620.00</b>
	06/02/2019		6026 · Redlands Plaza ...	2-Redlands Plaza/...	620.00
TOTAL					620.00
<b>21806</b>	<b>06/11/2019</b>	<b>Castro Landscaping Se...</b>	<b>1012 · Citizens Busine...</b>		<b>-250.00</b>
	05/30/2019		6026 · Redlands Plaza ...	2-Redlands Plaza/...	250.00
TOTAL					250.00
<b>21807</b>	<b>06/11/2019</b>	<b>Corneille, Richard</b>	<b>1012 · Citizens Busine...</b>		<b>-641.32</b>
	05/31/2019		6410 · Mileage	4-General Fund Ent.	462.84
			6425 · Meals	4-General Fund Ent.	178.48
TOTAL					641.32
<b>21808</b>	<b>06/11/2019</b>	<b>Cozad, Daniel B</b>	<b>1012 · Citizens Busine...</b>		<b>-752.38</b>
	06/03/2019		6510 · Mileage	4-General Fund Ent.	302.06
			6510 · Mileage	1-Groundwater Ent.	377.58
			6510 · Mileage	3-Land Resources	75.52
TOTAL					755.16
<b>21809</b>	<b>06/11/2019</b>	<b>Edison - 8812</b>	<b>1012 · Citizens Busine...</b>		<b>-97.42</b>
	06/01/2019		5420 · Electricity	4-General Fund Ent.	27.28
			5420 · Electricity	1-Groundwater Ent.	19.48
			5420 · Electricity	2-Redlands Plaza/...	50.66
TOTAL					97.42
<b>21810</b>	<b>06/11/2019</b>	<b>Edison - Redlands Plaza</b>	<b>1012 · Citizens Busine...</b>		<b>-188.35</b>
	06/01/2019		6026 · Redlands Plaza ...	2-Redlands Plaza/...	188.35
TOTAL					188.35
<b>21811</b>	<b>06/11/2019</b>	<b>Empire Disposal</b>	<b>1012 · Citizens Busine...</b>		<b>-117.73</b>
	05/31/2019		5460 · Water / Trash / S...	4-General Fund Ent.	58.87
			5460 · Water / Trash / S...	1-Groundwater Ent.	47.09
			5460 · Water / Trash / S...	3-Land Resources	11.77
TOTAL					117.73

## San Bernardino Valley Water Conservation District

## Expenditure Report

June 2019

Num	Date	Name	Account	Class	Original Amount
21812	06/11/2019	Frontier-4860	1012 · Citizens Busine...		-470.74
	05/28/2019		5440 · Telephone	4-General Fund Ent.	228.02
			5440 · Telephone	1-Groundwater Ent.	97.73
			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					470.74
21813	06/11/2019	Home Depot Credit Ser...	1012 · Citizens Busine...		-199.48
	05/28/2019		5215 · Property Mainten...	1-Groundwater Ent.	159.58
			5215 · Property Mainten...	3-Land Resources	39.90
TOTAL					199.48
21814	06/11/2019	Image Source	1012 · Citizens Busine...		-283.23
	05/13/2019		6033 · Office Equipmen...	4-General Fund Ent.	212.42
			6033 · Office Equipmen...	1-Groundwater Ent.	14.16
			6033 · Office Equipmen...	2-Redlands Plaza/...	42.49
			6033 · Office Equipmen...	3-Land Resources	14.16
TOTAL					283.23
21815	06/11/2019	Lowe's Companies, Inc.	1012 · Citizens Busine...		-135.22
	05/25/2019		5210 · Equipment Maint...	1-Groundwater Ent.	74.13
			5215 · Property Mainten...	1-Groundwater Ent.	48.87
			5215 · Property Mainten...	3-Land Resources	12.22
TOTAL					135.22
21816	06/11/2019	Mikael Romich	1012 · Citizens Busine...		-8,420.79
	06/03/2019		1700 · Work in Progress	1-Groundwater Ent.	1,196.54
			1700 · Work in Progress	1-Groundwater Ent.	1,548.00
			5120 · Misc. Profession...	3-Land Resources	1,436.25
			5120 · Misc. Profession...	3-Land Resources	2,240.00
			1700 · Work in Progress	1-Groundwater Ent.	2,000.00
TOTAL					8,420.79
21817	06/11/2019	Netsteller	1012 · Citizens Busine...		-450.00
	06/01/2019		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
21818	06/11/2019	Nossaman LLP	1012 · Citizens Busine...		-2,943.80
	05/29/2019		5120 · Misc. Profession...	4-General Fund Ent.	883.14
			5120 · Misc. Profession...	1-Groundwater Ent.	618.20
			5120 · Misc. Profession...	3-Land Resources	1,442.46
TOTAL					2,943.80

**San Bernardino Valley Water Conservation District**  
**Expenditure Report**  
**June 2019**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
<b>21819</b>	<b>06/11/2019</b>	<b>ReadyRefresh by Nestle</b>	<b>1012 · Citizens Busine...</b>		<b>-9.69</b>
	05/24/2019		5460 · Water / Trash / S...	1-Groundwater Ent.	9.69
TOTAL					9.69
<b>21820</b>	<b>06/11/2019</b>	<b>San Bernardino Area C...</b>	<b>1012 · Citizens Busine...</b>		<b>-50.00</b>
	05/28/2019		6425 · Meals	4-General Fund Ent.	50.00
TOTAL					50.00
<b>21821</b>	<b>06/11/2019</b>	<b>Smart &amp; Final</b>	<b>1012 · Citizens Busine...</b>		<b>-185.14</b>
	06/06/2019		6019 · Janitorial Supplies	4-General Fund Ent.	12.25
			6019 · Janitorial Supplies	1-Groundwater Ent.	8.17
			6004 · Meeting Expenses	4-General Fund Ent.	82.36
			6004 · Meeting Expenses	3-Land Resources	82.36
TOTAL					185.14
<b>21822</b>	<b>06/11/2019</b>	<b>Terminix</b>	<b>1012 · Citizens Busine...</b>		<b>-72.00</b>
	05/30/2019		6026 · Redlands Plaza ...	2-Redlands Plaza/...	72.00
TOTAL					72.00
<b>21823</b>	<b>06/11/2019</b>	<b>Valero Marketing &amp; Sup...</b>	<b>1012 · Citizens Busine...</b>		<b>-411.00</b>
	05/30/2019		5320 · Fuel	1-Groundwater Ent.	411.00
TOTAL					411.00
<b>21824</b>	<b>06/26/2019</b>	<b>AAA Alarm Systems, Inc.</b>	<b>1012 · Citizens Busine...</b>		<b>-129.00</b>
	07/01/2019		5410 · Alarm Service	4-General Fund Ent.	64.50
			5410 · Alarm Service	1-Groundwater Ent.	64.50
TOTAL					129.00
<b>21825</b>	<b>06/26/2019</b>	<b>Assoc. San Bernardino...</b>	<b>1012 · Citizens Busine...</b>		<b>-30.00</b>
	07/01/2019		6425 · Meals	4-General Fund Ent.	30.00
TOTAL					30.00
<b>21826</b>	<b>06/26/2019</b>	<b>Beach Boyz Auto Service</b>	<b>1012 · Citizens Busine...</b>		<b>-338.71</b>
	06/14/2019		5310 · Vehicle Mainten...	1-Groundwater Ent.	338.71
TOTAL					338.71
<b>21827</b>	<b>06/26/2019</b>	<b>Brownstein Hyatt Farbe...</b>	<b>1012 · Citizens Busine...</b>		<b>-15,375.00</b>
	06/14/2019		5122 · Wash Plan Profe...	5-Wash Plan	15,375.00
TOTAL					15,375.00

## San Bernardino Valley Water Conservation District

## Expenditure Report

June 2019

Num	Date	Name	Account	Class	Original Amount
21828	06/26/2019	Citizens Business Bank	1012 · Citizens Busine...		-1,974.54
	06/12/2019		5210 · Equipment Maint...	1-Groundwater Ent.	244.38
			5215 · Property Mainten...	1-Groundwater Ent.	423.13
			5215 · Property Mainten...	3-Land Resources	105.78
			6001 · General Adminis...	4-General Fund Ent.	249.98
			6001 · General Adminis...	1-Groundwater Ent.	249.97
			6002 · Website Adminis...	4-General Fund Ent.	225.00
			6004 · Meeting Expenses	4-General Fund Ent.	25.45
			6004 · Meeting Expenses	3-Land Resources	25.45
			6030 · Office Supplies	4-General Fund Ent.	35.95
			6030 · Office Supplies	1-Groundwater Ent.	2.25
			6030 · Office Supplies	2-Redlands Plaza/...	4.49
			6030 · Office Supplies	3-Land Resources	2.25
			6039 · Postage and Ov...	4-General Fund Ent.	72.22
			6039 · Postage and Ov...	1-Groundwater Ent.	32.83
			6039 · Postage and Ov...	2-Redlands Plaza/...	13.13
			6039 · Postage and Ov...	3-Land Resources	13.13
			6051 · Uniforms	4-General Fund Ent.	58.18
			6051 · Uniforms	1-Groundwater Ent.	135.75
			6060 · Outreach	4-General Fund Ent.	10.00
			6060 · Outreach	1-Groundwater Ent.	4.00
			6060 · Outreach	3-Land Resources	6.00
			6520 · Travel, Other (re...	4-General Fund Ent.	15.85
			6520 · Travel, Other (re...	1-Groundwater Ent.	8.81
			6520 · Travel, Other (re...	3-Land Resources	10.56
TOTAL					1,974.54
21829	06/26/2019	City of Highland	1012 · Citizens Busine...		-100.00
	06/20/2019		6060 · Outreach	4-General Fund Ent.	50.00
			6060 · Outreach	1-Groundwater Ent.	20.00
			6060 · Outreach	3-Land Resources	30.00
TOTAL					100.00
21830	06/26/2019	City of Redlands -Muni...	1012 · Citizens Busine...		-2,167.46
	06/13/2019		6026 · Redlands Plaza ...	2-Redlands Plaza/...	2,167.46
TOTAL					2,167.46
21831	06/26/2019	Edison - 7241	1012 · Citizens Busine...		-38.42
	06/12/2019		5420 · Electricity	4-General Fund Ent.	10.76
			5420 · Electricity	1-Groundwater Ent.	7.68
			5420 · Electricity	2-Redlands Plaza/...	19.98
TOTAL					38.42
21832	06/26/2019	Edison -5552	1012 · Citizens Busine...		-292.37
	06/11/2019		5420 · Electricity	4-General Fund Ent.	78.74
			5420 · Electricity	1-Groundwater Ent.	56.25
			5420 · Electricity	2-Redlands Plaza/...	146.23
			6020 · Vacancy Marketi...	2-Redlands Plaza/...	11.15
TOTAL					292.37

## San Bernardino Valley Water Conservation District

## Expenditure Report

June 2019

Num	Date	Name	Account	Class	Original Amount
21833	06/26/2019	Frontier-7275	1012 · Citizens Busine...		-152.20
	06/19/2019		5440 · Telephone	4-General Fund Ent.	54.05
			5440 · Telephone	1-Groundwater Ent.	23.16
			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					152.20
21834	06/26/2019	ICF Jones & Stokes, Inc	1012 · Citizens Busine...		-32,511.26
	02/15/2019		5122 · Wash Plan Profe...	5-Wash Plan	3,745.00
	03/22/2019		5122 · Wash Plan Profe...	5-Wash Plan	1,470.00
	06/19/2019		5122 · Wash Plan Profe...	5-Wash Plan	1,105.00
	06/20/2019		5120 · Misc. Profession...	3-Land Resources	21,895.07
	06/21/2019		5122 · Wash Plan Profe...	5-Wash Plan	4,296.19
TOTAL					32,511.26
21835	06/26/2019	JAN-PRO Cleaning Sys...	1012 · Citizens Busine...		-700.00
	07/01/2019		6018 · Janitorial Services	4-General Fund Ent.	700.00
TOTAL					700.00
21836	06/26/2019	Joseph E. Bonadiman ...	1012 · Citizens Busine...		-4,350.00
	04/01/2019		5120 · Misc. Profession...	4-General Fund Ent.	1,305.00
			5120 · Misc. Profession...	1-Groundwater Ent.	913.50
			5120 · Misc. Profession...	3-Land Resources	2,131.50
TOTAL					4,350.00
21837	06/26/2019	Larry Jacinto Construc...	1012 · Citizens Busine...		-1,260.00
	05/31/2019		5050 · Basin Cleaning	1-Groundwater Ent.	1,260.00
TOTAL					1,260.00
21838	06/26/2019	Pat's Pots	1012 · Citizens Busine...		-170.00
	06/12/2019		5460 · Water / Trash / S...	4-General Fund Ent.	85.00
			5460 · Water / Trash / S...	1-Groundwater Ent.	68.00
			5460 · Water / Trash / S...	3-Land Resources	17.00
TOTAL					170.00
21839	06/26/2019	Quill Corporation	1012 · Citizens Busine...		-242.13
	06/06/2019		6030 · Office Supplies	4-General Fund Ent.	193.70
			6030 · Office Supplies	1-Groundwater Ent.	12.11
			6030 · Office Supplies	2-Redlands Plaza/...	24.21
			6030 · Office Supplies	3-Land Resources	12.11
TOTAL					242.13

**San Bernardino Valley Water Conservation District**  
**Expenditure Report**  
**June 2019**

Num	Date	Name	Account	Class	Original Amount
21840	06/26/2019	San Bernardino County...	1012 · Citizens Busine...		<b>-75,000.00</b>
	06/18/2019		1700 · Work in Progress	1-Groundwater Ent.	75,000.00
TOTAL					75,000.00
21841	06/26/2019	Terminix	1012 · Citizens Busine...		<b>-72.00</b>
	06/20/2019		6026 · Redlands Plaza ...	2-Redlands Plaza/...	72.00
TOTAL					72.00
21842	06/26/2019	The Gas Company	1012 · Citizens Busine...		<b>-24.87</b>
	06/14/2019		5450 · Natural Gas	4-General Fund Ent.	14.92
			5450 · Natural Gas	1-Groundwater Ent.	9.95
TOTAL					24.87
21843	06/26/2019	ThunderWheel Commu...	1012 · Citizens Busine...		<b>-15,603.75</b>
	06/21/2019		6060 · Outreach	4-General Fund Ent.	5,461.31
			5120 · Misc. Profession...	1-Groundwater Ent.	3,900.94
			5120 · Misc. Profession...	3-Land Resources	3,900.94
			6060 · Outreach	5-Wash Plan	2,340.56
TOTAL					15,603.75
21844	06/26/2019	U.S. Bank Equipment F...	1012 · Citizens Busine...		<b>-336.18</b>
	06/10/2019		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
21845	06/26/2019	Upland Rock	1012 · Citizens Busine...		<b>-21,250.00</b>
	05/31/2019		7110 · Property Capital ...	1-Groundwater Ent.	21,250.00
TOTAL					21,250.00
21846	06/26/2019	WEX Bank-Shell GAS	1012 · Citizens Busine...		<b>-591.00</b>
	06/06/2019		5320 · Fuel	1-Groundwater Ent.	591.00
TOTAL					591.00
21847	06/26/2019	Wilbur's	1012 · Citizens Busine...		<b>-19.38</b>
	06/03/2019		5210 · Equipment Maint...	1-Groundwater Ent.	19.38
TOTAL					19.38

**San Bernardino Valley Water Conservation District  
Expenditure Report  
June 2019**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
100224N	06/03/2019	PERS	1012 · Citizens Busine...		<b>-6,345.90</b>
			6170 · PERS Retirement	4-General Fund Ent.	1,019.15
			6170 · PERS Retirement	1-Groundwater Ent.	3,228.16
			6170 · PERS Retirement	2-Redlands Plaza/...	323.64
			6170 · PERS Retirement	3-Land Resources	945.54
			6170 · PERS Retirement	5-Wash Plan	829.41
TOTAL					<u>6,345.90</u>

San Bernardino Valley Water Conservation District  
**Director Fees Expenditure Payroll Report**  
June 2019

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Pay Date	Name	For Period	Director Fees	Taxes Withheld	Check Amt
6/5/2019	Corneille, R	May-19	\$ 2,025.00	\$ 332.74	\$ 1,692.26
6/5/2019	McDonald, M	May-19	\$ 2,250.00	\$ 265.16	\$ 1,984.84



**San Bernardino Valley  
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1652

**To: Board of Directors**  
**From: General Manager, Daniel Cozad**  
**Date: July 10, 2019**  
**Subject: Unaudited Financial Reports, June 2019**

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**RECOMMENDATION**

Review and approve the unaudited financials for June 2019.

**BACKGROUND AND DISCUSSION**

Financials presented are as of June 30, 2019. Final adjustments and accruals made for fiscal year-end closing will be made and presented with the audited financials in August or September 2019.

**DISCUSSION**

All revenue sources are at or above budget for 2018-2019 except Mentone Property due to agreement with Steps 4 Life and Plunge Creek IRWMP due to permitting delays. The Exchange Plan has been invoiced, and CEMEX's June payments are expected this month. Valley District paid the initial conservation easement funding in the amount of \$18,437,500.00 on June 20, 2019 per the Partnership Agreement for Joint Active Recharge Project Development under the SAR HCP. This income is noted on the Graph Financials but does not display in the graphs due to the extreme range in revenue amounts.

Groundwater, Redlands Plaza and Land Enterprises have spent less than their revenue, and these will be credited to reserves at the end of the fiscal year. The Wash Plan Enterprises is spending approved fund advancement (loan) from the District.

Net position for the agency before all Audit accruals: total available cash in reserves was \$4,530,398 as July 1, 2018, and \$19,995,944 on June 30, 2019, an increase of \$15,465,546. Approximately \$388,600 has been expended toward Capital for Mill Creek Diversion Project but is being held in Work in Progress account which will affect reserve balances upon completion. This report represents the final cash based financials as additional accruals will be made and shown in the Audited Financials presented as part of the Audit. The financials are attached for Board review and approval.

**FISCAL IMPACT**

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

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

**BOARD OF  
DIRECTORS**

Division 1:  
Richard Corneille

Division 2:  
David E. Raley

Division 3:  
Robert Stewart

Division 4:  
John Longville

Division 5:  
Melody McDonald

**GENERAL  
MANAGER**

Daniel B. Cozad

**POTENTIAL MOTIONS**

1. Move approval of the Unaudited Financials for June 2019 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 June 2019

Profit & Loss to Date vs. Annual Budget

**SBVWCD - All Enterprises Budget and Actual**

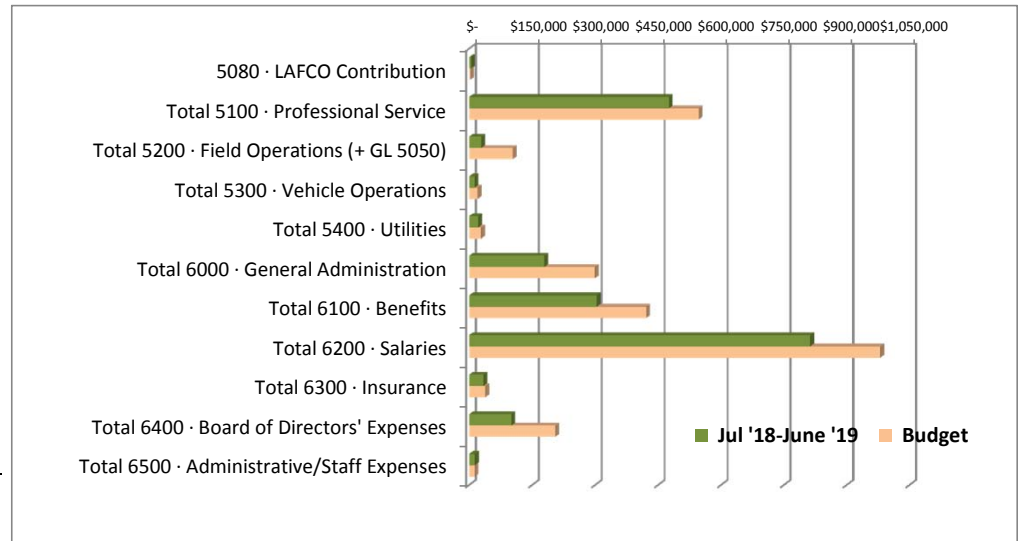
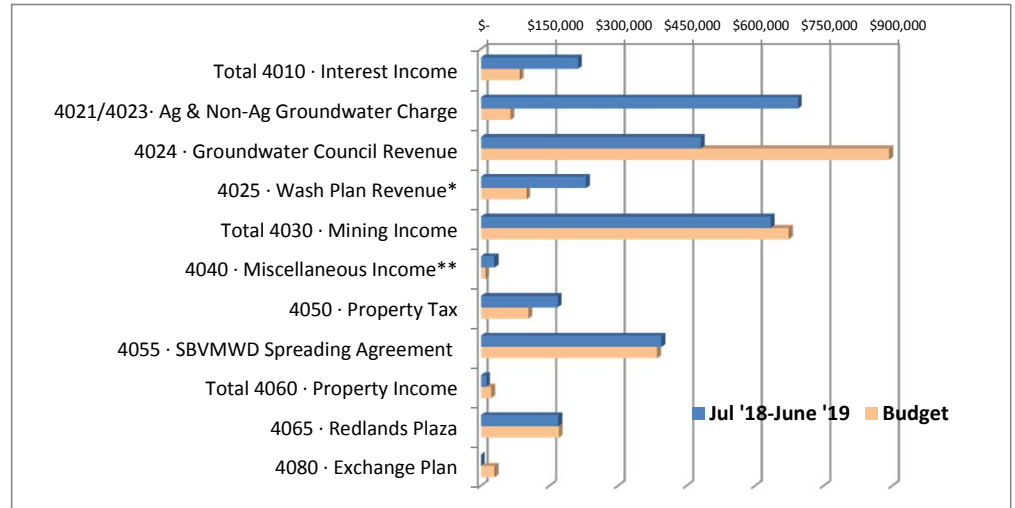
**June 2019**

<b>REVENUE</b>	<b>Jul '18-June '19</b>	<b>Budget</b>
Total 4010 · Interest Income	\$ 212,938	\$ 85,000
4021/4023· Ag & Non-Ag Groundwater Charge	\$ 693,917	\$ 64,920
4024 · Groundwater Council Revenue	\$ 481,377	\$ 893,577
4025 · Wash Plan Revenue*	\$ 230,290	\$ 100,000
Total 4030 · Mining Income	\$ 634,275	\$ 674,000
4040 · Miscellaneous Income**	\$ 30,150	\$ 10,000
4050 · Property Tax	\$ 168,299	\$ 104,135
4055 · SBVMWD Spreading Agreement	\$ 395,205	\$ 385,696
Total 4060 · Property Income	\$ 11,800	\$ 22,800
4065 · Redlands Plaza	\$ 169,656	\$ 170,798
4080 · Exchange Plan	\$ -	\$ 30,000
<b>Total Revenue</b>	<b>\$ 3,027,907</b>	<b>\$ 2,540,927</b>

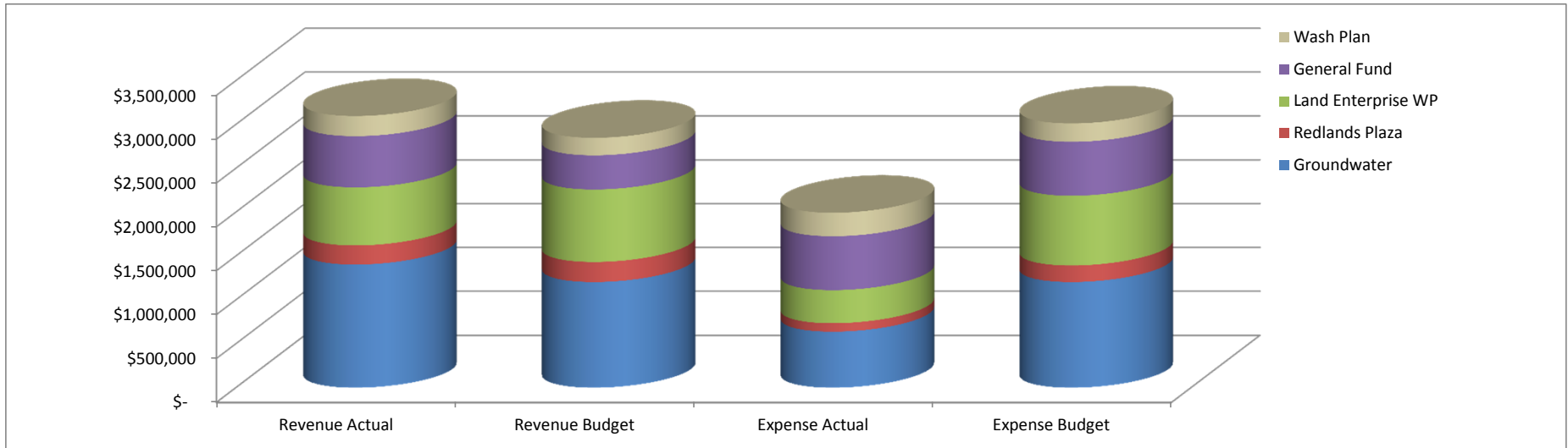
\*District loans to the WP

\*\*Additional Misc Income of \$18,437,500.00 received from SBVMWD 6/20/19

<b>EXPENSES Operating and Capital</b>	<b>Jul '18-June '19</b>	<b>Budget</b>
5080 · LAFCO Contribution	\$ 5,000	\$ 3,000
Total 5100 · Professional Service	\$ 476,141	\$ 547,225
Total 5200 · Field Operations (+ GL 5050)	\$ 29,086	\$ 104,180
Total 5300 · Vehicle Operations	\$ 13,299	\$ 20,500
Total 5400 · Utilities	\$ 21,825	\$ 28,474
Total 6000 · General Administration	\$ 179,140	\$ 299,396
Total 6100 · Benefits	\$ 304,005	\$ 422,121
Total 6200 · Salaries	\$ 813,258	\$ 980,565
Total 6300 · Insurance	\$ 34,303	\$ 38,800
Total 6400 · Board of Directors' Expenses	\$ 100,865	\$ 205,342
Total 6500 · Administrative/Staff Expenses	\$ 13,849	\$ 13,345
<b>Total Expense</b>	<b>\$ 1,990,770</b>	<b>\$ 2,662,948</b>



## Enterprises to Date (June 2019)



Enterprise	Actual	Budget	% of Budget
Groundwater Revenue	\$ 1,402,897	\$ 1,203,568	117%
Groundwater Expense	\$ 637,870	\$ 1,204,337	53%
Revenue -Expense	\$ 765,027	\$ (769)	
Redlands Plaza Revenue	\$ 217,939	\$ 228,598	95%
Redlands Plaza Expense	\$ 96,744	\$ 188,579	51%
Revenue -Expense	\$ 121,195	\$ 40,019	
Land Enterprise Revenue	\$ 661,832	\$ 826,500	80%
Land Enterprise Expense	\$ 376,966	\$ 795,080	47%
Revenue -Expense	\$ 284,866	\$ 31,420	
General Fund Revenue *	\$ 583,952	\$ 389,484	150%
General Fund Expense	\$ 613,570	\$ 615,120	100%
Revenue -Expense	\$ (29,619)	\$ (225,636)	
Wash Plan Revenue	\$ 230,290	\$ 200,000	115%
Wash Plan Expense	\$ 268,116	\$ 210,332	127%
Revenue-Expense	(37,826)	(10,332)	
<b>Total All Revenue - Expense</b>	<b>\$ 1,103,643</b>	<b>\$ (165,299)</b>	

Cash Status	As of 7/1/2018	As of 6/30/19
LAIF	\$ 456,175.70	\$ 112,923.24
Cal Trust	\$ 3,048,113.21	\$ 3,132,394.79
Citizens Bank	\$ 862,874.97	\$ 19,604,190.64
UBS Financial Services	\$ 1,860,713.75	\$ 1,892,700.47
Cal Credit Union	\$ 3,302,520.81	\$ 253,734.81
Total Cash	\$ 9,530,398.44	\$ 24,995,943.95
Less Prepaid Royalty	\$ (5,000,000.00)	\$ (5,000,000.00)
<b>Cash Position</b>	<b>\$ 4,530,398.44</b>	<b>\$ 19,995,943.95</b>
	Increase (decrease) of	\$ 15,465,545.51
	Percent Increase	341.4%

\* General Fund Revenue shown here does not include overhead

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

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>4010 - Interest Income</b>				
4012 - LAIF	54,582.95	4,500.00	50,082.95	1,212.95%
4013 - Caltrust Investment Income	84,281.58	32,500.00	51,781.58	259.33%
4014 - CalCredit Union Interest Income	5,170.64	26,000.00	-20,829.36	19.89%
4015 - UBS Interest Income	68,902.48	22,000.00	46,902.48	313.19%
4016 - Interest Income ARTP	0.00	0.00	0.00	0.0%
<b>Total 4010 - Interest Income</b>	<b>212,937.65</b>	<b>85,000.00</b>	<b>127,937.65</b>	<b>250.52%</b>
<b>4020 - Groundwater Charge</b>				
4021 - Assessments - Ag	55,176.87	23,926.20	31,250.67	230.61%
4023 - Assessments - Non-Ag	638,740.48	40,993.72	597,746.76	1,558.14%
4024 - Groundwater Council Revenue	481,377.00	893,577.00	-412,200.00	53.87%
<b>Total 4020 - Groundwater Charge</b>	<b>1,175,294.35</b>	<b>958,496.92</b>	<b>216,797.43</b>	<b>122.62%</b>
<b>4025 - Wash Plan Revenue</b>	230,289.71	100,000.00	130,289.71	230.29%
<b>4030 - Mining Income</b>				
4031 - Plant Site - CEMEX	48,000.00	48,000.00	0.00	100.0%
4032 - Cemex - Royalty / Lease	537,166.63	586,000.00	-48,833.37	91.67%
4036 - Aggregate Maintenance	49,108.00	40,000.00	9,108.00	122.77%
<b>Total 4030 - Mining Income</b>	<b>634,274.63</b>	<b>674,000.00</b>	<b>-39,725.37</b>	<b>94.11%</b>
<b>4040 - Miscellaneous Income</b>				
4041 - Reimbursed Expenses				
4040 - Miscellaneous Income - Other	18,467,650.25	10,000.00	18,457,650.25	184,676.5%
<b>Total 4040 - Miscellaneous Income</b>	<b>18,467,650.25</b>	<b>10,000.00</b>	<b>18,457,650.25</b>	<b>184,676.5%</b>
<b>4050 - Property Tax</b>	168,298.65	104,135.47	64,163.18	161.62%
<b>4055 - SBVMWD Spreading Agreement Reim</b>	395,205.47	385,696.20	9,509.27	102.47%
<b>4060 - Property Income</b>				
4062 - Mentone Property	11,800.00	22,800.00	-11,000.00	51.75%
<b>Total 4060 - Property Income</b>	<b>11,800.00</b>	<b>22,800.00</b>	<b>-11,000.00</b>	<b>51.75%</b>
<b>4065 - Redlands Plaza</b>	169,655.88	170,798.18	-1,142.30	99.33%
<b>4066 - Redlands Plaza CAM</b>	36,482.79	35,000.00	1,482.79	104.24%
<b>4080 - Exchange Plan</b>	30,000.00	30,000.00	0.00	100.0%
<b>4086 - Plunge Creek IRWMP</b>	2,519.67	150,000.00	-147,480.33	1.68%
<b>4998 - Rate Stabilization From Reserve</b>	0.00	22,223.00	-22,223.00	0.0%
<b>4999 - Trust Reimbursement-Wash Plan</b>	0.00	100,000.00	-100,000.00	0.0%
<b>Total Income</b>	<b>21,534,409.05</b>	<b>2,848,149.77</b>	<b>18,686,259.28</b>	<b>756.08%</b>
<b>Gross Profit</b>	<b>21,534,409.05</b>	<b>2,848,149.77</b>	<b>18,686,259.28</b>	<b>756.08%</b>
<b>Expense</b>				
<b>5040 - Regional Programs</b>				
5080 - LAFCO Contribution	5,000.00	3,000.00	2,000.00	166.67%
<b>Total 5040 - Regional Programs</b>	<b>5,000.00</b>	<b>3,000.00</b>	<b>2,000.00</b>	<b>166.67%</b>
<b>5050 - Basin Cleaning</b>	18,621.00	50,000.00	-31,379.00	37.24%
<b>5100 - Professional Service</b>				
5120 - Misc. Professional Services	158,126.63	130,000.00	28,126.63	121.64%
5122 - Wash Plan Professional Services	162,819.41	30,000.00	132,819.41	542.73%
5123 - Habitat Management-WP	0.00	0.00	0.00	0.0%
5124 - Plunge Creek Prof Services	60,530.92	150,000.00	-89,469.08	40.35%
5125 - Engineering Services	9,133.24	18,000.00	-8,866.76	50.74%
5130 - Aerial Photography & Surveying	0.00	1,000.00	-1,000.00	0.0%
5155 - WP Trails Professional Services	0.00	0.00	0.00	0.0%
5160 - IT Support	5,445.00	7,000.00	-1,555.00	77.79%
5170 - Audit	22,750.00	26,225.00	-3,475.00	86.75%
5175 - Legal - Wash Plan	1,040.00	10,000.00	-8,960.00	10.4%
5180 - Legal	56,295.77	175,000.00	-118,704.23	32.17%
<b>Total 5100 - Professional Service</b>	<b>476,140.97</b>	<b>547,225.00</b>	<b>-71,084.03</b>	<b>87.01%</b>
<b>5133 - Regional River HCP Contribution</b>	0.00	25,000.00	-25,000.00	0.0%
<b>5143 - SBVCT District Contribution</b>	0.00	0.00	0.00	0.0%
<b>5200 - Field Operations</b>				
5210 - Equipment Maintenance	3,335.71	6,180.00	-2,844.29	53.98%
5215 - Property Maintenance	7,129.07	42,000.00	-34,870.93	16.97%
5220 - Maintenance Materials/Shop/Flid	0.00	0.00	0.00	0.0%
5225 - Field Clean Up-Illegal dumping	0.00	6,000.00	-6,000.00	0.0%
<b>Total 5200 - Field Operations</b>	<b>10,464.78</b>	<b>54,180.00</b>	<b>-43,715.22</b>	<b>19.32%</b>
<b>5223 - Temp. Field Labor</b>	2,496.34	11,000.00	-8,503.66	22.69%
<b>5300 - Vehicle Operations</b>				
5310 - Vehicle Maintenance	2,473.46	8,000.00	-5,526.54	30.92%
5320 - Fuel	10,825.82	12,500.00	-1,674.18	86.61%
<b>Total 5300 - Vehicle Operations</b>	<b>13,299.28</b>	<b>20,500.00</b>	<b>-7,200.72</b>	<b>64.88%</b>

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

	<u>Jul '18 - Jun 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>5400 · Utilities</b>				
5410 · Alarm Service	1,032.00	1,500.00	-468.00	68.8%
5420 · Electricity	6,044.87	9,747.00	-3,702.13	62.02%
5430 · Mobile Phone	3,510.00	3,550.00	-40.00	98.87%
5440 · Telephone	5,071.70	8,000.00	-2,928.30	63.4%
5450 · Natural Gas	1,134.21	942.30	191.91	120.37%
5460 · Water / Trash / Sewer	2,344.72	2,160.00	184.72	108.55%
5470 · Internet Services	2,687.25	2,575.00	112.25	104.36%
<b>Total 5400 · Utilities</b>	<b>21,824.75</b>	<b>28,474.30</b>	<b>-6,649.55</b>	<b>76.65%</b>
<b>6000 · General Administration</b>				
6001 · General Administration - Other	1,283.61	4,500.00	-3,216.39	28.53%
6002 · Website Administration	2,867.94	3,300.00	-432.06	86.91%
6003 · Property Tax	0.00	235.10	-235.10	0.0%
6004 · Meeting Expenses	2,002.38	2,000.00	2.38	100.12%
6006 · Permits	50.00	10,000.00	-9,950.00	0.5%
6007 · Inter District Costs	0.00	10,000.00	-10,000.00	0.0%
6009 · Licenses	1,267.74	1,217.88	49.86	104.09%
6010 · Surety Bond	3,025.00	1,900.00	1,125.00	159.21%
6012 · Office Maintenance	2,102.76	3,180.00	-1,077.24	66.13%
6013 · Office Lease Payment	60,000.00	60,000.00	0.00	100.0%
6015 · Mentone House Maintenance	5,591.41	5,000.00	591.41	111.83%
6016 · Redlands Plaza Maintenance	9,231.29	40,000.00	-30,768.71	23.08%
6018 · Janitorial Services	7,965.00	9,108.89	-1,143.89	87.44%
6019 · Janitorial Supplies	323.49	500.00	-176.51	64.7%
6020 · Vacancy Marketing-Redlands Plaz	242.84	5,500.00	-5,257.16	4.42%
6026 · Redlands Plaza CAM expenses	30,945.16	29,355.00	1,590.16	105.42%
6027 · Computer Software	0.00	600.00	-600.00	0.0%
6030 · Office Supplies	2,093.09	3,750.67	-1,657.58	55.81%
6033 · Office Equipment Rental	7,072.47	9,500.00	-2,427.53	74.45%
6036 · Printing	1,053.18	980.00	73.18	107.47%
6039 · Postage and Overnight Delivery	594.35	1,200.00	-605.65	49.53%
6042 · Payroll Processing	2,555.83	2,523.50	32.33	101.28%
6045 · Bank Service Charges	164.00	2,575.00	-2,411.00	6.37%
6051 · Uniforms	2,430.11	2,200.00	230.11	110.46%
6060 · Outreach	10,903.29	60,000.00	-49,096.71	18.17%
6087 · Educational Reimbursement	2,500.00	5,000.00	-2,500.00	50.0%
6090 · Subscriptions/Publications	1,304.81	1,210.00	94.81	107.84%
6091 · Public Notices	2,637.75	3,200.00	-562.25	82.43%
6093 · Memberships	18,932.67	20,860.20	-1,927.53	90.76%
<b>Total 6000 · General Administration</b>	<b>179,140.17</b>	<b>299,396.24</b>	<b>-120,256.07</b>	<b>59.83%</b>
<b>6100 · Benefits</b>				
6110 · Vision Insurance	1,987.44	2,731.16	-743.72	72.77%
6120 · Workers' Comp. Insurance	8,877.47	14,867.37	-5,989.90	59.71%
6130 · Dental Insurance	8,423.04	11,659.41	-3,236.37	72.24%
6150 · Medical Insurance				
6150.01 · Medical Employee Contribution	-22,687.68	-27,635.26	4,947.58	82.1%
6150 · Medical Insurance - Other	150,756.12	209,888.74	-59,132.62	71.83%
<b>Total 6150 · Medical Insurance</b>	<b>128,068.44</b>	<b>182,253.48</b>	<b>-54,185.04</b>	<b>70.27%</b>
6160 · Payroll Taxes-Employer	51,940.86	67,314.14	-15,373.28	77.16%
6170 · PERS Retirement				
6170.01 · PERS Employee Contributions	-53,618.83	-30,611.84	-23,006.99	175.16%
6170 · PERS Retirement - Other	158,326.33	173,907.07	-15,580.74	91.04%
<b>Total 6170 · PERS Retirement</b>	<b>104,707.50</b>	<b>143,295.23</b>	<b>-38,587.73</b>	<b>73.07%</b>
<b>Total 6100 · Benefits</b>	<b>304,004.75</b>	<b>422,120.79</b>	<b>-118,116.04</b>	<b>72.02%</b>
<b>6200 · Salaries</b>				
6230 · Regular Salaries	813,258.06	980,564.97	-167,306.91	82.94%
<b>Total 6200 · Salaries</b>	<b>813,258.06</b>	<b>980,564.97</b>	<b>-167,306.91</b>	<b>82.94%</b>
<b>6300 · Insurance</b>				
6310 · Property/ Auto Insurance	2,431.50	7,000.00	-4,568.50	34.74%
6320 · General Liability Insurance	31,871.00	31,800.00	71.00	100.22%
<b>Total 6300 · Insurance</b>	<b>34,302.50</b>	<b>38,800.00</b>	<b>-4,497.50</b>	<b>88.41%</b>
<b>6400 · Board of Directors' Expenses</b>				
6401 · Directors' Fees				
6401.5 · Payroll Taxes-Directors	7,665.63			
6401 · Directors' Fees - Other	72,387.50	86,042.00	-13,654.50	84.13%
<b>Total 6401 · Directors' Fees</b>	<b>80,053.13</b>	<b>86,042.00</b>	<b>-5,988.87</b>	<b>93.04%</b>

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

	<u>Jul '18 - Jun 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6410 · Mileage	3,176.22	4,000.00	-823.78	79.41%
6415 · Air Fare	1,181.92	2,500.00	-1,318.08	47.28%
6420 · Other Travel	391.19	500.00	-108.81	78.24%
6425 · Meals	1,817.61	3,500.00	-1,682.39	51.93%
6430 · Lodging	3,738.62	3,800.00	-61.38	98.39%
6435 · Conf/Seminar Registrations	4,180.00	5,000.00	-820.00	83.6%
6440 · Election Fees / Re-Districting	6,326.00	100,000.00	-93,674.00	6.33%
<b>Total 6400 · Board of Directors' Expenses</b>	<b>100,864.69</b>	<b>205,342.00</b>	<b>-104,477.31</b>	<b>49.12%</b>
<b>6500 · Administrative/Staff Expenses</b>				
6510 · Mileage	2,391.88	1,800.00	591.88	132.88%
6515 · Air Fare	2,755.71	2,000.00	755.71	137.79%
6520 · Travel, Other (rental car, taxi)	683.44	1,000.00	-316.56	68.34%
6525 · Meals	1,414.63	1,545.00	-130.37	91.56%
6530 · Lodging	3,359.92	3,000.00	359.92	112.0%
6535 · Conf/Seminar Registrations	3,243.00	4,000.00	-757.00	81.08%
<b>Total 6500 · Administrative/Staff Expenses</b>	<b>13,848.58</b>	<b>13,345.00</b>	<b>503.58</b>	<b>103.77%</b>
9999 · Contribution to Capital Maint.	0.00	314,500.00	-314,500.00	0.0%
<b>Total Expense</b>	<b>1,993,265.87</b>	<b>3,013,448.30</b>	<b>-1,020,182.43</b>	<b>66.15%</b>
<b>Net Ordinary Income</b>	<b>19,541,143.18</b>	<b>-165,298.53</b>	<b>19,706,441.71</b>	<b>-11,821.73%</b>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
<b>7000 · Construction</b>				
7010 · Materials	0.00	12,000.00	-12,000.00	0.0%
7055 · Plunge Creek Expansion	0.00	462,228.00	-462,228.00	0.0%
<b>Total 7000 · Construction</b>	<b>0.00</b>	<b>474,228.00</b>	<b>-474,228.00</b>	<b>0.0%</b>
<b>7100 · Land &amp; Buildings</b>				
7110 · Property Capital Repairs	44,279.16	60,000.00	-15,720.84	73.8%
7120 · Property-Land Purchase	3,545,604.95			
7126 · ARTP Engr/Prof Services	0.00	0.00	0.00	0.0%
7130 · Mentone Property (House)-CapRep	12,440.00	0.00	12,440.00	100.0%
7140 · Mentone Property (Shop)-CapRep	0.00	200,000.00	-200,000.00	0.0%
7150 · Mill Creek Diversion	0.00	479,200.00	-479,200.00	0.0%
7160 · Mendoza Property	0.00	165,000.00	-165,000.00	0.0%
<b>Total 7100 · Land &amp; Buildings</b>	<b>3,602,324.11</b>	<b>904,200.00</b>	<b>2,698,124.11</b>	<b>398.4%</b>
<b>7200 · Equipment &amp; Vehicles</b>				
7210 · Computer Hardware-Capital Purch	0.00	5,000.00	-5,000.00	0.0%
7220 · Computer Software	10,159.28	10,000.00	159.28	101.59%
7230 · Field Equipment / Vehicles	0.00	145,000.00	-145,000.00	0.0%
7240 · Office Equipment	0.00	1,500.00	-1,500.00	0.0%
<b>Total 7200 · Equipment &amp; Vehicles</b>	<b>10,159.28</b>	<b>161,500.00</b>	<b>-151,340.72</b>	<b>6.29%</b>
<b>7400 · Professional Services Capital</b>				
7438 · Engineering Services-Other	0.00	125,000.00	-125,000.00	0.0%
<b>Total 7400 · Professional Services Capital</b>	<b>0.00</b>	<b>125,000.00</b>	<b>-125,000.00</b>	<b>0.0%</b>
<b>Total Other Expense</b>	<b>3,612,483.39</b>	<b>1,664,928.00</b>	<b>1,947,555.39</b>	<b>216.98%</b>
<b>Net Other Income</b>	<b>-3,612,483.39</b>	<b>-1,664,928.00</b>	<b>-1,947,555.39</b>	<b>216.98%</b>
<b>Net Income</b>	<b>15,928,659.79</b>	<b>-1,830,226.53</b>	<b>17,758,886.32</b>	<b>-870.31%</b>



**San Bernardino Valley  
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1653

**To:** Board of Directors  
**From:** Daniel Cozad, General Manager  
**Date:** July 10, 2019  
**Subject:** Redlands Plaza Re-Roofing

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**RECOMMENDATION**

Review options and authorize the general manager to contract with the Jerry Herbert Roofing in an amount not-to-exceed \$100,000 including roof deck repairs and foot traffic protection.

**BACKGROUND AND DISCUSSION**

The District office and several Redlands Plaza tenants have experienced repeated roof leaks in the last couple of years. This is despite significant repairs seven or so years ago. This last rainy season demonstrated continued leaks despite bi-annual maintenance and the many as needed repairs made by Jerry Herbert Roofing, Inc.

Staff's goals are to

1. prevent further costly repairs due to leaks
2. limit annual maintenance of the roof
3. minimize insurance liability
4. update Redlands Plaza roof to new green/cool roof requirements

Staff obtained three complete re-roofing estimates as well as three roof-overlay options. There were wide differences in the proposals and warranty terms. The attached charts summarize the proposals. Due to the high cost of the overlay and likelihood of roof deck damage from the leaks, staff recommends re-roofing to make sure drainage is repaired and limits future leaks.

Overlay options are not significantly lower in cost and depend on roof deck being structurally sound. Staff also recommends Jerry Herbert based on cost but believes that some additional armoring for foot traffic and roof deck costs will be encountered. The proposed cost for roofing replacement is \$76,500 plus wood, additional foot traffic armoring, and longer warranty. Also picking this proposal allows its payment to stay within existing Redlands Plaza Reserves funding without requiring a reserve loan or transfer.

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Redlands, CA 92373  
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Fax: 909.793.0188  
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**BOARD OF  
DIRECTORS**

Division 1:  
Richard Corneille

Division 2:  
David E. Raley

Division 3:  
Robert Stewart

Division 4:  
John Longville

Division 5:  
Melody McDonald

**GENERAL  
MANAGER**

Daniel B. Cozad

**FISCAL IMPACT**

Options for the complete re-roof were priced up to \$250,000. Selecting a lower cost option with some suggested options to help the roof last as long as possible will stay within the \$100,000 Redlands Plaza Reserve.

**POTENTIAL MOTIONS**

1. Move to authorize staff to the Jerry Herbert proposal with changes and to expend not more than \$100,000 for the reroofing.
2. Move to direct staff to procure additional proposals/estimates based on Board direction.
3. Table the item to a future meeting for consideration.

**ATTACHMENTS**

Scope and Price Comparison Chart

# Redlands Plaza Complete Re-roofing Options

## Jerry Herbert Roofing

- Reroof flat portion of building
  - Tear off existing roof and haul away
  - replace rotted wood at extra cost
    - Sheating at \$2.50 sq ft, Fascia at \$12 ft
  - Install new 4 ply built up roofs
  - nail on 1 layer #28 basesheet, mop on 2 layers of #11 fiberglass ply sheet with hot asphalt
  - embed 1 layer of Col white cap sheet in hot asphalt
  - embed 1 layer of regular white cap sheet on walls
  - remove and repair coping on walls-replace any damaged
  - 12 year limited materials warranty
  - 5 year limited workmanship warranty
  - permit
- COST: \$76,500.00**

## JBC Roofing

- Remove existing roof and haul away
    - If additional layers are found, an additional fee of \$45.00 per sq. per layer will be added
  - Inspect roof deck for wood damage
    - \$55 per sheet of plywood
  - Install new glass base felt paper
  - Install all new pipe flashings
  - Install first layer of bitumen rolled roofing (smooth torch down)
  - Install second layer of bitumen rolled roofing (granulated torch)
  - Any equipment that may be needed to be moved will incur an additional fee.
- COST: \$243,750.00**

## Berry Roofing

- Remove 1 layer of Cap sheet roofing and dispose
    - includes parapet walls
  - Install 1 layer per specification Atlas FR-10 Class A
  - Install 2nd layer per specification of Atlas FR-10 Class A
  - BR-1/2" Fan fold- 2 sq per bundle
  - Mechanically attach single ply membrane-60 MIL-Verisco/Carlisle 10'x100'
  - Install plastic needed in reroof
  - Remove existing drain ring, clean drain body and apply new membrane per specification
  - Supply and install new cladding custom fit scuppers
  - 3# Insulation Plate
  - HP-X Piranha Plates
  - Termination Bar
  - Coping Cap with Cleat
  - AC Pads (2)
  - 10 year limited workmanship warranty
  - Manufacturers 20 year NDL warranty with inspections
  - Permit and schedule inspections
- COST : \$248,999.00**

# Redlands Plaza Roof Overlay Options

## JBC Roofing

### *Silicone Coating System over existing roof*

- Clean all dirt and debris off entire roof surface
- Seal all roof penetrations with liquid flash
- Apply #583 Apoc Armor Flex primer
- Apply #585 Apoc Armor Flex silicone roof sealant
- \* Apoc Armor is a commercial grade material specifically designed for commercial flat roofs. It is oil based so it will not break down under ponding water.

**COST: \$81,900.00**

## Berry Roofing

### *Acrylic Coating System over existing roof*

- Power wash entire roof area
- Apply emulsion (BR-Polyester #325 Firm Finish) with nylon re-enforcement at low spots/drain areas
- Apply APOC #133 Pro-Lastic Flashing Cement
- Apply 2 coats of #252 Apoc acrylic coating
- Apply 1 coat of Silicon over acrylic at low spots/drain areas
- 5 Year Limited workmanship warranty

**COST: \$175,897.87**

---

## Berry Roofing

### *Complete overlay of existing roofing system*

- BR-1/2" Fan Fold- 2sq per bundle
- Mechanically attach single ply membrane-60 MIL
- Install plastic needed in reroof
- Remove existing drain ring, clean drain body and apply new membrane per specification
- Supply and install new cladding custom fit scuppers
- 3# Insulation Plate

- HP-X Piranha Plates
- Termination Bar
- Coping Cap with Cleat
- AC Pads (2)
- 10 year limited workmanship warranty
- Manufacturers 20 year NDL warranty with inspections
- permit and schedule inspections

**COST: \$198,999.00**



**San Bernardino Valley  
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1654

**To: Board of Directors**  
**From: Daniel Cozad, General Manager**  
**Date: July 10, 2019**  
**Subject: Initial Access Limitation and Cleanup of Redlands Acreage Transfer**

---

**RECOMMENDATION**

Authorize the general manager to use the Material Processing Agreement to provide boulder placement at illegal access points and perform initial cleanup of dumping on land recently acquired from the City of Redlands.

**BACKGROUND AND DISCUSSION**

The District received Parcel 0167-011-11 from the City of Redlands as a contribution towards their Wash Plan Endowment cost. This parcel is approximately 130 acres and is located between Alabama Street and the 210 Freeway. Approximately 115 acres of this parcel will become a part of the Wash Plan preserve, and the remaining 15 acres are currently being used by aggregate and/or other supply companies.

Currently, staff has reviewed the lands and found significant open trespass and active dumping on the property. There are also areas that present a liability to the district and hazard to the public. Staff requested a quote from Upland Rock for placing boulders to prevent vehicular access and limiting dumping on the property. Additionally, to reduce dumping and hazards on the property, limited trash removal should be done immediately so as not to encourage the dumping of additional waste. In the future, a more comprehensive approach to the management of the lands will be needed, but this effort is needed immediately.

The District evaluated fencing options and solicited pricing related to the Mendoza property. The District selected the boulder placement option recommended by Upland Rock. They operated under the material processing agreement first awarded several years ago. Based on the cost savings, performance, and under budget completion of that project, staff is confident this approach presents the best value to the District. Using the material processing agreement is appropriate because most boulders are already owned by the District or supplied from materials processed by Upland Rock on District lands.

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Melody McDonald

**GENERAL MANAGER**

Daniel B. Cozad

A map is attached showing areas that will be addressed in this first triage effort to reduce illegal trespass and dumping and cleanup areas.

**FISCAL IMPACT**

Initial boulder placement and cleanup are estimated at \$25,800. If additional emergency efforts are needed during the performance of these efforts, staff will approve such costs as needed. These funds are included in the Professional Services budget from the Land Enterprise Non-emergency efforts should be reimbursed from the Land Endowment for the Wash Plan HCP.

**POTENTIAL MOTIONS**

1. Move to authorize the general manager to use the Material Processing Agreement to provide boulder placement at illegal access points and perform initial cleanup of dumping on land recently acquired from the City of Redlands.
2. Direct staff to reject all proposals and table the item to a future meeting for reconsideration.

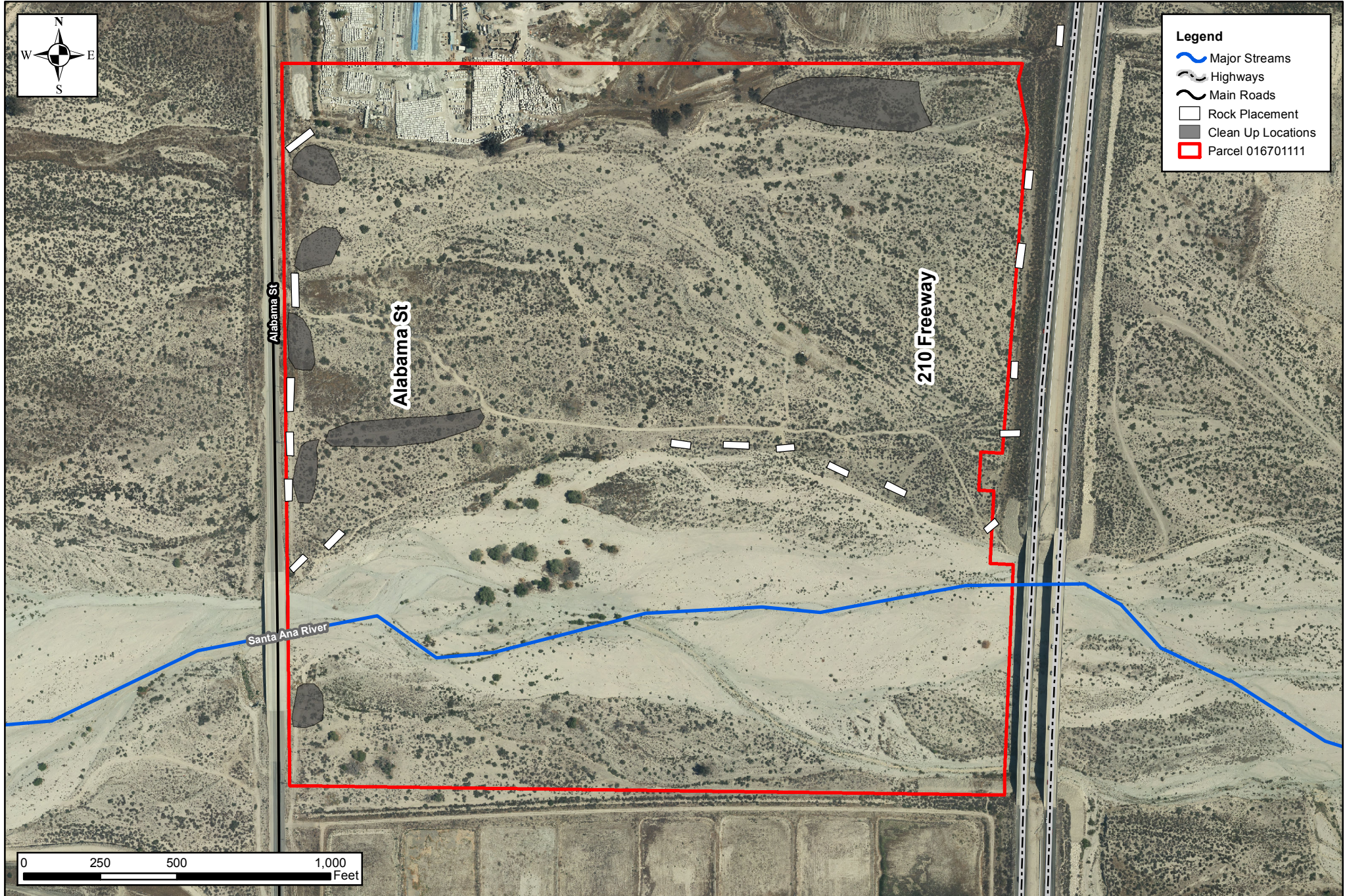
# Proposed Rock Placement and Clean Up Locations Parcel 01670111

Coordinate System:  
NAD 1983 StatePlane California V FIPS 0405 Feet  
Projection: Lambert Conformal Conic  
Datum: North American 1983  
Source: SBVWCD, CASIL, SBVMWD  
GIS Contact: Katelyn Scholte  
M:\Redlands Land Transfer  
July 3, 2019



**Legend**

- Major Streams
- Highways
- Main Roads
- Rock Placement
- Clean Up Locations
- Parcel 01670111





**San Bernardino Valley  
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1655

**To: Board of Directors**

**From: General Manager, Daniel Cozad**

**Date: July 10, 2019**

**Subject: 2019 CSDA Board of Directors Elections**

---

**RECOMMENDATION**

Direct staff to submit District's election ballot using the California Special Districts Association (CSDA) new online voting platform reflecting the Board's decision.

**BACKGROUND**

The leadership of CSDA is elected from its six geographical regions. Each region has three seats on the Board with staggered 3 year terms. Candidates must be affiliated with an independent special district that is a CSDA member.

The District is in receipt of candidate statements for the following:

- Lindsay Woods, Hesperia Recreation and Park District
- Greg Mills, Serrano Water District
- Dennis D. LaMoreaux, Palmdale Water District
- Kathleen Tiegs, Cucamonga Valley Water District

Candidate statements have been attached for review and consideration. The deadline for submission of ballots is August 9, 2019. The following are on the ballot for consideration:

- Ronald Coats, East Valley Water District
- Dennis LaMoreaux, Palmdale Water District
- Michael Mack, Rainbow Municipal Water District
- Greg Mills, Serrano Water District
- Kelly Rivers, Orange County Cemetery District
- Kathleen Tiegs, Cucamonga Valley Water District
- Lindsay Woods, Hesperia Recreation and Park District

**FISCAL IMPACT**

There is no fiscal impact.

**POTENTIAL MOTIONS**

1. Move to support one candidate and direct staff to submit vote electronically in accordance with Board's recommendation.
2. Move to make no selection and direct staff to not submit vote.

**ATTACHMENTS OR MATERIALS**

Candidate Statements and Letters



# HESPERIA

Recreation & Park District

... Serving the Community Since 1957

Post Office Box 401055 • Hesperia, California 92340-1055 • (760) 244-5488

February 26, 2019

Daniel Cozad  
San Bernardino Valley Water Conservation District  
1630 West Redlands Boulevard, Suite A  
Redlands, CA 92373-8032

MAR -4 2019

Dear Daniel:

I want to share my interest in serving you and your District as the Southern Network (Seat B) representative on the CSDA Board of Directors. In order to accomplish this I am asking for your consideration and hopefully your District's vote. Once the nominations close, April 17<sup>th</sup>, the ballots will be emailed to each district's CSDA contact person. The deadline for returning the ballot to CSDA's office is August 9<sup>th</sup>.

It has been a privilege and honor to be active with CSDA by serving at the committee level as a representative of the California Special Districts Association's Southern Network. I have served the Hesperia Recreation and Park District (HRPD) since 1987 in a variety of capacities which has given me a well-rounded foundation in the special district governance. HRPD was established in 1957 and now serves a diverse population of over 90,000. Our District provides a wide range of recreational, educational, social and other vital community services to our residents.

With your support I will serve you, your agency, and the other member districts of CSDA with the same high level of professionalism, dedication, service, and innovation that I have provided to the residents of Hesperia and HRPD. If elected, I will work cooperatively with the other CSDA Board of Directors to advance the work we do throughout the state as well as work with other organizations to protect our districts and the vital services we provide to our communities. We are all facing many of the same challenges and I want to be an active part of the future of CSDA as we work to educate, strengthen, and defend special districts both now and in the future. Lastly, I am committed to working hard to keep our Districts intact.

I would greatly appreciate your board of director's support in the coming election. Thank you for your consideration.

Sincerely,

HESPERIA RECREATION AND PARK DISTRICT

Lindsay Woods  
General Manager

/ldw



**SERRANO WATER DISTRICT  
18021 EAST LINCOLN STREET  
VILLA PARK, CA 92861-6446  
714-538-0079**

MAY - 8 2019

**Directors**

C.L. "Larry" Pharris, Jr., President  
Greg Mills, Vice President  
Frank O. Bryant  
Jerry L. Haight  
Brad Reese

Jerry Vilander, General Manager

May 6, 2019

Dear President and/or General Manager:

It is my honor to request your agency's support and vote for election to CSDA Seat B (California Special Districts Association) for the 2020-2022 term. Please disseminate this letter and attached candidate statement of experience to your agency's governing board.

I have served on the Serrano Water District Board for over three years and am currently the Board Vice President providing solid leadership and guidance with the District's Finance and Insurance Committees. Additionally, I have served as the District's representative for the ACWA-JPIA Insurance Committee for the past year.

Previously, I served on the Villa Park City Council for a four-year term including one term as Mayor and another as Mayor Pro-Tem. During my tenure with the City of Villa Park, I was very involved and an active participant in many sensitive community issues including the Community Development Committee, shortening the permitting process. Additionally, I served on the Orange County Sanitation District as a Board Member for two years proactively involved in many of the improvements that residents benefit from today. I also served a three-year term on the Orange County Vector Control District.

During my tenure here at Serrano Water District, I have been instrumental in spearheading financial programs, planning and fiscal analysis including capital improvement programs and ensuring that the District is providing high-quality water to its constituents in the most cost-effective manner. My personal commitment to the Serrano Water Districts ratepayer is emblematic of the successful stewardship towards ensuring that all assets are maintained and replaced within best industry practices.

Additionally, I have been fundamentally involved with the District's long-term planning including common sense initiatives for maximum rate payer benefit at minimum cost. I possess a solid understanding of Special Districts and believe that they provide better governance and

May 6, 2019

Page 2

improved local control. Also, I am actively involved with attending LAFCO meetings which provides me with the knowledge and skills necessary to work collaboratively in the best interest of Special Districts. Again, I am requesting your vote for the CSDA Seat B position. I am committed to working with all of the voting agencies to accomplish their goals. My statement of qualifications is attached for your perusal.

If you have any questions, kindly contact our General Manager, Jerry Vilander, at (714) 538-0079 or through email at [jerryv@serranowater.org](mailto:jerryv@serranowater.org). Thank you for considering me for the CSDA Seat B position.

Sincerely,

A handwritten signature in cursive script that reads "Greg Mills".

Greg Mills  
Serrano Water District, Vice President

cc: Board of Directors  
Jerry Vilander, General Manager

Attachment

# **Greg Mills**

## **Seat B CSDA**

### **EXPERIENCE**

#### **BUSINESS**

- Small business owner – fifteen years
- Analytical Chemist – six years
- Process Engineer – six years
- Technical Marketing Manager – three years
- Marketing Director – three years
- Marketing Executive – five years

#### **COMMUNITY INVOLVEMENT**

- Board Member (Vice President) - Serrano Water District three years
- Villa Park City Councilman – four years; One term Mayor and one term Mayor Pro-Tem (one year each)
- Orange County Sanitation District - Director two years
- Orange County Vector Control District - Director three years
- ACWA-JPIA - Representative Serrano Water District
- Villa Park Family Picnic – five years
  - Chair – three years
- Eagle Scout
- Villa Park Rotary - Board member twenty-one years.
  - Club President; Paul Harris Fellow
- Indian Princess YMCA - seven years
- Orange Elks Lodge – seven years

#### **PROFFESIONAL**

- American Chemical Society – thirty years
- CS Mantech – eleven years
- PDA (Parenteral Drug Association)– five years
- ISPE (International Society of Pharmaceutical Engineering – eight years
- SEMI (Semiconductor Equipment and Manufacturer Institute – nine years
- Optical Society of America – four years
- MEPTEC
- AVS (American Vacuum Society)
  - ICMCTF

#### **EDUCATION**

- B.A., Chemistry – Illinois College
  - Phi Alpha President/Vice President
- M.S., Engineering Management – Santa Clara University

#### **PERSONAL**

- Married – 25 years. Wife: Journalist and active member of the community. One daughter currently at university.





**PALMDALE WATER DISTRICT**  
A CENTURY OF SERVICE



June 3, 2019

**BOARD OF DIRECTORS**

**ROBERT E. ALVARADO**  
Division 1

**DON WILSON**  
Division 2

**GLORIA DIZMANG**  
Division 3

**KATHY MAC LAREN**  
Division 4

**VINCENT DINO**  
Division 5

San Bernardino Valley Water Conservation District  
ATTN: Mr. Daniel Cozad  
General Manager  
1630 West Redlands Boulevard, Suite A  
Redlands, CA 92373-8032

**RE: SUPPORT FOR CSDA SEAT "B" IN SOUTHERN NETWORK**

Dear Mr. Cozad:

Palmdale Water District is honored to nominate Dennis LaMoreaux to serve on the Southern Network Board of Directors for the California Special Districts Association (CSDA). We respectfully request your support and vote in the upcoming election for Dennis to represent you. Enclosed is his candidate statement explaining his background and extensive qualifications that are critical for the continued success of the CSDA Board.

Dennis fully understands the important role special districts play to efficiently and responsibly provide services for the people of California. He is fully committed to strengthening the understanding of our role and helping to ensure we remain viable in California. Dennis' dedication, loyalty, knowledge and work ethic have made him a stellar leader for Palmdale Water District. We are confident that he will be a true asset to the Southern Network Board with your support.

Very truly yours,

  
VINCENT DINO,  
President

  
KATHY MAC LAREN,  
Vice-President

Enclosure

cc: PWD Board of Directors

# VOTE FOR DENNIS D. LaMOREAUX CSDA SOUTHERN NETWORK BOARD SEAT "B"

Fellow Southern Network CSDA Members,

I respectfully ask for your support to be the Seat "B" Board member for our area. I have worked with special districts in California for more than three decades and am confident that I have the skills, experience and commitment to be a strong proponent for our Network. There were several challenges and changes to special districts during my tenure. These include Little Hoover Commission reports, gaining representation on Local Agency Formation Commissions, and multiple efforts to better inform and educate State legislators. These challenges were handled successfully and made us stronger and more unified. My involvement with these matters will be helpful for both our Network and the entire Association as new issues arise.

My 30-plus years with special districts have been with Palmdale Water District and Rosamond Community Services District. Palmdale Water District celebrated 100 years of serving the community in 2018. It is a medium-sized water district with about 27,000 water service connections. It is a State Water Contractor that operates in an adjudicated groundwater basin and owns two surface water reservoirs and dams. Rosamond Community Services District was formed in 1966 to provide services in its area. It is a smaller district with 5,103 water and 4,738 sewer connections. It also operates streetlights and provides graffiti abatement. My experience in these different types of districts is valuable and gives a well-rounded background to understand and advocate for our Network.

The Southern Network has a large area and nearly 200 member agencies. I am fully committed to representing the entire Network as a board director. With your votes, I will be honored to work with current Southern Network Directors Arlene Schafer and Jo MacKenzie to make sure our needs are met and are well represented within the full CSDA Board.

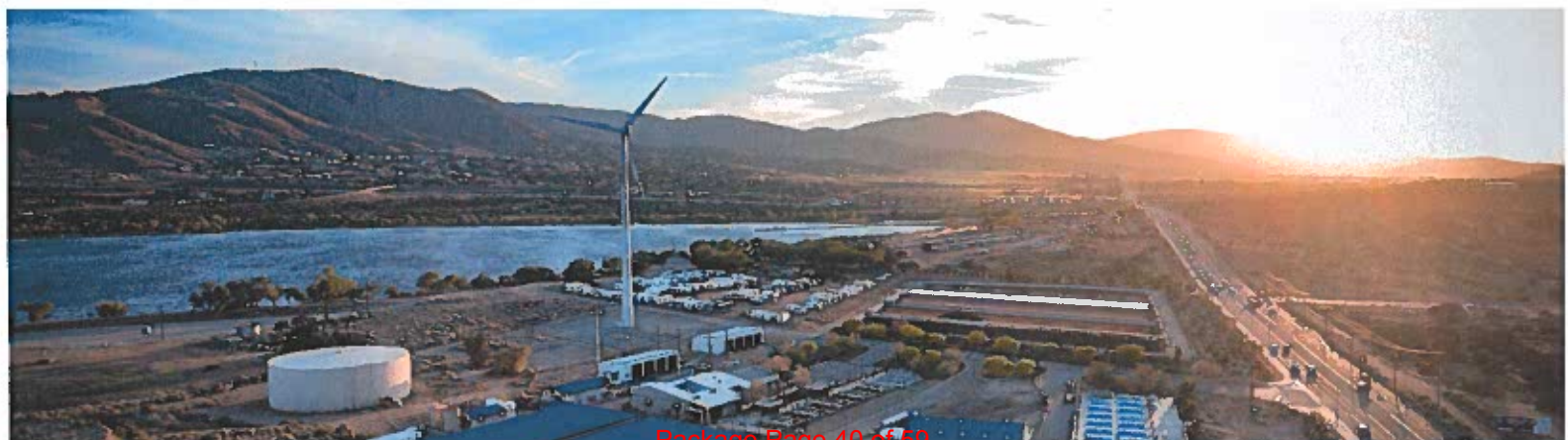


**PALMDALE WATER DISTRICT**  
A CENTURY OF SERVICE



*Dennis D. LaMoreaux*

A handwritten signature in black ink that reads "Dennis D. LaMoreaux".



**John Bosler**  
Secretary/General Manager/CEO

April 19, 2019

Mr. Daniel Cozad  
San Bernardino Valley Water Conservation District  
1630 West Redlands Boulevard, Suite A  
Redlands, CA 92373-8032

Dear Mr. Cozad,

It is with great pleasure that I forward for your consideration a candidate statement for Director Kathleen Tieg who is seeking your support for the Southern Network (Seat B) of the California Special Districts Association Board of Directors.

Director Tieg has served admirably on the Cucamonga Valley Water District Board of Directors since 2005. She is actively involved in CSDA, as well as with the Association of California Water Agencies, and has served in numerous leadership positions with both organizations.

Attached you will find a candidate's statement summarizing some of her many accomplishments. You will also get a true sense of her integrity as a leader and her passion as an advocate for special districts throughout California. Also, Director Tieg will attend Special Districts Legislative Days being held in Sacramento May 21-22, 2019 if you would like to meet her in person and discuss her commitment to serving you and your district.

I encourage you to forward this information to your Board of Directors and consider supporting her candidacy for the 2019 elections which will take place June 17<sup>th</sup> to August 9<sup>th</sup>. Please do not hesitate to contact me, if you need additional information or if you would like her to contact your Board of Directors. Thank you for your consideration in this matter.

Sincerely,



John Bosler  
General Manager/CEO

# Kathleen J. Tiegs

2020-2022 California Special Districts Association  
Board of Directors, Southern Network, Seat B



I am pleased to share with you my interest in serving as the Southern Network, Seat B, representative for the California Special Districts Association (CSDA) Board of Directors. Through my involvement with CSDA since 2011, I have served with great passion and commitment on the Board of Directors, and the Membership, Legislative, and By-laws Committees.

My experience on the Cucamonga Valley Water District (CVWD) Board of Directors has provided me with a solid foundation to lead. Elected to the CVWD in November 2005, I have served as the Board President and currently serve on the Legislative and Outreach, and Human Resources/Risk Management Committees. From 2014 to 2017 I was honored to serve in the capacity of President and Vice President of the Association of California Water Agencies (ACWA). My duties at ACWA provided me the extremely valuable opportunity to effectively dialogue with special districts across the state on the important issues they are facing and how we can solve them.

I also served on the Association of San Bernardino County Special Districts Board of Directors from 2010 – 2015 where I developed a network of colleagues in a variety of agencies with a common goal of serving the needs of our constituents. There are numerous critical issues that confront special districts today; these challenges will require strong, experienced leadership, as well as a commitment to preserving the special district's mission to make communities better by providing core local services and taking action through community collaboration.

Thank you for allowing me to share with you my experience, leadership and knowledge. I look forward to serving you and the entire CSDA organization.

With Best Regards,

*Kathleen J. Tiegs*



**San Bernardino Valley  
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1656

**To: Board of Directors**

**From: Daniel Cozad, District Manager**

**Date: July 10, 2019**

**Subject: Cost Recovery Agreement for BLM for Implementing the Wash Plan Land Exchange**

---

**RECOMMENDATION**

Staff recommends that the Board authorize the general manager to execute the Cost Recovery Agreement with the Bureau of Land Management (BLM) for recovery of costs, not to exceed \$30,000 associated with processing the Wash Plan land exchange.

**BACKGROUND AND DISCUSSION**

BLM management has identified several MOU's and agreements to accomplish the land exchange and cooperative land management in the wash. The Board has seen the cooperative land management MOU, several times before. It has changed little in the many versions, however, is being revised by the BLM Solicitor and will be brought for Board consideration when ready for final approval per BLM.

1. **Cost Recovery Agreement** – This agreement is similar the Agreement to Initiate a Land Exchange that was approved by the Board on a couple of prior occasions and is essentially a reimbursement agreement for BLM staff work and support needed to develop documentation and process the land exchange and appraisal. While there are not new policy issues in this agreement, timely approval allows BLM staff to begin the Wash Plan Land Exchange process. The estimated cost for efforts subject to cost recovery is \$28,366.

2. **Land Exchange MOU** – This agreement documents the roles and responsibilities of the BLM and District. This agreement was previously combined with the cooperative land management MOU but has been separated for clarity and management by BLM. The MOU would be operative until the land transfer is complete. District Counsel would prefer to modify the draft agreement, which may delay the process, but there are several issues to be resolved. This agreement will be provided in the future when complete.

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

**BOARD OF DIRECTORS**

Division 1:  
Richard Corneille

Division 2:  
David E. Raley

Division 3:  
Robert Stewart

Division 4:  
John Longville

Division 5:  
Melody McDonald

**GENERAL MANAGER**

Daniel B. Cozad

3. **Cooperative Land Management MOU** – Of the agreements, this one is most critical to the District and the implementation of the Wash Plan. The Board has seen and approved earlier versions of this agreement. It provides for the District and BLM to manage land as we do now cooperatively. It documents the ability of the District to manage habitat and conduct other projects (Enhanced Recharge) on BLM lands under existing easements and this agreement. It also provides a framework for a streamlined review of future projects or efforts which are not prohibited by BLM policy. This agreement is in Solicitor review at BLM

4. **Environmental Site Assessment Agreement** – Exchange of land with the BLM requires an assessment of the lands being provided and accepted. A draft agreement has not been provided but will likely stipulate that we are accepting the land from BLM without warranty and with any impairments, known or unknown. Likewise, we are providing the land to the federal government under the same terms and conditions. This agreement is a policy decision by the Board to incur some liability for land that is received but divesting liability for Land provided. It embodies the concept of an exchange of “like for like,” where either property may have similar known or unknown issues, but either way, the risk is similar to the lands already owned and managed by the District. Requiring BLM to modify or clean up the lands being received will terminally delay the land exchange as BLM has no funding to perform cleanups. This agreement will be developed when BLM does the Site Assessments under the Cost Recovery Agreement.

Staff and Legal Counsel recommend approval of the Cost Recovery Agreement. Other agreements will be agenzized for Board consideration when they are complete.

#### **FISCAL IMPACT**

Staff had estimated costs associated with the BLM processing of the land exchange to be \$125,000. These costs include an Environmental Site Assessment (similar to a Phase I assessment) and an Appraisal, as well as, administrative costs associated with the transfer. The costs for this effort will be included in issuance costs for HCP projects. The District will only be invoiced for services provided on a time and materials basis.

#### **POTENTIAL MOTIONS**

1. Move to approve the Cost Recovery Agreement between the Conservation District and The Bureau of Land Management as presented.
2. Move to direct staff on specific changes to the agreement for approval.
3. Move to table the item to a future meeting of the Board or the Finance & Administration Committee.

#### **ATTACHMENTS OR MATERIALS**

Cost Recovery Agreement

#### **APPROVALS**

District Counsel



**United States Department of the Interior  
BUREAU OF LAND MANAGEMENT**

Palm Springs South Coast Field Office  
1201 Bird Center Drive  
Palm Springs, CA 92262  
www.blm.gov/california



**JUN 26 2019**

**In Reply Refer To:**  
2800(P)  
CACA-53257-PT/FD  
CAD066.62



**CERTIFIED MAIL 7016 1970 0000 5600 5179  
RETURN RECEIPT REQUESTED**

**DECISION**

San Bernardino Valley Water Conservation	:	Land Exchange
District	:	CACA-53257-PT/FD
1630 West Redlands Blvd., Suite A	:	Public Law 116-9
Redlands, CA 92373	:	FLPMA

**Processing Fee Required**

On March 12, 2019, President Donald Trump signed the John D. Dingell, Jr. Conservation, Management, and Recreation Act (Act) which became Public Law 116-9. Section 1003 of the Act covers the Santa Ana River Wash land Exchange between the Bureau of Land Management (BLM) and the San Bernardino Valley Water Conservation District (SBVWCD).

**Processing Fee**

In accordance with Sec. 1003 (b)(6) of the Act, it is conditioned that any costs related to the conveyance of the lands under this section shall be paid by the SBVWCD. Based on a preliminary review of the proposal and resource information available within this office, we have estimated the internal cost for the BLM to process the land exchange is \$28,336.00 (rounded). The BLM requests an initial deposit of \$15,000.00 in order to begin processing the land exchange.

Enclosed are two (2) copies of the Cost Reimbursement Agreement (CRA) (Enclosures 1), which includes the Financial Plan showing the estimated BLM cost. Please review the CRA, verify the information on page two (2), and sign page four (4) of each of the CRAs and return them to our office at the address listed above.

**Other Fees**

In accordance with Sec. 1003 (b)(6) of the Act, the SBVWCD is required to pay all costs related to the conveyance, which also includes all outside third party fees, which may include, but are not limited to; appraisal fees, arbitration, escrow and closing fees, title recording, etc.

Return both copies of the signed CRAs to this office with the required deposit of \$15,000.00, as discussed above, within 30 days of receipt of this letter. Please make your check or money order payable to USDI/BLM and reference serial number CACA-53257-PT/FD on your payment, and mail it to BLM Palm Springs-South Coast Field Office, 1201 Bird Center Drive, Palm Springs, 92272, attention Victoria Hernandez. No action to process the land exchange will be undertaken until the CRA is in effect. These fees are only estimates and, depending upon the labor necessary to process the land exchange, this amount may change as stated in Section VI. B. of the enclosed MOU.

The BLM is making every effort to process the land exchange in a timely manner. Should you have any questions or concerns, please contact Victoria Hernandez, BLM Realty Specialist, at 760.833.7115 or [vhernandez@blm.gov](mailto:vhernandez@blm.gov).



Douglas J. Herrema, J.D.  
Field Manager

Enclosure:

Cost Reimbursement Agreement (2)

**COST RECOVERY AGREEMENT  
BETWEEN  
THE SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT  
AND  
THE BUREAU OF LAND MANAGEMENT  
PALM SPRINGS-SOUTH COAST FIELD OFFICE  
CACA-53257-PT/FD**

**BLM Cost Reimbursement Project Number L51010000.ER0000.** \_\_\_\_\_

**I. AUTHORITY**

Sec. 1003 of the John D. Dingell, Jr. Conservation, Management, and Recreation Act, Act of February 20, 1909 [35 Stat. 641], and the Federal Land Policy and Management Act (FLPMA) of 1976 [43 U.S.C 1701 et. seq.], as amended.

**II. PURPOSE**

This Cost Recovery Agreement (hereafter Agreement) between the San Bernardino Valley Water Conservation District (SBVWCD) and the Bureau of Land Management (BLM) establishes procedures to reimburse the BLM for internal costs incurred with actions associated with the Santa Ana River Wash Plan land exchange, as required by Public Law 116-9, John D. Dingell, Jr. Conservation, Management, and Recreation Act (the Act), for BLM-administered lands within the Palm Springs-South Coast Field Office Jurisdiction and non-Federal lands owned by the SBVWCD.

**III. GENERAL PROVISIONS**

- A. The BLM agrees to process the land exchange to the extent funding under this Agreement permits. Processing will include, but is not be limited to: administrative processing procedures; mineral examinations; hazardous substance surveys and controls; removal of encumbrances; arbitration; and other required actions consistent with the land exchange.
- B. The BLM will advise the SBVWCD of the nature and extent of all studies needed to comply with the Act and other requirements, as discussed in Section A above, and the BLM will have the opportunity to use studies prepared by SBVWCD's personnel and consultants wherever such studies meet the BLM's standards and the requirements of law.
- C. The BLM will administer this Agreement and process the land exchange so as to avoid unnecessary utilization of personnel, limit expenditure of funds, and make every reasonable effort to process the land exchange in a timely and professional manner.

- D. The parties understand and agree that the purpose of this Agreement is limited to reimbursement of costs incurred by the BLM and that it does not control any matter beyond the scope of the Agreement.
- E. The designated points of contact with whom each party to this Agreement will communicate concerning any aspect of this Agreement are as follows:

	<b>BLM</b>	<b>Applicant</b>
<b>Name</b>	<b>Victoria Hernandez Realty Specialist</b>	<b>Daniel Cozad</b>
<b>Address</b>	<b>BLM Palm Springs-South Coast Field Office 1201 Bird Center Drive Palm Springs, CA 92262</b>	<b>San Bernardino Valley Water Conservation District 1630 West Redlands Blvd., Suite A Redlands, CA 92373</b>
<b>Phone No.</b>	<b>760.833.7115</b>	<b>909.793.2503</b>
<b>Fax No.</b>	<b>760.833.7199</b>	<b>909.793.0188</b>
<b>Email</b>	<b>vhernandez@blm.gov</b>	<b>dcozad@sbvwcd.org</b>

Either party may designate a different point of contact by notifying the other party in writing of such a change.

#### **IV. REIMBURSIBLE COSTS**

- A. In accordance with Sec. 1003. (b)(6) of the Act, as a condition of conveyance, any costs related to the conveyance under the Act shall be paid by the SBVWCD.
- B. Actual costs incurred by the BLM include direct and indirect costs, as defined in Exhibit 1, Exhibits 2a and 2b, and Financial Plans for the Santa Ana River Wash Plan land exchange are an estimate of direct and indirect costs expected to be incurred by the BLM in processing the land exchange.
- C. The SBVWCD shall pay all related outside costs associated with the exchange, including, but not limited to, appraisals, equalization payments, escrow fees, closing costs, title and recording fees, etc.

#### **V. PAYMENTS AND ACCOUNTING**

- A. The SBVWCD's reimbursement of BLM's actual costs shall consist of an initial deposit totaling \$15,000.00 and additional payments, as needed, to complete processing the land exchange.
- B. The total reimbursement costs incurred by the BLM in processing the land exchange are estimated to be \$28,336.00 (rounded). If the BLM determines that additional

funds are needed, the BLM shall re-estimate such amounts and provide SBVWCD written notice of the determination and resultant estimated costs. If payments made by the SBVWCD exceed actual costs incurred, the BLM will promptly refund the excess.

- C. To avoid possible delays in processing the land exchange, the BLM will monitor the account and, at such times that the balance drops below \$1,000.00, the Authorized Officer will send a bill requesting additional funds. The SBVWCD agrees to pay the bill within 15 calendar days of receipt. Funds must be received prior to the BLM incurring costs.
- D. The BLM will provide the SBVWCD with quarterly statements of expenditures, upon request, within 30 days of the close of the quarter.
- E. The SBVWCD shall have the right to conduct, at its own expense, reasonable audits of the books, records, and documents of the BLM relating to the items on any particular accounting statement provided by the BLM. The SBVWCD shall have 30 days after receipt of the quarterly statement to raise objections to, or dispute, any particular entry or cost item.
- F. The BLM shall provide full justification of any disputed entry or cost item within 30 days of receipt of the objection or will delete the entry or cost item. If the SBVWCD still objects to the entry or cost item, they may submit an appeal to the State Director within 30 days of receipt of BLM's justification. The State Director's decision is the final administrative decision related to such entry or cost item.

## VI. EFFECTIVE DATE

This Agreement shall be effective as of the latter date of its execution by both parties. Unless terminated early, this Agreement shall continue until the lands have been exchanged.

## VII. TERMINATION

Either party to this Agreement may terminate this Agreement with written notice to the other party. However, termination of this Agreement does not waive the SBVWCD's responsibility for payment of the BLM's Costs incurred as provided in Section V of this Agreement.

## VIII. OTHER PROVISIONS

Except as specifically provided in this Agreement the SBVWCD does not waive any administrative or jurisdictional rights it may otherwise have.

**IX. SIGNATURES OF AGREEMENT**

**For: Bureau of Land Management:**

**For: San Bernardino Water Conservation  
District**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

Douglas J. Herrema, J.D.  
\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Printed Name**

Field Manager  
\_\_\_\_\_  
**Printed Title**

\_\_\_\_\_  
**Printed Title**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**

**Exhibit 1**  
**Description of Direct and Indirect Costs**

Direct costs are those which can be specifically identified with the applications and which are incurred for the benefit of the SBVWCD in that the costs would not have been incurred but for the land exchange and are appropriate in order for the BLM to process the land exchange. Examples of direct costs include, but are not limited to, personnel costs in the form of wages paid to the BLM personnel working on the land exchange, with allowances provided for fringe benefits and leave surcharge rate and any over time associated with processing the applications; travel expenses; purchased services, if necessary, such as printing, automated data processing services and photographic reproduction; and any miscellaneous supplies and equipment of a specialized nature, the use of which is directly applicable to processing the land exchange.

Indirect costs are those which cannot be specifically identified with the land exchange. These indirect costs have been calculated at a rate of 21.6 % of direct costs. This percentage figure has been developed in accordance with Department of the Interior procedures and represents those administrative and program costs, excluding management overhead, which can be attributed to processing the land exchange and may be modified over time to address increases in costs. Indirect costs include a portion of the costs for capitalized and non-capitalized equipment; space rental; telephone services; postage; personnel transfer costs; budget and program development; administrative and clerical support; training; safety management; public information, inquiries and reports; cartography and basic series mapping; aviation management; telecommunications; maintenance of equipment and tools; and systems design and implementation.

Excluded from indirect costs are costs for managerial work; evaluations of field office activities; program coordination; technical program direction; environmental education; interagency planning; studies and research; preparation of environmental documents relating to general program planning; law enforcement; and firefighting.

## Exhibit 2a Financial Plan for Right-of Way Application

<b>Project Name</b>	Santa Ana River Wash Land Exchange	<b>Geographic Name</b>	Santa Ana River Wash	
<b>Subact/Job</b>		<b>BLM Case File Number</b>	CACA-53257 PT/FD	
<b>Project Lead</b>	Victoria Hernandez	<b>Worksheet Date</b>	06/18/2019	
<b>Office</b>	Palm Springs South Coast Field Office	<b>Funds Available - FY</b>	2019	
<b>Labor Cost Estimate</b>				
<b>Title or Name</b>	<b>Hours</b>	<b>Hourly Rate</b>	<b>Estimated Cost</b>	<b>Estimated Workmonths</b>
Field Manager	10	\$105.00	\$1,050.00	0.06
Assistant Field Manager	10	\$85.00	\$850.00	0.06
Realty Specialist	300	\$62.00	\$18,600.00	1.73
Wildlife Biologist		\$48.00	\$0.00	0.00
Archeologist	5	\$65.00	\$325.00	0.03
Soil-Water-Air Specialist		\$44.00	\$0.00	0.00
Outdoor Recreation Planner		\$55.00	\$0.00	0.00
Wilderness Coordinator		\$50.00	\$0.00	0.00
Administrative Staff	3	\$46.00	\$138.00	0.02
State Office	20	\$89.00	\$1,780.00	0.12
District Office Staff	5	\$100.00	\$500.00	0.03
Cadastral Review	0	\$60.00	\$0.00	0.00
<b>TOTALS</b>	<b>353</b>		<b>\$23,243.00</b>	<b>2.04</b>
<b>LABOR COSTS</b>	<b>AMOUNT</b>		<b>Surcharge Notes for 2013 (Labor)</b>	
Labor Cost Est	\$23,243.00		Leave Surcharge - 20.5%	
Surcharge	\$0.00		Fringe Benefits Surcharge- 18%	
Labor - Subtotal	\$23,243.00		Indirect Rate - All Projects	
			21.6% unless waived	
<b>Operating Cost</b>	<b>EST. AMOUNT</b>		<b>Project</b>	<b>Total</b>
Travel	60.00		Labor - Subtotal	\$23,243.00
Supplies			Other - Subtotal	\$60.00
Vehicles	0.00		Indirect Cost Est.	\$5,033.45
Contracts	0.00		FWS Contract	n/a
Equipment			<b>TOTAL</b>	<b>\$28,336.45</b>
Misc. Costs				
<b>TOTAL</b>	<b>\$60.00</b>			

**Exhibit 2b**  
**Financial Plan for the Santa Ana River Wash Land Exchange**

Estimated costs and designated tasks may change as the projects are processed, i.e., some tasks not mentioned here may be required. This estimate is not broken down to BLM fiscal quarter estimate.

Tasks - include but are not limited to: adjudication, project management, attend project and public meetings (including pre-work meetings), field examinations, monitor project expenses, travel, review cultural and biological reports, conduct hazardous waste and reclamation compliance inspections.

# General Manager's Report

For June 8, 2019 to July 5, 2019  
Daniel B. Cozad



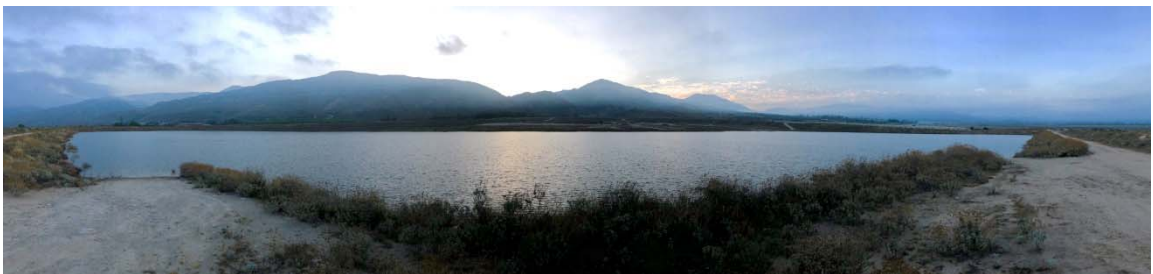
**San Bernardino Valley  
Water Conservation District**  
Helping Nature Store Our Water

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

- 1. Water Conservation – Plan Goal 1** – Flow in Mill Creek and Santa Ana river have decreased due to the end of the rainy season. Mill Creek recharge water is low with much of it being used by Redlands as surface water for the Tate treatment plant. On the Santa Ana River, Seven Oaks Dam (SOD) Releases down to around 40 CFS as water enters the small pool behind the dam (see photo). District Field staff have fully implemented Aggressive Recharge this year and been able to catch significant water from Mill Creek, Santa Ana River, and State Water Project.



Mill Creek recharge is over 17,200 AF for the year. The Santa Ana River recharge totals about 42,000 AF for the year. Of this total 16,500 AF was from State Water Project imports. Totals for the water year are expected to be more than 60,000 AF. All facilities are still pretty full and beginning to move toward more SWP Water. Groundwater near facilities continues to increase. The Groundwater index indicates we are currently above 90% of the highest levels.



- 2. Facility Maintenance and Cleanout – Plan Goal 1** – Ongoing maintenance has continued since the storms. As the flows from the watershed recede, they will be replaced with SWP water for recharge. As basins open up, we will begin cleaning and excavating the many which are filled with sand and gravel. Mill Creek flow is clean and being used by Edison and the City of Redlands. All diversion canals and levees to continue in full operation. Later in the summer, a more complete cleaning of many basins will be needed for winter recharge in 2020.

3. **Aggregate Management** – *Plan Goal 1* – Upland Rock continues to sell sand and rock from District basin cleaning efforts. Because a significant excess of sand is available from operations and more is accumulating staff have been working to spread sand for habitat uses. Upland has assisted the District with the placement of boulders for security and limiting illegal access.
4. **Personnel/Administration/Staff** – Staff, completed employee evaluations, and salary administration in June. These changes authorized by the Board will be effective in July, with the beginning of the new fiscal year. Staff developed and posted open position notices for the Field Operations Specialist, Sr. Engineer Project Manager, and Land Resources Manager/AGM. We will be receiving applications/resumes through mid-July. All positions have had an early interest, and we look forward to new capability.
5. **Finance/Budget/Audit** – Staff is working to begin closeout of the Fiscal year and implementation of the approved budget. Staff is working with the actuarial services consultant to support the audit and OPEB evaluation. Staff is preparing for investments related to the Active Recharge Transfer Project Conservation Easement Funding.
6. **Mill Creek Diversion Engineering** – *Plan Goals 1/4* – SBC Flood Control and Staff continue to work with USACOE Section 408 permit staff.
7. **Plunge Creek Restoration Conservation Project** – *Plan Goals 1/4* – Regional Water Quality Control Board 401 certification permit is complete. The USACOE 404 permit is nearly complete awaiting COE's USFWS consultation which is awaiting management review and approval. The 2081 permit from the California Department of Fish and Wildlife is in final form. Staff is reviewing the final bid package for release.
8. **Enhanced Recharge Project** – *Plan Goal 1* – The Enhanced Recharge phase 1A is completed and are in operations. The new basins are scheduled for construction in 2020. Improvements at the Cuttle Weir are permitted in the River Habitat Conservation Plan and will follow its approval.
9. **Groundwater Council** – *Plan Goal 1* – The Groundwater Council last met on April 8<sup>th</sup> and approved the 2019/20 Budget and EAM allocations; recommendations as reported at the last meeting. The GC also added Fontana Water Company to GC as was expected. The next meeting will be on August 12, as the June 10, 2019 meeting was canceled.
10. **Wash Plan** – *Plan Goal 4* – The Wash Plan has a separate report listed on the agenda. Wash Plan land exchange MOU and Cost Recovery Agreement are in review and may be available for approval if approved by legal counsel.
11. **Santa Ana River Wash Plan Land Exchange Act Implementation** – *Plan Goal 4* – S.-47 was passed and signed by the President becoming PL 119-6. Staff, District Counsel, and special legal counsel are working closely with BLM expedite the exchange. The work needed will require the preparation of an EA for placing ACEC on the lands accepted by the BLM.

- 12. Conservation Trust – Plan Goal 4** - The Conservation Trust Board of Directors last met on February 19, 2019. Staff has met with entities with which a deposit agreement is on file. These projects move forward slowly. A Conservation Trust meeting is scheduled for July 11, 2019, after the May meeting was canceled.
- 13. Property/Redlands Plaza** – Staff, continues to manage Redlands Plaza and various issues related to tenants and maintenance. One unit is vacant with one current tenant interested in leasing the unit and another tenant considering larger space. Staff reviewed proposals and will be recommending roof replacement for Redlands Plaza.
- 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.
- 15. Public Outreach and Legislative – Plan Goal 5** – Staff continued coordination and efforts for school education with IERCD. Outreach efforts related the Mill Creek Zanja and with the city of Redlands was completed. The outreach committee’s meeting was canceled and will be rescheduled, due to a death in the consultant’s family.
- 16. Community Recharge and Mitigation – Plan Goal 1 and 4** – The 2017 Community Strategic Plan (CSP) included this effort for planning and implementation. Based on staff efforts and in accordance with the resolution, the District and SBVMWD are documenting the partnership to expand River HCP mitigation and Active Recharge Projects. Another project may be identified in the future.
- 17. Active Recharge Transfer Project Partnership – Plan Goals 1, 2 and 4** – On January 22<sup>nd</sup>, the Partnership Agreement for Active Recharge Projects and Habitat Conservation Easements was approved by the SBVMWD’s Board. The 120 day diligence period ended on May 22<sup>nd</sup> and the District received first half of the payment from SBVMWD in June. Staff prepared the job announcement for the Sr. Engineer/Project Manager. Staff met with SBCFCD on June 19 to kickoff discussion on the projects and solicit feedback and assistance. SBVMWD and Groundwater Council will appoint members in July and August respectively. The first meeting is likely in September or October.
- 18. 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 items.
- 19. Future Board Activities** – Expected short-term items for consideration or note
  - District Outreach Committee and implementation review
  - BLM MOU Consideration – Likely July 2019
- 20. District Successes**
  - Recharge for the Calendar beat past records and may be more than 60,000 AF, which would be the most water recharged since 1924
  - Many staff have been participating in a challenging healthy/fitness program funded by ACWA JPIA.

- Outreach efforts with Redlands Council members and the Redlands Conservancy Mill Creek Zanja's 200<sup>th</sup> Anniversary, were well received.



# San Bernardino Valley Water Conservation District

## Monthly Recharge Report

From: 6/1/2019  
To: 6/30/2019



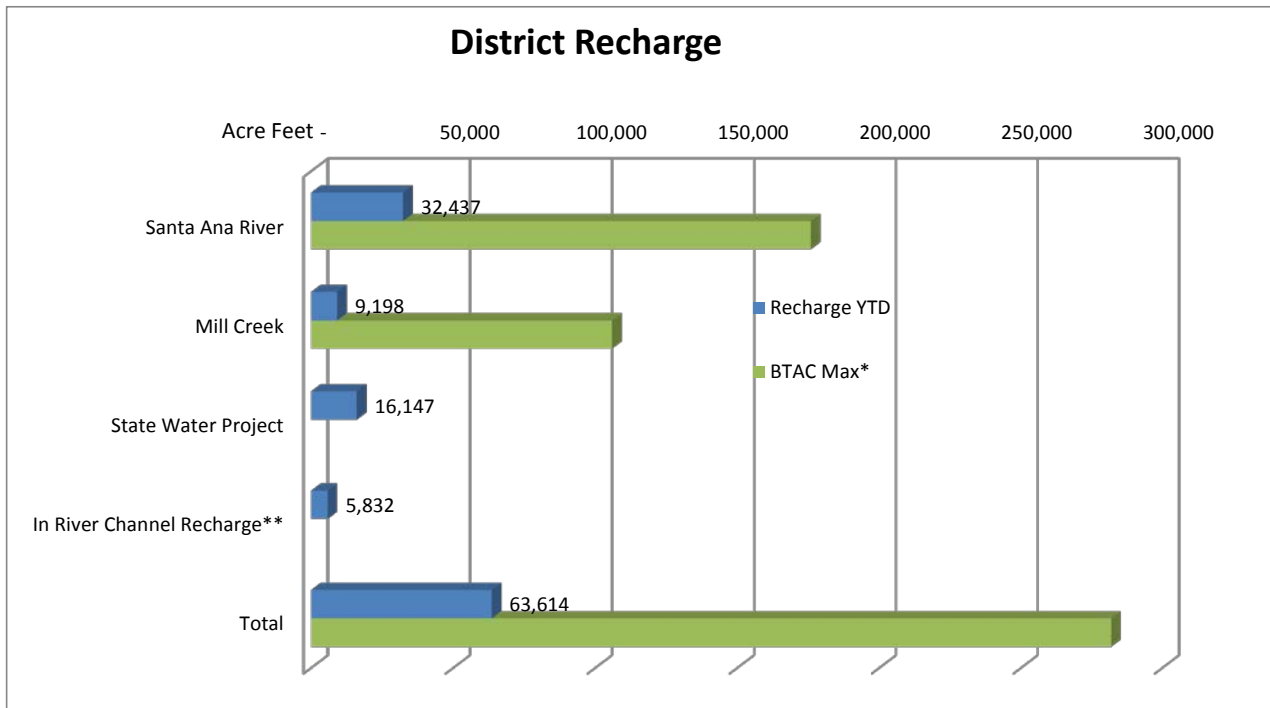
	June				
	Avg Daily Recharge	Monthly Recharge	Recharge YTD	BTAC Max*	% Max
Santa Ana River	239.8	7,195	32,437	176,000	18%
Mill Creek	20.0	600	9,198	106,000	9%
State Water Project	67.8	2,034	16,147	NA	NA
In River Channel Recharge**	22.5	675	5,832	NA	NA
<b>Total</b>	<b>350</b>	<b>10,504</b>	<b>63,614</b>	<b>282,000</b>	<b>23%</b>

Values in Acre Feet

\*BTAC Revised Max in December 2018

\*\*Monitoring began in Mid-April 2011

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





# 2019 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. 9 Board Meeting  
 Jan. 23 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. 10 Board Meeting  
 Jul. 24 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. 6 Special Board Mtg.  
 Feb. 13 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. 14 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. 13 Board Meeting  
 Engineering Investigation Report Presentation  
 Mar. 27 3<sup>rd</sup> Qtr. Finance & Admin Mtg.

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. 11 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. 10 Board Meeting  
 Public Meeting/Groundwater Charge  
 Apr. 17 Budget Workshop  
 Apr. 24 Board Meeting  
 Public Hearing/Groundwater Charge

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

Oct. 9 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 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. 13 Board Meeting  
 Nov. 20 1<sup>st</sup> Qtr. Finance & 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. 12 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. 11 Board Meeting  
 (@ 9:30 a.m.)  
 Holiday Luncheon