



# San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

## **BOARD OF DIRECTORS MEETING AGENDA**

**Wednesday, June 10, 2020 – 1:30 p.m.**

In accordance with [Governor Newsom's Executive Order N-25-20 and N-29-20](#), this meeting is being conducted via teleconference/Zoom. Anyone wishing to join the meeting can join via

**Zoom: Call in (669) 900-6833, Meeting ID: 810 9743 7136**

To join the Zoom Meeting online: <https://zoom.us/j/81097437136>

**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 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, May 27, 2020 .....4
- B. Approval of Expenditure Report, May 2020 ..... 12

1630 W. Redlands Blvd, Suite A  
Redlands, CA 92373  
Phone: 909.793.2503  
Fax: 909.793.0188  
[www.sbvwd.org](http://www.sbvwd.org) Email: [info@sbvwd.org](mailto: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

4. COMMITTEE REPORTS /ACTION ITEMS

Action Items

- A. UNAUDITED FINANCIAL REPORTS, May 2020 - 5 minutes (M#1724).....19

*Presenter: Daniel Cozad*

**Recommendation:** Review and approve the unaudited financials for May 2020.

- B. CSDA BOARD ELECTIONS FOR 2021-2023 (#1725) – 5 minutes .....26

*Presenter: Daniel Cozad*

**Recommendation:** Review CSDA Board of Directors candidates for the 2021-2023 term and provide direction to staff on for whom the Board wishes to cast its vote, in the election of Board Director, Southern Network Seat C.

5. INFORMATION ITEMS:

- A. Wash Plan Verbal Update – 5 Minutes
- B. General Manager’s Report and Monthly Recharge Report – 5 Minutes .....37
- 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:

**\*Please note: All future District meetings may be held remotely via zoom. See Agendas for detailed information.**

- A. June 16, 2020 San Bernardino Valley Municipal Water District Board Meeting, 2:30 p.m. at Valley Municipal
- B. July 3, 2020 District Closed in Observance of Independence Day
- C. July 7, 2020 San Bernardino Valley Municipal Water District Board Meeting, 2:00 p.m. at Valley Municipal
- D. July 8, 2020 Board of Directors Meeting, 1:30 p.m. at Conservation District
- E. July 9, 2020 Active Recharge Transfer Projects Policy Committee, 9:00 a.m. at Conservation District
- F. July 15, 2020 Big Bear Watermaster Committee, 1:30 p.m. at Conservation District
- G. July 21, 2020 San Bernardino Valley Municipal Water District Board Meeting, 2:00 p.m. at Valley Municipal

- H. July 22, 2020 Finance & Administration Committee, 1:30 p.m. at Conservation District
- I. July 29-30, 2020 ACWA Virtual Summer Conference
- J. August 3, 2020 Ad Hoc Audit Committee, 10:30 a.m. at Conservation District
- K. August 12, 2020 Board of Directors Meeting, 1:30 p.m. at Conservation District
- L. August 14, 2020 SBC Water Conference, 9:00 a.m.-1:00 p.m. at Double Tree Ontario

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 July 8, 2020 at 1:30 p.m., location to be determined.

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS MEETING

MINUTES OF May 27, 2020  
1:30 p.m.

President Corneille called the meeting of the Board of Directors to order at 1:35 p.m. by teleconference and Zoom meeting.

ROLL CALL:

BOARD MEMBERS PRESENT:

Richard Corneille, President  
Melody McDonald, Vice President  
David E. Raley, Director  
Robert Stewart, Director  
John Longville, Director (Arrived 1:44 p.m.)

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

None

STAFF PRESENT:

Daniel Cozad, General Manager  
Athena Monge, Administrative Specialist  
Betsy Miller, Land Resources Manager/Assistant General Manager

GUESTS PRESENT:

T. Milford Harrison, San Bernardino Valley Municipal Water District  
Gil Navarro, San Bernardino Valley Municipal Water District  
June Hayes, San Bernardino Valley Municipal Water District  
Paul Kielhold, San Bernardino Valley Municipal Water District  
Willow Green

1. PUBLIC PARTICIPATION

President Corneille announced that any person present, who so desired, may make an oral presentation to the Board of Directors. Gil Navarro of Valley Municipal spoke on behalf of himself and read an excerpt on water conservation. June Hayes of Valley Municipal noted that West Valley Water District's Board voted unanimously to join the Groundwater Council. The Board thanked Ms Hayes and the Valley Municipal's Board for their efforts.

## 2. ADDITIONS/DELETIONS TO AGENDA

There were none.

## 3. CONSENT CALENDAR

**It was moved by Vice President McDonald and seconded by Director Raley to approve the Consent Calendar: Item A: Budget Workshop Minutes, April 22, 2020; Item B: Board Minutes, April 22, 2020, and Item C: Expenditure Report, April 2020. The motion carried 4-0 with all Board members 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. AD HOC TRAILS COMMITTEE VERBAL UPDATE

Mr. Cozad provided a verbal update. The Trail Plan that was approved by the Board was discussed with the cities. The District received support from the City of Highland (Highland) on the conceptual approach following a discussion of preliminary draft deal points for a Memorandum of Understanding (MOU) for Trails. Staff will set up a time and date to meet with the Public Works Director and Planning Director for the City of Redlands to discuss the preliminary draft deal points for trails subject to availability; Redlands is currently focused on budget and COVID-19 related issues. Staff will obtain feedback from the cities and bring this item back to the Ad-Hoc Committee.

### B. OPERATIONS COMMITTEE VERBAL UPDATE

President Corneille provided a verbal update on this item. Manuel Colunga, Field Supervisor, gave a field update via PowerPoint presentation. Staff thanked the Board for their new dump truck. The field updates included information related to vandalism and trespassing that have occurred on District property. President Corneille noted that the Committee discussed the Mentone Shop Enhancements in detail. The Committee requested that staff provide a memo detailing their desired uses for the new shop to serve as guidelines for conceptual design. The Committee suggested that the District hire an architect to assist in some aspects of the design of the new facilities. This may delay the implementation, but the Committee would like to see it done. Director Raley indicated he was supportive of the approach and thanked the Committee for their efforts. President Corneille said that the Committee reviewed Plunge Creek and Twin Creek, which are Active Recharge Transfer Projects (ARTP). The Wash Plan 1-Year Implementation schedule was reviewed as well as the Capital Improvements and Equipment Projects (CEIP) list; both of these items are to be discussed with the budget on today's agenda.

C. GENERAL MANAGER ANNUAL PERFORMANCE EVALUATION, RESOLUTION NO. 578 AND EMPLOYMENT AGREEMENT

Vice President McDonald provided an update on the Ad Hoc General Manager's Evaluation Committee meeting held on May 20. She provided the history of the evaluation process. The Committee reviewed the 2019 and 2020 Board Priorities. Vice President McDonald expressed her appreciation for Mr. Cozad's leadership. The Ad Hoc Committee notes are included in the Board Package on page 46. Vice President McDonald said that the Ad Hoc Committee is recommending that Mr. Cozad receive his 5% discretionary bonus for accomplishments in 2019-2020 in the amount of \$13,198, approval of Resolution No. 578, and a merit salary increase of 4.5% and COLA of 3.1% for a total increase of 7.6% to current salary for next fiscal year. Director Stewart said that the Ad Hoc Committee discussed the organization planning, including the Staffing and Succession Plan. He indicated that the Committee is pleased with the momentum the District is gaining on various fronts and the work that is being accomplished efficiently with minimal staff. Director Raley said that he is happy with the General Manager's performance. President Corneille spoke in support of the recommendations of the Ad Hoc Committee. He said that Mr. Cozad has substantially increased the status and regional importance of the District.

**It was moved by President Corneille and seconded by Director Raley to approve the discretionary bonus to be paid to the General Manager in the amount of \$13,198 for 2019-2020 accomplishments. The motion carried 5-0 with all Board members present voting in the affirmative.**

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

**It was moved by Director Longville and seconded by Director Raley to approve Resolution No. 578 with minor revision. The motion carried 5-0 with all Board members present voting in the affirmative.**

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

President Corneille requested clarifying language to be added in section five of Employment Agreement, where it references a multi-year term. A brief discussion ensued. He proposed that District Counsel review and approve final non-substantive revisions and, if consistent with the Board's intent, he would review and sign the agreement.

**It was moved by Vice President McDonald and seconded by Director Longville to approve the Employment Agreement for the General Manager with a 3.1% COLA increase and merit increase of 4.5% (total of 7.6% increase) for fiscal year 2020-2021 with non-substantive changes to be approved by General Counsel and the Board President.**

**The motion carried 5-0 with all Board members present voting in the affirmative.**

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

Mr. Cozad thanked the Board for their support and commended all staff on their efforts.

**D. UNAUDITED FINANCIAL REPORTS, APRIL 2020**

Mr. Cozad introduced this item for discussion, noting its inclusion on package pages 47 to 52. Staff does not anticipate a significant impact from COVID-19 compared to some other agencies that have experienced significant impacts. He noted that the District would move to accrual accounting for the audit in June. Director Stewart requested a cost-benefit analysis on aggressive recharge. Mr. Cozad stated that it should be available close to the end of the fiscal year.

**It was moved by Director Stewart and seconded by Director Raley to approve the Unaudited Financial Reports for April 2020. The motion carried 5-0 with all Board members present voting in the affirmative.**

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

**E. RESERVE POLICY REVISIONS**

Mr. Cozad introduced this item for discussion, noting its inclusion beginning package page 53. The Board reviewed this item at the April 22 Budget Workshop. The revisions to the policy are shown in blue on package page 56.

**It was moved by President Corneille and seconded by Vice President McDonald to approve the Reserve Policy with minor revisions. The motion carried 5-0 with all Board members present voting in the affirmative.**

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

**F. WASH PLAN STATE PERMITTING STRATEGY AND CONTRACT AUTHORITY**

Ms. Miller introduced this item for discussion and presented a PowerPoint presentation. She said that the District expects to finalize the Habitat Conservation Plan (HCP) in July. The

District will be reviewing any other needs that are required to fully execute our covered activities. As part of the CEQA compliance, the District is required to review all regulations that could apply to Wash Plan projects. Discussion ensued regarding potential permitting options and requirements. The following four regulations were discussed: 1) California Endangered Species Act (CESA)-Incidental Take Permit required by California Department of Fish and Wildlife (CDFW), 2) Fish and Game Code 1602-Streambed alteration agreement issued by CDFW, 3) Federal Clean Water Act and State Porter-Cologne Water Quality Act-401 permit issued by Regional Water Quality Control Board and 4) Federal Clean Water Act-404 permit issued by U.S. Army Corps of Engineers. The opportunity for joint permitting and mitigation was discussed. There could be potential savings to the District and Wash Plan participants by pursuing joint permitting and/or mitigation. The proposed approach was reviewed in-depth with the first three steps to be done right away are 1) Develop permitting matrix from existing data, 2) Preliminary meeting (s) with regulatory agencies, and 3) Develop project scope and procurement materials. The preliminary costs and preliminary timeline were reviewed. Mr. Cozad said that we are at the very beginning of the process and that Ms. Miller did a great job of outlining the process for the Task Force. The District will need to identify with the Task Force members which projects they would like included in the first batch of joint permitting. President Corneille asked about the joint permitting process being voluntary. Ms. Miller said that the estimated \$715,000 cost for joint permitting is if all Task Force participants want their projects included. She said that if they did not want their project included, it would not be an issue for the District or those that want to seek a joint permit. Director Stewart asked about the duration of the permits. Ms. Miller indicated that staff is determining the best approach, which may determine the duration, and term will be part of that determination. The smaller projects may be able to be batched together and receive permits quickly. Mr. Cozad said not every project needs to be permitted at the same pace. Staff is working on a comprehensive project matrix. Staff is requesting an additional \$120,000 in funding to begin the joint permit process.

**It was moved by President Corneille and seconded by Vice President McDonald to authorize advance funding of \$120,000 in the 2020-2021 budget for District costs associated with State permitting for Wash Plan Covered Activities to be repaid by Task Force Members. The motion carried 5-0 with all Board members present voting in the affirmative.**

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

#### G. ANNUAL ENTERPRISE AND DISTRICT INTEGRATED BUDGET FOR 2020-2021

Mr. Cozad introduced this item for discussion, noting its inclusion in Board package beginning package page 61. This item was reviewed at the April 22 Budget Workshop as well as the May 13 Operations Committee. There were minor revisions made, as suggested by both the Board and Operations Committee.

**It was moved by Director Raley and seconded by Director Longville to approve the Annual Budget for 2020-2021. 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

Ms. Miller provided a verbal update. The Department of Interior held its secretarial briefing on May 1. NEPA findings were drafted by District staff in support of United States Fish and Wildlife Service (USFWS) and were transmitted to USFWS on May 13. The Final Habitat Conservation Plan (HCP) and environmental documents were published in the Federal Registrar on May 15 with a Notice of Availability; that starts the 30 day period. Staff sent draft CEQA and NEPA finalization schedules to legal counsel for review yesterday; staff hopes to bring the final HCP and FEIS/SIER to the Board for adoption/certification at the July Board meeting. Federal partners will write the Record of Decision to publish in the Federal Register.

B. SAN BERNARDINO VALLEY CONSERVATION TRUST UPDATE

Ms. Miller indicated that the check from SBCTA for an additional \$52,000 was received by the District for the work District staff is performing on behalf of SBCTA in relation to their CDFW permit for the 210 freeway widening project. Director Raley noted that the Conservation Trust meeting had been rescheduled to July.

C. 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 71 through 74. The letter sent to West Valley Water District is included on package page 75. The Monthly Recharge Report was included on package page 76. Mr. Cozad said that the staff is in Stage 3 of the District Extreme Flu/COVID19 plan; there will be minimal staffing in the office, and this will likely run through June. The Safe Harbor Agreement for Plunge Creek is in Management Approval; it is in Sacramento. Due to District Counsel's absence, there will be no Closed Session today; staff will continue to work with Counsel on these items. President Corneille said that there was an article in the Highland Community News on the front page. He asked if staff has been reviewing the plans for the Enhanced Recharge Project. Mr. Cozad said that staff has been attending meetings and reviewed plans with the consultant. President Corneille requested an overview of the project to be presented to the Operations Committee. He also asked about legislative and outreach efforts. It was indicated that legislative responses are coordinated with Director Longville, and they have been primarily technical responses. This item was received and filed.

D. FUTURE AGENDA ITEMS AND STAFF TASKS

There were none discussed.

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

President Corneille attended the PFM seminar on “Funding Public Pension Post Pandemic” on May 20, the Wash Plan Task Force (Task Force) meeting on April 28 and Exchange Plan meeting on April 27. He also chaired the Operations Committee on May 13. He also attended a meeting to finalize our letter to West Valley Water District.

Director Raley attended Valley Municipal’s Policy Workshop on April 9, Valley Municipal Engineering Workshop on April 14 and Conservation Trust meeting on April 20. He attended the Task Force Meeting on April 28, Valley Municipal Board meeting on May 19 and Ad Hoc Trails Committee on May 12. He attended the Valley Municipal Policy Workshop on May 14.

Director Longville attended the Conservation Trust on April 20.

Director Stewart attended the Ad Hoc Trails Committee on May 12 and Ad Hoc General Manager’s Evaluation Committee on May 20.

Vice President McDonald attended the Valley Municipal Strategic Planning Workshop on April 23, ACWA State Leg Committee on April 24 and Ad Hoc General Manager’s Evaluation Committee on May 20. She attended the Valley Municipal Board meeting on May 19, ACWA State Leg Committee on May 15 and Valley Municipal Policy Workshop on May 14. She attended the Operations Committee on May 13, Valley Municipal Engineering Workshop on May 12, Valley Municipal Resources Workshop on May 7, Ad Hoc for WVWD with Valley District and Valley Municipal Board meeting on May 5.

7. UPCOMING MEETINGS

The Valley Municipal Board meeting will be on June 16, and the SBC Water Conference will be held on August 14.

8. CLOSED SESSION

There was none held.

9. ADJOURN MEETING

**It was moved by President Corneille and seconded by Director Longville to adjourn. The motion carried 5-0 with all Directors present voting in the affirmative.**

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

At 3:38 p.m., the meeting adjourned to the Board meeting scheduled for 1:30 p.m. on June 10, 2020, location to be determined.

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Daniel B. Cozad  
General Manager

## San Bernardino Valley Water Conservation District Expenditure Report May 2020

Num	Date	Name	Account	Class	Original Amount
<b>PC 05.06.20</b>	<b>05/06/2020</b>	<b>Paychex</b>	<b>1012 · Citizens Busine...</b>		<b>-91.30</b>
			6042 · Payroll Processing	4-General Fund Ent.	91.30
TOTAL					91.30
<b>PC 05.20.20</b>	<b>05/20/2020</b>	<b>Paychex</b>	<b>1012 · Citizens Busine...</b>		<b>-88.46</b>
			6042 · Payroll Processing	4-General Fund Ent.	88.46
TOTAL					88.46
<b>22339</b>	<b>05/12/2020</b>	<b>ACWA/JPIA-Health</b>	<b>1012 · Citizens Busine...</b>		<b>-18,743.67</b>
	05/05/2020		6110 · Vision Insurance	4-General Fund Ent.	27.68
			6110 · Vision Insurance	1-Groundwater Ent.	95.82
			6110 · Vision Insurance	2-Redlands Plaza/...	8.52
			6110 · Vision Insurance	3-Land Resources	21.29
			6110 · Vision Insurance	5-Wash Plan	14.91
			6110 · Vision Insurance	6-Active Recharge ...	44.72
			6130 · Dental Insurance	4-General Fund Ent.	109.43
			6130 · Dental Insurance	1-Groundwater Ent.	378.79
			6130 · Dental Insurance	2-Redlands Plaza/...	33.67
			6130 · Dental Insurance	3-Land Resources	84.18
			6130 · Dental Insurance	5-Wash Plan	58.92
			6130 · Dental Insurance	6-Active Recharge ...	176.77
			6150 · Medical Insurance	4-General Fund Ent.	2,299.56
			6150 · Medical Insurance	1-Groundwater Ent.	7,960.04
			6150 · Medical Insurance	2-Redlands Plaza/...	707.56
			6150 · Medical Insurance	3-Land Resources	1,768.90
			6150 · Medical Insurance	5-Wash Plan	1,238.23
			6150 · Medical Insurance	6-Active Recharge ...	3,714.68
TOTAL					18,743.67
<b>22340</b>	<b>05/12/2020</b>	<b>American Power Security</b>	<b>1012 · Citizens Busine...</b>		<b>-696.00</b>
	04/30/2020		6026 · Redlands Plaza ...	2-Redlands Plaza/...	696.00
TOTAL					696.00
<b>22341</b>	<b>05/12/2020</b>	<b>Anderson Chevrolet</b>	<b>1012 · Citizens Busine...</b>		<b>-72,458.91</b>
	05/08/2020		7230 · Field Equipment ...	1-Groundwater Ent.	72,458.91
TOTAL					72,458.91
<b>22342</b>	<b>05/12/2020</b>	<b>Angie J. Quiroga</b>	<b>1012 · Citizens Busine...</b>		<b>-41.92</b>
	04/30/2020		6510 · Mileage	4-General Fund Ent.	2.94
			6510 · Mileage	1-Groundwater Ent.	2.94
			6510 · Mileage	3-Land Resources	0.74
			6510 · Mileage	6-Active Recharge ...	0.74
			6030 · Office Supplies	4-General Fund Ent.	27.64
			6030 · Office Supplies	1-Groundwater Ent.	1.73
			6030 · Office Supplies	2-Redlands Plaza/...	3.46
			6030 · Office Supplies	3-Land Resources	1.73
TOTAL					41.92

## San Bernardino Valley Water Conservation District Expenditure Report May 2020

Num	Date	Name	Account	Class	Original Amount
<b>22343</b>	<b>05/12/2020</b>	<b>Castro Landscaping Se...</b>	<b>1012 · Citizens Busine...</b>		<b>-250.00</b>
	05/01/2020		6026 · Redlands Plaza ...	2-Redlands Plaza/...	250.00
TOTAL					250.00
<b>22344</b>	<b>05/12/2020</b>	<b>CWE-CA Watershed En...</b>	<b>1012 · Citizens Busine...</b>		<b>-5,217.00</b>
	04/27/2020		1700 · Work in Progress	1-Groundwater Ent.	5,217.00
TOTAL					5,217.00
<b>22345</b>	<b>05/12/2020</b>	<b>DMV Renewal</b>	<b>1012 · Citizens Busine...</b>		<b>-486.00</b>
	05/01/2020		5310 · Vehicle Mainten...	1-Groundwater Ent.	486.00
TOTAL					486.00
<b>22346</b>	<b>05/12/2020</b>	<b>Edison - 5552</b>	<b>1012 · Citizens Busine...</b>		<b>-224.12</b>
	05/09/2020		5420 · Electricity	4-General Fund Ent.	62.76
			5420 · Electricity	1-Groundwater Ent.	44.82
			5420 · Electricity	2-Redlands Plaza/...	116.54
TOTAL					224.12
<b>22347</b>	<b>05/12/2020</b>	<b>Edison - 8812</b>	<b>1012 · Citizens Busine...</b>		<b>-93.14</b>
	04/30/2020		5420 · Electricity	4-General Fund Ent.	26.08
			5420 · Electricity	1-Groundwater Ent.	18.63
			5420 · Electricity	2-Redlands Plaza/...	48.43
TOTAL					93.14
<b>22348</b>	<b>05/12/2020</b>	<b>Edison - Redlands Plaza</b>	<b>1012 · Citizens Busine...</b>		<b>-202.19</b>
	04/30/2020		6026 · Redlands Plaza ...	2-Redlands Plaza/...	202.19
TOTAL					202.19
<b>22349</b>	<b>05/12/2020</b>	<b>Empire Disposal</b>	<b>1012 · Citizens Busine...</b>		<b>-167.81</b>
	04/30/2020		5460 · Water / Trash / ...	4-General Fund Ent.	83.91
			5460 · Water / Trash / ...	1-Groundwater Ent.	67.12
			5460 · Water / Trash / ...	3-Land Resources	16.78
TOTAL					167.81
<b>22350</b>	<b>05/12/2020</b>	<b>Frontier-4860</b>	<b>1012 · Citizens Busine...</b>		<b>-478.85</b>
	04/28/2020		5440 · Telephone	4-General Fund Ent.	233.70
			5440 · Telephone	1-Groundwater Ent.	100.16
			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					478.85

**San Bernardino Valley Water Conservation District**  
**Expenditure Report**  
**May 2020**

06/01/20

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
<b>22351</b>	<b>05/12/2020</b>	<b>Home Depot Credit Ser...</b>	<b>1012 · Citizens Busine...</b>		<b>-627.78</b>
	04/28/2020		5210 · Equipment Maint...	1-Groundwater Ent.	98.65
			5215 · Property Mainte...	1-Groundwater Ent.	144.92
			5215 · Property Mainte...	3-Land Resources	36.23
	04/30/2020		5215 · Property Mainte...	1-Groundwater Ent.	278.38
			5215 · Property Mainte...	3-Land Resources	69.60
TOTAL					627.78
<b>22352</b>	<b>05/12/2020</b>	<b>Lowe's Companies, Inc.</b>	<b>1012 · Citizens Busine...</b>		<b>-11.71</b>
	05/01/2020		5210 · Equipment Maint...	1-Groundwater Ent.	11.71
TOTAL					11.71
<b>22353</b>	<b>05/12/2020</b>	<b>Mikael Romich</b>	<b>1012 · Citizens Busine...</b>		<b>-3,117.54</b>
	05/01/2020		5120 · Misc. Profession...	4-General Fund Ent.	548.22
			5120 · Misc. Profession...	1-Groundwater Ent.	383.75
			5120 · Misc. Profession...	3-Land Resources	895.43
	05/08/2020		5120 · Misc. Profession...	4-General Fund Ent.	387.04
			5120 · Misc. Profession...	1-Groundwater Ent.	270.93
			5120 · Misc. Profession...	3-Land Resources	632.17
TOTAL					3,117.54
<b>22354</b>	<b>05/12/2020</b>	<b>O'Reilly</b>	<b>1012 · Citizens Busine...</b>		<b>-102.31</b>
	04/28/2020		5310 · Vehicle Mainten...	1-Groundwater Ent.	102.31
TOTAL					102.31
<b>22355</b>	<b>05/12/2020</b>	<b>Quill Corporation</b>	<b>1012 · Citizens Busine...</b>		<b>-139.97</b>
	04/29/2020		6030 · Office Supplies	4-General Fund Ent.	111.97
			6030 · Office Supplies	1-Groundwater Ent.	7.00
			6030 · Office Supplies	2-Redlands Plaza/...	14.00
			6030 · Office Supplies	3-Land Resources	7.00
TOTAL					139.97
<b>22356</b>	<b>05/12/2020</b>	<b>ReadyRefresh by Nestle</b>	<b>1012 · Citizens Busine...</b>		<b>-108.10</b>
	04/24/2020		5460 · Water / Trash / ...	4-General Fund Ent.	54.05
			5460 · Water / Trash / ...	1-Groundwater Ent.	43.24
			5460 · Water / Trash / ...	3-Land Resources	10.81
TOTAL					108.10
<b>22357</b>	<b>05/12/2020</b>	<b>Redlands Ford-Ken Gr...</b>	<b>1012 · Citizens Busine...</b>		<b>-269.03</b>
	04/24/2020		5310 · Vehicle Mainten...	1-Groundwater Ent.	269.03
TOTAL					269.03
<b>22358</b>	<b>05/12/2020</b>	<b>Terminix</b>	<b>1012 · Citizens Busine...</b>		<b>-72.00</b>
	04/23/2020		6026 · Redlands Plaza ...	2-Redlands Plaza/...	72.00
TOTAL					72.00

## San Bernardino Valley Water Conservation District Expenditure Report May 2020

Num	Date	Name	Account	Class	Original Amount
<b>22359</b>	<b>05/12/2020</b>	<b>Valero Marketing &amp; Su...</b>	<b>1012 · Citizens Busine...</b>		<b>-109.63</b>
	04/29/2020		5320 · Fuel	1-Groundwater Ent.	109.63
TOTAL					109.63
<b>22360</b>	<b>05/12/2020</b>	<b>WEX Bank-Shell</b>	<b>1012 · Citizens Busine...</b>		<b>-750.28</b>
	05/28/2020		5320 · Fuel	1-Groundwater Ent.	750.28
TOTAL					750.28
<b>22361</b>	<b>05/12/2020</b>	<b>WEX Bank-Valero</b>	<b>1012 · Citizens Busine...</b>		<b>-102.70</b>
	04/23/2020		5320 · Fuel	1-Groundwater Ent.	102.70
TOTAL					102.70
<b>22362</b>	<b>05/12/2020</b>	<b>Wilbur's</b>	<b>1012 · Citizens Busine...</b>		<b>-355.56</b>
	05/04/2020		5215 · Property Mainte...	1-Groundwater Ent.	284.45
			5215 · Property Mainte...	3-Land Resources	71.11
TOTAL					355.56
<b>22363</b>	<b>05/26/2020</b>	<b>Beach Boyz Auto Service</b>	<b>1012 · Citizens Busine...</b>		<b>-403.11</b>
	05/20/2020		5310 · Vehicle Mainten...	1-Groundwater Ent.	403.11
TOTAL					403.11
<b>22364</b>	<b>05/26/2020</b>	<b>Brownstein Hyatt Farb...</b>	<b>1012 · Citizens Busine...</b>		<b>-15,375.00</b>
	05/14/2020		5122 · Wash Plan Profe...	5-Wash Plan	15,375.00
TOTAL					15,375.00
<b>22365</b>	<b>05/26/2020</b>	<b>Citizens Business Bank</b>	<b>1012 · Citizens Busine...</b>		<b>-1,068.88</b>
	05/13/2020		5215 · Property Mainte...	1-Groundwater Ent.	342.24
			5215 · Property Mainte...	3-Land Resources	85.56
			6002 · Website Adminis...	4-General Fund Ent.	350.00
			6030 · Office Supplies	4-General Fund Ent.	140.38
			6030 · Office Supplies	1-Groundwater Ent.	8.77
			6030 · Office Supplies	2-Redlands Plaza/...	17.56
			6030 · Office Supplies	3-Land Resources	8.77
			6039 · Postage and Ov...	4-General Fund Ent.	63.58
			6039 · Postage and Ov...	1-Groundwater Ent.	28.90
			6039 · Postage and Ov...	2-Redlands Plaza/...	11.56
			6039 · Postage and Ov...	3-Land Resources	11.56
TOTAL					1,068.88
<b>22366</b>	<b>05/26/2020</b>	<b>Edison - 7241</b>	<b>1012 · Citizens Busine...</b>		<b>-43.09</b>
	05/12/2020		5420 · Electricity	4-General Fund Ent.	12.07
			5420 · Electricity	1-Groundwater Ent.	8.62
			5420 · Electricity	2-Redlands Plaza/...	22.40
TOTAL					43.09

## San Bernardino Valley Water Conservation District Expenditure Report May 2020

Num	Date	Name	Account	Class	Original Amount
<b>22367</b>	<b>05/26/2020</b>	<b>FMB Truck Outfitters</b>	<b>1012 · Citizens Busine...</b>		<b>-97.77</b>
	05/13/2020		5310 · Vehicle Mainten...	1-Groundwater Ent.	19.23
	05/18/2020		5310 · Vehicle Mainten...	1-Groundwater Ent.	78.54
TOTAL					97.77
<b>22368</b>	<b>05/26/2020</b>	<b>Netsteller</b>	<b>1012 · Citizens Busine...</b>		<b>-450.00</b>
	05/18/2020		5160 · IT Support	4-General Fund Ent.	180.00
			5160 · IT Support	1-Groundwater Ent.	225.00
			5160 · IT Support	3-Land Resources	45.00
TOTAL					450.00
<b>22369</b>	<b>05/26/2020</b>	<b>Patton Sales Corp</b>	<b>1012 · Citizens Busine...</b>		<b>-357.05</b>
	05/21/2020		5215 · Property Mainte...	1-Groundwater Ent.	285.64
			5215 · Property Mainte...	3-Land Resources	71.41
TOTAL					357.05
<b>22370</b>	<b>05/26/2020</b>	<b>Redlands Ford-Ken Gr...</b>	<b>1012 · Citizens Busine...</b>		<b>-53.68</b>
	05/13/2020		5310 · Vehicle Mainten...	1-Groundwater Ent.	53.68
TOTAL					53.68
<b>22371</b>	<b>05/26/2020</b>	<b>Rutan &amp; Tucker</b>	<b>1012 · Citizens Busine...</b>		<b>-13,600.00</b>
	05/09/2020		5180 · Legal	4-General Fund Ent.	1,826.25
			5180 · Legal	1-Groundwater Ent.	1,676.25
			5180 · Legal	2-Redlands Plaza/...	391.13
			5180 · Legal	3-Land Resources	4,506.37
			5175 · Legal - Wash Plan	5-Wash Plan	4,650.00
			5175 · Legal - Wash Plan	5-Wash Plan	550.00
TOTAL					13,600.00
<b>22372</b>	<b>05/26/2020</b>	<b>Smart &amp; Final</b>	<b>1012 · Citizens Busine...</b>		<b>-156.20</b>
	05/14/2020		6004 · Meeting Expenses	4-General Fund Ent.	45.01
			6004 · Meeting Expenses	3-Land Resources	45.01
			6019 · Janitorial Supplies	4-General Fund Ent.	34.55
			6019 · Janitorial Supplies	1-Groundwater Ent.	23.03
			6030 · Office Supplies	4-General Fund Ent.	6.88
			6030 · Office Supplies	1-Groundwater Ent.	0.43
			6030 · Office Supplies	2-Redlands Plaza/...	0.86
			6030 · Office Supplies	1-Groundwater Ent.	0.43
TOTAL					156.20
<b>22373</b>	<b>05/26/2020</b>	<b>The Gas Company</b>	<b>1012 · Citizens Busine...</b>		<b>-52.08</b>
	05/13/2020		5450 · Natural Gas	4-General Fund Ent.	31.25
			5450 · Natural Gas	1-Groundwater Ent.	20.83
TOTAL					52.08

## San Bernardino Valley Water Conservation District Expenditure Report May 2020

Num	Date	Name	Account	Class	Original Amount
<b>22374</b>	<b>05/26/2020</b>	<b>U.S. Bank Equipment F...</b>	<b>1012 · Citizens Busine...</b>		<b>-336.18</b>
	05/11/2020		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
<b>22375</b>	<b>05/26/2020</b>	<b>Water Systems Consult...</b>	<b>1012 · Citizens Busine...</b>		<b>-13,698.59</b>
	04/30/2020		5120 · Misc. Profession...	1-Groundwater Ent.	13,698.59
TOTAL					13,698.59
<b>22376</b>	<b>05/26/2020</b>	<b>WEX Bank-Valero</b>	<b>1012 · Citizens Busine...</b>		<b>-631.08</b>
	05/23/2020		5320 · Fuel	1-Groundwater Ent.	631.08
TOTAL					631.08

San Bernardino Valley Water Conservation District  
**Director Fees Expenditure Payroll Report**  
 May 2020

Pay Date	Name	For Period	Director Fees	Taxes Withheld	Check Amt
5/6/2020	Corneille, R	Apr-20	\$ 1,155.00	\$ 136.56	\$ 1,018.44
5/6/2020	McDonald, M	Apr-20	\$ 924.00	\$ 79.92	\$ 844.08
5/6/2020	Raley, D.	Jan-Feb 20	\$ 2,541.00	\$ 608.23	\$ 1,932.77
5/20/2020	Stewart, B	Aug 19, Feb-Apr 20	\$ 462.00	\$ 39.97	\$ 422.03



**San Bernardino Valley  
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1724

**To: Board of Directors**  
**From: General Manager, Daniel Cozad**  
**Date: June 10, 2020**  
**Subject: Unaudited Financial Reports, May 2020**

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**RECOMMENDATION**

Review and approve the unaudited financials for May 2020.

**BACKGROUND**

Each month staff presents the unaudited financials for the District. The reports presented under this Board Letter are as of May 31, 2020.

**DISCUSSION**

Interest revenue is slightly lower than projected partially due to market fluctuations from the global pandemic. The majority of expenses are at or below the budget and as expected. Now that the Safe Harbor Agreement has been approved, construction will begin on the Plunge Creek project in late summer, so Plunge Creek Grant revenue is now expected in the next fiscal year. GL 5123 and GL 5155 Habitat Management and WP Trails Services expenses have been delayed until FY 20/21 upon receipt of the USFWS Wash Plan ITP. GL 6060 Outreach is well below budget currently, but we anticipate an invoice soon from ThunderWheel Communications for the fiscal year. GL 7120 Property-Land Purchase are expenses incurred to complete the land exchange with BLM.

**FISCAL IMPACT**

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

**POTENTIAL MOTIONS**

1. Move approval of the Unaudited Financials for May 2020 as presented.
2. Move to request this item be tabled and referred to the Finance & Administration Committee for reconsideration of specific issues discussed.

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

**ATTACHMENTS OR MATERIALS**

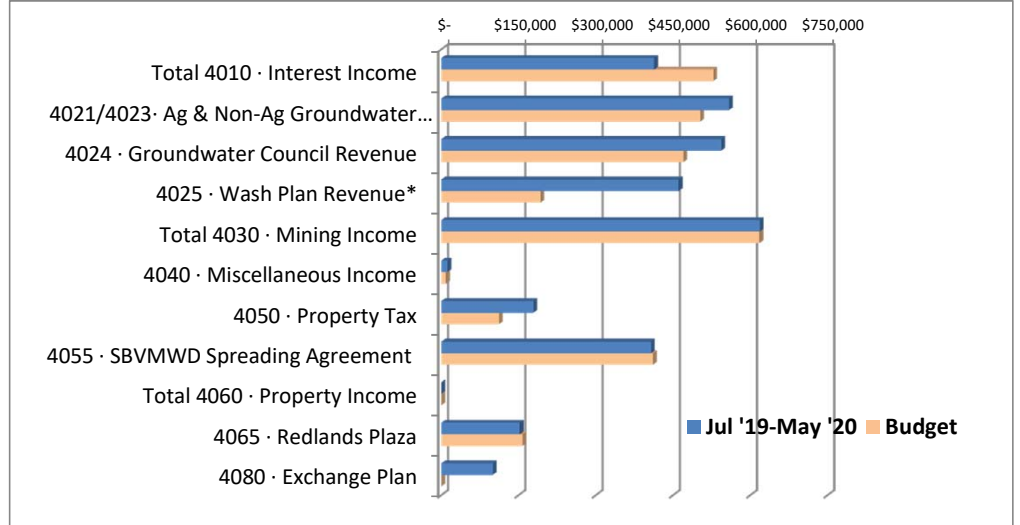
Graph Financials for May 2020  
Profit & Loss to Date vs. Annual Budget

**SBVWCD - All Enterprises Budget and Actual**

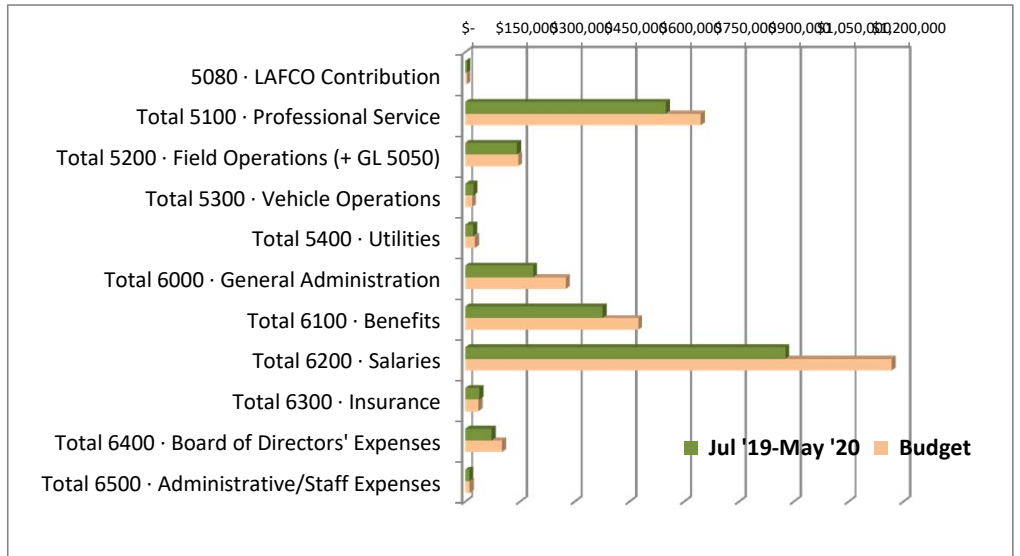
**May 2020**

<b>REVENUE</b>	<b>Jul '19-May '20</b>	<b>Budget</b>
Total 4010 · Interest Income	\$ 413,390	\$ 528,039
4021/4023 · Ag & Non-Ag Groundwater Charge	\$ 558,662	\$ 502,859
4024 · Groundwater Council Revenue	\$ 543,847	\$ 470,000
4025 · Wash Plan Revenue*	\$ 460,820	\$ 192,500
Total 4030 · Mining Income	\$ 618,325	\$ 617,833
4040 · Miscellaneous Income	\$ 11,912	\$ 9,167
4050 · Property Tax	\$ 178,944	\$ 111,967
4055 · SBVMWD Spreading Agreement	\$ 407,062	\$ 411,014
Total 4060 · Property Income	\$ 100	\$ 100
4065 · Redlands Plaza	\$ 152,430	\$ 157,766
4080 · Exchange Plan	\$ 100,004	\$ -
<b>Total Revenue</b>	<b>\$ 3,445,496</b>	<b>\$ 3,001,244</b>

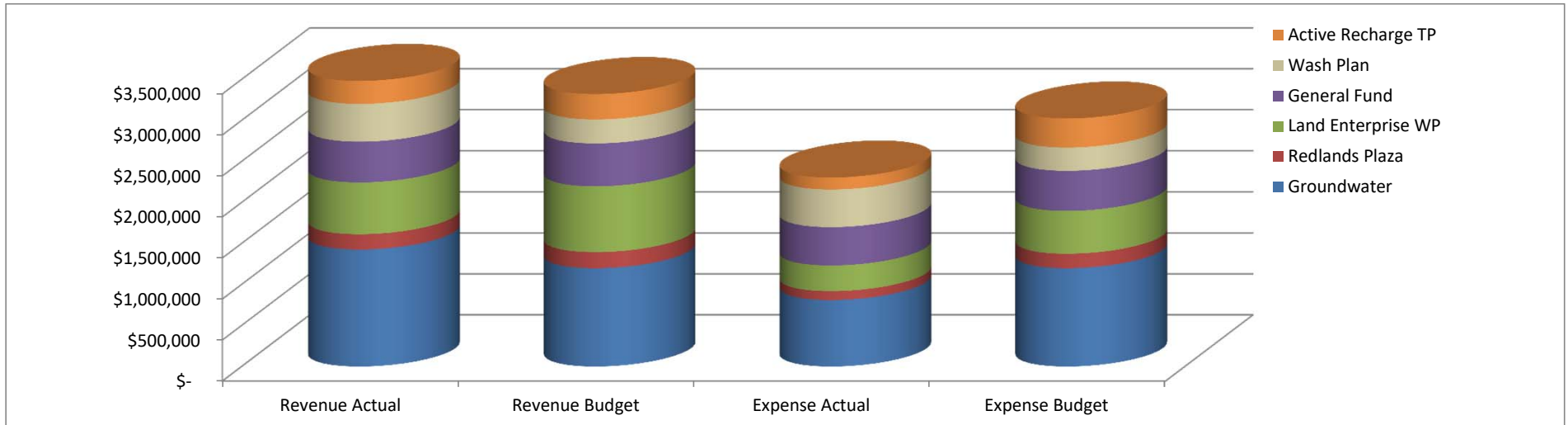
\*District loans to the WP



<b>EXPENSES Operating and Capital</b>	<b>Jul '19-May '20</b>	<b>Budget</b>
5080 · LAFCO Contribution	\$ 3,952	\$ 4,000
Total 5100 · Professional Service	\$ 550,304	\$ 645,858
Total 5200 · Field Operations (+ GL 5050)	\$ 142,268	\$ 145,170
Total 5300 · Vehicle Operations	\$ 22,506	\$ 18,793
Total 5400 · Utilities	\$ 21,466	\$ 26,577
Total 6000 · General Administration	\$ 185,966	\$ 275,643
Total 6100 · Benefits	\$ 376,698	\$ 474,401
Total 6200 · Salaries	\$ 877,108	\$ 1,168,453
Total 6300 · Insurance	\$ 38,734	\$ 36,189
Total 6400 · Board of Directors' Expenses	\$ 72,427	\$ 100,690
Total 6500 · Administrative/Staff Expenses	\$ 11,497	\$ 12,275
<b>Total Expense</b>	<b>\$ 2,302,927</b>	<b>\$ 2,908,050</b>



## Enterprises to Date (May 2020)



Enterprise	Actual	Budget	% of Budget
Groundwater Revenue	\$ 1,426,397	\$ 1,198,916	119%
Groundwater Expense	\$ 810,965	\$ 1,117,451	73%
Revenue -Expense	\$ 615,431	\$ 81,465	
Redlands Plaza Revenue	\$ 186,166	\$ 194,708	96%
Redlands Plaza Expense	\$ 107,532	\$ 175,485	61%
Revenue -Expense	\$ 78,633	\$ 19,223	
Land Enterprise Revenue	\$ 631,877	\$ 803,455	79%
Land Enterprise Expense	\$ 313,713	\$ 522,920	60%
Revenue -Expense	\$ 318,164	\$ 280,535	
General Fund Revenue *	\$ 496,696	\$ 522,462	95%
General Fund Expense	\$ 466,508	\$ 487,966	96%
Revenue -Expense	\$ 30,188	\$ 34,496	
Wash Plan Revenue	\$ 460,820	\$ 292,500	158%
Wash Plan Expense	\$ 459,586	\$ 284,116	162%
Revenue-Expense	1,234	8,384	
Active Recharge TP Revenue	\$ 280,376	\$ 309,375	91%
Active Recharge TP Expense	\$ 145,520	\$ 354,674	41%
Revenue-Expense	\$ 134,856	\$ (45,299)	
Total All Revenue - Expense	\$ 1,178,506	\$ 378,804	

Cash Status	As of 7/1/2019	As of 05/31/20
LAIF	\$ 112,923.24	\$ 128,186.22
Cal Trust	\$ 3,132,394.79	\$ 3,207,054.64
Citizens Bank	\$ 19,604,190.64	\$ 971,498.58
UBS Financial Services	\$ 1,892,700.47	\$ 1,924,619.37
Cal Credit Union	\$ 253,734.81	\$ 256,989.32
US Bank-CAMP	0	\$ 18,717,875.62
Total Cash	\$ 24,995,943.95	\$ 25,206,223.75
Less Prepaid Royalty	\$ (5,000,000.00)	\$ (5,000,000.00)
Less ARTP obligation	\$ (18,437,500.0)	\$ (18,576,358.00)
<b>Cash Position</b>	<b>\$ 1,558,443.95</b>	<b>\$ 1,629,865.75</b>

Increase (decrease) of \$71,421.80  
Percent Increase 4.6%

\* General Fund Revenue shown here does not include overhead

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

	<u>Jul '19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>4010 · Interest Income</b>				
4012 · LAIF	2,135.31	20,000.00	-17,864.69	10.68%
4013 · Caltrust Investment Income	74,659.85	66,443.10	8,216.75	112.37%
4014 · CalCredit Union Interest Income	3,254.51	3,600.00	-345.49	90.4%
4015 · UBS Interest Income	52,964.75	36,000.00	16,964.75	147.12%
4016 · Interest Income ARTP	280,375.62	450,000.00	-169,624.38	62.31%
<b>Total 4010 · Interest Income</b>	<u>413,390.04</u>	<u>576,043.10</u>	<u>-162,653.06</u>	<u>71.76%</u>
<b>4020 · Groundwater Charge</b>				
4021 · Assessments - Ag	115,960.45	97,028.35	18,932.10	119.51%
4023 · Assessments - Non-Ag	442,701.51	405,830.40	36,871.11	109.09%
4024 · Groundwater Council Revenue	543,847.00	470,000.00	73,847.00	115.71%
<b>Total 4020 · Groundwater Charge</b>	<u>1,102,508.96</u>	<u>972,858.75</u>	<u>129,650.21</u>	<u>113.33%</u>
<b>4025 · Wash Plan Revenue</b>	460,820.15	210,000.00	250,820.15	219.44%
<b>4030 · Mining Income</b>				
4031 · Plant Site - CEMEX	40,000.00	48,000.00	-8,000.00	83.33%
4032 · Cemex - Royalty / Lease	522,828.92	586,000.00	-63,171.08	89.22%
4036 · Aggregate Maintenance	55,496.57	40,000.00	15,496.57	138.74%
<b>Total 4030 · Mining Income</b>	<u>618,325.49</u>	<u>674,000.00</u>	<u>-55,674.51</u>	<u>91.74%</u>
<b>4040 · Miscellaneous Income</b>				
4041 · Reimbursed Expenses	727.88			
4040 · Miscellaneous Income - Other	11,183.63	10,000.00	1,183.63	111.84%
<b>Total 4040 · Miscellaneous Income</b>	<u>11,911.51</u>	<u>10,000.00</u>	<u>1,911.51</u>	<u>119.12%</u>
<b>4050 · Property Tax</b>	178,944.07	122,145.33	56,798.74	146.5%
<b>4055 · SBVMWD Spreading Agreement Reim</b>	407,061.64	411,013.69	-3,952.05	99.04%
<b>4060 · Property Income</b>				
4062 · Mentone Property	100.00	100.00	0.00	100.0%
<b>Total 4060 · Property Income</b>	<u>100.00</u>	<u>100.00</u>	<u>0.00</u>	<u>100.0%</u>
<b>4065 · Redlands Plaza</b>	152,429.96	172,108.19	-19,678.23	88.57%
<b>4066 · Redlands Plaza CAM</b>	33,151.90	40,191.90	-7,040.00	82.48%
<b>4080 · Exchange Plan</b>	100,004.00	30,000.00	70,004.00	333.35%
<b>4086 · Plunge Creek IRWMP</b>	3,683.53	200,000.00	-196,316.47	1.84%
<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>	<u>3,482,331.25</u>	<u>3,540,683.96</u>	<u>-58,352.71</u>	<u>98.35%</u>
<b>Gross Profit</b>	<u>3,482,331.25</u>	<u>3,540,683.96</u>	<u>-58,352.71</u>	<u>98.35%</u>
<b>Expense</b>				
<b>5040 · Regional Programs</b>				
5080 · LAFCO Contribution	3,951.62	4,000.00	-48.38	98.79%
<b>Total 5040 · Regional Programs</b>	<u>3,951.62</u>	<u>4,000.00</u>	<u>-48.38</u>	<u>98.79%</u>
<b>5050 · Basin Cleaning</b>	56,392.00	50,000.00	6,392.00	112.78%
<b>5100 · Professional Service</b>				
5120 · Misc. Professional Services	132,315.96	130,000.00	2,315.96	101.78%
5122 · Wash Plan Professional Services	194,053.69	30,000.00	164,053.69	646.85%
5123 · Habitat Management-WP	0.00	120,000.00	-120,000.00	0.0%
5124 · Plunge Creek Prof Services	42,112.00	150,000.00	-107,888.00	28.08%
5125 · Engineering Services	0.00	18,000.00	-18,000.00	0.0%
5130 · Aerial Photography & Surveying	6,000.00	1,000.00	5,000.00	600.0%
5155 · WP Trails Professional Services	0.00	25,000.00	-25,000.00	0.0%
5160 · IT Support	4,500.00	7,000.00	-2,500.00	64.29%
5170 · Audit	23,260.00	26,155.00	-2,895.00	88.93%
5175 · Legal - Wash Plan	46,789.75	20,000.00	26,789.75	233.95%
5180 · Legal	101,272.75	175,000.00	-73,727.25	57.87%
<b>Total 5100 · Professional Service</b>	<u>550,304.15</u>	<u>702,155.00</u>	<u>-151,850.85</u>	<u>78.37%</u>
<b>5133 · Regional River HCP Contribution</b>	0.00	25,000.00	-25,000.00	0.0%
<b>5200 · Field Operations</b>				
5210 · Equipment Maintenance	8,155.42	6,365.40	1,790.02	128.12%
5215 · Property Maintenance	31,334.89	42,000.00	-10,665.11	74.61%
5225 · Field Clean Up-Illegal dumping	46,386.01	60,000.00	-13,613.99	77.31%
<b>Total 5200 · Field Operations</b>	<u>85,876.32</u>	<u>108,365.40</u>	<u>-22,489.08</u>	<u>79.25%</u>
<b>5223 · Temp. Field Labor</b>	898.32	11,000.00	-10,101.68	8.17%
<b>5300 · Vehicle Operations</b>				
5310 · Vehicle Maintenance	10,586.30	8,000.00	2,586.30	132.33%
5320 · Fuel	11,920.19	12,500.00	-579.81	95.36%
<b>Total 5300 · Vehicle Operations</b>	<u>22,506.49</u>	<u>20,500.00</u>	<u>2,006.49</u>	<u>109.79%</u>

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

	<u>Jul '19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>5400 · Utilities</b>				
5410 · Alarm Service	1,204.00	1,500.00	-296.00	80.27%
5420 · Electricity	5,447.38	10,000.34	-4,552.96	54.47%
5430 · Mobile Phone	3,982.51	3,550.00	432.51	112.18%
5440 · Telephone	4,551.14	8,000.00	-3,448.86	56.89%
5450 · Natural Gas	976.14	986.59	-10.45	98.94%
5460 · Water / Trash / Sewer	2,913.43	2,300.00	613.43	126.67%
5470 · Internet Services	2,391.33	2,652.26	-260.93	90.16%
<b>Total 5400 · Utilities</b>	<b>21,465.93</b>	<b>28,989.19</b>	<b>-7,523.26</b>	<b>74.05%</b>
<b>6000 · General Administration</b>				
6001 · General Administration - Other	5,137.53	4,500.00	637.53	114.17%
6002 · Website Administration	4,681.74	3,300.00	1,381.74	141.87%
6003 · Property Tax	0.00	235.10	-235.10	0.0%
6004 · Meeting Expenses	1,004.81	2,000.00	-995.19	50.24%
6006 · Permits	0.00	10,000.00	-10,000.00	0.0%
6007 · Inter District Costs	0.00	10,000.00	-10,000.00	0.0%
6009 · Licenses	1,542.30	1,300.00	242.30	118.64%
6010 · Surety Bond	3,025.00	1,900.00	1,125.00	159.21%
6012 · Office Maintenance	455.00	3,180.00	-2,725.00	14.31%
6013 · Office Lease Payment	55,000.00	60,000.00	-5,000.00	91.67%
6015 · Mentone House Maintenance	2,208.24	5,000.00	-2,791.76	44.17%
6016 · Redlands Plaza Maintenance	10,993.65	40,000.00	-29,006.35	27.48%
6018 · Janitorial Services	8,694.08	9,108.89	-414.81	95.45%
6019 · Janitorial Supplies	372.78	500.00	-127.22	74.56%
6020 · Vacancy Marketing-Redlands Plaz	11,355.96	5,500.00	5,855.96	206.47%
6026 · Redlands Plaza CAM expenses	27,678.35	29,355.00	-1,676.65	94.29%
6027 · Computer Software	0.00	600.00	-600.00	0.0%
6030 · Office Supplies	4,425.39	3,750.67	674.72	117.99%
6033 · Office Equipment Rental	7,179.82	9,500.00	-2,320.18	75.58%
6036 · Printing	1,338.80	980.00	358.80	136.61%
6039 · Postage and Overnight Delivery	1,035.77	1,200.00	-164.23	86.31%
6042 · Payroll Processing	2,315.90	2,523.50	-207.60	91.77%
6045 · Bank Service Charges	175.00	2,575.00	-2,400.00	6.8%
6051 · Uniforms	1,511.09	2,200.00	-688.91	68.69%
6060 · Outreach	2,200.64	60,000.00	-57,799.36	3.67%
6087 · Educational Reimbursement	0.00	5,000.00	-5,000.00	0.0%
6090 · Subscriptions/Publications	1,805.53	1,210.00	595.53	149.22%
6091 · Public Notices	2,812.00	3,200.00	-388.00	87.88%
6093 · Memberships	29,017.11	20,860.20	8,156.91	139.1%
<b>Total 6000 · General Administration</b>	<b>185,966.49</b>	<b>299,478.36</b>	<b>-113,511.87</b>	<b>62.1%</b>
<b>6100 · Benefits</b>				
6110 · Vision Insurance	2,224.01	3,090.02	-866.01	71.97%
6120 · Workers' Comp. Insurance	11,661.73	18,908.65	-7,246.92	61.67%
6130 · Dental Insurance	8,873.53	13,265.60	-4,392.07	66.89%
<b>6150 · Medical Insurance</b>				
6150.01 · Medical Employee Contribution	-23,858.43	-30,960.10	7,101.67	77.06%
6150 · Medical Insurance - Other	179,375.27	237,140.37	-57,765.10	75.64%
<b>Total 6150 · Medical Insurance</b>	<b>155,516.84</b>	<b>206,180.27</b>	<b>-50,663.43</b>	<b>75.43%</b>
6160 · Payroll Taxes-Employer	60,482.16	89,947.99	-29,465.83	67.24%
<b>6170 · PERS Retirement</b>				
6170.01 · PERS Employee Contributions	-86,831.02	-44,370.29	-42,460.73	195.7%
6170 · PERS Retirement - Other	224,771.08	230,506.22	-5,735.14	97.51%
<b>Total 6170 · PERS Retirement</b>	<b>137,940.06</b>	<b>186,135.93</b>	<b>-48,195.87</b>	<b>74.11%</b>
<b>Total 6100 · Benefits</b>	<b>376,698.33</b>	<b>517,528.46</b>	<b>-140,830.13</b>	<b>72.79%</b>
<b>6200 · Salaries</b>				
6230 · Regular Salaries	877,107.56	1,274,675.96	-397,568.40	68.81%
<b>Total 6200 · Salaries</b>	<b>877,107.56</b>	<b>1,274,675.96</b>	<b>-397,568.40</b>	<b>68.81%</b>
<b>6300 · Insurance</b>				
6310 · Property/ Auto Insurance	3,342.36	7,000.00	-3,657.64	47.75%
6320 · General Liability Insurance	35,391.18	32,300.00	3,091.18	109.57%
<b>Total 6300 · Insurance</b>	<b>38,733.54</b>	<b>39,300.00</b>	<b>-566.46</b>	<b>98.56%</b>
<b>6400 · Board of Directors' Expenses</b>				
<b>6401 · Directors' Fees</b>				
6401.5 · Payroll Taxes-Directors	7,221.49			
6401 · Directors' Fees - Other	58,413.07	90,344.10	-31,931.03	64.66%
<b>Total 6401 · Directors' Fees</b>	<b>65,634.56</b>	<b>90,344.10</b>	<b>-24,709.54</b>	<b>72.65%</b>

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

	<u>Jul '19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6410 · Mileage	1,618.54	4,000.00	-2,381.46	40.46%
6415 · Air Fare	427.60	2,500.00	-2,072.40	17.1%
6420 · Other Travel	105.00	500.00	-395.00	21.0%
6425 · Meals	1,566.26	3,500.00	-1,933.74	44.75%
6430 · Lodging	1,404.97	4,000.00	-2,595.03	35.12%
6435 · Conf/Seminar Registrations	1,670.00	5,000.00	-3,330.00	33.4%
6440 · Election Fees / Re-Districting	0.00	0.00	0.00	0.0%
<b>Total 6400 · Board of Directors' Expenses</b>	<b>72,426.93</b>	<b>109,844.10</b>	<b>-37,417.17</b>	<b>65.94%</b>
<b>6500 · Administrative/Staff Expenses</b>				
6510 · Mileage	528.11	1,800.00	-1,271.89	29.34%
6515 · Air Fare	2,386.32	2,000.00	386.32	119.32%
6520 · Travel, Other (rental car, taxi)	455.69	1,000.00	-544.31	45.57%
6525 · Meals	1,386.02	1,591.35	-205.33	87.1%
6530 · Lodging	831.18	3,000.00	-2,168.82	27.71%
6535 · Conf/Seminar Registrations	5,909.85	4,000.00	1,909.85	147.75%
<b>Total 6500 · Administrative/Staff Expenses</b>	<b>11,497.17</b>	<b>13,391.35</b>	<b>-1,894.18</b>	<b>85.86%</b>
9999 · Contribution to Capital Maint.	0.00	361,365.60	-361,365.60	0.0%
<b>Total Expense</b>	<b>2,303,824.85</b>	<b>3,565,593.42</b>	<b>-1,261,768.57</b>	<b>64.61%</b>
<b>Net Ordinary Income</b>	<b>1,178,506.40</b>	<b>-24,909.46</b>	<b>1,203,415.86</b>	<b>-4,731.16%</b>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
7000 · Construction				
7010 · Materials	0.00	18,000.00	-18,000.00	0.0%
7055 · Plunge Creek Expansion	0.00	362,957.00	-362,957.00	0.0%
<b>Total 7000 · Construction</b>	<b>0.00</b>	<b>380,957.00</b>	<b>-380,957.00</b>	<b>0.0%</b>
7100 · Land & Buildings				
7110 · Property Capital Repairs	156,967.00	304,000.00	-147,033.00	51.63%
7120 · Property-Land Purchase	39,241.00			
7126 · ARTP Engr/Prof Services	0.00	450,000.00	-450,000.00	0.0%
7130 · Mentone Property (House)-CapRep	0.00	25,000.00	-25,000.00	0.0%
7140 · Mentone Property (Shop)-CapRep	0.00	220,000.00	-220,000.00	0.0%
7150 · Mill Creek Diversion	0.00	446,068.00	-446,068.00	0.0%
7160 · Mendoza Property	0.00	137,000.00	-137,000.00	0.0%
<b>Total 7100 · Land &amp; Buildings</b>	<b>196,208.00</b>	<b>1,582,068.00</b>	<b>-1,385,860.00</b>	<b>12.4%</b>
7200 · Equipment & Vehicles				
7210 · Computer Hardware-Capital Purch	0.00	5,000.00	-5,000.00	0.0%
7220 · Computer Software	11,077.00	10,000.00	1,077.00	110.77%
7230 · Field Equipment / Vehicles	75,018.91	145,000.00	-69,981.09	51.74%
7240 · Office Equipment	1,234.67	1,500.00	-265.33	82.31%
<b>Total 7200 · Equipment &amp; Vehicles</b>	<b>87,330.58</b>	<b>161,500.00</b>	<b>-74,169.42</b>	<b>54.08%</b>
7400 · Professional Services Capital				
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>283,538.58</b>	<b>2,249,525.00</b>	<b>-1,965,986.42</b>	<b>12.6%</b>
<b>Net Other Income</b>	<b>-283,538.58</b>	<b>-2,249,525.00</b>	<b>1,965,986.42</b>	<b>12.6%</b>
<b>Net Income</b>	<b>894,967.82</b>	<b>-2,274,434.46</b>	<b>3,169,402.28</b>	<b>-39.35%</b>



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

Memorandum No. 1725

**To: Board of Directors**  
**From: General Manager, Daniel Cozad**  
**Date: June 10, 2020**  
**Subject: CSDA Board of Directors Election Ballot for 2021-2023**

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**RECOMMENDATION**

Review CSDA Board of Directors candidates for the 2021-2023 term and provide direction to staff on for whom the Board wishes to cast its vote, in the election of Board Director, Southern Network Seat C.

**BACKGROUND**

CSDA leadership 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, such as the SBVWCD.

Board members are expected to attend all board meetings held every other month at CSDA's office in Sacramento, participate in at least one committee and attend two annual events (Special District's Legislative Days (held in the spring and fall). CSDA reimburses directors for their related expenses for Board and Committee meetings. CSDA does not reimburse expenses for the two annual events. CSDA requires Board members to complete all four modules of CSDA's Special District Leadership Academy within two years.

The candidate statements and information are attached for review. The following are on the ballot for consideration:

- Greg Mills, Serrano Water District
- Arlene Schafer, Costa Mesa Sanitary District
- Daniel Jagers, Beaumont-Cherry Valley Water District
- Ron Coats, East Valley Water District

The deadline for the ballot to be received is July 10, 2020.

**DISCUSSION**

Staff has received one request for support from Greg Mills of Serrano Water District.

**FISCAL IMPACT**

There is no fiscal impact.

**POTENTIAL MOTIONS**

1. Move to vote for one of the candidates for the CSDA Board of Directors and direct staff to submit vote electronically to CSDA.
2. Take no action.

**ATTACHMENTS OR MATERIALS**

1. Candidate Information Sheets
2. Candidate Statements



## 2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Greg Mills

District/Company: Serrano Water District

Title: Vice President/Director

Elected/Appointed/Staff: \_\_\_\_\_

Length of Service with District: 4 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Actively attends conference.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

ACWA-JPIA Board member - 2 years.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Orange County Sanitation District (Director 2 years); Orange  
County Vector Control (Director 3 years); Villa Park City  
Councilman & Mayor (4 years).

4. List civic organization involvement:

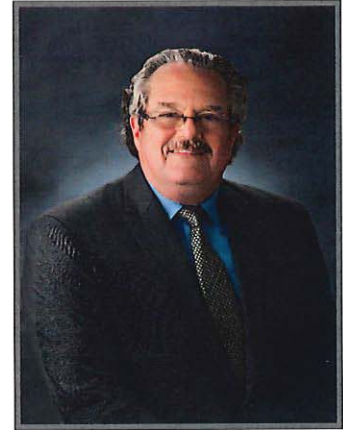
Villa Park Rotary (22 years); Indian Princess (7 years); Elks  
Club (8 years).

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**

# Greg Mills

## Seat C CSDA

### Candidate Statement



#### BUSINESS

- Small business owner – sixteen 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; Camp Counselor
- Villa Park Rotary - Board member twenty-two years
  - Club President; Paul Harris Fellow; Speaker Chair
- 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.



**California Special  
Districts Association**  
*Districts Stronger Together*

**2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET**

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Arlene Schafer

District/Company: Costa Mesa Sanitary District

Title: Board Secretary

Elected/Appointed/Staff: Elected

Length of Service with District: 20

**1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):**

Current CSDA Board member, Legislation Committee member, Professional Development Committee member, Alliance Executive Council Committee member, Member Services Committee, Finance Committee member.

**2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):**

League, California Association Sanitation Agencies (CASA)

**3. List local government involvement (such as LAFCo, Association of Governments, etc.):**

Orange County LAFCO Chair, Orange County Council of Governments, Independent Special Districts Orange County

**4. List civic organization involvement:**

Harbor Mesa Lions, Costa Mesa Chamber of Commerce Government Association Committee

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**

# ELECT ARLENE SCHAFER CALIFORNIA SPECIAL DISTRICTS ASSOCIATION SOUTHERN NETWORK, SEAT C

## Arlene Schafer – Secretary Costa Mesa Sanitary District



### PREVIOUS EXPERIENCE

#### SERVING SPECIAL DISTRICTS

- ◆ OC LAFCO Chair
- ◆ CSDA Board President
- ◆ CSDA Board Vice President
- ◆ CSDA Board Secretary
- ◆ CSDA Finance Corporation
- ◆ CSDA Legislation Committee
- ◆ CSDA Fiscal Committee
- ◆ CSDA Membership Committee
- ◆ Independent Special Districts Orange County (ISDOC) Second Vice President

It has been an honor to serve as your Southern Network, Seat C representative for the past 12 years. I believe my 28 years of experience as a local government leader that includes 20 years serving special districts in a variety of different capacities makes me the best candidate. I believe it is important for CSDA to continue serving as an advocate for California special districts by informing the legislature and the public of the important and essential services we provide to our communities. Furthermore, I believe it's important for special districts to demonstrate good governance that will help earn the public's trust.

Currently, I am serving on the Board of Directors for the Costa Mesa Sanitary District (CMSD) where I have been a Board member for 20 years. CMSD provides solid waste and wastewater collection services to over 116,000 residents residing in the City of Costa Mesa and portions of Newport Beach and the unincorporated Orange County. I am proud to be part of an organization that has been a District of Distinction since 2009, earned the Transparency Certificate of Excellence and CMSD is one of few special districts in California that received Platinum Recognition in Special District Governance.

If re-elected, I will continue to collaborate with CSDA committees to ensure you have educational opportunities to enhance special district governance and help elevate public awareness of the role we play as the form of government closest and most directly accountable to our constituents. I believe my experience, knowledge, dedication and commitment to special districts will enable me to represent you well and I am asking for your vote and support. Please vote for Arlene Schafer by **July 10, 2020.**



**2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET**

The following information **MUST** accompany your nomination form and Resolution/minute order:

**Name:** Daniel K. Jagers  
**District/Company:** Beaumont-Cherry Valley Water District  
**Title:** General Manager  
**Elected/Appointed/Staff:** Staff  
**Length of Service with District:** Eight (8) years

**1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):**

None

**2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):**

No

**3. List local government involvement (such as LAFCo, Association of Governments, etc.):**

No

**4. List civic organization involvement:**

None

**\*\*Candidate Statement –** Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**

Promoted to the position of General Manager of Beaumont-Cherry Valley Water District in October 2017, Dan Jagers brings more than 25 years of professional experience to the District. Prior to this appointment, Mr. Jagers served BCVWD for more than five years as Director of Engineering, overseeing long-range planning, capital improvements, and project design on local and regional levels.

As General Manager, Mr. Jagers directs the activities of the District, moving the District toward its goals while maintaining consistency with the District's mission and vision. Mr. Jagers provides leadership based on the direction set by a five-member elected Board of Directors, manages operations, strategic planning, and policy implementation.

Mr. Jagers' experience as Director of Engineering for BCVWD garnered him the internal knowledge and proficiency to guide and manage the District. He directed and participated in Engineering Department goals and operating policies, provided direction to managers and coordinated all issues needing Board approval or policy direction from the Board of Directors.

A resident of the inland empire for more than 26 years, Dan brings local knowledge and experience to the District. He served as a Senior Engineer at Desert Water Agency, and spent 18 years in the private sector as a Senior Engineering Consultant with Krieger & Stewart, Inc. where he focused on all aspects of public facilities planning, design and construction service including full support services for small to large public infrastructure projects for water, recycled water, wastewater, storm water, site development, and street improvements. From planning, design and construction project management, Mr. Jagers' experience is high level and varied.

Dan's combination of public and private experience make him an asset to BCVWD.

Mr. Jagers graduated from Ohio State University with a Bachelor of Science in Civil Engineering. He is a Registered Civil Engineer in the State of California and has developed a reputation for trustworthiness, positivity, passion and professionalism.



## 2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Ronald L. Coats

District/Company: East Valley Water District

Title: Governing Board Member

Elected/Appointed/Staff: Elected

Length of Service with District: Six Years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

\* Please see attached

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

\* Please see attached

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

\* Please see attached

4. List civic organization involvement:

\* Please see attached

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**

## Ronald L. Coats – 2020 CSDA Board Candidate Information Sheet

### 1) Involvement with CSDA

- Currently serving on the Member Services Committee and the Professional Development Committee.
- Received the Recognition in Special District Governance.
- Received my Certificate of Completion in the Special District Leadership Academy Advanced Coursework.
- Attended several workshops, webinars and conferences through CSDA.

### 2) State-wide Associations

1. Member of the California State Sheriff's Association (Over 30 Years)

### 3) Local government involvement

1. Currently serving as a Director, previously served as Vice Chair and Chairman of the Board for East Valley Water District (5 Years)
2. Currently serving as Vice Chair for the Advisory Committee on Water Policy for the San Bernardino Valley Municipal Water District (2 Years)
3. Served on the Citizens Advisory Committee for the Review of the General Plan for the City of San Bernardino (2 Years)
4. Served as a member, Vice Chair and Chairman of the Citizens Oversight Committee for the San Bernardino City Unified School District (12 Years)
5. Served as a member and Chairman of the Citizens Oversight Committee for the San Bernardino Community College District (3 Years)
6. Currently serving as a Board President for the Association of San Bernardino County Special Districts (2 Years)

### 4) Civic involvement

1. Donated over 36 gallons of Blood to Life Stream Blood Bank in San Bernardino and Riverside Counties
2. Member of the American Legion Post 421 in Highland, CA. (Over 35 Years)
3. Conducted "mock" job interviews to seniors at Redlands Unified School District schools (3 Years)
4. Served on the Planning and Allocations and Community Impact Cabinet committees for the Arrowhead United Way (15 Years)
5. Served in the United States Army from August of 1966 until August of 1970, attaining the rank of Staff Sergeant. Served in the United States and The Federal Republic of Germany (4 Years)
6. Served as a member and Chairman of the Ambassadors for the San Bernardino Area Chamber of Commerce (15 Years)



# EAST VALLEY WATER DISTRICT

LEADERSHIP | PARTNERSHIP | STEWARDSHIP

## BOARD OF DIRECTORS

David E. Smith  
President

Phillip R. Goodrich  
Vice President

Chris Carrillo  
Director

Ronald L. Coats  
Director

James Morales, Jr.  
Director

John Mura, General Manager/CEO

Dear Fellow CSDA Member:

Since joining the East Valley Water District Board in 2014, I have had the pleasure of being part of a world class organization. I firmly believe in the importance of transparent government and public service. With these foundational principles, I look forward to representing this region in a professional manner, as the Southern Network, Seat B, Board of Directors representative for the California Special Districts Association (CSDA).

I am a proud member of the California Special District's Association and currently sit on the Member Services Committee and the Professional Development Committee. I am committed to active civic engagement, where I was also an ambassador for the San Bernardino Area Chamber of Commerce; Chairman of the Citizens Oversight Committee for San Bernardino Community College District; Vice Chairman of Advisory Commission on Water Policy Board for San Bernardino Valley Municipal Water District; Budget Review Committee member for the San Bernardino City Unified School District; along with being a 36 gallon plus donor to Life Stream Blood Bank; served in the United States Army; and member of many other civic organizations.

I have had the opportunity to work with a number of organizations through my involvement with CSDA, and truly believe in the importance of sharing knowledge, experiences, and lessons learned. As a lifetime member of the CSDA Leadership Foundation, I have experienced the benefits of a strong peer network firsthand. With East Valley Water District recently receiving its Gold District of Distinction Accreditation, we look forward to continuing to be an active member in the valuable organization.

As a CSDA Director, I will bring that passion for good governance and public service. I look forward to conveying local issues for discussion on a broader level and working through the challenges and opportunities facing special districts in California.

Whether it is serving in the military, participation in local organization, or representing the residents East Valley Water District, I have taken great pride in being an active member of my community. I look forward to your consideration for allowing me the opportunity to serve on the board of our special district community.

Sincerely,

Ronald L. Coats  
East Valley Water District Board Member



# General Manager's Report

For May 22, 2020, to June 4, 2020  
Daniel B. Cozad

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The District has continued to move all District work forward despite having much of the staff working from home due to our Phase 3 COVID 19 response. We are planning and preparing to move toward a more "normal" office and staffing situation during late June/July depending on conditions. Staff continued moving forward Board priorities, recharge, fieldwork, and Wash Plan approvals. The District staff are also avoiding civil unrest associated with protests and riots. No district facilities have been damaged.

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

- 1. Water Conservation – Plan Goal 1** – Precipitation continued on and off through Mid-April, providing steady flow in Mill Creek and Santa Ana River. SOD continues to flow about 10-15 CFS, and Mill Creek is below 3 CFS. Mill Creek recharge is slightly over 10,200 AF for the water year. The Santa Ana River recharge totals are about 18,850 AF for the water year. Total recharge for the year is approximately 29,050 AF.
- 2. Facility Maintenance and Cleanout – Plan Goal 1** – Cleaning efforts for Mill Creek facilities were completed in November. Jacinto completed cleaning and ripping in the SAR spreading grounds in early March, in plenty of time for use with the late SOD release flows. Mill Creek is operating well, and water is quickly recharging. Early maintenance efforts and vegetation control are ongoing and will increase in late July.
- 3. Aggregate Management – Plan Goal 1** – Upland Rock continues to sell sand and rock from District basin cleaning efforts. Staff renewed the Material Processing Agreement for 2020.
- 4. Personnel/Administration/Staff** – Staff continues to monitor and implement the District Extreme Flu/COVID19 plan. The District continues to operate in Stage 3. We follow actions by the City of Redlands and the recommendations of the SBC Public Health officer. Rotating employees staff a minimal office crew and other staff work from home. Staff reviews were started and will be completed by the end of June.
- 5. Finance/Budget/Audit** – Staff finalized the Proposed Budget for the Board. Staff has begun preparing for the Annual Audit.
- 6. Mill Creek Diversion Engineering – Plan Goals 1/4** – Erwin makes reports on the engineering and construction projects at meetings when there are updates not included in agenda items. The USACOE is reviewing section 408 and 404 materials.
- 7. Plunge Creek Restoration Conservation Project – Plan Goals 1/4** – Regional Water Quality Control Board 401 certification permit is complete. The USACOE 404 permit

was received on February 6, 2020. The Safe Harbor Agreement (SHA), from the California Department of Fish and Wildlife (CDFW), was signed on May 29. Staff is has provided 60-day notice to CDFW and is working through a checklist to ensure construction will begin near August 3. We expect to complete the entire project by early October.

- 8. Enhanced Recharge Project – Plan Goal 1** – The Enhanced Recharge Phase 1A is completed. Engineering design is nearing completion for the new basins, which are scheduled for construction in 2021. Wash Plan and other permitting are needed to proceed. Staff have attended field meetings and provided input on the design changes and revisions. Improvements at the Cuttle Weir are permitted in the River Habitat Conservation Plan and will follow its approval in 2022 or after that.
- 9. Active Recharge Transfer Project Partnership – Plan Goals 1, 2, and 4** – The next Policy Committee meeting is planned for July 9, 2020. Staff is preparing a report for the meeting and distribution to the partners. Robertson's is reviewing a second draft agreement supporting the Plunge Creek Quarry Recharge Basin developed by staff and legal counsel. Staff continues to coordinate with the City of Highland on the CUP and SMARA changes needed to facilitate the transition. Staff coordinated and has revised an MOU with SBC Flood Control for assistance and cooperation on the ARTP.
- 10. Groundwater Council – Plan Goal 1** – The Groundwater Council meets on June 8 and will welcome West Valley Water District to the fold. SBVMWD will invoice for current and back fees and will remit Operations and Maintenance fees to the District upon payment. Redlands will likely consider the agreement in July or September given COVID19 issues.
- 11. Wash Plan – Plan Goal 4** – The Wash Plan has a separate report listed on the agenda. The SEIR/FEIS and HCP were approved by USFWS solicitor and the Interior Secretaries Office. The final documents were published in the Federal Register on May 15 for 30 days. Staff and USFWS coordinated on revisions to the BO to be finalized by the FWS. IPT/ROD and Findings should be completed in July.
- 12. 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 to expedite the exchange. A Chain of Title and environmental review has been prepared; the updated Mineral Potential Report is complete. The appraisal procurement will be released later in June. Upon award, the appraisal should be completed in 3-6 months, depending on staffing. Staff is working on documenting and removing old easements and title exceptions. Staff and Special Council are working with the new BLM State Director's office to complete the final MOU.
- 13. Conservation Trust – Plan Goal 4** – The Conservation Trust Board of Directors met on March 2 and will meet again in July. Staff has met with entities with which a deposit agreement is on file. Most projects continue to move forward slowly. The SBCTA project is progressing and is likely the first project for the Community Mitigation Program. The District and Trust have been reimbursed for services and funding for conservation easements and will make contributions to the endowment.

- 14. Property/Redlands Plaza** – Staff continues to manage Redlands Plaza and various issues related to tenants and maintenance. Staff is working with Red Dragonfly Spa and the City of Redlands on code compliance and other matters. All units are now fully leased. All tenants have paid their rent in full or opted for one of the Board's approved Payment Assistance Plans. Staff is working with Lifeway Church to identify ways of moving their permit and plans forward.
- 15. Mining** – Mining efforts by CEMEX contractors continue on the Plant Site quarry. District Counsel has provided revisions to the existing lease related to Wash Plan implementation. Once CEMEX reviews, the final draft lease will come to the Board review and consideration of action.
- 16. Public Outreach and Legislative** – *Plan Goal 5* – IERCD has revised its efforts to provide education during the COVID 19 closures and plans online and in-person effort next year. Staff coordinated legislative changes to bills for bond funds for recharge and habitat projects of interest to the District. Consultants will coordinate presentations for 2020 later in the year when COVID 19 issues lessen to allow meetings.
- 17. Community Recharge and Mitigation** – *Plan Goal 1 and 4* – The 2017 Community Strategic Plan (CSP) included this effort for planning and implementation. The Active Recharge Transfer Projects in the Partnership Agreement are the first effort under this goal. Additional recharge options where flows and open space allow recharge will be sought as staff has time.
- 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-related studies, and the Phase 3 study is getting underway. The Exchange Plan Task Force spun off a group of water rights holders to investigate Mill Creek and Santa Ana River generation divestiture. All participants with water rights on Mill Creek or SA River will contribute \$25K for initial investigation support, contacted through SBVMWD. The group will look at MOU language and other options for structure and organization.
- 19. Future Board Activities** – Expected short-term items for consideration or note
- Trails work - staff is scheduling a meeting with Redlands
  - BLM Land MOU working with regional manager to complete for July
  - Plunge Creek Construction notice to proceed in July with the issuance of SHA
- 20. District Successes**
- Plunge Creek Safe Harbor Agreement is first in Southern California
  - The Board approved a balanced budget with District reserves used capital projects

# San Bernardino Valley Water Conservation District

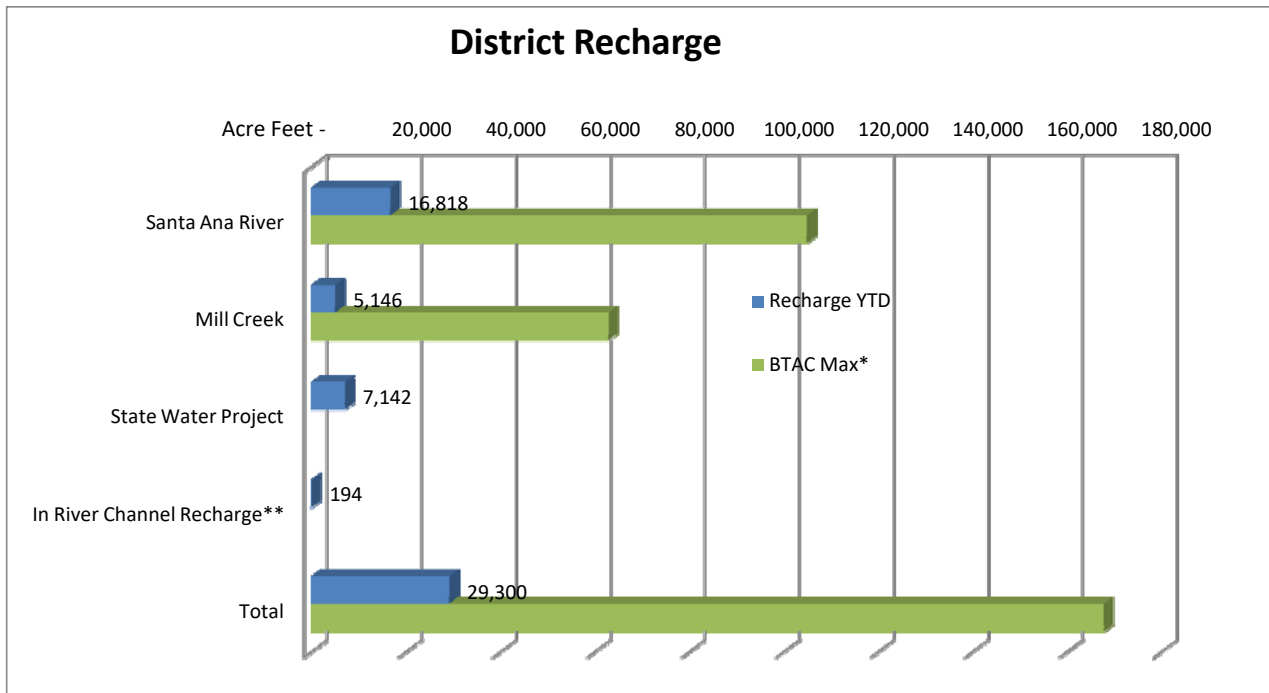
## Monthly Recharge Report

From: 5/1/2020  
To: 5/31/2020



	May				
	Avg Daily Recharge	Monthly Recharge	Recharge YTD	BTAC Max*	% Max
Santa Ana River	82.2	2,548	16,818	105,000	16%
Mill Creek	13.8	428	5,146	63,000	8%
State Water Project	0.0	-	7,142	NA	NA
In River Channel Recharge**	2.4	74	194	NA	NA
<b>Total</b>	<b>98</b>	<b>3,050</b>	<b>29,300</b>	<b>168,000</b>	<b>17%</b>

Values in Acre Feet  
 \*BTAC Revised Max in December 2019  
 \*\*Monitoring began in Mid-April 2011  
 \*\*\* All Values Based on Water Year Oct-Sep 2020





## 2020 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. 8 Board Meeting  
Jan. 22 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. 8 Board Meeting  
Jul. 22 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. 12 Board Meeting

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

Aug. 12 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. 11 Board Meeting  
Engineering Investigation Report Presentation  
Mar. 25 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. 9 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. 8 Board Meeting  
Public Meeting/Groundwater Charge  
Apr. 22 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. 14 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 27 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. 18 1<sup>st</sup> Qtr. Finance & Admin Mtg. (@9:00 a.m.)  
Nov. 18 Board Meeting (@ 1:30 p.m.)

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. 10 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. 9 Board Meeting (@ 9:00 a.m.)  
Holiday Luncheon