

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING

MINUTES OF AUGUST 10, 2022

1:30 p.m.

President McDonald called the Board of Directors meeting to order at 1:30 p.m. by in-person, teleconference, and Zoom meeting. All those in attendance stood for the pledge of allegiance led by President McDonald.

ROLL CALL:

BOARD MEMBERS PRESENT:

Melody McDonald, President

Richard Cornelle, Vice President

David E. Raley, Director

Robert Stewart, Director

John Longville, Director (Arrival 1:36 p.m.)

BOARD MEMBERS ABSENT:

None

STAFF PRESENT:

Betsy Miller, General Manager

Milam Mitrovich, Land Resources Manager

Katelyn Scholte, Principal Engineer

Laura Torres, Assistant Engineer

Athena Larocha, Administrative Specialist

Angie Quiroga, Senior Administrative Analyst

Anna Frey, Intern

David Cosgrove, District Counsel

GUESTS PRESENT:

David E. Smith, East Valley Water District

Willow Green, Tetra Tech

June Hayes, San Bernardino Valley Municipal Water District

T. Milford Harrison, San Bernardino Valley Municipal Water District

Paul Kielhold, San Bernardino Valley Municipal Water District

1. PUBLIC PARTICIPATION

President McDonald announced that any person present, who so desired, may make an oral presentation to the Board of Directors. There being none, the meeting continued with the posted agenda items.



2. ADDITIONS/DELETIONS TO AGENDA

There were no additions or deletions to the posted agenda.

3. GUEST RECOGNITION/SELF INTRODUCTION

Ms. Miller introduced staff present and Board members made self-introductions. Guests present in person and via Zoom performed self-introductions. Ms. Torres made a self-introduction and provided the Board with her background related to her new position as Assistant Engineer.

4. CONSENT CALENDAR

It was moved by Vice President Cornielle and seconded by Director Stewart to approve the Consent Calendar: Item A: Board Minutes, July 13, 2022; Item B: Expenditure Report, July 2022; and Item C: Groundwater Assessment Report, 01/01/2022-06/30/2022. The motion carried 5-0, with all Board members present voting in the affirmative.

President McDonald: Yes
Vice President Cornielle: Yes
Director Longville: Yes
Director Raley: Yes
Director Stewart: Yes

5. COMMITTEE REPORTS/ACTION ITEMS

A. OPERATIONS COMMITTEE VERBAL UPDATE

Vice President Cornielle provided a verbal update on the Operations Committee held on July 28, and commended staff for their work preparing for this meeting. He said that the Committee received an update from Manuel Colunga, Field Supervisor. In addition, staff reported that the Mentone Shop improvements are underway with construction for this project scheduled to begin after permits are received from the County. The Committee gave direction to staff to bid the Mill Creek Diversion project after the conclusion of the wet season. Ms. Torres will be updating the Operations & Maintenance Manual. The Committee reviewed the ARTP Status Report, and commended Mr. Fogerson and Ms. Scholte on their efforts related to these projects. Vice President Cornielle noted that there will be another phase of the Enhanced Recharge Project ready to bid in the near future, and requested that this be reviewed at the next Operations Committee meeting.

B. FINANCE & ADMINISTRATION COMMITTEE VERBAL UPDATE

Director Raley provided a verbal update on the Finance & Administration Committee meeting held on August 3. He said that the District is in financial good standing and is reviewing options for invested funds. Ms. Miller noted that the Committee reviewed and approved the 4th Quarter Unaudited Financials for fiscal year 2021-2022 and recommended that needed items be purchased before costs increase further. President McDonald noticed that financials were in good standing. Vice President Cornielle said that CalPERS investments are not doing well this year and asked if it is likely that they will ask the District for additional funds. Director Raley said that it is highly likely that additional funds may be needed and stated that the District expects to continue their policy of fully funding pension liabilities.



C. AD HOC AUDIT COMMITTEE VERBAL UPDATE

Director Raley provided a verbal update on the Ad Hoc Audit Committee held on August 3. The Committee met with Rogers, Anderson, Malody and Scott (RAMS) to meet the new team members and review timeline for completion ahead of the FY 21-22 audit. President McDonald noted that she met one of the new auditors, picked up and completed her audit questionnaire, and reminded fellow Board members to complete theirs.

D. UNAUDITED FINANCIAL REPORT, JULY 2022

Ms. Quiroga introduced this item for discussion, beginning on package page 32, and noted that there is minimal activity to report at this point in the fiscal year. She said that the City of Riverside has reported groundwater charges of \$113,368.97 that are expected to be received soon. The Groundwater Council (GC) invoices have been sent out along with the groundwater charge past due statements. She indicated that package page 34 incorrectly states the cash status of the District's US Bank account, which should read \$18,829,793.53. Ms. Quiroga said that the District has not received payment from CEMEX for July. Director Raley asked the status of the net inflows and outflows of the basin. Ms. Scholte said that calculation is done late in the year during the preparation of the Engineering Report. Vice President Cornelle asked if the District invoices the GC for the full fiscal year. Ms. Quiroga responded in the affirmative. Director Stewart asked if GL 4030-Mining Revenue includes funds from last year. Ms. Quiroga noted that it does.

It was moved by Vice President Cornelle and seconded by Director Longville to approve the Unaudited Financial Reports for July 2022. The motion carried 5-0, with all Board members present voting in the affirmative.

President McDonald: Yes
Vice President Cornelle: Yes
Director Longville: Yes
Director Raley: Yes
Director Stewart: Yes

E. CSDA 2023 COMMITTEE AND EXPERT FEEDBACK TEAM APPOINTMENTS

Ms. Laroche introduced this item for discussion, noting its inclusion beginning on package page 35. President McDonald asked if staff could serve on the Committees and Teams as well. Ms. Laroche noted that the previous General Manager sat on one of the expert feedback teams. President McDonald asked if any staff were interested in sitting on a team. Ms. Miller will reach out to staff to seek interest, if any. Director Raley expressed interest in being nominated for the Fiscal Committee and Director Longville expressed interest in being nominated for the Legislative Committee. Staff will submit committee interest forms to the California Special Districts Association.

It was moved by Director Stewart and seconded by Vice President Cornelle to support Director Longville for a seat on the California Special Districts Association Legislative Committee and Director Raley for the California Special Districts Association Fiscal Committee. The motion carried 5-0, with all Board members present voting in the affirmative.

President McDonald: Yes
Vice President Cornelle: Yes



Ms. Miller introduced this item for discussion, noting its inclusion on package page 41. She indicated that she has sought admittance to the ACWA/JPIA Leadership Essentials for the Water Industry Program, per Section 12 of the Agreement for Employment of the General Manager, that provides for one week of paid time off work annually to pursue classes, seminars, or other professional courses and training. In accordance with Section 12, she seeks Board approval prior to attendance at this training.

G. GENERAL MANAGER TRAINING FOR FISCAL YEAR 2023

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

It was moved by Director Longville and seconded by Director Raley to direct staff to purchase the wireless option using funds from GL 7210, amend the budget to increase this GL by \$30,000 to cover the additional \$27,858.39 for this project and allow for other necessary upgrades during FY23, and authorize the General Manager to expend \$52,858.39 for Board room technology upgrades, including WiFi enhancements. The motion carried 5-0, with all Board members present voting in the affirmative.

Ms. Miller introduced this item for discussion, noting its inclusion on package page 39. She noted that this item is in response to Board direction to upgrade the technology in the Board room. Staff identified two similar options which are differentiated by one being wired and the other wireless. The cost for the wireless option is considerably higher. Details on the proposed upgrades, which would replace the current "OWI" technology and significantly enhance audio and visual connection for remote attendees, are included within the Board memo. Currently, the wireless equipment is backordered to December 2022. Ms. Miller noted that there is a cost savings from purchasing all of the items together in a bundle. Costs for the wired option are \$16,640.59 compared to \$52,858.39 for the wireless option; costs are budgeted in GL 7210. Vice President Cornelle stated that the wired system would require a new set up each time the Board room is rearranged, resulting in additional staff labor costs. Ms. Miller agreed that additional staff costs would be required over the long-term, and noted that a discussion of preferred room set up would be useful ahead of installation. Director Raley and Director Longville both spoke in support of the wireless option. Director Stewart expressed concerns about connectivity issues related to use of the wireless option, including issues that may arise as the train starts running and passing by the District more frequently. Ms. Miller indicated that part of the technology modernization and upgrades includes enhancements to the current WiFi. Discussion ensued regarding technology upgrades. President McDonald said that wired connections create potential tripping hazards which are alleviated by the wireless option. Director Longville said that it is imperative to have reliable WiFi service at the District offices. The Board encouraged staff to purchase equipment as soon as possible.

F. BOARD ROOM TECHNOLOGY UPGRADES

**Director Longville: Yes
Director Raley: Yes
Director Stewart: Yes**



The curriculum synopsis is included on package pages 43 to 50. President McDonald spoke in support of the program. The estimated total fiscal impact is \$5,495 for FY23.

It was moved by Director Raley and seconded by Director Longville to approve the General Managers' training for FY23 in the amount of \$5,495. The motion carried 5-0, with all Board members present voting in the affirmative.

President McDonald: Yes
Vice President Cornelle: Yes
Director Longville: Yes
Director Raley: Yes
Director Stewart: Yes

6. INFORMATION ITEMS

A. ENVIRONMENTAL UPDATE

Mr. Mitrovich provided a verbal update on this item, noting it inclusion on package page 51. The contract with USGS to continue the SBKR monitoring partnership was fully executed on July 19, and on July 27 the District and USGS met with the Palm Springs division of U.S. Fish and Wildlife Service to discuss expansion of the SBKR monitoring program to a larger geographic area. That conversation resulted in an agreement to evaluate grant opportunities to fund monitoring of additional lands. Director Stewart asked if the grant is to expand work related to SBKR outside of our District. Mr. Mitrovich confirmed that it is. Ms. Miller spoke highly of USGS and their partnership with the District. The soils samples from the SBKR monitoring plots have been sent to the soil's lab; the lab will have six to eight weeks to process them. Mr. Mitrovich reviewed the Slender-horned Spineflower Restoration Program as noted with his written report. Mr. Mitrovich reviewed activities related to the Mill Creek Groundwater Recharge Facility permits. He noted that District is currently in their third round of SBKR trapping and will report back over the next few weeks with results. District staff, USFWS and interns participated in these surveys. Vice President Cornelle asked what agencies are on the Preserve Management Committee. Mr. Mitrovich stated that it includes: California Department of Fish & Wildlife (CDFW), United States Fish & Wildlife Service, Bureau of Land Management, San Bernardino Control Flood Control District, Woolly Star Preserve Area, Orange County Flood Control District, San Bernardino Valley Municipal Water District, and the District. The first meeting will be scheduled the end of September; future meetings will be held annually in spring and fall. Vice President Cornelle requested that a comparison of Low-effect HCPs and Safe Harbor Agreements be presented to the Board at a later date. This item was received and filed.

B. CDFW FEEDBACK ON EXECUTIVE DIRECTOR OF TRUST AND CONSERVATION TRUST BOARD DISCUSSION

Ms. Miller provided a verbal update on separate discussions held with CDFW and the Conservation Trust Board (Trust). Through work with San Bernardino County Transit Authority (SBCTA) in our Community Mitigation Program, the District has submitted materials to CDFW for review and approval prior to recording the conservation easement. During their review, CDFW noted that having the General Manager of the District also act as the Executive Director of the Trust may pose a concern during final approval. In discussions, the previous General Manager and District Counsel noted that the Trust was created with the anticipation that ultimately an Executive Director other than the General Manager would be appointed. Ms. Miller said that an initial discussion on this topic had been held with the Trust Board. If there is the



needed to separate these roles, the Trust Board had expressed their support of Mr. Mitrovich becoming the Executive Director for the Trust. However, the Trust Board has not taken action at this time. No action is requested from the District Board today; however, staff is seeking feedback from the Board on the potential separation of these roles, particularly due to the requirement to amend the current agreement for employment of the General Manager to implement such a change. Director Stewart asked which permit could potentially be affected by this issue and when action would need to be taken to avoid stalling the process. Ms. Miller noted that the Trust Board meets in October so action will likely be needed this fall. President McDonald spoke in support of appointing Mr. Mitrovich as the Executive Director the Trust. Director Longville asked that staff come back to the Board when action is needed and noted his support of staff's analysis and proposed resolution. Vice President Cornelle agreed. Director Raley said that the Trust will look at any potential financial impacts of a change, and noted that the Trust Board would be the first to act. Vice President Cornelle thanked Mr. Mitrovich for his written report which he found useful in following all the District activities in land management.

C. ENGINEERING UPDATE

This item is included on package page 53. Ms. Scholte said that staff continues to work with the architect to finalize drawings for the Mentone Shop. The site plan was approved yesterday. Staff plans to submit final permits to the County; once the initial set of comments are received, we will order the building. Staff has been working with the Regional Board on re-issuance of the 401 permit for the Mill Creek Diversion. The update for the ARTP projects is included in the written report. The Board thanked Ms. Scholte for the written report.

D. WASH PLAN TRAILS STATUS REPORT

Ms. Miller introduced this item for discussion, noting its inclusion on package page 54. She said that we have reached out to and received responses from both the Cities of Redlands and Highland, which have both indicated their intent to provide comments on the five-party agreement by next month. Staff will continue to follow up with our contacts at both cities. Director Stewart asked if the City of Redlands received grant funding for the Blossom Trail, and noted that the City of Highland may be eligible to pursue a similar grant.

E. SANTA ANA AND MILL CREEK WATER LEVEL MONITORING, 2010 TO CURRENT

This item is included on package page 55 per a request by Vice President Cornelle. Ms. Scholte said that this graph includes the Districts' well level data for Santa Ana and Mill Creek from 2010 to present.

F. GENERAL MANAGER'S REPORT AND MONTHLY RECHARGE REPORT

Ms. Miller reviewed this item starting on package page 56. The RFP for IT Modernization has been reposted following an initial post earlier this year which received a single response. The part-time clerical position was posted with applications due on August 2; interviews have been scheduled with the four applicants. The job announcement for the Assistant Biologist position has been posted with applications due on August 31. A pre-proposal for a grant related to the Wash Plan's Slender-horned Spineflower Restoration Program has been submitted to the Wildlife Conservation Board. An excellent article in Realtors Magazine highlighting both President McDonald and the District is included on package page 60. The District continues to perform outreach for individuals experiencing homelessness on or near our lands, provides hygiene kits to those in need, and connects the unhoused population with Steps 4 Life to



offer services wherever possible. The District especially appreciates the work of Mike Guizar, Field Operations Specialist, to lead these efforts. Staff provided a handout to the Board on Steps 4 Life activities related to their partnership with the District during FY22, including residents' success stories. IERCD continues to provide outreach services for the District, primarily at the elementary school level. President McDonald asked if there are opportunities to connect with other grade levels as well, including college students. Ms. Miller said that staff continues to work on obtaining a presentation to the Board from SAWPA on cloud seeding per Vice President Cornielle's request. The comment period closed for the U.S. Army Corps of Engineers 404 permit with three sets of comments received; staff is coordinating with our consultant to develop responses. The District received its 401 Certification for the Wash Plan Covered Activities from the Santa Ana Water Quality Control Board. There will be a Special Closed Session meeting on August 24. The monthly recharge report is included on package page 61.

G. FUTURE AGENDA ITEMS & STAFF TASKS

Vice President Cornielle asked for a status update on the Groundwater Council renewal and on the next phase of the Enhanced Recharge project. Director Stewart asked for an Ad Hoc Trail Committee meeting. The Board asked for additional information on the River HCP JPA.

7. MONTHLY BOARD MEMBER MEETING REPORTS

Vice President Cornielle attended the Sterling Natural Resource Center (SNRC) dedication on July 23, ACWA Groundwater Committee on July 26 and Operations Committee meeting on July 28. He attended the Redlands Chamber of Commerce (RCC) State of the City on July 21, ARTF Policy Committee on August 2 and Ad Hoc Audit Committee on August 3.

Director Raley signed expenditures on July 14, Association of San Bernardino County Special Districts (ASBCSD) dinner on July 18, Conservation Trust on July 20 and Ad Hoc Audit Committee on August 3. He attended the Finance & Administration Committee on August 3.

Director Stewart attended the ASBCSD dinner meeting on July 18, Operations Committee meeting on July 28 and ARTF Policy Committee on August 2. He attended the Basin Technical Advisory Committee (BTAC) on August 1 and Valley Municipal Resources Workshop on August 4.

Director Longville attended the ARTF Policy Committee on August 2.

President McDonald attended the Valley Municipal Engineering Workshop on August 9, ASBCSD Board meeting on August 8, ACWA State Legislative Committee on August 5. She attended the Valley Municipal Resources Workshop on August 4, Finance & Administration Committee on August 3 and Valley Municipal Board of Directors meeting on August 2. She attended the BTAC on August 1, Valley Municipal Debt Workshop on July 21, and Valley Municipal Board meeting on July 19. She attended the ASBCSD Dinner meeting on July 18 and Valley Municipal Policy Workshop on July 14.

The ACWA Fall Conference Travel requests were reviewed for Vice President Cornielle and Director Longville.

It was moved by Director Longville and seconded by Director Raley to approve Vice President Cornielle's travel request in the amount of \$2,128 for the ACWA Fall Conference and Director Longville's request in the amount of \$3,024.38 for the ACWA Fall Conference. The motion carried 5-0, with all Board members present voting in the affirmative.



President McDonald: Yes
Vice President Cornielle: Yes
Director Longville: Yes
Director Raley: Yes
Director Stewart: Yes

The California H₂O Women Conference travel request for President McDonald was reviewed in brief. Director Longville requested to attend, but does not have a travel request prepared for Board approval today. He will bring back a request at the August 24 meeting.

It was moved by Vice President Cornielle and seconded by Director Longville to approve President McDonalds' travel request in the amount of \$2,339.25. The motion carried 5-0, with all Board members present voting in the affirmative.

President McDonald: Yes
Vice President Cornielle: Yes
Director Longville: Yes
Director Raley: Yes
Director Stewart: Yes

8. UPCOMING MEETINGS

There were none discussed.

9. CLOSED SESSION

It was moved by Vice President Cornielle and seconded by Director Raley to enter into Closed Session. The motion carried 5-0, with all Directors present voting in the affirmative.

President McDonald: Yes
Vice President Cornielle: Yes
Director Longville: Yes
Director Raley: Yes
Director Stewart: Yes

Mr. Cosgrove announced that the meeting would adjourn to a closed session to discuss all posted agenda items.

At 5:00 p.m. the meeting reconvened into open session. Mr. Cosgrove noted reported that while in Closed Session the Board made no reportable action.

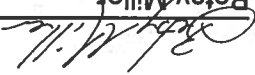
10. ADJOURN MEETING

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

President McDonald: Yes
Vice President Cornielle: Yes
Director Longville: Yes
Director Raley: Yes
Director Stewart: Yes



At 5:10 p.m., the meeting adjourned to the Special Closed Session Board meeting scheduled for 1:30 p.m. on August 24, 2022, via Zoom and in-person.


Betsy Miller
General Manager

