



San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

BOARD OF DIRECTORS MEETING AGENDA

Wednesday, June 8, 2022 – 1:30 p.m.

Anyone wishing to listen to or participate in the meeting can join via Zoom:

Call in (669) 900-6833, Meeting ID: 828 2351 1711

To join the Zoom Meeting on <https://us02web.zoom.us/j/82823511711>

While the District makes every attempt to follow all guidance re COVID-19 safety protocols, the District cannot assure in-person attendees that they will not be exposed to COVID-19 or persons who have been so exposed, and attendees are advised to exercise caution in limiting their own incidences of exposure, particularly those who may be in groups at higher risk of infection, or serious symptoms of COVID-19 if infected.

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 District's 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 a participant at this meeting you will need special assistance, the District will attempt to accommodate you in every reasonable manner. Please contact Athena Laroche 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.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

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

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BOARD OF DIRECTORS

Division 1:
Richard Corneille

Division 2:
David E. Raley

Division 3:
Robert Stewart

Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL MANAGER

Betsy Miller

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. **GUEST RECOGNITION/SELF INTRODUCTIONS**
- 4. **CONSENT CALENDAR**
 - A. Approval of Board Minutes, May 11, 20225
 - B. Approval of Expenditure Report, May 2022.....12
- 5. **COMMITTEE REPORTS /ACTION ITEMS**

Action Items

- A. UNAUDITED FINANCIAL REPORTS, May 2022 - 5 minutes (M#1871).....22
Presenter: Betsy Miller
Recommendation: Review and approve the unaudited financials for May 2022.
- B. GENERAL MANAGER RETIREMENT DATE APPROVAL - 5 minutes (M#1872).....28
Presenter: Betsy Miller
Recommendation: Accept the resignation of the District’s retiring General Manager, Daniel Cozad, effective May 18, 2022.
- C. STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2022-2023 - 5 minutes (M#1873)29
Presenter: Betsy Miller
Recommendation: Staff recommends no changes to the Statement of Investment Policy and recommends the Board reapprove the existing Policy for Fiscal Year 2022-2023
- D. CSDA BOARD ELECTIONS OFFICIAL VOTE - 5 minutes (M#1874).....41
Presenter: Betsy Miller
Recommendation: Direct staff to submit District’s election ballot using the California Special Districts Association (CSDA) on the online voting platform reflecting the Board’s decision to vote for the CSDA Board of Directors, Seat B-Southern Network for term 2023-2025.
- E. BIG BEAR WATERMASTER APPOINTMENT OF KATELYN SCHOLTE - 5 minutes (M#1875)48
Presenter: Betsy Miller
Recommendation: Approve the appointment of the District’s Principal Engineer, Ms. Katelyn Scholte, to serve as the replacement for the District’s recently retired General Manager, Mr. Daniel Cozad.

- 6. **INFORMATION ITEMS:**
 - A. Wash Plan Implementation Update – 5 Minutes
 - B. Wash Plan Trails Status Report.....52
 - C. Engineering Update.....53
 - D. General Manager’s Report and Monthly Recharge Report – 5 Minutes.....54
 - E. Future Agenda Items & Staff Tasks

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

8. **UPCOMING MEETINGS:**

- A. June 9, 2022 San Bernardino Valley Municipal Water District Policy Workshop, 2:00 p.m. at Valley Municipal
- B. June 13, 2022 San Bernardino Valley Municipal Water District General Fund Budget Workshop, 2:00 p.m. at Valley Municipal
- C. June 14, 2022 San Bernardino Valley Municipal Water District Engineering Workshop, 2:00 p.m. at Valley Municipal
- D. June 21, 2022 San Bernardino Valley Municipal Water District Board of Directors Meeting, 2:00 p.m. at Valley Municipal
- E. June 20, 2022 Association of San Bernardino Special Districts Dinner, 6:00 p.m. hosted by the Conservation District, TownePlace Suites by Marriott, Loma Linda
- F. July 4, 2022 Office Closed in Observance of Independence Day
- G. July 5, 2022 Operations Committee, 9:00 a.m., location TBD
- H. July 13, 2022 Board of Directors Meeting, 1:30 p.m. at Conservation District
(Zoom Meeting ID: 828 2351 1711)
- I. July 19, 2022 Big Bear Watermaster Committee, 1:30 p.m. at Conservation District
- J. July 20, 2022 San Bernardino Valley Conservation Trust, 1:30 p.m., Conservation District
- K. July 27, 2022 Finance & Administration Committee, 1:30 p.m. at Conservation District
(Zoom Meeting ID: 842 7646 6569)
- L. August 12, 2022 Southern California Water Conference, 8:00 a.m.-1:00 p.m., Ontario Double Tree Hotel

9. **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 §54956.9 (a), in order to discuss existing litigation, San Bernardino Valley Water Conservation District v. Mark J. Bacher dba Red Dragonfly Spa, SBCSC Case No. LLTVA 2103055.
3. The Board may convene in Closed Session for Conference to discuss Real Property Negotiations pursuant to Government Code §54956.8; Owner: Southern California Edison East End Hydroelectric Generation Plant property located on various parcels and easements in Mill Creek and Santa Ana River

Canyons, Negotiator: Daniel Cozad and David Cosgrove Owner: Southern California Edison Negotiators Allison, Bahen, Property Manager and Steven Powell, Vice President.

4. The Board will meet in Closed Session under Government Code section 54956.8, to discuss the terms and conditions of potential acquisition of Federal properties as part of the Wash Plan land exchange with BLM, consisting of 327.5 acres of the Federal Exchange Parcel, and 90 acres of the Federal Equalization Parcels, in exchange for District property of Assessor Parcel Nos. 0291-151-01, -02, and-05. David Cosgrove and Betsy Miller are the District's negotiators, and Victoria Ramirez is the lead negotiator for BLM.

10. **ADJOURN MEETING.** The next regularly scheduled Board of Directors Meeting will be on July 13, 2022 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA and via Zoom/teleconference.

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING

MINUTES OF MAY 11, 2022
9:00 a.m.

President McDonald called the Board of Directors meeting to order at 9:00 a.m. by in-person, teleconference, and Zoom meeting. All those in attendance stood for the pledge of allegiance led by President McDonald. It was noted that Director Longville has been unable to attend the April 27, 2022, and today's meeting due to illness; his absences for both are noted as excused.

ROLL CALL:

BOARD MEMBERS PRESENT:

Melody McDonald, President
Richard Corneille, Vice President
David E. Raley, Director
Robert Stewart, Director

BOARD MEMBERS ABSENT:

John Longville, Director

GENERAL COUNSEL PRESENT:

David Cosgrove

STAFF PRESENT:

Daniel Cozad, General Manager
Betsy Miller, Assistant General Manager
Milan Mitrovich, Land Resources Manager
Erwin Fogerson, Senior Engineer/Project Manager
Athena Lokelani, Administrative Specialist
Angie Quiroga, Administrative Analyst
Katelyn Scholte, Principal Engineer
Ana Frey, Intern

GUESTS PRESENT:

David E. Smith, East Valley Water District
Paul Kielhold, San Bernardino Valley Municipal Water District
Willow Green, Tetra Tech

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 none.

3. GUEST RECOGNITION/SELF INTRODUCTION

Mr. Cozad introduced staff present and President McDonald introduced Board members present.

4. CONSENT CALENDAR

Vice President Corneille noted that the Highland Community News has gone out of business and that in the future the District should consider posting our Notice of Hearing for Groundwater in the local paper Redlands Community News. The District also publishes legal notices such as these in The San Bernardino County Sun.

It was moved by Vice President Corneille and seconded by Director Stewart to approve the Consent Calendar: Item A: Board Minutes, April 27 2022; Item B: Budget Workshop Minutes, April 27, 2022; and Item C: Expenditure Report, April 2022. The motion carried 4-0, with all Board members present voting in the affirmative. Director Longville was noted absent from the vote.

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

5. COMMITTEE REPORTS/ACTION ITEMS

A. UNAUDITED FINANCIAL REPORT, APRIL 2022

Mr. Cozad introduced this item for discussion, noting its inclusion on package page 23. He stated that mining revenue is higher than budgeted, and revenue in excess of expenditures will be moved to reserves at the end of the fiscal year. Vice President Corneille asked what GL's the outreach expenses will be allocated to. Ms. Quiroga stated that it will be allocated to GL 6060 Outreach as well as GL 5120 Miscellaneous Professional Services, GL 6001 General Administration – Other and GL 6007 Inter District Costs. Vice President Corneille asked about the total cost for the 90th Anniversary Celebration/General Manager retirement. Ms. Quiroga said that it is estimated to be \$52,000, including consultant costs. President McDonald noted that the Trust obtained sponsors to offset some of the costs. Director Raley asked for additional information related to mining revenue. Brief discussion ensued.

It was moved by Director Raley and seconded by Director Stewart to approve the Unaudited Financial Reports for April 2022. The motion carried 4-0, with all Board members present voting in the affirmative. Director Longville was noted absent from the vote.

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

Director Stewart: Yes

B. ANNUAL ENTERPRISE AND DISTRICT INTEGRATED BUDGET FOR 2022-2023

Mr. Cozad introduced this item for discussion, noting it's inclusion beginning on package page 29. It was noted that the recently approved CalPERS Trust will be funded by reserves. A updated reserved balance sheet was provided to the Board as a handout. Ms. Quiroga noted that under capital items \$18,000 was moved from GL 7140 Mentone Property (House) to GL 7110 Property – Capital Repairs. Vice President Corneille said that the District budget looked balanced and said that is a good position to be in. Mr. Cozad said that the District does not budget reserves. Vice President Corneille said that GL 7126 is shown as referring to both CIP# 23 and 31; he said that it should only be CIP #31. Mr. Cosgrove spoke on the groundwater charge and Prop 218, indicating that the District is in compliance with all applicable requirements. President McDonald thanked Ms. Quiroga for her hard work on this item.

It was moved by Vice President Corneille and seconded by Director Raley to approve the Annual Enterprise and District Integrated Budget for 2022-2023 as presented. The motion carried 4-0, with all Board members present voting in the affirmative. Director Longville was noted absent from the vote.

President McDonald: Yes

Vice President Corneille: Yes

Director Longville: Absent

Director Raley: Yes

Director Stewart: Yes

C. CONTRACT FOR CONSULTANT SERVICES WITH INTEGRATED PLANNING AND MANAGEMENT

Mr. Cosgrove excused Mr. Cozad prior to the discussion of this item due to his financial and material interest in this item. Ms. Miller stated that this item was discussed at the Budget Workshop and was brought to the Board following direction was received there. She noted that the proposed contract with Integrated Planning and Management is for the specific projects noted on package page 41. Vice President Corneille asked why there is a fixed monthly retainer when the Board discussed an hourly rate. Mr. Cosgrove said that was a error from the previous version agreement and this will be revised to reflect Mr. Cozad's standard per hour rate. The proposal includes up to 25 hours per month. Director Raley asked if Ms. Miller is comfortable with Mr. Cozad returning in a consultant capacity. Ms. Miller indicated that she in comfortable with the agreement given the transitional nature of the agreement and Mr. Cozad's extensive experience with the selected projects. The Board reinforced their desire to have Ms. Miller, upon moving into the role of General Manager, become the face of the District. Director Stewart recommended that that Ms. Miller utilize the contract period to gain additional familiarity with the special projects in order to take them over upon expiration of the contract.

It was moved by Vice President Corneille and seconded by Director Stewart to approve the Contract for Consultant Services with Integrated Planning and Management with the amendment to remove the fixed monthly retainer and revise it to reflect the per hour rate. The motion carried 4-0, with all Board members present voting in the affirmative. Director Longville was noted absent from the vote.

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

D. BOARD POLICY MANUAL REVISIONS

Ms. Miller introduced this item for discussion, noting it's inclusion beginning on package page 47. The revisions noted reflect the changes approved by the Board related to redistricting. This also includes a updated map and Resolution No. 601.

It was moved by Director Raley and seconded by Director Stewart to approve the revisions to the Board Policy Manual as presented and adopt Resolution No. 601. The motion carried 4-0, with all Board members present voting in the affirmative. Director Longville was noted absent from the vote.

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

6. INFORMATION ITEMS

A. WASH PLAN IMPLEMENTATION UPDATE

Mr. Mitrovich provided a verbal update on this item. He said that the preliminary 2022 California gnatcatcher survey results show seven territories with three confirmed nests within the Wash Plan Preserve. He said that Mr. Romich will begin the second round of surveys in June; there are a total of three surveys being completed. He said the monitoring protocol for slenderhorned spineflower is in development. Staff reviewed the protocols used in San Diego and for the WSPA in order to develop a protocol that will provide data consistent with regional results. Next week staff will be out in the field with Dudek, implementing the protocol at known populations. The following week the District team will survey any remaining populations. Mr. Mitrovich discussed progress on monitoring the San Bernardino kangaroo rat (SBKR); USGS has completed the draft monitoring protocol report, which will be shared with attendees at the May 7 meeting. He noted that many parties have reached out to express interest in our work and an additional meeting is planned for early June. Mr. Mitrovich and District interns have been conducting the habitat assessment surveys, including habitat surveys, taking soil samples and measuring vegetation characteristics, that will allow us to fully analyze the SBKR occupancy data collected in late 2021. He thanked District interns Anna Frey, Jazmin Serrato and Chrissy Kent for their efforts in the field. Ms. Miller expressed her satisfaction with how this project is moving forward. AECOM collected both aerial images and field data at numerous sites for the Vegetation Classification/Mapping Project last week; in addition, data from the one hundred SBKR plots will be utilized to support the mapping project as well. IERCD has been conducted invasive plant control and wetland delineation in Plunge Creek in accordance with the District's permit requirements for the Plunge Creek Conservation Project. Staff has been meeting with Valley Municipal staff on the Enhanced Recharge Project and Wash Plan implementation items: Valley has a Certificate of Inclusion (COI) from the District and is working with the

Corps of Engineers, Regional Water Quality Control Board, and California Department of Fish and Wildlife to obtain final permits for construction anticipated in Fall 2022. Director Raley asked if this effort is being funded through payments for mitigation. Mr. Cozad said that the Wash Plan implementation costs are covered by the endowment funds and a small amount that was loaned to the Conservation Trust from the Conservation District. Director Raley asked if reports are submitted periodically and who signs off on them. Mr. Mitrovich said that the annual reports are prepared by staff and tied into the HCP. Ms. Miller said that it has been submitted at the end of last year. Mr. Mitrovich is preparing a template to make annual reporting for this item more efficient. Director Raley asked if this is something the Board should review. Ms. Miller said that it is not required but that staff plans to bring this item to the Board in fall for review. Director Stewart asked if there is potential for seasonal migration of the SBKR. Mr. Mitrovich said that the data are showing an interconnected series of populations, which appear to reflect site fidelity to high quality habitat areas. He anticipates the trapping protocol will find SBKR consistently in places with the best habitat quality. SBKR habitat discussion ensued. President McDonald spoke in support of the process and how great it is to finally see the Wash Plan implementation process moving forward.

B. WASH PLAN TRAILS STATUS REPORT

This item is included on package page 50.

C. ARTP STATUS REPORT NO. 10

Mr. Fogerson introduced this item for discussion, it was included on package page 51. He noted that this item was presented to and approved by the ARTP Policy Committee. The PowerPoint of the update on the ARTP was provided to the Board as a handout. The District received a resolution from the County Board of Supervisors confirming their commitment to the ARTP and the ability to study use of their facilities. Vice President Corneille requested a copy of the resolution. The first technical submittal with FCD has been completed, and comments were received back. Staff has been consistently coordinating with Valley Municipal, primarily Joanna Gibson who has obtained all the permits needed for geotechnical work at Waterman, Twin and Lynwood Basins. Q3 has walked the sites for Mill, Bledsoe and Cook Creek with field staff, and there is another field visit scheduled for next week. Mr. Fogerson worked with Q3 on the preliminary design and staff is working on costs estimates. Staff will also be looking into potential grant funding opportunities.

D. MENTONE SHOP IMPROVEMENTS STATUS REPORT

The written report is included on package page 55 to 56. Mr. Fogerson reviewed in brief and noted that the kickoff meeting was held yesterday on the design phase of the project.

E. GENERAL MANAGER'S REPORT AND MONTHLY RECHARGE REPORT

Mr. Cozad reviewed this item shown on package page 57. He said that small flows are coming to us and all of the water in Mill Creek is being used for direct use. He discussed the ACWA Innovation Panel and thanked staff for their efforts. He also thanked staff for their coordination of the 90th Anniversary celebration. Mr. Cozad was awarded the Excellence in Leadership Award at the ACWA Spring Conference, and the District received a Finalist plaque for the Innovation Panel award. Vice President Corneille congratulated Mr. Cozad on his award and expressed his appreciation for his 12 years of service. He said it was great to see the District highlighted at the conference in several areas as well.

President McDonald spoke in support of Mr. Cozad's acceptance and inspirational words at the conference.

F. ASSOCIATION OF SAN BERNARDINO COUNTY SPECIAL DISTRICT'S DINNER VERBAL UPDATE

The District will be hosting the June 20 Association of San Bernardino County Special District's (ASBCSD) Dinner meeting. Vice President Corneille thanked the Board for allowing him to present on climate change at this meeting. The flyer on the meeting has been provided to the Board. The meeting will be held at Towneplace Suites by Marriott in Loma Linda. President McDonald thanked staff for their efforts.

G. FUTURE AGENDA ITEMS & STAFF TASKS

Director Raley recommended that staff update the Board room so that it is better equipped for Zoom meetings. There is an RFP out for IT services which includes the update of the Board room.

7. MONTHLY BOARD MEMBER MEETING REPORTS

Direct Stewart attended the Conservation Trust Board meeting on April 20, Valley Municipal Board of Directors Workshop on April 21. He attended the ARTP Policy Committee on April 25 and Bear Valley meeting on May 5 and today's Board meeting.

Vice President Corneille attended the ASBCSD meeting on April 18, ARTP Policy Committee on April 25, ACWA Spring Conference on May 3 through May 5.

President McDonald attended Valley Municipal Engineering Workshop on April 10, the ACWA Spring Conference May 1 through May 6. She attended ACWA State Legislative Committee meeting on April 29, various 90th Anniversary planning meetings and ACWA Board meeting on April 19. She Attended the Valley Municipal Policy Workshop on April 14, Valley Municipal Engineering Workshop on April 12 and ASBCSD Board meeting on April 11. She attended the District Board meeting and Groundwater Public Meeting on April 13 and District Budget Workshop on April 27 and Groundwater Hearing/Board meeting.

Director Raley attended the Valley Municipal Wages, Benefits and Insurance Workshop on April 28, District Budget Workshop on April 27 and Groundwater Hearing/Board meeting. He attended the Conservation Trust on April 20 and ASBCSD Dinner on April 18.

8. UPCOMING MEETINGS

There were none discussed.

9. CLOSED SESSION

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

President McDonald: Yes

Vice President Corneille: Yes

Director Longville: Absent
Director Raley: Yes
Director Stewart: Yes

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

At 11:35 a.m. the meeting reconvened into open session. Mr. Cosgrove noted that there was no reportable action during closed session.

10. ADJOURN MEETING

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

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

At 11:36 a.m., the meeting adjourned to the regular Board of Directors meeting scheduled for 1:30 p.m. on June 8, 2022, via Zoom and in-person.

Betsy Miller
General Manager

San Bernardino Valley Water Conservation District Expenditure Report May 2022

Num	Date	Name	Account	Class	Original Amount
PC 05.04.22	05/04/2022	Paychex	1012 · Citizens Busine...		-125.26
			6042 · Payroll Processing	4-General Fund Ent.	125.26
TOTAL					125.26
PC 05.05.22	05/05/2022	Paychex	1012 · Citizens Busine...		-132.81
			6042 · Payroll Processing	4-General Fund Ent.	132.81
TOTAL					132.81
PC 05.05.22	05/05/2022	Paychex	1012 · Citizens Busine...		-141.89
			6042 · Payroll Processing	4-General Fund Ent.	141.89
TOTAL					141.89
PC 05.18.22	05/18/2022	Paychex	1012 · Citizens Busine...		-109.66
			6042 · Payroll Processing	4-General Fund Ent.	109.66
TOTAL					109.66
ACH0230	05/17/2022	Melody McDonald	1012 · Citizens Busine...		-139.23
			6410 · Mileage	4-General Fund Ent.	139.23
TOTAL					139.23
ACH0231	05/20/2022	Melody McDonald	1012 · Citizens Busine...		-596.69
			6410 · Mileage	4-General Fund Ent.	25.74
			6415 · Air Fare	4-General Fund Ent.	467.96
			6420 · Other Travel	4-General Fund Ent.	102.99
TOTAL					596.69
23477	05/10/2022	Aaron Pederson	1012 · Citizens Busine...		-35.00
	04/29/2022		6018 · Janitorial Services	4-General Fund Ent.	35.00
TOTAL					35.00
23478	05/10/2022	ACWA/JPIA-Health	1012 · Citizens Busine...		-22,529.18
	05/03/2022		6110 · Vision Insurance	4-General Fund Ent.	33.83
			6110 · Vision Insurance	1-Groundwater Ent.	117.12
			6110 · Vision Insurance	2-Redlands Plaza/...	10.41
			6110 · Vision Insurance	3-Land Resources	26.03
			6110 · Vision Insurance	5-Wash Plan	18.22
			6110 · Vision Insurance	6-Active Recharge ...	54.65
			6130 · Dental Insurance	4-General Fund Ent.	128.31
			6130 · Dental Insurance	1-Groundwater Ent.	444.15
			6130 · Dental Insurance	2-Redlands Plaza/...	39.48
			6130 · Dental Insurance	3-Land Resources	98.70
			6130 · Dental Insurance	5-Wash Plan	69.09
			6130 · Dental Insurance	6-Active Recharge ...	207.27
			6150 · Medical Insurance	4-General Fund Ent.	2,766.65
			6150 · Medical Insurance	1-Groundwater Ent.	9,576.87
			6150 · Medical Insurance	2-Redlands Plaza/...	851.28
			6150 · Medical Insurance	3-Land Resources	2,128.19

San Bernardino Valley Water Conservation District Expenditure Report May 2022

Num	Date	Name	Account	Class	Original Amount
			6150 · Medical Insurance	5-Wash Plan	1,489.73
			6150 · Medical Insurance	6-Active Recharge ...	4,469.20
TOTAL					22,529.18
23479	05/10/2022	AECOM Technical Serv...	1012 · Citizens Busine...		-30,919.00
	05/02/2022		1702 · WIP-Mill Creek ...	1-Groundwater Ent.	30,919.00
TOTAL					30,919.00
23480	05/10/2022	Brownstein Hyatt Farb...	1012 · Citizens Busine...		-15,375.00
	05/05/2022		5120 · Misc. Profession...	3-Land Resources	15,375.00
TOTAL					15,375.00
23481	05/10/2022	Day Lite Maintenance, I...	1012 · Citizens Busine...		-156.00
	05/01/2022		6026 · Redlands Plaza ...	2-Redlands Plaza/...	156.00
TOTAL					156.00
23482	05/10/2022	Diamond Environment...	1012 · Citizens Busine...		-100.48
	04/25/2022		5460 · Water / Trash / ...	4-General Fund Ent.	28.13
			5460 · Water / Trash / ...	1-Groundwater Ent.	20.10
			5460 · Water / Trash / ...	3-Land Resources	52.25
TOTAL					100.48
23483	05/10/2022	DMV Renewal	1012 · Citizens Busine...		-491.00
	05/02/2022		5310 · Vehicle Mainten...	1-Groundwater Ent.	491.00
TOTAL					491.00
23484	05/10/2022	Frontier-4860	1012 · Citizens Busine...		-432.66
	04/28/2022		5440 · Telephone	4-General Fund Ent.	236.38
			5440 · Telephone	1-Groundwater Ent.	101.30
			5470 · Internet Services	4-General Fund Ent.	47.49
			5470 · Internet Services	1-Groundwater Ent.	28.49
			5470 · Internet Services	2-Redlands Plaza/...	4.75
			5470 · Internet Services	3-Land Resources	14.25
TOTAL					432.66
23485	05/10/2022	Gwen Marlowe Catering	1012 · Citizens Busine...		-2,329.50
	05/01/2022		5120 · Misc. Profession...	4-General Fund Ent.	1,149.75
			5120 · Misc. Profession...	3-Land Resources	1,149.75
	05/04/2022		5120 · Misc. Profession...	4-General Fund Ent.	15.00
			5120 · Misc. Profession...	3-Land Resources	15.00
TOTAL					2,329.50

San Bernardino Valley Water Conservation District Expenditure Report May 2022

Num	Date	Name	Account	Class	Original Amount
23486	05/10/2022	Image Source	1012 · Citizens Busine...		-310.00
	04/26/2022		6033 · Office Equipmen...	4-General Fund Ent.	232.50
			6033 · Office Equipmen...	1-Groundwater Ent.	15.50
			6033 · Office Equipmen...	2-Redlands Plaza/...	46.50
			6033 · Office Equipmen...	3-Land Resources	15.50
TOTAL					310.00
23487	05/10/2022	JAN-PRO Cleaning Sys...	1012 · Citizens Busine...		-800.00
	05/01/2022		6018 · Janitorial Services	4-General Fund Ent.	800.00
TOTAL					800.00
23488	05/10/2022	Lowe's Companies, Inc.	1012 · Citizens Busine...		-441.33
	04/25/2022		5210 · Equipment Maint...	1-Groundwater Ent.	33.54
			5215 · Property Mainte...	1-Groundwater Ent.	326.23
			5215 · Property Mainte...	3-Land Resources	81.56
TOTAL					441.33
23489	05/10/2022	Mikael Romich	1012 · Citizens Busine...		-2,026.40
	05/02/2022		5123 · Habitat Manage...	5-Wash Plan	1,686.40
			5123 · Habitat Manage...	5-Wash Plan	340.00
TOTAL					2,026.40
23490	05/10/2022	Nationwide Legal, LLC	1012 · Citizens Busine...		-97.20
	04/30/2022		5120 · Misc. Profession...	2-Redlands Plaza/...	97.20
TOTAL					97.20
23491	05/10/2022	Netsteller	1012 · Citizens Busine...		-689.30
	05/01/2022		5160 · IT Support	4-General Fund Ent.	135.00
			5160 · IT Support	1-Groundwater Ent.	225.00
			5160 · IT Support	3-Land Resources	45.00
			5160 · IT Support	6-Active Recharge ...	45.00
	05/01/2022		6027 · Computer Softw...	4-General Fund Ent.	179.47
			6027 · Computer Softw...	1-Groundwater Ent.	11.97
			6027 · Computer Softw...	2-Redlands Plaza/...	23.93
			6027 · Computer Softw...	3-Land Resources	23.93
TOTAL					689.30
23492	05/10/2022	Pro Audio Video, Inc.	1012 · Citizens Busine...		-3,097.66
	05/11/2022		5120 · Misc. Profession...	4-General Fund Ent.	1,053.20
			5120 · Misc. Profession...	1-Groundwater Ent.	1,022.23
			5120 · Misc. Profession...	3-Land Resources	1,022.23
TOTAL					3,097.66

San Bernardino Valley Water Conservation District Expenditure Report May 2022

Num	Date	Name	Account	Class	Original Amount
23493	05/10/2022	ReadyRefresh by Nestle	1012 · Citizens Busine...		-95.39
	04/26/2022		5460 · Water / Trash / ...	4-General Fund Ent.	47.69
			5460 · Water / Trash / ...	1-Groundwater Ent.	38.16
			5460 · Water / Trash / ...	3-Land Resources	9.54
TOTAL					95.39
23494	05/10/2022	Redlands Community ...	1012 · Citizens Busine...		-39.95
	05/02/2022		6090 · Subscriptions/Pu...	4-General Fund Ent.	39.95
TOTAL					39.95
23495	05/10/2022	Redlands Tire Pros & S...	1012 · Citizens Busine...		-1,146.21
	05/09/2022		5310 · Vehicle Mainten...	1-Groundwater Ent.	1,146.21
TOTAL					1,146.21
23496	05/10/2022	Sonsray Machinery	1012 · Citizens Busine...		-5,414.53
	01/17/2022		5210 · Equipment Maint...	1-Groundwater Ent.	1,610.57
	03/15/2022		5210 · Equipment Maint...	1-Groundwater Ent.	3,246.56
	04/27/2022		5210 · Equipment Maint...	1-Groundwater Ent.	557.40
TOTAL					5,414.53
23497	05/10/2022	Wendy Gladeny dba Pe...	1012 · Citizens Busine...		-3,975.00
	05/02/2022		5120 · Misc. Profession...	4-General Fund Ent.	1,311.75
			5120 · Misc. Profession...	1-Groundwater Ent.	1,311.75
			5120 · Misc. Profession...	3-Land Resources	1,351.50
TOTAL					3,975.00
23498	05/10/2022	Wilbur's	1012 · Citizens Busine...		-22.62
	04/08/2022		5210 · Equipment Maint...	1-Groundwater Ent.	22.62
TOTAL					22.62
23499	05/10/2022	Castro Landscaping Se...	1012 · Citizens Busine...		-250.00
	04/30/2022		6026 · Redlands Plaza ...	2-Redlands Plaza/...	250.00
TOTAL					250.00
23500	05/10/2022	Cozad, Daniel B	1012 · Citizens Busine...		-644.72
	04/13/2022		6510 · Mileage	4-General Fund Ent.	29.87
			6510 · Mileage	1-Groundwater Ent.	18.67
			6510 · Mileage	3-Land Resources	7.47
			6510 · Mileage	6-Active Recharge ...	18.67
			6525 · Meals	4-General Fund Ent.	165.80
			6525 · Meals	1-Groundwater Ent.	92.11
			6525 · Meals	3-Land Resources	110.53
			6520 · Travel, Other (re...	4-General Fund Ent.	39.87
			6520 · Travel, Other (re...	1-Groundwater Ent.	22.15

San Bernardino Valley Water Conservation District
Expenditure Report
May 2022

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
			6520 · Travel, Other (re...	3-Land Resources	26.58
			6425 · Meals	4-General Fund Ent.	113.00
TOTAL					644.72
23501	05/10/2022	David Cosgrove	1012 · Citizens Busine...		-109.70
	05/10/2022		6525 · Meals	4-General Fund Ent.	21.00
			6520 · Travel, Other (re...	4-General Fund Ent.	88.70
TOTAL					109.70
23502	05/10/2022	Michael Guizar	1012 · Citizens Busine...		-24.56
	04/22/2022		6051 · Uniforms	4-General Fund Ent.	12.28
			6051 · Uniforms	1-Groundwater Ent.	12.28
TOTAL					24.56
23503	05/10/2022	Rolling Hills Herbs & A...	1012 · Citizens Busine...		-1,050.00
	04/08/2022		5120 · Misc. Profession...	4-General Fund Ent.	357.00
			5120 · Misc. Profession...	1-Groundwater Ent.	346.50
			5120 · Misc. Profession...	3-Land Resources	346.50
TOTAL					1,050.00
23504	05/10/2022	Spirit of Texas BBQ	1012 · Citizens Busine...		-3,516.09
	05/03/2022		5120 · Misc. Profession...	4-General Fund Ent.	1,195.47
			5120 · Misc. Profession...	1-Groundwater Ent.	1,160.31
			5120 · Misc. Profession...	3-Land Resources	1,160.31
TOTAL					3,516.09
23505	05/10/2022	Your Party Solutions Inc	1012 · Citizens Busine...		-3,859.06
	04/13/2022		5120 · Misc. Profession...	4-General Fund Ent.	1,312.08
			5120 · Misc. Profession...	1-Groundwater Ent.	1,273.49
			5120 · Misc. Profession...	3-Land Resources	1,273.49
TOTAL					3,859.06
23506	05/24/2022	American Power Security	1012 · Citizens Busine...		-970.00
	04/30/2022		6026 · Redlands Plaza ...	2-Redlands Plaza/...	970.00
TOTAL					970.00
23507	05/24/2022	Assoc. San Bernardino...	1012 · Citizens Busine...		-40.00
	05/13/2022		6425 · Meals	4-General Fund Ent.	40.00
TOTAL					40.00

San Bernardino Valley Water Conservation District Expenditure Report May 2022

Num	Date	Name	Account	Class	Original Amount
23508	05/24/2022	Betsy Miller	1012 · Citizens Busine...		-1,825.43
	05/17/2022		6430 · Lodging	4-General Fund Ent.	862.11
			6530 · Lodging	4-General Fund Ent.	340.70
			6530 · Lodging	1-Groundwater Ent.	264.99
			6530 · Lodging	3-Land Resources	151.42
			6515 · Air Fare	4-General Fund Ent.	48.36
			6515 · Air Fare	1-Groundwater Ent.	16.12
			6515 · Air Fare	3-Land Resources	38.69
			6515 · Air Fare	6-Active Recharge ...	58.04
			6520 · Travel, Other (re...	4-General Fund Ent.	20.25
			6520 · Travel, Other (re...	1-Groundwater Ent.	11.25
			6520 · Travel, Other (re...	3-Land Resources	13.50
TOTAL					1,825.43
23509	05/24/2022	Big Bear Municipal Wa...	1012 · Citizens Busine...		-6,393.23
	05/01/2022		5125 · Engineering Ser...	1-Groundwater Ent.	6,393.23
TOTAL					6,393.23
23510	05/24/2022	CASC Engineering and...	1012 · Citizens Busine...		-58,062.30
	04/30/2022		1701.02 · Plunge & Oa...	6-Active Recharge ...	58,062.30
TOTAL					58,062.30
23511	05/24/2022	Citizens Business Bank	1012 · Citizens Busine...		-7,640.82
	05/12/2022		5120 · Misc. Profession...	4-General Fund Ent.	1,607.51
			5120 · Misc. Profession...	1-Groundwater Ent.	1,560.23
			5120 · Misc. Profession...	3-Land Resources	1,560.23
			5122 · Wash Plan Profe...	5-Wash Plan	232.00
			5122 · Wash Plan Profe...	5-Wash Plan	121.03
			5215 · Property Mainte...	1-Groundwater Ent.	285.62
			5215 · Property Mainte...	3-Land Resources	71.41
			6001 · General Adminis...	4-General Fund Ent.	95.54
			6001 · General Adminis...	1-Groundwater Ent.	95.54
			6002 · Website Adminis...	4-General Fund Ent.	365.00
			6004 · Meeting Expenses	4-General Fund Ent.	61.86
			6004 · Meeting Expenses	3-Land Resources	61.85
			6027 · Computer Softw...	4-General Fund Ent.	116.23
			6027 · Computer Softw...	1-Groundwater Ent.	7.75
			6027 · Computer Softw...	2-Redlands Plaza/...	15.50
			6027 · Computer Softw...	3-Land Resources	15.50
			6030 · Office Supplies	4-General Fund Ent.	21.74
			6030 · Office Supplies	1-Groundwater Ent.	1.36
			6030 · Office Supplies	2-Redlands Plaza/...	2.72
			6030 · Office Supplies	3-Land Resources	1.36
			6090 · Subscriptions/Pu...	4-General Fund Ent.	695.00
			6520 · Travel, Other (re...	4-General Fund Ent.	20.25
			6520 · Travel, Other (re...	1-Groundwater Ent.	11.25
			6520 · Travel, Other (re...	3-Land Resources	13.50
			6525 · Meals	4-General Fund Ent.	19.89
			6525 · Meals	1-Groundwater Ent.	15.47
			6525 · Meals	3-Land Resources	8.85
			6530 · Lodging	4-General Fund Ent.	697.32
			6530 · Lodging	1-Groundwater Ent.	542.36
			6530 · Lodging	3-Land Resources	309.92
TOTAL					8,633.79

San Bernardino Valley Water Conservation District
Expenditure Report
May 2022

Num	Date	Name	Account	Class	Original Amount
23512	05/24/2022	Corneille, Richard	1012 · Citizens Busine...		-19.89
	05/15/2022		6410 · Mileage	4-General Fund Ent.	19.89
TOTAL					19.89
23513	05/24/2022	Day Lite Maintenance, I...	1012 · Citizens Busine...		-281.74
	05/03/2022		6026 · Redlands Plaza ...	2-Redlands Plaza/...	281.74
TOTAL					281.74
23514	05/24/2022	DUDEK	1012 · Citizens Busine...		-7,447.50
	05/11/2022		5120 · Misc. Profession...	3-Land Resources	170.00
	05/12/2022		5123 · Habitat Manage...	5-Wash Plan	7,277.50
TOTAL					7,447.50
23515	05/24/2022	Echelon Chem, Inc.	1012 · Citizens Busine...		-1,012.63
	05/24/2022		5215 · Property Mainte...	1-Groundwater Ent.	810.10
			5215 · Property Mainte...	3-Land Resources	202.53
TOTAL					1,012.63
23516	05/24/2022	Edison - 6493	1012 · Citizens Busine...		-63.25
	05/11/2022		5420 · Electricity	4-General Fund Ent.	17.71
			5420 · Electricity	1-Groundwater Ent.	12.65
			5420 · Electricity	2-Redlands Plaza/...	32.89
TOTAL					63.25
23517	05/24/2022	Edison - 8958	1012 · Citizens Busine...		-349.23
	05/09/2022		5420 · Electricity	4-General Fund Ent.	97.78
			5420 · Electricity	1-Groundwater Ent.	69.85
			5420 · Electricity	2-Redlands Plaza/...	181.60
TOTAL					349.23
23518	05/24/2022	Frontier-7275	1012 · Citizens Busine...		-121.31
	05/19/2022		5440 · Telephone	4-General Fund Ent.	32.42
			5440 · Telephone	1-Groundwater Ent.	13.90
			5470 · Internet Services	4-General Fund Ent.	37.50
			5470 · Internet Services	1-Groundwater Ent.	22.50
			5470 · Internet Services	2-Redlands Plaza/...	3.75
			5470 · Internet Services	3-Land Resources	11.24
TOTAL					121.31
23519	05/24/2022	Mentone Chamber of C...	1012 · Citizens Busine...		-50.00
	05/24/2022		6093 · Memberships	4-General Fund Ent.	50.00
TOTAL					50.00

San Bernardino Valley Water Conservation District Expenditure Report May 2022

Num	Date	Name	Account	Class	Original Amount
23520	05/24/2022	Panoramic	1012 · Citizens Busine...		-12,839.18
	04/25/2022		6007 · Inter District Costs	1-Groundwater Ent.	3,487.54
			6007 · Inter District Costs	3-Land Resources	3,487.54
	05/13/2022		6007 · Inter District Costs	1-Groundwater Ent.	1,512.46
			6007 · Inter District Costs	3-Land Resources	1,512.46
			5120 · Misc. Profession...	4-General Fund Ent.	965.32
			5120 · Misc. Profession...	1-Groundwater Ent.	936.93
			5120 · Misc. Profession...	3-Land Resources	936.93
TOTAL					12,839.18
23521	05/24/2022	R&S Overhead Doors o...	1012 · Citizens Busine...		-3,953.42
	03/11/2022		7110 · Property Capital ...	2-Redlands Plaza/...	3,953.42
TOTAL					3,953.42
23522	05/24/2022	Terminix	1012 · Citizens Busine...		-86.00
	04/07/2022		6026 · Redlands Plaza ...	2-Redlands Plaza/...	86.00
TOTAL					86.00
23523	05/24/2022	Tetra Tech	1012 · Citizens Busine...		-70,754.59
	05/19/2022		1701.01 · Waterman Ly...	6-Active Recharge ...	70,754.59
TOTAL					70,754.59
23524	05/24/2022	The Gas Company	1012 · Citizens Busine...		-106.30
	05/04/2022		5450 · Natural Gas	4-General Fund Ent.	63.78
			5450 · Natural Gas	1-Groundwater Ent.	42.52
TOTAL					106.30
23525	05/24/2022	The Readmond Compa...	1012 · Citizens Busine...		-10,950.00
	05/10/2022		5120 · Misc. Profession...	1-Groundwater Ent.	4,550.00
			5120 · Misc. Profession...	3-Land Resources	4,550.00
	05/10/2022		5120 · Misc. Profession...	1-Groundwater Ent.	425.00
			5120 · Misc. Profession...	3-Land Resources	425.00
	05/10/2022		5120 · Misc. Profession...	4-General Fund Ent.	340.00
			5120 · Misc. Profession...	1-Groundwater Ent.	330.00
			5120 · Misc. Profession...	3-Land Resources	330.00
TOTAL					10,950.00
23526	05/24/2022	ThunderWheel Commu...	1012 · Citizens Busine...		-3,446.90
	05/10/2022		6060 · Outreach	4-General Fund Ent.	1,034.07
			6060 · Outreach	1-Groundwater Ent.	689.38
			6060 · Outreach	3-Land Resources	1,146.09
			6060 · Outreach	5-Wash Plan	232.67
			6060 · Outreach	6-Active Recharge ...	344.69
TOTAL					3,446.90

San Bernardino Valley Water Conservation District Expenditure Report May 2022

Num	Date	Name	Account	Class	Original Amount
100303N	05/05/2022	PERS	1012 · Citizens Busine...		-11,302.56
			6170 · PERS Retirement	4-General Fund Ent.	1,469.33
			6170 · PERS Retirement	1-Groundwater Ent.	5,086.15
			6170 · PERS Retirement	2-Redlands Plaza/...	452.10
			6170 · PERS Retirement	3-Land Resources	1,130.26
			6170 · PERS Retirement	5-Wash Plan	791.18
			6170 · PERS Retirement	6-Active Recharge ...	2,373.54
TOTAL					11,302.56
100304N	05/16/2022	PERS	1012 · Citizens Busine...		-10,373.98
			6170 · PERS Retirement	4-General Fund Ent.	1,348.62
			6170 · PERS Retirement	1-Groundwater Ent.	4,668.29
			6170 · PERS Retirement	2-Redlands Plaza/...	414.96
			6170 · PERS Retirement	3-Land Resources	1,037.40
			6170 · PERS Retirement	5-Wash Plan	726.18
			6170 · PERS Retirement	6-Active Recharge ...	2,178.53
TOTAL					10,373.98

San Bernardino Valley Water Conservation District
Director Fees Expenditure Payroll Report
 May 2022

Pay Date	Name	For Period	Director Fees	Taxes Withheld	Check Amt
5/4/2022	McDonald, M	Apr-22	\$ 246.00	\$ 21.53	\$ 224.47
5/4/2022	Raley, D	Feb-22	\$ 1,722.00	\$ 1,030.78	\$ 691.22
5/4/2022	Stewart, R	Feb-Mar 22	\$ 2,460.00	\$ 337.82	\$ 2,122.18
5/18/2022	Corneille, R	Apr-22	\$ 1,476.00	\$ 199.20	\$ 1,276.80
5/18/2022	McDonald, M	May-22	\$ 1,230.00	\$ 107.63	\$ 1,122.37



San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

Memorandum No. 1871

To: Board of Directors
From: Betsy Miller, General Manager
Date: June 8, 2022
Subject: Unaudited Financial Reports for May 2022

RECOMMENDATION

Review and approve the unaudited financials for May 2022.

BACKGROUND

Staff presents a monthly unaudited financial report for the District at each Board meeting. The reports presented here cover the period ending May 31, 2022.

DISCUSSION

Small gains made in interest income this past month but balances still remain well below budget due to volatility in the market. GL 4050 Property Tax revenue has come in over budget with a couple more small payments expected by yearend. GL 4025 Wash Plan Revenue includes both District loans and reimbursement payments for State permitting fees. Mining royalties continue to come in over required minimum. GL 5120 Misc Professional Services and GL 6001 Gen Admin, Other, are slightly over budget to accommodate for the District's 90th Anniversary celebration expenses. GL 5210 Equipment Maintenance is over budget due to unexpected repairs needed for the Case loader. Several accounts will be adjusted for accruals next month as year-end approaches.

FISCAL IMPACT

Aside from staff time, there are no fiscal impacts from reporting the financial status of the District.

POTENTIAL MOTIONS

1. Move approval of the Unaudited Financials for May 2022 as presented.
2. Move to request this item be tabled and referred to the Finance & Administration Committee to reconsider specific issues discussed.

ATTACHMENTS OR MATERIALS

Graph Financials for May 2022
Profit & Loss to Date vs. Annual Budget

1630 W. Redlands Blvd, Suite A
Redlands, CA 92373
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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

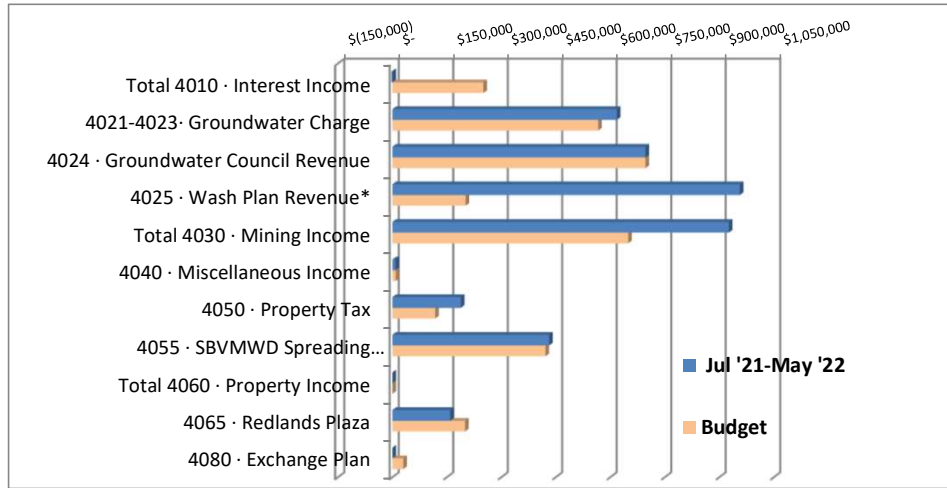
Betsy Miller

SBVWCD - All Enterprises Budget and Actual

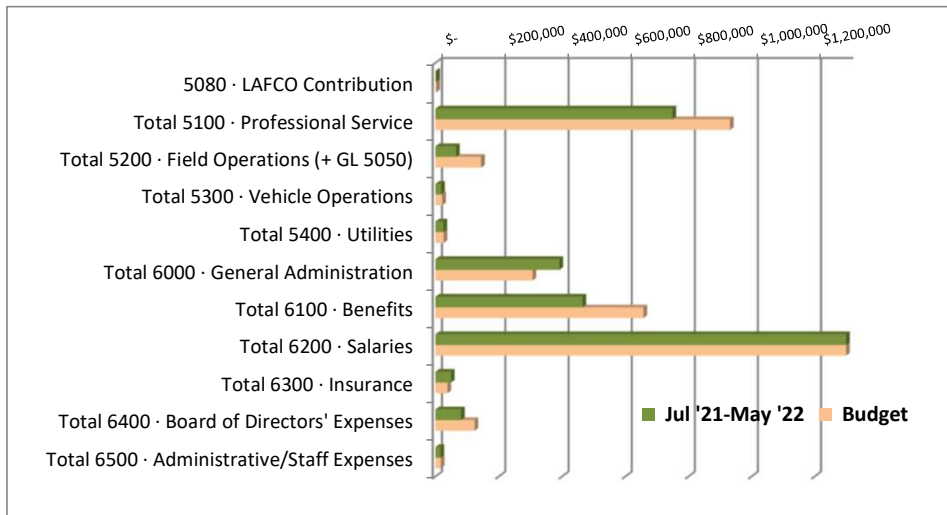
May 2022

REVENUE	Jul '21-May '22	Budget
Total 4010 · Interest Income	\$ (2,564)	\$ 250,672
4021-4023 · Groundwater Charge	\$ 618,183	\$ 566,495
4024 · Groundwater Council Revenue	\$ 696,802	\$ 696,800
4025 · Wash Plan Revenue*	\$ 956,561	\$ 201,667
Total 4030 · Mining Income	\$ 926,225	\$ 649,000
4040 · Miscellaneous Income	\$ 8,199	\$ 9,167
4050 · Property Tax	\$ 188,529	\$ 117,736
4055 · SBVMWD Spreading Agreement	\$ 431,811	\$ 421,846
Total 4060 · Property Income	\$ 100	\$ 100
4065 · Redlands Plaza	\$ 159,328	\$ 199,867
4080 · Exchange Plan	\$ -	\$ 30,000
Total Revenue	\$ 3,983,173	\$ 3,143,349

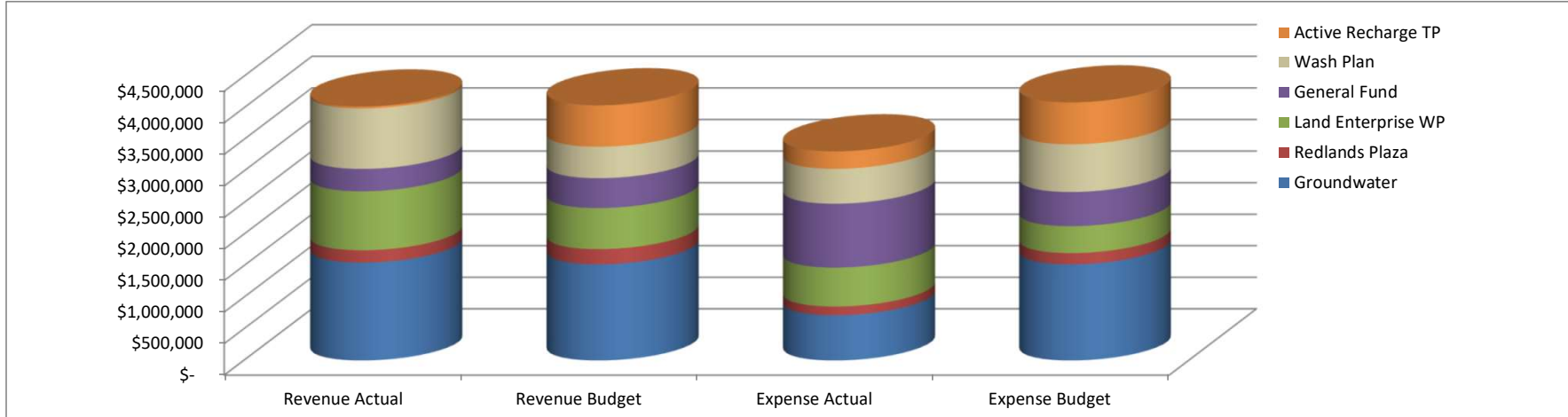
*District loans to the WP & State Permitting payments



EXPENSES Operating and Capital	Jul '21-May '22	Budget
5080 · LAFCO Contribution	\$ 2,419	\$ 2,419
Total 5100 · Professional Service	\$ 749,030	\$ 931,604
Total 5200 · Field Operations (+ GL 5050)	\$ 64,895	\$ 144,101
Total 5300 · Vehicle Operations	\$ 17,926	\$ 21,198
Total 5400 · Utilities	\$ 25,084	\$ 25,661
Total 6000 · General Administration	\$ 391,646	\$ 306,737
Total 6100 · Benefits	\$ 464,512	\$ 657,283
Total 6200 · Salaries	\$ 1,453,466	\$ 1,551,661
Total 6300 · Insurance	\$ 48,992	\$ 37,755
Total 6400 · Board of Directors' Expenses	\$ 80,717	\$ 123,451
Total 6500 · Administrative/Staff Expenses	\$ 15,890	\$ 16,761
Total Expense	\$ 3,314,578	\$ 3,818,630



Enterprises to Date (May 2022)



Enterprise	Actual	Budget	% of Budget
Groundwater Revenue	\$ 1,552,481	\$ 1,525,310	102%
Groundwater Expense	\$ 717,648	\$ 1,287,504	56%
Revenue -Expense	\$ 834,834	\$ 237,806	
Redlands Plaza Revenue	\$ 196,041	\$ 241,131	81%
Redlands Plaza Expense	\$ 138,629	\$ 178,082	78%
Revenue -Expense	\$ 57,412	\$ 63,049	
Land Enterprise Revenue	\$ 934,746	\$ 651,292	144%
Land Enterprise Expense	\$ 617,237	\$ 426,782	145%
Revenue -Expense	\$ 317,510	\$ 224,509	
General Fund Revenue *	\$ 354,443	\$ 472,988	75%
General Fund Expense	\$ 1,013,216	\$ 542,285	187%
Revenue -Expense	\$ (658,773)	\$ (69,296)	
Wash Plan Revenue	\$ 956,561	\$ 497,917	192%
Wash Plan Expense	\$ 552,291	\$ 754,797	73%
Revenue-Expense	404,270	(256,881)	
Active Recharge TP Revenue	\$ 31,304	\$ 655,875	5%
Active Recharge TP Expense	\$ 276,380	\$ 663,346	42%
Revenue-Expense	\$ (245,076)	\$ (7,471)	
Total All Revenue - Expense	\$ 710,175	\$ 191,716	

Cash Status	As of 7/1/2021	As of 05/31/2022
LAIF	\$ 430,623.48	\$ 18,879,158.26
Cal Trust	\$ 3,222,408.78	\$ 3,207,406.07
Citizens Bank	\$ 2,306,531.33	\$ 1,120,281.64
UBS Financial Services	\$ 500,681.82	\$ 1,466,634.80
US Bank-CAMP	\$ 18,754,702.89	\$ 18,786,012.68
Total Cash	\$ 25,214,948.30	\$ 43,459,493.45
Less Prepaid Royalty	\$ (5,000,000.00)	\$ (5,000,000.00)
Less ARTP Obligation	\$ (18,437,500.00)	\$ (36,571,535.70)
Cash Position	\$ 1,777,448.30	\$ 1,887,957.75

Increase (decrease) of
Percent Increase \$110,509.45
6.2%

* General Fund Revenue shown here does not include overhead

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

	<u>Jul '21 - May 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4010 · Interest Income				
4012 · LAIF	11,183.19	4,000.00	7,183.19	279.58%
4013 · Caltrust Investment Income	-15,002.71	25,600.00	-40,602.71	-58.6%
4015 · UBS Interest Income	-30,054.50	27,860.00	-57,914.50	-107.88%
4016 · Interest Income ARTP	31,309.79	216,000.00	-184,690.21	14.5%
Total 4010 · Interest Income	-2,564.23	273,460.00	-276,024.23	-0.94%
4017 · ARTP Capital Income	0.00	615,000.00	-615,000.00	0.0%
4020 · Groundwater Charge				
4021 · Assessments - Ag	57,376.62	0.00	57,376.62	100.0%
4022 · Groundwater Charge	328,686.23	549,681.07	-220,994.84	59.8%
4023 · Assessments - Non-Ag	218,675.96	0.00	218,675.96	100.0%
4024 · Groundwater Council Revenue	696,802.00	696,800.00	2.00	100.0%
4026 · GW Sustainability/Replenishment	13,444.51	16,814.00	-3,369.49	79.96%
Total 4020 · Groundwater Charge	1,314,985.32	1,263,295.07	51,690.25	104.09%
4025 · Wash Plan Revenue	956,560.50	220,000.00	736,560.50	434.8%
4030 · Mining Income				
4031 · Plant Site - CEMEX	36,000.00	48,000.00	-12,000.00	75.0%
4032 · Cemex - Royalty / Lease	803,729.46	600,000.00	203,729.46	133.96%
4036 · Aggregate Maintenance	86,495.19	60,000.00	26,495.19	144.16%
Total 4030 · Mining Income	926,224.65	708,000.00	218,224.65	130.82%
4040 · Miscellaneous Income				
4041 · Reimbursed Expenses	2,059.13	0.00	2,059.13	100.0%
4040 · Miscellaneous Income - Other	6,139.89	10,000.00	-3,860.11	61.4%
Total 4040 · Miscellaneous Income	8,199.02	10,000.00	-1,800.98	81.99%
4043 · Project Salary Reimbursement	6,066.69			
4050 · Property Tax	188,528.91	130,817.65	57,711.26	144.12%
4055 · SBVMWD Spreading Agreement Reim	431,810.98	421,846.11	9,964.87	102.36%
4060 · Property Income				
4062 · Mentone Property	100.00	100.00	0.00	100.0%
Total 4060 · Property Income	100.00	100.00	0.00	100.0%
4065 · Redlands Plaza	159,327.62	218,036.34	-58,708.72	73.07%
4066 · Redlands Plaza CAM	36,336.47	44,906.35	-8,569.88	80.92%
4080 · Exchange Plan	0.00	30,000.00	-30,000.00	0.0%
4086 · Plunge Creek IRWMP	0.00	0.00	0.00	0.0%
4999 · Trust Reimbursement-Wash Plan	0.00	592,500.00	-592,500.00	0.0%
Total Income	4,025,575.93	4,527,961.52	-502,385.59	88.91%
Gross Profit	4,025,575.93	4,527,961.52	-502,385.59	88.91%
Expense				
5040 · Regional Programs				
5080 · LAFCO Contribution	2,418.94	2,418.94	0.00	100.0%
Total 5040 · Regional Programs	2,418.94	2,418.94	0.00	100.0%
5050 · Basin Cleaning	0.00	50,000.00	-50,000.00	0.0%
5100 · Professional Service				
5120 · Misc. Professional Services	337,332.31	300,000.00	37,332.31	112.44%
5122 · Wash Plan Professional Services				
5122.01 · Professional Services-Wash Plan	0.00	0.00	0.00	0.0%
5122 · Wash Plan Professional Services - Other	265,055.18	245,000.00	20,055.18	108.19%
Total 5122 · Wash Plan Professional Services	265,055.18	245,000.00	20,055.18	108.19%
5123 · Habitat Management-WP	92,601.05	346,250.00	-253,648.95	26.74%
5124 · Plunge Creek Prof Services	0.00	0.00	0.00	0.0%
5125 · Engineering Services	6,393.23	30,000.00	-23,606.77	21.31%
5130 · Aerial Photography & Surveying	0.00	2,200.00	-2,200.00	0.0%
5155 · WP Trails Professional Services	0.00	25,000.00	-25,000.00	0.0%
5160 · IT Support	5,197.50	8,500.00	-3,302.50	61.15%
5170 · Audit	24,500.00	26,900.00	-2,400.00	91.08%
5175 · Legal - Wash Plan	-1,012.50	5,000.00	-6,012.50	-20.25%
5180 · Legal	18,963.01	25,000.00	-6,036.99	75.85%
Total 5100 · Professional Service	749,029.78	1,013,850.00	-264,820.22	73.88%
5133 · Regional River HCP Contribution	0.00	25,000.00	-25,000.00	0.0%
5200 · Field Operations				
5210 · Equipment Maintenance	12,792.62	7,200.00	5,592.62	177.68%
5215 · Property Maintenance	5,671.61	40,000.00	-34,328.39	14.18%
5225 · Field Clean Up-Illegal dumping	46,430.81	60,000.00	-13,569.19	77.39%
Total 5200 · Field Operations	64,895.04	107,200.00	-42,304.96	60.54%
5223 · Temp. Field Labor	822.60	10,000.00	-9,177.40	8.23%

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

	<u>Jul '21 - May 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
5300 · Vehicle Operations				
5310 · Vehicle Maintenance	4,906.55	8,000.00	-3,093.45	61.33%
5320 · Fuel	13,019.63	15,125.00	-2,105.37	86.08%
Total 5300 · Vehicle Operations	17,926.18	23,125.00	-5,198.82	77.52%
5400 · Utilities				
5410 · Alarm Service	1,597.50	1,545.00	52.50	103.4%
5420 · Electricity	8,425.72	7,563.42	862.30	111.4%
5430 · Mobile Phone	5,005.00	5,370.31	-365.31	93.2%
5440 · Telephone	3,963.98	6,000.00	-2,036.02	66.07%
5450 · Natural Gas	1,103.53	1,155.00	-51.47	95.54%
5460 · Water / Trash / Sewer	3,118.22	3,609.90	-491.68	86.38%
5470 · Internet Services	1,869.67	2,750.00	-880.33	67.99%
Total 5400 · Utilities	25,083.62	27,993.63	-2,910.01	89.61%
6000 · General Administration				
6001 · General Administration - Other	6,168.85	4,500.00	1,668.85	137.09%
6002 · Website Administration	4,305.91	6,000.00	-1,694.09	71.77%
6004 · Meeting Expenses	1,774.72	2,060.00	-285.28	86.15%
6006 · Permits	170,421.33	45,000.00	125,421.33	378.71%
6007 · Inter District Costs	10,000.00	10,000.00	0.00	100.0%
6009 · Licenses	1,627.62	1,712.06	-84.44	95.07%
6010 · Surety Bond	3,025.00	1,900.00	1,125.00	159.21%
6012 · Office Maintenance	151.73	2,550.80	-2,399.07	5.95%
6013 · Office Lease Payment	45,833.37	50,000.00	-4,166.63	91.67%
6015 · Mentone House Maintenance	408.00	3,500.00	-3,092.00	11.66%
6016 · Redlands Plaza Maintenance	12,278.75	35,000.00	-22,721.25	35.08%
6018 · Janitorial Services	8,115.00	10,400.00	-2,285.00	78.03%
6019 · Janitorial Supplies	275.95	515.00	-239.05	53.58%
6020 · Vacancy Marketing-Redlands Plaz	0.00	5,000.00	-5,000.00	0.0%
6024 · Computer Equip Maint.	0.00			
6026 · Redlands Plaza CAM expenses	39,273.91	32,936.31	6,337.60	119.24%
6027 · Computer Software	5,124.13	2,000.00	3,124.13	256.21%
6030 · Office Supplies	7,176.61	3,500.00	3,676.61	205.05%
6033 · Office Equipment Rental	4,075.65	9,500.00	-5,424.35	42.9%
6036 · Printing	2,977.58	2,000.00	977.58	148.88%
6039 · Postage and Overnight Delivery	811.79	1,200.00	-388.21	67.65%
6042 · Payroll Processing	3,489.94	2,859.13	630.81	122.06%
6045 · Bank Service Charges	0.00	1,000.00	-1,000.00	0.0%
6051 · Uniforms	1,811.12	3,025.00	-1,213.88	59.87%
6060 · Outreach	21,373.89	63,000.00	-41,626.11	33.93%
6087 · Educational Reimbursement	0.00	5,000.00	-5,000.00	0.0%
6090 · Subscriptions/Publications	4,020.86	1,355.20	2,665.66	296.7%
6091 · Public Notices	4,034.40	3,200.00	834.40	126.08%
6093 · Memberships	33,090.33	25,289.23	7,801.10	130.85%
Total 6000 · General Administration	391,646.44	334,002.73	57,643.71	117.26%
6100 · Benefits				
6110 · Vision Insurance	2,673.58	3,433.34	-759.76	77.87%
6120 · Workers' Comp. Insurance	13,805.40	19,735.34	-5,929.94	69.95%
6130 · Dental Insurance	9,853.38	12,567.32	-2,713.94	78.41%
6150 · Medical Insurance				
6150.01 · Medical Employee Contribution	-27,183.10	-31,135.80	3,952.70	87.31%
6150 · Medical Insurance - Other	215,152.80	285,106.20	-69,953.40	75.46%
Total 6150 · Medical Insurance	187,969.70	253,970.40	-66,000.70	74.01%
6160 · Payroll Taxes-Employer	86,388.43	122,654.27	-36,265.84	70.43%
6170 · PERS Retirement				
6170.01 · PERS Employee Contributions	-174,255.73	-45,326.72	-128,929.01	384.44%
6170 · PERS Retirement - Other	338,077.61	353,223.42	-15,145.81	95.71%
Total 6170 · PERS Retirement	163,821.88	307,896.70	-144,074.82	53.21%
Total 6100 · Benefits	464,512.37	720,257.37	-255,745.00	64.49%
6185 · Actuarial expense	0.00	0.00	0.00	0.0%
6186 · Actuarial Expense-OPEB	0.00	0.00	0.00	0.0%
6200 · Salaries				
6230 · Regular Salaries	1,453,466.40	1,692,720.61	-239,254.21	85.87%
6200 · Salaries - Other	0.00	0.00	0.00	0.0%
Total 6200 · Salaries	1,453,466.40	1,692,720.61	-239,254.21	85.87%
6300 · Insurance				
6310 · Property/ Auto Insurance	4,828.74	4,420.14	408.60	109.24%
6320 · General Liability Insurance	44,163.41	33,651.74	10,511.67	131.24%
Total 6300 · Insurance	48,992.15	38,071.88	10,920.27	128.68%

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

	<u>Jul '21 - May 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6400 · Board of Directors' Expenses				
6401 · Directors' Fees				
6401.5 · Payroll Taxes-Directors	-24,367.99	0.00	-24,367.99	100.0%
6401 · Directors' Fees - Other	93,758.20	87,901.20	5,857.00	106.66%
Total 6401 · Directors' Fees	69,390.21	87,901.20	-18,510.99	78.94%
6410 · Mileage	1,358.83	4,000.00	-2,641.17	33.97%
6415 · Air Fare	467.96	2,500.00	-2,032.04	18.72%
6420 · Other Travel	102.99	500.00	-397.01	20.6%
6425 · Meals	2,093.61	3,500.00	-1,406.39	59.82%
6430 · Lodging	2,628.18	4,000.00	-1,371.82	65.71%
6435 · Conf/Seminar Registrations	4,675.00	5,000.00	-325.00	93.5%
6440 · Election Fees / Re-Districting	0.00	25,000.00	-25,000.00	0.0%
Total 6400 · Board of Directors' Expenses	80,716.78	132,401.20	-51,684.42	60.96%
6500 · Administrative/Staff Expenses				
6510 · Mileage	1,084.49	2,500.00	-1,415.51	43.38%
6515 · Air Fare	1,198.30	4,500.00	-3,301.70	26.63%
6520 · Travel, Other (rental car, taxi)	651.09	1,500.00	-848.91	43.41%
6525 · Meals	3,644.20	2,035.00	1,609.20	179.08%
6530 · Lodging	4,982.27	3,750.00	1,232.27	132.86%
6535 · Conf/Seminar Registrations	4,330.00	4,000.00	330.00	108.25%
Total 6500 · Administrative/Staff Expenses	15,890.35	18,285.00	-2,394.65	86.9%
6700 · Depreciation Expense	0.00	0.00	0.00	0.0%
9999 · Contribution to Capital Maint.	0.00	278,621.92	-278,621.92	0.0%
Total Expense	3,315,400.65	4,473,948.28	-1,158,547.63	74.11%
Net Ordinary Income	710,175.28	54,013.24	656,162.04	1,314.82%
Other Income/Expense				
Other Expense				
7000 · Construction				
7010 · Materials	0.00	12,000.00	-12,000.00	0.0%
7055 · Plunge Creek Expansion	0.00	0.00	0.00	0.0%
Total 7000 · Construction	0.00	12,000.00	-12,000.00	0.0%
7100 · Land & Buildings				
7110 · Property Capital Repairs	3,953.42	511,971.00	-508,017.58	0.77%
7120 · Property-Land Purchase	0.00	0.00	0.00	0.0%
7126 · ARTP Engr/Prof Services	0.00	600,000.00	-600,000.00	0.0%
7130 · Mentone Property (House)-CapRep	0.00	25,000.00	-25,000.00	0.0%
7140 · Mentone Property (Shop)-CapRep	33,663.28	375,000.00	-341,336.72	8.98%
7150 · Mill Creek Diversion	0.00	1,100,000.00	-1,100,000.00	0.0%
7160 · Mendoza Property	0.00	137,000.00	-137,000.00	0.0%
Total 7100 · Land & Buildings	37,616.70	2,748,971.00	-2,711,354.30	1.37%
7200 · Equipment & Vehicles				
7210 · Computer Hardware-Capital Purch	16,419.69	5,000.00	11,419.69	328.39%
7220 · Computer Software	21,348.21	10,000.00	11,348.21	213.48%
7230 · Field Equipment / Vehicles	6,186.65	1,604.44	4,582.21	385.6%
7240 · Office Equipment	5,688.89	1,500.00	4,188.89	379.26%
Total 7200 · Equipment & Vehicles	49,643.44	18,104.44	31,539.00	274.21%
7400 · Professional Services Capital				
7438 · Engineering Services-Other	0.00	125,000.00	-125,000.00	0.0%
Total 7400 · Professional Services Capital	0.00	125,000.00	-125,000.00	0.0%
Total Other Expense	87,260.14	2,904,075.44	-2,816,815.30	3.01%
Net Other Income	-87,260.14	-2,904,075.44	2,816,815.30	3.01%
Net Income	<u>622,915.14</u>	<u>-2,850,062.20</u>	<u>3,472,977.34</u>	<u>-21.86%</u>



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1872

To: Board of Directors
From: David B. Cosgrove, General Counsel
Date: June 8, 2022
Subject: General Manager Retirement Date Approval

RECOMMENDATION

Accept the resignation of the District's retiring General Manager, Daniel Cozad, effective May 18, 2022.

BACKGROUND AND DISCUSSION

In February, 2022, the District's Board of Directors took action to set the General Manager's retirement date at May 18, 2022. On May 11, 2022, Mr. Cozad submitted his letter of resignation from his position, stating the same effective date of retirement.

Today's action is essentially a formal one, to reinforce the District Board's previous concurrence with the May 18, 2022 retirement date. To finalize the procedural processing of this retirement/resignation, the Board is requested to accept, by motion, Mr. Cozad's resignation, effective as of the previously agreed May 18, 2022 date.

Needless to say, since it has been said by many persons and in many ways, the District is deeply grateful for the patience, skill, and accomplishments attributable to Daniel during his twelve year tenure with our District.

FISCAL IMPACT

There is no fiscal impact to reaffirming the previously agreed retirement date, by way of accepting Mr. Cozad's resignation effective May 18, 2022.

POTENTIAL MOTIONS

1. Move to accept the General Manager's resignation as of its stated effective date of May 18, 2022.
2. Move to table the issue to a future meeting.



San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

Memorandum No. 1873

To: Board of Directors
From: Betsy Miller, General Manager
Date: June 8, 2022
Subject: Statement of Investment Policy for Fiscal Year 2022-2023

RECOMMENDATION

Staff recommends no changes to the Statement of Investment Policy and recommends the Board reapprove the existing Policy for Fiscal Year 2022-2023.

BACKGROUND

In December 2019, PFM Asset Management LLC (PFM) reviewed the 2019 policy and recommended revisions to accommodate Active Recharge Transfer Project (ARTP) Funding. The policy changes implemented in 2019 to accommodate ARTP investments are performing well given general rates.

DISCUSSION

Staff is implementing the existing Policy and is not recommending revisions for FY23. The investments are performing as expected despite challenging conditions, and the Board receives a quarterly report on investments in accordance with the Policy. The Statement of Investment Policy calls for the Board to review the delegation of authority of the General Manager annually and consider the renewal of that delegation. The Board updated that delegation in April 2019. If the Board does not have any recommended revisions to the attached Policy, staff is requesting approval as presented, renewing the Policy and General Manager's delegation of authority for the Fiscal Year 2022-2023.

FISCAL IMPACT

There is no significant cost to review and approve the Statement of Investment Policy for FY23.

POTENTIAL MOTIONS

1. Move to approve the Statement of Investment Policy for 2021.
2. Move to refer Statement of Investment Policy to the Finance & Administration Committee To discuss potential revisions needed to Policy.

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BOARD OF DIRECTORS

Division 1:
Richard Corneille

Division 2:
David E. Raley

Division 3:
Robert Stewart

Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL MANAGER

Betsy Miller

ATTACHMENTS OR MATERIALS

Policy 0005-19-2 Statement of Investment Policy

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT STATEMENT OF INVESTMENT POLICY Originally Approved: April 24, 2019

POLICY

This Investment Policy (the “Policy”) of the San Bernardino Valley Water Conservation District (the “District”) provides delegation and guidelines for the investment of the District’s surplus cash and reserves that are not required for near-term operational needs of the District. The District will invest these funds in such a manner as to comply with applicable state laws, including California Government Code Sections 53600, et seq. and Sections 53630 – 53686.

No investment shall be made unless authorized under California Government Code Sections 53600, et seq. and Sections 53630 – 53686. The District shall utilize conservative investment vehicles consistent with its objectives and investment strategies identified and listed in this document.

1. SCOPE

The Investment Policy applies to all surplus cash and reserves that are not required for near-term operational needs of the District and all investment activities of the District except for the investment of bond proceeds, which are governed by the appropriate bond documents, and any pension, other post-employment benefit funds, or any other funds held in a trust that has a separate Investment Policy.

2. PRUDENCE

The standard of prudence to be used by those authorized to invest on behalf of the District will be the “prudent investor” standard and will be applied in the context of managing an overall portfolio. The “prudent investor” standard states that:

“When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency.”

3. OBJECTIVES

The primary objectives, in priority order, of the investment activities of the District are:

1. Safety—Safety of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to ensure preservation of capital in the portfolio.
2. Liquidity—The investment portfolio will remain sufficiently liquid to enable the District to meet its cash flow requirements.
3. Return on Investment—The investment portfolio will be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into consideration the investment risk constraints of safety and liquidity needs.

4. DELEGATION OF AUTHORITY

In accordance with Government Code Section §53607, the Board of Directors hereby delegates investment management responsibility for the investment program to the General Manager, for a one-year period. Subject to review, the Board of Directors may renew the delegation of authority pursuant to this section each year. The General Manager, and the General Manager's designees, will monitor and review all investments for consistency with this Investment Policy. The General Manager may delegate day-to-day investment decision making and execution authority to an Investment Advisor. Eligible Investment Advisors must be registered with the Securities and Exchange Commission (SEC) under the Investment Advisors Act of 1940. The Advisor will follow the Policy and such other written instructions as are provided.

Investments shall be limited to investments listed in this Policy or investments added to California Government Code with the approval of the Board. Further, any significant changes in investment strategy will be brought forth by the General Manager and/or Investment Advisor for consideration at a meeting of the Finance and Administration Committee (the "Committee"). If it is deemed necessary by the Committee, such changes in investment strategy may also be taken to the Board of Directors for approval.

5. ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process will refrain from personal business activities that could conflict with proper execution of the investment program, or which could impair their ability to make impartial decisions. Employees and investment officials will disclose to the General Manager any material financial interests in financial institutions that conduct business within their jurisdiction, and they will further disclose any large personal financial/investment positions that could be related to the performance of the District's portfolio.

6. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The General Manager, or his/her designee, will maintain a list of financial dealers and institutions qualified and authorized to transact business with the District.

The purchase by the District of any investment other than those purchased directly from the issuer, will be purchased either from an institution licensed by the State as a broker-dealer, as defined in Section 25004 of the Corporations Code, who is a member of Financial Industry Regulatory Authority (FINRA), or a member of a Federally-regulated securities exchange, a National- or State-Chartered Bank, a Federal or State Association (as defined by Section 5102 of the Financial Code), or a brokerage firm designated as a Primary Government Dealer by the Federal Reserve Bank.

The General Manager, or his/her designee, will investigate all institutions that wish to do business with the District, in order to determine if they are adequately capitalized, make markets in securities appropriate to the District's needs, and agree to abide by the conditions set forth in the District's Investment Policy and any other guidelines that may be provided. This will be done annually by requiring the financial institutions to submit in writing that they have read and will abide by the District's Investment Policy and submit its most recent Audited Financial Statement within 120 days of the institution's fiscal year-end.

If the District has retained the services of an Investment Advisor, the Investment Advisor may use its own list of authorized broker/dealers to conduct transactions on behalf of the District.

Purchase and sale of securities will be made on the basis of competitive bids and offers with a minimum of three quotes being obtained, whenever possible.

7. AUTHORIZED AND SUITABLE INVESTMENTS

The District will limit investments in any one issuer, except for U.S. Treasuries, federal agencies, U.S. instrumentalities, and pooled funds (i.e., money market funds, local government investment pools, and LAIF), to no more than 5% regardless of security type.

Where this section specifies a percentage limitation for a particular security type, that percentage is applicable only at the date of purchase. Credit criteria listed in this section refers to the credit rating category (inclusive of modifiers) at the time the security is purchased. If an investment's credit rating falls below the minimum rating required at the time of purchase, the General Manager, or his/her designee, will perform a timely review and decide whether to sell or hold the investment. If the District has retained the services of an Investment Advisor, the Investment Advisor will notify the General Manager of such a downgrade and will recommend a plan of action.

The following instruments are hereby authorized for investment by the District. If a type of instrument is not specifically authorized by this Policy, it is not a permitted investment.

1. **U.S. Treasuries.** United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the full faith and credit of the United States are pledged for the payment of principal and interest.
2. **U.S. Federal Agency Obligations.** Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
3. **California State and Local Agency Obligations.** Obligations of the State of California or any local agency within the state, including bonds payable solely out of revenues from a revenue-producing property owned, controlled or operated by the state or any local agency or by a department, board, agency or authority of the state or any local agency. Obligations eligible for investment under this subdivision with maturities in excess of one year must be rated "A," its equivalent, or better by two Nationally Recognized Statistical Rating Organizations ("NRSROs"). Obligations eligible for investment under this subdivision with maturities under one year must be rated at least "A-1," its equivalent, or better by an NRSRO. No more than 30% of the District's portfolio may be invested in municipal obligations (combined with other state obligations, as described in section 8.4).
4. **Other State Obligations.** Registered treasury notes or bonds of any of the other 49 United States in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California. Obligations eligible for investment under this subdivision with maturities in excess of one year must be rated "A," its equivalent, or better by an NRSRO. Obligations eligible for investment under this subdivision with maturities under one year must be rated at least "A-1," its equivalent, or better by an NRSRO. No more than 30% of the District's portfolio may be invested in municipal obligations (combined with California state and local agency obligations, described in section 8.3).

5. **Bankers' Acceptances.** Purchases of bankers' acceptances will have a maximum maturity of 180 days. No more than 30% of the District's portfolio may be invested in bankers' acceptances. Eligible bankers' acceptances must be rated at least "A-1," its equivalent, or better by an NRSRO.
6. **Commercial Paper.** Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by two NRSROs. The entity that issues the commercial paper will meet all of the following conditions in either paragraph a or paragraph b:
 - a. The entity meets the following criteria: (i) Is organized and operating in the United States as a general corporation. (ii) Has total assets in excess of five hundred million dollars (\$500,000,000). (iii) Has debt other than commercial paper, if any, that is rated "A" or higher by an NRSRO.
 - b. The entity meets the following criteria: (i) Is organized within the United States as a special purpose corporation, trust, or limited liability company. (ii) Has program wide credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond. (iii) Has commercial paper that is rated "A-1" or higher, or the equivalent, by an NRSRO.

Eligible commercial paper will have a maximum maturity of 270 days or less. No more than 25% of the District's portfolio may be invested in commercial paper. The City may purchase no more than 10% of the outstanding commercial paper of any single issuer.

7. **Medium-Term Notes.** Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the U.S. or any state, and operating within the U.S. medium-term notes must be rated "A," its equivalent, or better by an NRSRO. No more than 30% of the District's portfolio may be invested in medium-term notes.
8. **Bank Deposits.** Funds may be deposited in federally-insured or collateralized bank deposits to include, but not limited to, demand deposit accounts, savings accounts, market rate accounts, and time deposits. To be eligible to receive District deposits, the financial institution must be located in California and comply with the requirements listed in Government Code Section 53630 et. seq. The General Manager, at his/her discretion, may waive the collateralization requirements for any portion that is insured by the Federal Deposit Insurance Corporation or by the National Credit Union Administration. The District shall have a signed agreement with any depository accepting District funds per Government Code Section 53649. The final maturity of time deposits may not exceed five years. There is no limit on the percentage of the portfolio that may be invested in bank deposits. However, a maximum of 50 percent of the portfolio may be invested in time deposits.
9. **Deposit Placement Services.** The District may invest a portion of its portfolio in deposits at a commercial bank, savings bank, savings and loan association, or credit union in the State of California (the selected depository) that uses a private sector entity that assists in the placement of deposits in the United States. The full amount of each deposit placed and the interest that may accrue on each such deposit will at all times be insured by the Federal Deposit Insurance Corporation (FDIC) or the National Credit Union Administration (NCUA). Additional required criteria for this investment type can be found in California Government Code Section 53601.8.

If the District also uses negotiable certificates of deposit (“CDs”) (described in section 8.10), the 30% limit applies to the combined total invested in negotiable CDs and with deposit placement services. The maximum maturity of these instruments may not exceed five years.

The District will monitor the financial institutions selected by deposit placement services to ensure that the District does not deposit more than the amount eligible for FDIC insurance in a single financial institution through non-negotiable CDs and deposit placement services. California Government Code Section 53601.8 expires January 1, 2021 unless legislation is enacted to extend the expiration date.

10. **Negotiable Certificates of Deposit.** Negotiable certificates of deposit issued by a nationally- or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federally- or state-licensed branch of a foreign bank. Eligible negotiable CDs with maturities in excess of one year must be rated “A,” its equivalent, or better by an NRSRO. Eligible negotiable CDs with maturities under one year must be rated at least “A-1,” its equivalent, or better by an NRSRO. No more than 30% of the District's investment portfolio may be invested in negotiable CDs. If the District also uses a deposit placement service (described in section 8.9), the 30% limit applies to the combined total invested in negotiable CDs and with deposit placement services.
11. **State of California's Local Agency Investment Fund (LAIF).** The State Treasurer established LAIF for the benefit of local agencies. The District can invest up to the maximum amount permitted by the State Treasurer.
12. **Money Market Funds.** Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1, et seq.). To be eligible for investment pursuant to this subdivision these companies will either:
 - a. Attain the highest ranking letter or numerical rating provided by not less than two of the three largest NRSROs or
 - b. Have an Investment Advisor registered or exempt from registration with the Securities and Exchange Commission with not less than five years experience managing money market mutual funds and with assets under management in excess of \$500,000,000.

No more than 20% of the District’s portfolio may be invested in money market funds.

13. **Local Government Investment Pools (LGIPs).** Shares of beneficial interest issued by a joint powers authority organized pursuant to Government Code Section 6509.7 that invests in the securities and obligations authorized in subdivisions (a) to (q), inclusive, of Government Code Section 53601. Each share will represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares will have retained an investment adviser that meets all of the following criteria:
 - a. The adviser is registered or exempt from registration with the Securities and Exchange Commission.
 - b. The adviser has not less than five years of experience investing in the securities and obligations authorized in subdivisions (a) to (q), inclusive of California Government Code Section 53601.

- c. The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).
14. **U.S. Instrumentalities.** United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development (IBRD), International Finance Corporation (IFC), or Inter-American Development Bank (IADB), with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision must be rated at least “AA” by an NRSRO. No more than 30% of the District’s portfolio may be invested in these obligations.
15. **Asset-Backed Securities (ABS).** A mortgage pass-through security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-back certificate, consumer receivable pass-through certificate, or consumer receivable-backed bond of a maximum of five years maturity. Securities eligible for investment under this subdivision shall be issued by an issuer having an “A” or higher rating for the issuer’s debt as provided by an NRSRO and rated in a rating category of “AA” or its equivalent or better by an NRSRO. No more than 20% of the District’s portfolio may be invested in ABS with a maturity duration of no more than five (5) years.

8. PROHIBITED INVESTMENTS

Investments not described herein, including but not limited to stocks, inverse floaters, range notes, mortgage-derived, interest-only strips, or any security that could result in zero interest accrual if held to maturity are prohibited for purchased by the District. The District will not leverage or borrow money for the purpose of investing.

9. INVESTMENT POOLS

The District will complete due diligence for any pooled investments the District invests in. The General Manager will collect and evaluate the following information for each pool/fund:

- Permitted investments and objectives
- Description of interest calculations
- Method/frequency of interest distribution
- Treatment of gains and losses
- Method/frequency of audits
- Description of eligible investors
- Limits/minimum account sizes, type of assets, transaction sizes, and number of transactions
- Limits on withdrawals
- Frequency of statements and reporting of underlying investments
- Reserves or retained earnings
- Fee schedules

10. COLLATERALIZATION

Collateralization is required for deposits. Deposits must be collateralized as specified under Government Code Section 53630, et seq. The District, at its discretion, may waive the collateralization requirements for any portion that is covered by federal deposit insurance. Funds

may be deposited in active or inactive accounts, but may not exceed the total paid-up capital and surplus in any depository.

11. SAFEKEEPING AND CUSTODY

All deliverable securities owned by the District will be kept in safekeeping/custody by a third-party bank's trust department. All trades of marketable securities will be executed (cleared and settled) on a delivery vs. payment (DVP) basis to ensure that securities are deposited in the District's safekeeping/custody bank prior to the release of funds.

12. MAXIMUM MATURITIES

Maturities will be based on a review of cash flow forecasts. Maturities will be scheduled to permit the District to meet all projected obligations.

The purchase of U.S. Treasuries, Federal Agencies and Municipals with maturities in excess of five years is permitted, subject to the following constraints: U.S. Treasuries, Federal Agencies and Municipals shall have a maximum maturity at time of purchase of eleven years or less. This change to the investment policy approved by the Board of Directors on April 24, 2019.

13. INTERNAL CONTROLS

The General Manager will establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures.

14. PERFORMANCE STANDARDS

The District will establish a performance benchmark consistent with its investment strategy and supportive of its investment objectives.

15. REPORTING REQUIREMENTS

The General Manager shall submit a monthly report of investment transactions, if any, that is in accordance with California Government Code §53607. In addition, on a regular basis, the General Manager may provide the Board of Directors with a report that shall disclose, at a minimum, the following information about the risk characteristics of District's portfolio: A listing of District assets showing par value, cost, and market value of each security, type of investment, issuer name, credit quality, coupon rate, and yield to maturity at cost. This report may also include a statement of compliance with the Investment Policy, including a schedule of any transactions or holdings which do not comply with this Policy or with the California Government Code, if any, including a justification for their presence in the portfolio and a timetable for resolution, and a statement that the District has adequate funds to meet its cash flow requirements for the next six months.

These reports shall also contain any additional information as is requested by the Board of Directors.

16. INVESTMENT POLICY ADOPTION AND REVIEW

The District's Investment Policy is hereby adopted by the District's Board of Directors. This Policy will be reviewed annually by the Board of Directors and any modifications made thereto must be approved by the Board of Directors.

17. GLOSSARY

See attached **Appendix A**.

APPENDIX A GLOSSARY

AGENCIES: Federal agency securities and/or Government-sponsored enterprises.

BENCHMARK: A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

BROKER: A broker brings buyers and sellers together for a commission.

CERTIFICATE OF DEPOSIT (CD): A deposit with a specific maturity evidenced by a Certificate. Large-denomination CDs are typically negotiable.

COLLATERAL: Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies. California Government Code Sections 53630 – 53686 et seq. mandate the collateral requirements for public funds in the state of California.

DEALER: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

DELIVERY VERSUS PAYMENT: There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits, currently up to \$250,000 per entity.

LIQUIDITY: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MONEY MARKET: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

PORTFOLIO: Collection of securities held by an investor.

PRIMARY DEALER: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.

RATE OF RETURN: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond the current income return.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SECURITIES & EXCHANGE COMMISSION: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

APPENDIX A

SEC RULE 15(C)3-1: See Uniform Net Capital Rule.

UNIFORM NET CAPITAL RULE: Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1874

To: Board of Directors
From: Betsy Miller, General Manager
Date: June 8, 2022
Subject: 2022 CSDA Board of Directors Elections

RECOMMENDATION

Direct staff to submit District’s election ballot using the California Special Districts Association (CSDA) on the online voting platform reflecting the Board’s decision to vote for the CSDA Board of Directors, Seat B-Southern Network for term 2023-2025.

BACKGROUND

The leadership of CSDA is elected from its six geographical regions. Each region has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA member. The deadline for submission of ballots is July 16, 2022.

The following are on the ballot for consideration:

- Don Bartz, Phelan Pinon Hills Community Services District
- Ken Eldter, Fallbrook Public Utility District
- Beverli Marshall, Valley Sanitary District

FISCAL IMPACT

There is no fiscal impact to the District for voting.

POTENTIAL MOTIONS

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

ATTACHMENTS OR MATERIALS

CSDA Ballot for 2023-2025
Candidate Statements and Letters

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

Betsy Miller

CSDA Board of Directors Election Ballot - Term 2023-2025; Seat B - Southern Network

Please vote for your choice

Choose **one** of the following candidates:

- Don Bartz, Phelan Pinon Hills Community Services District*
- Ken Eldter, Fallbrook Public Utility District
- Beverli Marshall, Valley Sanitary District

*Incumbent

Don Bartz* [\[view details\]](#)

Ken Eldter [\[view details\]](#)

Beverli Marshall [\[view details\]](#)



2022 CSDA BOARD CANDIDATE INFORMATION SHEET

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

Name: Don Bartz

District/Company: Phelan Pinon Hills Community Services District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 14 years

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

I currently hold the CSDM designation through CSDA and I was appointed to my position on the CSDA Board in 2020. I attend most CSDA conferences and events.

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

ACWA, AWWA, CPRA, CalRural Water
Institute for Local Government

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

LAFCo, ASBCSD (local chapter of CSDA) High Desert Mountain Water Association

4. List civic organization involvement:

I serve as a commissioner on the Hesperia Planning Commission

****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 31, 2022 will not be included with the ballot.**

DON BARTZ

GENERAL MANAGER



CANDIDATE STATEMENT

It is an honor to be considered for election to CSDA's Seat B - Southern Network to continue my service as a member of the Board of Directors. I have been active with CSDA for over 20 years during my time as General Manager for three different Southern Network agencies. I hold the Certified Special District Manager designation through CSDA and I understand just how valuable membership in CSDA is for special districts. Special districts often do not have a voice with our legislators and CSDA advocates for us. Most recently, when special districts were completely overlooked in regard to state and federal COVID-19 funds, CSDA worked with our legislators to provide COVID-19 funding for special districts.

I have been the General Manager of the Phelan Pinon Hills Community Services District ("District") since it formed 14 years ago. Our District has utilized CSDA's education and legislative programs to educate both District directors and staff in order to establish sound governance and best practices for our authorized services. I have served on CSDA's Professional Development and Membership Committees and recommend all special districts join CSDA to strengthen our coalition and bring recognition to our unique districts.

Because my District provides water, parks and recreation, solid waste, and street lighting services, I will bring a variety of experience and understanding of the needs of special districts in our region. As a regular attendee of CSDA conferences and workshops, I am willing to attend meetings and conferences. As a regular panelist on CSDA's, "So You Want to be a General Manager," workshop, I understand the role CSDA plays in helping general managers manage special districts and how CSDA is essential in training the next generation of managerial staff.

I currently serve as CSDA's representative for the Institute of Local Government and I also serve as an appointed planning commissioner for the City of Hesperia. I understand the land use and other hurdles special districts face when developing projects. I will utilize my legislative relationships for the benefit of CSDA members to advocate for special districts and to ensure we have a voice in the legislature and are considered for funding and grants. I would be honored to receive your agency's vote.

CONTACT INFORMATION

 760-868-1212 x306

 dbartz@pphcsd.org

 4176 Warbler Road • Phelan, CA 92371



2022 CSDA BOARD CANDIDATE INFORMATION SHEET

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

Name: Ken Endter

District/Company: Fallbrook Public Utility District

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 4 years

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

Workshops and events

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

ACWA workshops and events

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

4. List civic organization involvement:

San Diego County Emergency Preparedness, Supervisor District #14

****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 31, 2022 will not be included with the ballot.**



2022 CSDA BOARD CANDIDATE INFORMATION SHEET

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

Name: Beverli A. Marshall

District/Company: Valley Sanitary District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 2.5 years

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

I am currently on the Professional Development and Membership Services committees. I have served on various committees over the past 10 years.

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

I am a member of CSMFO, CASA, CWEA, CalPELRA, and Cal-ICMA. I am also a member of NACWA, AWWA, ICMA, WEF, and WateReuse.

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

I serve on the Advisory Board of the UCSB Professional & Continuing Education Women in Leadership Executive Program and am Chairman for the Water Sector Management Committee for the Desert Region Apprenticeship Program.

4. List civic organization involvement:

I am President of Indio Sunrise Rotary club, Parliamentarian of the Woman's Club of Indio, a member of the Daughters of the American Revolution, and my application is being processed for the Mayflower Society.

****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 31, 2022 will not be included with the ballot.**

Beverli A. Marshall

General Manager
Valley Sanitary District

Candidate - Southern Network (Seat B)



ABOUT ME

I have worked in public agencies for over 20 years and, for the past 13 years, served in management positions at special districts. I am an outspoken advocate for the critical work that districts do for their communities every day.

EDUCATION



Doctoral Candidate - 2022

Business Administration

MPA - 1996

Public Administration

Bachelor of Arts - 1994

Sociology

CSDA

Professional Development, Legislative, Elections & Bylaws, Fiscal, and Membership Services committees

Mt. View Sanitary District

Board Member

CSRMA

Board Member

Indio Sunrise Rotary Club

Board President

Woman's Club of Indio

Board Parliamentarian

BOARD EXPERIENCE



AWWA

Workforce Strategies Committee

CWEA

DEI Task Force

CSMFO

Budget Award Review

VOLUNTEER



SDLF

Certified Special District Manager

SDLF

Special District Governance

ICMA

Credentialed Manager

CERTIFICATION



VOTE



If elected, I will serve the Southern Network ethically, responsibly, and enthusiastically. Remember - ballots will be sent out electronically before June 2 and are due July 8.

Vote for Beverli A. Marshall - Southern Network (Seat B)



San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

Memorandum No. 1875

To: Board of Directors
From: David B. Cosgrove, General Counsel
Date: June 8, 2022
Subject: Big Bear Watermaster - Appointment of Ms. Katelyn Scholte

RECOMMENDATION

Approve the appointment of the District's Principal Engineer, Ms. Katelyn Scholte, to serve as the replacement on the Big Bear Watermaster for the District's recently retired General Manager, Mr. Daniel Cozad.

BACKGROUND AND DISCUSSION

The Board is familiar with the 1977 Judgment in the case of Big Bear Municipal Water District v. North Fork Water Company, et al. San Bernardino County Superior Court Case No. SCV 169453. That case set up a "physical solution" regarding the retention of water in Big Bear Lake, and administration of water rights and in-lieu water deliveries associated with same ("North Fork Judgment"). The North Fork Judgment set up a three-member watermaster, which oversees administration of the physical solution, and provides an annual report to the court, which retained continuing jurisdiction over the matter.

The Conservation District appoints one of the three members of this watermaster, and its most recent appointee to this position was Daniel Cozad, the District's former General Manager. Effective May 18, 2022, Mr. Cozad is no longer in the full-time employment of the District. As part of the succession planning that accompanied Mr. Cozad's retirement, it was discussed and agreed, in concept, that the District's Principal Engineer, Ms. Katelyn Scholte, would be an appropriate replacement for the vacancy created by Mr. Cozad's departure. Staff now seeks this nomination, and direction to General Counsel to implement it.

Ms. Scholte is now the District's most senior full-time employee with the type of "hands on" experience and knowledge of the District's diversion and recharge facilities, and those of other parties involved in the North Fork Judgment, to effectively understand and guide issues that may arise under its physical solution. Ms. Scholte's work is known, and respected, by local water professionals, as exhibited by her involvement as one of the architects of the Equitable Allocation Model that serves as the heart of the regional cooperative effort toward sustainability of water supplies and facilities maintenance embodied by the San Bernardino Groundwater Council. She has also attended meetings and supported calculations for the Watermaster's annual report for the past five years. Staff believes she is well qualified to assume a position on the Big Bear Watermaster, and contribute immediately. A copy of Ms. Scholte's resume, further detailing her experience and qualifications, is attached hereto.

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

Betsy Miller

Because the watermaster is an arm of the court, appointments to it must be approved by the court. The process to do so is a noticed motion brought in the case, which gives all other parties notice of the proposed action, and an opportunity to object, in the unlikely event some party is so inclined. As such, staff requests the Board consider and pass a motion nominating Ms. Scholte as its representative to the Big Bear Watermaster, and directing General Counsel to prepare, file, and prosecute the motion and other appropriate court proceedings to effectuate that nomination.

FISCAL IMPACT

No fiscal impact is expected from appointing Ms. Scholte to the Big Bear Watermaster.

POTENTIAL MOTIONS

1. Approve a motion nominating Katelyn Scholte, the District's Principal Engineer, to serve on the Big Bear Watermaster, and directing General Counsel to prepare, file, and prosecute the same to effectuate the nomination.
2. Provide other direction to staff.
3. Table the item to a future meeting for consideration.



Katelyn Scholte

Principal Engineer



Summary

- Organized and dependable engineer successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.



Work History

2022-04
- present

Principal Engineer

San Bernardino Valley Water Conservation District, Redlands

- Reviewed plans, documents and related materials to assess projected actions and advise on changes.
- Managed various stages of construction projects.
- Responded to technical concerns quickly and effectively devised solutions.
- Inspected current groundwater recharge facilities and recommended key updates.
- Coordinate with other water agencies for the protection of the groundwater basin.

2015-05
- 2022-03

Assistant Engineer

San Bernardino Valley Water Conservation District, Redlands

- Assisted in development, design and execution of projects.
- Perform annual calculation of the Groundwater Concil Equitable Allocation Model
- Performed the Big Bear Watermaster Calculations
- Performed the Engineering Investigation of Bunker Hill Basin
- Assisted in species and waters permitting efforts

2012-09
- 2013-06

Teacher

Encore Jr./Sr. High School, Hesperia

- Planned and implemented integrated lessons to ensure student success.
- Encouraged creative thinking and motivated students by addressing individual strengths and weaknesses based on skill sets.
- Incorporated exciting and engaging activities to achieve student participation and hands-on learning.
- Supported student physical, mental and social development using classroom games and activities.



Education

2016-09
- 2018-06

Environmental Engineering, Masters of Science

University of California, Riverside

2010-09
- 2014-06

Environmental Engineering, Bachelors of Science

University of California, Riverside



Personal Info

Email

katelynscholte@gmail.com

Phone

(909)844-6041



Skills

Project Management

Document review

Technical research

Civil engineering

Construction management

2D and 3D modeling

Mapping

Database Management



Software

ArcMap



ArcPro



Civil3D



AES



Microsoft Excel



Microsoft Word



Microsoft Access



Microsoft Project





Projects

2016-01
- 2018-03

- *Development of the Equitable Allocation Model for the San Bernardino Basin Area Groundwater Council*

Served as staff to the Basin Technical Advisory Committee and the Groundwater Council to develop a complex calculation model to divide the costs for operations and maintenance and the import of state project water to replenish the San Bernardino Groundwater Basin.

2018-06
- present

- *Development of the Mill Creek Operations and Environmental Land Use Plan*

Identified all of the existing uses and activities within SBVWCD's Mill Creek facility utilizing GIS software to determine best use of land for expansion of groundwater recharge projects and habitat management.

2015-01
- present

- *Engineering Investigation of the Bunker Hill Basin*

Annual report and calculation documenting the health of the Bunker Hill and Lytle Creek groundwater basins and the change in storage that occurred over a one year period.

2020-06
- 2020-10

- *Plunge Creek Conservation Project*

Served as project inspector for the Plunge Creek Conservation Project on site directing construction activities in sensitive biological habitats.

2019-09
- present

- *Active Recharge Transfer Projects*

Assisted with preliminary design and overseeing the analysis for the development of a feasibility study for eight new groundwater recharge facilities within San Bernardino County.



Volunteering

2011-09
- present

- *Great All American Youth Circus*

Served as volunteer instructor working with participants age 10-60 years. Students learn various acrobatic skills, while gaining physical strength, body awareness, and confidence. This family oriented program teaches youth the importance of teamwork, safety, and community.



Certificates

2020-01

- **Engineer in Training**

2019-04

- **Assembly Bill 589 Measurement Certification**

Wash Plan Trails Status Report

June 2022



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

Project Management Approach / Work Plan

- a. Develop/obtain support from Cities on trails MOU
- b. Complete trail permitting, including 1) Wash Plan HCP Certificate of Inclusion and 2) State/waters permits
- c. Record public access easements, if necessary
- d. Install signs/fencing
- e. Open trail(s) that do not require ancillary facilities such as trailheads or parking lots
- f. Obtain grant funding for ancillary trail facilities such as trailheads and parking lots
- g. Bid construction of/build ancillary trail facilities



Current Status

District staff continue to work with the City of Redlands towards adoption of the Trail MOU, with a tentative Council hearing in Spring 2022. Redlands has requested a five-party agreement between the cities, mining companies, and the District to clarify implementation items such as payment. District Counsel has drafted an agreement for review by the parties; however, we have not received comments on the agreement at this time.

Trails were included in the Wash Plan state and waters permitting applications which were submitted to the regulatory agencies in 2021. Trail opening will be dependent upon receipt of these permits, as well as final approval from USFWS, which included conditional approval in the Wash Plan HCP.



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

Engineering Update

as of May 27, 2022

Mentone Shop

- Project kick-off meeting occurred on May 10, 2022
- Contractor is in the process of providing insurance and bond information
- Notice to proceed for the design phase will be issued once all required documentation is received

Mill Creek Diversion and Debris Management Project

- USACE has requested and received signed design plans; the biological opinion for the 404/408 permit is being finalized, additional review by USACE environmental is required before issuance of the permits.
- Coordination with the RWQCB for issuance of an updated 401 is ongoing
- The 1602 Streambed Alteration Agreement has been obtained
- The proposed project water gates have been ordered from Muller/Hydrogate

Active Recharge Transfer Projects

Waterman, Twin Creek, and Lynwood Basins

- The initial rational tabling hydrology was completed and submitted to Flood Control, updates to address Flood Control comments are being made
- Aerial survey has been completed
- Existing condition groundwater model is being set up by Geoscience
- Drafts of the environmental permits for the geotechnical investigation have been received, awaiting final versions, Tetra Tech is obtaining the other necessary permits

Plunge and Oak Creeks

- Hydrology study is in progress
- Aerial survey has been completed
- Environmental permitting for the geotechnical investigation is in progress.
- A permit from BLM is required for the work in the Plunge Creek basins; a permit for the species survey permit has been received from BLM.
- Existing condition groundwater model is being set up by Geoscience

Mill, Bledsoe, and Cook Creeks

- Two days of field tours of the Mill Creek basins with District field staff and consultants has been completed
- Field surveys of Mill Creek have been started
- A fault study for Cook Creek is in progress

General Manager's Report

From May 12, 2022, to June 8, 2022
Betsy Miller



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

The District currently remains at Phase 2 COVID 19 response level. CalOSHA Standards for COVID require masks by unvaccinated or undocumented staff in the office's common areas. CDC and State Health guidelines recommend or require masks by all staff in common areas. California cases have continued to fall with a slight increase in San Bernardino County cases, which remain well below peak January levels. Staff will notice all Board meetings as in-person/hybrid as allowed by the Brown Act or health guidance allows.

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

- 1. Water Conservation – Plan Goal 1** – Santa Ana River, Mill, and Plunge Creeks were dry for several months. December storms added flow and some fire-related sediment. Later months were mostly dry with limited flows in April. Mill Creek's total recharge for the Water Year is over 1,200 AF. The Santa Ana River recharge is projected to be nearly 7,100 AF for the Water Year beginning in October. Plunge Creek recharge is still showing good recharge at about 851 AF. The total recharge is just over 9,500 AF.
- 2. Facility Maintenance and Cleanout – Plan Goal 1** – Normal water operations are underway, and all facilities are in operation. With dry conditions the limited maintenance has been ongoing as staff is available.
- 3. Aggregate Management – Plan Goal 1** – Upland Rock continues screening and selling sand and rock from District basin cleaning efforts and supporting land management efforts and costs.
- 4. Personnel/Administration/Staff** – Staff continues to monitor and implement the District Extreme Flu/COVID19 plan. Staff is using the modified work program to increase effectiveness and maintain office occupation limits. The vacant Assistant Engineer position was posted in early February; we received limited applicants and the position was posted again with applications due on May 6. Five applications were received, and interviews were conducted on June 2. One proposal was received for our RFP for technology modernization and support, which was posted on April 4.
- 5. Finance/Budget/Audit** – Staff is implementing the annual budget and reviewed it compared to Third Quarter operating results. T Initial planning/contract preparation is underway for actions/tasks included in the FY23 budget for implementation in July and August.
- 6. Mill Creek Diversion Engineering – Plan Goals 1/4** – Erwin reports on the engineering and construction projects at meetings when updates are not included in agenda items. Staff

continues to provide the additional requested information for environmental and engineering questions in the hopes of having permits in time to construct in 2022.

7. **Plunge Creek Conservation Project – Plan Goals 1/4** – Both operations and habitat management and monitoring efforts are ongoing. December storms made significant changes in the project and expanded the footprint of the waters area by more than eleven acres. Recharge for this water year has been good, about 850 AF.
8. **Enhanced Recharge Project – Plan Goal 1** – The Enhanced Recharge Phase 1A is completed. Engineering design is nearing completion for the new basins scheduled for construction in 2022. The District has issued a Wash Plan Certificate of Inclusion for this project following concurrence by USFWS. The State and Waters permits needed to proceed are being processed by SBVMWD.
9. **Active Recharge Transfer Project Partnership – Plan Goals 1, 2, and 4** – The Board has approved all three feasibility studies and a kick-off meeting has been held with each firm. In addition, initial studies are underway and site visits with the consultants have been completed.
10. **Edison Divestiture to Water Users – Plan Goals 1/4** – The consortium has been invited to submit an indicative bid. We continue to meet regularly to prepare agreements and review SCE information.
11. **Groundwater Council – Plan Goal 1** – The Groundwater Council last met on February 14, 2022, and approved the draft budget, water credits, and other issues. The Council met to discuss renewal of the agreement on May 23.
12. **Shop Facilities for Field Staff – Plan Goals - 1** – Erwin provides a separate report for the Board.
13. **Wildland Trails – Plan Goal 3** – Developing and opening Wildland Trails on District property is a Board priority and now has a separate report listed on the agenda. The Highland City Council approved the Agreement on January 11, 2022, and the Board approved it on January 12, 2022. Staff has been working on several comments from Redlands to get the agreement on the Council agenda for consideration in Summer 2022.
14. **Wash Plan – Plan Goal 4** – Staff continues to work with AECOM on permitting, and staff has met with the Army Corps of Engineers, Regional Water Quality Control Board, and California Department of Fish and Wildlife to discuss draft permits and move toward agreement on final permit conditions. Wash Plan Year 2 implementation task are underway, and will be covered in the Wash Plan verbal update.
15. **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. The appraisals have been received, along with costs for the equalization parcels. Staff and Dudek are coordinating on an expedited NEPA review in support of ROW issuance by BLM. Staff has provided all required materials to BLM to set up a reimbursement account for review of the EA, including a draft Plan of Development.

- 16. Conservation Trust – Plan Goal 4** – The Conservation Trust Board of Directors met on April 20. The District and Trust have been reimbursed for services and funding for conservation easements and contribution, with additional progress expected following recent coordination meetings with CDFW.
- 17. Property/Redlands Plaza** – Staff continues to manage Redlands Plaza tenants and maintenance issues. All units are now fully leased, with the church is working with the City on permitting the changes needed for the CUP. District Counsel is working with Red Dragonfly Spa to vacate the suite as their lease has expired.
- 18. Mining** – Mining efforts by CEMEX contractors continue at the Plant Site quarry. Mining above the guaranteed minimum continues resulting in additional revenue to the Land Enterprise.
- 19. Public Outreach and Legislative – Plan Goal 5** District staff partnered with the Redlands Conservancy to lead a hike on District property on Sunday, May 15. The hike was well attended by the public, District staff, and Vice President Corneille and Director Stewart. A press release was prepared to announce appointment of the District’s new General Manager: <https://www.sbvwd.org/newsletters/264-betsy-miller-vixie-appointed-district-s-first-woman-general-manager>. President McDonald was interviewed on the nexus between water and housing development for Realtor Magazine.
- 20. Current Board Action Implementation** – Many priority efforts have separate sections of the General Manager's Report or independent Board requested reports. Significant staff resources are allocated to the ARTP and Wash Plan projects. Staff and District Counsel are continuing to work closely on EHL/CBD v. USACOE settlement-related studies. Trails MOU with Redlands continues to be a priority.
- 21. Future Board Activities** – Expected short-term items for consideration or note:
- Exchange Plan Amendment – the Task Force reviewed in provided legal and other comments, and after the resolution, Board consideration is planned for early 2022.
 - BLM Land MOU/ROW working with BLM Regional Manager to complete in mid-2022.
 - Alliance JPA for River HCP when completed.
- 22. District Successes**
- Received appraisal for BLM Land Exchange.
 - Completed draft Plan of Development for BLM ROW.
 - Completed SBKR habitat assessment monitoring protocol
 - Completed slender-horned spineflower monitoring for 2022.
 - President McDonald and Ms. Miller attended the ACWA tour of Shasta Dam on June 2: “Flood Control, Hydro & Water Reliability – The Whole Dam Thing”
 - Staff celebrated retired GM Daniel Cozad for his birthday and last day as a District employee on May 18.

The District received the following email from Sherli Leonard, Executive Director of the Redlands Conservancy, following our co-hosted hike on May 15, 2022:

“Hi, Betsy and SBVWCD staff and friends - We at Redlands Conservancy are so grateful to you for the opportunity to enjoy the beautiful environment on the SBVWCD land. The land is quite different from anything we normally hike. Our Trails at 10 hikers thoroughly enjoyed the experience. We look forward to working with you on the possibility of establishing some trails in the Santa Ana River wash. Sherli Leonard”



Interns Anna, Chrissy and Jazmin finishing the last day of fieldwork to collect SBKR habitat covariates at 100 survey plots across the Wash Plan Preserve.



Staff celebrated former General Manager Daniel Cozad's birthday and retirement on May 18 with a potluck. We learned that the District staff includes many wonderful cooks!

San Bernardino Valley Water Conservation District

Monthly Recharge Report

From: 5/1/2022
To: 5/31/2022



	May				
	Avg Daily Recharge	Monthly Recharge	Recharge WYTD	10yr Avg Recharge*	BTAC Max**
Santa Ana River	9.6	297	7,105	10,018	176,625
Mill Creek	3.0	92	1,208	3,354	105,975
Plunge Creek	0.0	-	851	107	#N/A
State Water Project	0.0	-	9	6,681	#N/A
In River Channel Recharge***	0.0	-	384	#N/A	#N/A
Total	13	388	9,556	20,160	282,600

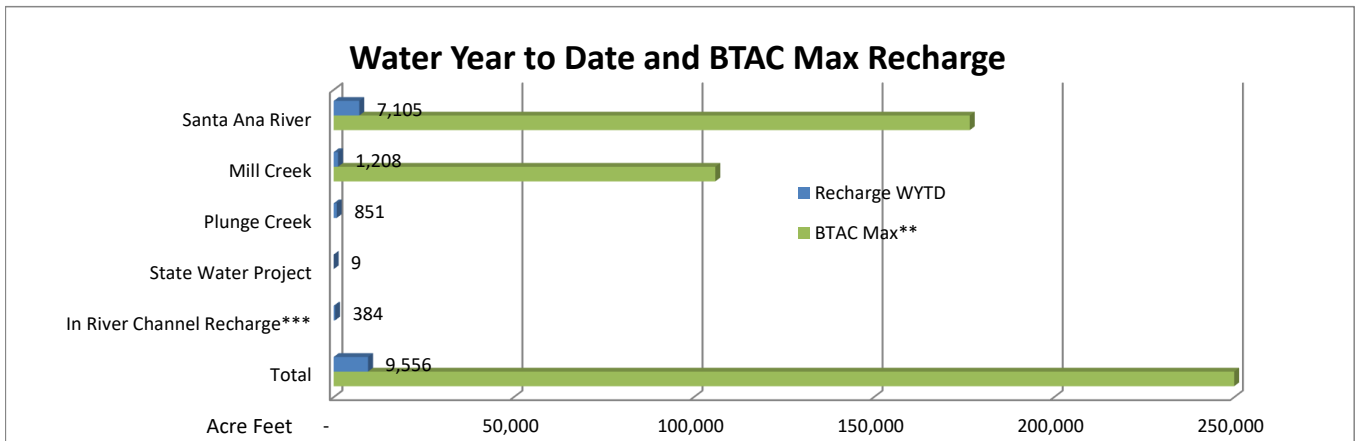
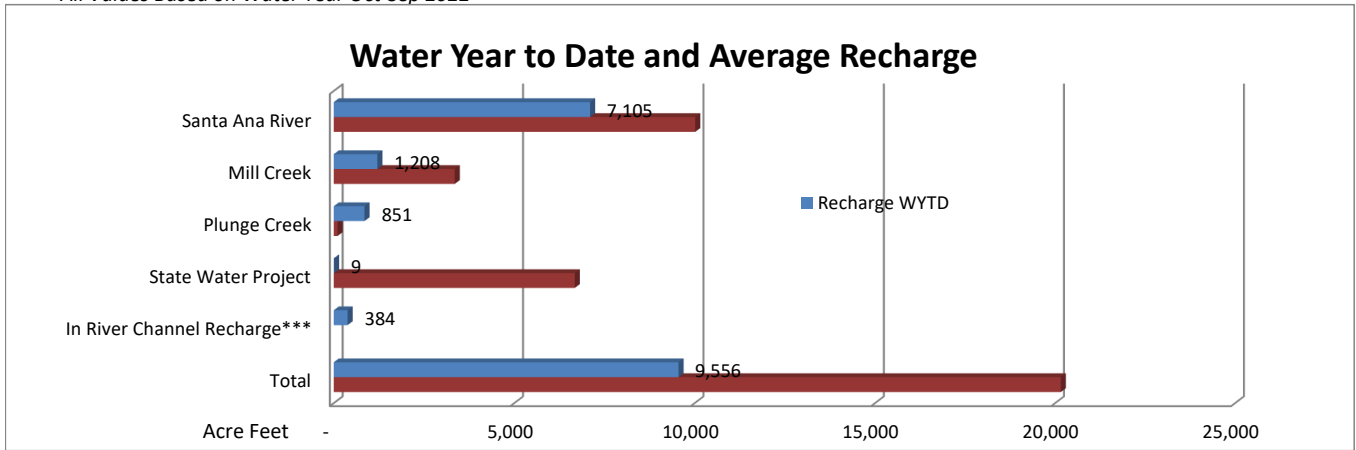
Values in Acre Feet

* Plunge Creek only has 1 year of available data

**BTAC Revised Max in December 2021

***Monitoring began in Mid-April 2011

**** All Values Based on Water Year Oct-Sep 2022





2022 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. 12 Board Meeting
Jan. 26 2nd 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. 5 Operations Committee Mtg.
Jul. 13 Board Meeting
Jul. 27 4th 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. 9 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. 10 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. 9 Board Meeting
Engineering Investigation Report Presentation
Mar. 23 3rd 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. 14 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. 4 Operations Committee Mtg.
Apr. 13 Board Meeting
Public Meeting/Groundwater Charge
Apr. 27 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. 4 Operations Committee Mtg.
Oct. 12 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 11 Board Meeting (@ 9 am)

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. 9 Board Meeting
Nov. 16 1st Qtr. Finance & Admin Mtg.

JUNE						
S	M	T	W	Th	F	S
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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. 8 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. 14 Board Meeting (@ 9:30 a.m.)
Annual Luncheon