



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

BOARD OF DIRECTORS MEETING AGENDA

Wednesday, February 8, 2023 – 1:30 p.m.

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

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

Call in (669) 900-6833, Meeting ID: 811 5882 7619

To join the Zoom Meeting on <https://us02web.zoom.us/j/81158827619>

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

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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

occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

3. GUEST RECOGNITION/SELF INTRODUCTIONS

4. CONSENT CALENDAR

- A. Approval of Board Minutes, January 11, 2023.....6
- B. Approval of Expenditure Report, January 202315
- C. Report of Excused Absences
- D. Groundwater Assessment Report for July 1, 2022 to December 31, 2022.....28
- E. District Board Priorities for 202337
- F. ACWA/JPIA Executive Committee Concurring Nominations Resolutions

5. COMMITTEE REPORTS /ACTION ITEMS

Committee Reports

A. OPERATIONS COMMITTEE VERBAL REPORT - 10 minutes

Presenter: Operations Committee

Recommendation: The chair of the Operations Committee will provide a verbal report on the meeting held on January 24.

B. FINANCE & ADMINISTRATION COMMITTEE VERBAL REPORT - 10 minutes

Presenter: Finance & Administration Committee/Angie Quiroga

Recommendation: The chair of the Finance & Administration Committee will provide a verbal report on the meeting held on January 25.

Action Items

C. SECOND QUARTER ANNUAL UNAUDITED FINANCIAL REPORTS FOR

2022-2023 – 5 minutes (M#1912)38

Presenter: Finance & Administration Committee/Angie Quiroga

Recommendation: The Finance & Administration Committee recommends the Board approve the Second Quarter Financial Reports for FY23 as presented.

D. UNAUDITED FINANCIAL REPORTS, January 2023 – 5 minutes (M#1913).....44

Presenter: Angie Quiroga/Betsy Miller

Recommendation: Review and approve the unaudited financials for January 2023.

E. BOARD POLICY MANUAL REVISIONS – 5 minutes (M#1914).....51

Presenter: Finance & Administration Committee/Betsy Miller

Recommendation: Finance & Administration Committee recommends that the Board approve of proposed revisions to the Board’s Policy Manual to reflect clarifications to section 4025.1.1 Eligible Expense Reimbursement and Appendix C.

- F. DRAFT ENGINEERING INVESTIGATION REPORT FOR 2023 – 10 minutes
(M#1915)61

Presenter: *Katelyn Scholte*

Recommendation: Provide comments or request changes to the Draft Engineering Investigation (EI Report); receive and file staff’s presentation.

- G. BUDGET PLANNING FOR GROUNDWATER ENTERPRISE FOR FY24: PROPOSED GROUNDWATER COUNCIL OPERATIONS & MAINTENANCE FEE AND ADVERTISED GROUNDWATER CHARGE – 20 minutes (M#1916).....63

Presenter: *Finance & Administration Committee/Betsy Miller*

Recommendation: Finance & Administration Committee recommends the Board review, discuss and approve issues for inclusion in the FY24 Groundwater Enterprise Budget and provide direction to staff on Public Notice for the Groundwater Charge.

- H. YEAR 3 AMENDMENT TO CONSERVATION SERVICES AGREEMENT WITH INLAND EMPIRE RESOURCES CONSERVATION DISTRICT FOR IMPLEMENTATION OF PERMIT CONDITIONS FOR THE PLUNGE CREEK CONSERVATION PROJECT – 10 minutes
(M#1917)75

Presenter: *Milan Mitrovich*

Recommendation: Approve Second Amendment to the Conservation Services Agreement with Inland Empire Resources Conservation (IERCD) for implementation of permit conditions associated with the Plunge Creek Conservation Project in an amount not to exceed \$50,170.87, and amend the budget to increase GL 5120 – Miscellaneous Professional Services by \$50,170.87 fo fund this project.

- I. CONTRACT WITH STRATEGY DRIVER, INC. FOR 2023 STRATEGIC PLAN UPDATE – 10 minutes (M#1918).....85

Presenter: *Betsy Miller*

Recommendation: Staff recommends that the Board approve a contract with Strategy Driver, Inc. to prepare the District’s five-year Strategic Plan update in an amount not to exceed \$63,475, and amend the budget to increase GL 5120 – Miscellaneous Professional Services by \$63,475 to fund this project.

6. INFORMATION ITEMS:

- A. Environmental Update – 5 minutes.....101
- B. Wash Plan Trails Status Report – 5 minutes.....105
- C. Engineering Update – 5 minutes.....106
- D. Board President Monthly Verbal Update – 5 minutes
- E. General Manager’s Report and Monthly Recharge Report – minutes.....107
- F. Future Agenda Items & Staff Tasks – 5 minutes

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

8. **UPCOMING MEETINGS:**

- A. February 9, 2023 Ad Hoc Trails Committee, 9:00 a.m. at Conservation District
(Zoom Meeting ID: 811 5882 7619)
- B. February 9, 2023 Outreach Committee Meeting, 10:00 a.m. at Conservation District
(Zoom Meeting ID: 882 2303 8405)
- C. February 14, 2023 San Bernardino Valley Municipal Water District Resources and Engineering Workshop, 2:00 p.m. at Valley Municipal
- D. February 15, 2023 USAR WIFA Meeting, 8:30 a.m. via Teleconference Only
- E. February 20, 2023 Office Closed in Observance of President's Day
- F. February 21, 2023 San Bernardino Valley Municipal Water District, 2:00 p.m. at Valley Municipal
- G. February 22, 2023 USAR WIFA Technical Advisory Committee Meeting, 8:30 a.m. via Teleconference Only
- H. February 27, 2023 Association of San Bernardino Special Districts Dinner, 6:00 p.m. hosted by SitelogiQ at Conference Center at Bear Springs Hotel (Highland)
Topic: Electrification, Mandates, Challenges and Cash
- I. February 28, 2023 Active Recharge Transfer Projects Policy Committee, 3:00 p.m. at Conservation District
(Zoom Meeting ID: 874 9055 5477)
- J. March 8, 2023 Board of Directors Meeting, 1:30 p.m. at Conservation District
(Zoom Meeting ID: 811 5882 7619)
- K. March 17, 2023 *Form 700's Due to District Office*
- L. May 9-11, 2023 ACWA Spring Conference (Monterey, CA)
(Board Approval Required)

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 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: Betsy Miller and David Cosgrove Owner: Southern California Edison Negotiators Allison, Bahen, Property Manager and Steven Powell, Vice President.
3. 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 March 8, 2023 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 JANUARY 11, 2023
1:30 p.m.

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

ROLL CALL:

BOARD MEMBERS PRESENT:

Melody McDonald, President
David E. Raley, Director (Arrival 1:55 P.M.)
Robert Stewart, Vice President
John Longville, Director (Arrival 2:11 P.M.)
Richard Corneille, Director

BOARD MEMBERS ABSENT:

None

STAFF PRESENT:

Betsy Miller, General Manager
Milan Mitrovich, Land Resources Manager
Katelyn Scholte, Principal Engineer
Athena Laroche, Administrative Specialist
Angie Quiroga, Senior Administrative Analyst
David Cosgrove, District Counsel

GUESTS PRESENT:

June Hayes, San Bernardino Valley Municipal Water District
T. Milford Harrison, 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 no additions or deletions to the posted agenda.

3. GUEST RECOGNITION/SELF INTRODUCTION

Ms. Miller introduced staff and Board members made self-introductions. All those attending via Zoom made self-introductions.

4. DISTRICT STANDING COMMITTEE APPOINTMENTS

President McDonald opened this item for discussion. She requested comments from Board members following review of Appendix B: Standing Committees, shown on package page 6. There were no changes suggested to Appendix B, therefore all existing appointments will remain in effect until next year.

President McDonald requested feedback from the Board on Appendix C: Roster of Organizations and Committees with Assigned Representatives as shown on package page 7. Ms. Miller noted that there is one revision to Appendix C, not related to Board member appointments: Ms. Scholte was appointed by the court as the representative for the Big Bear Watermaster Committee on December 6, replacing Daniel Cozad. No additional changes were recommended. President McDonald stated that any member of the Board that desires to attend ACWA/JPIA training may do so at the conferences.

5. CONSENT CALENDAR

It was moved by Vice President Stewart and seconded by Director Corneille to approve the Consent Calendar: Item A: Board Minutes, December 14, 2022; and Item B: Expenditure Report, December 2022. The motion carried 3-0, with all Board members present voting in the affirmative. Director Longville and Raley were noted absent from the vote.

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

6. COMMITTEE REPORTS/ACTION ITEMS

A. UNAUDITED FINANCIAL REPORT, DECEMBER 2022

Ms. Quiroga introduced this item for discussion, beginning on package page 28. She noted that GL-4010: Interest Income is above budget due to funds being reallocated to higher yield investment accounts; the District has received \$41,825 in interest payments from UBS. Groundwater revenue remains the same with no additional late payments received. The groundwater statements for July 1, 2022 to December 31, 2022 were sent out with payments expected within the next month, and that payments of approximately \$100,000 into GL-4050: Property Tax Income have been received to date. She said that GL-4030: Mining Income was approximately \$143,000 over budget. Ms. Quiroga noted that revenue increased by approximately \$125,000 from November to December. She said that all other revenue sources are as expected, and that expenses were not substantial. Ms. Quiroga reviewed GL-6093: Memberships which is currently overbudget. She said that this GL will be adjusted slightly due to funds that are a prepayment for next year. Ms. Miller reviewed the request by Director Raley to discuss District memberships. She primarily discussed the membership for the California Special Districts Association (CSDA), which provides a variety of benefits, including legislative advocacy, trainings and conferences. Ms. Miller said that the most frequently utilized benefit is training offered to Board and Staff.

However, she noted that non-members may attend training and events at an increased cost of approximately 50%. Director Stewart asked if GL-6060: Outreach is where expenses for ThunderWheel Communications would be allocated. Ms. Quiroga responded in the affirmative.

It was moved by Director Corneille and seconded by Vice President Stewart to approve the Unaudited Financial Reports for December 2022. The motion carried 3-0, with all Board members present voting in the affirmative. Director Longville and Raley were noted absent from the vote.

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

B. DISTRICT BOARD PRIORITIES FOR 2023

Ms. Miller presented the 2022 Board Priorities on package page 37 and Draft 2023 Board Priorities on package page 38. She summarized District's progress on the 2022 Board Priorities to date. Directors provided the following feedback on the Draft 2023 Board Priorities:

- Item 8: Mill Creek Operations Permitting – Vice President Stewart indicated that this item is necessary to complete Item 1: Existing Groundwater Recharge Operations. He would like to see this item completed prior to December 2023 due to its critical nature. Ms. Miller said that early discussions with certain resource agencies indicated that they may decline to regulate the facility due to applicable exemptions, etc., which would support an expedited review process.
- Item 2: Active Recharge Transfer Projects Feasibility Studies – Director Corneille requested staff to try to begin final design on one or more of the projects prior to the end of the year and requested details on opportunities to expedite this process. Ms. Miller said that certain feasibility studies will be completed prior to others, and staff are reviewing all opportunities to expedite at least one project. Mr. Fogerson indicated that he is confident that by mid-year staff will be able to identify at least one project that it can move forward with.
- Item 13: Wash Plan Trails MOU – Director Corneille said that he would like to see at least one trail opened. He expressed disappointment at this project missing its projected completion dates in last year's Priorities.
- Director Corneille recommended adding the Groundwater Council Renewal as a priority.
- Director Corneille requested that staff actively seek grants that support groundwater recharge projects such as the Active Recharge Transfer Projects (ARTP). Ms. Miller spoke in support of adding this item as a priority. She indicated that Ms. Scholte is currently working on materials to support a grant application that would retroactively fund a portion of the on-going ARTP feasibility studies. Director Raley stated that obtaining a grant should be the priority rather than just applying for a grant. Director Corneille noted that grants for ARTP should be the priority. President McDonald asked for clarification on the types of grant funding available. Ms. Miller reviewed the state and federal grant funding opportunities and the potential need to hire a grant consultant. Director Stewart said that there should be data collection to identify project completion dates. He indicated that it is important to explain the length of time it takes, the amount of effort and what it fully entails to see a project to completion.

Ms. Miller will update the Draft document and bring the final District Board Priorities to the Board for approval in February.

It was moved by Director Longville and seconded by Vice President Stewart to approve the 2023 District Board Priorities with the addition of 1) Groundwater Council Renewal and 2) Grants for Capital Improvement Projects. The motion carried 5-0, with all Board members present voting in the affirmative.

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

C. STATEMENT OF INVESTMENT POLICY 2023

Ms. Miller introduced this item for discussion, noting its inclusion beginning package page 39. The Finance & Administration Committee met on November 16, and recommended approval of this item as presented. Ms. Miller noted that there are minor revisions shown in redline throughout the document. She said that PFM will review the Statement of Investment Policy in Q1. If PFM recommends changes as part of their review, these updates will be presented to the Board for review and approval.

It was moved by Director Corneille and seconded by Vice President Stewart to approve the Statement of Investment Policy for 2023 as presented. The motion carried 5-0, with all Board members present voting in the affirmative.

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

D. UPLAND ROCK MATERIAL PROCESSING LICENSE UPDATE

Mr. Cosgrove introduced this item for discussion, and indicated its inclusion on package page 51. The District has contracted with Upland Rock for several years for the processing of sand, gravel and rock generated by basin maintenance activities, or imported onto District property. Staff is recommending that the District renew the material processing license extension with Upland Rock for 1 year. Mr. Cosgrove stated that the license royalty component for sand has been removed, because there is no market for sand at this time. If the Board chooses not to extend the agreement, it can pursue alternative means of attempting to remove stockpiled materials on District property through separate procurement. Director Stewart asked about the Stormwater Pollution Prevention Plan, and Mr. Cosgrove responded that this plan, and all permitting requirements, were the responsibility of the Licensee under the license. He asked if the District has the ability to provide sand to a customer, apart from any royalty or obligation under the license, should they request it. Mr. Cosgrove indicated that the District license is not exclusive, and if the District needs sand removed it can do so, but under present market conditions the operator does not have a fiscal incentive to remove it. Director Stewart asked if other entities choose to stockpile materials in the Borrow Pit, does it then become the property of Upland Rock. Mr. Cosgrove said that the property right of Upland Rock comes from their processing of material, not just its presence on the site, so their

rights extend only to material that they have processed. Mr. Cosgrove also highlighted that the recommended action included a CEQA exemption finding, as detailed in the staff report.

It was moved by Director Stewart and seconded by Director Raley to approve the attached 2023 Mineral Processing License Extension to provide an additional year of material stockpile processing by Upland Rock. The motion carried 5-0, with all Board members present voting in the affirmative.

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

E. SETTLEMENT AGREEMENT AND RELEASE REGARDING D.R. HORTON TRESPASS

Mr. Cosgrove introduced this item for discussion, indicating its inclusion on package page 75. D.R. Horton's contractor trespassed onto District property and disturbed habitat during the summer of 2021. The District has negotiated the restoration of these acres. D.R. Horton provided the District with a deposit of \$48,025 to fund District staff time to evaluate remediation alternatives. Staff has been working with the resource agencies to ensure that the restoration plan is acceptable. Mr. Cosgrove recommends that the Board approve the settlement agreement and release regarding the D.R. Horton trespass. The parties agreed to a sum of an additional \$200,617.71 to cover both the anticipated costs of remediation and associated future District's staff time and overhead costs. Director Stewart spoke in support of the District handling the restoration of habitat since we are the experts in this area. He expressed concern over potential trespass and dumping issues that may occur in the disturbed area and asked if boulders can be placed there to block access. President McDonald spoke in support in the District using boulders to block of access. Mr. Fogerson indicated that placement of the boulders needs to be done carefully. Director Raley asked if the District is comfortable that these funds will cover the full restoration. Mr. Cosgrove indicated that staff has included a contingency. Mr. Mitrovich said that the resource agencies have recognized that the District is best suited to complete the necessary remediation. Ms. Miller thanked Mr. Cosgrove for his efforts on this item.

It was moved by Director Longville and seconded by Director Corneille to approve the Settlement Agreement and Release with D.R. Horton resolving issues regarding damage to 0.41 acres of District property (APN 029701107) next to the Vista Verde at Mediterra development and authorize the Board President to sign the agreement on behalf of the District, subject to any non-substantive clarifications in language approved by both the District's General Manager and Counsel. The motion carried 5-0, with all Board members present voting in the affirmative.

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

F. CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE ENDANGERED SPECIES
CONSERVATION AND RECOVERY GRANT PROGRAM APPLICATION

Mr. Mitrovich reviewed this item beginning on package page 28. Staff recommends the Board authorize use of expenditures for the San Bernardino kangaroo rat (SBKR) monitoring program planned for the Wash Plan Preserve from 2024-2026 as matching funds for the California Department of Fish & Wildlife's Service (CDFW) Endangered Species Conservation and Recovery Grant Program in an amount not to exceed \$235,000, and authorize the General Manager to prepare and sign a letter of commitment for these matching funds for submittal with the range-wide SBKR monitoring proposal prepared for the Program's Proposal Solicitation. Mr. Mitrovich provided detailed history on the project and its association with the Wash Plan. There is a minimum non-federal match of 25% of the total project costs that must be provided by project applicants. Director Corneille asked about benefits to the District for participating in the proposed project. Mr. Mitrovich indicated that the project provides exceptional partnership opportunities and will significantly increase knowledge of SBKR across the region which will inform Wash Plan management. He indicated that the grant is due next week and will take six months to award.

It was moved by Director Longville and seconded by Vice President Stewart to authorize use of expenditures for the San Bernardino kangaroo rat monitoring program planned for the Wash Plan Preserve and/or other District owned property from 2024-2026 as matching funds for the California Department of Fish and Wildlife's Endangered Species Conservation and Recovery Grant Program in an amount not to exceed \$235,000, and authorize the General Manager to prepare and sign a letter of commitment for these matching funds for submittal with the range-wide SBKR monitoring proposal prepared for the Program's Proposal Solicitation. The motion carried 5-0, with all Board members present voting in the affirmative.

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

G. ASSOCIATION OF SAN BERNARDINO COUNTY SPECIAL DISTRICT BOARD NOMINATIONS

Ms. Miller introduced this item for discussion, noting its inclusion on package page 85. She stated that the Association of San Bernardino County Special Districts (ASBCSD) will be holding Board elections in February, and they are requesting a letter of support from the District. Director Corneille nominated President McDonald continue to serve on the ASBCSD Board.

It was moved by Director Corneille and seconded by Director Longville to nominate President McDonald for election to the Association of the San Bernardino County Special Districts Board and authorize the Vice President of the Board of Directors to submit a letter of recommendation. The motion carried 5-0, with all Board members present voting in the affirmative.

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

Director Stewart: Yes

7. INFORMATION ITEMS

A. ENVIRONMENTAL UPDATE

Mr. Mitrovich provided an update on this item, noting its inclusion on package pages 86 to 88. He reviewed the Wash Plan Implementation – Organization Structure & Planning. He noted that there is a meeting scheduled with the United States Fish & Wildlife Service (USFWS) for February 28 to visit the Wash Plan Preserve and Mill Creek. Mr. Mitrovich noted that on December 15 the District held a Wash Plan Task Force meeting where it approved the contract amendment for AECOM to complete work on the remaining Wash Plan State and waters permits. He reviewed the Community Mitigation Program and provided an update on California Department of Fish and Wildlife’s approval of the San Bernardino County Transportation Authority’s 4.2 acres of offsite mitigation under this program. Director Corneille asked if the MOU with San Bernardino County included part of the Woolly Star Preserve Area (WSPA). Mr. Mitrovich indicated that the conservation easement is not within the WSPA. President McDonald asked how many Streambed Alteration Agreements the District has completed. Ms. Miller stated that we have completed these permits for Plunge Creek, Mill Creek and the Wash Plan Covered Activities; Ms. Scholte said that one has also been completed for the ARTP’s Waterman, Twin and Lynwood geotechnical work. This item was received and filed.

B. WASH PLAN TRAILS STATUS REPORT

Ms. Miller introduced this item for discussion, noting its inclusion on package page 89. She said that the City of Highland has reviewed the five party agreement with plans to present it to their Council next month pending comments from the mining companies. The District is expecting to receive comments from the City of Redlands in February or March. Director Corneille asked what permits are required and what steps need to be taken to be able to open up a trail. Ms. Miller indicated that the Wash Plan Certificate of Inclusion could move in parallel to obtaining the remaining Wash Plan permits and approvals from the cities. Staff are reviewing trail segments to see if there are options entirely within the City of Highland which might proceed without additional approvals. Director Longville asked when staff believes the public will be able to utilize a trail. Ms. Miller indicated that there may be a possibility of opening one by the end of year, depending on MOU approval and associated jurisdiction. President McDonald stated that the City of Highland has always been supportive of having trails.

C. ENGINEERING UPDATE

This item is included on package page 90. Mr. Fogerson stated that the Mentone Shop is moving forward: Staff has provided comments on the building plans prepared by the manufacturer and structural foundation plans are expected soon. Staff spoke with the Corp of Engineers (COE) today to discuss the 408 permit for Mill Creek, and are hopeful it will be issued next month. Mr. Fogerson reviewed the ARTP projects as noted within the written report. Ms. Scholte shared the model of Mill Creek via Zoom.

D. BOARD PRESIDENT MONTHLY VERBAL UPDATE

President McDonald provided an update on recent activities. She received her elections fees back due to running unopposed.

E. GENERAL MANAGER'S REPORT AND MONTHLY RECHARGE REPORT

Ms. Miller introduced this item for discussion, noting its inclusion on package page 91 to 92. The monthly recharge report is included on package page 93. Ms. Miller indicated that the final land inspection for the Santa Ana River Wash Plan Land Exchange Act Implementation was delayed due to rain. She has met with strategic plan consultants in preparation for the update for this year. This item was received and filed.

F. FUTURE AGENDA ITEMS & STAFF TASKS

Director Raley requested additional information on the Groundwater Council and the pending renewal. Director Corneille requested an update on the Exchange Plan.

8. MONTHLY BOARD MEMBER MEETING REPORTS

Director Stewart attended the Loma Linda Chamber of Commerce on December 15 and the Valley Municipal Engineering Workshop on January 10.

Director Raley attended the Redlands Rise N Shine on January 8.

Director Corneille attended the ACWA Fall Conference, Groundwater Management Committee and Water Management Committee meetings from November 29 to December 1. He attended the Ad Hoc Audit Committee December 2, Redlands Rise N Shine on December 6 and Valley Municipal Engineering Workshop on January 10.

Director Longville attended the Valley Municipal Board Meeting on January 3 and December 20. He attended the Valley Municipal Resources Workshop on December 15.

President McDonald attended the Valley Municipal Engineering Workshop on January 10, and Valley Municipal Resources Workshop on December 15 and January 5. She attended the Valley Municipal Board Meeting on January 3.

9. UPCOMING MEETINGS

No meetings were discussed.

10. CLOSED SESSION

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

President McDonald: Yes

Vice President Stewart: Yes

Director Longville: Yes

Director Raley: Yes

Director Corneille: Yes

Mr. Cosgrove announced that the meeting would adjourn to a closed session to discuss all items on the posted agenda, except for Item 4.

At 4:54 p.m. the meeting reconvened into open session. Mr. Cosgrove reported that while in closed session the Board by unanimous vote authorized District Counsel to enter into a collection agreement in unlawful detainer as in posted agenda.

11. ADJOURN MEETING

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

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

At 4:55 p.m., the meeting adjourned to the regular Board meeting scheduled for 1:30 p.m. on February 8, 2023, via Zoom and in-person.

Betsy Miller
General Manager

San Bernardino Valley Water Conservation District Expenditure Report January 2023

Num	Date	Name	Account	Class	Original Amount
Online Pymt	01/27/2023	WEX Bank-Shell	1012 · Citizens Busine...		-474.00
	01/06/2023		5320 · Fuel	1-Groundwater Ent.	474.00
TOTAL					474.00
ONLINE Pymt	01/04/2023	WEX Bank-Shell	1012 · Citizens Busine...		-788.00
			5320 · Fuel	1-Groundwater Ent.	788.00
TOTAL					788.00
PC 01.11.23	01/11/2023	Paychex	1012 · Citizens Busine...		-419.04
			6042 · Payroll Processing	4-General Fund Ent.	419.04
TOTAL					419.04
PC 01.25.23	01/25/2023	Paychex	1012 · Citizens Busine...		-125.71
			6042 · Payroll Processing	4-General Fund Ent.	125.71
TOTAL					125.71
23917	01/03/2023	American Express	1012 · Citizens Busine...		-2,577.05
	12/23/2022		6425 · Meals	4-General Fund Ent.	1,042.56
			6525 · Meals	4-General Fund Ent.	706.12
			6525 · Meals	1-Groundwater Ent.	549.21
			6525 · Meals	3-Land Resources	313.83
			6530 · Lodging	4-General Fund Ent.	339.80
			6530 · Lodging	1-Groundwater Ent.	264.30
			6530 · Lodging	3-Land Resources	151.02
TOTAL					3,366.84
23918	01/03/2023	Castro Landscaping Se...	1012 · Citizens Busine...		-250.00
	12/30/2022		6026 · Redlands Plaza ...	2-Redlands Plaza/...	250.00
TOTAL					250.00
23919	01/03/2023	Diamond Environment...	1012 · Citizens Busine...		-161.53
	12/21/2022		5223 · Temp. Field Labor	1-Groundwater Ent.	61.05
	12/26/2022		5460 · Water / Trash / ...	4-General Fund Ent.	45.22
			5460 · Water / Trash / ...	1-Groundwater Ent.	35.16
			5460 · Water / Trash / ...	3-Land Resources	10.05
			5460 · Water / Trash / ...	6-Active Recharge ...	10.05
TOTAL					161.53
23920	01/03/2023	Edison - 3636	1012 · Citizens Busine...		-47.62
	12/30/2022		6016 · Redlands Plaza ...	2-Redlands Plaza/...	47.62
TOTAL					47.62

San Bernardino Valley Water Conservation District Expenditure Report January 2023

Num	Date	Name	Account	Class	Original Amount
23921	01/03/2023	Edison - 6256 (Redland...	1012 · Citizens Busine...		-180.95
	12/30/2022		6026 · Redlands Plaza ...	2-Redlands Plaza/...	180.95
TOTAL					180.95
23922	01/03/2023	Edison - 9779	1012 · Citizens Busine...		-188.61
	12/30/2022		5420 · Electricity	4-General Fund Ent.	52.81
			5420 · Electricity	1-Groundwater Ent.	37.72
			5420 · Electricity	2-Redlands Plaza/...	79.22
			5420 · Electricity	6-Active Recharge ...	18.86
TOTAL					188.61
23923	01/03/2023	Empire Disposal	1012 · Citizens Busine...		-173.39
	12/31/2022		5460 · Water / Trash / ...	4-General Fund Ent.	78.03
			5460 · Water / Trash / ...	1-Groundwater Ent.	60.68
			5460 · Water / Trash / ...	3-Land Resources	17.34
			5460 · Water / Trash / ...	6-Active Recharge ...	17.34
TOTAL					173.39
23924	01/03/2023	Frontier-7275	1012 · Citizens Busine...		-279.63
	12/19/2022		5440 · Telephone	4-General Fund Ent.	122.78
			5440 · Telephone	1-Groundwater Ent.	51.16
			5440 · Telephone	6-Active Recharge ...	30.70
			5470 · Internet Services	4-General Fund Ent.	33.74
			5470 · Internet Services	1-Groundwater Ent.	18.75
			5470 · Internet Services	2-Redlands Plaza/...	3.75
			5470 · Internet Services	3-Land Resources	11.25
			5470 · Internet Services	6-Active Recharge ...	7.50
TOTAL					279.63
23925	01/03/2023	G. Davidson's Electric, ...	1012 · Citizens Busine...		-920.33
	12/21/2022		6012 · Office Maintenan...	4-General Fund Ent.	368.13
			6012 · Office Maintenan...	3-Land Resources	552.20
TOTAL					920.33
23926	01/03/2023	Home Depot Credit Ser...	1012 · Citizens Busine...		-701.38
	12/28/2022		5210 · Equipment Maint...	1-Groundwater Ent.	696.25
			6012 · Office Maintenan...	4-General Fund Ent.	2.05
			6012 · Office Maintenan...	2-Redlands Plaza/...	3.08
TOTAL					701.38
23927	01/03/2023	Image Source	1012 · Citizens Busine...		-214.28
	12/22/2022		6033 · Office Equipmen...	4-General Fund Ent.	160.71
			6033 · Office Equipmen...	1-Groundwater Ent.	10.71
			6033 · Office Equipmen...	2-Redlands Plaza/...	32.15
			6033 · Office Equipmen...	3-Land Resources	10.71
TOTAL					214.28

San Bernardino Valley Water Conservation District
Expenditure Report
January 2023

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
23928	01/03/2023	Integrated Planning & ...	1012 · Citizens Busine...		-66,129.01
	01/02/2023		5120 · Misc. Profession...	1-Groundwater Ent.	46,320.76
			5120 · Misc. Profession...	3-Land Resources	18,495.75
			5120 · Misc. Profession...	6-Active Recharge ...	1,312.50
TOTAL					66,129.01
23929	01/03/2023	Lowe's Companies, Inc.	1012 · Citizens Busine...		-198.50
	12/25/2022		5210 · Equipment Maint...	1-Groundwater Ent.	188.18
			6012 · Office Maintenanc...	4-General Fund Ent.	4.13
			6012 · Office Maintenanc...	2-Redlands Plaza/...	6.19
TOTAL					198.50
23930	01/03/2023	Mikael Romich	1012 · Citizens Busine...		-3,213.60
	01/03/2023		5123 · Habitat Manage...	5-Wash Plan	3,213.60
TOTAL					3,213.60
23931	01/03/2023	O'Reilly	1012 · Citizens Busine...		-8.90
	12/02/2022		5210 · Equipment Maint...	1-Groundwater Ent.	8.90
TOTAL					8.90
23932	01/03/2023	Redlands Tire Pros & S...	1012 · Citizens Busine...		-231.63
	12/21/2022		5310 · Vehicle Mainten...	1-Groundwater Ent.	231.63
TOTAL					231.63
23933	01/03/2023	Rogers, Anderson, Mal...	1012 · Citizens Busine...		-850.00
	11/30/2022		5170 · Audit	4-General Fund Ent.	255.00
			5170 · Audit	1-Groundwater Ent.	306.00
			5170 · Audit	2-Redlands Plaza/...	127.50
			5170 · Audit	3-Land Resources	161.50
TOTAL					850.00
23934	01/03/2023	WEX Bank-Valero	1012 · Citizens Busine...		-1,028.18
	12/23/2022		5320 · Fuel	1-Groundwater Ent.	1,028.18
TOTAL					1,028.18
23935	01/03/2023	Wilbur's	1012 · Citizens Busine...		-182.57
	10/10/2022		5210 · Equipment Maint...	1-Groundwater Ent.	59.75
	12/05/2022		5210 · Equipment Maint...	1-Groundwater Ent.	122.82
TOTAL					182.57

San Bernardino Valley Water Conservation District
Expenditure Report
January 2023

02/01/23

Num	Date	Name	Account	Class	Original Amount
23936	01/17/2023	ACWA JPIA - Workers ...	1012 · Citizens Busine...		-4,296.89
	01/04/2023		6120 · Workers' Comp. ...	4-General Fund Ent.	558.60
			6120 · Workers' Comp. ...	1-Groundwater Ent.	1,933.60
			6120 · Workers' Comp. ...	2-Redlands Plaza/...	171.87
			6120 · Workers' Comp. ...	3-Land Resources	429.69
			6120 · Workers' Comp. ...	5-Wash Plan	300.78
			6120 · Workers' Comp. ...	6-Active Recharge ...	902.35
TOTAL					4,296.89
23937	01/17/2023	ACWA/JPIA-Health	1012 · Citizens Busine...		-23,129.21
	01/04/2023		6110 · Vision Insurance	4-General Fund Ent.	39.99
			6110 · Vision Insurance	1-Groundwater Ent.	138.41
			6110 · Vision Insurance	2-Redlands Plaza/...	12.30
			6110 · Vision Insurance	3-Land Resources	30.76
			6110 · Vision Insurance	5-Wash Plan	21.53
			6110 · Vision Insurance	6-Active Recharge ...	64.59
			6130 · Dental Insurance	4-General Fund Ent.	133.92
			6130 · Dental Insurance	1-Groundwater Ent.	463.57
			6130 · Dental Insurance	2-Redlands Plaza/...	41.21
			6130 · Dental Insurance	3-Land Resources	103.02
			6130 · Dental Insurance	5-Wash Plan	72.11
			6130 · Dental Insurance	6-Active Recharge ...	216.33
			6150 · Medical Insurance	4-General Fund Ent.	2,832.89
			6150 · Medical Insurance	1-Groundwater Ent.	9,806.16
			6150 · Medical Insurance	2-Redlands Plaza/...	871.66
			6150 · Medical Insurance	3-Land Resources	2,179.15
			6150 · Medical Insurance	5-Wash Plan	1,525.40
			6150 · Medical Insurance	6-Active Recharge ...	4,576.21
TOTAL					23,129.21
23938	01/17/2023	AECOM Technical Serv...	1012 · Citizens Busine...		-15,708.73
	01/12/2023		7151 · Mill Creek Permi...	1-Groundwater Ent.	15,708.73
TOTAL					15,708.73
23939	01/17/2023	American Power Security	1012 · Citizens Busine...		-970.00
	12/31/2022		6026 · Redlands Plaza ...	2-Redlands Plaza/...	970.00
TOTAL					970.00
23940	01/17/2023	Anna Frey	1012 · Citizens Busine...		-105.31
	01/04/2023		6510 · Mileage	4-General Fund Ent.	42.12
			6510 · Mileage	1-Groundwater Ent.	26.33
			6510 · Mileage	3-Land Resources	10.53
			6510 · Mileage	6-Active Recharge ...	26.33
TOTAL					105.31
23941	01/17/2023	Assoc. San Bernardino...	1012 · Citizens Busine...		-226.00
	01/04/2023		6093 · Memberships	4-General Fund Ent.	150.00
	01/06/2023		6425 · Meals	4-General Fund Ent.	76.00
TOTAL					226.00

San Bernardino Valley Water Conservation District Expenditure Report January 2023

Num	Date	Name	Account	Class	Original Amount
23942	01/17/2023	CA Dept of Tax & Fee A...	1012 · Citizens Busine...		-1,700.28
	01/09/2023		6009 · Licenses	4-General Fund Ent.	340.06
			6009 · Licenses	1-Groundwater Ent.	1,360.22
TOTAL					1,700.28
23943	01/17/2023	California Dept of Fish ...	1012 · Citizens Busine...		0.00
TOTAL					0.00
23944	01/17/2023	Citizens Business Bank	1012 · Citizens Busine...		-7,173.46
	12/13/2022		5310 · Vehicle Mainten...	1-Groundwater Ent.	205.54
			6001 · General Adminis...	4-General Fund Ent.	24.61
			6001 · General Adminis...	1-Groundwater Ent.	24.61
			6002 · Website Adminis...	4-General Fund Ent.	365.00
			6009 · Licenses	4-General Fund Ent.	12.00
			6009 · Licenses	1-Groundwater Ent.	48.00
			6027 · Computer Softw...	4-General Fund Ent.	144.22
			6027 · Computer Softw...	1-Groundwater Ent.	33.54
			6027 · Computer Softw...	2-Redlands Plaza/...	50.31
			6027 · Computer Softw...	3-Land Resources	50.31
			6030 · Office Supplies	4-General Fund Ent.	160.27
			6030 · Office Supplies	1-Groundwater Ent.	10.02
			6030 · Office Supplies	2-Redlands Plaza/...	20.04
			6030 · Office Supplies	3-Land Resources	10.02
			6039 · Postage and Ov...	4-General Fund Ent.	134.13
			6039 · Postage and Ov...	1-Groundwater Ent.	60.97
			6039 · Postage and Ov...	2-Redlands Plaza/...	24.39
			6039 · Postage and Ov...	3-Land Resources	24.39
			6430 · Lodging	4-General Fund Ent.	1,448.88
			6425 · Meals	4-General Fund Ent.	433.11
			6525 · Meals	4-General Fund Ent.	135.72
			6525 · Meals	1-Groundwater Ent.	105.56
			6525 · Meals	3-Land Resources	60.32
			6535 · Conf/Seminar R...	4-General Fund Ent.	707.86
			6535 · Conf/Seminar R...	1-Groundwater Ent.	550.56
			6535 · Conf/Seminar R...	3-Land Resources	314.60
			7240 · Office Equipment	4-General Fund Ent.	1,957.48
			6027 · Computer Softw...	6-Active Recharge ...	57.00
TOTAL					7,173.46
23945	01/17/2023	Corneille, Richard	1012 · Citizens Busine...		-75.00
	12/30/2022		6410 · Mileage	4-General Fund Ent.	37.50
	01/06/2023		6410 · Mileage	4-General Fund Ent.	37.50
TOTAL					75.00
23946	01/17/2023	Day Lite Maintenance, I...	1012 · Citizens Busine...		-156.00
	01/01/2023		6026 · Redlands Plaza ...	2-Redlands Plaza/...	156.00
TOTAL					156.00

San Bernardino Valley Water Conservation District Expenditure Report January 2023

Num	Date	Name	Account	Class	Original Amount
23947	01/17/2023	Edison - 6493	1012 · Citizens Busine...		-68.80
	01/10/2023		5420 · Electricity	4-General Fund Ent.	19.26
			5420 · Electricity	1-Groundwater Ent.	13.76
			5420 · Electricity	2-Redlands Plaza/...	28.90
			5420 · Electricity	6-Active Recharge ...	6.88
TOTAL					68.80
23948	01/17/2023	Edison - 8958	1012 · Citizens Busine...		-271.57
	01/07/2023		5420 · Electricity	4-General Fund Ent.	76.04
			5420 · Electricity	1-Groundwater Ent.	54.31
			5420 · Electricity	2-Redlands Plaza/...	114.06
			5420 · Electricity	6-Active Recharge ...	27.16
TOTAL					271.57
23949	01/17/2023	Frontier-4860	1012 · Citizens Busine...		-482.91
	12/28/2022		5440 · Telephone	4-General Fund Ent.	208.76
			5440 · Telephone	1-Groundwater Ent.	86.98
			5440 · Telephone	6-Active Recharge ...	52.19
			5470 · Internet Services	4-General Fund Ent.	60.73
			5470 · Internet Services	1-Groundwater Ent.	33.75
			5470 · Internet Services	2-Redlands Plaza/...	6.75
			5470 · Internet Services	3-Land Resources	20.25
			5470 · Internet Services	6-Active Recharge ...	13.50
TOTAL					482.91
23950	01/17/2023	JAN-PRO Cleaning Sys...	1012 · Citizens Busine...		-800.00
	01/01/2023		6018 · Janitorial Services	4-General Fund Ent.	800.00
TOTAL					800.00
23951	01/17/2023	Katelyn Scholte	1012 · Citizens Busine...		-150.00
	01/13/2023		6510 · Mileage	4-General Fund Ent.	60.00
			6510 · Mileage	1-Groundwater Ent.	37.50
			6510 · Mileage	3-Land Resources	15.00
			6510 · Mileage	6-Active Recharge ...	37.50
TOTAL					150.00
23952	01/17/2023	Larry Jacinto Construc...	1012 · Citizens Busine...		-2,220.00
	11/30/2022		5050 · Basin Cleaning	1-Groundwater Ent.	2,220.00
TOTAL					2,220.00

San Bernardino Valley Water Conservation District
Expenditure Report
January 2023

02/01/23

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
23953	01/17/2023	Netsteller	1012 · Citizens Busine...		-925.67
	01/01/2023		5160 · IT Support	4-General Fund Ent.	135.00
			5160 · IT Support	1-Groundwater Ent.	202.50
			5160 · IT Support	3-Land Resources	45.00
			5160 · IT Support	5-Wash Plan	22.50
			5160 · IT Support	6-Active Recharge ...	45.00
			6030 · Office Supplies	4-General Fund Ent.	173.99
			6030 · Office Supplies	1-Groundwater Ent.	10.88
			6030 · Office Supplies	2-Redlands Plaza/...	21.74
			6030 · Office Supplies	3-Land Resources	10.88
	01/01/2023		6027 · Computer Softw...	4-General Fund Ent.	111.02
			6027 · Computer Softw...	1-Groundwater Ent.	25.82
			6027 · Computer Softw...	2-Redlands Plaza/...	38.73
			6027 · Computer Softw...	3-Land Resources	38.73
			6027 · Computer Softw...	6-Active Recharge ...	43.88
TOTAL					925.67
23954	01/17/2023	Pangahamo Materials, ...	1012 · Citizens Busine...		-500.00
	09/23/2022		5215 · Property Mainte...	1-Groundwater Ent.	100.00
			5215 · Property Mainte...	3-Land Resources	25.00
	09/26/2022		5215 · Property Mainte...	1-Groundwater Ent.	300.00
			5215 · Property Mainte...	3-Land Resources	75.00
TOTAL					500.00
23955	01/17/2023	Panoramic	1012 · Citizens Busine...		-1,250.00
	01/20/2023		5120 · Misc. Profession...	6-Active Recharge ...	1,250.00
TOTAL					1,250.00
23956	01/17/2023	Redlands Ford-Ken Gr...	1012 · Citizens Busine...		-992.12
	01/06/2023		5310 · Vehicle Mainten...	1-Groundwater Ent.	992.12
TOTAL					992.12
23957	01/17/2023	Smart & Final	1012 · Citizens Busine...		-162.07
	01/17/2023		6004 · Meeting Expenses	4-General Fund Ent.	42.46
			6004 · Meeting Expenses	3-Land Resources	42.46
			6019 · Janitorial Supplies	4-General Fund Ent.	18.26
			6019 · Janitorial Supplies	1-Groundwater Ent.	12.17
			6030 · Office Supplies	4-General Fund Ent.	37.38
			6030 · Office Supplies	1-Groundwater Ent.	2.34
			6030 · Office Supplies	2-Redlands Plaza/...	4.67
			6030 · Office Supplies	3-Land Resources	2.33
TOTAL					162.07
23958	01/17/2023	Terminix	1012 · Citizens Busine...		-91.00
	12/01/2022		6026 · Redlands Plaza ...	2-Redlands Plaza/...	91.00
TOTAL					91.00

San Bernardino Valley Water Conservation District Expenditure Report January 2023

Num	Date	Name	Account	Class	Original Amount
23959	01/17/2023	Tetra Tech	1012 · Citizens Busine...		-78,245.83
	01/06/2023		7126 · ARTP Engr/Prof ...	6-Active Recharge ...	78,245.83
TOTAL					78,245.83
23960	01/17/2023	Thompson Reuters	1012 · Citizens Busine...		-495.00
	01/01/2023		5180 · Legal	4-General Fund Ent.	123.75
			5180 · Legal	1-Groundwater Ent.	74.25
			5180 · Legal	3-Land Resources	99.00
			5180 · Legal	6-Active Recharge ...	198.00
TOTAL					495.00
23961	01/24/2023	California Dept of Fish ...	1012 · Citizens Busine...		-3,860.25
	01/23/2023		7151 · Mill Creek Permi...	1-Groundwater Ent.	3,860.25
TOTAL					3,860.25
23963	01/31/2023	Aaron Pederson	1012 · Citizens Busine...		-35.00
	01/27/2023		6018 · Janitorial Services	4-General Fund Ent.	35.00
TOTAL					35.00
23964	01/31/2023	American Express	1012 · Citizens Busine...		-133.14
	01/24/2023		6525 · Meals	4-General Fund Ent.	29.25
			6525 · Meals	1-Groundwater Ent.	22.75
			6525 · Meals	3-Land Resources	13.01
			6535 · Conf/Seminar R...	4-General Fund Ent.	54.00
			6535 · Conf/Seminar R...	1-Groundwater Ent.	42.00
			6535 · Conf/Seminar R...	3-Land Resources	24.00
TOTAL					185.01
23965	01/31/2023	Assoc. San Bernardino...	1012 · Citizens Busine...		-110.00
	01/26/2023		6425 · Meals	4-General Fund Ent.	38.00
			6425 · Meals	4-General Fund Ent.	72.00
TOTAL					110.00
23966	01/31/2023	Bickerman Dispute Re...	1012 · Citizens Busine...		-3,292.91
	01/23/2023		5180 · Legal	3-Land Resources	3,292.91
TOTAL					3,292.91
23967	01/31/2023	Brigham Young Univer...	1012 · Citizens Busine...		-2,695.00
	01/05/2023		5123 · Habitat Manage...	5-Wash Plan	2,695.00
TOTAL					2,695.00

San Bernardino Valley Water Conservation District
Expenditure Report
January 2023

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
23968	01/31/2023	Brownstein Hyatt Farb...	1012 · Citizens Busine...		-15,375.00
	01/19/2023		5120 · Misc. Profession...	3-Land Resources	15,375.00
TOTAL					15,375.00
23969	01/31/2023	CASC Engineering and...	1012 · Citizens Busine...		-25,265.50
	01/16/2023		7126 · ARTP Engr/Prof ...	6-Active Recharge ...	25,265.50
TOTAL					25,265.50
23970	01/31/2023	Citizens Business Bank	1012 · Citizens Busine...		-2,620.79
	01/12/2023		6001 · General Adminis...	4-General Fund Ent.	98.50
			6001 · General Adminis...	3-Land Resources	98.50
			6002 · Website Adminis...	4-General Fund Ent.	365.00
			6093 · Memberships	4-General Fund Ent.	149.00
			6004 · Meeting Expenses	4-General Fund Ent.	16.73
			6004 · Meeting Expenses	3-Land Resources	16.73
			6009 · Licenses	4-General Fund Ent.	12.00
			6009 · Licenses	1-Groundwater Ent.	48.00
			6027 · Computer Softw...	4-General Fund Ent.	117.06
			6027 · Computer Softw...	1-Groundwater Ent.	27.22
			6027 · Computer Softw...	2-Redlands Plaza/...	40.84
			6027 · Computer Softw...	3-Land Resources	40.84
			6027 · Computer Softw...	6-Active Recharge ...	46.28
			6030 · Office Supplies	4-General Fund Ent.	575.96
			6030 · Office Supplies	1-Groundwater Ent.	36.00
			6030 · Office Supplies	2-Redlands Plaza/...	72.00
			6030 · Office Supplies	3-Land Resources	36.00
			6039 · Postage and Ov...	4-General Fund Ent.	55.00
			6039 · Postage and Ov...	1-Groundwater Ent.	25.00
			6039 · Postage and Ov...	2-Redlands Plaza/...	10.00
			6039 · Postage and Ov...	3-Land Resources	10.00
			6051 · Uniforms	4-General Fund Ent.	96.67
			6051 · Uniforms	1-Groundwater Ent.	225.56
			6525 · Meals	4-General Fund Ent.	82.98
			6525 · Meals	1-Groundwater Ent.	64.55
			6525 · Meals	3-Land Resources	36.88
			5215 · Property Mainte...	1-Groundwater Ent.	173.99
			5215 · Property Mainte...	3-Land Resources	43.50
TOTAL					2,620.79
23971	01/31/2023	Corneille, Richard	1012 · Citizens Busine...		-28.82
	02/01/2023		6410 · Mileage	4-General Fund Ent.	28.82
TOTAL					28.82
23972	01/31/2023	Day Lite Maintenance, I...	1012 · Citizens Busine...		-190.89
	11/01/2022		6026 · Redlands Plaza ...	2-Redlands Plaza/...	156.00
	01/11/2023		6026 · Redlands Plaza ...	2-Redlands Plaza/...	34.89
TOTAL					190.89

San Bernardino Valley Water Conservation District
Expenditure Report
January 2023

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
23973	01/31/2023	Diamond Environment...	1012 · Citizens Busine...		-200.96
	01/02/2023		5460 · Water / Trash / ...	4-General Fund Ent.	45.22
			5460 · Water / Trash / ...	1-Groundwater Ent.	35.16
			5460 · Water / Trash / ...	3-Land Resources	10.05
			5460 · Water / Trash / ...	6-Active Recharge ...	10.05
	01/23/2023		5223 · Temp. Field Labor	1-Groundwater Ent.	100.48
TOTAL					200.96
23974	01/31/2023	DUDEK	1012 · Citizens Busine...		-4,825.37
	01/20/2023		5123 · Habitat Manage...	5-Wash Plan	4,825.37
TOTAL					4,825.37
23975	01/31/2023	Frontier-7275	1012 · Citizens Busine...		-5.14
	01/19/2023		5440 · Telephone	4-General Fund Ent.	3.08
			5440 · Telephone	1-Groundwater Ent.	1.29
			5440 · Telephone	6-Active Recharge ...	0.77
TOTAL					5.14
23976	01/31/2023	JAN-PRO Cleaning Sys...	1012 · Citizens Busine...		-800.00
	11/01/2022		6018 · Janitorial Services	4-General Fund Ent.	800.00
TOTAL					800.00
23977	01/31/2023	Katelyn Scholte	1012 · Citizens Busine...		-224.93
	01/31/2023		6510 · Mileage	4-General Fund Ent.	61.30
			6510 · Mileage	1-Groundwater Ent.	38.32
			6510 · Mileage	3-Land Resources	15.33
			6510 · Mileage	6-Active Recharge ...	38.32
			6030 · Office Supplies	4-General Fund Ent.	57.33
			6030 · Office Supplies	1-Groundwater Ent.	3.58
			6030 · Office Supplies	2-Redlands Plaza/...	7.17
			6030 · Office Supplies	3-Land Resources	3.58
TOTAL					224.93
23978	01/31/2023	Larry Jacinto Construc...	1012 · Citizens Busine...		-10,925.00
	01/20/2023		5050 · Basin Cleaning	1-Groundwater Ent.	10,925.00
TOTAL					10,925.00
23979	01/31/2023	Laura Torres	1012 · Citizens Busine...		-41.78
	01/09/2023		6510 · Mileage	4-General Fund Ent.	16.71
			6510 · Mileage	1-Groundwater Ent.	10.45
			6510 · Mileage	3-Land Resources	4.18
			6510 · Mileage	6-Active Recharge ...	10.44
TOTAL					41.78

San Bernardino Valley Water Conservation District
Expenditure Report
January 2023

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Original Amount</u>
23980	01/31/2023	Redlands Ford-Ken Gr...	1012 · Citizens Busine...		-1,296.63
	01/23/2023		5310 · Vehicle Mainten...	1-Groundwater Ent.	1,296.63
TOTAL					1,296.63
23981	01/31/2023	Stanley Convergent Se...	1012 · Citizens Busine...		-425.28
	12/23/2022		6026 · Redlands Plaza ...	2-Redlands Plaza/...	425.28
TOTAL					425.28
23982	01/31/2023	State Water Resources...	1012 · Citizens Busine...		-365.00
	01/18/2023		6006 · Permits	1-Groundwater Ent.	365.00
TOTAL					365.00
23983	01/31/2023	The Gas Company	1012 · Citizens Busine...		-604.44
	01/17/2023		5450 · Natural Gas	4-General Fund Ent.	302.22
			5450 · Natural Gas	1-Groundwater Ent.	181.33
			5450 · Natural Gas	6-Active Recharge ...	120.89
TOTAL					604.44
23984	01/31/2023	Watermaster Support S...	1012 · Citizens Busine...		-2,100.00
	01/21/2023		5120 · Misc. Profession...	1-Groundwater Ent.	2,100.00
TOTAL					2,100.00
23985	01/31/2023	WEX Bank-Valero	1012 · Citizens Busine...		-976.74
	01/23/2023		5320 · Fuel	1-Groundwater Ent.	976.74
TOTAL					976.74
23986	01/31/2023	Wilbur's	1012 · Citizens Busine...		-107.71
	01/03/2023		5210 · Equipment Maint...	1-Groundwater Ent.	51.70
	01/05/2023		5210 · Equipment Maint...	1-Groundwater Ent.	56.01
TOTAL					107.71
23987	01/31/2023	Xerox Financial Services	1012 · Citizens Busine...		-337.44
	01/02/2023		6033 · Office Equipmen...	4-General Fund Ent.	253.08
			6033 · Office Equipmen...	1-Groundwater Ent.	16.87
			6033 · Office Equipmen...	2-Redlands Plaza/...	50.62
			6033 · Office Equipmen...	3-Land Resources	16.87
TOTAL					337.44
23988	01/31/2023	State Water Resources...	1012 · Citizens Busine...		-774.00
	01/18/2023		7126 · ARTP Engr/Prof ...	6-Active Recharge ...	774.00
TOTAL					774.00

San Bernardino Valley Water Conservation District Expenditure Report January 2023

Num	Date	Name	Account	Class	Original Amount
100321N	01/06/2023	PERS	1012 · Citizens Busine...		-15,563.73
			6170 · PERS Retirement	4-General Fund Ent.	2,023.29
			6170 · PERS Retirement	1-Groundwater Ent.	7,003.68
			6170 · PERS Retirement	2-Redlands Plaza/...	622.55
			6170 · PERS Retirement	3-Land Resources	1,556.37
			6170 · PERS Retirement	5-Wash Plan	1,089.46
			6170 · PERS Retirement	6-Active Recharge ...	3,268.38
TOTAL					15,563.73
100322N	01/10/2023	PERS	1012 · Citizens Busine...		-9,039.90
			6170 · PERS Retirement	4-General Fund Ent.	1,175.19
			6170 · PERS Retirement	1-Groundwater Ent.	4,067.95
			6170 · PERS Retirement	2-Redlands Plaza/...	361.60
			6170 · PERS Retirement	3-Land Resources	903.99
			6170 · PERS Retirement	5-Wash Plan	632.79
			6170 · PERS Retirement	6-Active Recharge ...	1,898.38
TOTAL					9,039.90
100323N	01/19/2023	PERS	1012 · Citizens Busine...		-8,853.58
			6170 · PERS Retirement	4-General Fund Ent.	1,150.97
			6170 · PERS Retirement	1-Groundwater Ent.	3,984.11
			6170 · PERS Retirement	2-Redlands Plaza/...	354.14
			6170 · PERS Retirement	3-Land Resources	885.36
			6170 · PERS Retirement	5-Wash Plan	619.75
			6170 · PERS Retirement	6-Active Recharge ...	1,859.25
TOTAL					8,853.58

San Bernardino Valley Water Conservation District
Director Fees Expenditure Payroll Report
 January 2023

Pay Date	Name	For Period	Director Fees	Taxes Withheld	Check Amt
1/11/2023	McDonald, M	Dec-22	\$ 1,476.00	\$ 126.19	\$ 1,349.81
1/25/2023	Corneille, R	Dec-22	\$ 492.00	\$ 42.06	\$ 449.94
1/25/2023	McDonald, M	Jan-22	\$ 2,322.00	\$ 265.87	\$ 2,056.13

SBVWCD Groundwater Assessment Re

GWA Number **59**

Period July 1, 2022 to December 31, 2022

AG/NonAgRate **\$15.27**

Sustainability Rate **\$7.35**

Owner	RecordationNumber	StateWellNumber	LocalName	Ag Production	Ag Pymt	Non-Ag Production	Non-Ag Pymt	Amount Paid
AHD Limited/Herbal Bees								
	3601632	2S3W05A02S	Clock Canyon/Marcum Wel					
Arrowhead Country Club								
	3601925	1N4W23E	1					
Calvary Chapel Packinghouse								
	3603919		Calvary Well					
	3600449	01S03W20A	Bell Well					
Cemex USA								
	3603653	1S3W10J2S	Orange Street			416.00	\$9,409.92	
	3601420	1S3W09E02S	Alabama Street 2			28.60	\$646.93	
						\$6,789.04	/\$3,267.81	\$10,056.85
Crafton Water Company								
	3602186	1S2W21L02S	Garnet/2 Zanja Well			0.00	\$0.00	
	3600530	1S2W30G2	King St #2			28.14	\$636.53	
	3600272	1S2W29N	Fifth Ave. 1			167.46	\$3,787.95	
	3600313	1S2W29N1	Nye Well			215.49	\$4,874.39	
						\$6,277.34	/\$3,021.51	\$9,298.87
Cram Patterson Well Co.								
	3600188	1S2W16C	Cram-Patterson 2					

GWA Number 59

Period July 1, 2022 to December 31, 2022

AG/NonAgRate \$15.27

Sustainability Rate \$7.35

Owner	RecordationNumber	StateWellNumber	LocalName	Ag Production	Ag Pymt	Non-Ag Production	Non-Ag Pymt	Amount Paid
Doug Guyette								
	3600458	1N4W36M01S	PS & B2			0.00	\$0.00	
	3610007		Well 5			0.00	\$0.00	
							\$0.00	<u>\$0.00</u>
DRC Industrial CBC 1, LP (So Cal Real Estate Serv								
	3601352	1S3W19N	Langford			41.36	\$935.56	
							\$631.57/\$304.00	<u>\$935.56</u>
Gage Canal Company								
	3600790	1S4W23K02S	29-1			0.00	\$0.00	
	3603728	01S04W23A06S	Gage 98-1			1578.80	\$24,108.28	
	3600787	1S4W23A02S	26-1			423.40	\$6,465.32	
	3600789	1S4W23K01S	27-2			5.60	\$85.51	
	3600796	1S4W23A05S	51-1			547.40	\$8,358.80	
	3602331	1S4W23G03S	66-1			1143.70	\$17,464.30	
	3600798	1S4W23G01S	Cowlane			0.00	\$0.00	
	3600788	1S4W23H01S	27-1			425.20	\$6,492.80	
							\$62,975.01/\$0	<u>\$62,975.01</u>
George Everett								
	WP0003068		Everett Well					
George Meadows								
	WP0002552	E085386	Meadows Well			0.00	\$0.00	
							\$0.00	<u>\$0.00</u>

GWA Number 59

Period July 1, 2022 to December 31, 2022

AG/NonAgRate \$15.27

Sustainability Rate \$7.35

Owner	RecordationNumber	StateWellNumber	LocalName	Ag Production	Ag Pymt	Non-Ag Production	Non-Ag Pymt	Amount Paid
Gladysta Well & Water Company								
	3600182	1S3W20H02S						
Greenspot Mutual Well Company								
	3600266	1S2W16C01S	Greenspot Mutual					
Happe Mutual Well Company								
	3600238	1S2W29M01S	1			156.12	\$3,531.44	
							\$2,383.95/\$1,147.48	\$3,531.44
Inland Valley Development Agency								
	0000086	1S4W12B	Local 2A					
	0000087	1S4W12C	Local 3					
	0000089	1S4W12F	Local 5					
	0000091	1S4W12Q	Palm Meadows					
Jack Dangermond								
	3602188	01S02W29K01	Rancho Ladera Roladera					
Laranni Gunter Well c/o Canyon Ranch								
	3600160	1S3W32G01S	Gunter			0.00	\$0.00	
							\$0.00	
Lucky Farms, Inc./Spring Pacific Properties								
	3603554	1S3W19A01S	California St.					

Owner	RecordationNumber	StateWellNumber	LocalName	Ag Production	Ag Pymt	Non-Ag Production	Non-Ag Pymt	Amount Paid
Meeks & Daley Water Co.								
	3601238	1S4W23C03S	Raub 4R			0.00	\$0.00	
	3602484	1S4W14N09S	Raub 5R			564.30	\$8,616.86	
	3602864	1S4W14N10S	Raub 6			268.30	\$4,096.94	
			Raub 7			97.70	\$1,491.88	
	3603905	1S4W14N115S	Raub 8			0.00	\$0.00	
	3603215	1S4W15M11S	Station 91			0.30	\$4.58	
	3603903	1S4W22H04S	Warren 1			0.00	\$0.00	
		01S04W22A01S	Warren 4R			0.00	\$0.00	
	3601887	1S4W15L03S	Station 59			0.50	\$7.64	
							\$14,217.90/\$0	\$14,217.90
Mentone Citrus Growers								
	3600139	1S2W18R01S	1 - PRH Ranch			28.80	\$651.45	
	3602280	1S2W18Q	2			316.80	\$7,166.01	
							\$5,277.31/\$2,540.16	\$7,817.46
Monte LLC (Dangermond)								
	3600493	01S03W29K	New Well			25.20	\$570.02	
							\$384.80/\$185.22	\$570.02
Montecito Memorial Park and Mortuary								
	3600119	1S4W26F01S	1			8.94	\$202.11	
	3603949	1S4W26F	2			8.94	\$202.11	
							\$272.87/\$131.34	\$404.22
Mountain View Mortuary & Cemetery								
	3600742	1N4W26N	2					

GWA Number 59

Period July 1, 2022 to December 31, 2022

AG/NonAgRate \$15.27

Sustainability Rate \$7.35

Owner	RecordationNumber	StateWellNumber	LocalName	Ag Production	Ag Pymt	Non-Ag Production	Non-Ag Pymt	Amount Paid
	3600743	1N4W26M	1					
Mountainview Generating Station								
	3601014	1S3W18N03S	SB STPM 66 (DW#2)			152.33	\$3,445.03	
	3601015	1S3W18N02S	SB STMP2 67 (DW#1)			5.90	\$133.46	
	3603795	01S03W18N06S	Edison Mid Aquifer Well A			678.90	\$15,356.72	
	3603796	01S03W18N01S	Edison Mid Aquifer Well B			306.50	\$6,933.03	
							\$17,462.77/\$8,405.46	\$25,868.24
Mroland Management Services, Inc.								
	3601126	1S2W30H	1					
National Orange Show								
	3601924	1S4W15D				15.29	\$345.86	
							\$233.48/\$112.38	\$345.86
New England Water Co.								
	3602320	1S3W16L						
Patton State Hospital								
	3600924	1N3W29M01S	2			5.80	\$131.20	
	3602381	1N3W29M	14			0.00	\$0.00	
	3600931	1N3W29N01S	Patton 10			0.00	\$0.00	
							\$88.57/\$42.63	\$131.20
Pioneer Mutual Water Company								
	3600642	1S3W14P01S	San Bernardino 1			9.60	\$217.00	

GWA Number 59

Period July 1, 2022 to December 31, 2022

AG/NonAgRate \$15.27

Sustainability Rate \$7.35

Owner	RecordationNumber	StateWellNumber	LocalName	Ag Production	Ag Pymt	Non-Ag Production	Non-Ag Pymt	Amount Paid
							\$146.59/\$70.56	<u>\$217.00</u>
Ramirez, J.J. Citrus Mgmt								
	3601046	1S3W21A	1 Stowe					
	3600527	1S3W16A	Midas					
	3601728	1S3W30K	Frink 1					
	3600484	1S3W16F	Buckeye 2					
Ramirez, Laura								
	3601649	1S3W28M	Hoover					
	3600415	01S03W29J01S	Pharoah Powell					
Raught Mutual Well Company								
	3602193	1S3W14R01S	Raught			22.29	\$504.20	
							\$340.37/\$163.37	<u>\$504.20</u>
Redland-Branson Development								
	3602917	1S3W33D01S	Stater Well					
Redlands Unified School District								
	3601641	1S2W30C01S	Opal St.					
Riverside, City of								
	3603555	1S4W14N10S	Raub 8			1227.44	\$18,743.01	
	3602778	1S4W14N10S	Raub 6			523.96	\$8,000.87	
	3601489	1S4W02L01S	Scheuer			1545.88	\$23,605.59	

Owner	RecordationNumber	StateWellNumber	LocalName	Ag Production	Ag Pymt	Non-Ag Production	Non-Ag Pymt	Amount Paid
	3603981	1N04W23	Raub 5R			1141.03	\$17,423.53	
	3603975	01N04W23	Raub 4R			1765.14	\$26,953.69	
	3601229	1S4W11D03S	Cooley I			911.37	\$13,916.62	
	3601228	1S4W11D02S	Cooley H			461.28	\$7,043.75	
	3601464	1S4W02P06S	Garner 1			0.00	\$0.00	
	3601465	1S4W02Q03S	Garner 2			0.00	\$0.00	
	3601467	1S4W02Q06S	Garner 4			0.00	\$0.00	
	3601468	1S4W02P01S	Garner 5			1049.99	\$16,033.35	
	3603254	1S4W02P09S	Garner 6			463.59	\$7,079.02	
	3302794	1S4W02Q11S	Garner 7			865.51	\$13,216.34	
	3602772	1S4W27A09S	Hunt 10			159.12	\$2,429.76	
	3601470	1S4W22B07S	Thorn 12			720.00	\$10,994.40	
	3602771	1S4W27A11S	Hunt 6			0.00	\$0.00	
	3601227	1S4W02N02S	Cooley G			0.00	\$0.00	
		01S04W22A01S	Warren 4R			1726.87	\$26,369.30	
	3601431	1S4W27H01S	Stewart 20			0.00	\$0.00	
	3310031	01S04W11D0	Cooley J			1638.00	\$25,012.26	
	3601463	1S4W02A03S	Stiles			0.00	\$0.00	
	3602773	1S4W27A10S	Hunt 11			0.00	\$0.00	
							\$216,821.49/\$0	\$216,821.49

San Bernardino County

	3603900	1S2W8A2	Seven Oaks Dam Domestic			0.00	\$0.00
			Lovell Fire Suppression Wel			0.00	\$0.00

GWA Number 59

Period July 1, 2022 to December 31, 2022

AG/NonAgRate \$15.27

Sustainability Rate \$7.35

Owner	RecordationNumber	StateWellNumber	LocalName	Ag Production	Ag Pymt	Non-Ag Production	Non-Ag Pymt	Amount Paid
							\$0.00	<u>\$0.00</u>
San Bernardino, County of								
	3601171	1S3W20F03S	Crim 1			0.00	\$0.00	
							\$0.00	<u>\$0.00</u>
Solono Well Company								
	3602003	1S2W16C	Solano 3					
Splash Kingdom Waterpark/The California Gatewa								
	3602549	1S3W19J07S	California St					
Tennessee Mutual Well Company								
	3601161	1S3W16L	Pioneer 1					
Tennessee Water Company								
	3600474	1S3W16L	1					
TIAA-CREF Financial Services								
	3600757	1S3W19L	Mission Marigold/Well 2			0.00	\$0.00	
							\$0.00	<u>\$0.00</u>
Trojan Groves								
	3600451	1S3W15M				0.00	\$0.00	
							\$0.00	<u>\$0.00</u>
University of California, Riverside								
	3601244	1S4W27A09S	Hunt 10			0.00	\$0.00	

GWA Number **59**

Period July 1, 2022 to December 31, 2022

AG/NonAgRate **\$15.27**

Sustainability Rate **\$7.35**

Owner	RecordationNumber	StateWellNumber	LocalName	Ag Production	Ag Pymt	Non-Ag Production	Non-Ag Pymt	Amount Paid
	3601222	1S4W27A11S	Hunt 6			0.00	\$0.00	
	3601245	1S4W27A10S	Hunt 11			0.00	\$0.00	
							\$0.00	\$0.00

Williams Well Corporation

3600828 1S3W16J -

Total Ag/NonAgRate Payment: **\$334,303.06**

Sustainability Rate Payment: **\$19,392.39**

Total Ag/NonAg + Sustainability Payment: **\$353,695.44**

SBVWCD Board Priorities 2023

Priorities are special efforts or emphasis items for the General Manager and staff. These are in addition to core mission elements such as water spreading, conservation, and policy principals such as collaboration, transparency, sustainability and safety.*

No.	Area or Item	Board Priority	Projected Completion	Resource Needs	Links to	Plan Goal #
1	Existing Groundwater Recharge Operations	1	Ongoing	👤👤👤 \$\$\$	⇒	1
2	Active Recharge Transfer Projects Feasibility Studies	1	Dec-23	👤👤👤 \$\$\$	⇒	1
3	Mill Creek Diversion Permits (408, 401, 404, 1600, ESA)	1	May-23	👤👤👤 \$\$\$	⇒	1
4	Mill Creek Diversion Construction Complete	1	Dec-23	👤👤👤 \$\$	NEW	1
5	Wash Plan Permit State and Waters Permits Issued	1	Jul-23	👤👤 \$	⇒	4
6	Wash Plan - Land Exchange and ROW	1	Sep-23	👤👤👤 \$	⇒	4
7	Wash Plan Natural Resources Management Plan	1	Jul-23	👤 \$	⇒	4
8	Mill Creek Operations Permitting	1	Dec-23	👤👤👤 \$\$\$	⇒	1
9	Five-Year Strategic Plan Update	1	Jul-23	👤👤 \$	NEW	N/A
15	Renew Groundwater Council Agreement	1	Jun-23	👤👤 \$	NEW	1
16	Apply and Secure Grant Funding for ARTP Projects	1	Dec-23	👤👤👤 \$\$\$	NEW	1/4
10	Mentone Shop Design and Permitting	2	Jun-23	👤👤 \$	⇒	1
11	Mentone Shop Construction Complete	2	Dec-23	👤👤👤 \$\$\$	NEW	1
12	Wash Plan Trails MOU Approval	2	May-23	👤👤 \$	⇒	3
13	Community Mitigation Conservation Easements	3	Oct-23	👤👤 \$	⇒	3
14	Initiate ARTP Final Design	3	Dec-23	👤👤 \$\$\$	NEW	1/2

Priority Key		Staffing and Program Key		
1	Must Do in 2022/23 as noted	Relative Staffing Need	👤 -- 👤👤👤	Groundwater
2	Do based on resources	Relative Financial Cost	\$ -- \$\$\$	Land/Wash Plan
3	If possible, as needed	Ongoing or New Links	⇒ or NEW	District/GFE

* District Mission and Policy Principles are shown on the District website, boardroom and offices.



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

Memorandum No. 1912

To: Board of Directors

**From: Finance & Administration Committee
Angie Quiroga, Senior Administrative Analyst**

Date: February 8, 2023

Subject: Second Quarter Unaudited Financial Reports for 2022-2023

RECOMMENDATION

The Finance & Administration Committee recommends the Board approve the Second Quarter Financial Reports for FY23 as presented.

BACKGROUND

The Finance & Administration Committee met on January 25, 2023, to review the Second Quarter Unaudited Financial Reports and recommended Board approval of the Reports as presented.

DISCUSSION

Interest Income is currently above budget due to higher yield investments. Groundwater revenue received to date is \$1,044,779; note that this amount will be adjusted at year end for revenue received for the prior reporting period. Total Groundwater revenue is expected to be as budgeted. Aggregate Maintenance revenue is less than 50% of the budgeted amount; however, payments for November and December from Upland Rock had not yet been received at time of report. Property Tax revenue is as expected. Professional Services expenses are low for the second quarter partially due to the need for sufficient rainfall in order to green-light survey work for the Wash Plan: The area has currently received approximately five inches of rainfall, and seven inches is needed for work to commence. All other expenses are as expected.

FISCAL IMPACT

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

POTENTIAL MOTIONS

1. Move approval of the Second Quarter Unaudited Financial Reports for FY23 as presented.
2. Move to request this item be tabled and referred to the Finance & Administration Committee for reconsideration of specific issues discussed.

ATTACHMENTS OR MATERIALS

FY23 Second Quarter Rolled Up Budget Worksheet

SBVWCD Quarterly Investment Report

GL ACCT: GL DESCRIPTION:	Approved 2022-2023 Budget	Expended/Received to Date as of 12/31/22	Actual Over/Under Budget	Projected Annual Costs (7/1/22-6/30/23)	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE			REDLANDS PLAZA & LEASED PROPERTY- MENTONE HOUSE			LAND RESOURCE			ACTIVE RECHARGE TRANSFER PROJECTS			WASH PLAN and TRUST SUPPORT		
					2022 BUDGET:	% BUDGET	BASIS:	2022 BUDGET:	% BUDGET	BASIS:	2022 BUDGET:	% BUDGET	BASIS:	2022 BUDGET:	% BUDGET	BASIS:	2022 Budget	% BUDGET	BASIS:	2022 BUDGET:	% BUDGET	BASIS:
INCOME:																						
4012-15 INTEREST INCOME	216,357.43	396,097.18	179,739.75	618,245.96	81,357.43			0.00			0.00			0.00			135,000.00			0.00		
4022-26 GROUNDWATER	1,488,360.20	1,044,779.31	-443,580.89	1,477,337.89	0.00			1,488,360.20			0.00			0.00			0.00			0.00		
4031-34 MINING	823,000.00	458,755.68	-364,244.32	823,000.00	0.00			0.00			0.00			823,000.00			0.00			0.00		
4032 CEMEX - ROYALTY/LEASE	775,000.00	438,755.68	-336,244.32	775,000.00	0.00		Estimated sales	0.00			0.00			775,000.00	100.00%	Per Lease Agmt	0.00			0.00		
4036,40,80 MISCELLANEOUS	152,000.00	57,432.19	-94,567.81	152,000.00	7,500.00			30,000.00			0.00			144,500.00			0.00			0.00		
4036 AGGREGATE MAINTENANCE	60,000.00	22,125.50	-37,874.50	60,000.00	0.00			0.00			0.00			60,000.00	100.00%	EST FROM 2010	0.00			0.00		
4050 PROPERTY TAX	137,358.53	115,821.68	-21,536.85	137,358.53	137,358.53	100.00%	+5%	0.00			0.00			0.00			0.00			0.00		
4055 SBVMWD LEASE AGREEMENT	449,083.42	464,628.62	15,545.20	464,628.62	202,087.54	45.00%	+1.6% CPI	246,995.88	55.00%		0.00			0.00		Land Lease Cost	0.00			0.00		
4062-66 RENTALS	257,657.10	110,408.17	-147,248.93	235,807.27	0.00			0.00			257,657.10			0.00			0.00			0.00		
4080 EXCHANGE PLAN	30,000.00	0.00	-30,000.00	30,000.00	0.00			30,000.00	100.00%	HISTORIC	0.00			0.00			0.00			0.00		
4025 WASH PLAN INCOME * from Reserves	439,469.00	298,585.79	-140,883.21	439,469.00	0.00		State and Waters done	0.00			0.00			0.00			0.00			0.00		
TOTAL INCOME:	4,626,785.68	2,946,508.62	-1,680,277.06	5,011,347.27	486,653.50			1,765,356.08			257,657.10			967,500.00			660,150.00			439,469.00	100.00%	Inc. State Permittin
EXPENSES:																						
5000 MISCELLANEOUS	300,100.00	142,086.47	-158,013.53	300,056.78	20,100.00			85,500.00			0.00			190,000.00			4,500.00			0.00		
5100 PROFESSIONAL SERVICES	878,018.25	265,016.82	-613,001.43	877,568.25	38,970.00			198,649.25			4,200.00			330,320.00			20,940.00			284,939.00		
5120 MISC. PROFESSIONAL SERVICES	300,000.00	142,029.69	-157,970.31	300,000.00	20,000.00			85,500.00		Consulting Services	0.00	0.00%		190,000.00			4,500.00			0.00		
5123 HABITAT MANAGEMENT-WP	274,219.00	85,741.29	-188,477.71	274,219.00	0.00			0.00			0.00			0.00			0.00			274,219.00	100.00%	Per Wash Plan Bud
52-53 FIELD OPERATIONS	193,966.00	55,468.12	-138,497.88	195,416.70	0.00			161,966.00			0.00			32,000.00			0.00			0.00		
5400 UTILITIES	31,022.85	15,830.20	-15,192.65	31,022.85	11,978.77			9,425.63			4,267.13			1,376.54			3,974.79			0.00		
6000 GENERAL ADMINISTRATION	342,815.61	141,932.99	-200,882.62	355,214.01	124,523.25			48,426.11			100,765.73			43,767.12			21,133.40			4,200.00		
6100 BENEFITS	535,605.53	231,041.77	-304,563.76	429,406.92	69,628.72			302,164.24			26,859.04			67,147.61			141,009.98			47,003.33		
6160 PAYROLL TAXES - EMPLOYER	104,028.85	40,118.32	-63,910.53	104,028.85	13,523.75	13%	Consolidated costs 2014	57,111.84	45%	Based on percent of hours	5,076.61	4%		12,691.52	10%		26,652.19	21%		8,884.06	7%	
6170 PERS RETIREMENT	229,254.91	123,578.07	-105,676.84	247,156.14	29,803.14	13%	Noticed Increase	125,860.95	45%	Based on percent of hours	11,187.64	4%		27,969.10	10%		58,735.11	21%		19,578.37	7%	
6170.01 PERS EMPLOYEE CONTRIBUTION	-53,775.95	-25,950.45	27,825.50	-53,775.95	-6,990.87	13%		-24,199.18	45%		-2,151.04	4%		-5,377.60	10%		-11,292.95	21%		-3,764.32	7%	
6170.02 457 Plan EMPLOYEE CONTRIBUTION	0.00	-31,024.96	-31,024.96	-124,099.84																		
SALARIES:																						
6200 SALARIES	1,495,757.37	710,390.74	-785,366.63	1,495,757.37	203,914.32			730,003.42			62,792.73			151,966.13			461,339.01			149,778.60		
6300 INSURANCE	41,493.36	62,009.68	20,516.32	51,458.98	2,074.67			31,120.02			6,224.00			2,074.67			0.00			0.00		
6400 DIRECTOR EXPENSES	122,625.00	35,465.42	-87,159.58	122,625.00	122,625.00	8.00		0.00			0.00			0.00			0.00			0.00		
6500 ADMINSTRATIVE/STAFF EXPENSES	24,000.00	17,360.37	-6,639.63	23,700.00	10,000.00			6,875.00			0.00			4,880.00			2,245.00			0.00		
TOTAL EXPENSES:	4,259,493.22	1,546,881.64	-2,712,611.58	4,191,316.11	583,814.72			1,765,786.37			205,108.63			966,599.52			650,642.17			489,954.66		
Operating Revenue	4,626,785.68	2,946,508.62	-1,680,277.06	5,011,347.27	486,653.50			1,765,356.08			257,657.10			967,500.00			660,150.00			489,469.00		
NET OPERATING REVENUE	367,292.46	1,399,626.98	1,032,334.52	-97,161.22				-430.29			52,548.47			900.48			9,507.83			-485.66		
OVERHEAD																						
NET GENERAL FUND ANNUAL																						

GL ACCT:	GL DESCRIPTION:	Approved 2022-2023 Budget	Expended/ Received to Date as of 12/31/22	Actual Over/Under Budget	Projected Annual Costs (7/1/22-6/30/23)	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE			REDLANDS PLAZA & LEASED PROPERTY- MENTONE HOUSE			LAND RESOURCE			ACTIVE RECHARGE TRANSFER PROJECTS			WASH PLAN and TRUST SUPPORT		
						2022 BUDGET:	% BUDGET	BASIS:	2022 BUDGET:	% BUDGET	BASIS:	2022 BUDGET:	% BUDGET	BASIS:	2022 BUDGET:	% BUDGET	BASIS:	2022 Budget	% BUDGET	BASIS:	2022 Budget	% BUDGET	BASIS:
Approved 2022-2023 Budget Qtr 2 Budget Worksheet																							
Multiyear Capital projects																							
7010	MATERIALS	12,000.00	0.00	-12,000.00	12,000.00	0.00			6,000.00	50.00%	Field Security Changes	0.00			6,000.00	50.00%		0.00			0.00		
LAND & BUILDINGS																							
7100	CAPITAL REPAIRS		32,720.54	-1,091,750.46	1,155,762.91	0.00			812,471.00			25,000.00			287,000.00			0.00			0.00		
7110	PROPERTY - CAPITAL REPAIRS	529,971.00	1,428.63	-528,542.37	529,971.00	0.00			361,971.00	68.30%	CIP #11 #15	18,000.00		Upgrade Security Camera	150,000.00	28.30%	CIP #14 #34	0.00			0.00		
7120	PROPERTY - LAND PURCHASE	0.00	31,291.91	31,291.91	31,291.91	0.00												0.00			0.00		
7130	MENTONE PROPERTY (HOUSE) CAPITAL P	7,000.00	0.00	-7,000.00	7,000.00	0.00			0.00			7,000.00	100.00%	curb/driveway	0.00			0.00			0.00		
7140	MENTONE PROPERTY (SHOP) CIP #3 b&	450,500.00	0.00	-450,500.00	450,500.00	0.00			450,500.00	100.00%		0.00			0.00			0.00			0.00		
7160	MENDOZA PROPERTY CIP\ #12	137,000.00	0.00	-137,000.00	137,000.00	0.00									137,000.00	100.00%		0.00			0.00		
EQUIPMENT & VEHICLES																							
7200	EQUIPMENT & VEHICLES		67,878.38	-146,453.08	225,859.50	43,143.79			136,193.05			0.00			33,994.61			0.00			0.00		1,000.00
7126	ARTP ENGR/PROF SERVICES #23 #31	3,212,754.00	482,248.71	-2,730,505.29	3,212,754.00	0.00			0.00	0.00%		0.00	0.00%		0.00	0.00%		3,212,754.00	100%		0.00		0.00
7150	MILL CREEK DIVERSION PROJECT CIP #1	1,400,000.00	4,195.00	-1,395,805.00	1,400,000.00	0.00		MultiYear Total Commt	1,400,000.00	100.00%	In WIP Acct until completi	0.00			0.00			0.00			0.00		0.00
7151	MILL CREEK PERMITTING	202,000.00	66,308.86	-135,691.14	202,000.00	0.00			202,000.00	100.00%	One time permitting	0.00			0.00			0.00			0.00		0.00
7438	ENGINEERING SERVICES-OTHER	125,000.00	0.00	-125,000.00	125,000.00	0.00		CIP #7	20,000.00	16.00%	Mill Creek O&M Plans	0.00			87,500.00	70.00%	Mill Creek O&M Plans	17,500.00	14%		0.00		0.00
CAPITAL EXPENSE		6,290,556.46	653,351.49	-5,637,204.97	6,333,376.41	43,143.79			2,576,664.05			25,000.00			414,494.61			3,230,254.00			1,000.00		
CAPITAL REVENUE		550,000.00				0.00			225,000.00			0.00			325,000.00			0.00			0.00		0.00
CAPITAL SUBTOTAL ANNUAL NET		-5,697,412.67				-43,143.79			-2,351,664.05			-25,000.00			-89,494.61			-3,230,254.00			-1,000.00		
RESERVE CONTRIBUTION OR (-USE)		-5,330,120.21				-140,305.01			-2,352,094.35	tal Multi year Pay Go Capital Proj		27,548.47			-88,594.13			##### FROM CAPITAL	Reserve ARTP		-1,485.66		

San Bernardino Valley Water Conservation District

Quarterly Investment Report

Investment Instruments	Beginning Balance as of Jul 1, 2022	2nd Quarter Balance thru Dec 31, 2022	Yield	Cumulative Unrealized Gain (Loss)
Pooled Money Investment Accounts				
LAIF	\$ 18,879,158.26	\$ 469,356.43	1.07%	\$ -
CalTRUST				
Short-Term Fund	\$ 3,200,472.16	\$ 3,234,795.01	1.41%	\$ (11,814.46)
Investment Accounts				
UBS Financial Services				
CDs/Bonds/Securities	\$ 1,455,692.93	\$ 12,412,537.56	3.63%	\$ (114,619.82)
Money Market	\$ -	\$ 4,462,695.00		\$ 40,722.25
Cash Dep Acct	\$ 2,475.10	\$ -		
CAMP				
Investment Pool	\$ 18,803,603.20	\$ 22,094,403.27	1.77%	
OPEB-Other Postemployment Benefits				
CERBT-CA Employers' Retiree Benefit Trust	\$ 553,877.08	\$ 548,653.45	1.97%	\$ (4,986.58)
TOTAL	\$ 42,895,278.73	\$ 43,222,440.72		\$ (90,698.61)

Net Change

\$ 327,161.99
0.76%

Banking Institutions	Beginning Balance as of July 1, 2022	2nd Quarter Balance ending Dec 31, 2022
Citizen's Business Bank	\$ 833,594.25	\$ 1,055,701.76
Cash and Cash Equivalents	\$ 833,594.25	\$ 1,055,701.76
Change in Value		\$ 222,107.51

Description	NAV	Annual Yield	Average Maturity	Shares
LAIF	N/A	1.07%	Not available	
CalTrust Short-Term Fund	\$9.98	1.41%	.75 years (273.75 days)	324,127.757
CERBT	\$19.05			28,795.870
UBS-CD's, Bonds, Securities-see below				

UBS Investments

Certificates of Deposit (CDs), Bonds & Securities	Price	Rate	Maturity	Shares	Purchase Price	Market Value as of 12/31/22	CD Length
1. FHLB Bond 4 Yr Step-Up 0.300% Due 09/09/25 Callable 120921 (Cusip: 3130ANRAO)	\$1.000	0.60%	9/9/2025	250,000	\$250,005.25	\$230,215.00	4 yr
2. FHLB Bond Bond (Cusip: 3130APNR2)	\$0.956	1.00%	11/22/2024	250,000	\$250,005.25	\$232,975.00	3 yr
3. Sallie Mae Bank UT US fixed rate CD (Cusip: 795451BA0)	\$1.000	1.00%	12/16/2024	245,000	\$245,000.00	\$228,587.45	3 yr
4. FFCB Bond-2.24% fixed rate CD (Cusip: 3133ENSK7)	\$0.980	2.19%	3/21/2025	252,000	\$252,000.00	\$238,906.08	3 yr
5. FHLB Bond fixed rate CD (Cusip: 3130ARLN9))	\$1.010	3.00%	4/25/2025	250,000	\$250,005.25	\$240,325.00	3 yr
6. FHLB Bond 4 Yr Step-Yield 2.07% fixed rate CD (Cusip: 3130ARLZ2))	\$1.000	2.05%	4/21/2026	250,000	\$250,005.25	\$243,992.50	4 yr
7. FHLB NTS Govt Security (Cusip: 3130ATCB1)	\$1.000	3.625%	6/28/2023	4,500,000	\$4,500,005.25	\$4,496,355.00	.75 yr
8. FHLB NTS Govt Security (Cusip: 3130ATCV7)	\$1.000	3.80%	9/29/2023	2,500,000	\$2,500,005.25	\$2,483,050.00	1 yr
9. FHLMC MED TERM NTS (Cusip: 3134GX2P8)	\$1.000	4.125%	9/30/2024	4,000,000	\$4,000,005.24	\$3,947,280.00	2 yr
						\$8,495.60	Accrued Interest
Average	\$0.99	2.38%	Total Interest Withdrawals	\$0.00	TOTAL	\$12,497,036.74	\$12,350,181.63
Money Market	Price	Rate	Maturity	Shares	Purchase Price	Market Value as of 12/31/22	
1. US Treasury Bill (Cusip: 912796YL7)	\$ 0.983	3.4%	3/16/2023	4,500,000	\$4,421,972.75	\$4,462,695.00	.5 yr
					TOTAL	\$4,421,972.75	\$4,462,695.00



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1913

To: Board of Directors

**From: Angie Quiroga, Senior Administrative Analyst
Betsy Miller, General Manager**

Date: February 8, 2023

Subject: Unaudited Financial Report for January 2023

RECOMMENDATION

Review and approve the Unaudited Financial Report for January 2023.

BACKGROUND

Staff presents the previous month's unaudited financial report at the subsequent Board meeting. The reports presented here include information through January 31, 2023.

DISCUSSION

GL 4010 Interest Income remains above budget. All major groundwater producers have reported/paid for the period from July-December 2022; the largest payment of \$216,821 was received from the City of Riverside. Late groundwater production statements have been sent out to each producer who has not paid. Mining income is as budgeted. GL 5120 Miscellaneous Professional Services is slightly over budget but expected to be as budgeted at year end. Wash Plan expenses are below budget as certain tasks are pending receipt of sufficient rainfall (e.g. surveys for slender-horned spineflower). Vehicle Operations are slightly above budget as vehicle maintenance and fuel prices have increased with inflation. Work continues on ARTP projects with expenses for this fiscal year-to-date of \$586,534. Progress is also being made on Mill Creek Permitting with expenses to for this fiscal year-to-date of \$88,508.

FISCAL IMPACT

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

POTENTIAL MOTIONS

1. Move approval of the Unaudited Financial Report for January 2023 as presented.
2. Move to request this item be tabled and referred to Finance & Administration Committee for reconsideration of specific issues discussed.

ATTACHMENTS OR MATERIALS

Graph Financials for January 2023
Profit & Loss to Date vs. Annual Budget

SBVWCD - All Enterprises Budget and Actual

January 2023

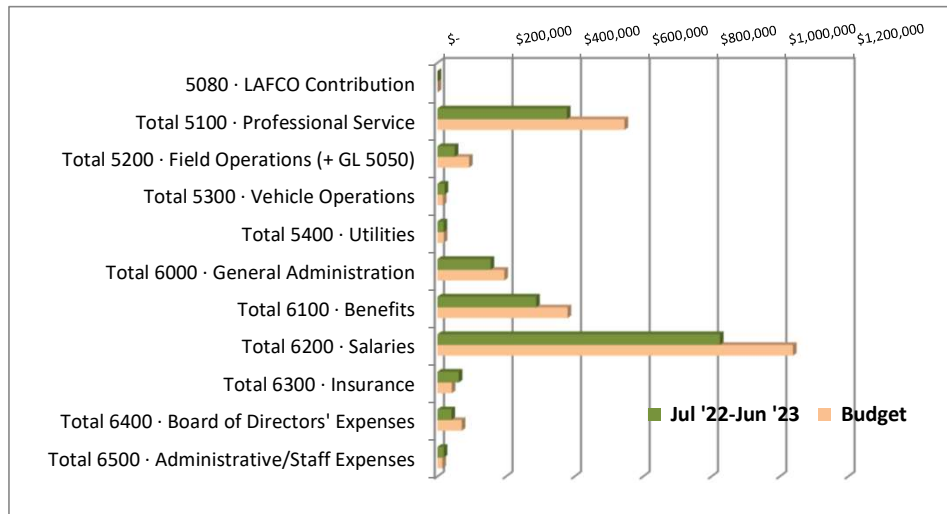
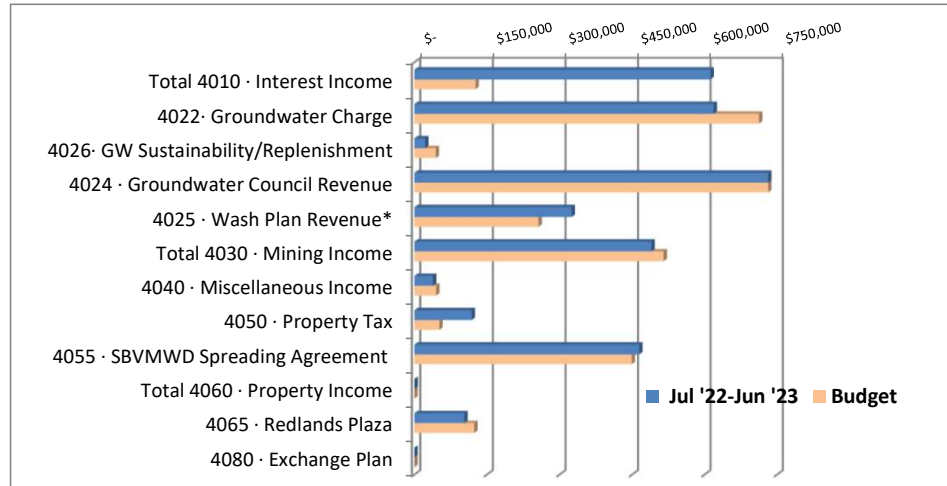
REVENUE	Jul '22-Jun '23	Budget
Total 4010 · Interest Income	\$ 612,223	\$ 126,388
4022 · Groundwater Charge	\$ 618,654	\$ 712,631
4026 · GW Sustainability/Replenishment	\$ 22,313	\$ 44,089
4024 · Groundwater Council Revenue	\$ 731,640	\$ 731,640
4025 · Wash Plan Revenue*	\$ 324,764	\$ 256,357
Total 4030 · Mining Income	\$ 489,938	\$ 515,083
4040 · Miscellaneous Income	\$ 38,417	\$ 44,917
4050 · Property Tax	\$ 118,237	\$ 51,509
4055 · SBVMWD Spreading Agreement	\$ 464,629	\$ 449,083
Total 4060 · Property Income	\$ 200	\$ -
4065 · Redlands Plaza	\$ 103,254	\$ 123,579
4080 · Exchange Plan	\$ -	\$ -

Total Revenue \$ **3,524,269** \$ **3,055,277**

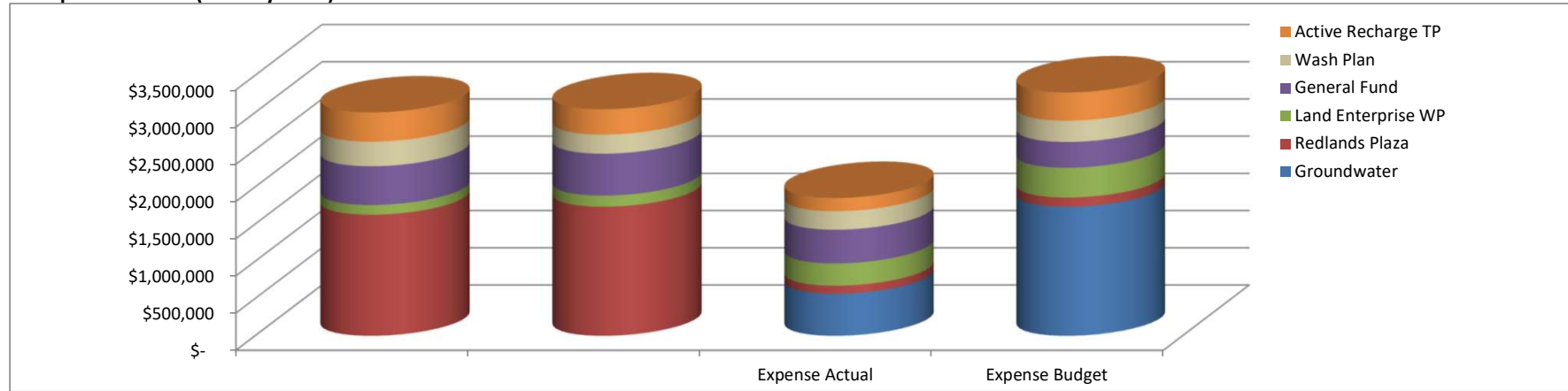
*District loans to the WP & State Permitting payments

EXPENSES Operating and Capital	Jul '22-Jun '23	Budget
5080 · LAFCO Contribution	\$ 57	\$ 100
Total 5100 · Professional Service	\$ 377,151	\$ 545,638
Total 5200 · Field Operations (+ GL 5050)	\$ 50,320	\$ 91,821
Total 5300 · Vehicle Operations	\$ 20,865	\$ 15,488
Total 5400 · Utilities	\$ 17,560	\$ 18,096
Total 6000 · General Administration	\$ 154,481	\$ 194,693
Total 6100 · Benefits	\$ 287,599	\$ 379,585
Total 6200 · Salaries	\$ 824,599	\$ 1,038,312
Total 6300 · Insurance	\$ 62,010	\$ 41,493
Total 6400 · Board of Directors' Expenses	\$ 40,500	\$ 70,520
Total 6500 · Administrative/Staff Expenses	\$ 18,180	\$ 14,000

Total Expense \$ **1,853,321** \$ **2,409,746**



Enterprises to Date (January 2023)



Enterprise	Actual	Budget	% of Budget
Groundwater Revenue	\$ 1,628,152	\$ 1,735,356	94%
Groundwater Expense	\$ 565,651	\$ 922,033	61%
Revenue -Expense	\$ 1,062,501	\$ 813,323	
Redlands Plaza Revenue	\$ 130,393	\$ 150,242	87%
Redlands Plaza Expense	\$ 108,413	\$ 124,083	87%
Revenue -Expense	\$ 21,980	\$ 26,159	
Land Enterprise Revenue	\$ 521,195	\$ 563,125	93%
Land Enterprise Expense	\$ 299,409	\$ 400,059	75%
Revenue -Expense	\$ 221,785	\$ 163,066	
General Fund Revenue *	\$ 550,216	\$ 339,648	162%
General Fund Expense	\$ 453,282	\$ 346,855	131%
Revenue -Expense	\$ 96,935	\$ (7,207)	
Wash Plan Revenue	\$ 329,572	\$ 256,357	129%
Wash Plan Expense	\$ 248,542	\$ 285,678	87%
Revenue-Expense	81,030	(29,321)	
Active Recharge TP Revenue	\$ 393,210	\$ 341,325	115%
Active Recharge TP Expense	\$ 178,186	\$ 379,778	47%
Revenue-Expense	\$ 215,024	\$ (38,453)	
Total All Revenue - Expense	\$ 1,699,255	\$ 927,567	

Cash Status	As of 7/1/2022	As of 01/31/2023
LAIF	\$ 18,879,158.26	\$ 479,799.13
Cal Trust	\$ 3,200,472.16	\$ 3,251,294.44
Citizens Bank	\$ 833,594.25	\$ 703,529.93
UBS Financial Services	\$ 1,458,168.03	\$ 16,937,611.99
US Bank-CAMP	\$ 18,803,603.20	\$ 22,179,392.73
Total Cash	\$ 43,174,995.90	\$ 43,551,628.22
Less Prepaid Royalty	\$ (5,000,000.00)	\$ (5,000,000.00)
Less ARTP Obligation	\$ (36,551,309.63)	\$ (35,921,351.86)
Cash Position	\$ 1,623,686.27	\$ 2,630,276.36

Increase (decrease) of \$1,006,590.09
Percent Increase 62.0%

* General Fund Revenue shown here does not include overhead

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

	<u>Jul '22 - Jan 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4010 · Interest Income				
4012 · LAIF	65,273.92	1,438.29	63,835.63	4,538.3%
4013 · Caltrust Investment Income	50,822.28	9,333.35	41,488.93	544.52%
4015 · UBS Interest Income	120,337.71	10,616.65	109,721.06	1,133.48%
4016 · Interest Income ARTP	375,789.53	105,000.00	270,789.53	357.9%
Total 4010 · Interest Income	612,223.44	126,388.29	485,835.15	484.4%
4017 · ARTP Capital Income	0.00	296,612.50	-296,612.50	0.0%
4020 · Groundwater Charge				
4022 · Groundwater Charge	618,653.75	712,630.95	-93,977.20	86.81%
4024 · Groundwater Council Revenue	731,640.00	731,640.00	0.00	100.0%
4026 · GW Sustainability/Replenishment	22,312.64	44,089.25	-21,776.61	50.61%
Total 4020 · Groundwater Charge	1,372,606.39	1,488,360.20	-115,753.81	92.22%
4025 · Wash Plan Revenue	324,763.82	256,356.90	68,406.92	126.68%
4030 · Mining Income				
4031 · Plant Site - CEMEX	20,000.00	28,000.00	-8,000.00	71.43%
4032 · Cemex - Royalty / Lease	438,755.68	452,083.35	-13,327.67	97.05%
4036 · Aggregate Maintenance	31,182.25	35,000.00	-3,817.75	89.09%
Total 4030 · Mining Income	489,937.93	515,083.35	-25,145.42	95.12%
4040 · Miscellaneous Income				
4041 · Reimbursed Expenses	36,195.41	0.00	36,195.41	100.0%
4040 · Miscellaneous Income - Other	2,222.00	44,916.65	-42,694.65	4.95%
Total 4040 · Miscellaneous Income	38,417.41	44,916.65	-6,499.24	85.53%
4043 · Project Salary Reimbursement	3,252.40	7,500.00	-4,247.60	43.37%
4050 · Property Tax	118,237.24	51,509.46	66,727.78	229.55%
4055 · SBVMWD Spreading Agreement Reim	464,628.62	449,083.42	15,545.20	103.46%
4060 · Property Income				
4062 · Mentone Property	200.00	0.00	200.00	100.0%
Total 4060 · Property Income	200.00	0.00	200.00	100.0%
4065 · Redlands Plaza	103,253.74	123,579.08	-20,325.34	83.55%
4066 · Redlands Plaza CAM	25,217.38	26,662.57	-1,445.19	94.58%
4080 · Exchange Plan	0.00	30,000.00	-30,000.00	0.0%
4999 · Trust Reimbursement-Wash Plan	0.00	50,000.00	-50,000.00	0.0%
Total Income	3,552,738.37	3,466,052.42	86,685.95	102.5%
Gross Profit	3,552,738.37	3,466,052.42	86,685.95	102.5%
Expense				
5040 · Regional Programs				
5080 · LAFCO Contribution	56.78	100.00	-43.22	56.78%
Total 5040 · Regional Programs	56.78	100.00	-43.22	56.78%
5050 · Basin Cleaning	13,145.00	29,165.00	-16,020.00	45.07%
5100 · Professional Service				
5120 · Misc. Professional Services	226,883.70	218,750.00	8,133.70	103.72%
5122 · Wash Plan Professional Services	12,308.75	0.00	12,308.75	100.0%
5123 · Habitat Management-WP	96,475.26	159,961.10	-63,485.84	60.31%
5125 · Engineering Services	0.00	29,165.00	-29,165.00	0.0%
5126 · GW Sustainability/Replenishment	0.00	25,718.75	-25,718.75	0.0%
5127 · Project Accounting Services	0.00	2,916.65	-2,916.65	0.0%
5130 · Aerial Photography & Surveying	0.00	2,310.00	-2,310.00	0.0%
5155 · WP Trails Professional Services	0.00	50,000.00	-50,000.00	0.0%
5160 · IT Support	2,700.00	8,400.00	-5,700.00	32.14%
5170 · Audit	27,550.00	28,000.00	-450.00	98.39%
5175 · Legal - Wash Plan	0.00	5,833.35	-5,833.35	0.0%
5180 · Legal	11,233.75	14,583.35	-3,349.60	77.03%
Total 5100 · Professional Service	377,151.46	545,638.20	-168,486.74	69.12%
5133 · Regional River HCP Contribution	0.00	17,187.50	-17,187.50	0.0%
5200 · Field Operations				
5210 · Equipment Maintenance	6,563.91	4,326.00	2,237.91	151.73%
5215 · Property Maintenance	6,657.85	23,330.00	-16,672.15	28.54%
5225 · Field Clean Up-Illegal dumping	23,953.13	35,000.00	-11,046.87	68.44%
Total 5200 · Field Operations	37,174.89	62,656.00	-25,481.11	59.33%
5223 · Temp. Field Labor	161.53	5,833.35	-5,671.82	2.77%
5300 · Vehicle Operations				
5310 · Vehicle Maintenance	8,825.78	4,900.00	3,925.78	180.12%
5320 · Fuel	12,039.09	10,587.50	1,451.59	113.71%
Total 5300 · Vehicle Operations	20,864.87	15,487.50	5,377.37	134.72%

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

	Jul '22 - Jan 23	Budget	\$ Over Budget	% of Budget
5400 · Utilities				
5410 · Alarm Service	755.00	1,050.00	-295.00	71.91%
5420 · Electricity	6,067.64	5,735.59	332.05	105.79%
5430 · Mobile Phone	3,825.00	3,412.45	412.55	112.09%
5440 · Telephone	2,735.67	3,500.00	-764.33	78.16%
5450 · Natural Gas	852.08	583.30	268.78	146.08%
5460 · Water / Trash / Sewer	1,969.43	2,211.05	-241.62	89.07%
5470 · Internet Services	1,354.81	1,604.10	-249.29	84.46%
Total 5400 · Utilities	17,559.63	18,096.49	-536.86	97.03%
6000 · General Administration				
6001 · General Administration - Other	5,859.10	2,625.00	3,234.10	223.2%
6002 · Website Administration	2,731.94	3,500.00	-768.06	78.06%
6004 · Meeting Expenses	986.52	1,283.30	-296.78	76.87%
6006 · Permits	415.00	6,583.35	-6,168.35	6.3%
6007 · Inter District Costs	0.00	10,000.00	-10,000.00	0.0%
6009 · Licenses	2,090.28	1,709.00	381.28	122.31%
6010 · Surety Bond	1,210.00	1,900.00	-690.00	63.68%
6012 · Office Maintenance	7,638.85	2,975.95	4,662.90	256.69%
6013 · Office Lease Payment	29,166.69	29,166.70	-0.01	100.0%
6015 · Mentone House Maintenance	44.75	2,245.85	-2,201.10	1.99%
6016 · Redlands Plaza Maintenance	5,223.48	21,000.00	-15,776.52	24.87%
6018 · Janitorial Services	5,810.00	6,065.00	-255.00	95.8%
6019 · Janitorial Supplies	308.51	218.75	89.76	141.03%
6020 · Vacancy Marketing-Redlands Plaz	0.00	2,500.00	-2,500.00	0.0%
6026 · Redlands Plaza CAM expenses	20,638.09	24,274.05	-3,635.96	85.02%
6027 · Computer Software	11,430.97	20,016.52	-8,585.55	57.11%
6030 · Office Supplies	13,716.57	3,206.65	10,509.92	427.75%
6033 · Office Equipment Rental	3,819.20	5,541.70	-1,722.50	68.92%
6036 · Printing	5.00	1,458.35	-1,453.35	0.34%
6039 · Postage and Overnight Delivery	829.42	700.00	129.42	118.49%
6042 · Payroll Processing	2,225.69	1,751.24	474.45	127.09%
6045 · Bank Service Charges	417.77	437.50	-19.73	95.49%
6051 · Uniforms	2,034.13	1,764.55	269.58	115.28%
6060 · Outreach	5,009.89	35,000.00	-29,990.11	14.31%
6087 · Educational Reimbursement	339.00	2,916.65	-2,577.65	11.62%
6090 · Subscriptions/Publications	1,260.70	1,400.00	-139.30	90.05%
6091 · Public Notices	0.00	3,200.00	-3,200.00	0.0%
6093 · Memberships	31,269.17	14,452.75	16,816.42	216.35%
Total 6000 · General Administration	154,480.72	207,892.86	-53,412.14	74.31%
6100 · Benefits				
6110 · Vision Insurance	2,034.76	2,203.06	-168.30	92.36%
6120 · Workers' Comp. Insurance	9,393.68	10,832.87	-1,439.19	86.72%
6130 · Dental Insurance	7,172.92	7,802.92	-630.00	91.93%
6150 · Medical Insurance				
6150.01 · Medical Employee Contribution	-26,215.62	-16,456.94	-9,758.68	159.3%
6150 · Medical Insurance - Other	152,753.15	174,946.11	-22,192.96	87.31%
Total 6150 · Medical Insurance	126,537.53	158,489.17	-31,951.64	79.84%
6160 · Payroll Taxes-Employer	50,397.99	72,298.27	-21,900.28	69.71%
6170 · PERS Retirement				
6170.01 · PERS Employee Contributions	-30,243.26	-31,369.36	1,126.10	96.41%
6170.02 · 457 Plan Employee Contributions	-34,729.89			
6170 · PERS Retirement - Other	157,035.28	159,328.35	-2,293.07	98.56%
Total 6170 · PERS Retirement	92,062.13	127,958.99	-35,896.86	71.95%
Total 6100 · Benefits	287,599.01	379,585.28	-91,986.27	75.77%
6200 · Salaries				
6230 · Regular Salaries	824,598.71	1,038,311.63	-213,712.92	79.42%
Total 6200 · Salaries	824,598.71	1,038,311.63	-213,712.92	79.42%
6300 · Insurance				
6310 · Property/ Auto Insurance	6,071.24	5,070.18	1,001.06	119.74%
6320 · General Liability Insurance	55,938.44	36,423.19	19,515.25	153.58%
Total 6300 · Insurance	62,009.68	41,493.37	20,516.31	149.45%
6400 · Board of Directors' Expenses				
6401 · Directors' Fees				
6401.5 · Payroll Taxes-Directors	-1,162.91	0.00	-1,162.91	100.0%
6401 · Directors' Fees - Other	31,350.00	58,800.00	-27,450.00	53.32%
Total 6401 · Directors' Fees	30,187.09	58,800.00	-28,612.91	51.34%

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

	<u>Jul '22 - Jan 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6410 · Mileage	1,125.43	2,565.00	-1,439.57	43.88%
6415 · Air Fare	521.96	1,822.90	-1,300.94	28.63%
6420 · Other Travel	192.63	320.85	-128.22	60.04%
6425 · Meals	2,379.20	2,245.85	133.35	105.94%
6430 · Lodging	2,992.72	2,565.00	427.72	116.68%
6435 · Conf/Seminar Registrations	3,101.46	2,200.00	901.46	140.98%
Total 6400 · Board of Directors' Expenses	40,500.49	70,519.60	-30,019.11	57.43%
6500 · Administrative/Staff Expenses				
6510 · Mileage	3,017.04	1,458.40	1,558.64	206.87%
6515 · Air Fare	188.98	2,625.00	-2,436.02	7.2%
6520 · Travel, Other (rental car, taxi)	88.25	875.00	-786.75	10.09%
6525 · Meals	3,113.39	2,041.70	1,071.69	152.49%
6530 · Lodging	4,560.47	3,208.30	1,352.17	142.15%
6535 · Conf/Seminar Registrations	7,212.02	3,791.70	3,420.32	190.21%
Total 6500 · Administrative/Staff Expenses	18,180.15	14,000.10	4,180.05	129.86%
6600 · Replenishment Water Purchase GC	0.00	25,718.75	-25,718.75	0.0%
9999 · Contribution to Capital Maint.	0.00	550,000.00	-550,000.00	0.0%
Total Expense	1,853,482.92	3,021,685.63	-1,168,202.71	61.34%
Net Ordinary Income	1,699,255.45	444,366.79	1,254,888.66	382.4%
Other Income/Expense				
Other Expense				
7000 · Construction				
7010 · Materials	0.00	9,500.00	-9,500.00	0.0%
Total 7000 · Construction	0.00	9,500.00	-9,500.00	0.0%
7100 · Land & Buildings				
7110 · Property Capital Repairs	1,428.63	159,000.00	-157,571.37	0.9%
7120 · Property-Land Purchase	31,291.91	0.00	31,291.91	100.0%
7126 · ARTP Engr/Prof Services	586,534.04	0.00	586,534.04	100.0%
7130 · Mentone Property (House)-CapRep	0.00	7,000.00	-7,000.00	0.0%
7140 · Mentone Property (Shop)-CapRep	0.00	225,250.00	-225,250.00	0.0%
7150 · Mill Creek Diversion	4,195.00	0.00	4,195.00	100.0%
7151 · Mill Creek Permitting	88,508.09	117,833.35	-29,325.26	75.11%
7160 · Mendoza Property	0.00	137,000.00	-137,000.00	0.0%
Total 7100 · Land & Buildings	711,957.67	646,083.35	65,874.32	110.2%
7200 · Equipment & Vehicles				
7210 · Computer Hardware-Capital Purch	45,286.64	52,858.39	-7,571.75	85.68%
7220 · Computer Software	7,675.00	5,748.35	1,926.65	133.52%
7230 · Field Equipment / Vehicles	1,888.70	89,983.84	-88,095.14	2.1%
7240 · Office Equipment	13,028.04	875.00	12,153.04	1,488.92%
Total 7200 · Equipment & Vehicles	67,878.38	149,465.58	-81,587.20	45.41%
7400 · Professional Services Capital				
7438 · Engineering Services-Other	0.00	116,665.00	-116,665.00	0.0%
Total 7400 · Professional Services Capital	0.00	116,665.00	-116,665.00	0.0%
Total Other Expense	779,836.05	921,713.93	-141,877.88	84.61%
Net Other Income	-779,836.05	-921,713.93	141,877.88	84.61%
Net Income	919,419.40	-477,347.14	1,396,766.54	-192.61%



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1914

To: Board of Directors

From: Finance & Administration Committee
Betsy Miller, General Manager

Date: February 8, 2023

Subject: Board Policy Manual Revisions

RECOMMENDATION

Finance & Administration Committee recommends that the Board approve of proposed revisions to the Board's Policy Manual to reflect clarifications to section 4025.1.1 Eligible Expense Reimbursement and Appendix C.

BACKGROUND AND DISCUSSION

The Finance & Administration Committee reviewed these proposed revisions to the Board's Policy Manual at their January 25, 2023, meeting:

- Fix a spelling error in Section 4010.3.
- Include a daily meal per diem rate as an option for Directors who do not wish to submit itemized receipts for reimbursement in section 4025.1.1 Eligible Expense Reimbursement, (g) Limited Costs of Meals, while maintaining the itemized receipt option for Directors who may prefer that approach.
- Revisions to Appendix C to include Director attendance for certain administrative business such as review of expenditures, etc.

These proposed revisions clarify the Board's current practice and provide cost-effective options for completing District business.

FISCAL IMPACT

The revision to section 4025.1.1 Eligible Expense Reimbursement, (g) Limited Costs of Meals, provides an additional option for reimbursement that is not expected to increase costs due to the lower amount of staff time required to process a per diem meal request compared to processing time for an itemized receipt reimbursement. The revision to Appendix C reflects current practice and is necessary to allow for District business to be completed in an expeditious manner; therefore no fiscal impact is expected from this revision.

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**BOARD OF
DIRECTORS**

Division 1:
Richard Corneille

Division 2:
David E. Raley

Division 3:
T. Milford Harrison

Division 4:
John Longville

Division 5:
Melody McDonald

**GENERAL
MANAGER**

Betsy Miller

POTENTIAL MOTIONS

1. Move to approve the revisions to Board Policy section 4010.3, 4025.1.1.g and Appendix C as recommended by the Finance & Administration Committee as presented, and approve Resolution No. 606.
2. Move to approve the revisions to Board Policy section 4010.3, 4025.1.1.g and Appendix C with requested changes and approve Resolution No. 606 with revisions.
3. Move to table the item to a future meeting for consideration.

ATTACHMENTS OR MATERIALS

Resolution No. 606
Board Policy 4010.3
Board Policy 4025
Appendix C

RESOLUTION NO. 606

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
ADOPTING REVISIONS TO
THE BOARD POLICY MANUAL**

WHEREAS, The Board of Directors (“Board”) of the San Bernardino Valley Water Conservation District periodically reviews its “Board Policy Manual of the Board of Directors of the San Bernardino Valley Water Conservation District”; and

WHEREAS, the Board acted at its January 11, 2023 to revise Appendix C to remove Daniel Cozad as the District representative for Big Bear Watermaster and replace him with Katelyn Scholte; and

WHEREAS, the Finance & Administration Committee met on January 25, 2023, and recommended minor revisions to the Board Policy Manual, consisting generally of elaboration of qualifying activities for per diem reimbursement for Board Members, and setting default per diem reimbursement rates applicable under certain circumstances; and

WHEREAS, the Board reviewed the recommendations of the Finance & Administration Committee, including subsequent changes to the language thereto proposed by staff, at its meeting of February 8, 2023; and

WHEREAS, the Board desires to implement the proposed changes to the Board Policy Manual:

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of San Bernardino Valley Water Conservation District does hereby adopt revisions to the Board Policy Manual as follows:

- A. Board Policy Manual, Section 4010.3, 4025.1 and 4025.1.1 and Appendix C are hereby amended to read as reflected in the attached Attachment A.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Board of Directors this 8th day of February 2023, by the following vote:

YES: DIRECTORS:
NO: DIRECTORS:
ABSTAIN: DIRECTORS:
ABSENT: DIRECTORS:

Melody McDonald, President

ATTEST:

Betsy Miller, Secretary

4010.1.8.3 In handling items related to safety, concerns for safety or hazards should be reported to the General Manager. Emergency situations should be dealt with immediately by seeking appropriate assistance and reporting to the General Manager.

4010.1.8.4 In presenting items for discussion at Board meetings, see Policy #5020.

4010.1.8.5 In seeking clarification for policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, said concerns should be referred directly to the General Manager and District Counsel.

4010.1.8.6 Requests for Assistance. Directors shall direct all requests for work, studies, information, or any task which is to be performed by District Staff to the General Manager. If the General Manager determines that an individual Director's request for Staff services shall result in a substantial expenditure of time or District resources, the General Manager may refer the request to the Board for its approval. In no event shall any Director make any request of Staff for information or services not related to District business. This policy shall in no way limit the authority of individual Directors to contact the General Manager and District Counsel for the purpose of inquiring about potential conflicts of interest regarding a Director's own economic interest.

4010.1.9 If approached by District personnel concerning specific District policy, Directors should direct inquiries to the General Manager.

4010.2 The work of the District is a team effort. All individuals should work together in the collaborative process, assisting each other in conducting the affairs of the District.

4010.2.1 When responding to constituent requests and concerns, Directors should be courteous, responding to individuals in a positive manner and routing their questions through appropriate channels and to responsible management personnel.

4010.2.2 Directors should develop a working relationship with the General Manager wherein current issues, concerns and District projects can be discussed comfortably and openly.

4010.2.3 Directors should function as a part of the whole. Issues should be brought to the attention of the Board as a whole, rather than to individual members selectively.

4010.2.4 Directors are responsible for monitoring the District's progress in attaining its goals and objectives, while pursuing its mission.

4010.3 The Board of Directors is committed to enhance the transparency of the conduct of the District's business, to minimize the potential inefficiencies and inconveniences that might arise from having electronic, written communications pertaining to District business on multiple locations (including personal digital devices of Directors), and to facilitating the identification and availability of public records to assure responsiveness to Public Records Act requests. In furtherance of these goals, the Board adopts the following policies relating to e-mails, text messages, instant messaging ~~communications~~ [communications](#), and social media platforms for digital communications:

4010.3.1. The District has established, and having made available to all Directors, a District-based e-mail account, with each Director having a separate individual e-mail address that is hosted on the District's e-mail server. Directors shall make every effort to restrict all of their electronic written

San Bernardino Valley Water Conservation District

BOARD POLICY MANUAL

POLICY TITLE: Directors Expense Policy

POLICY NUMBER: 4025

4025.1 Eligible Compensation Reimbursement. Directors' compensation shall be in accordance with the California Water Code. The Board enacted Ordinance 2014-1 and a companion Resolution No. 509A setting forth the compensation of Board Directors and Resolution No. 509B setting the maximum number of compensated meetings to ten per month. Any District Requested or Director Selected meetings beyond ten per month are eligible for reimbursement of expenses only; which exclude travel expenses. The District shall compensate Directors for attendance at approved District Requested and Director Selected meetings in accordance with the following:

(a) District Requested meetings

District requested meetings are pre-approved, organizations that the Board has determined as essential for participation. The Board designates a primary and alternate; the alternate only attends if the primary indicates they are unavailable to attend. Any additional Board member attending is only eligible for reimbursement of eligible Expense (local mileage, meals, and parking) or per diem compensation as a Director Selected meeting. A cost estimate must be presented for Travel (conference registration, airfare car rental, hotel or etc.) to the Board in advance at its regularly scheduled Board meeting for approval for meetings listed in Appendix "C" as "Set by Board Action".

(b) Director Selected meetings-Maximum of 3

Director Selected meetings are pre-approved, discretionary meetings that each Director may attend in a number not to exceed (3) per month, and are eligible for meeting per diem compensation and eligible expense (local mileage, meals, and parking) reimbursement. Reimbursement for travel cost (conference registration, airfare car rental, hotel or etc.) for any Director Selected meeting shall be paid only upon prior approval of the Board in advance. A cost estimate must be presented to the Board in advance at regular scheduled Board meetings for approval.

Compensation - Directors shall receive compensation for each District Requested meeting indicated in Appendix "C," Roster of Organizations and Committees with Assigned Representatives. The amount of compensation shall be established by a resolution of the Board as required by Ordinance 2014-1.

(d) Meeting Definition - For the purpose of determining compensation for Directors only, a "meeting" is defined as a District Requested or Director Selected activity of several parties conducting business related to the parties, of which the District is a party. A simple phone call is not a meeting, but a scheduled teleconference conducted between the parties in lieu of an agendized meeting is a "meeting." Conducting research, involvement in a discussion, or discussion by telephone in preparation for a meeting is also not a "meeting."

- (e) Any and all meetings in a single day where a Director is representing the District, qualifies for compensation for only one meeting.
- (f) Compensation for serving on another agency board of directors is the responsibility of that other agency. However, if serving on that other agency's board of directors is a direct result of appointment by the District Board of Directors, then attendance at meetings of both agencies on one day would be compensated as one day's pay, which would be paid by the District, and compensation from the other agency would not be permitted.

4025.1.1 Eligible Expense Reimbursement.

- (a) District Requested - The District shall reimburse Directors for costs incurred related to approved attendance at District Requested meetings, seminars, or conferences, as provided herein.

Travel Costs eligible for reimbursement shall be limited to (1) registration or tuition costs, or other charges for participation in the District Requested listed in Appendix "C"; (2) transportation to and from the event, including airfare, car rental, or mileage for use of Director's own automobile, and other miscellaneous transportation costs (shuttle, taxi, etc.); (3) lodging at the event rate or the State/Federal rate for the area; and (4) limited costs of meals. Out of state travel shall be prohibited without specific Board approval.

- (b) Director Selected - The District shall reimburse Directors for costs incurred related to approved attendance at Director Selected meetings, seminars, or conferences, as provided herein.

Expenses eligible for reimbursement shall be limited to (1) mileage for use of Director's own automobile or reasonable airfare if a lower cost, and other miscellaneous transportation costs (shuttle, parking, etc.); (2) limited costs of meals. Reimbursement for other Travel (conference registration, airfare car rental, hotel or etc.) for any Director Selected meeting shall be paid only upon prior approval of the Board in advance. A cost estimate must be presented to the Board in advance at a regularly scheduled Board meeting for approval. Out of state travel shall be prohibited without specific Board approval.

- (c) Exceptions - Any other costs incurred by the Director shall be at the expense of the Director, as a Director Selected meeting, unless, because of unusual circumstances, the Board, in its discretion, determines that any additional cost shall be authorized as an expense of the District.

Directors must include per diem request with cost proposals for the following Conferences/ Forums:

Association of California Water Agencies Conferences
Sacramento/Washington DC Legislative Forums
California Special Districts Association Annual Conference

- (d) Mileage - Directors shall be reimbursed for mileage on the basis of total miles driven for business purposes and at the rate specified in the Internal Revenue Code in effect at the time of the vehicle usage. The District will reimburse the lesser cost of mileage

reimbursement as described above or the lowest reasonable airfare and related costs to the travel location.

- (e) Board Member Meeting Reports – Directors are required by government code § 53232.3 (d) to briefly report meetings for which they are compensated at the next regular meeting of the Board. Meeting reports are the responsibility of each Director and are not tracked by staff. Meeting reports may be made verbally as listed in the Board Agenda or a written reports may be submitted prior the publication of the agenda, at the discretion of the director.
- (f) Service Day – A director may claim and be paid per diem for one travel day to or from a District Requested meeting where overnight stay is required to participate, as approved by the Board. A Director may also request and be paid a per diem for critical District Requested functions as a meeting.
- (g) Limited Costs of Meals – As used herein, “limited costs of meals” means the reasonable, actual costs of breakfast, lunch or dinner, including taxes and a gratuity not to exceed 20%, for meals taken by the Director while: 1) in attendance at a District Requested or Director Selected event, when not otherwise included in the cost of such event or provided as part of the meeting, program, or event; or 2) for meals taken in furtherance of legitimate District business purposes. “Limited costs of meals” does not include the cost of meals of any guests or invitees of the Director, unless previously approved or later ratified by the Board President or General Manager. All “limited costs of meals” shall be supported whenever possible by itemized receipts from the meal submitted by the Director seeking reimbursement. In the absence of such receipts, the “limited costs of meals” shall not exceed \$25 for breakfast, \$35 for lunch, or \$75 for dinner.

APPENDIX "C"

Roster of Organizations and Committees with Assigned Representatives

District Requested Meetings

District Requested Meetings are organizations that the Board has determined as essential for participation. The Board designates a primary and alternate; the alternate only attends if the primary indicates they are unavailable to attend. Included are all District Board meetings and Standing and Ad Hoc committees the member is appointed to, and those meetings or events a member is required to attend as a part of his or her role as a member of any other committee, board, or organization to which the member was appointed by the entire Board, or whose appointment was solicited or approved by the entire Board. If service on a committee requires travel or other costs such costs must be disclosed prior to appointment. Attendance by another Board member, other than the primary or alternate designee, may only be eligible for per diem compensation as a Director Selected meeting. Travel costs include conference registration, airfare car rental, hotel or similar reimbursable costs. Meeting Expenses include local mileage, meals, and parking. A cost estimate (Travel and Per Diem) must be presented to the Board in advance at its regularly scheduled Board meeting for approval for meetings listed as "Set by Board Action". Once "Set by Board Action" meetings are approved by the Board they may be claimed as District Requested meetings. Any District Requested or Director Selected meetings beyond ten per month are eligible for reimbursement of Expenses only. California Government Code § 53232.3 requires Board members to report on each compensated meeting outside of meetings District Board or Committee meetings at the next regular Board Meeting as designated in the Agenda. The reports may be made verbally or provided in writing at the discretion of the director.

<u>Organization/Committee</u>	<u>Primary/Alternate</u>
1. Association of California Water Agencies/JPIA	McDonald/Raley
2. Association of California Water Agencies (Spring/Fall Conferences)	Set by Board Action
3. California Special Districts Association Annual Conference **	Set by Board Action
4. Association of San Bernardino County Special Districts	McDonald/Stewart
5. Special Presentations [only one per month per director]	All Board Limited
6. ACWA Region 9 Meetings	All Board Limited
7. Basin Technical Advisory Committee	Stewart/McDonald

8. Upper SAR Water Forum	Corneille/Raley
9. SBVMWD Board Meetings	McDonald/Raley
9A. Engineering Workshop***	McDonald/Corneille
9B. Policy Workshop***	Longville/Stewart
9C. Resources Workshop***	Raley/McDonald
10. Wash Plan Task Force	Raley/Longville
11. Big Bear Watermaster Committee (Court Appointed Attendee-Scholte)	Raley/Stewart
12. San Bernardino Valley Conservation Trust	Raley & Longville
13. Active Recharge Transfer Projects Policy Committee	Corneille/McDonald
14. Meeting(s) Requested by the General Manager and/or Board President	All Board Limited
15. Any District Required/Mandated Training	All Board Limited
16. Director attendance at District offices or elsewhere for tasks as requested by District staff, for internal staff meetings or administrative matters such as review of agendas or staff reports incident to committee or Board meetings, review of warrants or financial statements, signing checks, or the like.	All Board Limited

Organization/Committee's selected by Outside Organization subject to Board Approval

Other Activities:

<u>Organization/Committee</u>	<u>Primary/Alternate</u>
a. Sacramento Legislative Forums	Set by Board Action
b. Washington DC Legislative Forum	Set by Board Action
c. ACWA Committees	When appointed**
d. CSDA Committees	When appointed**
e. Local Government Commission	Longville/No Alternate

*Only one member should attend meeting on behalf of the District

** If appointed and while appointed.

***Both appointed members may attend as primary.

Director Selected Meetings - Maximum of 3

The Director Selected meetings are pre-approved; discretionary meetings that each Director may attend, in a number not to exceed three (3) per month, and are eligible for meeting per diem compensation and eligible Expense (local mileage, meals, and parking) reimbursement. Directors may attend more than three (3) Director Selected meetings in a single month; such attendance will be eligible only for reimbursement of Expenses, and ineligible for meeting per diem reimbursement. Reimbursement for Travel expenses (conference registration, airfare car rental, hotel or etc.) for any Director Selected meeting shall be paid only upon prior approval of the Board. A cost estimate must be presented to the Board in advance at a regularly scheduled Board meeting for approval. Expenses are subject to limitations provided for in the Board Policy Handbook Section 4025.1 for all Director Selected meeting.

Organization

A. Redlands Chamber of Commerce	Director Selected
B. Highland Area Chamber of Commerce	Director Selected
C. Loma Linda Chamber of Commerce	Director Selected
D. Mentone Chamber of Commerce	Director Selected
E. San Bernardino Chamber of Commerce	Director Selected
F. Various Water Related Meetings	Director Selected



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

Memorandum No. 1915

To: Board of Directors

From: Katelyn Scholte, Principal Engineer

Date: February 8, 2023

Subject: Draft Engineering Investigation Report for 2023

RECOMMENDATION

Provide comments or request changes to the Draft Engineering Investigation (EI Report); receive and file staff's presentation.

BACKGROUND

Over five years ago, staff prepared the first EI Report Plan after discussion and input from the Basin Technical Advisory Committee and other community stakeholders. Recently, staff has updated the Plan to incorporate changes and revisions that were identified from the production of the EI Report in 2022.

Staff developed the Draft 2023 EI Report in accordance with the updated EI Plan approved by the Board last year. Staff posted the Draft EI Report to the District's website and will present the report to the Board for review and comment. We have also offered to present the Draft EI Report at the April BTAC meeting.

DISCUSSION

Generally, the EI Report process was very similar to prior years. Well location data were requested and verified by Laura Torres and Katelyn Scholte to improve accuracy and quality of mapping. This year, for mapping we utilized locations for more than 250 wells in order to prepare a more accurate representation of the groundwater elevation. Staff has not received comments or requested to revise the Draft EI Report since posting; however, comments may be received in subsequent weeks. As in previous years, the EI Report results will be compared to San Bernardino Valley Municipal Water District's basin model for quality assurance and transparency with results reported when complete.

The 2023 EI Report indicates precipitation was lower for the water year and for the calendar year, at approximately 81.9% of normal. The EI Report shows a general drop in basin water levels from the elevations of the prior year. Most of the basin declined between 5 and 25 ft due to a limited supply of native and State Water Project water recharged. No State Project Water was available for recharge in the basin in 2022. Combined, the lack of native and imported water for recharge and below average precipitation resulted in a decrease of about 71,231 AF for the Bunker Hill Basin. Groundwater production

was higher than the previous period with 90,116 AF within SBVWCD boundaries and 173,565 AF within the Bunker Hill Basin boundary.

The Draft EI Report with appendices is available on the District's website at <http://www.sbvwcd.org/reports-and-data/engineering-investigation.html>. Limited copies of the Draft EI Report will be produced with primary distribution by digital file; please contact staff if you would like a hardcopy. The primary purpose of the report is to provide the basis for the Groundwater Charge in compliance with Water Code §75523.

FISCAL IMPACT

The EI Report (including data acquisition, management, analysis, and document preparation) is completed in-house by District staff; the 2022 EI Report is estimated to have cost approximately \$15,000 in salary charges to the Groundwater Recharge Enterprise.

POTENTIAL MOTIONS

1. Receive and file the Draft EI Report, with presentation of the Final EI Report planned for the March Board Meeting.
2. Direct staff to make specific revisions to the Draft Engineering Investigation Report for 2023.



San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

Memorandum No. 1916

To: Board of Directors

From: Finance & Administration Committee
Betsy Miller, General Manager

Date: February 8, 2023

Subject: Budget Planning for Groundwater Enterprise for FY24: Proposed Groundwater Council Operations and Maintenance Fee and Advertised Groundwater Charge

RECOMMENDATION

Finance & Administration Committee recommends the Board review, discuss and approve issues for inclusion in the FY24 Groundwater Enterprise Budget and provide direction to staff on Public Notice for the Groundwater Charge.

BACKGROUND

Each year, San Bernardino Valley Water Conservation District (District) staff prepares revenue and expense estimates for the Groundwater Enterprise, as underlying support for the Board to determine a proposed amount for the Groundwater Charge for public notice purposes. The estimated amount included in the proposed advertised rate provides public notice of the potential proposed rate for discussion purposes does not set or adopt any change. Following this analysis, the proposed Groundwater Charge rate is noticed in the newspaper and via mail to groundwater producers, with opportunities for community input and feedback at both a public meeting and a Board hearing to determine the annual groundwater charge.

Groundwater Charge rates held steady (\$3.23 Agricultural/\$11.62 Non-Agricultural) from 2014 to 2016. In 2017, the rate was increased by 4%, with the previously-established Rate Stabilization Reserve fund used to moderate rate increases. In 2018, the Board approved an additional 4% increase in Non-Agricultural rates. That same year, in response to legal developments¹, the Board determined that Agricultural rates should be incrementally raised over time, to match Non-Agricultural rates. The Board opted for a three-year phased approach to equalize Agricultural and Non-agricultural rates, relying again on the Rate Stabilization Reserve fund to bridge transitional shortfalls. In 2019 and 2020, the Board approved a 5% increase in Non-Agricultural rates, while Agricultural rates continued to be raised

¹ See, *City of San Buenaventura v. United Water Conservation District* (2017) 3 Cal. 5th 1191, which among other things, called into question the constitutionality of the rate differentials between the two types of rates, formerly required by Water Code section 75594. See discussion, *infra*.

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BOARD OF DIRECTORS

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Richard Corneille

Division 2:
David E. Raley

Division 3:
Robert Stewart

Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL MANAGER

Betsy Miller

incrementally to match Non-Agricultural rates, with no comments in opposition. The Rate Stabilization Reserve fund underwrote the shift from differential Agricultural and Non-Agricultural rates to a unitary rate, of \$13.85/AF, from 2018-2021. In 2021, the Board approved a change to rates increasing the unitary rate by 5% to \$14.54/AF and adding a replenishment sustainability component for San Bernardino County entities.

Over this same time period, Bunker Hill Groundwater Basin producers collaborated with the District to develop and approve a Groundwater Council (GC), formalized in 2018. The Groundwater Council offers a cooperative vehicle whereby members have created a method to equitably allocate basin recharge operations and maintenance costs, and to provide funding for basin replenishment with imported water whenever feasible. Over the past five years, the GC payments and Groundwater Charge rates have proven effective to recover the majority of costs for the Groundwater Enterprise, as well as providing a cooperative regional funding source for taking advantage of variable imported water supplies for local recharge, and the GC members are currently working together to prepare an updated agreement for 2023-2028.

DISCUSSION

The Groundwater Enterprise fund revenue has met its expenditures for the past six years. Based on performance for the first half of the fiscal year, staff has projected a budget for Groundwater Enterprise operations and updated capital expenses. Staff has estimated a preliminary Groundwater Charge rate and initial GC revenue budget needed to offset these expenses. Staff has begun preliminary discussions with the GC regarding the proposed change as well.

The GC effectively serves as an alternative method for members to cover the District groundwater recharge operations costs, previously paid through the Groundwater Charge. Since FY19, the District's budget has utilized the GC funding mechanism for GC partners.

Budget Approach:

The budget approach recommended by staff includes the following efforts and activities:

- Develop and review the draft budget with the GC and Groundwater Charge partners
- Utilize the Groundwater Enterprise Budget to develop the proposed Groundwater Charge
- Review the draft budget with the Finance & Administration Committee or in a Board Workshop before submitting it to the Board for approval
- Review other budgets with appropriate partners and stakeholders, as appropriate
- Utilize feedback from all of the above in the development of the final budget proposal

Assumptions

The budget process uses similar as previous budgets, including the following specific assumptions:

Revenue:

- Groundwater Charge revenue is based on actual charges paid in the prior year, with a review from the GC agencies

- GC revenue as calculated by the Equitable Allocation Model (“EAM”²) and paid by GC member agencies
- Producers who are not parties to the GC pay the Groundwater Charge
- Property tax is estimated from 2022 actual receipts
- Mining revenue is estimated based on lease guaranteed annual minimum payments
- Interest revenue is based on investment forecasts
- Consideration of the needs of the Active Recharge Transfer Project capital costs and interest income
- Revenue for Wash Plan Implementation from the Conservation Trust

Expenses:

- Expenses are estimated on a zero basis, or actual costs/estimates modified based on specific needs and actual 2022 costs
- Board administrative costs and Staff COLA increases are based on Bureau of Labor Statistics CPI-U All West at 6.1% based on actual December 2022 rate of 6.6% raised in the last budget year https://www.bls.gov/regions/west/news-release/consumerpriceindex_west.htm
- Utilities increase at approximately 5-7%, based on sector CPI or projected rate changes
- Salary forecast includes raise pool of up to 5% as a percentage of total salaries
- Miscellaneous expenses are generally increased at 5% where no other basis is available
- For FY24, new expenses related to compliance with recently issued regulatory permits for the Santa Ana River Groundwater Recharge Facility are estimated at 1) 50% of the Assistant Biologist salary/benefits/overhead (\$60,000) plus 2) \$20,000 for specialized environmental permits, or 6% of the total Groundwater Enterprise Budget; any additional compliance costs incurred during this first year of implementation will be covered by the Rate Stabilization Reserve

During the 2016 budget process, the Board requested the full cost of capital improvements, repairs, and equipment in the budget. CIP Costs are incorporated into the annual operating budget to account for specific instances where operating revenue is paid to capital projects and capital funding covers annual costs such as salaries. CIP costs in the current Groundwater Enterprise budget include the following:

- Mill Creek Diversion improvements, permitting, and construction
- Design and construction of the Mentone shop
- Permit costs for the Mill Creek Groundwater Recharge Facility
- Purchase/replacement of heavy equipment
- On-going security repairs such as fencing, gates, boulders, and other barriers
- On-going land management such as removal of invasive, high-water-use species
- Design of the ARTP Projects

² The EAM is the Groundwater Council’s method of assigning cost burdens to basin maintenance and operations, and to investments for purchase of imported water supplies, when available, based on balancing historic water rights with later increases or decreases in production to allocate cost while respecting established rights and current patterns of use. It therefore assigns costs based on equal weight to members’ (or their predecessors’) historical production (from 1959-1963), and more current production (from 2015-2019).

Based on the year-to-date budget information and the assumptions listed above, staff projects that a 11% increase in the Groundwater Charge is needed for FY24: A 5% increase due to inflation and a 6% increase due to new permit compliance requirements.

Legal Changes and the Move to a Unitary Rate

Throughout our history, the District has incorporated all requirements of the California Water Code (CWC), Prop 218, and Prop 26 into the rate setting process for the Groundwater Charge. We continue to carefully monitor legal cases related to the interpretation of voter initiatives, including Proposition (Prop) 13, Prop 218 and Prop 26, which seek to alter local governments' ability to raise taxes and fees without voter approval.

In *City of San Buenaventura v. United Water Conservation District, supra*, the California Supreme Court ruled that Groundwater Charges are not subject to Prop 218, but must meet the requirements of Prop 26. This requires that the charge or fee must 1) be no more than necessary to cover the costs of the activity; and 2) be allocated in a manner that bears a fair or reasonable relationship to the burdens or benefits from the activity. Further, the Court essentially invalidated CWC Section 75594, which required a 3-5:1 Non-Agricultural to Agricultural ratio for the charge. Before this decision, the District followed the requirements of CWC Section 75594, which resulted in a reduced Groundwater Charge for Agricultural production, which was also applied to parks, golf courses, schools, and cemeteries. This requirement that the Groundwater Charge be allocated in a manner related to the burden and benefit of the recharge replaced the statutorily-dictated cost ratio and, consistent with historical rate development, the District will continue to set the annual charge as necessary to recover the costs for the service provided (see attached Table on GW Charge History).

In setting the 2018 rates under these new legal parameters, the District did not believe there was sufficient factual record on variable costs between the Agricultural or Non-agricultural uses of groundwater production available to propose a defensible distinction of rate, based on relative burdens and benefits of the two categories of uses. No further information has become available since that time. Further, the District has not attempted to allocate its internal costs or field maintenance expenses based upon the distinction in use. Because Agricultural production is not limited to specific geographic areas within the District's boundaries, nor are District facilities designated solely, or even primarily, to Agricultural or Non-Agricultural use, the District Board approved a unitary rate for all production, regardless of type of use.

This change affected 30 producers producing approximately 10,815 acre feet from 52 wells. These producers paid groundwater charges of approximately \$35,879 in 2017. These users effectively received an increase in per acre foot rates of groundwater charges, due to the court-mandated discontinuance of the protected rate status for Agricultural use. Under a unitary rate in 2017, these 30 producers would have paid approximately \$131,300, with six users likely to be significantly affected due to the amount of recent production. These are primarily municipal users that now pay through the Groundwater Council.

To address these impacts to producers, the Board approved the utilization of the Groundwater Charge Stabilization Reserve over a three-year transition process, in which the Agricultural rate incrementally increased to a level of the Non-Agricultural rate. In 2018, staff undertook significant efforts to inform

these producers of the change and provide multiple opportunities to participate in the process of setting the groundwater charge. Staff took the following actions at the Board's direction:

1. Produced and distributed information for all producers on the *Ventura v. UWCD* case and its implications
2. Held an informational workshop to explain the case, its effect on the Groundwater Charge and invited participants to attend the February 14 Board meeting to select the advertised rate
3. Mailed and advertised notices of Groundwater Charge change, including the potential phase-in period
4. Coordinated with Groundwater Council members
5. April 7th Public Meeting at Board meeting
6. April 21th Public Hearing to adopt rate at Board Meeting
7. Mailed an information sheet with the rate changes after adoption.

Throughout this time, including the informational workshop, public meeting, and public hearing, no Agricultural users indicated any opposition to the changes in rates. Certain Agricultural users who reached out for additional information noted their support for the Board's three-year transition process.

Groundwater Sustainability and Replenishment

As part of the FY22 rate setting process, the Board approved a request from the GC to include a Replenishment/Sustainability component, currently paid by the GC, in the Groundwater Charge. This component serves to ensure that basin producers who are not GC members contribute proportionately to replenishment supplies, which GC members fund through their participation in the GC. This portion of the Groundwater Charge is remitted after collection by the District to the GC to purchase imported water from San Bernardino Valley Municipal Water District for groundwater recharge.

On October 12, 2020, the GC approved a plan to achieve full financial participation from those remaining agencies that produce groundwater from the basin but have not yet become GC members. The replenishment component of the Groundwater Charge is in a proportionate amount so as to assure ratable contribution by such producers to basin wide replenishment efforts, and funding, now implemented by the GC and its members. This charge component is assessed as permitted under the District's organic act, and constitutional requirements, on San Bernardino County production within the District's jurisdictional boundaries, and in a manner that provides equality with the allocations from the GC's EAM.

Specifically, GC expenditures for imported recharge water are tracked over a defined time period (five years, generally, except shortly following GC formation when fewer years' of data were available) to estimate a normalized annual average as the benchmark of total water replenishment expenditures benefiting the basin. The total production ratio of the Other Producers during that same period, as compared to the GC members, is then determined to derive a "reasonable relationship" between the benefits achieved by Other Producers from GC recharge. The proportionate ratio of the total production from the Other Producers is then applied to the normalized basin recharge expenditure figure to determine the aggregate amount to be collected from the Other Producers as part of the Groundwater Charge. That total monetary sum is then allocated among the Other Producers pursuant to the EAM allocation. In this way, the total amount of Groundwater Charge raised by this Replenishment/Sustainability component paid by such Other Producers, in aggregate, would be no more than their proportionate benefit from basin

recharge generally. The total cost would therefore not exceed the cost of the recharge activity basin wide, and the burden to Other Producers would be based on their production as a group, allocated among them individually in the same manner as the GC does with its members. The goal is to meet Proposition 26 requirements for total costs and reasonable benefit while use of the EAM would “carry forward” for the Other Producers the GC’s balance between historical rights and present production, and place all basin producers, both GC members and Other Producers, on an even footing.

Staff used the same methodology to calculate a rate for non-GC member producers in the District boundary. The replenishment/sustainability fee and would be up to \$20.00 per AF of production.

Staff reviewed these analyses with the GC and with the District’s Finance & Administration Committee. In recognition of concerns, staff proposed a phase-in period of five or more years to implement the fee in order to reduce burden on non-GC Producers. The GC approved this phase-in period, and other elements implemented by the District Board. During staff outreach to affected non-GC Producers in 2020, no feedback was received in opposition to the new component.

POLICY CONSIDERATIONS

The Board provides direction to staff on the appropriate Groundwater Charge rate to advertise in the notices for the public meeting and hearing. Staff has reviewed the groundwater recharge operational costs to date for FY24 and Groundwater Recharge Enterprise revenue likely to be generated by the Groundwater Charge and the Groundwater Council. Staff believes that these data provide sufficient information to project the FY24 Groundwater Recharge Enterprise needs. Following this analysis, staff recommends that the Board advertise an 11% increase in rates for the upcoming fiscal year. The recommendation is in keeping with prior Board direction to limit annual rate increases to 3-5% except in cases of significant policy, economic, or operational change. Due to the District’s cost-conscious approach, the proposed general increase of 5% (without costs for new permit compliance) remains lower than overall inflation for the period.

FISCAL IMPACT

The annual development of the Groundwater Charge rate is supported by the Groundwater Recharge Enterprise. Without the proposed 11% rate increase in FY24, the impact to the Rate Stabilization Fund would be approximately \$148,476. The GC is expected to hold a budget meeting to review these and other costs following updates to the EAM in March or April. The replenishment/sustainability component is revenue neutral to the District as it is held in a restricted reserve for transfer to the GC for purchase of imported water.

POTENTIAL MOTIONS

1. Move to direct staff to advertise an 11% increase inclusive of a 5% increase due to inflation and a 6% increase due to new permit compliance requirements in the Groundwater Charge, continue to phase-in the Replenishment/Sustainability component over five years, and approve the budget plan as shown herein.
2. Move to direct staff to advertise a different rate change to the Groundwater Charge, continue to phase-in the Replenishment/Sustainability component over five years, and approve changes to the budget plan as shown herein.

ATTACHMENTS OR MATERIALS

Draft Groundwater Enterprise Budget for FY24

Groundwater Production and Charge Revenue Projection

GL ACCT: GL DESCRIPTION:		Approved 2022-2023 Amended Budget	Projected Annual Costs (7/1/22- 6/30/23)	Draft 2023- 2024 Budget	GROUNDWATER RECHARGE ENTERPRISE		
Draft 2023-2024 Budget					2022 BUDGET:	% BUDGET	BASIS:
INCOME:							
4012	INTEREST INCOME-LAIF	2,157.43	60,000.00	20,845.40	0.00		
4013	INTEREST INCOME-CALTRUST	16,000.00	94,322.85	99,038.99	0.00		Groundwater Totals
4015	INTEREST INCOME-UBS	18,200.00	23,123.04	27,747.65	0.00		\$ 1,621,248
4016	INTEREST INCOME ARTP	180,000.00	440,800.07	484,880.08	0.00		
4017	ARTP CAPITAL INCOME	583,500.00	583,500.00	350,000.00	0.00	0.00%	
4022	GROUNDWATER CHARGE	712,630.95	712,630.95	753,061.42	753,061.42	100.00%	11% increase
4024	GROUNDWATER COUNCIL REVENUE	731,640.00	731,640.00	812,120.40	812,120.40	100.00%	11% increase
4026	GW SUSTAINABILITY/REPLENISHMENT	44,089.25	33,066.94	56,065.92	56,065.92	100.00%	
4031	PLANT SITE CEMEX	48,000.00	48,000.00	48,000.00	0.00		
4032	CEMEX - ROYALTY/LEASE	775,000.00	775,000.00	775,000.00	0.00		
4036	AGGREGATE MAINTENANCE	60,000.00	60,000.00	60,000.00	0.00		
4040	MISCELLANEOUS INCOME	77,000.00	77,000.00	10,000.00	0.00		
4043	PROJECT SALARY REIMBURSEMENT	15,000.00	15,000.00	15,000.00	0.00		
4050	PROPERTY TAX	137,358.53	137,358.53	141,479.29	0.00		
4055	SBVMWD LEASE AGREEMENT	449,083.42	464,628.62	483,213.76	265,767.57	55.00%	
4062	MENTONE PROPERTY INCOME	100.00	100.00	100.00	0.00		
4065	REDLANDS PLAZA	211,849.83	190,000.00	206,160.35	0.00		
4066	REDLANDS PLAZA CAM	45,707.27	45,707.27	46,621.42	0.00		
4080	EXCHANGE PLAN	30,000.00	30,000.00	30,000.00	30,000.00	100.00%	HISTORIC
4025	WASH PLAN REVENUE	439,469.00	439,469.00	200,000.00	0.00		
4999	TRUST REIMBURSEMENT WASH PLAN	50,000.00	50,000.00	200,000.00	0.00		
TOTAL INCOME:		4,626,785.68	5,011,347.27	4,819,334.68	1,917,015.32		
EXPENSES:							
5080	LAFCO CONTRIBUTION/FEES	100.00	56.78	100.00	0.00		
5120	MISC. PROFESSIONAL SERVICES	300,000.00	300,000.00	340,000.00	105,500.00		Consulting Services
5122	WASH PLAN PROFESSIONAL SERVICES	0.00	15,000.00	0.00	0.00		
5123	WASH PLAN IMPLEMENTATON (formerly	274,219.00	274,219.00	274,219.00	0.00		
5125	ENGINEERING SERVICES	50,000.00	50,000.00	50,000.00	30,000.00	60.00%	
5126	GW SUSTAINABILITY/REPLENISHMENT	44,089.25	44,089.25	56,065.92	56,065.92	100.00%	Pass through of GC cost
5127	PROJECT ACCOUNTING SERVICES	5,000.00	5,000.00	5,000.00	0.00		
5130	AERIAL PHOTO/SURVEYING/MARKET	2,310.00	2,310.00	2,425.50	0.00		
5133	Regional River HCP Contribution CIP #7	25,000.00	25,000.00	25,000.00	20,000.00	80.00%	
5143	SBVCT District Contribution	0.00	0.00	0.00	0.00		
5145	ENVIRONMENTAL SERVICES (WASH PLAN	0.00	0.00	0.00	0.00		
5155	WP TRAILS SERVICES	100,000.00	100,000.00	100,000.00	0.00		
5160	IT SUPPORT	14,400.00	14,400.00	14,832.00	6,674.40	45.00%	Share by need
5170	AUDIT	28,000.00	27,550.00	28,500.00	10,260.00	36.00%	Share based on Revenue
5175	LEGAL-WASH PLAN	10,000.00	10,000.00	10,000.00	0.00		
5180	LEGAL	25,000.00	25,000.00	25,000.00	6,250.00	25.00%	GC and COE Litigation
FIELD OPERATIONS:							
5210	EQUIPMENT MAINTENANCE	7,416.00	7,416.00	8,528.40	8,528.40	100.00%	based on average actual
5215	PROPERTY MAINTENANCE	40,000.00	40,000.00	40,000.00	32,000.00	80.00%	Basin Maintenance Moved
5223	TEMP FIELD LABOR	10,000.00	10,000.00	10,000.00	10,000.00	100.00%	Invasive and canal cleaning
5225	FIELD CLEAN UP-DUMPING/VECTOR	60,000.00	60,000.00	60,000.00	36,000.00	60.00%	
5050	BASIN CLEANING FORMERLY 7050 CAPITA	50,000.00	50,000.00	250,000.00	250,000.00	100.00%	

GL ACCT: GL DESCRIPTION:		Approved 2022-2023 Amended Budget	Projected Annual Costs (7/1/22- 6/30/23)	Draft 2023- 2024 Budget	GROUNDWATER RECHARGE ENTERPRISE		
Draft 2023-2024 Budget					2022 BUDGET:	% BUDGET	BASIS:
VEHICLE OPERATIONS:							
5310	VEHICLE MAINTENANCE	8,400.00	8,400.00	9,240.00	9,240.00	100.00%	
5320	FUEL	18,150.00	19,600.70	21,560.77	21,560.77	100.00%	Based on FY 23 Actuals
UTILITIES:							
5410	ALARM SERVICE	1,800.00	1,800.00	1,944.00	777.60	40.00%	FACILITIES SHARE
5420	ELECTRICITY	9,832.45	9,832.45	9,832.45	1,966.49	20.00%	FACILITIES SHARE
5430	MOBILE PHONES	5,850.00	5,850.00	5,850.00	2,925.00	50.00%	FACILITIES SHARE
5440	TELEPHONE	6,000.00	6,000.00	6,000.00	1,500.00	25.00%	FACILITIES SHARE
5450	NATURAL GAS	1,000.00	1,000.00	1,050.00	315.00	30.00%	FACILITIES SHARE
5460	WATER / TRASH / SEWER	3,790.40	3,790.40	3,904.11	1,366.44	35.00%	FACILITIES SHARE
5470	INTERNET SERVICES	2,750.00	2,750.00	2,832.50	708.13	25.00%	FACILITIES SHARE
GENERAL ADMINISTRATION:							
6001	GENERAL ADMIN-OTHER	4,500.00	6,000.00	6,000.00	3,000.00	50.00%	ESTIMATE BY USE
6002	WEBSITE ADMINISTRATION	6,000.00	6,000.00	6,000.00	0.00		
6004	MEETING EXPENSES	2,200.00	2,200.00	2,200.00	0.00		
6006	PERMIT FEES	10,000.00	10,000.00	15,000.00	12,750.00	85.00%	USFWS/CDFW/COE
6007	INTER DISTRICT COSTS	10,000.00	10,000.00	10,000.00	5,000.00	50.00%	
6009	LICENSES	1,709.00	1,709.00	2,000.00	1,600.00	80.00%	
6010	SURETY BOND	1,900.00	1,900.00	1,900.00	0.00		
6012	OFFICE MAINTENANCE	5,101.60	8,000.00	10,000.00	0.00		
6013	OFFICE LEASE PAYMENT	50,000.00	50,000.00	50,000.00	10,000.00	20.00%	Share by allocation
6015	MENTONE HOUSE MAINTENANCE	3,850.00	3,850.00	4,000.00	0.00		
6016	REDLANDS PLAZA MAINTENANCE	35,000.00	35,000.00	35,000.00	0.00		
6026	REDLANDS PLAZA CAM EXPENSES	41,612.65	41,612.65	42,861.03	0.00		
6018	JANITORIAL SERVICES	10,400.00	10,400.00	10,500.00	0.00		
6019	JANITORIAL SUPPLIES	375.00	375.00	375.00	150.00	40.00%	FACILITIES SHARE
6020	VACANCY MARKETING-REDLANDS PLAZA	5,000.00	5,000.00	5,000.00	0.00		
6027	COMPUTER SOFTWARE	34,314.12	34,314.12	25,000.00	2,500.00	10.00%	FACILITIES SHARE
6030	OFFICE SUPPLIES	5,500.00	13,500.00	10,000.00	500.00	5.00%	FACILITIES SHARE
6033	OFFICE EQUIPMENT RENTAL	9,500.00	8,000.00	8,000.00	400.00	5.00%	FACILITIES SHARE
6036	PRINTING	2,500.00	2,500.00	2,500.00	1,000.00	40.00%	
6039	POSTAGE AND OVERNIGHT DELIVERY	1,200.00	1,200.00	1,200.00	300.00	25.00%	
6042	PAYROLL PROCESSING FEES	3,002.09	3,500.00	3,500.00	0.00		
6045	BANK INVESTMENT SERVICE CHARGES	750.00	750.00	750.00	0.00		
6051	UNIFORMS	3,025.00	3,025.00	3,115.75	2,181.03	70.00%	Field Uniforms
6060	OUTREACH	60,000.00	60,000.00	60,000.00	12,000.00	20.00%	share by mission
6087	EDUCATIONAL REIMBURSEMENT	5,000.00	5,000.00	5,000.00	0.00		
6090	SUBSCRIPTIONS/PUBLICATIONS	2,400.00	2,400.00	3,000.00	0.00		
6091	PUBLIC NOTICES	3,200.00	3,200.00	3,200.00	2,560.00	80.00%	
6093	MEMBERSHIPS	24,776.15	24,776.15	25,364.28	0.00		
BENEFITS:							
6110	VISION INSURANCE	3,169.97	3,169.97	3,169.97	1,740.31	45%	Based on percent of hours
6120	WORKER'S COMP INSURANCE	18,185.07	18,185.07	21,437.11	11,768.97	45%	Based on percent of hours
6130	DENTAL INSURANCE	11,227.52	11,227.52	10,959.08	6,016.53	45%	Based on percent of hours
6150	MEDICAL INSURANCE	251,727.10	251,727.10	271,181.40	148,878.59	45%	Based on percent of hours
6150.01	MEDICAL EMPLOYEE CONTRIBUTION	-28,211.94	-28,211.94	-41,288.07	-18,579.63	45%	
6160	PAYROLL TAXES - EMPLOYER	104,028.85	104,028.85	120,309.44	66,049.88	45%	Based on percent of hours
6170	PERS RETIREMENT	229,254.91	247,156.14	219,260.00	120,373.74	45%	Based on percent of hours

GL ACCT: GL DESCRIPTION:	Approved 2022-2023 Amended Budget	Projected Annual Costs (7/1/22- 6/30/23)	Draft 2023- 2024 Budget	GROUNDWATER RECHARGE ENTERPRISE		
				2022 BUDGET:	% BUDGET	BASIS:
Draft 2023-2024 Budget						
6170.01 PERS EMPLOYEE CONTRIBUTION	-53,775.95	-53,775.95	-62,179.30	-27,980.69	45%	
6170.02 457 Plan EMPLOYEE CONTRIBUTION	0.00	-124,099.84				
SALARIES:						
6210 OVERTIME				0.00		833,620.77
6230 REGULAR SALARIES	1,479,225.69	1,479,225.69	1,676,139.84			
Sub Field Staff Part Time				0.00	50.00%	Salary+overhead 22% time
Sub Field Supervisor	93,682.06	93,682.06	104,175.72	127,094.38	100.00%	Salary+overhead 22% time
Sub Field Operations Spec I	60,086.21	60,086.21	69,388.80	84,654.34	100.00%	Salary+overhead 22% time
Sub Field Operations Spec I	48,995.11	48,995.11	57,824.00	63,490.75	90.00%	Salary+overhead 22% time
Sub Lands Resources Mgr.	145,000.00	145,000.00	172,523.69	84,191.56	40.00%	Salary+overhead 22% time
Sub Admin Services Spec.	90,393.80	90,393.80	100,521.24	49,054.37	40.00%	Salary+overhead 22% time
Sub Senior Admin Analyst	98,500.00	98,500.00	109,541.79	33,410.24	25.00%	Salary+overhead 22% time
Sub Senior Engineer (Part-time)	83,520.00	83,520.00	98,542.77	24,044.44	20.00%	Salary+overhead 22% time
Sub District Engineer	130,000.00	130,000.00	153,372.38	56,134.29	30.00%	Salary+overhead 22% time
Sub Assistant Engineer	70,000.00	70,000.00	86,481.57	31,652.26	30.00%	Salary+overhead 22% time
Sub Assistant Engineer/Biologist	70,000.00	70,000.00	74,500.44	45,445.27	50.00%	Salary+overhead 22% time
Sub Legal Counsel	265,253.40	265,253.40	294,966.45	107,957.72	30.00%	Salary+overhead 22% time
Sub General Manager	250,000.00	250,000.00	277,994.66	101,746.05	30.00%	Salary+overhead 22% time
Sub Clerical (Part-time)	25,000.00	25,000.00	25,599.13	0.00	0.00%	Salary+overhead 22% time
Sub Doc Imaging Intern	15,731.76	15,731.76	17,614.08	8,595.67	40.00%	Salary+overhead 22% time
sub Engineering/GIS Intern	16,531.68	16,531.68	16,546.56	8,074.72	40.00%	Salary+overhead 22% time
sub Biology Intern	16,531.68	16,531.68	16,546.56	8,074.72	40.00%	Salary+overhead 22% time
INSURANCE:						0.39
6310 PROPERTY / AUTO INSURANCE	5,070.18	6,071.24	6,374.80	4,781.10	75.00%	Approximate from Insurer
6320 GENERAL LIABILITY INSURANCE	36,423.18	45,387.74	46,295.49	34,721.62	75.00%	Approximate from Insurer
DIRECTOR'S EXPENSES:						
6401 DIRECTOR'S FEES	100,800.00	100,800.00	105,600.00	0.00		
6410 MILEAGE	4,400.00	4,400.00	4,840.00	0.00		
6415 AIR FARE	3,125.00	3,125.00	3,906.25	0.00		
6420 OTHER TRAVEL	550.00	550.00	605.00	0.00		
6425 MEALS	3,850.00	3,850.00	4,235.00	0.00		
6430 LODGING	4,400.00	4,400.00	4,840.00	0.00		
6435 CONF/SEMINAR REGISTRATIONS	5,500.00	5,500.00	6,050.00	0.00		
6440 ELECTION FEES/REDISTRICTING	0.00	0.00	0.00	0.00		
ADMINISTRATIVE/STAFF EXPENSES:						
6510 MILEAGE	2,500.00	3,200.00	2,750.00	687.50	25.00%	Allocation basis 2011
6515 AIR FARE	4,500.00	3,000.00	4,950.00	495.00	10.00%	Allocation basis 2011
6520 OTHER TRAVEL	1,500.00	1,000.00	1,500.00	375.00	25.00%	Allocation basis 2011
6525 MEALS	3,500.00	3,500.00	3,850.00	1,347.50	35.00%	Allocation basis 2011
6530 LODGING	5,500.00	5,500.00	5,500.00	1,925.00	35.00%	Allocation basis 2011
6535 CONF/SEMINAR REGISTRATIONS	6,500.00	7,500.00	7,500.00	2,625.00	35.00%	
6600 REPLENISHMENT WATER PURCHASE GC	44,089.25	44,089.25	56,065.92	56,065.92	100.00%	
9999 Contribution toward Capital Maint.	550,000.00	550,000.00	325,000.00	0.00		Reduced Allocation
8010 Capital Reserve GWE/Rate Stabilization	0.00	0.00	0.00	0.00	100.00%	Use not contribution
TOTAL EXPENSES:	4,242,961.53	4,173,782.34	4,522,202.66	1,910,491.31		18%
Operating Revenue	4,626,785.68	5,011,347.27	4,819,334.68	1,917,015.32		27%
NET OPERATING REVENUE	-383,824.15	837,564.93	297,132.02	6,524.01		

GL ACCT: GL DESCRIPTION:		Approved 2022-2023 Amended Budget	Projected Annual Costs (7/1/22- 6/30/23)	Draft 2023- 2024 Budget	GROUNDWATER RECHARGE ENTERPRISE		
Draft 2023-2024 Budget					2022 BUDGET:	% BUDGET	BASIS:
Multiyear Capital projects							
7010	MATERIALS LAND & BUILDINGS	12,000.00	12,000.00	12,000.00	6,000.00	50.00% Field Security Changes	
7110	PROPERTY - CAPITAL REPAIRS	529,971.00	529,971.00	710,045.50	360,045.50	50.71% CIP #11 #15	
7120	PROPERTY - LAND PURCHASE	0.00	31,291.91	0.00			
7130	MENTONE PROPERTY (HOUSE) CAPITAL R	7,000.00	7,000.00	7,000.00	0.00		
7140	MENTONE PROPERTY (SHOP) CIP #3 b& c	450,500.00	450,500.00	850,500.00	850,500.00	100.00%	
7160	MENDOZA PROPERTY CIP\ #9 & #12 EQUIPMENT & VEHICLES	137,000.00	137,000.00	137,000.00			
7210	COMPUTER HARDWARE CAPITAL REPAIRS	52,858.39	52,858.39	1,000.00	250.00	25.00% Allocation basis 2011	
7220	COMPUTER SOFTWARE	10,000.00	10,000.00	1,000.00	300.00	30.00% Allocation basis 2011	
7230	FIELD EQUIPMENT / VEHICLES CIP #8	149,973.07	149,973.07	272,808.56	218,246.85	80.00%	
7240	OFFICE EQUIPMENT PROFESSIONAL SERVICES:	1,500.00	13,028.04	1,500.00	0.00		
7126	ARTP ENGR/PROF SERVICES #23 #31	3,212,754.00	3,212,754.00	3,212,754.00	0.00	0.00%	
7150	MILL CREEK DIVERSION PROJECT CIP #1	1,400,000.00	1,400,000.00	1,387,176.67	1,387,176.67	100.00% In WIP Acct until completion	
7151	MILL CREEK PERMITTING	202,000.00	202,000.00	202,000.00	202,000.00	100.00% One time permitting	
7438	ENGINEERING SERVICES-OTHER	125,000.00	125,000.00	125,000.00	20,000.00	16.00% Mill Creek O&M Plans	
CAPITAL EXPENSE		6,290,556.46	6,333,376.41	6,919,784.73	3,044,519.02		

Attachment A Preliminary Groundwater Charge Revenue Estimates

GWA	Date	Total Prod	Rate(s)	GW Charge	GW Council	Total Rev
51	2018.5	29,464	\$6.51/\$12.56	\$ 332,803	\$240,689	\$573,491
52	2019	18,644	\$6.51/\$12.56	\$ 215,449	\$240,689	\$456,137
53	2019.5	28,853	\$9.54/\$13.19	\$ 359,858	\$326,026	\$685,884
54	2020	23,031	\$9.54/\$13.19	\$ 286,819	\$326,026	\$612,845
55	2020.5	27,187	\$13.85	\$ 326,545	\$280,197	\$606,742
56	2021	19,609	\$13.85	\$ 306,161	\$263,484	\$569,645
57	2021.5	23,250	\$14.54	\$ 338,060	\$348,401	\$686,461
58	2022	21,022	\$14.54	\$ 305,657	\$348,401	\$654,058
59	2022.5	22,767	\$15.27	\$ 347,654	\$365,820	\$713,474
60	2023	21,662	\$15.27	\$ 330,780	\$365,820	\$696,600

No Change in GW Charge			0%	GC Income	
60	2023	21,022	\$ 15.27	\$ 321,003	GC Income
61	2023.5	22,767	\$ 15.27	\$ 347,654	\$365,820.00
62	2024	21,662	\$ 15.27	\$ 330,780	\$365,820.00
Fiscal 23-24				\$ 678,434	\$731,640.00
Calendar 23				\$ 668,657	
				FY TOTAL	\$ 1,410,074

5% Increase GW Charge			5%	GC Income	
60	2023	21,022	\$ 15.27	321,003	GC Income
61	2023.5	22,767	\$ 16.03	365,036	\$384,111.00
62	2024	21,662	\$ 16.03	347,319	\$384,111.00
Fiscal 23-24				\$ 712,355	\$768,222.00
Calendar 23				\$ 686,040	
				FY TOTAL	\$ 1,480,577

11% Increase in GW Charge			11%	GC Income	
60	2023	21,022	\$ 15.27	\$ 321,003	GC Income
61	2023.5	22,767	\$ 16.95	\$ 385,895	\$406,060.20
62	2024	21,662	\$ 16.95	\$ 367,166	\$406,060.20
Fiscal 23-24				\$ 753,061	\$812,120.40
Calendar 23				\$ 706,899	
				FY TOTAL	\$ 1,565,182



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1917

To: Board of Directors

From: Milan Mitrovich, Land Resources Manager

Date: February 8, 2023

Subject: Year 3 Amendment to Conservation Services Agreement with Inland Empire Resources Conservation District for Implementation of Permit Conditions for the Plunge Creek Conservation Project

RECOMMENDATION

Approve Second Amendment to the Conservation Services Agreement with Inland Empire Resources Conservation District (IERCD) for implementation of permit conditions associated with the Plunge Creek Conservation Project in an amount not to exceed \$50,170.87, and amend the budget to increase GL 5120 – Miscellaneous Professional Services by \$50,170.87 to fund this project.

BACKGROUND

The Plunge Creek Conservation Project (Project) was issued the following permits in order to comply with State and Federal laws:

- Nationwide Permit in response to inquiry SPL-2017-00784-LRS from the U.S. Army Corps of Engineers
- Biological Opinion FWS-SB-19B0182-19F1160-R001 from the U.S. Fish and Wildlife Service
- Clean Water Act Section 401 Water Quality Certification and Order No. 362017-41 from the Santa Ana Regional Water Quality Control Board
- Operation of Law for Fish and Game Code Section 1602 Notification No. 1600-2017-0203-R6 from California Department of Fish and Wildlife
- California Endangered Species Act Safe Harbor Agreement No. 2089-2020-002-06 from California Department of Fish and Wildlife

The State and Federal permits issued for the Plunge Creek Conservation Project require the following post-construction actions over a five-year timeframe:

- Collection and spreading of seeds of native plant species from the Wash to restore habitat quality in areas that were temporarily disturbed by the Project

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

- Spreading and monitoring of Santa Ana River woolly-star seed collected prior to Project construction
- Wetland monitoring using the California Rapid Assessment Method
- Monitoring of the Santa Ana River woolly-star seeding locations and restoration areas
- Treatment of invasive plants within the Project area and a significant buffer area
- Monitoring of San Bernardino kangaroo rat

The District contracted with IERCD in 2020 to conduct all of the items above, with the exception of monitoring for San Bernardino kangaroo rat. IERCD staff possess the required qualifications for these tasks, and have been approved by California Department of Fish and Wildlife to act as the Project's Designated Restoration Ecologist.

During the 2021-2022 Agreement period, IERCD successfully performed the tasks required by the Plunge Creek Conservation Project permits. The District appreciates IERCD's long-term partnership on this project and seeks to amend the Agreement to contract with IERCD to continue providing these tasks in the third post-project year.

DISCUSSION

The Year 3 Amendment to the Conservation Services Agreement between the District and IERCD in support of the Plunge Creek Conservation Project includes the following components:

1. Clear definition of tasks to be conducted by IERCD.
2. Funding to be paid by District to IERCD in compensation for the contracted tasks.
3. Timing and mechanisms for payment.
4. Responsibilities for District and IERCD.
5. Legal protections for District and IERCD.

District will pay an amount not to exceed \$50,170.87 to IERCD as compensation for services rendered in FY23.

FISCAL IMPACT

Under the Conservation Services Agreement, District will pay an amount not to exceed \$50,170.87 from the Land Resource fund in FY23. This action also requires an amendment to the budget to increase GL 5120 – Miscellaneous Professional Services by \$50,170.87 to fund this project.

POTENTIAL MOTIONS

1. Move to approve the proposed second amendment with IERCD and authorize the Board President to sign the contract in substantially the form attached hereto, subject to minor modifications as may be approved by District Counsel, in an amount not to exceed \$50,170.87; and amend the budget to increase GL 5120 – Miscellaneous Professional Services by \$50,170.87 to fund this project.
2. Move to approve the proposed second amendment with IERCD with revisions and authorize the Board President to sign the contract in substantially the form attached hereto, subject to minor modifications as may be approved by District Counsel, in an amount not to exceed \$50,170.87; and amend the budget to increase GL 5120 – Miscellaneous Professional Services by \$50,170.87 to fund this project.
3. Provide direction to staff to pursue an alternative approach to compliance with the Plunge Creek Conservaton Project permits.

ATTACHMENTS OR MATERIALS

Year 3 Amendment to Conservation Services Agreement with IERCD for implementation of permit conditions associated with the Plunge Creek Conservation Project

SECOND AMENDMENT TO CONSERVATION SERVICES AGREEMENT

This SECOND AMENDMENT TO CONSERVATION SERVICES AGREEMENT (“Second Amendment”) is entered into this 8th day of February, 2023 by and between the SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT, a water conservation district formed and existing pursuant to Water Code sections 74000 et seq., and having offices at 1630 W Redlands Blvd. Suite A, Redlands, CA 92373 (“District”), and the INLAND EMPIRE RESOURCE CONSERVATION DISTRICT, a governmental special district having offices at 25864-K Business Center Drive, Redlands, CA 92374 (“IERCD”) (together, “the Parties”).

RECITALS

WHEREAS, the District has previously received approval to restore and preserve an approximately 1.05 mile reach of Plunge Creek, identified as the Plunge Creek Conservation Project (“Project”).

WHEREAS, the Project has been constructed, and per its intended design now provides flow splitters and pilot channels to divert a portion of flows from Plunge Creek onto the historic Plunge Creek/Santa Ana River Wash, to provide a more complex channel morphology that would reestablish San Bernardino kangaroo rat and Santa Ana River woollystar habitats, waters of the U.S. and the State, and enhance groundwater recharge.

WHEREAS, the District has received permits from the United States Army Corps of Engineers (“ACOE”), the California Regional Water Quality Control Board, Santa Ana Region (“RWQCB”), and the California Department of Fish and Wildlife (“CDFW”) for the Project (collectively, the “Agency Permits”) which are as follows:

- The Clean Water Act Section 404 Nationwide Permit Verification letter issued by the ACOE dated April 11, 2019 (SPL-2017-00784-LRS);
- The Amended Streamlined Formal Section 7 Consultation for the Project dated July 22, 2020 issued by the U.S. Fish and Wildlife Service;
- The Clean Water Act Section 401 Water Quality Certification and Order for the Project (SARWQCB WDID #362017-41) dated October 3, 2018 issued by the Santa Ana Regional Water Quality Control Board; and
- The Safe Harbor Agreement (No. 2089-2020-003-06) for the Project dated July 31, 2020 issued by the California Department of Fish and Wildlife.

WHEREAS, the District and its contractors are responsible for installation, maintenance, and monitoring of this Project, in accordance with the Habitat Mitigation and Monitoring Plan (“HMMP”), the Habitat Mitigation and Monitoring Plan Amendment and Restoration Implementation Plan (“HMMP Amendment”).

WHEREAS, IERCD is a Resource Conservation District formed for the control of runoff, the prevention or control of soil erosion, the development and distribution of water, and the improvement of land capabilities to pursuant to Public Resources Code section 9151 *et seq.*; and

WHEREAS, IERCD may accept grants of money and conservation easements to carry out its purposes, and may establish and charge fees for services provided upon request pursuant to Public Resources Code sections 9401 *et seq.*; and

WHEREAS, the Parties entered into that certain CONSERVATION SERVICES AGREEMENT dated March 3, 2021, and a First Amendment dated November 11, 2021, (collectively “Agreement”) defining the terms and conditions pursuant to which the IERCD implemented the “IERCD Activities” described in paragraph 1, below; and

WHEREAS, the Parties now wish to restate and renew extend the Agreement for one (1) additional year, and towards that end, are entering into this Second Amendment.

AGREEMENT

NOW, THEREFORE, in consideration of the above and the mutual covenants, terms and conditions contained herein, and pursuant to the laws of the State of California, the District and IERCD hereby agree as follows:

1. IERCD Activities: The Parties agree that IERCD will continue to implement the restoration and enhancement activities, for a period of one (1) year from the date of this Second Amendment, pursuant to Section 2, 3, 4, and 5 of the HMMP Amendment attached hereto as Exhibit A; and the corresponding Sections 4.2, 5.3, and 7.1 of the HMMP attached hereto as Exhibit B. (“IERCD Activities”). This Second Amendment addresses only the IERCD Activities. The Parties explicitly understand and agree that the Agency Permits associated with the Project require other mitigation not addressed in this agreement.

2. Funding: The District agrees to pay IERCD the amount of \$50,170.87, which the parties have agreed is the appropriate amount of payment for IERCD to continue the IERCD Activities for an additional one (1) year (the “Conservation Fee”). On or before thirty (30) days prior to any further extension of this Second Amendment by way of additional amendment, the parties shall meet and confer, to review budgets, scopes of work, status of existing efforts, and work plans for future IERCD Activities for the upcoming year, to attempt to jointly determine an appropriate amount for the Conservation Fee for the upcoming year, if any, to cover IERCD’s costs for same. If joint agreement is not possible, IERCD may advise District in writing of its proposed Conservation Fee amount, and District shall be free to extend this Second Amendment at such Conservation Fee amount, or terminate this Second Amendment and all prior agreements and amendments thereto, without further liability of one party to the other.

3. Amendment: As per the Agreement, this Second Amendment represents the exercise of the parties’ discretion to extend Sections 1 and 2 above for a single additional one (1) year periods, which represents the second of four (4) possible extensions contemplated under the Agreement. In order to complete the implementation of the IERCD Activities. Further consideration of additional extensions shall be conducted under processes set out in Paragraph 2, above.

4. Mitigation and/or Conservation Responsibility:

- a. The Parties explicitly agree that this Second Amendment covers only the IERCD Activities. Mitigation or other requirements of any other regulatory permit issued to the District or other changes in mitigation related to the Project, remain the responsibility of the District.
- b. District agrees that IERCD shall not be responsible to conduct any services except for the IERCD Activities outlined in Section 1, above, even if DFW, the Regional Board, ACOE and/or any other regulatory agency later modify their respective mitigation requirements. In such event, the District and IERCD shall meet and confer, to determine whether any changes in HMMP or Second Amendment mitigation requirements affecting IERCD

Activities may appropriately and efficiently be addressed by way of amendment to this Second Amendment, or whether the Agreement should be expanded, modified, or terminated, in light of such modified mitigation requirements. In no event, however, shall IERCD be bound to perform any services except the IERCD Activities specified hereunder, without further written agreement between the parties.

- c. District remains responsible for obtaining final approval from DFW, the Regional Board and ACOE and/or any other regulatory agency for satisfaction of their Agency Permit conditions, including the approval from any relevant agency that the IERCD Activities, as performed or being performed, meet the required success criteria. IERCD agrees to use its best efforts assist the District in obtaining approval of the IERCD Activities by the relevant agencies.

5. IERCD as Contractor: IERCD agrees that it shall either perform or contract for the performance of all IERCD Activities required under this Second Amendment. The prior, written approval of District, exercising its sole discretion, shall be required on any contracting or subcontracting arrangements IERCD may enter into for the performance of the IERCD Activities, and District may require indemnifications and minimum insurance requirements for any third parties who may enter upon, or perform any IERCD Activities upon, any District properties. The District shall have no liability, monetary or otherwise, to any cooperators, subcontractors, providers of services or recipients of service under this Second Amendment retained or utilized by IERCD, and District's sole obligations hereunder shall be to IERCD.

6. When Payment Due: The Parties agree that the Conservation Fee is due and payable in full upon the District's receipt of IERCD's invoice therefore, which shall be no later than 30 days after full execution of this Second Amendment. IERCD agrees to provide the District with a written acknowledgement of receipt no later than 7 days after receipt of the Conservation Fee.

7. Time of Performance: IERCD agrees to begin the IERCD Activities within 30 days of the receipt of District's payment pursuant to Section 5 of this Agreement, or at any later time agreed to in writing by the Parties. IERCD shall be under no obligation to carry out any of the terms of this Second Amendment unless and until District tenders the Conservation Fee in full. In the event District does not tender the fee when due, then IERCD shall have no obligation to District whatsoever under this Second Amendment, whether at law or equity.

8. Cancellation: In the event District, for any reason, no longer desires IERCD to perform the IERCD Activities, it shall notify IERCD as soon as possible of its intent to cancel this Second Amendment, including written notice by certified mail. Cancellation shall be effective ten (10) days after receipt of such notice by IERCD. In the event of cancellation after IERCD has begun the IERCD Activities, IERCD shall be allowed to complete any partially performed and unfinished activities as necessary for the protection of the public health, safety, and welfare, and the environment. IERCD shall be solely responsible for any termination or wind-up processes or obligations as may be necessary as a result of any agreement IERCD may have with any of its cooperators, subcontractors, providers of services or recipients of service under this Agreement, and IERCD indemnifies and holds District harmless from any claim or liability arising from such termination or wind-up processes or obligations. IERCD shall deduct all expenses accrued as of the date of receipt of the cancellation notice, plus those expenses to complete activities as described in this paragraph from the Conservation Fee and return the balance, if any, to District within 60 days.

9. Notices. Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other shall be in writing and either served personally or sent by first class mail, postage prepaid, addressed as follows:

To IERCD at:

Inland Empire Resource
Conservation District (IERCD)
25864-K Business Center Drive
Redlands, CA 92374
Attn: Mandy Parkes, District Manager
mparkes@iercd.org

To District at:

San Bernardino Valley Water Conservation
District (SBVWCD)
1630 W Redlands Blvd. Suite A
Redlands, CA 92373
Attn: Betsy Miller, General Manager
bmiller@sbywcd.org

With a copy to:

Ward Simmons, Esq. Steve Anderson
Best Best & Krieger LLP
3390 University Avenue, 5th Floor
P.O. Box 1028
Riverside, CA 92502
Ward.Simmons@bbklaw.com

David B. Cosgrove, Esq.
District General Counsel
1630 W Redlands Blvd. Suite A
Redlands, CA 92373
dcosgrove@sbywcd.org

or to such other address as either party may from time to time designate by written notice to the other.

10. Controlling Law. The interpretation and performance of this Second Amendment shall be governed by the laws of the State of California. Venue shall be in San Bernardino County.

11. Attorneys' Fees. The Parties shall bear their own attorney's fees and costs.

12. Effect of Amendment. This Second Amendment states the full agreement between the parties with respect to the subject matter hereto, and supersedes and replaces the prior Agreement.

13. Counterparts. This Second Amendment may be executed in several counterparts and all counterparts so executed shall constitute one agreement, which shall be binding on all of the parties, notwithstanding that all of the parties are not signatory to one original or the same.

14. Authority. Each party to this Second Amendment warrants to the other that it is duly organized and existing and that it and the respective signatories have full right and authority to enter into and consummate this Second Amendment and all related documents and bind the parties thereto.

15. Successors and Assigns. This Second Amendment shall be binding on the successors and assigns of the parties, and shall not be assigned by IERCD without the prior written consent of the IERCD.

16. No Waiver. Failure of either party to insist on any one occasion upon strict compliance with any of the terms, covenants or conditions hereof shall not be deemed a waiver of such term, covenant or condition, nor shall any waiver or relinquishment of any rights or powers hereunder at any one time or more times be deemed a waiver or relinquishment of such other right or power at any other time or times.

17. No Third-Party Beneficiaries. There are no intended third-party beneficiaries of any right or obligation assumed by the Parties.

18. Severability. It is intended that each paragraph of this Second Amendment shall be treated as separate and divisible, and in the event that any paragraphs are deemed unenforceable, the remainder shall

continue to be in full force and effect so long as the primary purpose of this Second Amendment is unaffected.

Date

Melody McDonald
President of the Board
San Bernardino Valley Water Conservation District

Date

James Earsom
President of the Board
Inland Empire Resources Conservation District

Exhibit A

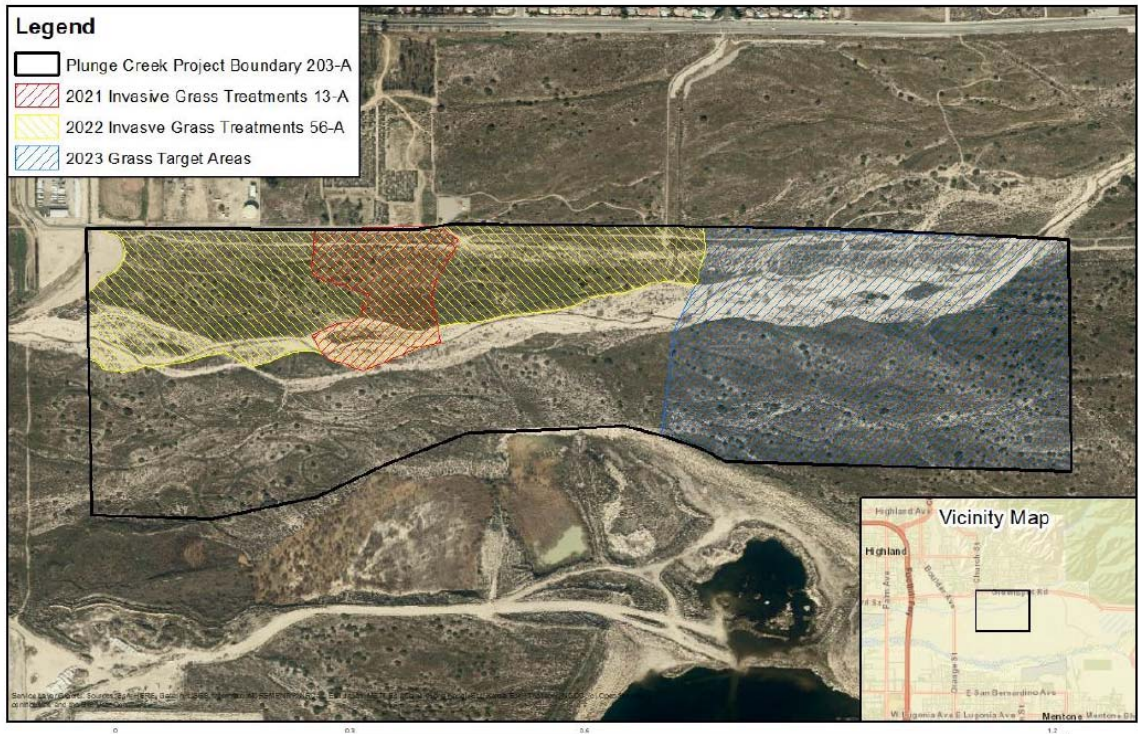
**Year 3 Scope of Work
Based on the Requirements of the
Habitat Maintenance and Monitoring Plan Amendment and Restoration Implementation Plan
for the
Plunge Creek Conservation Project
Habitat Mitigation and Monitoring Plan**

Within the specified time frame, the IERCD will perform the following work:

1. Habitat enhancement (invasive cover reduction) across the area detailed in the attached map consisting of approximately 100 acres of the project area.
2. Regular (bimonthly) monitoring including photo documentation, biological assessments, data capture associated with invasive species reduction monitoring plots, and census of Santa Ana River wooly star seedlings and re-sprouts within the restoration areas.
3. Additional Santa Ana River wooly star seeding and seeding of associated species.
4. Upon completion of tasks, prepare a work summary annual report and GIS documentation.

SCHEDULE OF ACTIVITIES

2023 (Year 3)	Activity	Note
January - April	Invasive grass and broadleaf treatments	100 acres of grass treatment
March	Bimonthly monitoring visits	Per HMMP
April	GPS photo point capture	
April	Annual vegetation cover monitoring (restoration+ grass cover assessments)	10'x10' monitoring lots
May	Perennial invasive species treatments	Fountain grass
June	Wooly star census (within restoration areas)	
July - December	Regular Monitoring	Per HMMP interval



Plunge Creek
Year 3 (2023) Target Grass Treatment Areas



Southern California State Plane, Zone 10N
 Map produced by REPCV, 2022



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1918

To: Board of Directors

From: Betsy Miller, General Manager

Date: February 8, 2023

Subject: Contract with Strategy Driver, Inc. for 2023 Strategic Plan Update

RECOMMENDATION

Staff recommends that the Board approve a contract with Strategy Driver, Inc. to prepare the District’s five-year Strategic Plan update in an amount not to exceed \$63,475, and amend the budget to increase GL 5120 – Miscellaneous Professional Services by \$63,475 to fund this project.

BACKGROUND AND DISCUSSION

The District’s last Strategic Plan update was conducted in 2017, and completing the scheduled five-year update is one of the Board’s priorities for 2023. To deliver this result, staff has reviewed and met with several strategic planning firms to evaluate those best suited to support the District through this process. Following these discussions, staff recommends Strategy Driver, Inc. as the appropriate consultant for this work based on strong recommendations and a wide range of relevant work across the water and environmental sectors. If the proposed contract is approved by the Board, the strategic planning process is scheduled to begin in mid-March, and would include the following steps:

- Meetings to collect input from District staff and Directors on the approach and process, including a remote internal meeting with staff, a remote project kick-off with the Board, development of surveys for staff and Directors, and remote interviews with each Director.
- Three three-hour, in-person strategic planning workshops with the Board, staff, and the public to describe the project methodology, approach, and schedule; review the mission, vision, and core values; seek Board input on priorities; and develop goals and priority actions to address critical issues.
- Prepare a draft Strategic Plan based on workshop outcomes for review by the Board, staff and stakeholders; the Strategic plan will include 1) background information on the District, 2) an overview of the strategic planning process, 3) the mission, vision, and core values, 4) identification of priority issues, and 5) goals and priority actions.

Strategy Driver, Inc. is certified by Caltrans and US Department of Transportation’s Unified Certification Program as a Disadvantaged Business Enterprise (File #41988) and by the California Division of General Services as a Small Business Enterprise (Supplier #1791474).

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:
T. Milford Harrison

Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL MANAGER

Betsy Miller

FISCAL IMPACT

Approval of the proposed contract would result in a cost of \$63,475 to the District. This action also requires an amendment to the budget to increase GL 5120 – Miscellaneous Professional Services by \$63,475 to fund this project.

POTENTIAL MOTIONS

1. Move to approve the proposed contract with Strategy Driver, Inc. and authorize the Board President to sign the contract in substantially the form attached hereto, subject to minor modifications as may be approved by District Counsel, in an amount not to exceed \$63,475; and amend the budget to increase GL 5120 – Miscellaneous Professional Services by \$63,475 to fund this project.
2. Move to approve the proposed contract with Strategy Driver, Inc. and authorize the Board President to sign the contract in substantially the form attached hereto, subject to minor modifications as may be approved by District Counsel, with a revision to hold all meetings in-person in an amount not to exceed \$68,475; and amend the budget to increase GL 5120 – Miscellaneous Professional Services by \$68,475 to fund this project.
3. Provide direction to staff to pursue an alternative approach to the Strategic Plan update.

ATTACHMENTS OR MATERIALS

Contract Services Agreement for Professional Services for Strategic Plan Update

CONTRACT SERVICES AGREEMENT FOR PROFESSIONAL SERVICES FOR STRATEGIC PLAN UPDATE

THIS CONTRACT SERVICES AGREEMENT FOR PROFESSIONAL SERVICES FOR STRATEGIC PLAN UPDATE (“Agreement”) is entered into by and between the **SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT**, a special district (“District”), and **STRATEGY DRIVER, INC.** a California corporation (“Consultant”), is effective upon signature by District and Consultant (“Effective Date”).

NOW THEREFORE, the parties hereto agree as follows:

1.0 SERVICES OF CONSULTANT

1.1 Scope of Services. In compliance with all of the terms and conditions of this Agreement, the Consultant shall provide the District with expert assistance by facilitating and guiding the formulation, assessment, prioritization, and analysis of the District’s strategic initiatives, coordinate discussion and evaluation of same, and prepare draft and final copies of the District’s updated Strategic Plan. Services to be performed include internal and kick-off meetings, Board of Director and staff surveys and interviews, strategic plan development and facilitation, preparing and conducting strategic plan workshops, preparing a draft strategic plan, reviewing the same with District’s Board and staff, preparing a final strategic plan based upon comments and discussions of the prepared draft, and project management. Consultant shall perform all work according to the contract Scope of Work, schedule of performance, and Fee Schedule shown as Attachments A, B, and C to this Agreement, all of which are incorporated herein by reference.

1.2 Authorization to Begin and Schedule of Performance. Consultant's term to begin work or services, shall initiate upon receipt of a Notice to Proceed by District. Further, no work or services other than that described in the Scope of Work shall be initiated by the Consultant without express authorization of the District and documented as a Change Order to this Agreement. Consultant shall complete the Tasks specified in the Scope of Work in the time frames indicated in Attachment B, the Schedule of Performance.

1.3 Compliance With Law and Professional Competency. All work and services rendered hereunder shall be provided in accordance with applicable ordinances, resolutions, statutes, rules, and regulations of the District and any Federal, State, or local governmental agency of competent jurisdiction, and to a standard of care and professionalism consistent with no less than the level of skill and care ordinarily exercised by professionals in Consultant’s field performing permitting assistance consulting work such as covered by this Agreement.

1.4 Licenses, Permits, Fees and Assessments. Consultant shall obtain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the services required by this Agreement, unless otherwise noted in the Scope of Work.

2.0 COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, the Consultant shall be paid a not-to-exceed of Sixty-Three Thousand Four Hundred Seventy-Five dollars (\$63,475), estimated as specified in Attachment C, for the expected cost of completion of each Task specified in the Scope of Work. Consultant shall invoice for work done to accomplish such tasks monthly, as described in Attachment C. Total compensation shall not exceed the total fee specified for such Task in Attachment C, without prior written approval of the District. The parties recognize that the estimates of Consultant's charges by task may vary from those amounts set forth for each individual task listed in Attachment C, depending on the progress of the work and needs of the District, but in no event shall the total sum to be paid to Consultant for completion of all Tasks in the Scope of Work exceed the sum of listed in Attachment C, schedule of compensation.

2.2 Method of Payment. Provided that Consultant is not in default under the terms of the Agreement, the Consultant shall be paid upon receipt of a detailed record of services performed and time spent. Prior to payment of the final invoice, all work authorized by the District shall be completed. No later than the 15th of each month Consultant shall furnish to District an original invoice for all work performed and expenses incurred during the preceding month, consistent with Attachment C. The invoice shall detail charges with reference to the Tasks specified in the Scope of Work, specifying the work performed, the person or team member performing the work, hourly rates, and a detailed description of the services performed. District shall independently review each invoice submitted by the Consultant to determine whether the work performed, and expenses incurred, comply with the provisions of this Agreement. If no charges or expenses are disputed, District will cause Consultant to be paid within thirty (30) days of receipt of Consultant's invoice. Payment to Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Consultant, nor to constitute any waiver of any type of relief or remedy, legal or equitable, arising out of any breach or nonperformance of any aspect of the Agreement by Consultant.

3.0 COORDINATION OF WORK

3.1 Representative of Consultant. Ellen Cross is hereby designated as the principal-in-charge and project manager by the Consultant, authorized to act on its behalf with respect to the work and services specified herein and to make all decisions in connection therewith. Any substitution of these designated representatives must be approved in advance and in writing by the District.

3.2 Contract Officer. The General Manager, Betsy Miller, is hereby designated as the representative of the District, authorized to act on its behalf with respect to the work and services specified herein and make all decisions in connection therewith ("Contract Officer").

3.3 Prohibition Against Subcontracting or Assignment. Consultant has retained Maria Pascoal as a subcontractor to assist in the performance of Consultant's duties hereunder, and District has pre-approved such sub-consultant retention. Apart from Ms. Pascoal, however, Consultant shall not contract with any entity to perform in whole or in part the work and services required of Consultant herein without the prior express written approval of the District. Neither this Agreement nor any interest herein may be assigned or transferred,

voluntarily or by operation of law, without the prior written approval of the District. Any such prohibited assignment or transfer shall be void.

3.4 Independent Consultant. Consultant shall perform all work and services required herein as an independent contractor of the District and shall remain under only such obligations as are consistent with that role. Consultant shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of the District.

4.0 INSURANCE AND INDEMNIFICATION

4.1 Insurance. The Consultant shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to District, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

4.1-01

4.1-02 Liability Insurance. The Consultant shall provide and maintain at all times during the performance of this Agreement, the following commercial general liability insurance:

4.1-02.01 Coverage. Coverage shall be at least as broad as the following:

Commercial General Liability. Commercial General Liability coverage (Occurrence Form CG 0001) in the amount of one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury, and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the project/location (with the ISO CG 2501 or insurer's equivalent endorsement provided to the District) or the general aggregate limit shall be twice the required occurrence limit.

Professional Liability. Professional Liability appropriate to the Consultant's profession covering Consultant's wrongful acts, negligent actions, errors or omissions in the amount of one million dollars (\$1,000,000) per claim and annual aggregate.

4.1-02.02 Required Provisions. The policies specified in Section 4.1-03.01 are to state or be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days (10 days for nonpayment of premium) prior written notice by U.S. mail has been given to the District.

4.1-02.03 Required Format. All of the liability insurance shall be provided on policy forms satisfactory to the District. All insurance correspondence, notations, certificates, or other documents from the insurance carrier or agent/broker shall each separately reference the District project number.

4.1-02.04 Deductibles and Self-Insured Retention. Any deductible or self-insurance retention must be declared to and approved by the District. At the option of the District, the insurer shall reduce or eliminate such deductibles or self-insured retention.

4.1-02.05 Acceptability of Insurers. Insurance is to be placed with insurers having a current A.M. Best's rating of no less than A-VII or equivalent or as otherwise approved by the District.

4.1-02.06 Evidence and Cancellation of Insurance. Prior to execution of this Agreement, the Consultant shall file with the District evidence of insurance satisfactory to the District. The insurer will give by U.S. mail written notice to the District at least thirty (30) days prior to the effective date of any cancellation, except for nonpayment of premium for which ten (10) days prior written notice will be given. The Consultant shall, upon demand of the District, make available to the District all such policy or policies of insurance and the receipts for payment of premiums thereon, redacted to remove any proprietary or confidential information.

4.1-02.07 Errors and Omissions/Professional Negligence. Consultant shall procure and maintain errors and omissions insurance, or professional liability insurance, at all times this Agreement is in effect, covering the services to be provided hereunder in the amount of one million dollars per claim and annual aggregate.

4.1-03.08 Sub-Consultants. In the event that the Consultant employs other consultants, apart from Ms. Pascoal, as part of the services covered by this Agreement, and after written approval by District of the use of such other consultant, consistent with Section 3.3 above, it shall be the Consultant's responsibility to confirm that each sub-consultant meets the minimum insurance requirements specified above.

4.2 Indemnification. To the fullest extent permitted by law, Consultant shall indemnify and hold harmless the District, its directors, officers, employees or designated volunteers, and each of them from and against:

4.2-01 Any and all claims, demands, causes of action, damages, costs, expenses, losses, or liabilities, in law or in equity, of every kind of nature whatsoever for, but not limited to, injury to or death of any person including District and/or Consultant, or any directors, officers, employees or designated volunteers of District or Consultant, and damages to or destruction of property of any person, including but not limited to, District and/or Consultant and their directors, officers, employees or designated volunteers, arising out of or in any manner directly connected with the work to be performed under this Agreement, due to the Consultant's negligent acts, errors, or omissions committed or alleged to have been committed, except in those cases where the District is proven to be liable.

4.2-02 Any and all actions, proceedings, damages, costs, expenses, penalties or liabilities, in law or equity, of every kind of nature whatsoever, arising out of, resulting from,

or on account of the violation of any governmental law or regulation, compliance with which is the responsibility of Consultant, except in those cases where the District is liable.

4.2-03 Consultant shall defend, at its own cost, expense and risk, with Counsel of District's approval, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against District or District's directors, officers, employees or designated volunteers caused by or arising out of Consultant's actions.

4.2-04 Consultant shall pay and satisfy any judgment, award or decree that may be rendered against District or its directors, officers, employees or designated volunteers, in any and all such aforesaid suits, actions or other legal proceeding caused by or arising out of Consultant's actions.

4.2-05 Consultant shall reimburse District and its directors, officers, employees or designated volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided caused by or arising out of Consultant's actions.

4.2-06 Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the District, or its directors, officers, employees or designated volunteers.

4.3 Laws, Regulations and Permits. The Consultant shall give all notices required by law and comply with all laws, ordinances, rules, and regulations pertaining to the conduct of the work. The Consultant shall be liable for all violations of the law in connection with work furnished by the Consultant.

4.4 Safety. The Consultant shall execute and maintain Consultant's work so as to avoid injury or damage to any person or property. In carrying out the work, the Consultant shall at all times, exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed, and be in compliance with all federal, state and local statutory and regulatory requirements including State of California, Division of Industrial Safety (Cal/OSHA) regulations, and the U.S. Department of Transportation Omnibus Transportation Employee Testing Act (as applicable).

5.0 TERM OF AGREEMENT

5.1 Term. This Agreement shall be effective from date of signature of both parties and shall continue in full force and effect until completion and approval of the work and services described hereunder, unless extended by mutual consent, or until otherwise terminated under Section 6.11 below. In no event shall this contract extend beyond two (2) years from the date of signature by both parties.

6.0 MISCELLANEOUS

6.1 Covenant Against Discrimination. The Consultant covenants that, by and for itself, its heirs, executors, assigns and all persons claiming under or through it, that there shall be no discrimination against, or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin, or ancestry in the performance of this Agreement.

6.2 Non-liability of District Officers and Employees. No officer or employee of the District shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the District or for any amount that may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

6.3 Conflict of Interest. No officer or employee of the District shall have any

financial interest, direct or indirect, in this Agreement, nor shall any such officer or employee participate in any decision relating to the Agreement which affects his or her financial interest or the financial interest of any corporation, partnership or association in which he or she is, directly or indirectly, interested, in violation of any State statute or regulation. The Consultant warrants that it has not paid or given and will not pay or give, any third party any money or other consideration for obtaining this Agreement.

6.4 Notice. Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the District, to the General Manager and to the attention of the Contract Officer, San Bernardino Valley Water Conservation District, 1630 W. Redlands Boulevard, Suite A, Redlands, CA 92373-0581, and in the case of the Consultant, to the person at the address designated on the execution page of this Agreement.

6.5 Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement.

6.6 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time only by the mutual consent of the parties and only by an instrument in writing.

6.7 Severability. In the event that part of this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or inability to enforce shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

6.8 Waiver. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

6.9 Attorney's Fees. If either party to this Agreement is required to initiate or defend, or is made a party to, any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees, whether or not the matter proceeds to judgment.

6.10 Ownership of Work. All work performed and all work product generated

by the Consultant hereunder shall be the exclusive property of the District. The Consultant shall provide to the District all notes, maps, graphs, worksheets, reports, computer databases and programs, or any other analysis or analytical tools created or produced by the Consultant in connection with its work performed hereunder (“work”), no later than the time of the completion of the Consultant’s work or earlier termination of this Agreement under Section 6.11 below. The Consultant shall not disclose or utilize its work under this Contract in any other assignment or for any other purpose, or otherwise disclose or utilize such work, without the prior written consent of the District, which consent shall not be unreasonably withheld.

6.11 Termination. This Agreement may be terminated by either party giving ninety (90) days’ notice in writing to the other party and sent by registered mail to the principal place of business that such notice is addressed. The right, duties, and responsibilities of the Consultant shall continue in full force during the period of this 90-day notice, unless otherwise directed by District. After the expiration of the 90-day interval following notice, no rights or liabilities shall arise out of this relationship, except that the indemnification provisions of Section 4.2 above shall survive termination, and any task undertaken by Consultant on written District authorization, and still uncompleted at the expiration of the notice period, shall be carried to completion by Consultant and paid for by District at rates provided hereunder, unless mutually agreed in writing to the contrary, in accordance with the provisions herein.

6.12 Mediation. In the event of disagreement arising under this Agreement, the Consultant and District shall meet and confer in an attempt to resolve the issue. If the meet and confer process fails to resolve any controversy or claim arising out of or related to work performed under this Agreement, within 10 business days after written notice by one party to the other identifying the nature of the dispute and requesting a meet and confer conference, such claim or controversy shall be submitted to non-binding mediation unless the parties mutually agree otherwise. The submission to non-binding mediation shall be upon such terms, conditions, and procedures as the parties might mutually agree, and shall not preclude the initiation or exercise of any other remedy, legal, equitable, or otherwise, available to any party. The mediation proceedings shall take place in San Bernardino County, California.

6.13 Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing

[The remainder of this page is intentionally left blank.]

this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound.

IN WITNESS WHEREOF, the parties have executed and entered into this Agreement and affirm same by signature below:

CONSULTANT
Strategy Driver, Inc.
Attn: Ellen Cross
7015 Everton Drive
Oakland, CA 94611
crosse@strategydriver.com

DISTRICT
SAN BERNARDINO VALLEY WATER
CONSERVATION DISTRICT
1630 West Redlands Blvd
Redlands, CA 92373
bmiller@sbcwcd.org

By: _____

By: _____

Ellen Cross

Melody McDonald

Board President

Date: _____

Date: _____

ATTACHMENT A
SCOPE OF SERVICES

A copy of Consultant's Proposal Detailing Tasks 1-4 is appended hereto, and contains general descriptions of the tasks to be performed, and their sequencing. In the event of any conflict between Consultant's Proposal and this Agreement, the wording and terms of the Agreement shall govern.



SCOPE OF SERVICES

Facilitation of Strategic Plan: Consultant will support San Bernardino Valley Water Conservation District (CLIENT) with facilitation of strategic priorities. Estimated costs for the anticipated Scope of Work are based on Time and Materials estimated cost not to exceed \$65,000.00 with estimated hours presented below.

TASK 1. STRATEGIC PLAN PROCESS APPROACH

Task 1 will entail interaction with the Executive Team and key staff, and subsequently the Board of Directors, to better identify the details of the process to be implemented throughout the strategic planning project.

Strategic plans must be based on the critical input of Client including staff, Board of Directors, and other interested parties such as supporting agencies and the public. We will seek input from management staff and the Board to tailor a process that identifies how to optimize successful partnerships for delivery of the Strategic Plan, which will be implemented annually through the budgeting process. A key element of this approach will be to seek a shared understanding of what the Client wants to achieve through this process. During this task we will explore considerations such as:

- The use of surveys and one-on-one meetings to solicit input prior to facilitated sessions
- The roles and responsibilities for Board and staff in the planning process and implementation
- Whether and how to include non-management staff to achieve support for the plan
- Whether and how to include outside stakeholders (ratepayers, neighboring agencies, local officials, etc.) in the planning process
- Whether there are topics that are “not on the table” during the process

Task 1.1 – Internal Meeting: The Strategy Driver team will meet remotely with the Client’s Executive team and key staff to confirm agreement on the scope of work for the project, and to design the Board Kick-off (below).

Task 1.2 – Board of Directors Kick-off: Strategy Driver will prepare for, conduct, and document the outcome of a remote project kick-off with the Board of Directors to seek their input to, and approval of, the strategic planning approach. The kick-off will take place as an agenda item at a regularly scheduled Board of Directors meeting.

Task 1.3 – Board of Directors’ Surveys and Interviews: Strategy Driver will work with key management staff to develop a Board of Directors and staff survey to collect information in advance of plan development. We recommend conducting surveys because they are a cost-effective method to gather stakeholder input early in the process of defining the mission, vision, values, and goals in advance of workshops to facilitate a more robust discussion and outcome. The CLIENT will format, distribute and consolidate responses of the survey.



In addition, we recommend **interviewing** all Board Directors to have a more dynamic understanding of their perspectives and clarify their survey input prior to the workshops. These interviews will likely average 45-60 minutes in length and will be conducted remotely. The results of each interview will be summarized and added to the survey results. Interviews will include all five directors.

Task 1.4 – Final Scope of Work: Strategy Driver will work with the Client’s General Manager to revise the project scope, schedule, and budget per any further customization of the scope.

Task 1 Deliverables

- Agenda for conducting Kick-off Meeting with the Board
- Surveys and interviews summary
- Final Scope of Work

TASK 2. STRATEGIC PLAN DEVELOPMENT AND FACILITATION

Task 2 will include preparing for, conducting, and documenting the outcomes three strategic planning workshops with the Board, Executive staff, and the public. The meetings and workshops are envisioned to cover the following topics:

- **Executive Staff Preparation:** Conduct remote meetings with the Executive team prior to Board Workshops to optimize the project approach and develop materials for the Board Workshops.
- **Workshop 1:** Describe the project methodology, approach, and schedule. Begin review of mission, vision, and core values. Seek Board input and concurrence on priority areas for the Strategic Plan.
- **Workshop 2:** Finalize mission, vision, and core values. Begin development of goals and priority actions to address critical issues.
- **Workshop 3:** Finalize development of goals and priority actions.

Task 2.1 Executive Staff Preparation Meetings: Strategy Driver will meet remotely with management staff to prepare for each of the three Board workshops. These meetings will include agenda development to drive strategic plan content as well as key information necessary to engage discussion at each workshop. In addition, staff will use the survey and interview results to develop draft mission, vision, and core values prior to the workshops.

Task 2.2 Strategic Planning Workshops: Strategy Driver will prepare for and conduct three strategic planning workshops with Board, as listed above. Each 2.5 hour workshop is envisioned to be a publicly noticed special meeting of the Board and will include some of the Client’s staff and potentially other participants such as the public. These meetings will be conducted in person but may be conducted remotely if deemed necessary due to future COVID-19 conditions.



Task 2.3 Workshop Documentation: Strategy Driver will compile a summary of the discussion and outcomes of each of the Strategic Planning Workshops to aid in the preparation of subsequent workshops and provide the content for the Strategic Plan (Task 3).

Task 2 Deliverables

- Board Workshop materials
- Documentation of outcomes and agreements from workshops

TASK 3. PREPARE STRATEGIC PLAN

In Task 3, Strategy Driver will work with General Manager to prepare formal documentation of the strategic planning efforts – the written Strategic Plan document. The Strategic Plan will lay out the mission, vision, and values of the Client as well as the goals and priority actions agreed upon during the workshops. This document will serve as a clear and implementable road map for the future for the Board, management, and staff.

Task 3.1 Prepare Draft Strategic Plan Document: Strategy Driver will synthesize all of the input received through the strategic planning process and incorporate it into a comprehensive written form. A Preliminary Draft will be developed for review by management staff, and comments will be incorporated into a Public Draft for consideration by the Board. This is envisioned to occur remotely during regular Board Meetings. The Public Draft will include the written content of the Strategic Plan for Board Adoption, including the following:

- Background information on the Client
- Overview of the strategic planning process
- Mission, vision, and core values
- Identification of priority issues
- Goals and priority actions

Task 3.2 Prepare Final Strategic Plan Document: After incorporating Board feedback, Strategy Driver will deliver a Final Draft Strategic Plan for review by staff. The Final Draft will present the Board-approved content.

Task 3 Deliverables

- Draft and Final Strategic Plan Documents

TASK 4. PROJECT MANAGEMENT

Task 4 includes all activities associated with managing the work as well as the project budget and schedule to ensure the project is completed in a timely and cost-effective manner. It also includes regular meetings with the General Manager.

ATTACHMENT B
SCHEDULE OF PERFORMANCE

TASK	EXPECTED COMPLETION*
<i><u>TASK 1</u></i>	
1.1 Internal meeting	March 31, 2023
1.2 Board of Directors Kickoff	April 14, 2023
1.3 Board of Directors' Surveys and Interviews	April 28, 2023
1.4 Final Scope of work	May 9, 2023
<i><u>TASK 2</u></i>	
2.1 Executive Staff Preparation Meetings	May 9, 2023
2.2 Strategic Planning Workshops	June 30, 2023
2.3 Workshop Documentation	July 14, 2023
<i><u>TASK 3</u></i>	
3.1 Prepare Draft Strategic Plan Document	August 18, 2023
3.2 Prepare Final Strategic Plan Document	September 15, 2023
<i>TASK 4 PROJECT MANAGEMENT</i>	Ongoing throughout the course of the contract.

*Exact completion dates will be determined as part of Task 1.4

ATTACHMENT C
SCHEDULE OF COMPENSATION

Task/Subtask Hours Cost (Estimated Hours in italics and bold)

TASK 1 – Strategic Plan Process Approach

1.1 Internal Meeting (remote) 8	\$	2,060
1.2 Board Kick-off (remote, during regular Board mtg) 8	\$	2,060
1.3 Board Survey and Interviews (up to 7) 20	\$	5,280
1.4 Final Scope of Work 2	\$	515
Subtotal 38	\$	9,915

TASK 2 – Strategic Plan Development and Facilitation

2.1 Executive Staff Preparation Meetings (remote) 24	\$	6,180
2.2 Strategic Planning Workshops (3) 60	\$	15,450
2.3 Workshop Documentation 12	\$	3,090
Workshop travel 48	\$	12,360
Subtotal 144	\$	37,080

TASK 3 – Prepare Strategic Plan

3.1 Prepare Draft Plan 28	\$	7,210
3.2 Prepare Final Plan 14	\$	3,540
Subtotal 42	\$	10,750

TASK 4 – Project Management

4.1 Project Management 10	\$	2,640
4.2 Meetings with General Manager (6) 12	\$	3,090
Subtotal 22	\$	5,730

Total Project Labor Cost*	\$	63,475
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* Includes all labor costs but does not include expenses such as flight, car, etc



Environmental Update

as of January 27, 2023

Wash Plan Implementation – Monitoring Activities

- Vegetation Mapping and Classification
 - The final amended Vegetation Classification Report was submitted to the District by AECOM on September 20.
 - On January 13, the District received the geospatial data and Final Vegetation Mapping Report from AECOM, including the new vegetation map covering the Wash Plan Preserve and additional properties owned by the District, including Mill Creek.
- SBKR Monitoring Program
 - On January 26, the Trust submitted a Traditional Section 6 Grant application to the state of California requesting approximately \$350,000 in federal funds to implement a priority recovery action supporting SBKR. Specifically, the application highlighted the interest of the multi-agency coalition, including the District, USFWS, CDFW, USGS, Valley District, San Bernardino County Flood Control District, Cajon Creek Conservation Bank, and Western Riverside County Regional Conservation Authority, to seek award from the federal Cooperative Endangered Species Conservation Fund to advance development and extend implementation of the SBKR monitoring protocol currently employed in the Wash Plan Preserve to conserved areas located across the full extent of the species range. If awarded funds, the fieldwork and corresponding data analysis associated with the three-year grant period would take place in 2024, 2025, and 2026.
 - On January 27, the results of the soil tests, conducted by the BYU College of Life Sciences Environmental Analytical Lab on soil samples collected this last spring from SBKR monitoring plots located throughout the Wash Plan Preserve, were shared with the USGS. Results of the soil composition and sand texture analyses performed by the university will be treated as additional site covariates that may help to predict SBKR presence and abundance in the Wash when analyses are conducted this spring by the USGS and District.
 - On January 27, the new vegetation map covering District-owned property and lands protected by the Wash Plan was shared with USGS for purposes of including vegetation layer as an additional site covariate in the planned analyses of the collected 2022 SBKR trapping data that may help predict SBKR presence and local abundance/density in the Wash.

Wash Plan Implementation – Management Activities

- Slender-horned Spineflower Restoration Program
 - A fully executed copy of the Scientific, Educational, or Management Permit (2081(a)-22-008-RP) was received on November 22, allowing planned work tied to bulking activities to move forward this fall/winter.



- Dudek continues to actively coordinate initiation of the bulking program with California Botanic Garden. Enough seeds were sown to propagate 500 plants at the botanical garden on December 2, with evidence of successful germination occurring as of December 13. Plants have continued to show growth throughout much of January. Plants are being grown in 2-inch containers and then will be transferred to 4-inch containers prior to being planted in the field in March.
- On January 25, District staff visited one of the largest known populations of spineflower within the Wash Plan Preserve located just east of CEMEX operations. During the visit, a number of young plants in the leaf rosette stage were observed by staff. As a precursor to the more formal monitoring activities, phenology checks of this population and other known populations within the Wash will continue through May ending when formal annual population counts are performed.

Wash Plan Implementation – Organizational Structure & Planning

- Monthly coordination meeting with the USFWS was held on January 17. Items addressed at the meeting included further discussion of Covered Activities on Neutral Lands and the relationship between the Communication Mitigation Program and Wash Plan with regards to the implementation schedule of natural resource management activities. Details regarding the field visit by the USFWS staff to the Wash Plan Preserve and Mill Creek scheduled for February 28 were discussed in a follow-up communication with the Service.

Wash Plan Programmatic Permits

- USACE 404 Programmatic Individual Agreement – Public Notice was posted by the Corps on July 1 regarding application by the District for a long-term standard individual permit under Section 404 of the Clean Water Act. The public comment period ended on July 31. Responses to comments were prepared and submitted to the Corps on August 26. The consultant team shared a draft Environment Assessment (EA) with the District on September 2. Following review by the District, the draft EA was finalized by AECOM and shared with the Corps on September 30. Comments were provided by USACE on the draft EA on January 27. A meeting has been scheduled for February 3 to discuss the comments with USACE. District staff and AECOM continue to meet with USACE weekly in support of completion of the EA and issuance of the standard individual permit.
- District staff met with CDFW on November 16 to discuss next steps tied to advancement of the 2081 Incidental Take Permit (ITP). During the discussion, CDFW indicated they are working to define the next steps in the permit process and should be reaching out to the District in the near future with a list of specific items that need to be addressed. In December, District staff again reached out to CDFW, emphasizing the importance of making progress on completion of the permit in the new year. Following new hires and staff reorganization by CDFW, the District and CDFW are planning to meet in February to discuss the status of the permit and next steps.



Plunge Creek Conservation Project

- District staff mapped the wetted area of the Plunge Creek project pilot channels following significant storm events on January 3 and 15, with peak flow reaching 450 (cfs) and 660 (cfs), respectively (according to the USGS gage). The early storm re-wetted 8 acres of habitat on either side of the Plunge Creek project pilot channel, where habitat which has not received storm flows since Dec 2021. The later storm resulted in a larger peak flow and therefore is expected to have created a larger wetted area, however calculations have yet to be performed. The estimated amounts of water recharge resulting from these storms were estimated at 50 (AF) and 700 (AF), respectively.
- The data mentioned above was included in the Annual Compliance and Biological Monitoring Report for 2022 for the Plunge Creek Conservation Project in accordance with the Plunge Creek Conservation Project Safe Harbor Agreement, which was submitted to CDFW on January 24.

Mill Creek Programmatic Permits

- An annotated outline for a Safe Harbor Agreement (SHA) with the USFWS to address ongoing operations and maintenance activities at Mill Creek was submitted to the Service on November 9 for review and comment.
- An in-person meeting between District staff and the USFWS was held at their Palm Springs office on January 12. The purpose of the meeting was to discuss the framework of the future SHA, including the clear conservation benefits of such an agreement for the Covered Species: SBKR, cactus wren, and California gnatcatcher. The Service supported application for an SHA covering ongoing operations and maintenance and future capital improvement projects tied to ground water recharge at Mill Creek.
- To further development of the SHA, with focus on defining metrics characterizing baseline conditions for the three species to receive coverage by the SHA at Mill Creek, an in-person working session between District staff and AECOM is being scheduled for mid-February.
- Conversations with the USACE in early January and Regional Water Quality Control Board on Jan 20 were both positive with regards the likelihood of a streamlined approach to receiving regulatory coverage for ongoing operations and maintenance activities at Mill Creek.

Mill Creek North Canal Flow Meter Installation Project

- The Land Resources Team and Engineering Team worked together to complete and submit an application for a Streambed Alteration agreement for the Mill Creek North Canal Flow Meter Installation project on January 24.

Community Mitigation Program

- District staff submitted a Long-term Management Plan (LTMP) and Property Analysis Record (PAR) to CDFW on September 22. The LTMP and PAR covers the approved, District-owned and managed, 4.2-acre offsite mitigation area for San Bernardino County Transportation Authority (SBCTA) SR-210 Mixed Flow Lane Addition Project. On January 10, District staff and SBCTA contractor VCS Environmental were notified of CDFW's support for the Conservation Trust as holder of the



Conservation Easement for the 4.2-acre parcel. Such a determination clears the path for successful movement through the escrow process.

- On October 26, District staff shared a draft LTMP and PAR with San Bernardino County Flood Control District (SBCFCD). The LTMP and PAR covers the District-owned and managed 0.64-acre onsite mitigation area for the SBCFCD Elder Creek Channel Improvement Project. In December and January, District staff continued to work with SBCFCD in support of the County submitting the items tied to the identified habitat management lands consistent with their state permits.

MOU with San Bernadino County

- District staff is coordinating with SBCFCD staff to setup monthly coordination meetings to advance development of the draft MOU that is to cover the long-term management and permanent protection of 185 acres of Flood Control District property to be protected consistent with the Wash Plan. The MOU is to define roles of the District and Trust in managing and protecting the property in perpetuity. A PAR is to be included in the MOU to assist with calculation of the SBCFCD endowment.

Land Resources Team

- District staff posted a job announcement and description for an Environmental Biology and GIS intern to assist the Land Resources Team in biological fieldwork to be conducted this spring amongst other tasks. The application deadline is Feb 10.

Wash Plan Trails Status Report

February 2023



**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 continues to coordinate with the City of Redlands to adopt the Trail MOU. Prior to approval of the MOU, Redlands has requested a five-party agreement between the cities, mining companies, and the District to clarify implementation items such as payment. District Counsel provided a draft agreement for review by the parties in April 2022; on January 29, 2023, Redlands staff indicated that a Senior Analyst had been assigned to the project and scheduled to review the documents in February of 2023.

The City of Highland adopted the Trail MOU in January 2022, and has scheduled approval of the five-party agreement for February 2023.

CEMEX and Robertson's are reviewing the five-party agreement and are coordinating with the District team to discuss details further.

In an effort to expedite opening of the trails, District staff reviewed the location of trail segments based on City jurisdiction to evaluate options for a segment located entirely on District lands within the City of Highland for review and discussion with the Trails Committee at their February 9 meeting.

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.



Engineering Update

as of January 27, 2023

Mentone Shop

- Architectural drawings and building manufacturer drawings/calculations are 95 percent complete.
- Structural foundation plan in process.
- Architect/contractor is handling permits with the County.

Mill Creek Diversion and Debris Management Project

- Staff met with the Corps 408 team on September 1 to discuss construction of the original structure, and the EA is now being processed based on the discussion. Corps legal counsel accepted the approach so the permit could be issued. Staff received additional comments on the EA on January 21, 2023.
- Operations Committee recommended holding construction until Summer 2023 to ensure capture of any winter storms for WY22-23.
- New 5 ft x 5 ft gates have been delivered to the Mentone Shop. New 5 ft x 17 ft gate is expected to arrive in April.

Active Recharge Transfer Projects

Waterman, Twin Creek, and Lynwood Basins

- Hydrology study being finalized for resubmittal to Flood Control. Study conducted in two parts, 1) 100-year storm event for Flood Control and 2) average annual analysis for groundwater recharge.
- Hydraulic modelling approach memo submitted and is being reviewed by staff.
- Geotechnical field testing was completed on November 16 and report is being developed.

Plunge and Oak Creeks

- Ongoing coordination with Flood Control regarding the hydrology study. Hydrology study in finalization process by CASC for resubmittal to Flood Control.
- Oak Creek geotechnical field work is complete. Draft report is being developed.
- Plunge Creek geotechnical work is on hold pending the land exchange with BLM. Alternative testing sites are being evaluated.

Mill, Bledsoe, and Cook Creeks

- Existing condition hydrology and hydraulic models for the basins are substantially complete and proposed condition models are being developed. Hydraulic model for the diversion structure and soft plugs is being developed and has been reviewed by operations and engineering staff.
- Permitting for the seismic refraction study at Cook Creek is in process. Testing anticipated to occur in late February.

General Manager's Report

From January 11, 2023, to February 8, 2023
Betsy Miller



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

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

- 1. Water Conservation – Plan Goal 1** – Santa Ana River, Mill, and Plunge Creeks received rainfall in December and January. Mill Creek's total recharge for the Water Year is currently 1,274.1 AF. The Santa Ana River recharge is currently 8,348.2 AF. Plunge Creek recharge is 1,108.4 AF. The total recharge is 10,730.7 AF for the Water Year beginning October 2022.
- 2. Facility Maintenance and Cleanout – Plan Goal 1** – Normal water recharge operations are underway with all facilities are in good working order. Removal of excess sand from Mill Creek basins was completed in November and staff have met with aggregate sales professionals to evaluate cost-effective alternatives for off-site removal of material to optimize on-going operations.
- 3. Aggregate Management – Plan Goal 1** – Upland Rock continues screening and selling sand and rock from District basin cleaning efforts in support of land management efforts.
- 4. Personnel/Administration/Staff** – Manuel Colunga reached his 22-year anniversary of employment with the District on February 5. Tommy Purvis reached his six-year anniversary of employment with the District on February 8. Milan Mitrovich will reach his one-year anniversary of employment with the District on February 16.

Betsy Miller attended the second in-person session of ACWA JPIA's Leadership Essentials for the Water industry on February 2 and 3.

Four talks at the 2023 Santa Ana River Science and Conservation Symposium, held at ESRI in Redlands on February 1, shared District projects with the larger region:

- Brendan Belby – Creating Endangered Species Habitat in the Santa Ana River Wash: The Plunge Creek Conservation Project as a Model for Future Projects
- Milan Mitrovich – Monitoring and Managing for Covered Species in Habitat Conservation Plans: Percent Area Occupied (PAO) Approach and the San Bernardino Kangaroo Rat
- Mikael Romich – San Bernardino Kangaroo Rat Home Range and Burrow Use in the Santa Ana River and Plunge Creek Based on Radio Telemetry and Trapping
- Jake Marcon – Field Seed Bulking as a Foundation for Endangered Plant Restoration and Recovery

Milan Mitrovich, Anna Frey, Manuel Colunga and Tommy Purvis led a tour for attendees of the 2023 Santa Ana River Science and Conservation Symposium on February 2.

- 5. Finance/Budget/Audit** – The Finance and Administration Committee met on January 25. Staff expects large invoices for the Active Recharge Transfer Projects to continue through Q1.
- 6. Mill Creek Diversion Engineering – Plan Goals 1/4** – Please refer to the Engineering Update.
- 7. Plunge Creek Conservation Project – Plan Goals 1/4** – Total project recharge for this water year is currently 1,108.4 AF.

8. **Enhanced Recharge Project** – *Plan Goal 1* – The Enhanced Recharge Phase 1A is completed. Final engineering design for Phase 1B was approved by the Conservation District Board at their December meeting and bids are due to San Bernardino Valley Municipal Water District by February 7, 2023.
9. **Active Recharge Transfer Project Partnership** – *Plan Goals 1, 2, and 4* – Please refer to the Engineering Update.
10. **Edison Divestiture** – *Plan Goals 1/4* – The consortium submitted a revised bid, which incorporated requirements from SCE, on January 4, 2023.
11. **Groundwater Council** – *Plan Goal 1* – Staff continues to work with Groundwater Council partners to develop an updated agreement that will be signed in 2023.
12. **Shop Facilities for Field Staff** – *Plan Goals 1* – Please refer to the Engineering Update.
13. **Wildland Trails** – *Plan Goal 3* – Please refer to the Trails Status Update.
14. **Wash Plan** – *Plan Goal 4* – Please refer to the Environmental Update.
15. **Santa Ana River Wash Plan Land Exchange Act Implementation** – *Plan Goal 4* – The land exchange appraisal has been approved by BLM, along with costs for the equalization parcels. BLM has revised the legal description in the Binding Exchange Agreement to address Conservation District comments and the final Agreement is ready for signature. The District coordinated closely with BLM on the site clean-up required for land transfer, which was completed in December. Staff from Conservation District are working closely with the Valley District team to coordinate Enhanced Recharge construction with the land exchange.
16. **Conservation Trust** – *Plan Goal 4* – The Conservation Trust Board of Directors met on January 18. Significant work has been completed towards CDFW approval of the SBCTA mitigation lands, as well as in support of Flood Control’s Elder Creek project mitigation. On January 27, the Trust submitted a proposal in response to the 2023 Endangered Species Conservation and Recovery Grants Proposal Solicitation Notice to expand the Wash Plan SBKR monitoring program in coordination with regional partners including U.S. Fish and Wildlife Service and the Conservation District.
17. **Property/Redlands Plaza** – Staff continues to manage Redlands Plaza tenants and maintenance issues. Staff is working with an interested party to lease currently vacant Suite K. District staff have been working closely with ACWA JPIA, plumbers and restoration contractors to address a leak reported by a tenant.
18. **Mining** – Mining efforts by CEMEX contractors continue at the Plant Site quarry. Mining continues to be above the guaranteed minimum resulting in additional revenue to the Land Enterprise.
19. **Public Outreach and Legislative** – *Plan Goal 5* None for this reporting period.
20. **Current Board Action Implementation** – Significant staff resources are allocated to ARTP, Wash Plan, various permitting applications, and the Engineering Investigation Report. Staff and District Counsel continue to participate in mediation talks for the EHL/CBD v. USACOE lawsuit, the Exchange Plan update, and the Groundwater Council renewal.

21. Future Board Activities – Expected short-term items for consideration or note:

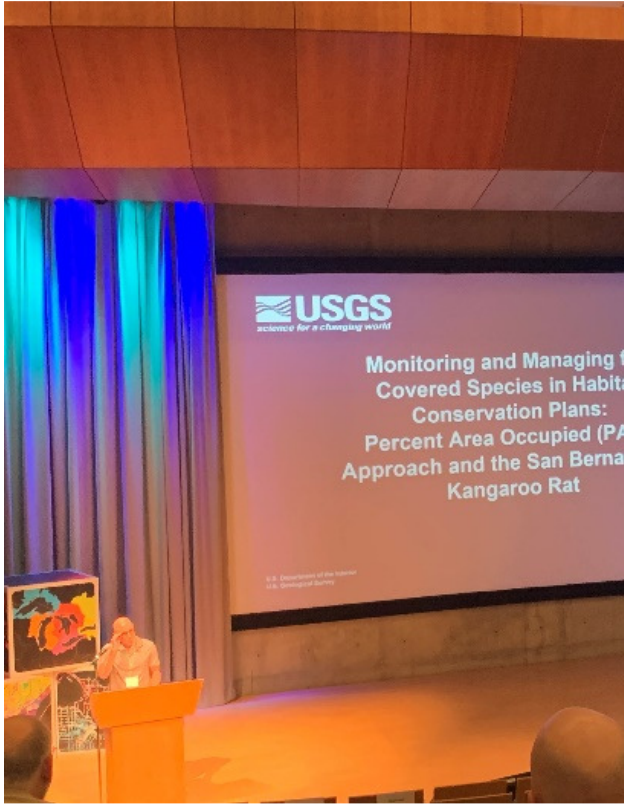
- Final Engineering Investigation for 2023
- Ad Hoc Committee appointments for GM review
- Second Amendment to Agreement to Develop and Operate Enhanced Recharge Facilities if needed to complete BLM Land Exchange
- If the strategic plan consultant contract is approved, strategic planning workshops will be scheduled for Spring 2023

22. District Successes

- Water rights reporting submitted on January 31 for Mill Creek and February 1 for Santa Ana River
- Applications for Streambed Alteration Agreements submitted to California Department of Fish and Wildlife for 1) Mill Creek North Canal Flow Meter Installation on January 26 and 2) Mill Creek Geotechnical Investigations on January 31
- ARTP consultants completed first full model run of Mill Creek Groundwater Recharge Facility existing condition hydraulics
- Staff provided significant support for a proposal submitted on January 27 in response to the 2023 Endangered Species Conservation and Recovery Grants Proposal Solicitation Notice to expand the Wash Plan SBKR monitoring program in coordination with regional partners including U.S. Fish and Wildlife Service
- Staff prepared and submitted the District's 2022 Financial Transaction Report to the State Controller's Office on January 31
- Staff worked very closely with Seven Oaks Dam operators and CEMEX to maximize groundwater recharge during the recent storms
- Staff met with and selected a strategic planning consultant for Board consideration
- Staff reviewed proposals, met with top candidates, and selected a new IT consultant for the District



Slender-horned spineflower growing at the California Botanic Garden from seed collected in the Wash Plan Preserve



Attendees at the Santa Ana River Science and Conservation Symposium on the District's Wash Tour on February 2, 2023

Milan Mitrovich PhD presenting at the Santa Ana River Science and Conservation Symposium at ESRI in Redlands on February 1, 2023



New Leadership for JPIA and California Water Insurance Fund

Appointment of President & Vice President of the JPIA Board of Directors



Melody McDonald,
JPIA President
SBVWC District



David A. Drake,
JPIA Vice President
Rincon del Diablo Water District

The appointment of President/Vice President of the JPIA Board of Directors occurs at the first Executive Committee meeting after the Spring Conference, every odd year. There is no limit to the number of two-year terms a person may serve as President/Vice President. The President/Vice President also serve as Chair/Vice-Chair of the Executive Committee. In Spring 2021, E. G. "Jerry" Gladbach, Santa Clarita Valley Water Agency, and Melody McDonald, San Bernardino Valley Water Conservation District, were appointed as President/Vice President, respectively, with two-year terms expiring in Spring 2023. Due to the recent passing of JPIA President Jerry Gladbach, it became necessary for the Executive Committee to appoint a new President to fulfill the remainder of President Gladbach's term.

We are pleased to announce that the Executive Committee appointed Vice President Melody McDonald as President, thus precipitating the need to appoint a new Vice President to fulfill the remainder of Vice President McDonald's term. We are equally pleased to announce that the Executive Committee appointed David A. Drake, Rincon del Diablo Municipal Water District, as Vice President. Please join us in congratulating President McDonald and Vice President Drake on their appointments.

Election of Chair/Vice-Chair of the California Water Insurance Fund (CWIF) Board of Directors

The election of Chair/Vice-Chair of the California Water Insurance Fund (CWIF) Board of Directors occurs in the spring of every odd year, after the JPIA Executive Committee elections occurring at Spring Conference. In Spring 2021, E. G. "Jerry" Gladbach, Santa Clarita Valley Water Agency, and J. Bruce Rupp, Humboldt Bay Municipal Water District, were elected as Chair/Vice-Chair, respectively, with two-year terms expiring in Spring 2023. Due to the recent passing of CWIF Chair Jerry Gladbach, it became necessary for the CWIF Board to elect a new Chair to fulfill the remainder of Chair Gladbach's term.

We are also pleased to announce that the CWIF Board of Directors elected Vice-Chair Rupp as Chair, thus precipitating the need to elect a new Vice-Chair to fulfill the remainder of Vice-Chair Rupp's term. We are also excited to announce that the Board of Directors elected Andrew Morris, Santa Rosa Regional Resources Authority, as Vice-Chair. Please join us in congratulating Chair Rupp and Vice-Chair Morris on their elections.

Written by: Adrienne Beatty, Assistant Executive Officer



J. Bruce Rupp,
CWIF Chair
Humboldt Bay Municipal
Water District



Andrew Morris,
CWIF Vice-Chair
Santa Rosa Regional
Resources Authority

CONGRATULATIONS to President Melody on her appointment to the presidency of the Association of California Water Agencies' Joint Powers Insurance Authority – the first woman to hold this role in the history of the organization!

2023 Santa Ana River Science and Conservation Symposium
 Abstracts for Presentations on District Projects

<i>Speaker No.</i>	17
<i>Abstract Title</i>	Creating Endangered Species Habitat in the Santa Ana River Wash: The Plunge Creek Conservation Project as a Model for Future Projects
<i>Abstract Author(s)</i>	Brendon Belby, Scott Fleury
<i>Email Address</i>	brendan.belby@icf.com; scott.fleury@icf.com
<i>Abstract Body</i>	The Plunge Creek Conservation Project was constructed in 2020 by the San Bernardino Valley Water Conservation District with the goals of increasing habitat for the endangered San Bernardino kangaroo rat and other rare and endangered species, as well as improving water supply by increasing groundwater recharge. A key element of the design approach was to enable flood flows in incised Plunge Creek the ability to reconnect with remnant channels in the Wash, restoring natural fluvial erosion and deposition disturbance processes that maintain vegetation structure in earlier seral stages preferred by many endangered alluvial fan sage scrub species. Several rock “flow splitters” were constructed to work in tandem with pilot channels designed to convey floodwater into the remnant channels and to erode and enlarge during flood events and result in complex morphologic features that will create desired habitat. Monitoring shows initial post-construction flood flows have produced the intended results of bank erosion and widening of the flood channels, removal of invasive grasses and silt, and deposition and exposure of sand deposits over many acres that is critical for the target species habitat. Through adaptive management, the flow splitter locations can be relocated to divert water into different remnant channels. Opportunities exist to apply the successful approach used on Plunge Creek at other locations on the Wash in which flow diversion into hydrologically disconnected channels can create the fluvial conditions necessary for creating and sustaining habitat.

<i>Speaker No.</i>	18
<i>Abstract Title</i>	Monitoring and Managing for Covered Species in Habitat Conservation Plans: Percent Area Occupied (PAO) Approach and the San Bernardino Kangaroo Rat
<i>Abstract Author(s)</i>	Milan Mitrovich, Betsy Miller, Cheryl Brehme, Robert Fisher
<i>Email Address</i>	mmitrovich@sbvwcd.org
<i>Abstract Body</i>	The Percent Area Occupied (PAO) approach is a powerful tool for land managers and natural resource professionals needing to monitor for endangered and threatened species and assess management actions on protected lands. Here we present a case study involving development and implementation of a scientifically valid, productive, and cost-effective monitoring protocol using the PAO approach for the state and federally listed San Bernardino kangaroo rat (<i>Dipodomys merriami parvus</i> ; SBKR). The San Bernardino kangaroo rat is one of five covered species under the Upper Santa Ana River Wash Habitat Conservation Plan (Wash Plan), approved by the U.S. Fish and Wildlife Service in July 2020. The Wash Plan requires status and distribution of SBKR in the Wash Plan Preserve, monitoring of long-term trends, and assessment of the effectiveness of management actions benefitting the species. The monitoring protocol and occupancy model allows for combined analyses with existing preserve-level SBKR monitoring and future range-wide SBKR monitoring.

<i>Speaker No.</i>	19
<i>Abstract Title</i>	San Bernardino Kangaroo Rat Home Range and Burrow Use in the Santa Ana River and Plunge Creek Based on Radio Telemetry and Trapping
<i>Abstract Author(s)</i>	Mikael Romich
<i>Email Address</i>	mikeromich@gmail.com
<i>Abstract Body</i>	Burrow use and above ground activity were recorded with telemetry for approximately 6 weeks in pioneer alluvial fan sage scrub habitat in the Santa Ana River (SAR) near State Route 210 and in pioneer to mature alluvial fan sage scrub in Plunge Creek (PC). The SAR male average home range in late pioneer habitat (flooded in 1980) was 0.24 ha. (n=15), significantly smaller than 1.1 ha. (n=12) in pioneer to early pioneer habitat (flooded in 1994, 2005 and 2010). Cumulative home range overlap between males was substantially more in early pioneer habitat compared to later pioneer habitat. Based on SAR trap captures, females also had significantly larger home ranges in early pioneer habitat (0.18 ha., n=19) compared to later pioneer habitat (0.10 ha., n=20). The PC study area is mature alluvial fan sage scrub (flooded in 1938) but with ribbons and areas of early pioneer (flooded 2005 and 2011). The difference in average home range size of SBKR males (0.19 ha., n=5) and females (0.12 ha., n=7) was not significant (p=0.25). Home ranges of PC males were not significantly different from males in SAR late pioneer habitat but were when compared to SAR early pioneer habitat. The mean number of day burrows used by SBKR telemetry males over approximately 6 weeks was 2.8. In the SAR, it appears that different strategies are used for SBKR males (and to a lesser extent females) dependent on the availability of food resources, such that in early pioneer habitat (open, food resource poor) home ranges are larger with greater amounts of overlap than in later pioneer habitat (less open, more food resources. Most studies report that SBKR tend to concentrate activity in very limited core areas so early pioneer habitat movements seen in this study may be somewhat unique.

<i>Speaker No.</i>	20
<i>Abstract Title</i>	Field Seed Bulking as a Foundation for Endangered Plant Restoration and Recovery
<i>Abstract Author(s)</i>	Jake Marcon
<i>Email Address</i>	jmarcon@dudek.com
<i>Abstract Body</i>	Restoration and recovery of endangered plant species often requires introduction of seed and/or management of seed production to promote long term population persistence. Seed introductions can be sourced either directly from wild collections or from seed bulked from wild collections. Seed bulking has been accomplished successfully for a number of rare and non-rare annual plant species both in the nursery setting and in a field setting. We have successfully bulked seed for the endangered San Fernando Valley Spineflower (<i>Chorizanthe parryi</i> var. <i>fernandina</i>) in both a nursery and field setting. Nursery based field bulking provides greater control of soil moisture, and simpler management of competitors and unintended disturbance, but field bulking allows for greater probability of successful pollination by native pollinators, mimics natural climatic conditions, and allows for greater “economies of scale”. The results of our work with San Fernando Valley Spineflower provide the basis for the field bulking methodology currently being pursued by the San Bernardino Valley Water Conservation District to create a foundational seed source for Slender horned Spineflower (<i>Dodecahema leptoceras</i>) restoration and recovery within the Wash Plan HCP. Field seed bulking of Slender horned spineflower is ongoing and final results are not available at this time.

San Bernardino Valley Water Conservation District

Monthly Recharge Report

From: 1/1/2023
To: 1/31/2023



	January				
	Avg Daily Recharge	Monthly Recharge	Recharge WYTD	10yr Avg Recharge*	BTAC Max**
Santa Ana River	247.7	7,677	8,348	10,598	213,375
Mill Creek	20.9	649	1,274	3,079	128,025
Plunge Creek	33.0	1,021.9	1,108	488	#N/A
State Water Project	0.0	-	-	6,638	#N/A
In River Channel Recharge***	1.5	46	384	#N/A	#N/A
Total	303	9394	11,114	20,803	341,400

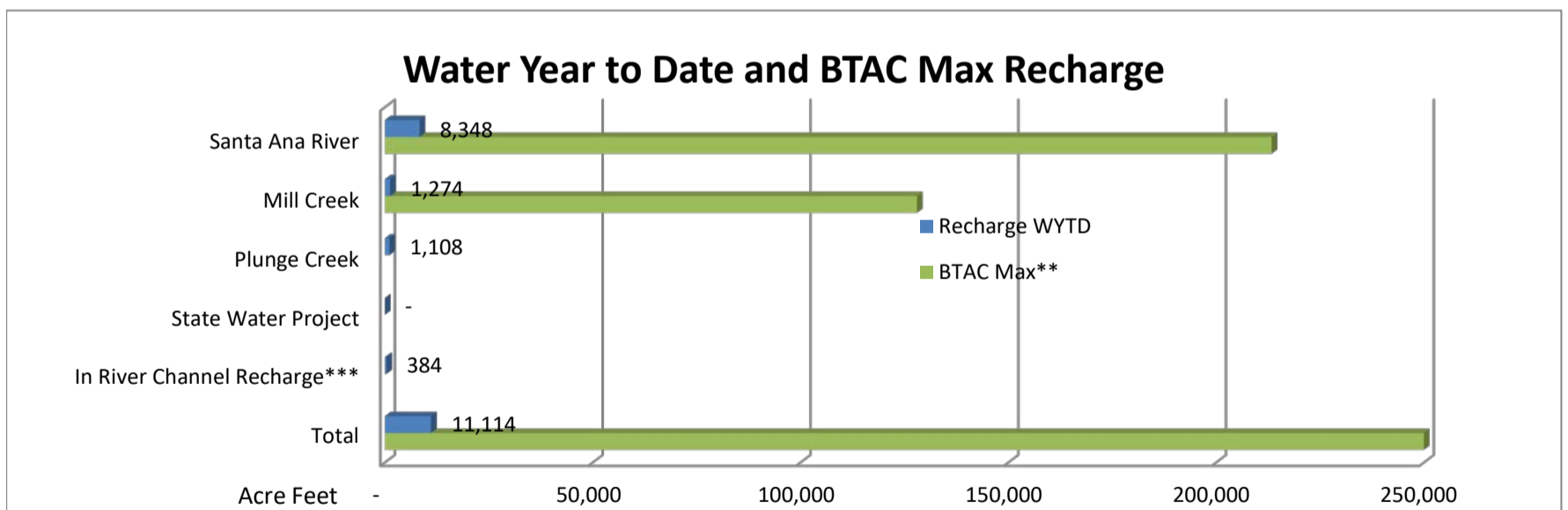
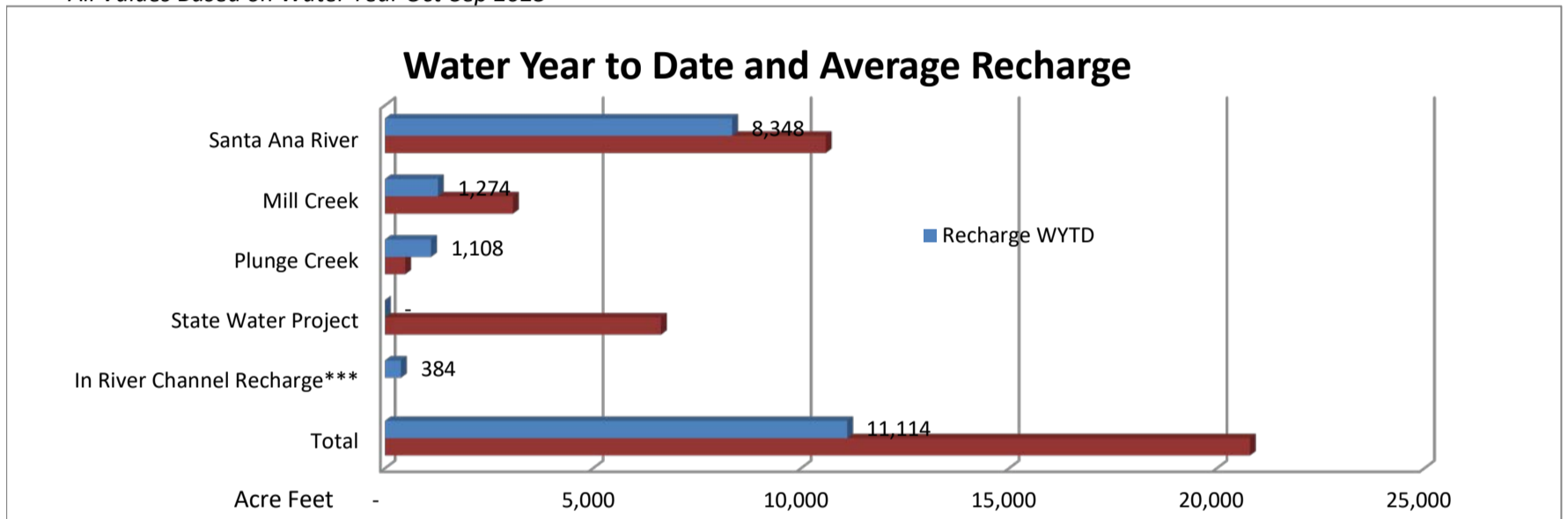
Values in Acre Feet

* Plunge Creek only has 2 years of available data

**BTAC Revised Max in December 2022

***Monitoring began in Mid-April 2011

**** All Values Based on Water Year Oct-Sep 2023



2023 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. 11 Board Meeting
Jan. 24 Operations Committee Mtg.
Jan. 25 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. 12 Board Meeting
Jul. 25 Operations Committee Mtg.
Jul. 26 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. 8 Board Meeting
Feb. 9 Ad Hoc Trails Committee @ 9 am/
Outreach Committee @ 10 am

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. 9 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. 8 Board Meeting
Engineering Investigation Report Presentation
Mar. 22 3rd Qtr. Finance & Admin Mtg.
Mar. 28 Operations Committee 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. 13 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. 12 Board Meeting
Public Meeting/Groundwater Charge
Apr. 26 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. 10 Operations Committee Mtg.
Oct. 11 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 17 Board Meeting

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

Nov. 8 Board Meeting
Nov. 15 1st Qtr. Finance & Admin Mtg.

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

Jun. 14 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. 13 Board Meeting
(@ 9:30 a.m.)
Annual Luncheon