



San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

BOARD OF DIRECTORS MEETING AGENDA

Wednesday, July 9, 2025 – 1:30 PM

Location – 1630 W. Redlands Blvd., Ste. A, Redlands, CA 92373

Anyone wishing to listen to or participate in the meeting can join via Teams by clicking on this link, <https://teams.microsoft.com/l/meetup-join>, or by entering the following information at <https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting>:
Meeting ID: 221 199 414 73 Passcode: ex7FF2nf

While the District makes every attempt to follow all guidance regarding 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. 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 pertaining to agenda topics listed, received, or generated by the District after posting 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. The San Bernardino Valley Water Conservation District intends to comply with the Americans with Disabilities Act (ADA) in all respects. If you need special assistance concerning 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 Allison Zecher at (909) 793-2503 at least 48 hours prior to the meeting to inform her of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

CALL TO ORDER PLEDGE OF ALLEGIANCE ROLL CALL

1. PUBLIC PARTICIPATION

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

2. ADDITIONS/DELETIONS TO AGENDA

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

BOARD OF DIRECTORS

Division 1
Richard Corneille

Division 2
Mark E. Falcone

Division 3
Robert Stewart

Division 4
John Longville

Division 5
Melody McDonald

GENERAL MANAGER

Betsy Miller

- 3. **INTRODUCTIONS AND GUEST RECOGNITION**

- 4. **CONSENT CALENDAR**
 - a. Approval of Board Minutes, June 11, 20256
 - b. Approval of Expenditure Report, June 202513
 - c. Report of Excused Absences

- 5. **COMMITTEE REPORTS /ACTION ITEMS**

Committee Reports

Action Items

- A. UNAUDITED FINANCIAL REPORT FOR JUNE 2025 – 5 Minutes (M#2120) 25
 Presenter: Angie Quiroga
 Recommendation: Review and approve the Unaudited Financial Report for June 2025.

- B. THIRD AMENDMENT TO THE CONTRACT SERVICES AGREEMENT FOR MANAGED INFORMATION TECHNOLOGY SERVICES WITH PCTRONICS – 5 Minutes (M#2121) 36
 Presenter: Betsy Miller
 Recommendation: Approve the Third Amendment to the Contract Services Agreement for Managed Services and Information Technology Modernization with PCtronics in an amount not to exceed \$71,300.

- C. CONTRACT SERVICES AGREEMENT FOR PUBLIC INFORMATION AND OUTREACH PROFESSIONAL SERVICES WITH THUNDERWHEEL COMMUNICATIONS – 5 Minutes (M#2122) 41
 Presenter: Betsy Miller
 Recommendation: Approve the Contract Services Agreement for Public Information and Outreach Professional Services with Thunderwheel Communications in an amount not to exceed \$45,000.

- D. CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE ENDANGERED SPECIES CONSERVATION AND RECOVERY GRANT PROGRAM APPLICATION – 5 Minutes (M#2123) – 52
 Presenter: Milan Mitrovich
 Recommendation: Authorize use of expenditures for the San Bernardino kangaroo rat monitoring program planned for the Wash Plan Preserve from 2026-2028 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 \$225,000, 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.

- E. ENDORSEMENT FOR MR. ERNESTO A. AVILA P.E. FOR ACWA PRESIDENT – 5 Minutes (M#2124) 57

Presenter: Betsy Miller

Recommendation: Approve Resolution No. 635 endorsing the nomination of Mr. Ernesto A. Avila. P.E. for President of the Association of California Water Agencies for the 2026-2027 term.

- F. CSDA BOARD OF DIRECTORS ELECTION BALLOT FOR THE 2026-2028 TERM - 5 minutes (M#2125)65

Presenter: Betsy Miller

Recommendation: Select a candidate for the CSDA Board of Directors Elections for 2026-2028, Seat B - Southern Network, and direct staff to nominate the Board’s selected candidate via the California Special District Association (CSDA) online voting platform.

6. INFORMATION ITEMS:

- A. Environmental Update73
- B. Engineering Update75
- C. General Manager’s Report76
- D. 2025 Board Priorities Progress Report: Q281
- E. Future Agenda Items & Staff Tasks

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

- A. CSDA’s 2025 Annual Conference & Exhibitor Showcase Travel Request82
 - a. Director Longville
 - b. Director Falcone
- B. Board Member Meeting Reports – 15 minutes

8. UPCOMING MEETINGS:

July 15, 2025	Big Bear Watermaster Meeting, 11:00 AM at 40524 Lakeview Drive, Big Bear Lake, CA 92315
July 21, 2025	ASBCSD Dinner hosted by San Bernardino Valley Water Conservation District at Double Tree by Hilton
July 30, 2025	Operation Committee Meeting, 9:00 AM at Conservation District (Teams Meeting ID: 296 112 730 526 Passcode: vq3pp7WN)
August 6, 2025	PERC Policy Committee Meeting, 10:00 AM at Conservation District (Teams Meeting ID: 233 488 319 273 Passcode: cM3TN9ZC)
August 13, 2025	Board of Directors Meeting, 1:30 PM at Conservation District (Teams Meeting ID: 247 209 090 168)

	Passcode: a9Kr7Jm7)
August 20, 2025	Finance and Administration Committee Meeting, 1:30 PM at Conservation District (Teams Meeting ID: 210 139 778 47 Passcode: P2jw76BT)
September 1, 2025	Office Closed for Labor Day Holiday
September 10, 2025	Board of Directors Meeting, 1:30 PM at Conservation District (Teams Meeting ID: 232 147 436 001 Passcode: Db9Hh3gy)
September 24, 2025	Outreach and Communications Committee Meeting, 1:30 PM at Conservation District (Teams Meeting ID: 210 438 800 198 Passcode: 3hb7hC2G)
October 8, 2025	Board of Directors Meeting, 1:30 PM at Conservation District (Teams Meeting ID: 244 166 549 763 Passcode: KY6YB76E)
October 21, 2025	Big Bear Watermaster Meeting, 11:00 AM at Bear Valley Mutual Water Company, 101 E Olive Ave, Redlands, CA 92373
October 22, 2025	Operation Committee Meeting, 9:00 AM at Conservation District (Teams Meeting ID: 265 155 507 162 Passcode: tg7fJ6gU)
October 29, 2025	PERC Policy Committee Meeting, 10:00 AM at Conservation District (Teams Meeting ID: 250 016 420 457 Passcode: LA9Ln7jb)

9. **CLOSED SESSION**

- A. The Board may meet in closed session under authority of Government Code Sections 54956.9(d)(2) and (e) (1), exposure to potential litigation, in one case.
- B. The Board may convene in closed Session under authority of Government Code section 54957 (b) to consider the performance evaluation of District Counsel.

- C. The Board may meet in closed session under authority of Government Code Sections 54956.9(d)(2) and (e) (2), exposure to potential litigation, relating to high groundwater conditions and their potential impact on Cemex Materials Pacific, LLC mining areas.
- D. 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.
- E. The Board may meet in Closed Session under Government Code section 54956.8, to discuss the terms and conditions of the 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 John Sullivan is the lead negotiator for BLM.
- F. The Board may meet in Closed Session under Government Code section 54956.8, to discuss the terms and conditions of a proposed restrictive covenant with the California Department of Fish and Wildlife and Robertson's Ready Mix on portions of San Bernardino County Assessor Parcel Nos. 0291-131-01 and 0291-115-01. The District's negotiators are Betsy Miller and David B. Cosgrove. The CDFW's negotiators are Eric Chan and Kim Freeburn. Robertson's Ready Mix's negotiators are Bill Taylor and Kim Decker.
- G. The Board may meet in closed session under authority of Government Code Section 54956.8 to discuss potential terms and conditions of the potential sale of a conservation easement over some 20.85 acres of District property, consisting of portions of San Bernardino County Assessor Parcel Nos. 0297-051-01 and 0297-071-08, in favor of the San Bernardino Valley Conservation Trust. The District's negotiators are Betsy Miller and David Cosgrove. The party with whom the District is negotiating is S-P Deerfield, LLC, Camille Bahri and Andrew Hartzell.

10. **ADJOURN MEETING.** The next regularly scheduled Board of Directors meeting will be on August 13, 2025, at 1:30 PM, at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA and via Teams/teleconference.

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING

MINUTES OF JUNE 11, 2025
1:30 PM

President McDonald called the Board of Directors meeting to order at 1:30 PM with participation in person, via teleconference, and through Teams. All those in attendance stood for the Pledge of Allegiance, led by President McDonald.

ROLL CALL:

BOARD MEMBERS PRESENT:

Melody McDonald, President
Richard Corneille, Director
John Longville, Director
Mark E. Falcone, Director

BOARD MEMBERS ABSENT:

Robert Stewart, Vice President

STAFF PRESENT:

Betsy Miller, General Manager
David Cosgrove, General Counsel
Milan Mitrovich, Land Resources Manager
Angie Quiroga, Senior Administrative Analyst
Aaron Rueda, Administrative Analyst
Allison Zecher, Board Secretary

GUESTS PRESENT:

Tom Crowley, Dopudja and Wells, Consultant for San Bernardino Valley Water Conservation District
Leonardo Ferrando, San Bernardino Valley Municipal Water District
Cindy Saks, San Bernardino Valley Municipal Water District
Adekunle Ojo, San Bernardino Valley Municipal Water District
David Smith, East Valley Water District
Gail Shelton

1. PUBLIC PARTICIPATION

No public comments were made.

2. ADDITIONS/DELETIONS TO AGENDA

No additions or deletions were made to the agenda.

3. AD HOC AUDIT COMMITTEE APPOINTMENTS

President McDonald appointed Vice President Stewart and Director Corneille to serve on the committee, which will meet with the Auditors to prepare for and review the 2024-2025 Fiscal Year Audit.

4. INTRODUCTIONS AND GUEST RECOGNITION

The Board, staff, in-person, and Teams attendees introduced themselves.

5. PUBLIC MEETING RELATED TO AB2561 LOCAL PUBLIC EMPLOYEES

The Board held a public meeting pursuant to Government Code Section 3502.3, which requires local public agencies to annually present the status of vacancies, recruitment, and retention efforts at a public meeting. Mr. Cosgrove presented information on the District’s Staffing and Succession Plan, which outlines core functions, provides an organizational chart of current employees, identifies upcoming retirements, and describes strategies for internal promotion and external recruitment. Current open positions include Senior Engineer, Principal Engineer, and Field Specialist I. The report also addressed employee development and retention efforts, including training and advancement opportunities designed to support internal career growth.

President McDonald opened the public meeting. Director Corneille inquired whether the plan required formal adoption. Mr. Cosgrove clarified that adoption was not necessary, as the staffing plan is a living document developed and updated as needed by the General Manager. It was confirmed that the hearing will occur annually, typically before the fiscal year budget process. There was no written or oral public comment submitted. Following a final call for public input, President McDonald closed the public meeting. Director Corneille expressed appreciation for the quality of the report and the proactive efforts to meet the statutory requirement.

6. CONSENT CALENDAR

The Board considered approval of the meeting minutes from May 21, 2025, with a correction to pages 26 and 27 to correctly reflect President McDonald’s notice of out-of-state travel.

The Board also confirmed the excused absence for Director Stewart from the June 11, 2025, meeting.

It was moved by Director Corneille and seconded by Director Longville to approve the Consent Calendar, including the corrected meeting minutes on pages 26 and 27. The motion carried 4-0-1, with all Board members present voting in the affirmative.

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

7. COMMITTEE REPORTS/ACTION ITEMS

Action Items

A. UNAUDITED FINANCIAL REPORT FOR MAY 2025

Ms. Angie Quiroga presented the Unaudited Financial Report for May 2025, found on page 39 of the agenda packet. This marked the first use of a newly formatted financial report, intended to improve readability and transparency. Ms. Quiroga discussed the income statement on page 41, noting total revenue in May, including significant increases from interest income, Wash Plan revenue, mining revenue, property taxes, and Redlands Plaza. Year-to-date revenue stands at over \$5.3 million dollars, or 105% of the annual budget.

She also detailed expenses for the month, which exceeded revenue by nearly \$50,000. Ms. Quiroga discussed the major cost centers for the month, including professional services and salaries and benefits, and drew the Board's attention to specific expenses over \$3,000 as shown on pages 42-45.

Ms. Quiroga reviewed the monthly capital improvement expenses shown on page 47, including significant payments for the PERC projects and construction of the Mentone Shop. A correction on page 48 was noted regarding the PERC obligation. The updated cash position as of May 31 was \$3,532,238.75, with a corrected PERC obligation of \$34,895,760.54.

Finally, Ms. Quiroga discussed the enterprise fund net operating revenues through May, on page 48, and reviewed the Monthly Report of Investment Transactions on page 49.

Director Corneille shared his appreciation for the user-friendly, accessible new report format, and President McDonald thanked Ms. Quiroga and Mr. Rueda for developing the improved format. Director Longville asked about the LAFCO contribution listed under expenses. Staff discussed LAFCO's budget process, including the required annual fee for agencies within LAFCO's jurisdiction. Director Falcone thanked the staff and board for the financial report format updates.

It was moved by Director Corneille and seconded by Director Longville to approve the Unaudited Financial Reports for May 2025 as presented. The motion carried 4-0-1.

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

B. CONTRACT SERVICES AGREEMENT FOR PROFESSIONAL AS-NEEDED TECHNICAL WRITING AND DESIGN SERVICES WITH MINDS ILLUSTRATED

Ms. Miller introduced the item found on packet page 50, explaining that this contract represents the next step in advancing the PERC initiative. Specifically, it supports the completion of the PERC Feasibility Study Report, which consolidates the various technical reports developed over the past years by various District consultants and with input from project partners.

The structure and draft content of the feasibility study were developed over the past several months with contributions from various consultants—including technical writing and design services provided by Minds Illustrated under a current as-needed contract that was executed under the General Manager’s signature authority. Based on the quality of the work to date, staff recommends expanding the agreement with Minds Illustrated to complete the Feasibility Study Report. The work will be completed under the technical oversight of Tom Crowley, and the proposed contract amendment includes a not-to-exceed amount of \$66,960. Of this, \$45,360 is allocated for the completion of the Feasibility Study Report, and an additional \$21,600 is allocated for as-needed technical writing and design services throughout the year, drawn from GL 5120 Professional Services. Ms. Miller noted that this new contract amount does not include the previously executed agreement of \$25,000, the majority of which has been expended on initial PERC-related deliverables.

Director Falcone and Director Corneille inquired about maintaining the consistency of the work during a transition to a new consulting team. Ms. Miller discussed the coordination of the District’s prior and current consultants on the development of both the technical reports needed to develop the Feasibility Study and the outline and first draft of a site-specific feasibility study chapter, which will be used as the template for the remaining work.

Director Corneille emphasized the importance of completing the Feasibility Study in a timely manner so that the District can proceed with future design, permitting, and construction phases. He requested that the Operations Committee have an opportunity to review draft sections of the report at their July meeting. Ms. Miller confirmed that she had previously discussed this milestone with the current consulting team.

It was moved by Director Corneille and seconded by Director Falcone to approve the Consultant Services Agreement for Professional As-Needed Technical Writing and Design Services with Minds Illustrated in an amount not to exceed \$66,960. The motion carried 4-0-1, with all Board members present voting in the affirmative.

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

8. INFORMATION ITEMS

ENVIRONMENTAL UPDATE

Dr. Mitrovich provided an update on the District’s environmental and habitat restoration efforts. With the spring field season wrapping up, the environmental team has completed a significant portion of its monitoring responsibilities under the Wash Plan, including surveys for Santa Ana sucker (SASU), slender-horned spineflower (SHSF), and coastal California gnatcatcher. In addition to monitoring, the team has made considerable progress in spineflower outplanting trials.

A collaborative effort between the Land Resources and Field Operations teams supports twice-weekly watering, simulating rainfall, and encouraging greater seed yield.

Dr. Mitrovich also highlighted growing regional interest in the District's innovative restoration work. The environmental team continues to engage with local, state, and federal partners to support short- and long-term permitting strategies. A recent meeting with the California Department of Fish and Wildlife's Habitat Conservation Planning Branch advanced discussions around Mitigation Credit Agreements, offering new opportunities to align state and federal permitting pathways for future mining and restoration activities.

Additionally, the District received confirmation from the Santa Ana Regional Water Quality Control Board that operations and maintenance activities at Mill Creek facilities do not require coverage under a Waste Discharge Requirements permit, reflecting the non-jurisdictional nature of these efforts.

ENGINEERING UPDATE

Mr. Crowley provided an update on the construction of the Mentone Shop, noting that the contractor has made substantial progress, with exterior building work completed, including siding, roofing, insulation, roll-up doors, and windows. Interior framing, rough electrical, and plumbing work are also near completion, pending inspection. Once approved, drywall and insulation installation will begin. Although the building will be operational by the end of July, upgraded electrical service from Southern California Edison (SCE) is expected no earlier than September.

Mr. Crowley discussed the details of change orders totaling approximately \$50,000. Director Falcone and Director Corneille inquired if the building could be used before the upgraded SCE service is available. Mr. Crowley responded in the affirmative. President McDonald inquired about the air conditioning in the Mentone shop. Mr. Crowley confirmed that AC is available within the office space.

Mr. Crowley also reported on progress with the PERC Feasibility Study. Consultant Maria Pascoal has completed draft Volume 2 for East Twin Creek and is finalizing Volumes 3 for Plunge Creek and 4 for Mill Creek, incorporating technical reports from multiple consultants into a unified, consistent format. The full report will be delivered in four volumes, with Volume 1 serving as an executive summary. Volumes 2 and 3 are expected to be ready for Committee review in July, with the final document anticipated by the end of August. Ms. Miller confirmed that regional stakeholder input can begin prior to completion and that project prioritization findings will remain unchanged.

GENERAL MANAGER'S REPORT

Ms. Miller provided a brief report beginning on packet page 64, highlighting continued strong recharge numbers for the water year. Although not at the record-setting levels of recent years, the District has recharged over 35,000 acre-feet, including nearly 15,000 acre-feet of State Project Water to date.

She announced that on May 12, the District was selected as an award recipient under ACWA JPIA's H.R. LaBounty Safety Award Program, in recognition of staff participation in wilderness first aid training. Ms. Miller also shared that Environmental Intern Yesenia Yangin graduated with her Bachelor's degree in Environmental Biology from Cal Poly Pomona on May 17.

Ms. Miller acknowledged several finance-related accomplishments in May, including the FY26 budget adoption on May 21 and the kickoff meeting with the District's new audit consultant on May 19. She also provided updates to information in the packet: since the memo was written, the District has completed monitoring on all 141 San Bernardino kangaroo rat habitat sites listed under the Wash Plan HCP on packet page 65.

She further noted that on May 1, she and Mr. Colunga led a tour of the District's facilities for the Gage Canal Company with San Bernardino Valley Municipal Water District. Ms. Miller also represented the District at the ACWA Spring Conference, presenting on the groundwater modeling project as part of the ACWA's Spring Conference Innovation Panel for Clair Hill, and later shared insights at the Southern California Water Dialogue on May 28 regarding local groundwater recharge and storage. Finally, she acknowledged President McDonald's statewide leadership with ACWA JPIA and her re-election to the ACWA JPIA Executive Committee.

FUTURE AGENDA ITEMS AND STAFF TASKS

Directors Falcone and Longville requested approval to attend the CSDA's 2025 Annual Conference & Exhibitor Showcase, scheduled for August 25-28. Staff confirmed there is adequate time to include this item on the July Board agenda for consideration.

In response to concerns raised regarding lodging costs at past conferences, staff will reassess hotel options to ensure reasonable pricing and availability before confirming accommodations.

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

Director Falcone attended the following meetings:

- May 27 – Highland Chamber Luncheon
- May 28 – SBV Conservation Trust Meeting
- May 29 – UC Davis Groundwater Lecture #5
- June 2 – BTAC Committee Meeting
- June 3 – SBVMWD Board Meeting
- June 5 – SBVMWD Policy and Administration Workshop
- June 9 – SBVMWD Engineering Workshop

Director Longville attended the following meetings:

- May 28 – SBV Conservation Trust Meeting
- June 3 – SBVMWD Board Meeting
- June 11 – SBVWCD Board Meeting

Director Corneille attended the following meetings:

- May 28 – SBV Conservation Trust Meeting
- June 2 – Redlands Chamber State of the City
- June 6 – Redlands Chamber Rise & Shine
- June 11 – SBVWCD Board Meeting

President McDonald attended the following meetings:

- May 22 – SBVMWD Board of Directors Workshop
- May 29 – Region 9 ACWA Agenda Review Committee Meeting
- May 30 – ACWA State Legislative Committee Meeting
- June 2 – BTAC Committee Meeting
- June 3 – SBVMWD Board Meeting
- June 4 – SBVWCD to sign checks
- June 5 – SBVMWD Policy and Administration Workshop
- June 11 – SBVWCD Board Meeting

Board Member Comments

10. CLOSED SESSION

Ms. Miller stated that staff wished to discuss the items listed under Closed Session with the Board at 3:14 p.m.

It was moved by Director Corneille and seconded by Director Falcone to adjourn to Closed Session. The motion carried 4-0-1, with all Board members present voting in the affirmative.

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

At 4:30 p.m., the meeting was reconvened to an open session. Under Government Code Section 54957.1, there was no other reportable action during Closed Session.

11. ADJOURN MEETING

It was moved by Director Corneille and seconded by Director Falcone to adjourn. The motion carried 4-0-1, with all Directors present voting in the affirmative.

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

At 4:31 p.m. the meeting adjourned to the Board meeting scheduled for 1:30 p.m. on July 9, 2025, in-person, teleconference, and Teams meeting.

Betsy Miller
 General Manager

San Bernardino Valley Water Conservation District Expenditure Report June 2025

Num	Date	Name	Account	Class	Original Amount
PC 06.11.25	06/11/2025	Paychex	1012 · Citizens Busine...		-148.28
			6042 · Payroll Processing	4-General Fund Ent.	148.28
TOTAL					148.28
PC 06.25.25	06/23/2025	Paychex	1012 · Citizens Busine...		-144.25
			6042 · Payroll Processing	4-General Fund Ent.	144.25
TOTAL					144.25
25738	06/03/2025	San Bernardino Valley ...	1012 · Citizens Busine...		-83,965.07
			5126 · GW Sustainabilit...	1-Groundwater Ent.	83,965.07
TOTAL					83,965.07
25739	06/03/2025	ACWA/JPIA-Health	1012 · Citizens Busine...		-20,710.39
	06/02/2025		6110 · Vision Insurance	4-General Fund Ent.	46.85
			6110 · Vision Insurance	1-Groundwater Ent.	106.70
			6110 · Vision Insurance	2-Redlands Plaza/...	10.41
			6110 · Vision Insurance	3-Land Resources	36.44
			6110 · Vision Insurance	5-Wash Plan	2.60
			6110 · Vision Insurance	6-Active Recharge ...	57.26
			6130 · Dental Insurance	4-General Fund Ent.	141.56
			6130 · Dental Insurance	1-Groundwater Ent.	322.44
			6130 · Dental Insurance	2-Redlands Plaza/...	31.46
			6130 · Dental Insurance	3-Land Resources	110.10
			6130 · Dental Insurance	5-Wash Plan	7.86
			6130 · Dental Insurance	6-Active Recharge ...	173.02
			6150 · Medical Insurance	4-General Fund Ent.	3,539.46
			6150 · Medical Insurance	1-Groundwater Ent.	8,062.11
			6150 · Medical Insurance	2-Redlands Plaza/...	786.55
			6150 · Medical Insurance	3-Land Resources	2,752.92
			6150 · Medical Insurance	5-Wash Plan	196.64
			6150 · Medical Insurance	6-Active Recharge ...	4,326.01
TOTAL					20,710.39
25740	06/03/2025	Alan Salcedo	1012 · Citizens Busine...		-159.60
	05/28/2025		6510 · Mileage	4-General Fund Ent.	63.84
			6510 · Mileage	1-Groundwater Ent.	39.90
			6510 · Mileage	3-Land Resources	15.96
			6510 · Mileage	6-Active Recharge ...	39.90
TOTAL					159.60
25741	06/03/2025	Aliza Olmos	1012 · Citizens Busine...		-110.46
	05/23/2025		6510 · Mileage	4-General Fund Ent.	44.17
			6510 · Mileage	1-Groundwater Ent.	27.62
			6510 · Mileage	3-Land Resources	11.05
			6510 · Mileage	6-Active Recharge ...	27.62
TOTAL					110.46

San Bernardino Valley Water Conservation District

Expenditure Report

June 2025

Num	Date	Name	Account	Class	Original Amount
25742	06/03/2025	American Express	1012 · Citizens Busine...		-2,263.09
	05/23/2025		6002 · Website Adminis...	4-General Fund Ent.	365.00
			6027 · Computer Softw...	4-General Fund Ent.	34.20
			6027 · Computer Softw...	1-Groundwater Ent.	9.00
			6027 · Computer Softw...	2-Redlands Plaza/...	13.50
			6027 · Computer Softw...	3-Land Resources	13.50
			6027 · Computer Softw...	5-Wash Plan	4.50
			6027 · Computer Softw...	6-Active Recharge ...	15.30
			6525 · Meals	4-General Fund Ent.	19.80
			6525 · Meals	1-Groundwater Ent.	15.40
			6525 · Meals	3-Land Resources	8.80
			6530 · Lodging	4-General Fund Ent.	802.97
			6530 · Lodging	1-Groundwater Ent.	624.54
			6530 · Lodging	3-Land Resources	356.88
TOTAL					2,283.39
25743	06/03/2025	American Power Security	1012 · Citizens Busine...		-795.00
	05/31/2025		6026 · Redlands Plaza ...	2-Redlands Plaza/...	795.00
TOTAL					795.00
25744	06/03/2025	Betsy Miller	1012 · Citizens Busine...		-1,421.23
	06/03/2025		6510 · Mileage	4-General Fund Ent.	23.07
			6510 · Mileage	1-Groundwater Ent.	14.42
			6510 · Mileage	3-Land Resources	5.77
			6510 · Mileage	6-Active Recharge ...	14.42
			6515 · Air Fare	4-General Fund Ent.	344.90
			6515 · Air Fare	1-Groundwater Ent.	114.97
			6515 · Air Fare	3-Land Resources	275.92
			6515 · Air Fare	6-Active Recharge ...	413.88
			6520 · Travel, Other (re...	4-General Fund Ent.	96.25
			6520 · Travel, Other (re...	1-Groundwater Ent.	53.47
			6520 · Travel, Other (re...	3-Land Resources	64.16
TOTAL					1,421.23
25745	06/03/2025	Briana Boaz	1012 · Citizens Busine...		-1,000.00
	03/11/2025		6060 · Outreach	4-General Fund Ent.	300.00
			6060 · Outreach	1-Groundwater Ent.	200.00
			6060 · Outreach	3-Land Resources	300.00
			6060 · Outreach	5-Wash Plan	50.00
			6060 · Outreach	6-Active Recharge ...	150.00
TOTAL					1,000.00
25746	06/03/2025	Cities Digital, Inc.	1012 · Citizens Busine...		-693.00
	05/27/2025		6027 · Computer Softw...	4-General Fund Ent.	263.34
			6027 · Computer Softw...	1-Groundwater Ent.	69.30
			6027 · Computer Softw...	2-Redlands Plaza/...	103.95
			6027 · Computer Softw...	3-Land Resources	103.95
			6027 · Computer Softw...	5-Wash Plan	34.65
			6027 · Computer Softw...	6-Active Recharge ...	117.81
TOTAL					693.00

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25747	06/03/2025	Citizens Business Bank	1012 · Citizens Busine...		-7,425.43
	05/13/2025		5215 · Property Mainte...	1-Groundwater Ent.	382.21
			5215 · Property Mainte...	3-Land Resources	95.55
			5225 · Field Clean Up-II...	1-Groundwater Ent.	32.63
			5225 · Field Clean Up-II...	3-Land Resources	21.76
			6001 · General Adminis...	4-General Fund Ent.	39.40
			6001 · General Adminis...	1-Groundwater Ent.	39.40
			6002 · Website Adminis...	4-General Fund Ent.	9.00
			6004 · Meeting Expenses	4-General Fund Ent.	29.18
			6004 · Meeting Expenses	3-Land Resources	29.17
			6027 · Computer Softw...	4-General Fund Ent.	782.21
			6027 · Computer Softw...	1-Groundwater Ent.	205.85
			6027 · Computer Softw...	2-Redlands Plaza/...	308.77
			6027 · Computer Softw...	3-Land Resources	308.77
			6027 · Computer Softw...	5-Wash Plan	102.92
			6027 · Computer Softw...	6-Active Recharge ...	349.94
			6030 · Office Supplies	4-General Fund Ent.	117.25
			6030 · Office Supplies	1-Groundwater Ent.	78.17
			6030 · Office Supplies	2-Redlands Plaza/...	39.08
			6030 · Office Supplies	3-Land Resources	58.63
			6030 · Office Supplies	5-Wash Plan	19.54
			6030 · Office Supplies	6-Active Recharge ...	78.17
			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.	92.48
			6051 · Uniforms	1-Groundwater Ent.	215.80
			6060 · Outreach	1-Groundwater Ent.	48.86
			6060 · Outreach	1-Groundwater Ent.	32.57
			6060 · Outreach	3-Land Resources	48.86
			6060 · Outreach	5-Wash Plan	8.14
			6060 · Outreach	6-Active Recharge ...	24.43
			6093 · Memberships	4-General Fund Ent.	16.30
			6430 · Lodging	4-General Fund Ent.	681.75
			6525 · Meals	4-General Fund Ent.	132.50
			6525 · Meals	1-Groundwater Ent.	103.05
			6525 · Meals	3-Land Resources	58.89
			6535 · Conf/Seminar R...	4-General Fund Ent.	33.75
			6535 · Conf/Seminar R...	1-Groundwater Ent.	26.25
			6535 · Conf/Seminar R...	3-Land Resources	15.00
			7240 · Office Equipment	4-General Fund Ent.	664.80
			7240 · Office Equipment	1-Groundwater Ent.	930.72
			7240 · Office Equipment	2-Redlands Plaza/...	132.96
			7240 · Office Equipment	3-Land Resources	425.47
			7240 · Office Equipment	5-Wash Plan	79.78
			7240 · Office Equipment	6-Active Recharge ...	425.47
TOTAL					7,425.43
25748	06/03/2025	Corneille, Richard	1012 · Citizens Busine...		-1,884.53
	05/26/2025		6410 · Mileage	4-General Fund Ent.	536.20
			6425 · Meals	4-General Fund Ent.	169.58
			6430 · Lodging	4-General Fund Ent.	1,133.02
			6420 · Other Travel	4-General Fund Ent.	45.73
TOTAL					1,884.53
25749	06/03/2025	CPS HR Consulting	1012 · Citizens Busine...		-335.00
	05/29/2025		5120 · Misc. Profession...	4-General Fund Ent.	335.00
TOTAL					335.00

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25750	06/03/2025	David Cosgrove	1012 · Citizens Busine...		-2,089.70
	05/26/2025		6510 · Mileage	4-General Fund Ent.	202.80
			6510 · Mileage	1-Groundwater Ent.	126.75
			6510 · Mileage	3-Land Resources	50.70
			6510 · Mileage	6-Active Recharge ...	126.75
			6525 · Meals	4-General Fund Ent.	27.36
			6525 · Meals	1-Groundwater Ent.	21.28
			6525 · Meals	3-Land Resources	12.16
			6530 · Lodging	4-General Fund Ent.	624.10
			6530 · Lodging	1-Groundwater Ent.	485.42
			6530 · Lodging	3-Land Resources	277.38
			6520 · Travel, Other (re...	4-General Fund Ent.	60.75
			6520 · Travel, Other (re...	1-Groundwater Ent.	33.75
			6520 · Travel, Other (re...	3-Land Resources	40.50
TOTAL					2,089.70
25751	06/03/2025	Diamond Environment...	1012 · Citizens Busine...		-100.48
	05/19/2025		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					100.48
25752	06/03/2025	Dopudja and Wells Co...	1012 · Citizens Busine...		-7,976.00
	05/15/2025		5120 · Misc. Profession...	1-Groundwater Ent.	6,351.00
			7126 · PERC Engr/Prof...	6-Active Recharge ...	1,625.00
TOTAL					7,976.00
25753	06/03/2025	Empire Disposal	1012 · Citizens Busine...		-225.03
	05/31/2025		5460 · Water / Trash / ...	4-General Fund Ent.	101.26
			5460 · Water / Trash / ...	1-Groundwater Ent.	78.76
			5460 · Water / Trash / ...	3-Land Resources	22.51
			5460 · Water / Trash / ...	6-Active Recharge ...	22.50
TOTAL					225.03
25754	06/03/2025	Frontier-7275	1012 · Citizens Busine...		-202.63
	05/19/2025		5440 · Telephone	4-General Fund Ent.	41.94
			5440 · Telephone	1-Groundwater Ent.	17.48
			5440 · Telephone	6-Active Recharge ...	10.49
			5470 · Internet Services	4-General Fund Ent.	59.72
			5470 · Internet Services	1-Groundwater Ent.	33.18
			5470 · Internet Services	2-Redlands Plaza/...	6.64
			5470 · Internet Services	3-Land Resources	19.91
			5470 · Internet Services	6-Active Recharge ...	13.27
TOTAL					202.63

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Num	Date	Name	Account	Class	Original Amount
25755	06/03/2025	Frontier-9942	1012 · Citizens Busine...		-83.48
	05/15/2025		5470 · Internet Services	4-General Fund Ent.	37.57
			5470 · Internet Services	1-Groundwater Ent.	20.87
			5470 · Internet Services	2-Redlands Plaza/...	4.17
			5470 · Internet Services	3-Land Resources	12.52
			5470 · Internet Services	6-Active Recharge ...	8.35
TOTAL					83.48
25756	06/03/2025	Hamilton Raye	1012 · Citizens Busine...		-2,080.00
	05/29/2025		5120 · Misc. Profession...	4-General Fund Ent.	228.80
			5120 · Misc. Profession...	1-Groundwater Ent.	1,102.40
			5120 · Misc. Profession...	3-Land Resources	748.80
TOTAL					2,080.00
25757	06/03/2025	IERCD	1012 · Citizens Busine...		-9,350.00
	05/22/2025		6060 · Outreach	4-General Fund Ent.	2,805.00
			6060 · Outreach	1-Groundwater Ent.	2,337.50
			6060 · Outreach	3-Land Resources	2,805.00
			6060 · Outreach	6-Active Recharge ...	1,402.50
TOTAL					9,350.00
25758	06/03/2025	Intertelligence	1012 · Citizens Busine...		-660.00
	05/30/2025		5120 · Misc. Profession...	4-General Fund Ent.	660.00
TOTAL					660.00
25759	06/03/2025	Layne Construction, Inc.	1012 · Citizens Busine...		-29,789.57
	06/02/2025		7140 · Mentone Propert...	1-Groundwater Ent.	29,789.57
TOTAL					29,789.57
25760	06/03/2025	Minds Illustrated	1012 · Citizens Busine...		-8,280.00
	06/02/2025		5120 · Misc. Profession...	4-General Fund Ent.	1,260.00
			5120 · Misc. Profession...	6-Active Recharge ...	7,020.00
TOTAL					8,280.00
25761	06/03/2025	PCtronics	1012 · Citizens Busine...		-19,477.23
	05/20/2025		5120 · Misc. Profession...	4-General Fund Ent.	16,250.00
	06/01/2025		5160 · IT Support	4-General Fund Ent.	750.00
			5160 · IT Support	1-Groundwater Ent.	1,125.00
			5160 · IT Support	3-Land Resources	250.00
			5160 · IT Support	5-Wash Plan	125.00
			5160 · IT Support	6-Active Recharge ...	250.00
	06/01/2025		6027 · Computer Softw...	4-General Fund Ent.	276.36
			6027 · Computer Softw...	1-Groundwater Ent.	72.72
			6027 · Computer Softw...	2-Redlands Plaza/...	109.08
			6027 · Computer Softw...	3-Land Resources	109.08
			6027 · Computer Softw...	5-Wash Plan	36.36
			6027 · Computer Softw...	6-Active Recharge ...	123.63
TOTAL					19,477.23

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25762	06/03/2025	Q3 Consulting, Inc.	1012 · Citizens Busine...		-20,705.50
	05/31/2025		7126 · PERC Engr/Prof...	6-Active Recharge ...	20,705.50
TOTAL					20,705.50
25763	06/03/2025	Quill Corporation	1012 · Citizens Busine...		-225.82
	05/16/2025		6030 · Office Supplies	4-General Fund Ent.	67.76
			6030 · Office Supplies	1-Groundwater Ent.	45.16
			6030 · Office Supplies	2-Redlands Plaza/...	22.58
			6030 · Office Supplies	3-Land Resources	33.87
			6030 · Office Supplies	5-Wash Plan	11.29
			6030 · Office Supplies	6-Active Recharge ...	45.16
TOTAL					225.82
25764	06/03/2025	Unlimited Services	1012 · Citizens Busine...		-800.00
	06/01/2025		6018 · Janitorial Services	4-General Fund Ent.	800.00
TOTAL					800.00
25765	06/03/2025	Water Systems Consult...	1012 · Citizens Busine...		-1,251.25
	04/30/2025		7126 · PERC Engr/Prof...	6-Active Recharge ...	1,251.25
TOTAL					1,251.25
25766	06/03/2025	Wilbur's	1012 · Citizens Busine...		-75.15
	05/13/2025		5210 · Equipment Maint...	1-Groundwater Ent.	75.15
TOTAL					75.15
25767	06/03/2025	Betsy Miller	1012 · Citizens Busine...		-40.00
	06/03/2025		6001 · General Adminis...	4-General Fund Ent.	40.00
TOTAL					40.00
25768	06/17/2025	Bear Valley Mutual Wat...	1012 · Citizens Busine...		-500.00
23285	06/17/2025	Bear Valley Mutual Wate...	1200 · Accounts Receiv...		-5,000.00
TOTAL					-5,000.00
25769	06/17/2025	Aaron Pederson	1012 · Citizens Busine...		-45.00
	06/08/2025		6018 · Janitorial Services	4-General Fund Ent.	45.00
TOTAL					45.00
25770	06/17/2025	Allison Zecher	1012 · Citizens Busine...		-39.20
	06/17/2025		6510 · Mileage	4-General Fund Ent.	15.68
			6510 · Mileage	1-Groundwater Ent.	9.80
			6510 · Mileage	3-Land Resources	3.92
			6510 · Mileage	6-Active Recharge ...	9.80
TOTAL					39.20

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Num	Date	Name	Account	Class	Original Amount
25771	06/17/2025	Betsy Miller	1012 · Citizens Busine...		-706.26
	06/12/2025		6510 · Mileage	4-General Fund Ent.	65.43
			6510 · Mileage	1-Groundwater Ent.	40.90
			6510 · Mileage	3-Land Resources	16.36
			6510 · Mileage	6-Active Recharge ...	40.90
			6515 · Air Fare	4-General Fund Ent.	101.54
			6515 · Air Fare	1-Groundwater Ent.	33.85
			6515 · Air Fare	3-Land Resources	81.24
			6515 · Air Fare	6-Active Recharge ...	121.85
			6520 · Travel, Other (re...	4-General Fund Ent.	91.89
			6520 · Travel, Other (re...	1-Groundwater Ent.	51.05
			6520 · Travel, Other (re...	3-Land Resources	61.25
TOTAL					706.26
25772	06/17/2025	City of Redlands -Muni...	1012 · Citizens Busine...		-2,803.65
	05/22/2025		6026 · Redlands Plaza ...	2-Redlands Plaza/...	2,803.65
TOTAL					2,803.65
25773	06/17/2025	East Valley Water Distr...	1012 · Citizens Busine...		-221.93
	06/05/2025		5120 · Misc. Profession...	3-Land Resources	221.93
TOTAL					221.93
25774	06/17/2025	Edison - 6256 (Redland...	1012 · Citizens Busine...		-167.95
	05/30/2025		6026 · Redlands Plaza ...	2-Redlands Plaza/...	167.95
TOTAL					167.95
25775	06/17/2025	Edison - 6493	1012 · Citizens Busine...		-99.32
	06/11/2025		5420 · Electricity	4-General Fund Ent.	27.82
			5420 · Electricity	1-Groundwater Ent.	19.86
			5420 · Electricity	2-Redlands Plaza/...	41.71
			5420 · Electricity	6-Active Recharge ...	9.93
TOTAL					99.32
25776	06/17/2025	Edison - 8958	1012 · Citizens Busine...		-424.01
	06/06/2025		5420 · Electricity	4-General Fund Ent.	118.72
			5420 · Electricity	1-Groundwater Ent.	84.80
			5420 · Electricity	2-Redlands Plaza/...	178.08
			5420 · Electricity	6-Active Recharge ...	42.41
TOTAL					424.01
25777	06/17/2025	Edison - 9779	1012 · Citizens Busine...		-316.24
	05/30/2025		5420 · Electricity	4-General Fund Ent.	88.55
			5420 · Electricity	1-Groundwater Ent.	63.25
			5420 · Electricity	2-Redlands Plaza/...	132.82
			5420 · Electricity	6-Active Recharge ...	31.62
TOTAL					316.24

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25778	06/17/2025	Frontier-4860	1012 · Citizens Busine...		-199.97
	05/28/2025		5440 · Telephone	4-General Fund Ent.	119.98
			5440 · Telephone	1-Groundwater Ent.	49.99
			5440 · Telephone	6-Active Recharge ...	30.00
TOTAL					199.97
25779	06/17/2025	Geoscience	1012 · Citizens Busine...		-3,130.00
	06/13/2025		5120 · Misc. Profession...	1-Groundwater Ent.	3,130.00
TOTAL					3,130.00
25780	06/17/2025	Home Depot Credit Ser...	1012 · Citizens Busine...		-120.70
	05/28/2025		6012 · Office Maintenanc...	4-General Fund Ent.	38.72
			6012 · Office Maintenanc...	2-Redlands Plaza/...	58.09
			5210 · Equipment Maint...	1-Groundwater Ent.	23.89
TOTAL					120.70
25781	06/17/2025	Horizon Water	1012 · Citizens Busine...		-79.25
	06/10/2025		5460 · Water / Trash / ...	4-General Fund Ent.	35.65
			5460 · Water / Trash / ...	1-Groundwater Ent.	27.74
			5460 · Water / Trash / ...	3-Land Resources	7.93
			5460 · Water / Trash / ...	6-Active Recharge ...	7.93
TOTAL					79.25
25782	06/17/2025	IERCD	1012 · Citizens Busine...		-3,686.58
	05/27/2025		5120 · Misc. Profession...	3-Land Resources	3,686.58
TOTAL					3,686.58
25783	06/17/2025	Katz & Associates Inc.	1012 · Citizens Busine...		-1,660.00
	06/04/2025		6060 · Outreach	4-General Fund Ent.	581.00
			6060 · Outreach	1-Groundwater Ent.	332.00
			6060 · Outreach	3-Land Resources	498.00
			6060 · Outreach	6-Active Recharge ...	249.00
TOTAL					1,660.00
25784	06/17/2025	Layne Construction, Inc.	1012 · Citizens Busine...		-21,600.00
	06/17/2025		7140 · Mentone Propert...	1-Groundwater Ent.	21,600.00
TOTAL					21,600.00

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25785	06/17/2025	Milan Mitrovich	1012 · Citizens Busine...		-237.11
	06/09/2025		6525 · Meals	4-General Fund Ent.	32.45
			6525 · Meals	1-Groundwater Ent.	25.24
			6525 · Meals	3-Land Resources	14.42
			6520 · Travel, Other (re...	4-General Fund Ent.	56.25
			6520 · Travel, Other (re...	1-Groundwater Ent.	31.25
			6520 · Travel, Other (re...	3-Land Resources	37.50
			6001 · General Adminis...	4-General Fund Ent.	40.00
TOTAL					237.11
25786	06/17/2025	O'Reilly	1012 · Citizens Busine...		-20.65
	06/13/2025		5210 · Equipment Maint...	1-Groundwater Ent.	20.65
TOTAL					20.65
25787	06/17/2025	PEAC Solutions-Marlin...	1012 · Citizens Busine...		-337.44
	06/02/2025		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
25788	06/17/2025	Quill Corporation	1012 · Citizens Busine...		-132.68
	05/29/2025		6030 · Office Supplies	4-General Fund Ent.	39.80
			6030 · Office Supplies	1-Groundwater Ent.	26.54
			6030 · Office Supplies	2-Redlands Plaza/...	13.27
			6030 · Office Supplies	3-Land Resources	19.90
			6030 · Office Supplies	5-Wash Plan	6.63
			6030 · Office Supplies	6-Active Recharge ...	26.54
TOTAL					132.68
25789	06/17/2025	RDO Equipment Comp.	1012 · Citizens Busine...		-9,231.50
	06/06/2025		5050 · Basin Cleaning	1-Groundwater Ent.	9,231.50
TOTAL					9,231.50
25790	06/17/2025	Smart & Final	1012 · Citizens Busine...		-205.88
136	06/11/2025		6004 · Meeting Expenses	4-General Fund Ent.	86.64
			6004 · Meeting Expenses	3-Land Resources	86.63
			6019 · Janitorial Supplies	4-General Fund Ent.	32.61
TOTAL					205.88
25791	06/17/2025	SoCalGas	1012 · Citizens Busine...		-35.89
	06/13/2025		5450 · Natural Gas	4-General Fund Ent.	17.95
			5450 · Natural Gas	1-Groundwater Ent.	10.77
			5450 · Natural Gas	6-Active Recharge ...	7.17
TOTAL					35.89

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25792	06/17/2025	Terminix	1012 · Citizens Busine...		-107.72
	06/02/2025		6026 · Redlands Plaza ...	2-Redlands Plaza/...	107.72
TOTAL					107.72
25793	06/17/2025	Trench Shoring Compa...	1012 · Citizens Busine...		-14,463.21
SQ20004713	06/16/2025		7110 · Property Capital ...	1-Groundwater Ent.	14,463.21
TOTAL					14,463.21
25794	06/17/2025	Urban Water Institute	1012 · Citizens Busine...		-650.00
	06/13/2025		6535 · Conf/Seminar R...	4-General Fund Ent.	292.50
			6535 · Conf/Seminar R...	1-Groundwater Ent.	227.50
			6535 · Conf/Seminar R...	3-Land Resources	130.00
TOTAL					650.00
25795	06/17/2025	Visual Edge IT, Inc.	1012 · Citizens Busine...		-414.22
	05/22/2025		6033 · Office Equipmen...	4-General Fund Ent.	310.67
			6033 · Office Equipmen...	1-Groundwater Ent.	20.71
			6033 · Office Equipmen...	2-Redlands Plaza/...	62.13
			6033 · Office Equipmen...	3-Land Resources	20.71
TOTAL					414.22
25796	06/17/2025	WEX Bank-Shell	1012 · Citizens Busine...		-1,457.50
	06/06/2025		5320 · Fuel	1-Groundwater Ent.	1,457.50
TOTAL					1,457.50
25797	06/17/2025	Yesenia Yangin	1012 · Citizens Busine...		-206.92
	06/10/2025		6510 · Mileage	4-General Fund Ent.	82.77
			6510 · Mileage	1-Groundwater Ent.	51.73
			6510 · Mileage	3-Land Resources	20.69
			6510 · Mileage	6-Active Recharge ...	51.73
TOTAL					206.92
25798	06/17/2025	Betsy Miller	1012 · Citizens Busine...		-95.20
	02/01/2025		6510 · Mileage	4-General Fund Ent.	38.08
			6510 · Mileage	1-Groundwater Ent.	23.80
			6510 · Mileage	3-Land Resources	9.52
			6510 · Mileage	3-Land Resources	23.80
TOTAL					95.20

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Num	Date	Name	Account	Class	Original Amount
25799	06/18/2025	Betsy Miller	1012 · Citizens Busine...		-1,477.83
	06/18/2025		6510 · Mileage	4-General Fund Ent.	112.49
			6510 · Mileage	1-Groundwater Ent.	70.32
			6510 · Mileage	3-Land Resources	28.13
			6510 · Mileage	6-Active Recharge ...	70.32
			6525 · Meals	4-General Fund Ent.	142.70
			6525 · Meals	1-Groundwater Ent.	111.00
			6525 · Meals	3-Land Resources	63.43
			6425 · Meals	4-General Fund Ent.	739.96
			6515 · Air Fare	4-General Fund Ent.	41.84
			6515 · Air Fare	1-Groundwater Ent.	13.95
			6515 · Air Fare	3-Land Resources	33.48
			6515 · Air Fare	6-Active Recharge ...	50.21
TOTAL					1,477.83
25800	06/30/2025	CA Public Employees' ...	1012 · Citizens Busine...		-35,583.90
100000017959...	06/19/2025		6170 · PERS Retirement	4-General Fund Ent.	35,583.90
TOTAL					35,583.90
100386N	06/02/2025	PERS	1012 · Citizens Busine...		-3,112.50
			6170 · PERS Retirement	4-General Fund Ent.	560.25
			6170 · PERS Retirement	1-Groundwater Ent.	1,276.12
			6170 · PERS Retirement	2-Redlands Plaza/...	124.51
			6170 · PERS Retirement	3-Land Resources	435.75
			6170 · PERS Retirement	5-Wash Plan	31.13
			6170 · PERS Retirement	6-Active Recharge ...	684.74
TOTAL					3,112.50
100387N	06/11/2025	PERS	1012 · Citizens Busine...		-10,826.24
			6170 · PERS Retirement	4-General Fund Ent.	1,948.72
			6170 · PERS Retirement	1-Groundwater Ent.	4,438.76
			6170 · PERS Retirement	2-Redlands Plaza/...	433.06
			6170 · PERS Retirement	3-Land Resources	1,515.67
			6170 · PERS Retirement	5-Wash Plan	108.26
			6170 · PERS Retirement	6-Active Recharge ...	2,381.77
TOTAL					10,826.24

San Bernardino Valley Water Conservation District
Director Fees Expenditure Payroll Report

June 2025

Pay Date	Name	For Period	Director Fees	Taxes Withheld	Check Amt
6/11/2025	Mark Falcone	May-25	\$ 1,662.00	\$ 305.75	\$ 1,356.25
6/11/2025	Melody McDonald	May-25	\$ 554.00	\$ 49.02	\$ 504.98
6/11/2025	John Longville	Apr, May 25	\$ 3,601.00	\$ 1,618.75	\$ 1,982.25
6/25/2025	Melody McDonald	Jun-25	\$ 2,770.00	\$ 478.85	\$ 2,291.15



MEMORANDUM

No. 2120

To: Board of Directors
**From: Angie Quiroga, Senior Administrative Analyst
Betsy Miller, General Manager**
Date: July 9, 2025
Subject: Unaudited Financial Reports for June 2025

RECOMMENDATION

Staff recommends approval of the Unaudited Financial Reports for June 2025 as presented.

BACKGROUND AND DISCUSSION

Staff presents a monthly unaudited financial report for the District at each Board meeting. The reports presented here cover the period ending June 30, 2025.

The following provides a summary of key budget variances across major accounts as of year-end, highlighting both over- and under-budget items based on actual revenues and expenditures.

- Interest Income significantly exceeded the budget due to interest rate increases over prior years.
- Based on higher-than-expected revenue for the July-December 2024 groundwater assessment period and projected revenue for the current six-month assessment period, GL 4022 Groundwater Charge is expected to end the year over budget.
- GL 4031 Plant Site-Cemex exceeded the budget with adjusted plant site rent.
- GL 4032 Mining Revenue came in under budget with adjustments for the agreement with CEMEX.
- GL 4036 Aggregate Maintenance is over budget due to sales under the materials processing license, as well as a special materials processing project which is now completed.
- GL 4043 Project Salary Reimbursement received higher than expected reimbursements as significant work was completed on several mitigation agreements.
- GL 4065 Redlands Plaza came in under budget due to loss of tenant mid-year.
- GL 5123 Habitat Management for Wash Plan is over budget due to required Wash Plan implementation tasks.
- GL Basin Cleaning 5050 is currently under budget with additional invoices expected.
- Total 5400 Utilities ended the year over budget due to increased expenses for phone and internet service and water, trash, and sewer.

BOARD OF DIRECTORS

Division 1
Richard Corneille

Division 2
Mark E. Falcone

Division 3
Robert Stewart

Division 4
John Longville

Division 5
Melody McDonald

GENERAL MANAGER

Betsy Miller

- GL 6001 General Administration-Other is over budget due to postings for job recruitments and staff ergonomic assessments.
- GL 6060 Outreach is currently under budget with additional invoices still expected.

Additional accruals will be made and shown in the Audited Financials presented as part of the Audit.

FISCAL IMPACT

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

POTENTIAL MOTIONS

1. Approve the Unaudited Financial Reports for June 2025 as presented.
2. Refer this item to the Finance & Administration Committee to consider specific issues.

ATTACHMENTS

Income Statement (Unaudited) for June 2025
Expense Detail Report
YTD (Year-to-Date) Graphs
Capital Improvement Projects Expense Report
Cash Status & Enterprise Tables
Monthly Report of Investment Transactions



Income Statement (Unaudited)

For the Period July 1, 2024 through June 30, 2025

	Current Month	YTD Actual	Annual Budget	YTD vs Total Budget %	
INCOME					
4010	Interest Income	\$ 184,888	\$ 2,325,805	\$ 1,660,000	140%
4020	Groundwater Charge	-	1,248,456	\$ 1,440,349	87%
4025	Wash Plan Revenue	18,106	408,509	\$ 120,255	340%
4030	Mining Income	203,686	587,655	\$ 713,000	82%
4040	Miscellaneous Income	-	78,505	\$ 95,375	82%
4043	Project Salary Reim.	-	114,033	\$ 53,154	215%
4050	Property Tax	87	246,273	\$ 169,775	145%
4051	Wash Plan Trails	-	-	\$ 66,000	0%
4055	SBVMWD Spreading Agre. Reim.	-	493,880	\$ 502,542	98%
4060	Property Income	-	200	\$ 100	200%
4065	Redlands Plaza	13,315	188,106	\$ 201,162	94%
4066	Redlands Plaza CAM	3,908	52,264	\$ 47,554	110%
4080	Exchange Plan	40,500	40,500	\$ -	
4999	Trust Reimbursement - WP	-	-	\$ -	
	TOTAL INCOME	464,490	5,784,185	5,069,267	114%
EXPENSE					
5040	Regional Programs	-	2,580	2,580	100%
5050	Basin Cleaning	13,193	191,309	250,000	77%
5100	Professional Services	117,111	725,850	882,362	82%
5133	Regional River HCP Cont.	-	-	30,000	0%
5200	Field Operations	725	70,957	115,000	62%
5223	Temp. Field Labor	-	3,525	10,000	35%
5300	Vehicle Operations	1,754	29,622	45,626	65%
5400	Utilities	1,752	34,330	33,137	104%
6000	General Administration	13,451	330,990	437,406	76%
6100	Benefits	68,714	539,238	720,602	75%
6200	Salaries	138,043	1,510,562	2,107,738	72%
6300	Insurance	-	74,909	55,256	136%
6400	Board of Directors	10,340	151,347	188,110	80%
6500	Admin/Staff Expenses	4,520	48,776	53,075	92%
9999	Contribution to Cap. Maint	-	-	50,000	0%
	TOTAL EXPENSES	369,604	3,713,996	4,980,891	75%
	NET INCOME / (LOSS) Before CIP	94,886	2,070,189	88,376	2342%
	Capital Improvement Projects	139,502	2,131,624	4,836,961	44%
	Net Income / (loss)	(44,615)	(61,434)	(4,748,586)	1%



Expense Detail (Unaudited)
For the Period July 1, 2024 through June 30, 2025

		Current Month	YTD Actual	Annual Budget	YTD vs Total Budget %
EXPENSE					
Regional Programs					
5080	LAFCO Cont.	\$ -	\$ 2,580	\$ 2,580	100%
	Total Regional Programs	-	2,580	2,580	100%
Basin Cleaning					
5050	Basin Cleaning	13,193	191,309	250,000	77%
	Total Basin Cleaning	13,193	191,309	250,000	77%
Professional Services					
5120	Misc. Professional Services	23,908	400,210	558,875	72%
5122	Wash Plan	-	6,500	-	
5123	Habitat Management - WP	4,237	141,408	87,590	161%
5125	Engineering Services	-	7,492	35,000	21%
5126	GW Sustainability	83,965	83,965	-	
5127	Project Accounting	-	5,623	7,500	75%
5130	Aerial Photography	-	673	2,547	26%
5155	WP Trails	-	-	100,000	0%
5160	IT Support	5,000	35,281	34,500	102%
5170	Audit	-	30,960	31,350	99%
5180	Legal	-	13,738	25,000	55%
	Total Professional Services	117,111	725,850	882,362	82%
Regional River HCP Cont.					
5133	Regional River HCP Cont.	-	-	30,000	0%
	Total Regional River HCP Con	-	-	30,000	0%
Field Operations					
5210	Equipment Maint.	21	13,991	15,000	93%
5215	Property Maint.	704	7,397	40,000	18%
5225	Field Clean Up	-	49,569	60,000	83%
	Total Field Operations	725	70,957	115,000	62%
Temp. Field Labor					
5223	Temp. Field Labor	-	3,525	10,000	35%
	Total Temp. Field Labor	-	3,525	10,000	35%



Expense Detail (Unaudited)
For the Period July 1, 2024 through June 30, 2025

		Current Month	YTD Actual	Annual Budget	YTD vs Total Budget %
Vehicle Operations					
5310	Vehicle Maintenance	92	7,354	10,626	69%
5320	Fuel	1,662	22,269	35,000	64%
	Total Vehicle Operations	1,754	29,622	45,626	65%
Utilities					
5410	Alarm Service	-	3,540	1,260	281%
5420	Electricity	523	10,858	11,032	98%
5430	Mobile Phone	500	5,800	7,508	77%
5440	Telephone	71	4,186	3,240	129%
5450	Natural Gas	36	1,432	2,350	61%
5460	Water / Trash / Sewer	405	5,214	4,490	116%
5470	Internet	217	3,300	3,257	101%
	Total Utilities	1,752	34,330	33,137	104%
General Admin.					
6001	General Admin. - Other	825	16,113	6,000	269%
6002	Website Administration	374	4,588	6,300	73%
6004	Meetings	173	2,558	2,500	102%
6006	Permits	-	4,103	15,000	27%
6007	Inter District Costs	-	500	10,000	5%
6009	Licenses	-	2,440	2,000	122%
6010	Surety Bond	-	3,025	1,900	159%
6012	Office Maintenance	-	2,762	10,000	28%
6013	Office Lease	4,167	50,000	50,000	100%
6015	Mentone House Maint.	-	89	4,000	2%
6016	Redlands Plaza Maint.	-	2,200	20,000	11%
6018	Janitorial Services	845	9,976	10,560	94%
6019	Janitorial Supplies	33	686	450	152%
6020	Vacancy Marketing	-	-	5,000	0%
6024	Computer Equipment	337	337	3,150	11%
6026	Redlands Plaza CAM	1,893	49,822	47,554	105%
6027	Computer Software	1,568	22,101	23,250	95%
6030	Office Supplies	76	10,158	10,000	102%



Expense Detail (Unaudited)
For the Period July 1, 2024 through June 30, 2025

		Current Month	YTD Actual	Annual Budget	YTD vs Total Budget %
6033	Office Equipment Rental	620	8,902	8,100	110%
6036	Printing	-	2,500	2,500	100%
6039	Postage	123	2,239	1,200	187%
6042	Payroll Processing	293	4,425	5,000	89%
6045	Bank Service Fee	260	2,377	10,000	24%
6051	Uniforms	188	2,814	3,209	88%
6060	Outreach	1,660	62,516	130,000	48%
6087	Educational Reimb.	-	225	5,000	5%
6090	Subscriptions	-	2,834	3,150	90%
6091	Public Notices	-	6,497	4,000	162%
6093	Memberships	16	54,202	37,583	144%
	Total General Admin.	13,451	330,990	437,406	76%
	Benefits				
6110	Vision	260	2,863	3,735	77%
6120	Workers Comp.	-	14,355	27,435	52%
6130	Dental	786	9,466	14,299	66%
6150.01	Medical Employee Cont.	(2,229)	(27,250)	(39,230)	69%
6150	Medical - Other	19,664	241,292	328,027	74%
6160	Payroll Taxes - Employer	10,329	103,804	138,849	75%
6170.01	PERS Employee Cont.	(5,438)	(60,076)	(85,805)	70%
6170.02	457 Plan Employee Cont.	(4,180)	(53,200)	-	
6170	PERS - Other	49,523	307,985	333,293	92%
	Total Benefits	68,714	539,238	720,602	75%
	Salaries				
6230	Regular Salaries	138,043	1,510,562	2,107,738	72%
	Total Salaries	138,043	1,510,562	2,107,738	72%
	Insurance				
6310	Property / Auto	-	9,323	8,036	116%
6320	General Liability	-	65,587	47,220	139%
	Total Insurance	-	74,909	55,256	136%

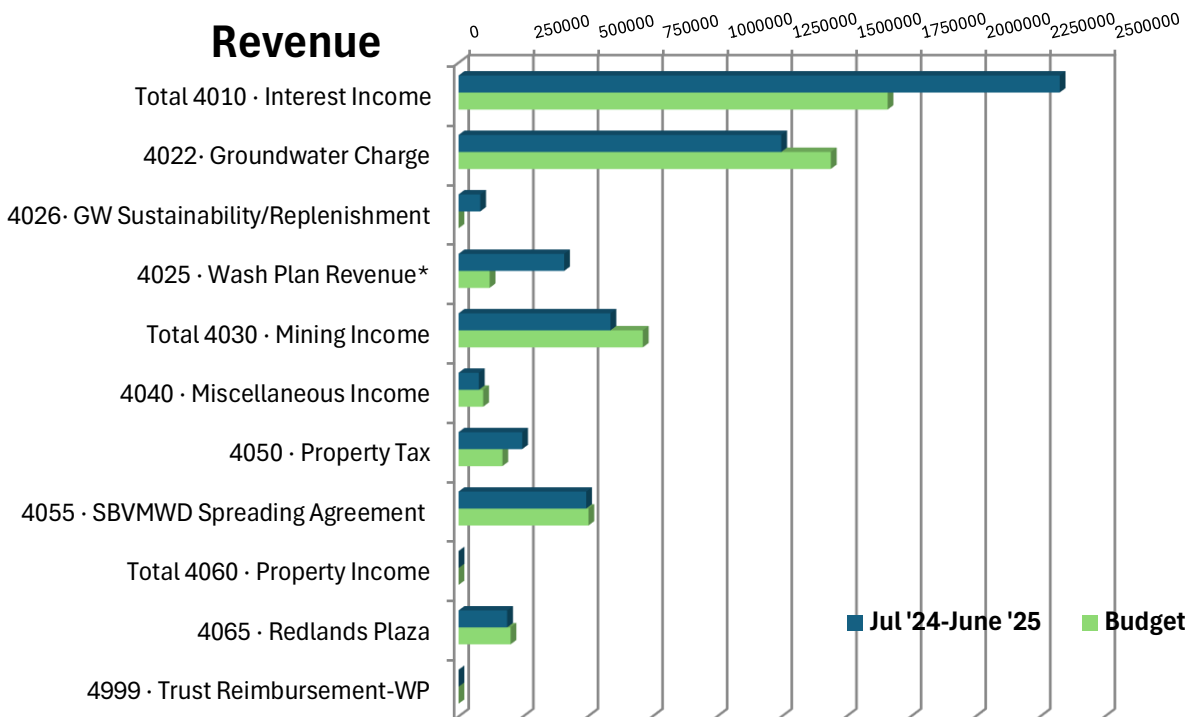


Expense Detail (Unaudited)
 For the Period July 1, 2024 through June 30, 2025

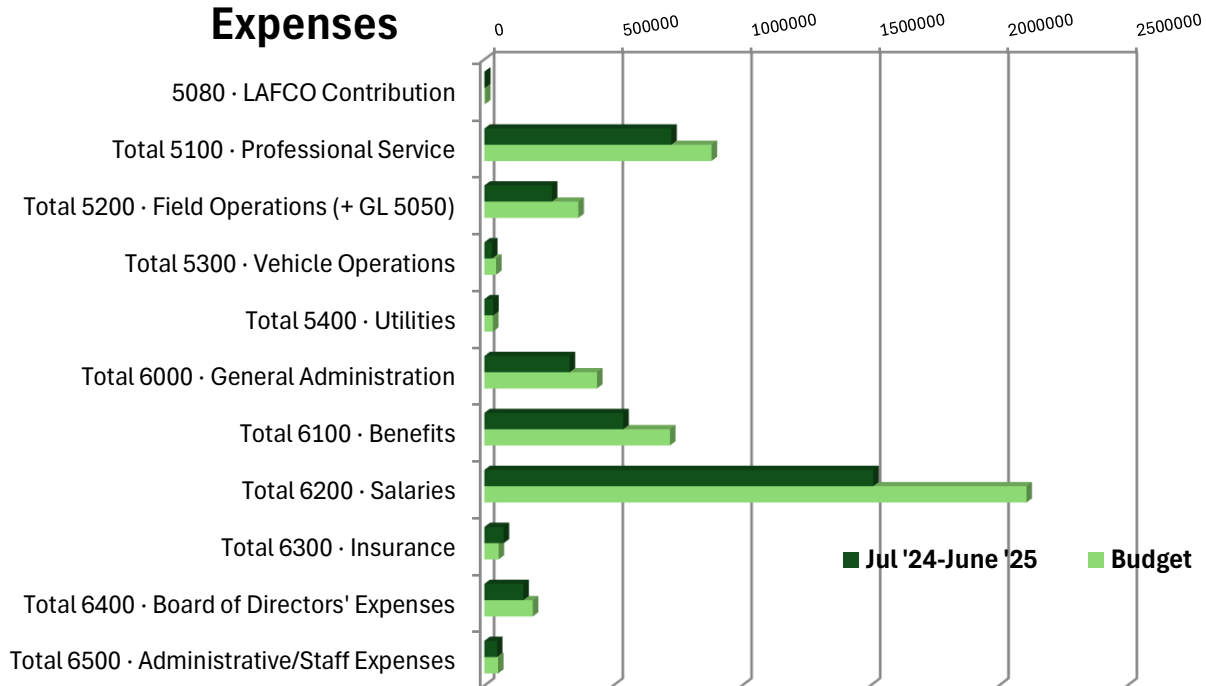
		Current Month	YTD Actual	Annual Budget	YTD vs Total Budget %
Directors' Expense					
6401.5	Payroll Taxes	731	7,800	-	
6401	Directors' Fees - Other	8,587	97,068	110,600	88%
6410	Mileage	-	2,056	5,324	39%
6415	Air Fare	-	1,474	4,883	30%
6420	Travel - Other	-	138	666	21%
6425	Meals	1,022	2,978	4,659	64%
6430	Lodging	-	2,711	5,324	51%
6435	Conf / Seminar Registration	-	5,801	6,655	87%
6440	Election Fees	-	31,322	50,000	63%
	Total Directors' Expense	10,340	151,347	188,110	80%
Admin / Staff Expenses					
6510	Mileage	816	4,535	3,025	150%
6515	Air Fare	1,628	3,091	6,750	46%
6520	Travel - Other	543	1,077	1,500	72%
6525	Meals	833	5,488	4,725	116%
6530	Lodging	-	10,232	8,800	116%
6535	Conf / Seminar Registration	700	24,352	28,275	86%
	Total Admin / Staff Expenses	4,520	48,776	53,075	92%
9999	Contributions to Cap. Maint.	-	-	50,000	0%
	Total Expenses	369,604	3,713,996	4,980,891	75%

Year-to-Date Graphs

Revenue



Expenses





Capital Improvement Projects (Unaudited)

For the Period July 1, 2024 through June 30, 2025

		Current Month	YTD Actual	Annual Budget	YTD vs Total Budget %
Construction					
7010	Materials	\$ -	\$ -	\$ 12,000	0%
	Total Construction	\$ -	\$ -	\$ 12,000	0%
Land & Buildings					
7110	Property Cap. Repairs	\$ 14,463	\$ 17,945	\$ 590,000	3%
7120	Property - Land Purchase	\$ -	\$ 26,013	\$ 70,000	37%
7126	PERC Engr/Prof Services	\$ 44,638	\$ 1,591,747	\$ 2,419,256	66%
7130	Mentone Property - House	\$ -	\$ -	\$ 7,000	0%
7140	Mentone Property - Shop	\$ 67,590	\$ 348,640	\$ 854,204	41%
7150	Mill Creek Diversion	\$ -	\$ -	\$ 250,000	0%
7151	Mill Creek Permitting	\$ 10,212	\$ 76,235	\$ 187,101	41%
7160	Mendoza Property	\$ -	\$ -	\$ 137,000	0%
	Total Land & Building	\$ 136,902	\$ 2,060,579	\$ 4,514,561	46%
Equipment & Vehicles					
7210	Computer Hardware	\$ -	\$ 4,952	\$ 10,000	50%
7220	Computer Software	\$ -	\$ 5,417	\$ 5,000	108%
7230	Field Equip. Vehicles	\$ -	\$ 49,295	\$ 140,000	35%
7240	Office Equipment	\$ 2,599	\$ 11,381	\$ 30,400	37%
	Total Equipment & Vehicles	\$ 2,599	\$ 71,044	\$ 185,400	38%
Professional Services					
7438	Engineering Services - Other	\$ -	\$ -	\$ 125,000	0%
	Total Professional Services	\$ -	\$ -	\$ 125,000	0%
	Total Capital Improvement Projects	\$ 139,502	\$ 2,131,624	\$ 4,836,961	44%

Cash Status	As of 7/1/2024	As of 06/30/25
LAIF	\$ 1,026.17	\$ 1,073.98
Citizens Bank	\$ 601,274.36	\$ 737,578.43
UBS Financial-Gen	\$ 5,618,122.33	\$ 3,184,116.74
UBS Financial-PERC	\$ 28,215,679.82	\$ 27,803,710.12
US Bank-CAMP Gen	\$ 4,307,416.23	\$ 4,786,841.16
US Bank-CAMP PERC	\$ 5,188,179.38	\$ 9,866,356.13
Total	\$ 43,931,698.29	\$ 46,379,676.56
Less Prepaid Royalty	\$ (5,000,000.00)	\$ (5,000,000.00)
Less PERC Obligation	\$ (35,292,240.70)	\$ (35,027,806.17)
Cash Position	\$ 3,639,457.59	\$ 6,351,870.39

Enterprise	Actual	Budget	% of Budget
Groundwater Revenue	\$ 1,652,971	\$ 1,915,637	86%
Groundwater Expense	\$ 1,333,785	\$ 2,103,514	63%
Revenue -Expense	\$ 319,186	\$ (187,877)	
Redlands Plaza Revenue	\$ 240,570	\$ 248,816	97%
Redlands Plaza Expense	\$ 123,860	\$ 221,254	56%
Revenue -Expense	\$ 116,710	\$ 27,562	
Land Enterprise Revenue	\$ 720,743	\$ 796,500	90%
Land Enterprise Expense	\$ 467,429	\$ 810,501	58%
Revenue -Expense	\$ 253,314	\$ (14,001)	
General Fund Revenue *	\$ 1,220,475	\$ 956,808	128%
General Fund Expense	\$ 1,210,483	\$ 971,560	125%
Revenue -Expense	\$ 9,991	\$ (14,752)	
Wash Plan Revenue	\$ 408,509	\$ 120,255	340%
Wash Plan Expense	\$ 368,526	\$ 120,255	306%
Revenue-Expense	39,983	(0)	
PERC Revenue	\$ 1,540,918	\$ 1,031,250	149%
PERC Expense	\$ 209,913	\$ 753,806	28%
Revenue-Expense	\$ 1,331,005	\$ 277,444	
Total All Revenue - Expense	\$ 2,070,189	\$ 88,376	

* General Fund Revenue shown here does not include overhead

Monthly Report of Investment Transactions

June 2025

Institution	Fund	Date	Transactions	Amount
UBS	General	N/A	None	\$ -
UBS	PERC	06/30/25	Interest income check received	\$ (73,098.96)
		06/02/25	Call Redemption-US Treasury Note	\$ (2,200,000.00)
		06/02/25	Purchase UBS Select Treasury Institutional Fund	\$ 2,200,000.00
		06/04/25	Withdrawal for cash needs, sold UBS Select Treasury Inst. Fund	\$ (345,000.00)
		06/06/25	Sold UBS Select Treasury Institutional Fund	\$ (235,000.00)
		06/06/25	Purchase Fixed Rate CD 4.25% Trust Bank	\$ 235,000.00
		06/10/25	Sold UBS Select Treasury Institutional Fund	\$ (710,000.00)
		06/10/25	Purchase Fixed Rate CD 4.2% Goldman Sachs	\$ 235,000.00
		06/10/25	Purchase Fixed Rate CD 4.2% National Bank	\$ 240,000.00
		06/10/25	Purchase Fixed Rate CD 4.25% Bank Hapoalim	\$ 235,000.00
		06/11/25	Sold UBS Select Treasury Institutional Fund	\$ (470,000.00)
		06/11/25	Purchase Fixed Rate CD 4.3% Barclay's	\$ 235,000.00
		06/11/25	Purchase Fixed Rate CD 4.25% Popular Bank NY	\$ 235,000.00
		06/13/25	Sold UBS Select Treasury Institutional Fund	\$ (240,000.00)
		06/13/25	Purchase Fixed Rate CD 4.1% American St Bank	\$ 240,000.00
		06/17/25	Sold UBS Select Treasury Institutional Fund	\$ (200,000.00)
		06/17/25	Purchase Jumbo CD 4.35% Comenity Bank	\$ 200,000.00
CAMP	General	06/30/25	Accrual Income Dividend Reinvestment	\$ 17,268.38
CAMP	PERC	06/04/25	Withdrawal from liquid account	\$ (4,000,000.00)
		06/04/25	Withdrawal from liquid account	\$ (2,000,000.00)
		06/05/25	Purchased 6 month term holding	\$ 4,000,000.00
		06/05/25	Purchase 1 year term holding	\$ 2,000,000.00
		06/30/25	Accrual Income Dividend Reinvestment	\$ 16,844.99



MEMORANDUM

No. 2121

To: Board of Directors
From: Betsy Miller, General Manager
Date: July 9, 2025
Subject: Third Amendment to the Contract Services Agreement for Managed Information Technology Services with PCtronics

RECOMMENDATION

Approve the Third Amendment to the Contract Services Agreement for Managed Services and Information Technology Modernization with PCtronics in an amount not to exceed \$71,300.

BACKGROUND AND DISCUSSION

On February 1, 2023, the District entered into a Contract Services Agreement for Managed Services and Information Technology Modernization with PCtronics. Under this contract and its initial amendment, approved on July 1, 2023, PCtronics has provided 24/7 helpdesk support, patch management, security, disaster recovery, back-ups, email system management, network support, asset inventory management, and other important information technology support to the District. On November 13, 2024, the Board authorized a Second Amendment to the contract to incorporate software license and procurement management as well as special project/task work, as directed by the District.

The proposed Third Amendment extends the contract, which expires on July 9, 2025, to July 31, 2026, and includes the following:

- 1) Monthly managed IT services and support at \$2,500 per month.
- 2) IT-related special projects and tasks that are outside the scope of the monthly technology support at the request of the District up to \$6,000.
- 3) Software subscriptions purchased and/or managed by PCtronics at the request of the District up to \$22,000.
- 4) Computer and/or communications hardware purchased by PCtronics at the request of the District up to \$3,300.
- 5) Computer and/or communications systems repair and/or service at the request of the District up to \$10,000.

BOARD OF DIRECTORS

Division 1
Richard Corneille

Division 2
Mark E. Falcone

Division 3
Robert Stewart

Division 4
John Longville

Division 5
Melody McDonald

GENERAL MANAGER

Betsy Miller

FISCAL IMPACT

Approval of the recommended action would result in expenditure of up to \$71,300, with up to \$34,500 from GL 5160 IT Support, up to \$22,000 from GL 6027 Computer Software, up to \$3,300 total from GL 6024 Computer Hardware and GL 7240 Office Equipment, and up to \$10,000 from GL 7210 Computer Hardware Repairs.

POTENTIAL MOTIONS

1. Approve the Third Amendment to Contract Services Agreement For Professional Services and Managed Services and Information Technology Modernization with PCtronics in an amount not to exceed \$71,300.
2. Provide other directions to staff.

ATTACHMENTS

Third Amendment to Contract Services Agreement For Professional Services and Managed Services and Information Technology Modernization

**THIRD AMENDMENT TO CONTRACT SERVICES AGREEMENT FOR
PROFESSIONAL SERVICES FOR MANAGED SERVICES AND
INFORMATION TECHNOLOGY MODERNIZATION**

THIS THIRD AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR MANAGED SERVICES AND INFORMATION TECHNOLOGY MODERNIZATION ("Amendment") is hereby made this 9th day of July, 2025 ("Effective Date") by and between the **SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT**, a California Special District ("SBVWCD" or "District"), and **TAQNIA INDUSTRIES, LLC dba PCTronics**, a California Limited Liability Company ("Contractor").

This Amendment is entered into in consideration of all the following:

- A.** On or about February 10, 2023, the District and Contractor entered into that certain **CONTRACT SERVICES AGREEMENT FOR PROFESSIONAL SERVICES FOR MANAGED SERVICES AND INFORMATION TECHNOLOGY MODERNIZATION** ("Original Agreement").
- B.** On or about July 21, 2023, the District and Contractor entered into that certain **FIRST AMENDMENT TO CONTRACT SERVICES AGREEMENT FOR PROFESSIONAL SERVICES FOR MANAGED SERVICES AND INFORMATION TECHNOLOGY MODERNIZATION** ("First Amendment").
- C.** On or about November 15, 2024, the District and Contractor entered into that certain **SECOND AMENDMENT TO CONTRACT SERVICES AGREEMENT FOR PROFESSIONAL SERVICES FOR MANAGED SERVICES AND INFORMATION TECHNOLOGY MODERNIZATION** ("Second Amendment"), modifying the Original Contract's scope of services, compensation provisions, and term.
- D.** The parties have performed under the Original Agreement, the First Amendment, and Second Amendment, and now desire to extend the term of the Contractor's provision of ongoing services, as specified below.

NOW THEREFORE, the parties hereto agree as follows:

- 1. Section 1.2 of the Original Agreement is hereby amended to read as follows:

Authorization to Begin, Schedule and Retention Term. Contractor's services shall continue from the date of the expiration of the Second Amendment on July 31, 2025, until July 31, 2026. During that time, Contractor shall continue to provide information storage and technology professional consulting services consisting generally of all of the following: Offering 24/7 helpdesk support, patch management services and preventative maintenance, business continuity and disaster recovery services, remote backup, e-mail system management, on site support, network support, security systems monitoring, warranty and asset inventory management, software licensing control, procurement management, pc on-site deployment, desktop & laptop support, desktop software standardization and

software licensing and upgrades, lifecycle management of hardware units, break fixes and installation, iMac, reporting, technology strategic planning, account management, onboarding and offboarding staff, compliance, and end-user security awareness training (“general services”). Contractor may also provide analysis and recommendations on strategies for IT modernization support, consisting of IT systems review and modernization requirements, IT policy review, Office 365 optimization, document migration, Wi-Fi internet optimization, phone system replacement, and smart board room implementation (“IT Modernization Services”). Contractor shall also advise District on District’s IT setup, hardware and software capabilities and constraints, needs, and implementation of Contractor’s IT Modernization recommendations.

2. Section 2.1 of the Original Agreement is hereby amended to read as follows:

2.1 Contract Sum. For the services rendered pursuant to this Amendment, the Contractor shall be paid the monthly sum of Twenty Thousand Five Hundred Dollars (\$2,500.00) per month. The value of Contractor’s work performed for the District shall be measured on an hourly basis for services performed at \$100.00 per hour. Contractor shall submit with its monthly invoice a summary of the hours worked in the applicable billing period, the person(s) performing the work, and the hourly rates for each. If the value of Contractor’s work on behalf of the District for a given month is less than Two Thousand Five Hundred Dollars (\$2,500.00), then any difference shall be credited to the District as an offset to the next monthly payment or payments due from District to Contractor. In addition, Contractor shall be paid the following amounts over the term of this Third Amendment the following amounts for the materials and services listed below:

2.1.1. Up to Twenty-Two Thousand Dollars (\$22,000.00) for software subscriptions ordered and used by District, but paid for and held in the name of Contractor, provided that District gives Contractor prior written approval of both the software and its pricing.

2.1.2. Up to Three Thousand Three Hundred dollars (\$3,300.00) for computer or communications hardware ordered by District, provided the District gives prior written approval of the hardware ordered, and its pricing.

2.1.3. Up to Ten Thousand dollars (\$10,000.00) for computer and communication systems hardware repair or servicing provided by Contractor to District, as requested or ordered by District, at the hourly rates provided for under the Original Contract.

2.1.4. Up to Six Thousand dollars (\$6,000.00) for the Manager’s discretion for any of the above.

3. Section 5.1 of the Original Agreement is hereby amended to read as follows:

5.1 Term. This Agreement shall be effective on the Effective Date, and shall continue in full force and effect until July 31, 2026, unless extended by mutual consent documented in writing, or until otherwise terminated under Section 6.11 of the Original Agreement.

4. Except as specifically amended by this Amendment, the remainder of the Original Agreement, First Amendment, and Second Amendment are unaffected, and shall continue in full force and effect throughout the term of this Third Amendment.

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

SAN BERNARDINO VALLEY WATER
CONSERVATION DISTRICT

By: _____
Melody McDonald
President

Date: _____

CONTRACTOR: Taqnia Industries, LLC dba
PCTronics

By: _____
Nick Harney
Taqnia Industries, LLC dba PCTronics
5225 Canyon Crest Dr. Ste. 71-737
Riverside, CA 92507
Date: _____



MEMORANDUM

No. 2122

To: Board of Directors
From: Betsy Miller, General Manager
Date: July 9, 2025
Subject: Contract Services Agreement for Public Information and Outreach Professional Services with Thunderwheel Communications

RECOMMENDATION

Approve the Contract Services Agreement for Public Information and Outreach Professional Services with Thunderwheel Communications in an amount not to exceed \$45,000.

BACKGROUND AND DISCUSSION

On December 13, 2017, the Board approved a Contract Services Agreement for Professional Services with Thunderwheel Communication. This agreement was later extended under the General Manager’s signature authority, and an amendment modifying the scope and term was approved by the Board on October 9, 2024. Under these contracts, Thunderwheel Communication has provided outreach and public relations services to the District, including event support, social media, video production, award application preparation, press releases, news articles, and the development of annual reports.

The proposed contract extends the current term, which expires on July 9, 2025, through July 31, 2026, and includes the following:

1. Monthly outreach and public relations services at a rate of \$3,400 per month. Services include participation in PR meetings; strategic communications counsel and planning; coordination and drafting of the annual accomplishments report; preparation and distribution of a monthly newsletter; attendance at up to two Board of Directors or Committee meetings; development of press releases and media pitches as requested by the District’s Contract Officer; assistance with media relations; coordination and placement of up to three wire releases; crisis communications support; regular social media posting; and media training as requested.
2. Video, photography, and/or award application support as requested by the Contract Officer, billed at an hourly rate of \$125, not to exceed \$4,200.

BOARD OF DIRECTORS

Division 1
Richard Corneille

Division 2
Mark E. Falcone

Division 3
Robert Stewart

Division 4
John Longville

Division 5
Melody McDonald

GENERAL MANAGER

Betsy Miller

FISCAL IMPACT

Approval of the recommended action would result in expenditure of up to \$45,000 from GL 6060 Outreach.

POTENTIAL MOTIONS

1. Approve the Contract Services Agreement for Public Information and Outreach Professional Services with Thunderwheel Communications in an amount not to exceed \$45,000.
2. Provide other directions to staff.

ATTACHMENTS

Contract Services Agreement for Public Information and Outreach Professional Services

CONTRACT SERVICES AGREEMENT FOR PUBLIC INFORMATION AND OUTREACH PROFESSIONAL SERVICES

THIS CONTRACT SERVICES AGREEMENT FOR PUBLIC INFORMATION AND OUTREACH PROFESSIONAL SERVICES ("Agreement") is hereby entered into by and between the **SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT**, a California Special District ("SBVWCD" or "District"), and **THUNDERWHEEL COMMUNICATIONS ("Consultant")**, is effective July 9, 2025. ("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 Outreach Services in accordance with the Scope of Work attached as Attachment 1 hereto. District and Consultant acknowledge and affirm that this Agreement is a continuation of services Consultant has provided under certain "CONTRACT SERVICES AGREEMENT FOR PUBLIC INFORMATION AND OUTREACH PROFESSIONAL SERVICES" forwarded to Consultant by District on or about October 9, 2024, ("Prior Agreement"), which was accepted by Consultant, and that both parties have exercised and performed all of their respective rights and obligations under that Prior Agreement. This Agreement governs the parties' relationship from the Effective Date on forward. Consultant warrants that all work and services will be performed in a competent, professional, and satisfactory manner, consistent with prevailing professional standards for public information and public relations outreach professionals in the community.

1.2 Authorization to Begin, Schedule and Retention Term. 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 Services shall be initiated by the Consultant without written authorization of the District and documented as a Change Order to this agreement. A change order may be issued via text, email, or verbally.

1.3 Compliance With Law. 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.

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.

2.0 COMPENSATION

2.1 Contract Sum: For the services rendered pursuant to this Agreement as described as within the scope of the Scope of Services listed in Attachment A hereto, the Consultant shall be paid a monthly rate of Three Thousand Four Hundred dollars (\$3,400.00) for a total payment of Forty Thousand Eight Hundred Thousand Dollars (\$40,800.00) Additional services, whether described as outside the Scope of

Services in Attachment A, or as otherwise might be requested by the District's Contract Officer and agreed to be performed by Consultant, shall be billed on a time and materials basis at the hourly rate of One Hundred Twenty Five dollars (\$125.00), Any additional work or services, not included within the Scope of Services attached hereto, shall not be performed, or paid without prior written authorization by the District. In addition to the compensation amounts provided above, Consultant may charge to the District various pass-through outside expenses, such as graphic design, printing, videography and editing, wire and/or license fees, web development, and paid social posts, which may be reimbursed to Consultant at their actual costs, without markup or administrative overhead charges, provided Consultant has secured prior written authorization by the District's Contract Officer of such amounts prior to the time such charges are incurred by Consultant.

2.2 Method of Payment. Provided that Consultant is not in default under the terms of this Agreement, the Consultant shall be paid monthly as work is completed for tasks described in the Scope of Services, under submission of an invoice, provided that prior to payment of the final invoice, all work authorized by the District shall be completed including delivery of final documentation.

2.3 Content of Invoices. For work performed by Consultant under the monthly payment amount, each invoice submitted by the Consultant will be accompanied by a bulleted list of services provided during that time frame. For any work charged by Consultant on an hourly basis, Consultant's invoice shall include a detailed narrative description of the work performed, the person or persons performing the work, and the amount of time spent by each. Invoices without this information shall not be paid.

3.0 COORDINATION OF WORK

3.1 Representative of Consultant Kimberli Munkres is hereby designated as the principal representative of the Consultant, authorized under all applicable laws to act on its behalf with respect to the work and services specified herein, and to make all decisions in connection therewith.

3.2 Contract Officer. The General Manager is hereby designated as the representative of the District, authorized to act in its behalf with respect to the work and services specified herein and make all decisions in connection therewith ("Contract Officer"). The District also designates Milan Mitrovich as Project Manager, who is authorized to direct work of the Consultant.

3.3 Prohibition Against Subcontracting or Assignment. Consultant shall not contract with any entity to perform in whole or in part Consulting Work 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. Laurie Kaufman and Andrew Wilkin have been identified by Consultant as subcontractors of Thunderwheel who may be contributing to Consultant's services to be provided hereunder, and have been approved by the District.

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, as may be required by law:

4.1-01 Workers' Compensation Insurance. By signature hereunder, Consultant certifies that Consultant is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and Consultant will comply with any Workers' Compensation Insurance requirements applicable to it by law, before commencing the performance or the work of this Agreement.

4.1-02 Workers' Compensation and Employer's Liability Insurance. To the extent required by law, Consultant and all sub-consultants shall cover or insure each of their employees involved in any way in carrying out the work contemplated under this Agreement, all in accordance with the Worker's Compensation and Insurance Act," Division IV of the Labor Code of the State of California and any Acts amendatory thereof. The Consultant shall provide employer's liability insurance in the amount of, at least, \$1,000,000 per accident for bodily injury and disease.

4.1-03 Liability Insurance. The Consultant shall provide and maintain at all times during the performance of this Agreement, the following commercial general liability insurance:

4.1-03.01 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 omission in the amount of one million dollars (\$1,000,000) per claim and annual aggregate.

4.1-03.02 Required Provisions. The policies specified in Section 4.1-03.01 is 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.

4.1-03.03 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.

4.1-03.04 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.

4.1-03.05 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.

4.1-03.06 Evidences and Cancellation of Insurance. Prior to execution of the 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, deliver to the District all such policy or policies of insurance and the receipts of payment of premiums thereon.

4.1-03.07 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 Consultant employs other consultants as part of the services covered by this Agreement, 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 and defend the District, its directors, officers, employees, or designated volunteers, and each of them from and against:

4.2-01 Any and all claims, demands, lawsuits, or causes of action, damages, costs, expenses, losses, or liabilities, in law or in equity, of every kind and 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 or indirectly 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.

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.

4.2-03 Consultant shall defend, at its own cost, expense and risk, with Counsel of District's choice, 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.

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.

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.

4.2-06 With respect to the foregoing indemnification under this Section 4.2, in those instances where the District has been adjudicated as fully or partially liable, Consultant's indemnification requirements shall not extend to that portion of liability adjudicated to be the District's.

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 exercise all professional care to 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 negligent or intentional violations of the law in connection with work furnished by the Consultant. If the Consultant negligently or intentionally performs any work contrary to such laws, ordinances, rules and regulations, the Consultant shall bear all costs and penalties, civil or criminal, arising therefrom.

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 its 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 July 9, 2025, until July 31, 2026, unless extended by mutual written consent, or until otherwise terminated under Section 6.11 below.

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 Consultant, or a 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 director, officer, agent, employee or designated volunteer of the District shall have any financial interest, direct or indirect, in this Agreement, nor shall any such person 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 Conservation District, 1630 W. Redlands Boulevard, Suite A, Redlands, CA 92373-0581, bmiller@sbywcd.org, and in the case of the Consultant, to Kimberli Munkres, 1406 Garden Street, Redlands, CA 92373, kimberlimunkres@gmail.com.

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 or extended 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 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 by the Consultant hereunder shall be the exclusive property of the District, and shall be kept confidential by the Consultant unless otherwise directed by the District or required by law. The Consultant shall provide to the District all notes, maps, schedules, 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 thirty (30) days' notice in writing to the other party and sent by registered mail to the address provided for notices above. The right, duties, and responsibilities of the District shall continue in full force during the period of this 30-day notice, including the ordering and billing of all promotional materials and advertising in the media whose closing dates fall within such period. After the expiration of the 30-day interval following notice, no rights or liabilities shall arise out of this relationship, regardless of expenses which may have been made for future communications or outreach endeavors, 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 as to termination procedures, 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 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 by signatures below:

CONSULTANT: THUNDERWHEEL
COMMUNICATIONS

SAN BERNARDINO VALLEY
CONSERVATION DISTRICT

By: _____
Kim Munkres
Principal

By: _____
Melody McDonald
President

Date: _____

Date: _____

ATTACHMENT A SCOPE OF SERVICES

Consultant's services hereunder shall be performed with the purpose of achieving the following objectives:

1. Support for the District's strategic and business initiatives to capitalize upon awareness opportunities as they arise.
2. Provide strategic communications counsel and crisis support as needed, including counsel for in-house communications staff if needed.
3. Continue the District's media relations initiative with an ongoing focus on state and national water and government publications, websites, and biographies.
4. Grow followers and readership of the District's social media channels and newsletter.
5. Showcase the District's accomplishments through existing and additional channels (i.e., annual report, social media, and media relations).
6. Revisit and refine the District's social media strategy to better support thought leadership and community engagement.

Towards such ends, Consultant shall perform all of the following functions:

1. Participate in a once-monthly PR meeting
2. Provide communications counsel and planning
3. Coordinate and draft the Annual Report of Accomplishments
4. Prepare and distribute a monthly newsletter, including updating and maintaining the newsletter subscription database in collaboration with staff
5. Attend up to 2 Board of Directors or board committee meetings
6. Develop and write press releases/pitches, as may be requested by the District's Contract Officer
7. Advise and assist the District in media relations
8. Coordinate and place up to 3 wire releases, as may be requested by the District's Contract Officer
9. Provide crisis communications support, as may be requested by the District's Contract Officer
10. Provide regular social media posting (plus paid placements for newsletter subscribers, channels followers, and key news
11. Media training, as may be requested by the District's Contract Officer

The following are outside the Scope of Services, and if requested by the Contract Officer, may be billed by Consultant on a time and materials basis at an hourly rate of One Hundred Twenty-Five dollars (\$125) per hour:

1. Video and photography
2. Award applications



MEMORANDUM

No. 2123

To: Board of Directors
From: Milan Mitrovich, Land Resources Manager
Date: July 9, 2025
Subject: California Department of Fish and Wildlife Endangered Species Conservation and Recovery Grant Program Application

RECOMMENDATION

Staff recommends the Board authorize use of expenditures for the San Bernardino kangaroo rat (*Dipodomys merriami parvus*; SBKR) monitoring program planned for the Wash Plan Preserve and the Mill Creek Groundwater Recharge Facility Conservation Benefit Agreement from 2026-2028 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 \$225,000, 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.

BACKGROUND AND DISCUSSION

On July 8, 2020, the Board adopted the Upper Santa Ana River Wash Habitat Conservation Plan (Wash Plan), a Habitat Conservation Plan which provides permitting for a range of defined “Covered Activities” under the Federal Endangered Species Act while requiring specific monitoring, management, and restoration actions related to Covered Species. In compliance with the Wash Plan, the District contracted with U.S. Geological Survey’s Biological Resource Division (USGS) to prepare site-specific methods for an SBKR Monitoring Program, which was implemented by the District and our consultants in 2021, 2022, 2023, and 2024. Following discussions with the Preserve Management Committee and USGS, the District plans to continue annual SBKR monitoring using these methods in 2025, 2026, and 2027.

On January 11, 2023, the Board authorized the District to use planned expenditures for the Wash Plan SBKR monitoring program as matching funds in a grant application submitted to develop and implement a range-wide SBKR monitoring program through the California Department of Fish and Wildlife Endangered Species Conservation and Recovery Grant Program. While this grant was not selected for award in 2023, the application was resubmitted by the San Bernardino Valley Conservation Trust (Trust) in 2025. Staff seeks an updated authorization from the Board to use the previously-discussed matching funds for the 2025 grant application.

BOARD OF DIRECTORS

Division 1
Richard Corneille

Division 2
Mark E. Falcone

Division 3
Robert Stewart

Division 4
John Longville

Division 5
Melody McDonald

GENERAL MANAGER

Betsy Miller

The grant-funded project would expand the percent area occupied approach utilized for Wash Plan SBKR monitoring across the species' known range (Santa Ana River, Lytle-Cajon, and San Jacinto washes), providing significant insight into restoration and recovery needs as well as informing successful management of the Wash Plan Preserve. The project includes \$47,000 in funding for project management by Trust staff, working closely with the USFWS, CDFW, and USGS, as well as other entities who manage occupied SBKR habitat.

The proposed District matching funds of up to a total of \$225,000 over the three-year grant period, include 1) \$150,000 in planned contract work by biological consultants to trap SBKR in the Wash Plan Preserve and at the Mill Creek Facilities in the fall of 2026 and 2027 and/or planned contract work by USGS or similar to support District staff in data analysis, and 2) \$75,000 in planned in-kind services by District staff collecting and analyzing SBKR habitat assessment data in the Wash Plan Preserve. Matching fund commitments from other project partners are expected but unknown at this time.

Consistent with the terms and conditions of the 2025 Endangered Species Conservation and Recovery Grants published by the State of California Natural Resources Agency and the Department of Fish and Wildlife, a minimum non-federal match of 25% of the total project cost is required during the three-year grant term. The grant-funded work, estimated at \$482,000, is expected to begin in January 2026.

FISCAL IMPACT

Approval of the recommended action would obligate planned expenditures result in of up to \$150,000 from GL 5123, Wash Plan Implementation, and GL 7151, Mill Creek Permitting CIP in the FY26, FY27, and FY28 budgets, and up to \$75,000 of planned in-kind professional services completed by District staff during the three-year grant period. If awarded, the grant would provide a minimum of \$47,000 in salary reimbursement for District staff time associated with project management over the three-year grant period.

POTENTIAL MOTIONS

1. Authorize use of expenditures for the San Bernardino kangaroo rat (*Dipodomys merriami parvus*; SBKR) monitoring program planned for the Wash Plan Preserve and the Mill Creek Groundwater Recharge Facility Conservation Benefit Agreement from 2026-2028 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 \$225,000, 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.
2. Authorize use of expenditures for the San Bernardino kangaroo rat monitoring program planned for the Wash Plan Preserve and the Mill Creek Groundwater Recharge Facility Conservation Benefit Agreement from 2026-2028 as matching funds for the California Department of Fish and Wildlife's Endangered Species Conservation and Recovery Grant Program in an amount specified by the Board, 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.
3. Provide other direction to staff.

ATTACHMENTS

Letter of Support for San Bernardino Valley Conservation Trust's Section 6 Grant Application
Conduct Range-wide Monitoring for the San Bernardino kangaroo rat



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

July 9, 2025

Attn: Eric Chan
California Department of Fish and Wildlife
3602 Inland Empire Blvd, Suite C-220
Ontario, CA 91764

Re: Support for San Bernardino Valley Conservation Trust's Section 6 Grant Application to Conduct Range-wide Monitoring for the San Bernardino kangaroo rat (*Dipodomys merriami parvus*)

Dear Mr. Chan,

On behalf of the San Bernardino Valley Water Conservation District, I would like to express my support for the range-wide surveys for San Bernardino kangaroo rat (SBKR) to determine the percent area occupied within its remaining habitat as proposed by the San Bernardino Valley Conservation Trust for Section 6 grant funding. The project will expand the SBKR monitoring methods prepared by the District and USGS for the Upper Santa Ana River Wash Habitat Conservation Plan (Wash Plan) in order to implement a range-wide percent area occupied (PAO) survey for SBKR, as well as analyze the resulting data. The data collected through this project will provide updated information on the current range of SBKR and the habitat factors indicative of SBKR populations to inform land management activities. Reliable data on the larger SBKR population will significantly improve the District's ability to successfully manage the Wash Plan Preserve and achieve the Wash Plan's SBKR goals and objectives.

The District owns land within the occupied range of the SBKR and is pleased to provide any access necessary to support this project. In addition, on July 9, 2025, the District's Board of Directors approved the following matching funds for this project covering fiscal years 2026 and 2027: 1) \$150,000 in planned contract work by biological consultants to trap SBKR in the Wash Plan Preserve and at the Mill Creek Facilities over the course of two years and/or contract work by USGS or similar to support District staff in data analysis, and 2) \$75,000 in planned in-kind services by

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:
Mark E. Falcone

Division 3:
Robert Stewart

Division 4:
John Longville

Division 5:
Melody McDonald

**GENERAL
MANAGER**

Betsy Miller



San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

District staff collecting and analyzing SBKR habitat assessment data in the Wash Plan Preserve and Mill Creek Facilities. The tasks proposed for matching funds exceed the requirements of the Wash Plan, do not include any federal funds, and are not being claimed by our agency as a match or contribution to any federal program or agreement. I certify the facts of these assurances are of my own personal knowledge and that I am duly authorized by my agency to make this certification.

Sincerely,

Betsy Miller
General Manager
San Bernardino Valley Water Conservation District

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

BOARD OF DIRECTORS

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Division 5:
Melody McDonald

GENERAL MANAGER

Betsy Miller



MEMORANDUM

No. 2124

To: Board of Directors
From: Betsy Miller, General Manager
Date: July 9, 2025
Subject: Endorsement for Mr. Ernesto A. Avila, P.E. for ACWA President

RECOMMENDATION

Approve Resolution No. 635 endorsing the nomination of Mr. Ernesto A. Avila, P.E. for President of the Association of California Water Agencies for the 2026-2027 term.

BACKGROUND AND DISCUSSION

The District has received a request to endorse the nomination of Ernesto A. Avila, P.E. of Contra Costa Water District for President of the Association of California Water Agencies (ACWA). Mr. Avila currently serves as ACWA Vice President and has held leadership positions on the Contra Costa Water District Board since 2016, including serving as Board President since 2022. He brings more than 30 years of experience as a professional civil engineer, including past roles as General Manager of Monterey Peninsula Water Management District and Director of Engineering at CCWD. Mr. Avila has actively participated in ACWA through service on the Executive Committee, JPIA Executive Committee, and numerous policy committees. His background reflects a strong commitment to regional water planning, policy development, and community service. For more information, please refer to the attached candidate statement. For additional details, please refer to Mr. Avila’s attached candidate statement.

FISCAL IMPACT

Approval of this item would not result in a fiscal impact to the District.

POTENTIAL MOTIONS

1. Approve Resolution No. 635 endorsing the nomination of Mr. Ernesto A. Avila, P.E., for President of the Association of California Water Agencies for the 2026-2027 term.
2. Table this item for consideration in a future Board meeting.

BOARD OF DIRECTORS

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Mark E. Falcone

Division 3
Robert Stewart

Division 4
John Longville

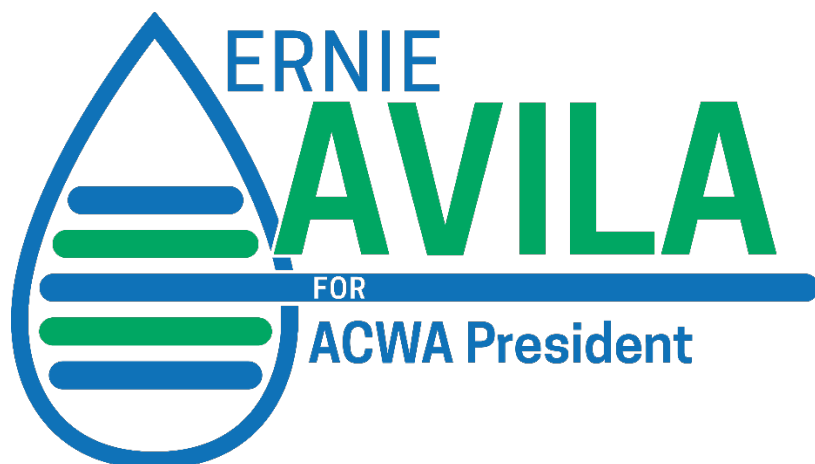
Division 5
Melody McDonald

GENERAL MANAGER

Betsy Miller

ATTACHMENTS

Candidate Information for Mr. Ernesto A. Avila, P.E.
Resolution 635



“The Association of California Water Agencies (ACWA) truly represents the nexus of knowledge and leadership in water for California. As the current Vice-President of the Association of California Water Agencies (ACWA), I am most proud of the thought, energy and collaboration that went into developing the 2025-’29 Strategic Plan. I want to be the next ACWA President to continue the momentum we have built focusing on four primary goals of Advocacy, Connections, Education and Organizational Effectiveness. This Strategic Plan is about finding new ways to benefit the members of ACWA as we navigate the shifts in water policy at the state and federal level. My commitment is to unify our collective efforts and better assert ACWA’s leadership in shaping California’s water policy.”

– Ernesto (Ernie) Avila, P.E.

ACWA LEADERSHIP

- Vice-President
- Executive Committee of the ACWA Board of Directors
- ACWA Strategic Plan Task Force Chair
- ACWA Region 5 Board of Directors
- ACWA JPIA Executive Committee

ACWA COMMITTEES

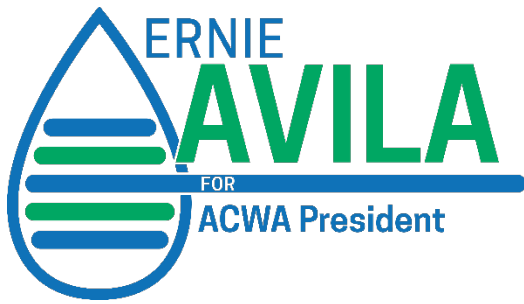
- Local Government Committee, Chair
 - Property Tax Working Group
 - Housing Densification Working Group
 - Paving Standards Working Group
- Federal Affairs Committee
- Foundation Fundraising Working Group

CONTRA COSTA WATER DISTRICT

- Contra Costa Water District, Board President
- Operations & Engineering, Committee Chair
- East Bay Leadership Council, Director

PROFESSIONAL EXPERIENCE

- Vice-President, Avila and Associates Consulting Engineers, Inc.
- Monterey Peninsula Water Management District, General Manager
- Director of Engineering, Contra Costa Water District
- California Urban Water Agencies, Executive Director



Ernesto (Ernie) Avila, PE
Board President
Contra Costa Water District

Recent ACWA and Regional Water Coalition Experience

Association of CA Water Agencies (ACWA). I have had the honor of supporting ACWA over twenty years at the regional, state and federal level. My recent ACWA experience has included serving on ACWA's:

- Vice President
- Executive Committee of the ACWA Board of Directors
- Strategic Plan Task Force Chair
- Region 5 Board of Directors
- ACWA JPIA Executive Committee of the Board
- Local Government Committee (Chair)
 - Property Tax Working Group
 - Housing Densification Working Group
 - Paving Standards Working Group
- Federal Affairs Committee
- Foundation Steering Committee
 - Foundation Fundraising Working Group



Most recently, I led ACWA's effort to develop the 2025 – 2029 Five-Year Strategic Plan. This work included revising ACWA's mission, vision and values followed by identifying four primary goals: Advocacy, Connections, Education and Organizational Effectiveness. This Plan will provide a framework to unify the ACWA community and better assert our leadership in shaping California Water Policy.

I led ACWA's assessment of potential water industry impacts associated with Sacramento-based housing initiatives including Auxiliary Dwelling Units, Commercial Properties and Transit Center Hubs and led a workshop to consider potential ACWA next steps associated with these new initiatives and their related changes to water agency fees and charges. I also participated in the ACWA Foundation Steering Committee including several related Ad Hoc committees and contributed to Federal Affairs Committee work groups associated with the Water Infrastructure Finance and Innovation Act (WIFIA).

Multi-State Salinity Coalition (MSSC). For over 20 years, I have served as Program Director and Board member of MSSC which consists over 30+ water agencies from New Mexico, northern and southern California, Nevada, Colorado, Arizona and Texas. The MSSC mission is to promote advancements in technologies for desalination, reuse, salinity control strategies (watersheds and agriculture), water/energy efficiencies and related policies that will assist communities in meeting their water needs. I also helped to establish relationships regarding salinity management and desalination with water agencies in Australia, Mexico and Israel. In February 2023, the MSSC awarded me with the **MSSC "Salt of**

the Earth” National Award for outstanding commitment, leadership, vision and dedication to our water industry.

Contra Costa Water District (CCWD). As President of CCWD, I am focused on the investments needed in infrastructure to serve our community and improve water supply reliability today and into the future. The aging Contra Costa Canal, built by the Bureau of Reclamation in 1930s, is the backbone of CCWD’s water system and essential to water system reliability for the region. In order to move forward with plans to replace the aging canal with a pipeline, I worked closely with federal legislators to secure needed legislation to transfer title of the facility from Reclamation to CCWD.

California Urban Water Agencies (CUWA). As Executive Director, I led CUWA’s effort in the development of Department of Water Resources (DWR) Methodologies for Calculating Baseline and Compliance Urban Per Capita Water Use as part of the Water Conservation Act of 2009 (Senate Bill X7-7) with our southern and northern California water agency members. I also made certain that CUWA’s finances and practices were sound and transparent.

Northern California Salinity Coalition. As Executive Director, I led a coalition of ten San Francisco Bay Area water agencies in crafting grant application strategies and DWR outreach that would demonstrate the value of supporting watershed management, brackish desalination and groundwater project associated with salinity management. Working with the Coalition agencies, we secured the largest Proposition 50 grant funding for our region.

Professional Work Experience (40 years)

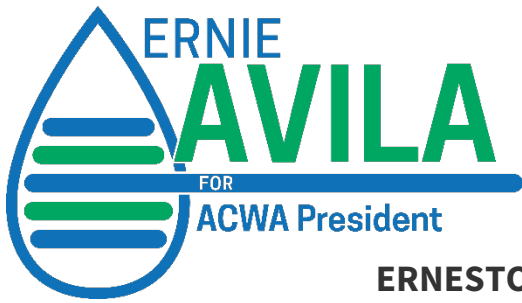
- Vice-President, Avila and Associates Consulting Engineers, Inc.
- General Manager, Monterey Peninsula Water Management District
- Director of Engineering, Contra Costa Water District
- Associate Engineer, East Bay Municipal Water District
- Construction Manager, CH2M Hill
- Professional Civil Engineer (California – C41727)

Community Service Experience

- Contra Costa Water District, President of the Board
- John Muir Community Health Fund Board of Directors (Treasurer)
- Association of California Engineering Companies – Chair of the Healthcare Trust (non-profit)
- Knights of Columbus, Scholarship Chair
- St. Francis of Assisi School Board, President
- City of Concord, CA – Planning Commission, Chair
- City of Concord, CA – Design Review Board
- City of Walnut Creek, CA – Transportation Commission, Vice-Chair

Education and Related Credentials

- B.S. – Civil Engineering, Santa Clara University
- M.B.A. – St. Mary’s College of California
- Professional Civil Engineer (California – C41727)
- California Farm Bureau Member



ERNESTO (ERNIE) AVILA | BIOGRAPHY AND QUALIFICATIONS

Ernesto (Ernie) A. Avila, P.E., was appointed in March 2016 to represent Division 3 for the Contra Costa Water District, which includes eastern Concord, Clayton, and part of Walnut Creek and Pleasant Hill. He began serving as President in May 2022.

Mr. Avila has over 42 years of professional experience in planning, environmental compliance, regulation, design, and construction of water, wastewater and recycled water works and municipal facilities in excess of \$10 Billion in value. He is currently Vice-President of a private civil and environmental engineering firm.

Mr. Avila has been involved with the Association of California Water Agencies (ACWA) for over twenty years at the regional, state and federal level. He currently serves as Vice President. He has also represented ACWA members on the Executive Committee of the ACWA Board of Directors, Region 5 Board, Local Government Committee (Chair), Federal Affairs Committee, ACWA Foundation Steering Committee and the ACWA JPIA Executive Committee of the Board.

Over his first year as Vice President, Mr. Avila led ACWA's effort to develop the 2025-'29 Strategic Plan which identifies four primary goals of Advocacy, Connections, Education and Organizational Effectiveness. This Plan provides clearly defined strategies and objectives to achieve each goal and 50 key performance indicators to gauge progress. The aim of this effort is to unify our collective efforts and better assert ACWA's leadership in shaping California's water policy

For the community, Mr. Avila has volunteered for many citizen-based committees / organizations including the Walnut Creek Transportation Commission, the Concord Planning Commission, the John Muir/Mount Diablo Community Health Fund, the Knights of Columbus, the East Bay Leadership Council, and the St. Francis of Assisi School Board. While working full time, he has made volunteering in the community a priority, representing his neighbors and family on important issues that affect their everyday life.

Mr. Avila is passionate about water issues in his professional life, working on a variety of issues statewide during his career. Among several relevant positions, he served as Director of Engineering at Contra Costa Water District before moving on to become General Manager of Monterey Peninsula Water Management District. He also served as Executive Director for the California Urban Water Agencies, Program Director for the Multi-State Salinity Coalition, and

is on the Executive Committee of the Association of California Water Agencies Board of Directors and ACWA JPIA. He has experience on water projects of all shapes and sizes, including water treatment plant improvements, dam retrofits, and watershed management and habitat conservation projects. In recognition of his work, Mr. Avila recently received the 2023 ***“Salt of Earth” Award*** by the Multi State Salinity Coalition for his commitment, leadership, vision and dedication to the water industry by promoting advancements in technologies for desalination, reuse, salinity control strategies, water/energy efficiencies, and related public policies that assist communities in meeting water needs.

Mr. Avila lives in Clayton with his family and is a licensed civil engineer with a Bachelor of Science in Civil Engineering from Santa Clara University and a master’s degree in Business Administration from St. Mary’s College of California. He is also a proud member of the California Farm Bureau.

RESOLUTION NO. 635

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT ENDORSING THE NOMINATION OF ERNESTO A. AVILA FOR PRESIDENT OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES

WHEREAS, this district is a member of the Association of California Water Agencies (“ACWA”); and

WHEREAS, the District has been made aware of the candidacy for ACWA President of ERNESTO A. AVILA, of the CONTRA COSTA WATER DISTRICT; and

WHEREAS, Mr. Avila has served as a Professional Civil Engineer, Construction Manager with CH2M Hill, Associate Engineer with East Bay Municipal Water District, Director of Engineering at CCWD, General Manager of Monterey Peninsula Water Management District, and is currently Principal/Vice-President of Avila and Associates Consulting Engineers, Inc. He also served as Executive Director for the California Urban Water Agencies, Program Director of the Multi-State Salinity Coalition, and Director for the CCWD Los Vaqueros Reservoir Joint Powers Authority; and

WHEREAS, Mr. Avila currently serves as the ACWA Vice President and on the ACWA Joint Powers Insurance Authority (JPIA) Executive Committee for the 2024-2025 term; and

WHEREAS, Mr. Avila has served on several ACWA Committees such as Executive, Local Government (Chair) and Federal Affairs Committees; served as an ACWA Region 5 Board member and actively participates in the following ACWA committees and Boards: Finance Committee, State Legislative Committee, Paving Standards Subcommittee, City and County Planning Nexus Subcommittee, ACWA Strategic Plan Task Force, and Foundation Board of Trustees;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT that, based upon both his qualifications and experience, this district endorses the nomination of ERNESTO A. AVILA for President of ACWA.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the Association of California Water Agencies forthwith.

PASSED, APPROVED, AND ADOPTED at the regular meeting of the Board of Directors of the San Bernardino Valley Water Conservation District this 9th day of July 2025, by the following vote:

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

Melody McDonald, President

ATTEST:

Betsy Miller, Secretary



MEMORANDUM

No. 2125

To: Board of Directors
From: Betsy Miller, General Manager
Date: July 9, 2025
Subject: CSDA Board of Directors Election Ballot for the 2026-2028 Term

RECOMMENDATION

Select a candidate for the CSDA Board of Directors Elections for 2026-2028, Seat B - Southern Network, and direct staff to nominate the Board’s selected candidate via the California Special District Association (CSDA) online voting platform.

BACKGROUND AND DISCUSSION

The CSDA Board is comprised of three seats with staggered three-year terms from each of six geographical regions. Candidates must be affiliated with an independent special district that is a member of CSDA. To date, the District has received candidate information for the Southern Network region from three candidates for the CSDA Board of Directors 2026-2028 term:

- Don Bartz, General Manager, Phelan Pinon Hills Community Services District (Incumbent)
- Jason Dafforn, General Manager, Valley Sanitary District
- John Skerbelis, Director, Rubidoux Community Services District

The deadline for ballot submission is July 25, 2025.

FISCAL IMPACT

Approval of this item would not result in a fiscal impact to the District.

POTENTIAL MOTIONS

1. Select a candidate for the CSDA Board of Directors Elections for 2026 - 2028, Seat B - Southern Network, and direct staff to nominate the Board’s selected candidate via the California Special District Association online voting platform.
2. Take no action, and staff will not submit a nomination for this election to CSDA.

BOARD OF DIRECTORS

Division 1
Richard Corneille

Division 2
Mark E. Falcone

Division 3
Robert Stewart

Division 4
John Longville

Division 5
Melody McDonald

GENERAL MANAGER

Betsy Miller

ATTACHMENTS

Attachment 1 – Don Bartz, Candidate Information Form and Statement

Attachment 2 – Jason Daffron, Candidate Information Form and Statement

Attachment 3 – John Skerbelix, Candidate Information Form and Statement



2026-2028 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

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

Name: Don Bartz

District/Company: Phelan Pinon Hills CSD

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 17 years

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

I am currently on the Executive Committee as Treasurer for CSDA, attend the Annual Conference, Governance Academy and the General Managers Summit.

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

I have been involved with ACWA, AWWA for the past 30 years. _____

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

Local government involvement includes Local City Planning Commissioner, Technical Advisory Committee for local water agency and Sub-Area Committee for local water basins.

4. List civic organization involvement:

_____ |

I work with youth archery programs for Mojave Archers, provide assistance for a local Homeless Shelter and participate in Local Government within my community

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

Candidate Statement Don Bartz CSDA Board

I kindly seek your support for my candidacy for the CSDA Board Member in the Southern section. I have been the General Manager of the Phelan Pinon Hills Community Services District since its inception 17 years ago. Currently, I am in my second term on the CSDA Board, where I also hold the position of Board Treasurer and have also been Board Secretary. My commitment to CSDA is strong, as I regularly participate in its events and have contributed to various committees in recent years. I am prepared to invest the necessary time to fulfill the responsibilities of Board Member. I believe my experience equips me well for this role, enabling me to assist in establishing and reviewing budgets and expenses while collaborating with others to ensure CSDA's financial stability. CSDA is an outstanding organization, and I am eager to contribute to its ongoing success. Thank you for considering my application for the Board Member position. Please feel free to contact me if you have any questions.

Don Bartz



2026-2028 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

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

Name: Jason Dafforn

District/Company: Valley Sanitary District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 2 years

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

Attend CSDA Conference and Leadership Academy

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

ACWA, CASA, NACWA

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

N/A

4. List civic organization involvement:

Desert Recreation Foundation Board of Directors

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

JASON DAFFORN
for CSDA Board of Directors – Southern Network

My name is Jason Dafforn, and I am honored to be a candidate for the CSDA Board of Directors, representing the Southern Network, which includes Los Angeles, Orange, San Diego, San Bernardino, Riverside, and Imperial counties.

As a Licensed Civil Engineer with more than 30 years of experience in the water and wastewater industry, I bring a deep understanding of the vital services special districts provide. I have spent 18 years as a utility manager for California local governments, including over eight years with a special district, and I currently serve as General Manager at Valley Sanitary District in Indio, California.

Throughout my career, I have remained committed to improving water and wastewater systems, building safe and reliable infrastructure, and leading teams to find innovative, effective solutions to complex challenges. I am passionate about the essential roles our diverse special districts play, including water, wastewater, irrigation, parks and recreation, cemeteries, fire protection, libraries, harbors, healthcare, and community services.

In my spare time, I also serve on the Board of Directors of the Desert Recreation Foundation, a non-profit organization that collaborates with the Desert Recreation District, California's largest park and recreation district. There, I work behind the scenes to ensure all residents in the Coachella Valley have access to quality recreational resources, facilities, parks, and programs that serve today's needs and those of generations to come.

If elected, I will bring a strategic and forward-thinking perspective to the Board. I will advocate for our collective interests and help CSDA remain a strong resource for its members. Together, we can strengthen California's special districts and continue to enhance the quality of life for the communities we serve.

Thank you for your support and your vote!

Jason Dafforn, PE
General Manager, Valley Sanitary District, Indio, California



2026-2028 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

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

Name: JOHN SKERBELIS

District/Company: RUBIDOUX COMMUNITY SERVICES DISTRICT

Title: DIRECTOR

Elected/Appointed/Staff: ELECTED

Length of Service with District: 12 YEARS

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

NONE.

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

CALIFORNIA ASSOCIATION OF REALTORS.

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

RIVERSIDE COUNTY SOLID WASTE ADVISORY COMMITTEE - MAP OUT AND INSPECT FOR APPROVED STREET SWEEPING ROUTES FOR NEW DEVELOPMENTS.

4. List civic organization involvement:

RIVERSIDE COUNTY COMMUNITY CLEAN UPS FOR ALL COUNTY-WIDE DISTRICTS/STAKEHOLDER IN COUNTY-WIDE ILLEGAL DUMPING PROGRAM.

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



CANDIDATE STATEMENT

JOHN SKERBELIS

Elect John Skerbelis to the CSDA Board of Directors – Southern Network

Rubidoux Community Services District (Rubidoux) holds a unique place in history as California's first community services district, established in 1952. Today, Rubidoux serves 40,000 residents with essential services, including water, sewer, fire protection, trash collection, weed abatement, and street lighting. These services helped enable regional growth, ultimately leading to the incorporation of Jurupa Valley in 2011. As a CSDA Member, Rubidoux values CSDA's advocacy, education, and resources that support special districts statewide.

Experienced Leadership, Proven Results

Director John Skerbelis, a committed public servant and business owner, is seeking election to the CSDA Board of Directors – Southern Network. His extensive experience in local government, environmental health, and infrastructure funding makes him a strong advocate for special districts.

A Record of Service

- ✓ Rubidoux CSD Board of Directors – Elected in 2007; Board President four times.
- ✓ Riverside County Solid Waste Management Advisory Council – Served seven years shaping waste policies.
- ✓ Environmental & Public Health Leadership – Eight years with Riverside County Environmental Health.
- ✓ Illegal Dumping Prevention Champion – Recognized by Riverside County Board of Supervisors for efforts supporting AB 1822 and AB 1924.
- ✓ Advocate for Federal Funding – Worked with Congressmen Calvert & Takano to secure FEMA funds for Rubidoux.
- ✓ Local Business Owner – Brings strong fiscal oversight and economic development experience.

Priorities on the CSDA Board

- ✓ Stronger Advocacy for Special Districts – Protecting funding & resources.
- ✓ Fiscal Responsibility – Promoting sound financial management.
- ✓ Emergency Preparedness & Resilience – Enhancing response & funding support.
- ✓ Collaboration & Innovation – Modernizing operations & integrating technology.

Your Vote Matters – Support John Skerbelis

With proven leadership and a results-driven approach, John Skerbelis is the right choice for CSDA Board of Directors – Seat B, Southern Network. Vote for a dedicated advocate for special districts and the communities they serve!

Thank you for your support!



Environmental Update

as of June 27, 2025

Wash Plan Implementation – Monitoring Activities

- SBKR Monitoring
 - As of June 3, District staff completed habitat surveys supporting the monitoring program on all 141 plots designated to be surveyed this spring within the Upper Santa Ana River Wash and Mill Creek facilities in compliance with the Upper Santa Ana River Wash Habitat Conservation Plan and draft Mill Creek Groundwater Recharge Facilities Conservation Benefit Agreement. Data collected from 40 of the 141 plots will be used by the regional monitoring effort identified as a USFWS priority in the SBKR Recovery Plan.
- California Gnatcatcher Monitoring
 - Throughout April, May, and June, District consultants have conducted monitoring of the California gnatcatcher within the Wash Plan Preserve and at the Mill Creek Facilities in compliance with the Upper Santa Ana River Wash Habitat Conservation Plan and draft Mill Creek Groundwater Recharge Facilities Conservation Benefit Agreement.

Wash Plan Implementation – Management Activities

- Slender-horned Spineflower Out-planting Trials
 - On June 5, 10, 11 and 12, District staff conducted the sixth and final round of monitoring of the out-planting sites scheduled to be completed in 2025. During this season, each of the three out-planting sites tracked the numerical abundance and individual size of slender-horned spineflower of the reference site for growth and maturation.
- Slender-horned Spineflower Seed Bulking Activities
 - On June 19, District staff watered the plants growing at the bulking site for the final time this season, completing twice-weekly watering of the site begun on April 22. Seed collection from the site is expected to occur in the middle of July.

Wash Plan Implementation – Organizational Structure, Planning, and Reporting

- On June 4, District staff held the spring meeting of the Wash Plan Preserve Management Committee to share the results of the spring field season along with discussions of the priority management and monitoring initiatives moving forward.

Wash Plan Programmatic Permits

- Discussions among District staff, CDFW, and representatives of both Robertson’s Ready Mix and CEMEX continued through June with the goal of identifying an appropriate state



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

permitting process and acceptable Habitat Management Lands on District Property that allows mining activities covered under the Wash Plan to move forward in 2025.

- On June 3, District staff met with CDFW’s Habitat Conservation Planning Branch in Sacramento to discuss next steps tied to developing a Mitigation Credit Agreement (MCA) that complements the Wash Plan and addresses California Endangered Species Act permitting requirements tied to Wash Plan Covered Activities.
- On June 12, 18, and 26, District staff met with the USFWS, CDFW and Robertson’s Ready Mix to finalize plans for SBKR translocation consistent with the Wash Plan and draft 2081 ITP issued by CDFW.

Community Mitigation Program

- District staff continued work in June aimed at supporting advancement of the state and federal approval process for offsite mitigation areas occurring on District-owned property for the San Bernardino County Transportation Authority (SBCTA) SR-210 Mixed Flow Lane Addition Project and a private developer.
- On June 16, District staff shared a draft Long-term Management Plan with TREH Partners consistent with the terms and conditions of the draft 2081 ITP issued by CDFW for the related development project.
- On June 18, District staff shared a draft Long-term Management Plan with Blossom Trails Development consistent with the terms and conditions of the draft 2081 ITP issued by CDFW for the related development project.

Mill Creek Facilities

- On June 5, District staff performed pre-activity nest surveys at Mill Creek Basins 6N, 29, 34, and 40, in support of maintenance activities by the Operations Team.
- On June 11, District staff performed monitoring of the ongoing onsite habitat restoration associated with the Mill Creek Diversion Project consistent with CDFW 1600 permit requirements.

Partnership Activities & Training

- On June 3, District staff participated in the California Habitat Conservation Plan Coalition Annual Meeting in Sacramento.
- On June 9, District staff participated in the first Seven Oaks Dam Settlement Agreement Technical Meeting.
- On June 10, District staff led a field tour of the slender-horned spineflower bulking site for staff from the San Bernardino County Flood Control District.



Engineering Update

as of June 30, 2025

Mentone Shop Construction Progress

- Completed installation of:
 - Pre-engineered metal building
 - Exterior insulation of the metal building
 - Interior wall framing
 - Rough electrical, plumbing, and HVAC
 - Potable waterline to the building
 - Doors and windows
 - Roll up doors
- In Progress:
 - Concrete approach aprons and sidewalks
 - Finish insulation and drywall of interior walls
 - Tile the bathroom and shower
 - Finish electrical, plumbing, and HVAC
 - Fire sprinkler system
 - Fire line from the City of Redlands connection point to the building
 - Materials have been ordered for installation of new panels and electrical conduits
- California Edison Service:
 - Plans accepted by SCE
 - Scheduling of electrical connection work in progress

Program for the Expansion of Recharge Capacity (PERC)

- Mill Creek: Hydraulics Technical Memo complete
- Oak and Plunge Creek: District review of draft Feasibility Study section (Volume 3) for these sites complete
- Waterman, Twin, and Lynwood: Draft of Feasibility Study section (Volume 2) for these sites complete, District review of draft in progress

General Manager's Report



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

July 2025

Betsy Miller, General Manager

To implement the 2025 Board Priorities and critical District operating functions, significant staff resources were allocated to preparation of the FY26 audit, PERC, Mentone Shop Construction, annual employee reviews, and recharge basin maintenance.

JUNE 2025 HIGHLIGHTS

- PERC Feasibility Study sections for Lynwood, Oak Creek, Plunge Creek, Twin Creek, and Waterman have been drafted
- 100% of the Wash Plan-required San Bernardino kangaroo rat sites have been monitored
- Construction of the Mentone Shop is 80% complete

💧 Water Conservation Update 💧

Santa Ana River and Mill Creek received limited flows from snowmelt. District recharge for WY25 is 35,241 AF to date, including 14,535 of SWP water.

APRIL 2025 RECHARGE SUMMARY		
Mill Creek	Santa Ana River	Plunge Creek
258 AF <i>(0 AF SWP)</i>	653 AF <i>(including 0 AF SWP)</i>	0 AF

Administrative Updates

TOPIC	PERSONNEL	GOAL #	1
<ul style="list-style-type: none"> • Annual employee reviews for FY25 were completed for all staff 			
TOPIC	FINANCE	GOAL #	1
<ul style="list-style-type: none"> • Finance staff focused on fiscal year closeout and audit prep 			
TOPIC	PROPERTY	GOAL #	1
<ul style="list-style-type: none"> • None 			

Project and Program Updates

PROJECT	PROGRAM FOR EXPANSION OF RECHARGE CAPACITY (PERC)	GOAL #	1, 2, 4
<ul style="list-style-type: none"> • Mill Creek: Hydraulics Technical Memo complete • Oak and Plunge Creek: District review of draft Feasibility Study section (Volume 3) for these sites complete • Waterman, Twin, and Lynwood: Draft of Feasibility Study section (Volume 2) for these sites complete, District review of draft in progress 			
PROJECT	MENTONE SHOP CONSTRUCTION	GOAL #	2
<ul style="list-style-type: none"> • Insulation and interior framing are complete, with finish work for electrical, HVAC, and plumbing in progress 			
PROJECT	GRANTS	GOAL #	6
<ul style="list-style-type: none"> • Local Cybersecurity Grant Program for Local & Tribal Governments: Grant Project 1, a cybersecurity plan, has been completed, as well as Grant Project 2, installation and deployment of a continuous cybersecurity assessment • District was notified we did not receive Representative Aquilar’s FY26 Community Project Funding grant on July 1, 2025 			
PROJECT	FORECAST-INFORMED RESERVOIR OPERATIONS	GOAL #	1
<ul style="list-style-type: none"> • None 			
PROJECT	PLUNGE CREEK CONSERVATION	GOAL #	1, 4
<ul style="list-style-type: none"> • Total project recharge is 565 AF for the 2025 Water Year to date 			
PROJECT	WASH PLAN HCP	GOAL #	4
<ul style="list-style-type: none"> • On June 3, District staff had completed surveys for the 141 sites selected for San Bernardino kangaroo rat monitoring in 2025 in compliance with requirements of the Upper Santa Ana River Wash Habitat Conservation Plan • On June 4, the District held the bi-annual Wash Plan Preserve Management Committee <p><u>Santa Ana River Wash Plan Land Exchange Act Implementation</u></p> <ul style="list-style-type: none"> • District staff are working with contracted land surveyors and the title company to prepare escrow materials requested by BLM 			
PROJECT	WILDLANDS TRAILS	GOAL #	3
<ul style="list-style-type: none"> • None 			

Operations & Maintenance Updates

TOPIC	FACILITIES	GOAL #	1
<ul style="list-style-type: none"> Water recharge operations are focused on basin and road maintenance On June 20, the District’s contractor began removal of stockpiles of material excavated from basins during FY25 			
TOPIC	AGGREGATE MANAGEMENT	GOAL #	1
<ul style="list-style-type: none"> Upland Rock continues processing and selling stockpiled sand and rock from District basin maintenance efforts to support efficient recharge operations 			

Partnership Updates


TOPIC	CONSERVATION TRUST	GOAL #	4
<ul style="list-style-type: none"> None 			
TOPIC	MINING	GOAL #	N/A
<ul style="list-style-type: none"> CEMEX continues to mine the Plant Site quarry under their lease with the District 			

Communication & Engagement Updates

TOPIC	EDUCATION AND PRESENTATIONS	GOAL #	5
<ul style="list-style-type: none"> On June 10, District staff led a field tour of the slender-horned spineflower bulking site for staff from the San Bernardino County Flood Control District On June 26, IERCD staff presented an educational program on behalf of the District to a YMCA summer class at Belvedere Elementary in San Bernardino 			
TOPIC	CONFERENCES AND TRAININGS	GOAL #	5
<ul style="list-style-type: none"> On June 3, Dr. Mitrovich attended the California Habitat Conservation Plan Coalition Annual Meeting in Sacramento On June 6-8, Mr. Colunga, Mr. Purvis, Ms. Olmos, and Ms. Zecher attended on the State Water Project Tour hosted by San Bernardino Valley Municipal Water District in Sacramento, CA On June 16, District Directors McDonald, Stewart, and Falcone toured the Enhanced Recharge facilities with San Bernardino Valley Municipal Water District On June 23-25, Ms. Miller attended a training titled “Communicate to Drive Results” in Atlanta, GA 			

TOPIC	MEDIA AND LEGISLATIVE ENGAGEMENT	GOAL #	5
<ul style="list-style-type: none"> • None 			

FUTURE ACTIVITIES



Expected short-term items for Board consideration:

- Materials processing license
- FY26 contracts

Photo Gallery



Removal of materials stockpiled during recent basin maintenance on June 20



District staff removing invasive plants on July 26



Tommy Purvis welds steel plates installed to replace grates on a District road on July 27



2025 BOARD PRIORITIES PROGRESS REPORT: Q2

Priorities were set by the Board as special efforts or emphasis items for the General Manager and staff for 2025.

PRIORITIES SET BY THE BOARD IN JAN 2025							Q2 UPDATE AS OF JUNE 30, 2025			
#	Item	Priority	Projected Completion	Relative Staff Effort	Relative Financial Cost	Strategic Plan Goal #	Complete?		Progress Report	
							Yes	No		
1	Operate and Maintain SAR and Mill Creek Groundwater Recharge Facilities	1	Ongoing	High	High	1A, 2A, 2B		✓	• Recharge = 19,145 AF to-date (6/30/2025) in Calendar Year 2025.	
2	Operate Enhanced Recharge Groundwater Recharge Facility	1	Ongoing	High	Medium	1A		✓	• See #1	
3	Complete PERC Feasibility Studies and Prioritize PERC Projects	1	5/2025	High	High	1B, 2C		✓	• Multi-objective Decision Support System complete • Feasibility Study sections for Lynwood, Oak, Plunge, Twin, and Waterman complete • Remaining Feasibility Study sections in draft	
4	Complete Wash Plan BLM Land Exchange	1	6/2025	Low	Low	3A		✓	• Escrow instructions have been provided by BLM	
5	Construct Mentone Shop	1	7/2025	High	High	1A, 2A, 7G		✓	• Construction is 80% complete	
6	Initiate Final Design for Top Priority PERC Project	1	9/2025	High	High	1B, 2C		✓	• Pending #3	
7	Update Website	1	6/2025	Low	Medium	4, 5		✓	• Stylescape and key messages document complete • Kick-off meeting with new consultant scheduled for July 7	
8	Obtain Mill Creek Operations Conservation Benefit Agreement	2	9/2025	Medium	Low	2D		✓	• In review by USFWS	
9	Design Water-wise Garden at San Bernardino County Museum	2	12/2025	Medium	High	4K, 5A		✓	• MOU with San Bernardino County Museum approved by County Board of Supervisors • On-site kick-off meeting is scheduled for July 16	
10	Redlands Plaza Office Expansion	2	12/2025	Medium	Medium	7G		✓	• Initial project meeting conducted with engineering consultant • Space planning meetings scheduled for July and August	
11	Conduct Outreach Presentations Highlighting the Benefits of Long-term Land and Groundwater Stewardship	2	12/2025	Medium	Low	4, 5A, 5B		✓	• Presentation at Basin Technical Advisory Committee • Facilities tour for Big Bear Watermaster agencies • Podcast participation on ACWA JPIA's Leadership Essentials Program • Presentation at Redlands Earth Day • Facilities tour for Gage Canal Company • Presentation at ACWA 2025 Spring Conference Innovation Panel • Presentation at Southern California Dialogue • Field tour of the slender-horned spineflower restoration project for San Bernardino County Flood Control	
12	Permit and Design Wash Plan Wildland Priority Trails	2	12/2025	Medium	Low	3E		✓	• No progress to date	
13	Install Mill Creek Flow Meter	2	12/2025	Medium	Medium	1A, 2A		✓	• Initial site visit completed with engineering consultant	
14	Apply For and Secure Grant Funds	2	Ongoing	Medium	Medium	6E		✓	• Fiscal Year 2026 Community Project Funding request submitted	

TRAVEL AND EXPENSES COST ESTIMATE

Name of Event:	CSDA's 2025 Annual Conference & Exhibitor Showcase
Event Dates:	Monday, August 25 - 28, 2025
Conference Location:	Monterey, CA
Requested by:	Mark E. Falcone

GL	GL Name	Cost	Notes
	6401 Directors Fees (\$277)	\$ 1,385.00	5 days - Sunday / Thursday travel day
	6410 Mileage (.70)	\$ 530.60	Roundtrip
	6415 Air Fare	\$ -	
	6420 Other Travel	\$ 125.00	\$25/day parking fee (Parking/Taxi/Rental Car) Sunday travel lunch & dinner, Thursday travel
	6425 Meals	\$ 220.00	lunch and dinner (travel day meals, if needed)
	6430 Lodging	\$ 996.00	Augsut 24 - 28
	6435 Conference Registration (Full)	\$ 890.00	before July 25, 2025
Estimated Total		\$ 4,146.60	

TRAVEL AND EXPENSES COST ESTIMATE

Name of Event:	CSDA's 2025 Annual Conference & Exhibitor Showcase
Event Dates:	Monday, August 25 - 28, 2025
Conference Location:	Monterey, CA
Requested by:	John Longville

GL	GL Name	Cost	Notes
	6401 Directors Fees (\$277)	\$ 1,662.00	6 days - Sunday / Friday travel day
	6410 Mileage (.70)	\$ 530.60	Roundtrip
	6415 Air Fare	\$ -	
	6420 Other Travel	\$ 125.00	\$25/day parking fee (Parking/Taxi/Rental Car) Sunday travel lunch & dinner, Thursday travel
	6425 Meals	\$ 220.00	lunch and dinner (travel day meals, if needed)
	6430 Lodging	\$ 1,494.00	August 23 - 29
	6435 Conference Registration (Full)	\$ 890.00	before July 25, 2025
Estimated Total		\$ 4,921.60	