



# San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

## **BOARD OF DIRECTORS MEETING AGENDA**

**Wednesday, October 8, 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: 232 147 436 001 Passcode: Db9Hh3gy

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.

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### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

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#### **1. PUBLIC PARTICIPATION**

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

#### **2. ADDITIONS/DELETIONS TO AGENDA**

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

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#### **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, September 13, 2025 .....6
  - b. Approval of Expenditure Report, September 2025.....18
- 5. **COMMITTEE REPORTS /ACTION ITEMS**

**Committee Reports**

**Action Items**

- A. UNAUDITED FINANCIAL REPORT FOR SEPTEMBER 2025 – 5 Minutes (M#2138)....26  
Presenter: Angie Quiroga  
Recommendation: Approve the Unaudited Financial Report for September 2025.
- B. PAST DUE PAYMENTS FOR GROUNDWATER ASSESSMENT NO. 64 – 5 Minutes  
(M#2139) .....37  
Presenter: Betsy Miller  
Recommendation: Direct staff to investigate registered well-owners who have not responded to or failed to pay Groundwater Assessment No. 64.
- C. PERSONNEL MANUAL REVISIONS FOR LEAVE ACCRUAL – 5 Minutes  
(M#2140).....40  
Presenter: Betsy Miller  
Recommendation: Update the Personnel Manual to amend Section 6.01.01, Vacation, to expand the General Manager’s authority related to the amount of vacation time accrued by new or promoted management-level employees during hiring negotiations.
- D. SALARY RANGE ADJUSTMENT FOR CERTAIN JOB CLASSIFICATIONS – 5 Minutes  
(M#2141).....43  
Presenter: Betsy Miller  
Recommendation: Update the Salary Table to move Principal Engineer from Range 38 to Range 40 and Land Resources Manager from Range 40 to Range 42.
- E. CAPITAL VEHICLE PURCHASE OF LIGHT-DUTY FIELD TRUCK – 5 Minutes  
(M#2142).....46  
Presenter: Betsy Miller  
Recommendation: Authorize the General Manager to purchase a new F-150 or F-150 Lightning truck from Ken Grody Ford or Raceway Ford in an amount not to exceed \$66,962.
- F. CONTRACT FOR BACKFLOW REPAIR AT REDLANDS PLAZA – 5 Minutes  
(M#2143).....49  
Presenter: Betsy Miller

Recommendation: Approve the Replacement of In-Ground Backflow Prevention Device Construction Services Agreement for an amount not to exceed \$75,500.

G. CSDA BOARD OF DIRECTORS VACANCY – CALL FOR NOMINATIONS: SEAT C – SOUTHERN NETWORK – 5 Minutes (M#2144) .....67

Presenter: Betsy Miller

Recommendation: Nominate a candidate for the CSDA Board of Directors Elections, Seat C-Southern Network, for the remainder of the 2024-2026 term, and approve Resolution 636 titled A Resolution of the Board of Directors of the San Bernardino Valley Water Conservation District Nominating a Director to the California Special District Association Board of Directors Seat C – Southern Network.

H. CSDA BOARD OF DIRECTORS SUPPORTING NOMINATION REQUEST – 5 Minutes (M#2145) .....69

Presenter: Betsy Miller

Recommendation: Direct staff to prepare a letter of support for Jason Dafforn of Valley Sanitary District for the CSDA Board of Directors Elections, Seat C-Southern Network, for the remainder of the 2024-2026 term.

6. **INFORMATION ITEMS:**

- A. Environmental Update .....73
- B. Engineering Update .....75
- C. General Manager’s Report .....76
- D. Board Priority Updates Q3 .....87
- E. Future Agenda Items & Staff Tasks

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

- A. Board Member Meeting Reports – 15 minutes

8. **UPCOMING MEETINGS:**

October 21, 2025	Big Bear Watermaster Meeting, 11:00 AM at Bear Valley Mutual Water Company, 101 E Olive Ave, Redlands, CA 92373
October 21, 2025	Outreach and Communications Committee Meeting, 3:00 PM at Conservation District (Teams Meeting ID: 210 438 800 198 Passcode: 3hb7hC2G)
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)
November 5, 2025	Finance and Administration Committee Meeting, 1:30 PM at Conservation District (Teams Meeting ID: 210 139 778 47 Passcode: P2jw76BT)
November 11, 2025	Office Closed for Veterans Day Holiday
November 12, 2025	Board of Directors Meeting, 1:30 PM at Conservation District (Teams Meeting ID: 244 166 549 763 Passcode: KY6YB76E)
November 20, 2025	Environmental Workshop, 10:00 AM at Conservation District
November 27, 2025	Office Closed for Thanksgiving Day Holiday
November 28, 2025	Office Closed for Day After Thanksgiving Holiday
December 10, 2025	Board of Directors Meeting, 9:30 AM at Conservation District (Teams Meeting ID: 273 594 470 144 Passcode: rR3Gc9RJ)
December 24, 2025	Office Closed for Christmas Eve Holiday
December 25, 2025	Office Closed for Christmas Day Holiday
December 31, 2025	Office Closed for New Year's Eve Holiday

## 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 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.

- C. 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.
  
- D. 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 Cemex Materials Pacific, LLC. on portions of San Bernardino County Assessor Parcel Nos. 029113101 and 029114108. The District's negotiators are Betsy Miller and David B. Cosgrove. The CDFW's negotiators are Eric Chan and Kim Freeburn. Cemex's negotiators are Christine Jones and Nathan Layfield.

10. **ADJOURN MEETING.** The next regularly scheduled Board of Directors meeting will be on November 12, 2025, at 1:30 PM, at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA and via Teams/teleconference.