



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.

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, September 13, 20256
 - 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 Update73
- B. Engineering Update75
- C. General Manager’s Report76
- D. Board Priority Updates Q388
- 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.

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING

MINUTES OF SEPTEMBER 10, 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
Robert Stewart, Vice President
Richard Corneille, Director
John Longville, Director
Mark E. Falcone, Director

STAFF PRESENT:

Betsy Miller, General Manager
David Cosgrove, General Counsel
Milan Mitrovich, Land Resources Manager
Angie Quiroga, Senior Administrative Analyst
Aaron Rueda, Administrative Analyst
Aliza Olmos, Assistant Engineer
Christian Collier, Field Operations Specialist I
Allison Zecher, Board Secretary

GUESTS PRESENT:

Cindy Saks, San Bernardino Valley Municipal Water District
Paul Kielhold, San Bernardino Valley Municipal Water District
Zachary Blum, Riverside County Flood Control
David Smith, East Valley Water District
Bill Taylor, Robertson's Ready Mix

1. PUBLIC PARTICIPATION

No public comments were made.

2. ADDITIONS/DELETIONS TO AGENDA

No additions or deletions were made to the agenda.

3. INTRODUCTIONS AND GUEST RECOGNITION

The Board, staff, in-person, and Teams attendees introduced themselves and the Board welcomed Christian Collier, newly appointed Field Operations Specialist I.

4. CONSENT CALENDAR

The Board considered the Consent Calendar, which included Board Minutes from August 13, 2025, and the August Expenditure Report

It was moved by Director Corneille and seconded by Vice President Stewart to approve the Consent Calendar. The motion carried 4-0-1, with all Board members present voting in the affirmative.

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

5. COMMITTEE REPORTS/ACTION ITEMS

Committee Reports

Chair Corneille provided a verbal report on the Ad Hoc Audit Committee meeting held on August 19, 2025. The Committee met with Brandon Farrell of Eadie Payne, LLP, the partner in charge of the audit. Mr. Ferrell presented the audit timeline: Field work is scheduled for early October, the draft report is planned for November, and the final audit will be presented to the Board at their December meeting. Mr. Ferrell also reviewed new GASB requirements, including guidance on the treatment of sick leave and risk disclosures, and discussed any questions or concerns held by the Committee.

Chair Stewart provided a verbal report on the Finance & Administration Committee meeting held on August 20. The Committee reviewed progress on the agency's website update, noting improvements to the framework to enhance user-friendliness and accessibility, as well as potential adjustments to the agency logo and tagline. These items will be discussed in detail by the Outreach & Communications Committee.. Finally, the Committee presented the annual Board calendar for coordination of meetings and activities in the year ahead.

Action Items

A. **UNAUDITED FINANCIAL REPORT FOR JULY 2025**

Ms. Quiroga presented the Unaudited Financial Report for August 2025, beginning on page 30 of the agenda packet. She noted that a correction was made to remove recorded groundwater revenue, based on invoices, which have not yet been received. A revised income statement was provided and displayed during the meeting.

Interest income, GL 4010, totaled through August, was slightly above budget. Groundwater revenue was minimal, reflecting payments from seven smaller producers for the January to June 2025 assessment period, with larger municipal payments pending. Ms. Quiroga reviewed additional income related to the Wash Plan, from mining revenue, and grant funds from ACWA

JPIA's Wellness Grant Program. She then reviewed operating expenses and capital improvement project expenditures for August, directing the Board's attention to pages 31–35, and the District's cash position as of August 31, 2025, on page 37.

No investment redemptions or maturities occurred in August; however, dividend reinvestments continued automatically, with a total of approximately \$30,000 earned in the General Fund and PERC accounts.

During discussion, Director Falcone inquired about a \$60,000 basin cleaning expense from GL 5050 on page 31 noted in disbursements. Ms. Quiroga clarified that the invoice from Larry Jacinto Construction was for work performed through June 30, 2025, and will be rebooked to the prior fiscal year. A separate \$13,100 invoice reflected July work. The equipment rental approved by the Board in July was not part of these charges.

The Board received the report, and Directors commended staff for their diligence in tracking adjustments and clarifying reimbursements.

It was moved by Director Falcone and seconded by Vice President Stewart to approve the Unaudited Financial Reports for August 2025 as presented. The motion carried 4-0-1.

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

B. FOURTH QUARTER UNAUDITED FINANCIAL REPORTS FOR FISCAL YEAR 2025

Ms. Quiroga presented the Unaudited Financial Report for the fiscal year ending June 30, 2025, beginning on page 41 of the agenda packet. She noted that the report incorporated year-end accruals and adjustments following the June 2025 financials previously reviewed at the July Board meeting.

Total income for the year was \$5,070,570, consisting of interest income of \$2,326,991, groundwater revenue of \$1,582,431, mining revenue of \$653,160, Wash Plan reimbursements of \$205,310, miscellaneous and grant income, salary reimbursements, and property tax revenue.

Operating expenses for FY25 totaled \$3,829,454, resulting in net income before capital improvement projects of approximately \$2.7 million. Capital improvement project expenditures totaled \$2,137,207, including major work on the PERC projects and the Mentone property shop on page 46. Net income after capital expenditures was \$595,928.

The District's cash position as of June 30, 2025, was \$3,186,685 after obligations, as shown on page 48.

An unaudited balance sheet was also provided beginning on page 49. Ms. Quiroga explained that some adjustments, including GASB entries, will be completed with the auditors as part of the annual audit process. The Board discussed the preferred level of detail for quarterly balance sheet reporting and agreed staff would continue providing the full detail unless otherwise directed.

The report was received by the Board, with Directors commending staff for providing clear and timely year-end financial information.

It was moved by Director Corneille and seconded by Director Falcone to approve the Fourth Quarter Unaudited Financials for FY25 as recommended by the Finance & Administration Committee as revised. The motion carried 4-0-1, with all Board members present voting in the affirmative.

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

C. AMENDMENT TO AGREEMENT FOR EMPLOYMENT OF IN-HOUSE COUNSEL AND DISTRICT COUNSEL BONUS

Ms. Miller presented an amendment to the agreement for employment of in-house District counsel, beginning on page 52 of the agenda packet, with the draft amendment provided on pages 54–55. Ms. Miller reported that the amendment was prepared in response to the Board’s request to award a \$15,000 merit bonus to Mr. Cosgrove following his recent annual review. The amendment adds a provision authorizing merit bonuses at the Board’s discretion and updates counsel’s salary to reflect cost-of-living adjustments since the contract was originally executed in 2021.

Upon motion duly made and seconded, the Board approved the amendment to the agreement and authorized issuance of a \$15,000 merit bonus to District Counsel Mr. Cosgrove. President McDonald and Director Corneille expressed their appreciation for the exceptional service provided by counsel.

It was moved by Director Corneille and seconded by Director Falcone to approve the Amendment to Agreement for Employment of In-house Counsel and direct the General Manager to provide a merit bonus to District Counsel in the amount of \$15,000 in recognition of the value of this work in FY25. The motion carried 4-0-1, with all Board members present voting in the affirmative.

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

D. CAPITAL VEHICLE PURCHASE OF A FORD F-150

Ms. Miller presented the capital vehicle purchase of a Ford F-150, beginning on page 57 of the agenda packet. She explained that the approved FY26 budget included a new truck for the Field Operations Specialist I position, recently filled by Christian Collier on August 25, 2025. With this position now staffed, the District is prepared to proceed with a vehicle purchase.

Ms. Miller and staff reviewed quotes obtained from three regional Ford dealerships and recommended purchase from the local Redlands dealership, citing both competitive cost and proximity for ongoing service compared to more distant dealerships. The proposed purchase is consistent with the specifications of existing District vehicles. She also sought Board direction on whether to include an extended warranty, which would add approximately \$4,900 to the purchase price.

Director Falcone inquired about the configuration of the truck, and staff provided details on the vehicle specifications.

Director Corneille raised the need to evaluate purchasing an electric Ford Lightning in lieu of a gas-powered vehicle. He emphasized that the City of Redlands has adopted a Climate Action Plan that prioritizes a transition to electric vehicles and stated that the District should lead by example and strongly consider purchasing its first electric truck. He further noted that operating and maintenance costs are generally lower for electric vehicles, resulting in lower costs for District rate-payers.

Director Falcone asked if the Mentone Shop has charging infrastructure. Ms. Miller Confirmed that while charging infrastructure is not currently in place at the Mentone Shop, but the facility is being expanded with upgraded electrical panels that will support EV charging.

Directors discussed both the advantages and limitations of an immediate transition. President McDonald and Director Falcone expressed concern about the reliability and availability of electric trucks for fieldwork. Director Corneille noted the value of transitioning to electric trucks incrementally and saw merit in obtaining quotes for electric options before proceeding.

Director Falcone made a motion to approve purchase of the gas-powered Ford F-150 without the extended warranty, noting that the manufacturer's warranty already provides substantial coverage. This motion failed for lack of a second.

Director Corneille made a substitute motion to defer the purchase until the next Board meeting on October 8, 2025, directing staff to obtain comparative quotes for both the gas-powered Ford F-150 and the electric Ford F-150 Lightning, including cost, availability, delivery timeline, and any additional infrastructure requirements. President McDonald also requested that staff broaden the search to consider other electric vehicle options beyond Ford, provided they meet District field needs. She commented on long-term planning for electric vehicle integration, noting the importance of reviewing battery life, replacement costs, towing capacity, and maintenance data from other public agencies or fleet operators. Director Falcone voiced concerns about cost and operational flexibility of current electric vehicles and Director Corneille voiced his opinion that the

District should align its capital purchases with environmental stewardship and regional climate goals.

Following discussion, the Board approved the substitute motion. Staff will return at the next meeting with updated quotes and analysis for both gas and electric vehicle options, along with information on charging requirements and potential impacts to field operations.

It was moved by Director Longville and seconded by Director Corneille to move to request this item be tabled and referred to the Board of Directors meeting on October 8, 2025, for reconsideration of specific issues discussed. The motion carried 4-1-0, with all Board members present voting in the affirmative.

**President McDonald: Yes
Vice President Stewart: Yes
Director Corneille: Yes
Director Longville: Yes
Director Falcone: No**

E. COMMUNITY MITIGATION PROGRAM DOCUMENTS FOR SBCTA'S STATE ROUTE 210 MIXED FLOW LANE ADDITION PROJECT

Ms. Miller presented the Community Mitigation Program documents for SBCTA's State Route 210 Mixed Flow Lane Addition Project beginning on page 59 of the agenda packet. She explained that the District Board previously reviewed and approved these documents in April 2020. While the Endowment Agreement was executed in 2021, the remaining documents had been delayed pending approvals from the California Department of Fish and Wildlife (CDFW). Those approvals were received last month, and staff elected to return this item to the Board to share an update and provide the opportunity for questions given the passage of time.

Mr. Cosgrove described the agreements in detail. The core transaction involves transfer of a 4.2-acre conservation easement on District land to the Trust, funded by SBCTA through money deposited with CDFW. No changes have been made to the conservation easement purchase price of \$567,000 or to the startup costs of \$58,250, since 2020. However, interim costs for three years of habitat management have increased from \$87,060 to \$108,930 and the non-wasting endowment, which funds long-term management of the property, has increased from \$97,591 to \$121,451, to address inflation. Staff requested Board authorization for the General Manager and General Counsel to make clerical or non-substantive revisions if required by CDFW or SBCTA counsel, such as updating the preliminary title report to allow issuance of a title insurance policy.

Ms. Miller directed the Board to page 60 of the packet regarding fiscal impact. Upon completion, the District will receive \$567,000 for the conservation easement, deposited into the Land Enterprise Fund in accordance with the Board's previously adopted Community Mitigation Program policy. The San Bernardino Valley Conservation Trust has already received \$58,250 in startup funds, and an additional \$288,631 will be deposited with the San Bernardino Valley Conservation Trust for interim management and the endowment.

During discussion, Director Corneille asked where the parcels were located, and Dr. Mitrovich showed the location of the 4.2 acres on a map handout. Vice President Stewart sought clarification on whether future payments would go to the District or to CDFW. Ms. Miller explained that all funds had already been deposited with CDFW by SBCTA, allowing the agency to secure its permit; funds are released from CDFW to the District and San Bernardino Valley Conservation Trust as agreements are finalized. Vice President Stewart also inquired about the approximate per-acre mitigation value, noting it was close to \$130,000 per acre. Ms. Miller responded that this figure is based on property values in 2020 and would not apply to any future transactions. Additional questions were raised regarding potential changes to the title report and whether CDFW had approved the exceptions. Mr. Cosgrove explained that CDFW has reviewed similar exceptions multiple times under prior agreements and is now familiar with the recurring issues, so staff does not anticipate obstacles.

President McDonald acknowledged the long timeline since the Board's original approval in 2020 and expressed support for moving the agreements forward.

It was moved by Vice President Stewart and seconded by Director Corneille to approve the Agreement for Acquisition of Conservation Easement, updated to reflect tasks that have been accomplished since 2021 and costs adjusted by CDFW, and the Conservation Easement Deed the San Bernardino County Transportation Authority's State Route 210 Mixed Flow Lane Addition Project, subject to clerical or non-substantive revisions requested by CDFW and/or SBCTA as recommended by the General Manager and General Counsel. The motion carried 5-0-0, with all Board members present voting in the affirmative.

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

6. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION 2026 COMMITTEE AND EXPERT FEEDBACK TEAM NOMINATIONS

Ms. Miller presented California Special Districts Association 2026 Committee and Expert Feedback Team Nominations on page 141 of the agenda packet. She explained that as a member of the California Special Districts Association (CSDA), the District annually receives a solicitation to nominate directors or staff to serve on CSDA committees or expert feedback teams. Committees generally meet at least twice per year, with a minimum mandatory attendance requirement, and at least one meeting typically held in Sacramento. Expert feedback teams require less involvement and primarily operate through email responses or occasional virtual meetings. A list of committees was included on page 141, with expert feedback teams on page 142 and a breakdown of estimated costs provided under fiscal impact. Detailed descriptions of the committees were included on page 143. Ms. Miller noted that Director Longville currently serves on the CSDA Elections and Bylaws Committee.

During discussion, Director Falcone asked whether multiple committee applications may be submitted. Ms. Miller confirmed this is possible. Director Falcone expressed interest in applying for the Legislative Committee and the Professional Development Committee. President McDonald noted the benefits for the District to have representation on legislative matters in addition to existing service on the Elections and Bylaws Committee.

It was moved by Director Corneille and seconded by Vice President Stewart to direct staff to submit interest forms for 2026 CSDA committee and/or expert feedback team service, nominating Director Falcone for the Legislative and Professional Development Committees and Director Longville for the Elections and Bylaws Committee. The motion carried 5-0-0, with all Board members present voting in the affirmative.

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

3. ASSOCIATION OF SAN BERNARDINO COUNTY SPECIAL DISTRICT'S 2026 HOSTING OPPORTUNITIES

Ms. Miller presented the Association of San Bernardino County Special District's 2026 hosting opportunities, noting that the District previously hosted in July 2025. For 2026, limited dates remain available, and staff requested Board direction on whether the District should host again.

President McDonald expressed positive feedback on the District's experience hosting in 2025 and supported participation in 2026. Following discussion, it was moved and seconded to direct staff to confirm the District's participation as host for the Association of San Bernardino County Special Districts meeting on February 23, 2026.

It was moved by Director Corneille and seconded by Director Longville to select the primary date to host the Association of San Bernardino County Special District's dinner on February 23, 2026. The motion carried 5-0-0, with all Board members present voting in the affirmative.

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

4. INFORMATION ITEMS

ENVIRONMENTAL UPDATE

Dr. Mitrovich presented the monthly environmental update, beginning on page 145 of the agenda packet. He reported on staff meetings with the Wildlife Conservation Board on August 6 and 8 to discuss grant opportunities for expansion of the Plunge Creek Conservation Project and the BLM Fuels Management Grant Project.

He also noted that on August 8 and 26, the District received approvals from CDFW and the U.S. Fish and Wildlife Service for the San Bernardino kangaroo rat (SBKR) translocation plan required under the Wash Plan and Robertson's Ready Mix incidental take permit. In response to a question from President McDonald, Dr. Mitrovich discussed recent data on the optimal seasons to translocate SBKR.

On August 12, staff met with Redlands Fire Marshal Vince Anderson to discuss coordination with the City's Community Wildfire Protection Plan in the Santa Ana River Wash and along Highway 38. The Fire Marshal expressed support for the District's ongoing fuel modification efforts and discussed opportunities for additional activities. Dr. Mitrovich emphasized that the District continues to take a modest, selective approach to vegetation management to balance fire safety needs with habitat protections for threatened and endangered species.

Director Stewart raised questions about newly adopted fire hazard maps in Redlands, which expand designated hazard areas. Dr. Mitrovich noted that his discussion with the Fire Department focused on protection of homes and infrastructure. The Board thanked staff for the update and commended their continued work on grants, permitting, and interagency partnerships.

ENGINEERING UPDATE

Ms. Miller presented the Engineering Update. She reported that the District has received approval for the potable water hookup at the Mentone Shop. She noted that she visited the shop construction site to verify progress and found several outstanding tasks, which will be addressed by Mr. Crowley in the coming week.

Progress continues on the PERC feasibility studies, with draft volumes one and four completed and awaiting review by Mr. Crowley upon his return. In addition, the District has entered into an agreement with an architect for the office expansion project. Ms. Miller explained that the agreement did not require Board approval as it fell within her signature authority, and she will provide updates as preliminary plans are developed.

Ms. Miller also noted that, with the loaders rented under the Board's prior approval, several basins at Santa Ana have already been cleaned.

GENERAL MANAGER'S REPORT

Ms. Miller presented the General Manager's Report, beginning on page 147 of the agenda packet. She noted that the District's newsletter subscriber base has grown to over 1,000, a significant increase since the spring. She also reported that the final two volumes of the PERC feasibility studies have been drafted and will be reviewed by Mr. Crowley upon his return. Additional

highlights included execution of an architect agreement for the District office expansion within the General Manager's signature authority, the onboarding of the new Field Operations Specialist I on August 25, and interviews for senior and principal engineering positions held in late August.

Ms. Miller reported that the Finance and Administration Committee received its first review of the District's redesigned website, with subsequent revisions showing further improvement. She added that staff continue to seek Board input on logo discussions via the up-coming Outreach and Communications Committee. Under facilities, she noted that the Redlands Plaza building failed a routine city inspection of its backflow prevention system, with required upgrades estimated at approximately \$70,000. Additional quotes are being sought, and the City of Redlands has granted an extension while the District selects a contractor to complete the work. Vice President Stewart discussed whether the replacement requirement was triggered by recent right-of-way dedications and emphasized coordination with city staff to clarify code requirements.

Ms. Miller also highlighted planning progress for the District's Waterwise Garden project. She reported that staff met with the landscape designer and San Bernardino County Museum staff who discussed creative, cost-conscious approaches that utilize existing native plants at the site.

Ms. Miller reported that updated GIS surveys show the District has removed 8.22 acres of stockpiled material from basin cleanings at Mill Creek since 2018, reducing the total from 21.27 acres to 13.05 acres. She also highlighted recent wildlife observations on District lands and training participation by staff. In response to Vice President Stewart's question regarding the Wash Plan trails, Ms. Miller stated that the next steps include working through permitting requirements with the California Department of Fish and Wildlife and pursuing funding opportunities included in recent pre-grant applications which are currently limited by staffing resources.

FUTURE AGENDA ITEMS AND STAFF TASKS

President McDonald noted the date of the ACWA JPIA committee nominations and Ms. Miller confirmed that the deadline for committee nominations has been extended to October 3, 2025, and noted that some committees require balanced representation of staff and directors. Vice President Stewart also discussed the need to schedule a meeting of the Trails Committee, recalling that its work was paused during Phase 2B construction.

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

Director Falcone attended the following meetings since the last Board meeting:

- August 13 – East Valley Water District Board Meeting
- August 19 – SBVMWD Board Meeting
- August 20 – SBVWCD Finance & Administration Committee Meeting
- August 25-28 – CSDA Annual Conference
- August 28 – City of Highland Meeting
- September 2 – SBVMWD Board Meeting
- September 4 – SBVMWD Policy & Administration Workshop
- September 9 – SBVMWD Engineering & Resources Workshop
- September 9 – Highland City Council Meeting

- September 10 – SBVWCD Board Meeting

Director Longville attended the following meetings since the last Board meeting:

- August 19 – SBVMWD Board Meeting
- August 20 – SBVWCD Finance & Administration Committee Meeting
- August 25-28 – CSDA Annual Conference
- September 2 – SBVMWD Board Meeting
- September 9 – SBVMWD Engineering & Resources Workshop
- September 10 – SBVWCD Board Meeting

Director Corneille attended the following meetings since the last Board meeting:

- August 19 – SBVWCD Ad Hoc Audit Committee Meeting
- September 5 – Redlands Chamber of Commerce Rise & Shine
- September 8 – Santa Ana Mill Creek Exchange Plan Committee Meeting
- September 10 – SBVWCD Board Meeting

Vice President Stewart attended the following meetings since the last Board meeting:

- August 19 – SBVWCD Ad Hoc Audit Committee Meeting
- August 19 – Bear Valley Mutual Water Company Board Meeting
- August 20 – SBVWCD Finance & Administration Committee Meeting
- September 4 – SBVMWD Policy & Administration Workshop
- September 8 – Santa Ana Mill Creek Exchange Plan Committee Meeting
- September 10 – SBVWCD Board Meeting

President McDonald attended the following meetings since the last Board meeting:

- August 19 – SBVMWD Board Meeting
- August 26 – Highland Chamber of Commerce Monthly Luncheon
- September 2 – SBVMWD Board Meeting
- September 4 – ACWA Region 9 State Legislative Committee Agenda Review
- September 5 – ACWA State Legislative Committee Meeting
- September 8 – ASBCSD Board Meeting
- September 9 – SBVMWD Engineering & Resources Workshop
- September 10 – SBVWCD Board Meeting

6. CLOSED SESSION

Ms. Miller stated that staff wished to discuss the items listed under Closed Session with the Board at 3:42 p.m.

It was moved by Director Corneille and seconded by Vice President Stewart to adjourn to Closed Session. The motion carried 5-0-0, with all Board members present voting in the affirmative.

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

Director Falcone: Yes

At 4:39 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.

7. ADJOURN MEETING

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

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

At 4:40 p.m. the meeting adjourned to the Board meeting scheduled for 1:30 p.m. on September 10, 2025, in-person, teleconference, and Teams meeting.

Betsy Miller
General Manager

San Bernardino Valley Water Conservation District

Expenses by Vendor Detail

September 2025

Num	Date	Name	Account	Class	Amount
Aaron Pederson-Clear Views Window					
Sep25	09/27/2025	Aaron Pederson-Cle...	6018 · Janitorial Ser...	4-General...	45.00
Total Aaron Pederson-Clear Views Window					45.00
ACWA JPIA - Workers Comp					
	09/30/2025	ACWA JPIA - Work...	6120 · Workers' Co...	4-General...	1,566.98
	09/30/2025	ACWA JPIA - Work...	6120 · Workers' Co...	1-Ground...	3,569.25
	09/30/2025	ACWA JPIA - Work...	6120 · Workers' Co...	2-Redlan...	348.22
	09/30/2025	ACWA JPIA - Work...	6120 · Workers' Co...	3-Land R...	1,218.76
	09/30/2025	ACWA JPIA - Work...	6120 · Workers' Co...	5-Wash P...	87.05
	09/30/2025	ACWA JPIA - Work...	6120 · Workers' Co...	6-Active ...	1,915.20
Total ACWA JPIA - Workers Comp					8,705.46
ACWA/JPIA-Health					
	09/02/2025	ACWA/JPIA-Health	6110 · Vision Insura...	4-General...	34.08
	09/02/2025	ACWA/JPIA-Health	6110 · Vision Insura...	1-Ground...	77.60
	09/02/2025	ACWA/JPIA-Health	6110 · Vision Insura...	2-Redlan...	7.57
	09/02/2025	ACWA/JPIA-Health	6110 · Vision Insura...	3-Land R...	26.50
	09/02/2025	ACWA/JPIA-Health	6110 · Vision Insura...	5-Wash P...	1.89
	09/02/2025	ACWA/JPIA-Health	6110 · Vision Insura...	6-Active ...	41.64
	09/02/2025	ACWA/JPIA-Health	6130 · Dental Insura...	4-General...	113.72
	09/02/2025	ACWA/JPIA-Health	6130 · Dental Insura...	1-Ground...	259.02
	09/02/2025	ACWA/JPIA-Health	6130 · Dental Insura...	2-Redlan...	25.27
	09/02/2025	ACWA/JPIA-Health	6130 · Dental Insura...	3-Land R...	88.45
	09/02/2025	ACWA/JPIA-Health	6130 · Dental Insura...	5-Wash P...	6.32
	09/02/2025	ACWA/JPIA-Health	6130 · Dental Insura...	6-Active ...	138.99
	09/02/2025	ACWA/JPIA-Health	6150 · Medical Insur...	4-General...	3,944.51
	09/02/2025	ACWA/JPIA-Health	6150 · Medical Insur...	1-Ground...	8,984.72
	09/02/2025	ACWA/JPIA-Health	6150 · Medical Insur...	2-Redlan...	876.56
	09/02/2025	ACWA/JPIA-Health	6150 · Medical Insur...	3-Land R...	3,067.95
	09/02/2025	ACWA/JPIA-Health	6150 · Medical Insur...	5-Wash P...	219.14
	09/02/2025	ACWA/JPIA-Health	6150 · Medical Insur...	6-Active ...	4,821.07
Total ACWA/JPIA-Health					22,735.00
Alan Salcedo					
	09/17/2025	Alan Salcedo	6510 · Mileage	4-General...	24.69
	09/17/2025	Alan Salcedo	6510 · Mileage	1-Ground...	15.44
	09/17/2025	Alan Salcedo	6510 · Mileage	3-Land R...	6.17
	09/17/2025	Alan Salcedo	6510 · Mileage	6-Active ...	15.44
Total Alan Salcedo					61.74
Aliza Olmos					
	09/17/2025	Aliza Olmos	6510 · Mileage	4-General...	44.40
	09/17/2025	Aliza Olmos	6510 · Mileage	1-Ground...	27.76
	09/17/2025	Aliza Olmos	6510 · Mileage	3-Land R...	11.10
	09/17/2025	Aliza Olmos	6510 · Mileage	6-Active ...	27.76
Total Aliza Olmos					111.02
American Express					
	09/23/2025	American Express	6001 · General Admi...	4-General...	-5.77
	09/23/2025	American Express	6001 · General Admi...	1-Ground...	-5.77
	09/23/2025	American Express	6002 · Website Adm...	4-General...	365.00
	09/23/2025	American Express	6027 · Computer So...	4-General...	45.60
	09/23/2025	American Express	6027 · Computer So...	1-Ground...	12.00
	09/23/2025	American Express	6027 · Computer So...	2-Redlan...	18.00
	09/23/2025	American Express	6027 · Computer So...	3-Land R...	18.00
	09/23/2025	American Express	6027 · Computer So...	5-Wash P...	6.00
	09/23/2025	American Express	6027 · Computer So...	6-Active ...	20.40
	09/23/2025	American Express	6525 · Meals	4-General...	52.75
	09/23/2025	American Express	6525 · Meals	1-Ground...	41.02
	09/23/2025	American Express	6525 · Meals	3-Land R...	23.44
Total American Express					590.67

San Bernardino Valley Water Conservation District

Expenses by Vendor Detail

September 2025

10/03/25

Accrual Basis

Num	Date	Name	Account	Class	Amount
Anna Frey					
	09/18/2025	Anna Frey	6510 · Mileage	4-General...	69.91
	09/18/2025	Anna Frey	6510 · Mileage	1-Ground...	43.70
	09/18/2025	Anna Frey	6510 · Mileage	3-Land R...	17.48
	09/18/2025	Anna Frey	6510 · Mileage	6-Active ...	43.70
	09/18/2025	Anna Frey	6525 · Meals	4-General...	59.85
	09/18/2025	Anna Frey	6525 · Meals	1-Ground...	46.55
	09/18/2025	Anna Frey	6525 · Meals	3-Land R...	26.60
Total Anna Frey					307.79
Betsy Miller					
	09/08/2025	Betsy Miller	6510 · Mileage	4-General...	27.78
	09/08/2025	Betsy Miller	6510 · Mileage	1-Ground...	17.36
	09/08/2025	Betsy Miller	6510 · Mileage	3-Land R...	6.94
	09/08/2025	Betsy Miller	6510 · Mileage	6-Active ...	17.36
Total Betsy Miller					69.44
Burgeson's Heating & Air Conditioning, In					
1525838	09/16/2025	Burgeson's Heating ...	6026 · Redlands Pla...	2-Redlan...	1,360.00
Total Burgeson's Heating & Air Conditioning, In					1,360.00
Citizens Business Bank					
Aug/Sep	09/12/2025	Citizens Business B...	5210 · Equipment M...	1-Ground...	431.00
Aug/Sep	09/12/2025	Citizens Business B...	5215 · Property Mai...	1-Ground...	485.06
Aug/Sep	09/12/2025	Citizens Business B...	5215 · Property Mai...	3-Land R...	121.27
Aug/Sep	09/12/2025	Citizens Business B...	5310 · Vehicle Maint...	1-Ground...	536.38
Aug/Sep	09/12/2025	Citizens Business B...	6001 · General Admi...	4-General...	-200.00
Aug/Sep	09/12/2025	Citizens Business B...	6001 · General Admi...	1-Ground...	-200.00
Aug/Sep	09/12/2025	Citizens Business B...	6002 · Website Adm...	4-General...	68.97
Aug/Sep	09/12/2025	Citizens Business B...	6004 · Meeting Expe...	4-General...	14.46
Aug/Sep	09/12/2025	Citizens Business B...	6004 · Meeting Expe...	1-Ground...	14.47
Aug/Sep	09/12/2025	Citizens Business B...	6027 · Computer So...	4-General...	562.10
Aug/Sep	09/12/2025	Citizens Business B...	6027 · Computer So...	1-Ground...	147.92
Aug/Sep	09/12/2025	Citizens Business B...	6027 · Computer So...	2-Redlan...	221.88
Aug/Sep	09/12/2025	Citizens Business B...	6027 · Computer So...	3-Land R...	221.88
Aug/Sep	09/12/2025	Citizens Business B...	6027 · Computer So...	5-Wash P...	73.96
Aug/Sep	09/12/2025	Citizens Business B...	6027 · Computer So...	6-Active ...	251.46
Aug/Sep	09/12/2025	Citizens Business B...	6030 · Office Supplies	4-General...	7.98
Aug/Sep	09/12/2025	Citizens Business B...	6030 · Office Supplies	1-Ground...	5.32
Aug/Sep	09/12/2025	Citizens Business B...	6030 · Office Supplies	2-Redlan...	2.66
Aug/Sep	09/12/2025	Citizens Business B...	6030 · Office Supplies	3-Land R...	3.99
Aug/Sep	09/12/2025	Citizens Business B...	6030 · Office Supplies	5-Wash P...	1.33
Aug/Sep	09/12/2025	Citizens Business B...	6030 · Office Supplies	6-Active ...	5.32
Aug/Sep	09/12/2025	Citizens Business B...	6039 · Postage and ...	4-General...	86.43
Aug/Sep	09/12/2025	Citizens Business B...	6039 · Postage and ...	1-Ground...	39.29
Aug/Sep	09/12/2025	Citizens Business B...	6039 · Postage and ...	2-Redlan...	15.72
Aug/Sep	09/12/2025	Citizens Business B...	6039 · Postage and ...	3-Land R...	15.72
Aug/Sep	09/12/2025	Citizens Business B...	6045 · Bank Service...	4-General...	89.02
Aug/Sep	09/12/2025	Citizens Business B...	6051 · Uniforms	4-General...	31.79
Aug/Sep	09/12/2025	Citizens Business B...	6051 · Uniforms	1-Ground...	74.16
Aug/Sep	09/12/2025	Citizens Business B...	6093 · Memberships	4-General...	76.30
Aug/Sep	09/12/2025	Citizens Business B...	6430 · Lodging	4-General...	1,590.81
Aug/Sep	09/12/2025	Citizens Business B...	6525 · Meals	4-General...	111.92
Aug/Sep	09/12/2025	Citizens Business B...	6525 · Meals	1-Ground...	87.06
Aug/Sep	09/12/2025	Citizens Business B...	6525 · Meals	3-Land R...	49.75
Aug/Sep	09/12/2025	Citizens Business B...	6425 · Meals	4-General...	67.15
Aug/Sep	09/12/2025	Citizens Business B...	6435 · Conf/Seminar...	4-General...	2,997.00
Aug/Sep	09/12/2025	Citizens Business B...	6535 · Conf/Seminar...	4-General...	697.05
Aug/Sep	09/12/2025	Citizens Business B...	6535 · Conf/Seminar...	1-Ground...	542.15
Aug/Sep	09/12/2025	Citizens Business B...	6535 · Conf/Seminar...	3-Land R...	309.80
Total Citizens Business Bank					9,658.53

San Bernardino Valley Water Conservation District

Expenses by Vendor Detail

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Accrual Basis

Num	Date	Name	Account	Class	Amount
CPS HR Consulting					
0018012	09/26/2025	CPS HR Consulting	5120 · Misc. Profess...	4-General...	1,545.00
Total CPS HR Consulting					1,545.00
Day Lite Maintenance, Inc.					
52494...	09/01/2025	Day Lite Maintenanc...	6026 · Redlands Pla...	2-Redlan...	174.00
Total Day Lite Maintenance, Inc.					174.00
Diamond Environmental Services, Inc					
00064...	09/08/2025	Diamond Environme...	5460 · Water / Trash...	4-General...	45.22
00064...	09/08/2025	Diamond Environme...	5460 · Water / Trash...	1-Ground...	35.17
00064...	09/08/2025	Diamond Environme...	5460 · Water / Trash...	3-Land R...	10.05
00064...	09/08/2025	Diamond Environme...	5460 · Water / Trash...	6-Active ...	10.04
Total Diamond Environmental Services, Inc					100.48
East Valley Water District					
	09/04/2025	East Valley Water Di...	5120 · Misc. Profess...	3-Land R...	368.48
Total East Valley Water District					368.48
Edison - 6256 (Redlands Plaza)					
	09/09/2025	Edison - 6256 (Redl...	6026 · Redlands Pla...	2-Redlan...	192.03
Total Edison - 6256 (Redlands Plaza)					192.03
Edison - 6493					
	09/09/2025	Edison - 6493	5420 · Electricity	4-General...	30.86
	09/09/2025	Edison - 6493	5420 · Electricity	1-Ground...	22.05
	09/09/2025	Edison - 6493	5420 · Electricity	2-Redlan...	46.31
	09/09/2025	Edison - 6493	5420 · Electricity	6-Active ...	11.03
Total Edison - 6493					110.25
Edison - 8958					
	09/07/2025	Edison - 8958	5420 · Electricity	4-General...	293.51
	09/07/2025	Edison - 8958	5420 · Electricity	1-Ground...	209.66
	09/07/2025	Edison - 8958	5420 · Electricity	2-Redlan...	440.28
	09/07/2025	Edison - 8958	5420 · Electricity	6-Active ...	104.83
Total Edison - 8958					1,048.28
Edison - 9779					
	09/09/2025	Edison - 9779	5420 · Electricity	4-General...	124.99
	09/09/2025	Edison - 9779	5420 · Electricity	1-Ground...	89.28
	09/09/2025	Edison - 9779	5420 · Electricity	2-Redlan...	187.50
	09/09/2025	Edison - 9779	5420 · Electricity	6-Active ...	44.64
Total Edison - 9779					446.41
FMB Truck Outfitters					
112638	09/12/2025	FMB Truck Outfitters	5210 · Equipment M...	1-Ground...	236.83
Total FMB Truck Outfitters					236.83
Frontier-4860					
	09/09/2025	Frontier-4860	5440 · Telephone	4-General...	154.50
	09/09/2025	Frontier-4860	5440 · Telephone	1-Ground...	64.38
	09/09/2025	Frontier-4860	5440 · Telephone	6-Active ...	38.63
Total Frontier-4860					257.51

San Bernardino Valley Water Conservation District

10/03/25

Expenses by Vendor Detail

Accrual Basis

September 2025

Num	Date	Name	Account	Class	Amount
Frontier-7275					
Sep/O...	09/19/2025	Frontier-7275	5440 · Telephone	4-General...	38.12
Sep/O...	09/19/2025	Frontier-7275	5440 · Telephone	1-Ground...	15.89
Sep/O...	09/19/2025	Frontier-7275	5440 · Telephone	6-Active ...	9.53
Sep/O...	09/19/2025	Frontier-7275	5470 · Internet Servi...	4-General...	62.98
Sep/O...	09/19/2025	Frontier-7275	5470 · Internet Servi...	1-Ground...	34.99
Sep/O...	09/19/2025	Frontier-7275	5470 · Internet Servi...	2-Redlan...	7.00
Sep/O...	09/19/2025	Frontier-7275	5470 · Internet Servi...	3-Land R...	20.99
Sep/O...	09/19/2025	Frontier-7275	5470 · Internet Servi...	6-Active ...	14.00
Total Frontier-7275					203.50
Frontier-9942					
Sep/O...	09/15/2025	Frontier-9942	5470 · Internet Servi...	4-General...	40.28
Sep/O...	09/15/2025	Frontier-9942	5470 · Internet Servi...	1-Ground...	22.37
Sep/O...	09/15/2025	Frontier-9942	5470 · Internet Servi...	2-Redlan...	4.47
Sep/O...	09/15/2025	Frontier-9942	5470 · Internet Servi...	3-Land R...	13.42
Sep/O...	09/15/2025	Frontier-9942	5470 · Internet Servi...	6-Active ...	8.95
Total Frontier-9942					89.49
Hamilton Raye					
1633-16	09/29/2025	Hamilton Raye	5120 · Misc. Profess...	4-General...	228.80
1633-16	09/29/2025	Hamilton Raye	5120 · Misc. Profess...	1-Ground...	1,102.40
1633-16	09/29/2025	Hamilton Raye	5120 · Misc. Profess...	3-Land R...	748.80
Total Hamilton Raye					2,080.00
Herc Rentals Inc.					
89333...	09/30/2025	Herc Rentals Inc.	5210 · Equipment M...	1-Ground...	760.50
Total Herc Rentals Inc.					760.50
Higginson Architects Inc.					
25-177	09/09/2025	Higginson Architects...	7110 · Property Capi...	4-General...	1,940.00
Total Higginson Architects Inc.					1,940.00
Horizon Water					
	09/02/2025	Horizon Water	5460 · Water / Trash...	4-General...	12.93
	09/02/2025	Horizon Water	5460 · Water / Trash...	1-Ground...	10.06
	09/02/2025	Horizon Water	5460 · Water / Trash...	3-Land R...	2.88
	09/02/2025	Horizon Water	5460 · Water / Trash...	6-Active ...	2.88
Total Horizon Water					28.75
Intertelligence					
460	09/19/2025	Intertelligence	5120 · Misc. Profess...	4-General...	660.00
Total Intertelligence					660.00
Lowe's Companies, Inc.					
	09/25/2025	Lowe's Companies, ...	5210 · Equipment M...	1-Ground...	176.73
	09/25/2025	Lowe's Companies, ...	5215 · Property Mai...	1-Ground...	13.75
	09/25/2025	Lowe's Companies, ...	5215 · Property Mai...	3-Land R...	3.44
Total Lowe's Companies, Inc.					193.92
Mark Falcone					
ACH0...	09/08/2025	Mark Falcone	6410 · Mileage	4-General...	578.90
ACH0...	09/08/2025	Mark Falcone	6425 · Meals	4-General...	79.00
ACH0...	09/08/2025	Mark Falcone	6420 · Other Travel	4-General...	14.00
ACH0...	09/18/2025	Mark Falcone	6430 · Lodging	4-General...	1,397.36
Total Mark Falcone					2,069.26
Melody McDonald					
ACH0...	09/08/2025	Melody McDonald	6410 · Mileage	4-General...	12.60
Total Melody McDonald					12.60

**San Bernardino Valley Water Conservation District
Expenses by Vendor Detail
September 2025**

10/03/25

Accrual Basis

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Amount</u>
Mikael Romich					
79	09/05/2025	Mikael Romich	5123 · Habitat Mana...	5-Wash P...	1,215.00
79	09/05/2025	Mikael Romich	7151 · Mill Creek Pe...	1-Ground...	1,215.00
79	09/05/2025	Mikael Romich	5123 · Habitat Mana...	5-Wash P...	420.00
79	09/05/2025	Mikael Romich	5123 · Habitat Mana...	5-Wash P...	7,410.00
Total Mikael Romich					10,260.00
Minds Illustrated					
PERC...	09/03/2025	Minds Illustrated	7126 · PERC Engr/P...	6-Active ...	7,740.00
Total Minds Illustrated					7,740.00
O'Reilly					
3064-...	09/11/2025	O'Reilly	5310 · Vehicle Maint...	1-Ground...	173.98
Total O'Reilly					173.98
Paychex					
PC 09...	09/03/2025	Paychex	6042 · Payroll Proce...	4-General...	146.27
PC 09...	09/17/2025	Paychex	6042 · Payroll Proce...	4-General...	152.31
PC 09...	09/29/2025	Paychex	6042 · Payroll Proce...	4-General...	146.27
Total Paychex					444.85
PCtronics					
	09/01/2025	PCtronics	5160 · IT Support	4-General...	750.00
	09/01/2025	PCtronics	5160 · IT Support	1-Ground...	1,125.00
	09/01/2025	PCtronics	5160 · IT Support	3-Land R...	250.00
	09/01/2025	PCtronics	5160 · IT Support	5-Wash P...	125.00
	09/01/2025	PCtronics	5160 · IT Support	6-Active ...	250.00
	09/02/2025	PCtronics	6027 · Computer So...	4-General...	253.05
	09/02/2025	PCtronics	6027 · Computer So...	1-Ground...	66.59
	09/02/2025	PCtronics	6027 · Computer So...	2-Redlan...	99.89
	09/02/2025	PCtronics	6027 · Computer So...	3-Land R...	99.89
	09/02/2025	PCtronics	6027 · Computer So...	5-Wash P...	33.30
	09/02/2025	PCtronics	6027 · Computer So...	6-Active ...	113.21
PCT2...	09/10/2025	PCtronics	6024 · Computer Eq...	4-General...	95.92
PCT2...	09/10/2025	PCtronics	6024 · Computer Eq...	1-Ground...	212.38
PCT2...	09/10/2025	PCtronics	6024 · Computer Eq...	2-Redlan...	34.26
Total PCtronics					3,508.49
PEAC Solutions-Marlin Leasing Corporation					
40886...	09/02/2025	PEAC Solutions-Mar...	6033 · Office Equip...	4-General...	253.08
40886...	09/02/2025	PEAC Solutions-Mar...	6033 · Office Equip...	1-Ground...	16.87
40886...	09/02/2025	PEAC Solutions-Mar...	6033 · Office Equip...	2-Redlan...	50.62
40886...	09/02/2025	PEAC Solutions-Mar...	6033 · Office Equip...	3-Land R...	16.87
Total PEAC Solutions-Marlin Leasing Corporation					337.44
PERS					
10039...	09/11/2025	PERS	6170 · PERS Retire...	4-General...	2,049.54
10039...	09/11/2025	PERS	6170 · PERS Retire...	1-Ground...	4,668.40
10039...	09/11/2025	PERS	6170 · PERS Retire...	2-Redlan...	455.45
10039...	09/11/2025	PERS	6170 · PERS Retire...	3-Land R...	1,594.09
10039...	09/11/2025	PERS	6170 · PERS Retire...	5-Wash P...	113.86
10039...	09/11/2025	PERS	6170 · PERS Retire...	6-Active ...	2,504.99
10039...	09/17/2025	PERS	6170 · PERS Retire...	4-General...	2,066.16
10039...	09/17/2025	PERS	6170 · PERS Retire...	1-Ground...	4,706.23
10039...	09/17/2025	PERS	6170 · PERS Retire...	2-Redlan...	459.15
10039...	09/17/2025	PERS	6170 · PERS Retire...	3-Land R...	1,607.01
10039...	09/17/2025	PERS	6170 · PERS Retire...	5-Wash P...	114.79
10039...	09/17/2025	PERS	6170 · PERS Retire...	6-Active ...	2,525.30
Total PERS					22,864.97

San Bernardino Valley Water Conservation District

Expenses by Vendor Detail

September 2025

10/03/25

Accrual Basis

Num	Date	Name	Account	Class	Amount
Quill Corporation					
45624...	09/03/2025	Quill Corporation	6030 · Office Supplies	4-General...	43.70
45624...	09/03/2025	Quill Corporation	6030 · Office Supplies	1-Ground...	29.14
45624...	09/03/2025	Quill Corporation	6030 · Office Supplies	2-Redlan...	14.57
45624...	09/03/2025	Quill Corporation	6030 · Office Supplies	3-Land R...	21.85
45624...	09/03/2025	Quill Corporation	6030 · Office Supplies	5-Wash P...	29.14
45624...	09/03/2025	Quill Corporation	6030 · Office Supplies	6-Active ...	7.28
Total Quill Corporation					145.68
Redlands Ford-Ken Grody					
314295	09/09/2025	Redlands Ford-Ken ...	5310 · Vehicle Maint...	1-Ground...	97.61
Total Redlands Ford-Ken Grody					97.61
Redlands Lock & Key					
35370	09/17/2025	Redlands Lock & Key	6012 · Office Mainte...	4-General...	56.00
35370	09/17/2025	Redlands Lock & Key	6012 · Office Mainte...	2-Redlan...	84.00
Total Redlands Lock & Key					140.00
Rettig Machine, Inc.					
00608...	09/16/2025	Rettig Machine, Inc.	5210 · Equipment M...	1-Ground...	511.13
Total Rettig Machine, Inc.					511.13
Securitas Technology Corporation					
60052...	09/05/2025	Securitas Technolog...	6026 · Redlands Pla...	2-Redlan...	246.06
Total Securitas Technology Corporation					246.06
Smart & Final					
	09/12/2025	Smart & Final	6004 · Meeting Expe...	4-General...	47.50
	09/12/2025	Smart & Final	6004 · Meeting Expe...	3-Land R...	47.51
	09/12/2025	Smart & Final	6019 · Janitorial Sup...	4-General...	20.87
	09/12/2025	Smart & Final	6019 · Janitorial Sup...	1-Ground...	13.91
	09/12/2025	Smart & Final	6030 · Office Supplies	4-General...	8.15
	09/12/2025	Smart & Final	6030 · Office Supplies	1-Ground...	5.43
	09/12/2025	Smart & Final	6030 · Office Supplies	2-Redlan...	2.72
	09/12/2025	Smart & Final	6030 · Office Supplies	3-Land R...	4.07
	09/12/2025	Smart & Final	6030 · Office Supplies	6-Active ...	5.43
	09/12/2025	Smart & Final	6030 · Office Supplies	5-Wash P...	1.36
Total Smart & Final					156.95
Stevens Water Monitoring Systems, Inc.					
	09/08/2025	Stevens Water Moni...	7150 · Mill Creek Di...	1-Ground...	9,731.60
Total Stevens Water Monitoring Systems, Inc.					9,731.60
Terminix					
46344...	09/02/2025	Terminix	6026 · Redlands Pla...	2-Redlan...	107.72
Total Terminix					107.72
Thompson Reuters					
	09/01/2025	Thompson Reuters	5180 · Legal	4-General...	148.78
	09/01/2025	Thompson Reuters	5180 · Legal	1-Ground...	148.78
	09/01/2025	Thompson Reuters	5180 · Legal	3-Land R...	119.02
	09/01/2025	Thompson Reuters	5180 · Legal	6-Active ...	178.54
85254...	09/01/2025	Thompson Reuters	5180 · Legal	4-General...	145.72
85254...	09/01/2025	Thompson Reuters	5180 · Legal	1-Ground...	145.73
85254...	09/01/2025	Thompson Reuters	5180 · Legal	3-Land R...	116.58
85254...	09/01/2025	Thompson Reuters	5180 · Legal	6-Active ...	174.87
Total Thompson Reuters					1,178.02
TLC Landscape Services Inc.					
8827	09/20/2025	TLC Landscape Ser...	6026 · Redlands Pla...	2-Redlan...	430.00
Total TLC Landscape Services Inc.					430.00

San Bernardino Valley Water Conservation District

Expenses by Vendor Detail

September 2025

Num	Date	Name	Account	Class	Amount
Unlimited Services					
	09/01/2025	Unlimited Services	6018 · Janitorial Ser...	4-General...	800.00
Total Unlimited Services					800.00
Visual Edge IT, Inc.					
24AR...	09/19/2025	Visual Edge IT, Inc.	6033 · Office Equip...	4-General...	197.28
24AR...	09/19/2025	Visual Edge IT, Inc.	6033 · Office Equip...	1-Ground...	13.15
24AR...	09/19/2025	Visual Edge IT, Inc.	6033 · Office Equip...	2-Redlan...	39.46
24AR...	09/19/2025	Visual Edge IT, Inc.	6033 · Office Equip...	3-Land R...	13.15
Total Visual Edge IT, Inc.					263.04
WEX Bank-Shell					
	09/06/2025	WEX Bank-Shell	5320 · Fuel	1-Ground...	1,120.59
Total WEX Bank-Shell					1,120.59

San Bernardino Valley Water Conservation District

Director Fees Expenditure Payroll Report

September 2025

Pay Date	Name	For Period	Director Fees	Taxes Withheld	Check Amt
9/3/2021	Melody McDonald	Aug	\$ 831.00	\$ 73.54	\$ 757.46
9/17/2025	Richard Corneille	Aug	\$ 1,108.00	\$ 110.01	\$ 997.99
9/17/2025	Mark Falcone	Aug	\$ 2,770.00	\$ 649.56	\$ 2,120.44
9/17/2025	Melody McDonald	Sept	\$ 1,939.00	\$ 278.89	\$ 1,660.11



MEMORANDUM

No. 2138

To: Board of Directors
**From: Angie Quiroga, Senior Administrative Analyst
Betsy Miller, General Manager**
Date: October 8, 2025
Subject: Unaudited Financial Reports for September 2025

RECOMMENDATION

Approve the Unaudited Financial Report for September 2025.

BACKGROUND AND DISCUSSION

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

In September, key budget metrics based on actual revenues and expenditures include:

- Total income through September was approximately 25% of the annual budget, reflecting strong investment returns and biannual Groundwater Charge revenue early in the fiscal year.
 - Groundwater revenue payments under GL 4022 totaled \$150,562 following a payment from the City of Redlands.
- Total expenses were approximately 14% of the annual budget, remaining significantly under budget across most categories, including Professional Services.
- Capital Improvement Project expenditures included PERC engineering and professional services and Mill Creek Diversion mitigation tasks.

FISCAL IMPACT

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

POTENTIAL MOTIONS

1. Approve the Unaudited Financial Report for September 2025.
2. Approve the Unaudited Financial Report for September 2025 with requests for specific changes.
3. Refer this item to the Finance & Administration Committee to consider specific issues.

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

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



Income Statement (Unaudited)

For the Period July 1, 2025 through September 30, 2025

		Current Month	YTD Actual	Annual Budget	YTD vs Total Budget %
INCOME					
4010	Interest Income	\$ 143,290	\$ 436,411	\$ 1,706,594	26%
4020	Groundwater Charge	150,562	781,839	\$ 1,568,203	50%
4025	Wash Plan Revenue	22,415	64,102	\$ 151,038	42%
4030	Mining Income	38,267	56,222	\$ 819,712	7%
4040	Miscellaneous Income	350	3,449	\$ 232,500	1%
4043	Project Salary Reim.	14,433	17,490	\$ 70,572	25%
4050	Property Tax	-	-	\$ 240,000	0%
4051	Wash Plan Trails	-	-	\$ 45,000	0%
4055	SBVMWD Spreading Agre. Reim.	-	-	\$ 506,227	0%
4060	Property Income	-	-	\$ 100	0%
4065	Redlands Plaza	18,196	38,216	\$ 212,049	18%
4066	Redlands Plaza CAM	4,838	10,975	\$ 56,127	20%
4080	Exchange Plan	-	-	\$ 30,000	0%
4999	Trust Reimbursement - WP	-	-	\$ -	
TOTAL INCOME		392,351	1,408,704	5,638,122	25%
EXPENSE					
5040	Regional Programs	-	10,000	10,000	100%
5050	Basin Cleaning	-	13,100	125,000	10%
5100	Professional Services	17,377	54,283	590,212	9%
5133	Regional River HCP Cont.	-	-	30,000	0%
5200	Field Operations	2,740	9,519	115,000	8%
5223	Temp. Field Labor	-	-	10,000	0%
5300	Vehicle Operations	1,929	4,265	42,220	10%
5400	Utilities	2,835	8,095	42,629	19%
6000	General Administration	12,200	72,635	702,032	10%
6100	Benefits	48,755	170,823	884,191	19%
6200	Salaries	141,990	349,874	2,405,459	15%
6300	Insurance	-	10,427	89,890	12%
6400	Board of Directors	13,899	27,116	143,844	19%
6500	Admin/Staff Expenses	2,465	7,918	53,614	15%
9999	Contribution to Cap. Maint	-	-	-	
TOTAL EXPENSES		244,188	738,056	5,244,091	14%
NET INCOME / (LOSS) Before CIP		148,163	670,648	394,031	170%
Total Other	Capital Improvement Projects	20,627	82,231	5,378,273	2%
Net Income / (loss)		127,536	588,417	(4,984,242)	-12%



Expense Detail (Unaudited)

For the Period July 1, 2025 through September 30, 2025

		Current Month	YTD Actual	Annual Budget	YTD vs Total Budget %
EXPENSE					
Regional Programs					
5080	LAFCO Cont.	\$ -	\$ 10,000	\$ 10,000	100%
	Total Regional Programs	-	10,000	10,000	100%
Basin Cleaning					
5050	Basin Cleaning	-	13,100	125,000	10%
	Total Basin Cleaning	-	13,100	125,000	10%
Professional Services					
5120	Misc. Professional Services	4,653	27,415	265,000	10%
5122	Wash Plan	-	-	-	
5123	Habitat Management - WP	9,045	19,533	88,038	22%
5125	Engineering Services	-	-	35,000	0%
5127	Project Accounting	-	-	7,500	0%
5130	Aerial Photography	-	-	2,674	0%
5155	WP Trails	-	-	100,000	0%
5160	IT Support	2,500	5,000	36,000	14%
5170	Audit	-	-	31,000	0%
5180	Legal	1,178	2,335	25,000	9%
	Total Professional Services	17,377	54,283	590,212	9%
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.	2,116	7,727	15,000	52%
5215	Property Maint.	624	1,792	40,000	4%
5225	Field Clean Up	-	-	60,000	0%
	Total Field Operations	2,740	9,519	115,000	8%
Temp. Field Labor					
5223	Temp. Field Labor	-	-	10,000	0%
	Total Temp. Field Labor	-	-	10,000	0%



Expense Detail (Unaudited)

For the Period July 1, 2025 through September 30, 2025

		Current Month	YTD Actual	Annual Budget	YTD vs Total Budget %
Vehicle Operations					
5310	Vehicle Maintenance	808	921	12,220	8%
5320	Fuel	1,121	3,344	30,000	11%
	Total Vehicle Operations	1,929	4,265	42,220	10%
Utilities					
5410	Alarm Service	-	968	4,000	24%
5420	Electricity	1,605	3,056	14,589	21%
5430	Mobile Phone	550	1,550	7,151	22%
5440	Telephone	321	964	4,562	21%
5450	Natural Gas	-	-	2,350	0%
5460	Water / Trash / Sewer	129	869	5,929	15%
5470	Internet	229	688	4,048	17%
	Total Utilities	2,835	8,095	42,629	19%
General Admin.					
6001	General Admin. - Other	(412)	2,522	10,000	25%
6002	Website Administration	434	1,173	6,000	20%
6004	Meetings	124	413	2,500	17%
6006	Permits	-	-	30,000	0%
6007	Inter District Costs	-	-	10,000	0%
6009	Licenses	-	-	2,500	0%
6010	Surety Bond	-	1,210	1,900	64%
6012	Office Maintenance	140	1,249	10,000	12%
6013	Office Lease	4,167	12,500	75,000	17%
6015	Mentone House Maint.	-	-	4,000	0%
6016	Redlands Plaza Maint.	-	265	10,000	3%
6018	Janitorial Services	845	2,535	10,560	24%
6019	Janitorial Supplies	35	291	750	39%
6020	Vacancy Marketing	-	-	5,000	0%
6024	Computer Equipment	343	1,004	3,308	30%
6026	Redlands Plaza CAM	2,510	10,296	56,931	18%
6027	Computer Software	2,265	6,005	25,252	24%
6030	Office Supplies	199	696	10,000	7%



Expense Detail (Unaudited)

For the Period July 1, 2025 through September 30, 2025

		Current Month	YTD Actual	Annual Budget	YTD vs Total Budget %
6033	Office Equipment Rental	600	1,877	8,100	23%
6036	Printing	-	194	2,500	8%
6039	Postage	157	326	1,500	22%
6042	Payroll Processing	445	1,102	7,000	16%
6045	Bank Service Fee	166	643	10,000	6%
6051	Uniforms	106	241	3,306	7%
6060	Outreach	-	5,741	336,000	2%
6087	Educational Reimb.	-	-	5,000	0%
6090	Subscriptions	-	1,967	3,308	59%
6091	Public Notices	-	-	6,500	0%
6093	Memberships	76	20,386	45,117	45%
Total General Admin.		12,200	72,635	702,032	10%
Benefits					
6110	Vision	189	852	4,753	18%
6120	Workers Comp.	8,705	8,705	28,521	31%
6130	Dental	632	2,760	15,718	18%
6150.01	Medical Employee Cont.	(2,409)	(7,047)	(43,031)	16%
6150	Medical - Other	21,914	70,292	422,001	17%
6160	Payroll Taxes - Employer	7,050	20,237	166,695	12%
6170.01	PERS Employee Cont.	(6,011)	(17,199)	(105,442)	16%
6170.02	457 Plan Employee Cont.	(4,180)	(12,540)	-	
6170	PERS - Other	22,865	104,763	394,976	27%
Total Benefits		48,755	170,823	884,191	19%
Salaries					
6230	Regular Salaries	141,990	349,874	2,405,459	15%
Total Salaries		141,990	349,874	2,405,459	15%
Insurance					
6310	Property / Auto	-	7,780	11,186	70%
6320	General Liability	-	2,647	78,704	3%
Total Insurance		-	10,427	89,890	12%



Expense Detail (Unaudited)

For the Period July 1, 2025 through September 30, 2025

		Current Month	YTD Actual	Annual Budget	YTD vs Total Budget %
Directors' Expense					
6401.5	Payroll Taxes	514	1,218	-	
6401	Directors' Fees - Other	6,648	15,789	113,400	14%
6410	Mileage	592	656	5,856	11%
6415	Air Fare	-	864	5,615	15%
6420	Travel - Other	14	152	672	23%
6425	Meals	146	401	5,124	8%
6430	Lodging	2,988	3,260	5,856	56%
6435	Conf / Seminar Registrator	2,997	4,777	7,321	65%
6440	Election Fees	-	-	-	
	Total Directors' Expense	13,899	27,116	143,844	19%
Admin / Staff Expenses					
6510	Mileage	417	641	3,328	19%
6515	Air Fare	-	-	6,750	0%
6520	Travel - Other	-	8	1,500	1%
6525	Meals	499	1,311	4,961	26%
6530	Lodging	-	1,531	8,800	17%
6535	Conf / Seminar Registrator	1,549	4,427	28,275	16%
	Total Admin / Staff Expenses	2,465	7,918	53,614	15%
9999	Contributions to Cap. Maint.	-	-	-	
	Total Expenses	244,188	738,056	5,244,091	14%

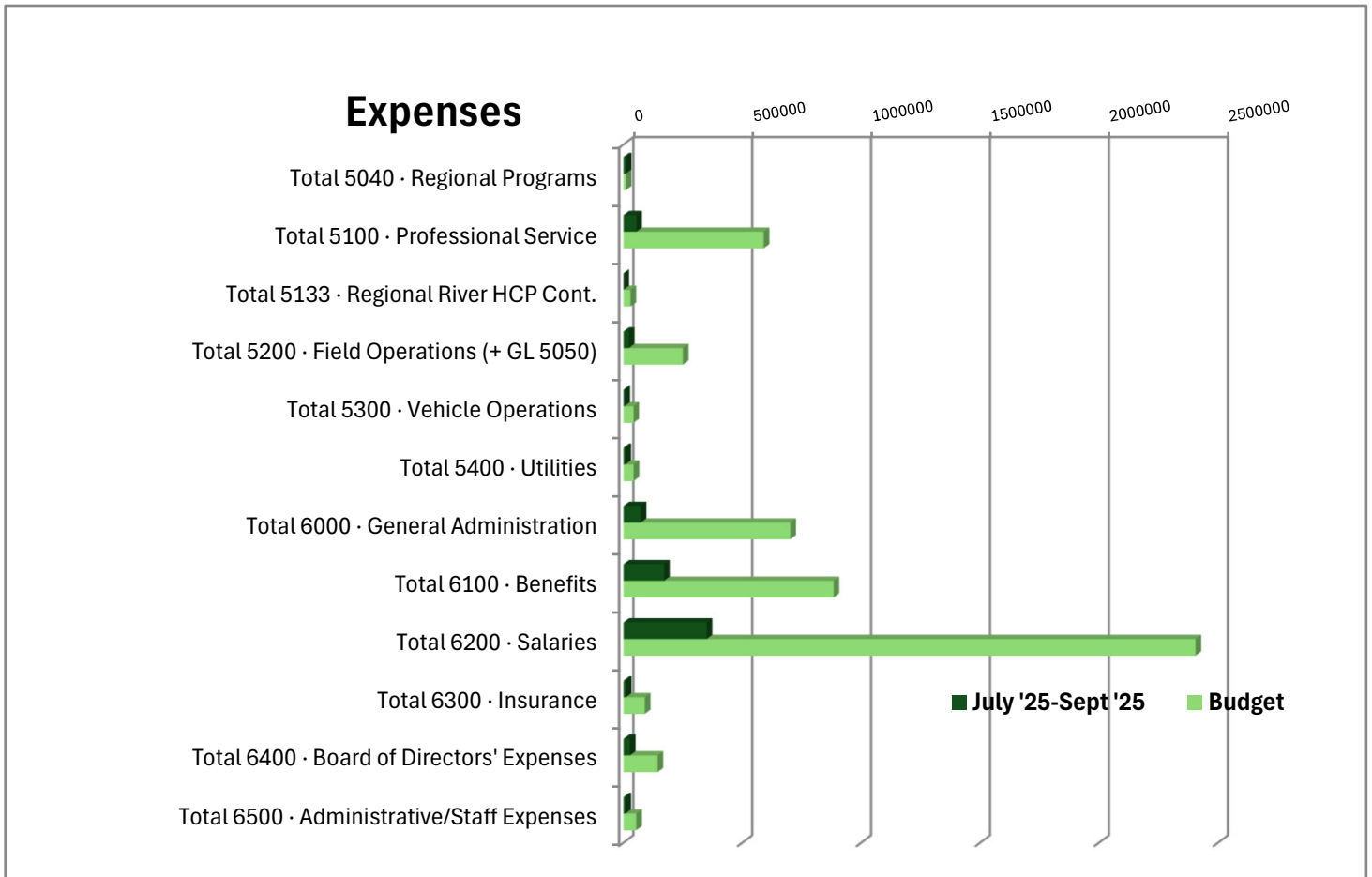
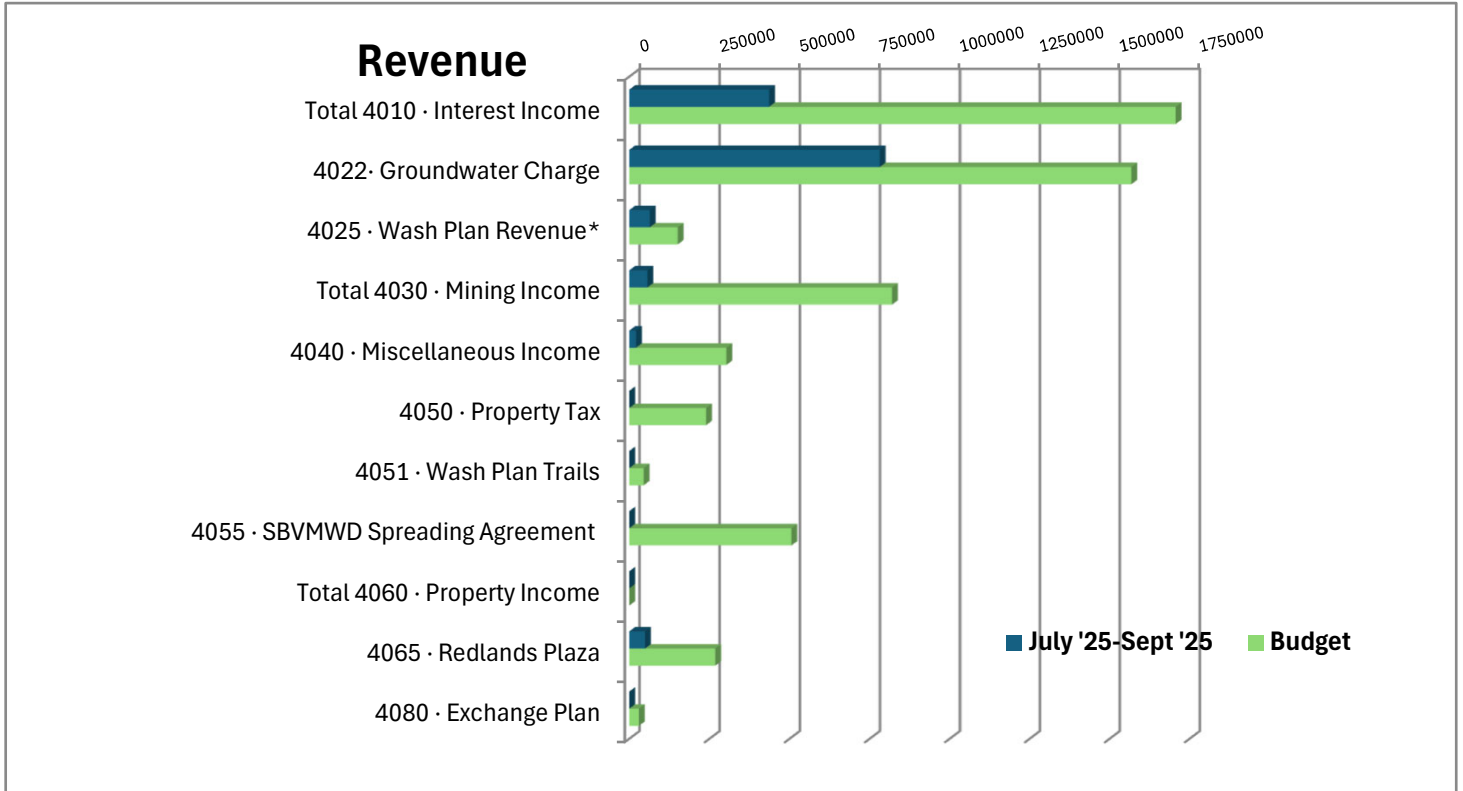


Capital Improvement Projects (Unaudited)

For the Period July 1, 2025 through September 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	\$ 1,940	\$ 8,519	\$ 563,937	2%
7120	Property - Land Purchase	\$ -	\$ -	\$ 70,000	0%
7126	PERC Engr/Prof Services	\$ 7,740	\$ 45,832	\$ 3,892,606	1%
7130	Mentone Property - House	\$ -	\$ -	\$ 7,000	0%
7140	Mentone Property - Shop	\$ -	\$ -	\$ 100,000	0%
7150	Mill Creek Diversion	\$ 9,732	\$ 9,732	\$ 150,000	6%
7151	Mill Creek Permitting	\$ 1,215	\$ 5,836	\$ 135,730	4%
7160	Mendoza Property	\$ -	\$ -	\$ 137,000	0%
	Total Land & Building	\$ 20,627	\$ 69,918	\$ 5,056,273	1%
Equipment & Vehicles					
7210	Computer Hardware	\$ -	\$ 6,396	\$ 10,000	64%
7220	Computer Software	\$ -	\$ 5,917	\$ 5,000	118%
7230	Field Equip. Vehicles	\$ -	\$ -	\$ 140,000	0%
7240	Office Equipment	\$ -	\$ -	\$ 30,000	0%
	Total Equipment & Vehicles	\$ -	\$ 12,313	\$ 185,000	7%
Professional Services					
7438	Engineering Services - Other	\$ -	\$ -	\$ 125,000	0%
	Total Professional Services	\$ -	\$ -	\$ 125,000	0%
	Total Capital Improvement Projects	\$ 20,627	\$ 82,231	\$ 5,378,273	2%

Year-to-Date Graphs



Cash Status	As of 7/1/25	As of 09/30/25
LAIF	\$ 1,073.98	\$ 1,085.75
Citizens Bank	\$ 737,578.43	\$ 1,006,530.42
UBS Financial-Gen	\$ 3,184,116.74	\$ 3,222,456.96
UBS Financial-PERC	\$ 24,619,593.38	\$ 24,767,968.24
US Bank-CAMP Gen	\$ 4,786,841.16	\$ 4,822,747.30
US Bank-CAMP PERC	\$ 9,866,356.13	\$ 9,909,319.00
Total	\$ 43,195,559.82	\$ 43,730,107.67
Less Prepaid Royalty	\$ (5,000,000.00)	\$ (5,000,000.00)
Less PERC Obligation	\$ (35,027,806.17)	\$ (35,448,934.11)
Cash Position	\$ 3,167,753.65	\$ 3,281,173.56

Enterprise	Actual	Annual Budget	% of Budget
Groundwater Revenue	\$ 790,993	\$ 2,003,617	39%
Groundwater Expense	\$ 213,289	\$ 2,080,954	10%
Revenue -Expense	\$ 577,703	\$ (77,337)	
Redlands Plaza Revenue	\$ 49,191	\$ 268,276	18%
Redlands Plaza Expense	\$ 29,096	\$ 246,728	12%
Revenue -Expense	\$ 20,094	\$ 21,548	
Land Enterprise Revenue	\$ 66,495	\$ 947,212	7%
Land Enterprise Expense	\$ 87,242	\$ 970,609	9%
Revenue -Expense	\$ (20,747)	\$ (23,397)	
General Fund Revenue *	\$ 172,048	\$ 1,016,656	17%
General Fund Expense	\$ 290,903	\$ 933,407	31%
Revenue -Expense	\$ (118,856)	\$ 83,249	
Wash Plan Revenue	\$ 71,319	\$ 151,038	47%
Wash Plan Expense	\$ 63,807	\$ 149,847	43%
Revenue-Expense	7,513	1,191	
PERC Revenue	\$ 258,659	\$ 1,251,323	21%
PERC Expense	\$ 53,718	\$ 862,546	6%
Revenue-Expense	\$ 204,940	\$ 388,777	
Total All Revenue - Expense	\$ 670,648	\$ 394,031	

* General Fund Revenue shown here does not include overhead

* Wash Plan Fund Revenue shown here does not include prior FY expense reimbursements

Monthly Report of Investment Transactions

September 2025

Institution	Fund	Date	Transactions	Amount
UBS	General	9/22/2025	Purchased YTM Certificate 3.85% from Essential Credit Union	\$ 248,000.00
UBS	General	9/22/2025	Sold UBS Select Treasury Institutional Fund	\$ (250,000.00)
UBS	General	9/9/2025	Call Redemption-FHLB Bond	\$ (250,000.00)
UBS	General	9/9/2025	Purchased UPS Select Treasury Institutional Fund	\$ 250,000.00
UBS	PERC	9/22/2025	Interest income check received	\$ 35,760.90
UBS	PERC	9/4/2025	Purchase FHLD Bond 4.2%	\$ 1,500,000.00
UBS	PERC	9/4/2025	Sold UBS Select Treasury Institutional Fund	\$ (1,500,000.00)
UBS	PERC	9/2/2025	Call Redemption-FHLB Bond	\$ (1,500,000.00)
UBS	PERC	9/2/2025	Purchased UBS Select Treasury Institutional Fund	\$ 1,500,000.00
CAMP	General	09/30/25	Accrual Income Dividend Reinvestment	\$ 17,286.25
CAMP	PERC	09/30/25	Accrual Income Dividend Reinvestment	\$ 13,962.19



MEMORANDUM

No. 2139

To: Board of Directors
From: Betsy Miller, General Manager
Date: October 8, 2025
Subject: Past Due Payments for Groundwater Assessment No. 64

RECOMMENDATION

Direct staff to investigate registered well-owners who have not responded to or failed to pay Groundwater Assessment No. 64.

BACKGROUND & DISCUSSION

In July 2025, the District issued notices to all groundwater producers for Groundwater Assessment (GWA) No. 64, covering the reporting period of January 1 through June 30, 2025. In accordance with District procedures, staff follows each assessment period’s deadline by sending late notices, contacting non-responsive producers by phone, and assisting those who have submitted incorrect statements, failed to file, or missed payment.

For GWA No. 64, late notices were mailed in early September to all registered well-owners who had not yet filed their statements or submitted payment. Staff continue to follow up with these producers by phone and email, as necessary. To date, contact has been established with two of the twelve well owners with outstanding obligations. The remaining unpaid groundwater assessments for this period are currently estimated at approximately \$20,000.

FISCAL IMPACT

Approximately \$600 of staff time was spent following up and coordinating with those who did not respond or submitted payments late.

POTENTIAL MOTIONS

1. Direct staff to investigate registered well-owners who have not responded to or failed to pay Groundwater Assessment No. 64.
2. Provide other directions for staff.

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

Past Due GW #64 Producers

PAST DUE GW #64 PRODUCERS

PAST DUE GW #64 PRODUCERS					Expect Pymt/Report	Late Reporters	Field Visit Needed
	Producers	Well Code	Recordation	Last Payment/Reporting			
1.	Arrowhead Country Club	14	3601925	\$6,741.22/GW #63 (Jul-Dec 2024)	X		
2.	Mountainview Generating Station	468	3603795	\$11,728.42/GW #63 (Jul-Dec 2024)	X		
		464	3603796	\$2,429.70/GW #63 (Jul-Dec 2024)	X		
		97	3601015	\$0/GW #63 (Jul-Dec 2024)	X		
		98	3601014	\$2,330.02/GW #63 (Jul-Dec 2024)	X		
3.	Redlands Unified School District	66	3601641	\$0/GW #63 (Jul-Dec 2024)	X		
4.	San Bernardino, County of	106	3601171	\$0/GW #63 (Jul-Dec 2024)	X		
5.	Tennessee Mutual Well Company	89	3601161	\$0/GW #61 (Jul-Dec 2023)		X	
6.	Trumark Homes	561	3600160	\$0/GW #62 (Jan-Jun 2024)		X	
7.	AHD Limited/Herbal Bees	254	3601632	\$0/GW #62 (Jan-Jun 2024)		X	
8.	Doug Guyette	513	3600458	\$0/GW #62 (Jan-Jun 2024)		X	
		514	3610007	\$0/GW #62 (Jan-Jun 2024)		X	
9.	George Everett	477	WP0003068	\$0/GW #57 (Jul-Dec 2021)		X	
10.	George Meadows	480	WP0002552	\$0/GW #63 (Jul-Dec 2024)		X	
11.	Highpointe Grove LLC	554	3601728	\$0/GW #61 (Jul-Dec 2023)		X	
12.	Formerly Splash Kingdom Waterpark	129	3602549	\$0/GW #59 (Jul-Dec 2022)			X



MEMORANDUM

No. 2140

To: Board of Directors
From: Betsy Miller, General Manager
Date: October 8, 2025
Subject: Personnel Manual Revisions for Leave Accrual

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.

BACKGROUND & DISCUSSION

The Personnel Manual provides policies and procedures for District employment in compliance with state and federal laws. The Manual is reviewed and updated periodically: The last general update, which focused on revisions necessary to comply with updated state and federal employment regulations related to reasonable accommodation, the American Disability Act, harassment, sick leave, COVID-19, the California Family Rights Act, and job history disclosures, was approved by the Board on December 8, 2021.

The next comprehensive review and update of the Personnel Manual is scheduled for 2026. However, to address timely needs related to recruitment, staff request that the Board consider a single revision to the Personnel Manual at this time. Specifically, staff recommend expansion of the General Manager’s authority related to the amount of vacation time accrued by new or promoted management-level employees during hiring negotiations, as shown below in italics with track changes:

*Personnel Manual
Section 6. Absence
6.01 General Provisions
6.01.01 Vacation*

A. Eligibility

Every full-time employee of the District shall earn vacation in accordance with the following schedule. Temporary employees are not entitled to any vacation benefits; part-time employees working more than 20 hours a week are eligible for pro-rated vacation benefits, which are figured

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Betsy Miller

as a percentage based on a 40-hour workweek, unless otherwise specified in a contract for employment.

Amount of Vacation Earned		
If District Service is:	Annual Vacation Accrual is:	Accrual for Each Full Pay Period is:
From Date of Hire through 104 pay periods	80 hours of 10 days per year	3.08 hours
From 105 through 234 pay periods	10 hours or 15 days per year	4.62 hours
From 235 pay periods	160 hours or 20 days per year	6.15 hours

The General Manager is authorized to modify the amount of vacation permitted to be earned for a new or promoted management employee (e.g. Land Resources Manager, Assistant General Manager, Senior Engineer/Project Manager, Principal Engineer) at their discretion up to one additional week per year, as part of any negotiation for filling the position. Such modification shall be guided by factors such as the applicable market for vacation and other benefits for comparable employment positions in the marketplace, the urgency for filling the position, the qualifications and demands of the candidate for the position, and equity among the benefits packages afforded to the District’s senior staff.

Any change in the rate of annual vacation accrual shall take effect on the employment date of hire or promotion, unless otherwise specified by Board action. Annual vacation shall accrue for fractional parts of bi-weekly pay periods falling at the beginning or ending of service. Vacation may be used in lieu of sick leave, if the employee desires, upon the approval of the General Manager.

Annual vacation may be accumulated for use in succeeding years, but the maximum amount of vacation that may be accrued is two hundred forty (240) hours unless otherwise indicated in an employment agreement. When an employee has accrued that maximum number of vacation hours, he or she may not accrue further vacation time until his or her accrued vacation time has dropped below the maximum number of hours. Employees shall be notified in payroll information or upon request as to their amount of accrued vacation time.

Upon request, the General Manager may approve the payout of vacation hours providing the employee has used at least five (5) days of vacation in the preceding 12 months.

FISCAL IMPACT

Approval of the recommended action would not result in direct cash expenditure; however, it could result in an increase in the District’s compensated absences liability over time. For example, additional liabilities of approximately \$3,300, \$3,800, and \$4,200 per week of additional vacation time could be accrued

annually to our Compensated Absences Liability Reserve for the Senior Engineer, Principal Engineer, and Land Resources Manager, respectively.

POTENTIAL MOTIONS

1. 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.
2. Refer this item to the Finance & Administration Committee, noting possible delays in hiring currently vacant District positions.
3. Provide other directions for staff.

ATTACHMENTS

None.



MEMORANDUM

No. 2141

To: Board of Directors
From: Betsy Miller, General Manager
Date: October 8, 2025
Subject: Salary Range Adjustments for Certain Job Classifications

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.

BACKGROUND & DISCUSSION

The District’s Salary Table establishes compensation ranges for all classifications and serves as a foundational tool for recruiting and retaining a qualified workforce. In accordance with Strategic Plan Objective 7A and the Staffing and Succession Plan, the table is reviewed periodically to ensure that salary ranges remain competitive within the labor market and aligned with the District’s organizational structure and operational needs.

While the next comprehensive salary review is planned for 2026 per the Staffing and Succession Plan, staff recommends targeted adjustments now to address recruitment challenges for two key leadership roles. The Principal Engineer position has remained vacant for nearly a year despite multiple recruitment efforts, and review of the Land Resources Manager classification, while filled, revealed a significant gap in pay with analogous roles across our region.

To strengthen the District’s ability to attract and retain highly qualified candidates and ensure continued progress on critical programs staff recommends the following adjustments:

- Move the Principal Engineer classification from Range 38 to Range 40
- Move the Land Resources Manager classification from Range 40 to Range 42

These changes reflect current market conditions, the level of responsibility and expertise required, and the strategic importance of these roles. The Principal Engineer, in particular, is essential to delivering major capital initiatives such as the PERC projects and providing technical support to our Field Operations Team.

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Betsy Miller

Please refer to the attached Salary Table for detailed range information.

FISCAL IMPACT

Approval of the recommended action would result in an increased expenditures of up to approximately \$14,500 more per year for the Principal Engineer and up to approximately \$17,000 more per year for the Land Resources Manager, for a total of approximately \$31,500 under GL 6230, Regular Salaries. A budget adjustment is not needed for this amount, which represents 1.55% of the approved FY26 budget for Regular Salaries.

It should be noted that the planned 2026 Staffing and Succession Plan salary review includes the addition of classification steps to the salary chart where appropriate to provide clear career paths for staff. This approach ensures that salaries for new staff will be commensurate with experience.

POTENTIAL MOTIONS

1. Update the Salary Table to move Principal Engineer from Range 38 to Range 40 and Land Resources Manager from Range 40 to Range 42.
2. Refer this item to the Finance & Administration Committee, noting possible delays in hiring currently vacant District positions.
3. Provide other directions for staff.

ATTACHMENTS

San Bernardino Valley Water Conservation District Salary Schedule FY 2025-2026

**San Bernardino Valley Water Conservation District
Salary Schedule
FY 2025-2026**

FACTORS
Range 8, Maximum, Annual \$32,864.00
Spread from Minimum to Control Point 20.00%
Spread from Control Point to Max 10.00%
Range Increase 5.00%
Pay Periods per Year 26
Hours per Year 2,080

Salary Range	Annual			Monthly			Biweekly			Hourly		
	Minimum	Control Point	Maximum	Minimum	Control Point	Maximum	Minimum	Control Point	Maximum	Minimum	Control Point	Maximum
3	29,836	35,803	39,383	2,486	2,984	3,282	1,147.54	1,377.04	1,514.75	14.34	17.21	18.93
4	31,328	37,593	41,353	2,611	3,133	3,446	1,204.91	1,445.89	1,590.48	15.06	18.07	19.88
5	32,894	39,473	43,420	2,741	3,289	3,618	1,265.16	1,518.19	1,670.01	15.81	18.98	20.88
6	34,539	41,447	45,591	2,878	3,454	3,799	1,328.42	1,594.10	1,753.51	16.61	19.93	21.92
7	36,266	43,519	47,871	3,022	3,627	3,989	1,394.84	1,673.80	1,841.18	17.44	20.92	23.01
8	38,079	45,695	50,264	3,173	3,808	4,189	1,464.58	1,757.49	1,933.24	18.31	21.97	24.17
9	39,983	47,980	52,778	3,332	3,998	4,398	1,537.81	1,845.37	2,029.91	19.22	23.07	25.37
10	41,982	50,379	55,416	3,499	4,198	4,618	1,614.70	1,937.64	2,131.40	20.18	24.22	26.64
11	44,081	52,898	58,187	3,673	4,408	4,849	1,695.43	2,034.52	2,237.97	21.19	25.43	27.97
12	46,285	55,542	61,097	3,857	4,629	5,091	1,780.20	2,136.25	2,349.87	22.25	26.70	29.37
13	48,600	58,319	64,151	4,050	4,860	5,346	1,869.21	2,243.06	2,467.36	23.37	28.04	30.84
14	51,030	61,235	67,359	4,252	5,103	5,613	1,962.68	2,355.21	2,590.73	24.53	29.44	32.38
15	53,581	64,297	70,727	4,465	5,358	5,894	2,060.81	2,472.97	2,720.27	25.76	30.91	34.00
16	56,260	67,512	74,263	4,688	5,626	6,189	2,163.85	2,596.62	2,856.28	27.05	32.46	35.70
17	59,073	70,888	77,976	4,923	5,907	6,498	2,272.04	2,726.45	2,999.10	28.40	34.08	37.49
18	62,027	74,432	81,875	5,169	6,203	6,823	2,385.64	2,862.77	3,149.05	29.82	35.78	39.36
19	65,128	78,154	85,969	5,427	6,513	7,164	2,504.93	3,005.91	3,306.50	31.31	37.57	41.33
20	68,384	82,061	90,268	5,699	6,838	7,522	2,630.17	3,156.21	3,471.83	32.88	39.45	43.40
21	71,804	86,164	94,781	5,984	7,180	7,898	2,761.68	3,314.02	3,645.42	34.52	41.43	45.57
22	75,394	90,473	99,520	6,283	7,539	8,293	2,899.77	3,479.72	3,827.69	36.25	43.50	47.85
23	79,164	94,996	104,496	6,597	7,916	8,708	3,044.75	3,653.70	4,019.08	38.06	45.67	50.24
24	83,122	99,746	109,721	6,927	8,312	9,143	3,196.99	3,836.39	4,220.03	39.96	47.95	52.75
25	87,278	104,733	115,207	7,273	8,728	9,601	3,356.84	4,028.21	4,431.03	41.96	50.35	55.39
26	91,642	109,970	120,967	7,637	9,164	10,081	3,524.68	4,229.62	4,652.58	44.06	52.87	58.16
27	96,224	115,469	127,015	8,019	9,622	10,585	3,700.92	4,441.10	4,885.21	46.26	55.51	61.07
28	101,035	121,242	133,366	8,420	10,104	11,114	3,885.96	4,663.16	5,129.47	48.57	58.29	64.12
29	106,087	127,304	140,035	8,841	10,609	11,670	4,080.26	4,896.31	5,385.94	51.00	61.20	67.32
30	111,391	133,669	147,036	9,283	11,139	12,253	4,284.27	5,141.13	5,655.24	53.55	64.26	70.69
31	116,961	140,353	154,388	9,747	11,696	12,866	4,498.49	5,398.19	5,938.00	56.23	67.48	74.23
32	122,809	147,370	162,108	10,234	12,281	13,509	4,723.41	5,668.10	6,234.90	59.04	70.85	77.94
33	128,949	154,739	170,213	10,746	12,895	14,184	4,959.58	5,951.50	6,546.65	61.99	74.39	81.83
34	135,397	162,476	178,724	11,283	13,540	14,894	5,207.56	6,249.07	6,873.98	65.09	78.11	85.92
35	142,166	170,600	187,660	11,847	14,217	15,638	5,467.94	6,561.53	7,217.68	68.35	82.02	90.22
36	149,275	179,130	197,043	12,440	14,927	16,420	5,741.34	6,889.60	7,578.57	71.77	86.12	94.73
37	156,739	188,086	206,895	13,062	15,674	17,241	6,028.40	7,234.09	7,957.49	75.36	90.43	99.47
38	164,575	197,491	217,240	13,715	16,458	18,103	6,329.82	7,595.79	8,355.37	79.12	94.95	104.44
39	172,804	207,365	228,102	14,400	17,280	19,008	6,646.32	7,975.58	8,773.14	83.08	99.69	109.66
40	181,444	217,733	239,507	15,120	18,144	19,959	6,978.63	8,374.36	9,211.79	87.23	104.68	115.15
41	190,517	228,620	251,482	15,876	19,052	20,957	7,327.56	8,793.08	9,672.38	91.59	109.91	120.90
42	200,042	240,051	264,056	16,670	20,004	22,005	7,693.94	9,232.73	10,156.00	96.17	115.41	126.95
43	210,045	252,054	277,259	17,504	21,004	23,105	8,078.64	9,694.37	10,663.80	100.98	121.18	133.30
44	220,547	264,656	291,122	18,379	22,055	24,260	8,482.57	10,179.08	11,196.99	106.03	127.24	139.96
45	231,574	277,889	305,678	19,298	23,157	25,473	8,906.70	10,688.04	11,756.84	111.33	133.60	146.96
46	243,153	291,783	320,962	20,263	24,315	26,747	9,352.03	11,222.44	12,344.68	116.90	140.28	154.31
47	255,311	306,373	337,010	21,276	25,531	28,084	9,819.64	11,783.56	12,961.92	122.75	147.29	162.02
48	268,076	321,691	353,860	22,340	26,808	29,488	10,310.62	12,372.74	13,610.01	128.88	154.66	170.13
49	281,480	337,776	371,553	23,457	28,148	30,963	10,826.15	12,991.38	14,290.52	135.33	162.39	178.63
50	295,554	354,665	390,131	24,629	29,555	32,511	11,367.46	13,640.95	15,005.04	142.09	170.51	187.56
51	310,332	372,398	409,638	25,861	31,033	34,136	11,935.83	14,322.99	15,755.29	149.20	179.04	196.94

Environmental/GIS/Biologist Intern
Field Operations Intern
Admin Assistant
Field Operations Specialist I
Field Operations Specialist II
Administrative Specialist I
Assistant Biologist
Administrative Specialist II
Administrative Analyst
Senior Administrative Analyst
Field Operations Supervisor
Senior Engineer
Current Principal Engineer/Project Manager
Current Land Resources Manager
Proposed Principal Engineer/Project Manager
Proposed Land Resources Manager
General Manager



MEMORANDUM

No. 2142

To: Board of Directors
From: Betsy Miller, General Manager
Date: October 8, 2025
Subject: Capital Vehicle Purchase of Light-Duty Field Truck

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.

BACKGROUND AND DISCUSSION

On May 21, 2025, the Board approved the FY26 budget, including an additional Field Operations Specialist I to support operations of the new Enhanced Recharge facilities constructed through the Agreement to Develop Enhanced Recharge Facilities with San Bernardino Valley Municipal Water District. On September 10, 2025, the Board reviewed quotes for a Ford F-150 truck for the new Field Operations Specialist, consistent with the District’s existing fleet, and directed staff to request quotes for EV alternatives for comparison.

Quotes were obtained for vehicle purchase and extended warranties for the following vehicle types: gas-powered Ford F-150, Ford F-150 EV Lightning, GMC Sierra EV AT4, GMC Sierra EV Elevation, and Chevy Silverado EV Trail Boss. Gas-powered vehicle costs range from \$48,182-\$54,357 while EV vehicle costs range from between \$62,597-\$98,905.

Staff seeks Board direction on proceeding with purchase of a gas-powered vehicle or an EV option. Gasoline trucks are a familiar and proven option for field operations, with widespread fueling infrastructure, straightforward maintenance, and lower upfront costs. However, EV trucks — now in regular use in field operations by several Southern California municipalities — offer advantages including reduced maintenance, lower fueling costs per mile, and reduced lifetime greenhouse gas emissions.

A cost comparison over an eight-year service life shows a significant difference in total cost of ownership. A gas-powered F-150 is estimated to cost approximately \$98,433, including purchase price, maintenance, and fuel, while an F-150 Lightning is estimated at \$76,582 over the same period – a savings of roughly \$21,850. Although EVs require a higher initial investment, lower fuel and maintenance costs offset this

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difference in less than two years. Over a 10-year service life, the cost gap widens further, with total ownership costs diverging by more than \$29,000 in favor of the EV.

When evaluating options, key items for consideration include:

- **Upfront Costs:** Gasoline vehicles are less expensive to purchase than EV alternatives.
- **Operating and Maintenance Costs:** EVs require less maintenance than gas vehicles, resulting in less downtime and lower maintenance costs.
- **Operational Range and Towing:** The operational ranges and towing capacities of both gasoline and EV trucks are sufficient for District operations.
- **Environmental and Strategic Goals:** The addition of an EV to the District's fleet will support regional sustainability priorities such as the City of Redlands' Climate Action Plan, which highlights municipal fleet electrification as a key greenhouse gas reduction strategy. In addition, partial electrification of the District's fleet may support selection for grant funding opportunities.

Please refer to the attached Light-Duty Truck Quotes and Lifecycle Cost Estimates for additional details.

FISCAL IMPACT

Approval of the recommended action would result in expenditure of up to \$53,865 for a Ford F-150 or up to \$62,598 for a Ford F-150 Lightning, from GL 7230, Field Equipment/Vehicles. Costs for purchase, maintenance and fuel of the Ford F-150 are estimated at \$98,433 over an eight-year lifecycle, while costs for a Ford F-150 Lightning are estimated at \$76,582 over the same lifecycle.

POTENTIAL MOTIONS

1. Authorize the General Manager to purchase a new F-150 truck from Ken Grody Ford for an amount not to exceed \$48,965.
2. Authorize the General Manager to purchase a new F-150 truck with a 10-year/100,000-mile warranty from Ken Grody Ford for an amount not to exceed \$53,865.
3. Authorize the General Manager to purchase a new F-150 Lightning truck from Raceway Ford for an amount not to exceed \$57,102.
4. Authorize the General Manager to purchase a new F-150 Lightning truck with a 10-year/100,000-mile warranty from Raceway Ford for an amount not to exceed \$62,597.
5. Authorize the General Manager to purchase a new F-150 Lightning truck from Ken Grody Ford for an amount not to exceed \$62,147.
6. Authorize the General Manager to purchase a new F-150 Lightning truck with a 10-year/100,000-mile warranty from Ken Grody Ford for an amount not to exceed \$66,962.
7. Provide alternative directions to staff.

ATTACHMENTS

Light-Duty Truck Quotes and Lifecycle Cost Estimates

Light-Duty Truck Quotes and Lifecycle Cost Estimates

	Location	MSRP	Discounts	Warranty	Tax	Fees	Total	Tow Capacity	Available
Ford F-150									
	Chino	\$ 54,475	\$ (4,500)	\$ 4,385	\$ 4,373	\$ 9	\$ 58,742	13,500 lb	Yes
	Riverside	\$ 48,780	\$ (4,600)	\$ 3,995	\$ 3,873	\$ 129	\$ 52,177	13,500 lb	Yes
	Redlands	\$ 46,059	\$ (1,250)	\$ 4,900	\$ 4,031	\$ 125	\$ 53,865	13,500 lb	Yes
Ford F-150 EV Lightning*									
	Chino	\$ 72,790	\$ (6,830)	\$ 5,595	\$ 5,772	\$ 9	\$ 77,335	10,000 lb	Yes
	Riverside	\$ 56,475	\$ (4,748)	\$ 5,495	\$ 5,247	\$ 129	\$ 62,597	10,000 lb	Yes
	Redlands	\$ 56,810	\$ (1,000)	\$ 4,815	\$ 4,993	\$ 1,344	\$ 66,962	10,000 lb	Yes
GMC Sierra EV AT4									
	Redlands	\$ 81,595	\$ -	\$ 8,893	\$ 7,147	\$ 1,271	\$ 98,906	12,300 lb	Yes
GMC Sierra EV Elevation									
	Redlands	\$ 64,995	\$ -	\$ 8,893	\$ 5,695	\$ 1,163	\$ 80,745	12,300 lb	Yes
Chevy Silverado EV Trail Boss									
	Redlands	\$ 76,910	\$ (2,000)	\$ -	\$ 6,562	\$ 105	\$ 81,577	12,500 lb	Yes

Maintenance Costs

EV \$566 per year**
 Gas \$1,382 per vehicle per year***

Fuel/Electricity Costs

EV \$1,182 per vehicle per year****
 Gas \$4,189 per vehicle per year*****

Expected EV Battery Performance and Replacement Cost

High voltage battery has 8 year /100,000 miles warranty with an expected life of 10 years
 High voltage battery replacement = \$52,565.59 plus tax

- * All quotes include extended-range batteries with a range of 320 miles
- ** Tire rotation at ~6,000 miles (\$20-\$50)
 Tire replacement at ~25,000 miles (~\$1,200)
 Cabin filter replacement at ~13,500 miles (\$70 - \$120)
- *** Three-year average of maintenance on current F-150 fleet
- **** Average energy use for Ford Lightning (0.42 kWh/mile) x average mileage for District fleet truck (10,000) = 4,200 kWh @ electrical rates @ Mentone Shop
- ***** FY25 gasoline cost for current F-150 fleet, per vehicle



MEMORANDUM

No. 2143

To: Board of Directors
From: Betsy Miller, General Manager
Date: October 8, 2025
Subject: Contract for Backflow Repair at Redlands Plaza

RECOMMENDATION

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

BACKGROUND AND DISCUSSION

In July 2025, the District conducted its annual backflow prevention testing on three assemblies located at 1630 W. Redlands Boulevard, which serve fire suppression and domestic/landscape water systems. The domestic/landscape assembly passed inspection; however, the 8-inch double check detector assembly (DCDA) serving the main fire line and the ¾-inch fire meter bypass could not be certified due to an inoperable shutoff valve stuck in the open position. Because of this failure, proper testing could not be performed. Field inspection also revealed significant corrosion and wear on both fire suppression assemblies, particularly within the check valves.

Staff evaluated two options to address the issue. The first option involves replacing the inoperable shutoff valve at an estimated cost of \$15,000 to allow testing to proceed. However, given the age and condition of the assemblies, this approach carries a high likelihood of additional failures, further repair costs, and continued non-compliance. The second option would fully remove and replace the existing backflow assemblies with new above-ground units that meet current City of Redlands standards. Specifically, the proposed work includes complete removal of the existing 8-inch DCDA and underground vault, compaction and concrete work in accordance with City specifications, and installation of a new above-ground “N” style backflow prevention assembly designed for improved serviceability and compliance. The project will also involve direct reconnection to the existing fire main and hydrant, including all necessary fittings and piping adjustments, as well as restoration of all disturbed hardscape, paving, and

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surface areas. This comprehensive scope addresses both immediate testing and compliance issues and positions the system for reliable long-term performance with reduced maintenance needs.

Three proposals were received for Option 2: Two quotes with similar scopes for \$75,500 and \$76,684.94, and a third quote with a different scope for \$162,348. After evaluating price, scope, and qualifications, staff recommend awarding the contract to Redlands Plumbing as the lowest responsive and responsible bidder.

The proposed Replacement of In-Ground Backflow Prevention Device Construction Services Agreement includes a lump-sum, prevailing wage contract in the amount of \$75,500 covering all labor, materials, equipment, permits, and services required to complete the 30-day project. The contractor retains responsibility for securing necessary permits, coordinating inspections, and ensuring compliance with all applicable regulations. In addition, the agreement includes comprehensive insurance coverage, a 12-month warranty on materials and workmanship at no cost to the District, specifications for change orders, and clear termination rights.

The City of Redlands deadline for the District to complete this work has been extended to November 24, 2025.

FISCAL IMPACT

Approval of the recommended action would result in expenditure of up to \$75,500 from GL 7110, Property – Capital Repairs.

POTENTIAL MOTIONS

1. Approve the Replacement of In-Ground Backflow Prevention Device Construction Services Agreement for an amount not to exceed \$75,500.
2. Approve the Replacement of In-Ground Backflow Prevention Device Construction Services Agreement for an amount not to exceed \$75,500, and authorize the General Manager to expend up to an additional \$7,550 (10%) contingency for this project.
3. Refer this item to the Finance & Administration Committee or the Operations Committee, noting possible delays in completed the project within the City of Redlands deadline.
4. Provide alternative directions for staff.

ATTACHMENTS

Replacement of In-Ground Backflow Prevention Device Construction Services Agreement

**REPLACEMENT OF IN-GROUND BACKFLOW PREVENTION DEVICE
CONSTRUCTION SERVICES AGREEMENT**

THIS REPLACEMENT OF IN-GROUND BACKFLOW PREVENTION DEVICE CONTRACT CONSTRUCTION SERVICES AGREEMENT (“Agreement”) by and between the **SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT**, a special district (“District”), and **Redlands & Henry Bush Plumbing, Inc.**, a California corporation (“Contractor”), is effective on October 8, 2025 (“Effective Date”).

NOW THEREFORE, the parties hereto agree as follows:

RECITALS

1. **Independent Contractor.** Contractor is an independent contractor and not an employee of the District. Contractor shall have no authority to bind the District by any statement, representation, or promise of any kind or nature without first obtaining the District’s written consent.
2. **Premises.** The Premises upon which the work to be performed under this Agreement shall occur are located at 1630 West Redlands Boulevard, Redlands, CA, and specifically those areas depicted in the map attached as Exhibit “A” hereto. Contractor shall limit all of its work, including the staging of personnel, equipment, and materials, to the Premises, unless specifically directed otherwise in writing by the District.
3. **Authority.** The parties represent that they are authorized to enter into this Agreement and that the persons executing this Agreement on their behalf have the authority and capacity to do so.
4. **Construction.** This Agreement shall not be construed against any of the parties and the rule of construing contract ambiguities against the party drafting the contract shall be inapplicable.
5. **Effect of Headings.** The headings used in this Agreement are for convenience only and shall not affect the construction or interpretation this Agreement.
6. **Word Usage.** Unless the context clearly requires otherwise, plural and singular numbers will be considered to include the other; the masculine, feminine, and neuter genders will each be considered to include the others; “shall,” “will,” “must,” “agree,” and “covenants” are each mandatory; “may” is permissive; “or” is not exclusive; and “includes” and “including” are not limiting.
7. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties, supersedes all prior or contemporaneous oral or written agreements between the parties, and may only be amended by an instrument in writing executed by the parties.
8. **Successors and Assigns.** This Agreement shall be binding upon, and inure to the benefit of, the successors and assigns of the parties.
9. **Counterparts.** This Agreement may be executed in counterparts, a facsimile of which shall be deemed an original, and all of which shall together be deemed one and the same instrument.
10. **Governing Law.** This Agreement shall be construed under, and governed by, the laws of the State of California.
11. **Severability.** If any provision of this Agreement is held to be invalid or unenforceable, such invalid or unenforceable provision(s) shall not affect the validity or enforceability of any other provision of this Agreement.

SCOPE OF WORK

Contractor shall, immediately upon receiving a written Notice to Proceed from the District, furnish all labor, services, materials, equipment and tools of every kind and nature to fully perform in a workmanlike and timely manner the following scope of work: remove the existing eight inch (8") in-ground backflow device on the Premises, serving the fire main, and remove the existing vault therefor, including removing the existing DCDA valve, and removing and disposing of current vault lid panels. Crushed base material and native soil shall be compacted for new concrete per City of Redlands specifications for sidewalks. Contractor shall install a new, replacement backflow device compliant with current code requirements with a new "N" style eight inch (8") backflow device in the parkway, with the specific location to be designated by the District. Contractor shall establish a new direct connection from the new backflow prevention device to the existing fire hydrant, along with all necessary fittings. Contractor shall patch and repair all existing concrete, asphalt, or hardscape damage caused by the backflow device installation and removal of old vault, and shall provide clean fill soil as necessary for backfill of the former vault location (collectively the "Contract Work"). ("Contract Work"):

Contractor shall perform the Contract Work in strict accordance with all legal requirements, whether Federal, State, or Local, and shall be solely responsible at its cost for securing any and all necessary permits for completion of the Contract Work, including such inspections, permits, or approvals as may be necessary from the City of Redlands or local fire jurisdiction. All Contract Work shall be subject to the satisfaction and approval of the District.

A condition precedent to the Contractor receiving a Notice to Proceed for the Contract Work is Contractor's submission of a signed copy of this Agreement, bonds, insurance certificates requested by the District, a Storm Water Pollution Prevention Plan if required and an updated list of Contractor's subcontractors and material suppliers on the project.

TIME FOR PERFORMANCE AND SCHEDULING

Contract Time - Contractor shall complete all aspects of the Contract Work (from obtaining an encroachment permit from the City of Redlands to Underground Alerts requests to construction activities to final certification of backflow device once installed to final approval by the City of Redlands) within thirty (30) days of receiving a Written Notice to Proceed from the District. work within the number of days listed in the Special Provisions after Notice to Proceed from the District has been issued.

Scheduling - Time is of the essence under this Agreement. Contractor shall cooperate with the District in the timely performance of the Contract Work and shall develop the schedule for approval by the District, prior to the District issuing a Notice to Proceed.

The District shall have the right to direct the scheduling of the Contract Work as the District deems to be in the best interest for the Contract Work as a whole, and Contractor shall perform the Contract Work in accordance with the approved schedule so as not to delay, disrupt, or damage the work. Should Contractor fall behind the approved schedule or if, in the opinion of the District, Contractor is not maintaining a satisfactory rate of progress, the District may direct Contractor to take such action as the District deems necessary to timely perform the Contract Work, including, but not limited to, increasing the number of superintendents, foremen, and laborers, increasing the number of crews, increasing the number of shifts, employing more or better equipment, working overtime, expediting delivery of materials, substituting materials, changing the sequence of

performance, or any other increase or acceleration of effort, all of which shall be performed by Contractor at no cost to the District.

In the event the Contract Work is delayed or disrupted by the District or third parties, Contractor may make a written request to the District for a time extension.

The District may award the Contract during winter months when weather may result in construction delays. In the event that weather conditions result in the loss of working days, the Contract Time shall be extended by an equivalent amount of time. In the event that weather delays result in a loss of two (2) working days or more, the District and the Contractor will negotiate an equitable adjustment in cost to compensate for mobilization and standby costs, otherwise only the time for performance will be extended, and then only to the amount equivalent to the number of working days lost to weather.

COMPENSATION

For all items included in the Contract Work, Contractor shall be paid a sum of Seventy Five Thousand Five Hundred Dollars. (\$75,500.00).

PAYMENT

The District shall pay Contractor for full performance of the Contract Work based on District's approval of the completed Contract Work, A condition precedent to final payment by the District to Contractor is acceptance by the District of the satisfactory completion of the Contract Work and Contractor's submission of any manuals and warranties applicable to the Contract Work.

The District shall pay Contractor an amount, including previously withheld retention, equal to the value of the Contract Work satisfactorily completed by Contractor and approved by the District, within thirty (30) business days of the District approval.

No payment, whether a progress payment or final payment shall be construed as an acceptance of defective or incomplete work.

INSPECTION AND ACCEPTANCE

The Contract Work and Contractor's performance of the Contract Work is subject to the District's oversight of the progress, sequencing, and quality of the Contract Work, and the satisfaction and approval by the District of same.

Unless otherwise provided, all equipment, materials, and work shall be subject to inspection and testing by the District. The District will observe the progress and quality of the work and determine, in general, if the work is proceeding in accordance with Contractor's proposal, and the legal requirements applicable to the Contract Work. The District shall not be required to make comprehensive or continuous inspections to check the quality of the work, and shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the work. Visits and observations made by the District shall not relieve the Contractor of its obligation to conduct comprehensive inspections of the work and to furnish proper materials, labor, equipment, and tools, and perform acceptable work, and to provide adequate safety precautions, in conformance with the intent of the Contract.

Materials, equipment, and workmanship shall be subject to the inspection of, and rejection by, the District if not in conformance with the proposal or legal requirements applicable to the Contract Work. Defective materials, equipment, or Contract Work shall be removed from the premises by the Contractor, whether in place or not, and shall be replaced with new and acceptable materials, equipment, or work, at Contractor's expense. Repair of defective materials, equipment, or work shall be subject to the District's acceptance.

CHANGES / CLAIMS / RESOLUTION OF CONSTRUCTION CLAIMS

Changes. The District may issue written change orders or written change directives for the Contract Work. Contractor shall be obligated to perform such change orders and change directives, and the Contract Price and time may be adjusted as specified in such change orders and change directives. Oral changes to the Contract Work are not valid and Contractor shall have no claim or entitlement to payment or additional time unless, prior to performance, Contractor receives a written change order or written change directive from the District.

If Contractor requests a written change order but there is a dispute as to whether the work at issue is a change in the Contract Work or there is a dispute as to the price or time associated with such change order, the District may issue a written change directive to the Contractor and the Contractor shall be obligated to perform such change directive without either party admitting liability for the change or waiving their respective rights under this Agreement. Any request by the Contractor for additional compensation or additional time shall be based on Contractor's actual direct costs and actual time incurred with respect to the change in the Contract Work. At the District's request, Contractor shall submit and give the District access to current, accurate and complete data to substantiate any actual direct costs and any actual time claimed by Contractor.

For any change in the Contract Work initiated by the District, Contractor shall be entitled to an adjustment to the Contract Price and/or time, but only to the extent of such adjustments actually received by the District on behalf of Contractor, and Contractor shall have no right to make any claims against the District for further adjustment to the Contract Price and/or time.

Contractor Claims. Contractor shall give written notice to the District of any claim for compensation, additional compensation, extension of time or other relief of any kind or nature alleged to have been caused in whole or in part by any act or omission by the District within two (2) days after commencement of the event giving rise to such claim. Such notice shall state the factual basis for the claim, shall itemize all costs incurred and shall indicate the number and duration of each delay and/or anticipated delay. Contractor shall provide any additional information requested by the District. With respect to any claim caused in whole in part by any person other than the District, Contractor shall only be entitled to such relief less any costs incurred by the District in connection with such claim.

Dispute Resolution. Unless otherwise agreed to in writing by the parties, with respect to any claim or dispute of any nature involving the District and Contractor in which the amount claimed by either party is no more than \$50,000, the parties shall first attempt to resolve such claim, informally. If, following a period of thirty (30) days, or such longer period as mutually agreed to by the parties, the parties are unable to resolve the claim informally, the parties agree to mediate the claim before a mediator mutually agreed to by the parties. If, following mediation, the parties are unable to resolve the claim, either party may commence legal action. The parties agree that the party failing to comply with these dispute resolution procedures shall not be entitled to the recovery of their attorney's fees in a legal action. Provided, however, that the foregoing dispute resolution

procedures shall not apply if it would cause a party to be unable to timely foreclose on a mechanical lien, as applicable, or if the District pursue a claim for injunctive relief under the following paragraph.

If the District in its sole and absolute discretion believes that Contractor is not in compliance with any applicable laws, statutes, regulations, ordinances, building codes, permit conditions, recordkeeping and reporting obligations, mitigation measures and other government requirements of every nature applicable to the Contract Work, the District may, but is not obligated to, immediately commence legal action to obtain injunctive relief (including a temporary restraining order, preliminary injunction and/or permanent injunction) and any related remedies to compel such compliance. The prevailing party in any such action for injunctive relief and any related remedies shall be entitled to the recovery of their attorney's fees, without regard to whether it complied with the dispute resolution process above.

With respect to any claim or dispute of any nature involving the District and Contractor in which the amount claimed by either party exceeds \$50,000, or if amount claimed by either party is no more than \$50,000 and the parties have complied with the foregoing dispute resolution procedures or agreed to waive such procedures in writing, the parties agree that in any legal action the prevailing party making a monetary claim shall only be entitled to recover its reasonable attorney's fees equal to the proportion of the amount awarded to the amount claimed, and shall pay the other party's reasonable attorney's fees equal to the proportion of the amount denied to the amount claimed.

PREVAILING WAGE

The Contractor agrees to comply with the provisions of Sections 1771 and 1774 of the California Labor Code pertaining to the payment of prevailing wage rates, and to require each of its subcontractors to so comply. Pursuant to Section 1775 of the California Labor Code, the Contractor, and any of its subcontractors, shall forfeit to the District, and the District will withhold from any monies due the Contractor, the amount of any penalties, as determined by the Labor Commissioner, to be assessed for nonpayment of prevailing wage rates.

Contractor will maintain and will require all subcontractors to maintain valid and current Department of Industrial Relations (DIR) Public Works Contractor registration during the term of this project. Contractor shall notify the District in writing immediately, and in no case more than twenty-four (24) hours, after receiving any information that Contractor's or any of its subcontractor's DIR registration status has been suspended, revoked, expired, or otherwise changed.

Contractor will pay, and will require all subcontractors to pay, all employees on said Contract a salary or wage at least equal to the prevailing salary or wage established for such work as set forth in the wage determinations and wage standards applicable to this work. Federal prevailing wage rates apply for federally funded projects. Travel and subsistence pay shall be paid in accordance with Labor Code § 1773.1.

Contractor shall be subject to penalties in accordance with Labor Code of § 1775 for each worker paid (either by Contractor or by any subcontractors) less than the prevailing rate described above on the work provided for in this Contract. In no event shall District be responsible for any such penalties.

Contractor and subcontractors shall comply with Labor Code § 1810 and § 1811 which stipulates that eight hours labor constitutes a legal day's work, and § 1812 which stipulates that the Contractor and subcontractors shall keep an accurate record showing the name of and actual hours worked each calendar day and each calendar week by each worker employed by him in connection with the work performed under the terms of the Contract. Failure to comply with these sections of the Labor Code will subject the Contractor to penalty and forfeiture provisions of the Labor Code § 1813. In no event shall District be responsible for any such penalties.

Contractor will comply with the provisions of Labor Code § 1777.5 pertaining to the employment of apprentices to the extent applicable to this Contract.

Contractor, by executing this Contract, hereby certifies:

"I am aware of and will comply with the Labor Code § 3700 by securing payment for and maintaining in full force and effect for the duration of the contract, complete Workers' Compensation Insurance, and shall furnish a Certificate of Insurance to the City before execution of the Contract. The City, its officers, or employees, will not be responsible for any claims in law or equity occasioned by failure of the Contractor to comply with this paragraph."

CONTRACTOR INITIALS: _____

Contractor further agrees to require all subcontractors to carry Workers' Compensation Insurance as required by the Labor Code of the State of California.

Contractor shall submit monthly Certified Payroll with a daily log of manpower and equipment used on the project with seven days of the end of the month.

WORKERS COMPENSATION AND INSURANCE CERTIFICATION

Before commencing with the Contract Work, Contractor shall obtain and maintain at Contractor's cost until final acceptance of the Contract Work, full insurance coverage as set forth herein with insurance carriers with an AM Best rating of no less than A-VII. The insurance required under this section shall not be restricted solely to Contractor's defense and indemnity obligations but are intended to extend to all claims, liability, and loss of whatever nature arising from relating to Contractor, the Contract Work, or this Agreement regardless of the alleged liability or fault of any party indemnified under this Agreement. Each insurance policy shall name the District as an additional insured. Each insurance policy is to provide primary coverage to the District and its elected and appointed boards, officers, agents, and employees. It is not secondary or in any way subordinate to any other insurance or coverage maintained by the District.

The insurance and defense and indemnity obligations under this Agreement are non-delegable. Contractor shall not subcontract any portion of the Contract Work without retaining absolute responsibility for requiring similar insurance from its Contractors. Contractor's failure to maintain complete insurance shall be deemed a material breach of this Agreement and the District may either terminate this Agreement or provide the required insurance and deduct the cost of which from any payment due to Contractor.

Contractor shall be responsible for all insurance premiums required under this Agreement and shall defend, indemnify, and hold harmless the District from and against any claim, loss, or damage for which insurance should have been provided under this Agreement.

Contractor shall obtain and maintain the following minimum required insurance:

Workers' Compensation: Workers' compensation insurance as required by law.

Commercial General Liability: Commercial general liability insurance on a form no less broad than ISO CG 00 01 with insurance coverage of not less than the following minimum amounts of liability:

\$2,000,000 each occurrence

\$2,000,000 general aggregate

\$2,000,000 completed operations aggregate

Contractor shall endorse its commercial general liability policy with an additional insured endorsement on ISO CG 20 10 11 85 or both CG 20 10 12 04 and CG 20 37 12 04 naming as additional insured's the District, the Owner, and Project Sponsor.

Automobile Liability: Automobile liability insurance covering "any auto" including owned, non-owned and hired vehicles with a combined single limit of \$1,000,000.

Professional Liability: If Contractor has design responsibilities, professional errors, and omissions liability insurance with a limit of \$1,000,000 per claim.

Contractor's commercial general liability, workers compensation, automobile liability and any other insurance policies required to be obtained and maintained by Contractor shall be primary and the District's insurance shall be non-contributory to any claim to which the insurance applies. Contractor shall have its insurance policies endorsed to show primary status and provide a copy to the District. Contractor's insurance policies shall contain a standard cross-liability endorsement, severability of interest's clause and a waiver of all rights of subrogation by Contractor's insurer against the District, the Owner, and Project Sponsor.

Before commencing the Contract Work, Contractor shall deliver to the District copies of certificates of insurance certifying the types and amounts of coverage, certifying that the insurance policies were in force before Contractor commenced the Contract Work, certifying that the insurance policies apply to the Contract Work and to the activities and liability of Contractor under this Agreement.

Contractor shall, at the District's request, deliver to the District a complete copy of the insurance policy required to be maintained by Contractor. Contractor may not cancel, materially modify, or reduce the scope of coverage or coverage limits of the insurance required to be maintained by Contractor until final acceptance of the Project by the District. The following notice must appear on the certificates of insurance furnished by Contractor and the Contractor shall obtain endorsements to its insurance policies substantially as follows:

Insurers may not cancel, modify, or reduce the scope of coverage or coverage limits for a period of third (30) days after written notice to the District of the intent to cancel, modify, or reduce coverage.

Cancellation of or Changes in Insurance: The Contractor shall provide the District with, or the Contractor's insurance policies shall contain a provision that the District shall receive, written notice of cancellation or any change in the insurance required in the Specifications, including insurer, limits of coverage, term of coverage, or policy period. The written notice shall be provided to the District at least ten (10) days in advance of cancellation for non-payment of premium and thirty (30) days in advance for any other cancellation or policy change. Failure to provide written

notice of cancellation or any change in the insurance required in the Specifications shall constitute a material breach of the Contract, upon which the District may in its sole and absolute discretion suspend or terminate the Contract.

Failure to Maintain Insurance: The Contractor's failure to maintain or provide acceptable evidence that it maintains the insurance required in the Specifications shall constitute a material breach of the Contract, upon which the District may immediately withhold payments due to the Contractor, and/or suspend or terminate the Contract. The District, at its sole discretion, may obtain damages from the Contractor resulting from said breach. Alternatively, the District may purchase the insurance required in the Specifications and, without further notice to the Contractor, deduct the premium cost from sums due to the Contractor or pursue reimbursement from the Contractor.

INDEMNIFICATION

To the fullest extent permitted by law, Contractor shall defend, indemnify and hold harmless the District and its officers, directors, shareholders, members, managers, partners, employees, agents, representatives and sureties (“Indemnified Parties”), from and against any and all claims, losses, suits, actions, demands, awards, judgments, attorneys’ fees, expert fees, costs and expenses of every nature which may arise out of, pertain to, or relate to, in whole or in part, Contractor, Contractor’s subcontractors and material suppliers, or their employees, agents or representative’s performance of the Contract Work, except to the extent caused by the sole or active negligence or willful misconduct of the District, or for claims that do not arise out of the scope of work of Contractor. Contractor’s obligation to defend Indemnified Parties shall be immediate upon written notice by the District and Contractor shall, if requested by the District, defend Indemnified Parties using counsel approved in the sole discretion by the District.

PAYROLL RECORDS / APPRENTICES / HOURS OF WORK

Payroll Records: The Contractor shall comply with the provisions of Section 1776 of the California Labor Code pertaining to payroll records and will be responsible for compliance by its subcontractor(s).

Employment of Apprentices: The Contractor shall comply with the provisions of Section 1777.5 of the California Labor Code relating to the employment of apprentices by the Contractor and its subcontractor(s).

Hours of Labor: The Contractor shall comply with Sections 1810 through 1815 of the California Labor Code pertaining to the hours of labor and payment for such. Pursuant to Section 1813 of the California Labor Code, the Contractor and any of its subcontractors, shall forfeit to the District, and the District will withhold from any monies due the Contractor, the amount of twenty-five dollars (\$25) for each worker employed in the execution of the Contract by the Contractor or any of its subcontractor for each calendar day required or permitted to work more than 8 hours in any one calendar day and 40 hours in any one calendar week in violation of the provisions of the Sections 1810 through 1815 of the California Labor Code.

PROVISIONS REQUIRED BY LAW AND ADDITIONAL RESPONSIBILITIES

Compliance with Laws. Contractor is responsible for all contributions, taxes, deposits, and other payments with respect to the wages, salaries, benefits, or other obligations paid or owed by Contractor to Contractor’s employees and others who perform work or render services to

Contractor. Contractor is responsible for all income, gross receipts, use, and other taxes applicable to materials, equipment, tools, and labor incorporated and used in Contractor's performance of the Contract Work.

Contractor shall comply with all laws, statutes (including, but not limited to, the National Environmental Policy Act, 42 U.S.C. § 4321 *et seq.*; the California Environmental Quality Act, Cal. Public Resources Code § 21000 *et seq.*; the Endangered Species Act, 7 U.S.C. § 136, 16 U.S.C. § 1531 *et seq.*; the California Endangered Species Act, Cal. Fish and Game Code § 2050 *et seq.*; the Clean Water Act, 33 U.S.C. § 1251, *et seq.*; Lake and Streambed Alteration Program, Cal. Fish & Game Code § 1600, *et seq.*; and the National Historic Preservation Act, 16 U.S.C. § 470 *et seq.*; Federal Acquisition Regulations, 48 C.F.R. Chap. 1), regulations (including, but not limited to, those associated with the previously identified statutes), ordinances, building codes, permit conditions, recordkeeping and reporting obligations, mitigation measures and other government requirements of every nature applicable to the Contract Work, and shall obtain and hold all licenses, certifications and other government requirements necessary to perform the Contract Work.

Contractor shall conduct shoring and trench safety operations in accordance with OSHA and the Construction Safety Orders of the State of California, pursuant to the provisions of Section 6707 of California Labor Code. The Contractor shall submit to the District a Site Safety Plan, which shall include details of provisions for worker protection from caving ground.

Contractor shall comply with rules, policies and procedures pertaining to health, safety, substance abuse, and general conduct in the workplace established by the California Occupational Safety and Health Administration, and to other rules of law applicable to the Contract Work.

Superintendence and Cooperation. Contractor shall have a qualified, experienced, and competent superintendent at the Project at all times during performance of the Contract Work and as otherwise necessary to ensure full performance of Contractor's obligations under the Contract Documents applicable to the Contract Work. Contractor is responsible for the superintendence and safety and progress of the Contract Work in conformance with the Contract Documents, including activities of suppliers and subcontractors. Contractor's superintendent shall have absolute authority in all respects to act for and on behalf of Contractor and to bind Contractor by statements made, agreements reached, actions taken and notices received. Contractor's superintendent shall have the authority and responsibility to execute promptly and properly the District's directions relating to the Contract Work.

The Contractor shall place on record with the District, and keep current, the name of the Contractor's superintendent and the phone number at which he/she can be contacted at such times that he/she is not at the work site (such as after working hours and on holidays and weekends) to respond to the District requests to correct safety and other problems that may arise in connection with the Contract Work.

If any person employed by the Contractor, including the Contractor's superintendent, shall fail or refuse to carry out the directions of the District or shall appear to the District to be incompetent or to act in a disorderly, unsafe, or improper manner, that person shall be removed from the work site immediately on the request of the District, and such person shall not again be employed on the Project. Such discharge shall not be the basis for any claim for compensation or damages against the District.

Protection and Storage. Contractor shall provide necessary and appropriate protection of the Contract Work, protect the work of others with respect to Contractor's performance of the Contract Work and shall assume all risks of loss, damage, deterioration or destruction of the Contract Work and damage to the work of others caused by Contractor's performance of the Contract Work, including stored materials, by weather, individuals, or other causes until final acceptance by the District. Contractor shall store and protect its materials, equipment, tools, and other items as well as those furnished to Contractor by the District or others. Storage areas, workshops, and other areas used or to be used by Contractor, if any, may be designated by the District and no materials, equipment, tools, or other items owned or used by Contractor shall be stored except in those areas designated by the District. Contractor shall maintain such areas in an orderly and well-kept manner. Contractor shall coordinate all material, equipment and tool deliveries with the District and Owner prior to delivery to the site. Contractor shall not be entitled to payment for storage either on or off site.

Site Safety. Contractor shall comply with all safety laws, rules, and regulations applicable to Contractor's performance of the Contract Work including, but not limited to, all federal, state, and local rules and regulations promulgated by government agencies.

Contractor shall defend, indemnify and hold harmless the District from and against any and all costs and expenses incurred by the District for fines, penalties and corrective measures resulting from acts or omissions of Contractor, its subcontractors, material suppliers, employees, agents and assigns, resulting from their failure to comply with such safety laws, regulations and rules.

The Contractor shall be solely and completely responsible for the conditions of the work site, including safety of all persons and property during performance of the Contract Work, and any members of the public coming into contact with the work site. This requirement shall apply continuously and not be limited to normal working hours. Contractor shall immediately report to the District any injury to or caused by any of Contractor's employees at the site. A written report shall be made on the date of the incident or accident and submitted by Contractor to the District.

Labor Relations. Contractor shall do whatever is necessary in the performance of the Contract Work, or as may be directed by the District, to assure the harmonious labor relations on the Project and to prevent strikes or other labor disputes on the Project. Contractor shall remove from the Project site any subcontractor, material supplier, employee, or agent for whom Contractor is responsible whose conduct is objectionable by the District or whose performance is unsatisfactory in the judgment of the District. Contractor agrees that in the event of a work stoppage or other disruption caused in whole or in part by a strike or other labor dispute involving Contractor, its subcontractors, material suppliers, employees, or agents for whom Contractor is responsible, the District shall have the right to terminate Contractor's performance of the Contract Work upon forty eight (48) hours written notice to Contractor.

Cleanup and Removal and Disposal. Contractor shall keep the Project site in a clean and neat condition. Contractor shall on a daily basis clean up all trash and debris resulting from Contractor's performance of the Contract Work and shall turn over its work areas in a clean and neat condition so as to permit any succeeding work to be performed without delay and without the need for further cleaning. Contractor shall be responsible for the removal of non-hazardous trash and debris, and shall have responsibility for the discovery, identification, reporting, handling, removal, and disposal of all hazardous materials in accordance with applicable federal, state, and local laws, regulations, standards, and other requirements. Should Contractor fail to keep the project site in a clean and neat condition, fail to clean up all trash and debris resulting from Contractor's

performance of the Contract Work, or fail to remove non-hazardous trash and debris or to remove hazardous materials, the District may perform such work through others and charge the cost thereof to Contractor which the District may deduct from any payment due to Contractor.

Qualifications and Inspection. Contractor represents that it is fully qualified, experienced, and licensed to perform the Contract Work, has had full and adequate opportunity to inspect and conduct any tests deemed necessary by Contractor to perform the Contract Work, and assumes all risks with respect to the Contract Documents and the general and specific conditions involved in performing the Contract Work including, but not limited to, natural and manmade characteristics of the site both above and below ground, site accessibility, site storage, on-site operations, labor rates and availability, weather conditions, and any other condition of any nature which could affect Contractor's cost and performance of the Contract Work.

EQUAL EMPLOYMENT OPPORTUNITY (EEO) PROVISIONS

During the performance of this Contract, the Contractor agrees as follows:

1. The Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor certifies and agrees that all persons employed by such firm, its affiliates, subsidiaries, or holding companies are and will be treated equally by the firm without regard to or because of race, color, religion, sex or national origin and in compliance with all antidiscrimination laws of the United States of America and the State of California.
2. In all advertisements for labor or other personnel, or requests for employment of any nature, the Contractor shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
3. The Contractor shall deal with its subcontractor without regard to or because of race, color, religion, sex, or national origin.
4. The Contractor shall comply with current Federal employment and reporting requirements for County funded construction Contracts. Specifically, the Contractor shall make a good faith effort to comply with Federal employment goals for minority and female employment. The Contractor shall report minority and female employment data on the Federal form provided by the District. This form shall be submitted to the Engineer before the start of construction and twice annually by March 1 and September 1 of each year. Each failure to submit this form by due date will result in a Contractor penalty of \$200, which shall be deducted from any monies due the Contractor.
5. The Contractor shall send to each labor union or representative of workers with which it has a collective bargaining agreement or other Contract or understanding, a notice, to be provided by the District, advising the said labor union or worker's representative of the Contractor's commitments under this subsection.
6. The Contractor shall allow the District access to its employment records during regular business hours to verify compliance with these provisions when so requested by the District.
7. The Contractor agrees that if the District finds that any of the above provisions have been violated, the same shall constitute a material breach of the Contract upon which the District may determine to cancel, terminate, or suspend the Contract. While the District reserves the right to determine independently that the antidiscrimination provisions of the Contract have been violated, in addition, a determination by the Federal Equal Employment Opportunity Commission or the California Fair Employment and Housing Commission that the Contractor has violated Federal or State antidiscrimination laws shall suffice as a

finding by the District that the Contractor has violated the antidiscrimination provisions of the Contract.

8. The Contractor must ensure that facilities provided for employees are provided in such a manner that segregation on the basis of race, color, religion, sex, or national origin cannot result. The Contractor may neither require such segregated use by written or oral policies nor tolerate such use by employee custom. The Contractor's obligation extends further to ensuring that its employees are not assigned to perform their services at any location, under the Contractor's control, where the facilities are segregated. This obligation extends to all Contracts containing the equal opportunity clause regardless of the amount of the Contract. The term "facilities," as used in this section, means waiting rooms, work areas, restaurants and other eating areas, time clocks, restrooms, wash rooms, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing provided for employees; Provided, that separate or single-user restrooms and necessary dressing or sleeping areas shall be provided to assure privacy between the sexes. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of nondiscrimination clause. At its option, and in lieu of canceling, terminating, or suspending the Contract, the District may impose damages for any violation of the antidiscrimination provisions of this subsection, in the amount of \$200.00 for each violation found and determined. The District and the Contractor specifically agree that the aforesaid amount shall be imposed as liquidated damages, and not as a forfeiture or penalty. It is further specifically agreed that the aforesaid amount is presumed to be the amount of damages sustained by reason of any such violation, because, from the circumstances and the nature of the violation, it is impracticable and extremely difficult to fix actual damages.
9. The Contractor shall include the provisions of the foregoing paragraphs 1 through 8 in every subcontract over \$10,000.00, so that such provisions will be binding upon each subcontractor performing work required by the Contract.

GUARANTY

The Contractor guarantees the construction and installation of the work included in this project. Should any of the materials or equipment prove defective or should the work as a whole prove defective, due to faulty workmanship, material furnished or methods of installation, or should the work or any part thereof fail to operate properly as originally intended and in accordance with the Plans and Specifications, due to any of the above causes, all within 12 months from the date of filing the Notice of Acceptance by the Secretary, the Contractor shall reimburse the District upon demand, for its expenses incurred in restoring said work to the condition contemplated in said project, including the cost of any such equipment or materials replaced and the cost of removing and replacing any other work necessary to make such replacement or repairs, or upon demand by the District, to replace any such material and to repair said work completely without cost to the District so that said work will function successfully as originally contemplated.

The District shall have the unqualified option to make any needed replacements or repairs itself or to have such replacements or repairs done by the Contractor. In the event the District elects to have said work performed by the Contractor, the Contractor agrees that the repairs shall be made and such materials as are necessary shall be furnished and installed within a reasonable time after the receipt of demand from the District. If the Contractor shall fail or refuse to comply with his obligations under this guaranty, the District shall be entitled to all cost and expenses, including attorney's fees, reasonably incurred by reason of the said failure or refusal.

TERMINATION OF CONTRACT

Termination for cause (breach or default): Should Contractor refuse or fail for any reason to diligently, efficiently, timely, skillfully, safely or cooperatively prosecute the Contract Work; supply sufficient and competent supervision or labor; have sufficient materials and equipment of the proper quality and quantity; promptly correct work considered to be defective; pay its bills; or discharge its obligations related to the Contract Work and/or this Agreement, the District may upon forty-eight (48) hours written notice to Contractor (except if Contractor advises the District that it is no longer in business, in which case, no notice is required) terminate Contractor and/or (except in the case of emergencies, in which case, no notice is required) provide such labor, materials, equipment, tools and services and deduct the cost thereof, together with an loss or damage occasioned thereby, from any payment due to Contractor. In addition, the District may use funds otherwise earned by Contractor on the project or other projects to pay Contractor's past due bills and obligations including back charges owed to the District.

If Contractor is terminated, the District may assume control of the Contract Work, take possession of all materials and equipment necessary to continue performance of the Contract Work (including, but not limited to, materials, equipment, tools, supplies or other items located on the project site, in storage off site, in transit to the site, or in the process of being manufactured), prosecute the Contract Work using the District's own forces or those of others, and use funds otherwise owing to Contractor to prosecute and complete the Contract Work. Contractor grants a lien and security interest in all of Contractor's materials, equipment, supplies and contract rights to secure performance and completion of the Contract Work.

Upon termination of Contractor, Contractor shall not be entitled any further payments for the Contract Work until the Contract Work has been completed and accepted by the District, and not until final payment has been received by the District. Contractor shall be liable for all costs and expenses of completing the Contract Work, including all performance costs of any nature plus a reasonable allowance for overhead and profit, and any damages, losses, expenses, attorneys' fees, or costs, incurred by the District as a result of the termination of Contractor. If, after final payment to the District, the unpaid balance to Contractor exceeds the performance costs, overhead and profit, and any damages, losses, expenses, attorneys' fees, or costs incurred by the District in completing the Contract Work, the District shall pay the difference to Contractor. If, after final payment to the District, the performance costs, overhead and profit, and any damages, losses, expenses, attorneys' fees, or costs incurred by the District in completing the Contract Work exceeds the unpaid balance to Contractor, Contractor shall pay the full amount of difference to the District.

Termination for convenience: In addition to the District's right to terminate Contractor for breach or default, the District may terminate Contractor if the District determines that such termination is in the best interest of the Project. Upon such termination, Contractor shall be entitled to the reasonable, actual direct cost of satisfactorily completed Contract Work and materials purchased prior to termination, plus a single mark of not more than ten percent (10%) for provable overhead (including job site and home office) and provable profit on satisfactorily completed Contract Work, plus the reasonable out-of-pocket costs of terminating the Contract Work, less any amounts paid by the District, costs incurred by the District and back charges due to the District. Contractor shall not receive any compensation, overhead, or profit on Contract Work not completed or for materials not purchased. Provided, however, that the total sum to which Contractor may be entitled, including all prior payments made to or on behalf of Contractor, shall not exceed the Contract Price.

If, after termination of Contractor, it is determined for any reason that Contractor was not in breach or default, Contractor's sole and exclusively remedy shall only be entitled to the amount due under the Agreement as if termination were for no-fault. Regardless of whether the termination for fault or no-fault, Contractor shall not be entitled to special, consequential, or exemplary damages or lost profit on account of termination of Contractor.

The District may, whenever the interests of the District so require, terminate the Contract, in whole or in part, for the convenience of the District. The District will give written notice of the termination to the Contractor specifying the part of the Contract terminated and the date termination becomes effective. The Contractor shall incur no further obligations in connection with the terminated Work, and, on the date set in the notice of termination, the Contractor shall stop Contract Work to the extent specified. The Contractor shall also terminate outstanding orders and subcontracts as they relate to the terminated Contract Work. The Contractor shall settle the liabilities and claims arising out of the termination of subcontracts and orders connected with the terminated Contract Work. The District may direct the Contractor to assign the Contractor's right, title, and interest under the terminated orders or subcontracts to the District. The Contractor must still complete the Contract Work not terminated by the notice of termination and may incur obligations as are necessary to do so. The District may require the Contractor to transfer title and deliver to the District, in the manner and to the extent directed by the District, the fabricated or unfabricated parts, work in process, completed Contract Work, supplies, and other material produced or acquired for the Work terminated and other property that, if the Contract had been completed, would be required to be furnished to the District. The Contractor shall, upon direction of the District, protect and preserve property in the possession of the Contractor in which the District has an interest. If the District does not exercise this right, the Contractor shall use its best efforts to sell such supplies and manufacturing materials for the benefit of the District. If the parties are unable to agree on the amount of a termination settlement, the District will pay the Contractor the following amounts:

- a. For Contract Work performed before the effective date of termination, the total (without duplication of any items) of:
 - (i) the cost of work less prior progress payments, and any applicable deductions or withholds to which the District may be entitled to in accordance with applicable law, including the amounts of outstanding Stop Notices or labor compliance notices to withhold shall be withheld until the Stop Notices or notices to withhold are resolved as provided by law.
 - (ii) The District's actual cost of settling and paying terminated subcontracts and orders that are properly chargeable to the terminated portion of the Work; and
- b. The reasonable costs of effectuating the settlement of the Contract Work terminated, including:
 - (i) Accounting, clerical, legal, and other expenses reasonably necessary for the preparation of termination settlement bids and supporting data;
 - (ii) The termination and settlement of subcontracts (excluding the amounts of such settlements); and
 - (iii) Storage, transportation, and other costs incurred, reasonably necessary for the preservation, protection, or disposition of the termination inventory.

Termination for Improper Consideration: The District may, by written notice to the Contractor, immediately terminate the right of the Contractor to proceed under this Agreement if it is found that consideration, in any form, was offered or given by the Contractor, either directly or through

an intermediary, to any District officer, employee or agent with the intent of securing the Contract or securing favorable treatment with respect to the award, amendment or extension of the Contract or the making of any determinations with respect to the Contractor's performance pursuant to the Contract. In the event of such termination, the District shall be entitled to pursue the same remedies against the Contractor as it could pursue in the event of default by the Contractor. The Contractor shall immediately report any attempt by and District officer or employee to solicit such improper consideration. The report shall be made to the District General Manager. Among other items, such improper consideration may take the form of cash, discounts, service, the provision of travel or entertainment, or tangible gifts.

IN WITNESS WHEREOF, the parties to this Agreement have duly executed it effective on the date set forth above.

San Bernardino Valley Water Conservation District:

Redlands & Henry Bush Plumbing, Heating & Air Conditioning:

Signature: _____

Signature: _____

Printed Name: Melody McDonald

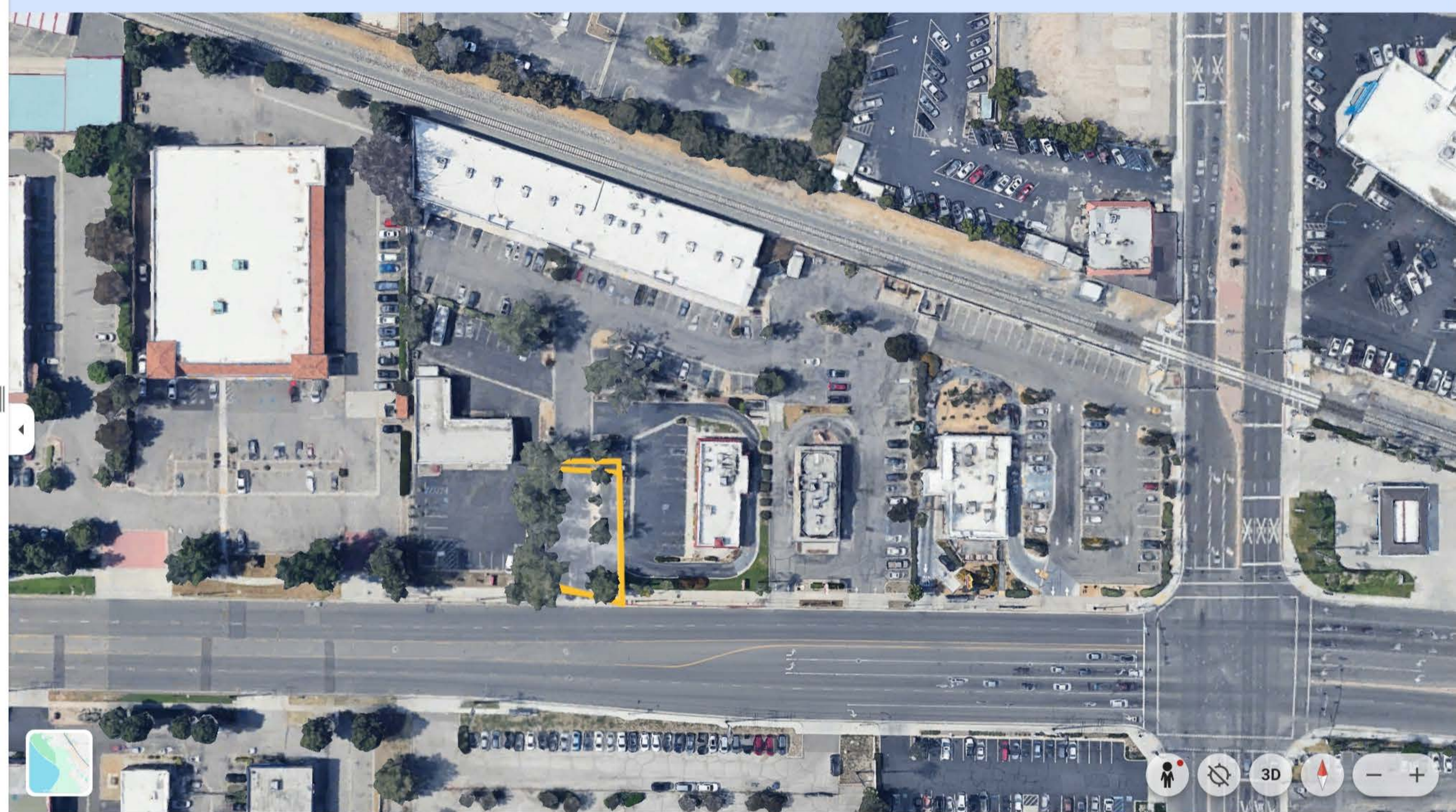
Printed Name: Justin Anderson

Title: Board President

Title: Construction Manager

Date of Execution: _____

Date of Execution: _____





MEMORANDUM

No. 2144

To: Board of Directors
From: Betsy Miller, General Manager
Date: October 8, 2025
Subject: CSDA Board of Directors Vacancy – Call for Nominations: Seat C-Southern Network

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.

BACKGROUND & DISCUSSION

The California Special Districts Association (CSDA) is a 501c (6), not-for-profit association that was formed in 1969 to promote good governance and improved core local services through professional development, advocacy, and other services for all types of independent special districts. The District has been a member of CSDA since December 22, 2008, primarily utilizing CSDA for training, conferences, and legislative support. CSDA invites Directors from member agencies to serve on their committees and Expert Feedback Teams dedicated to issues that concern special districts in California.

CSDA’s leadership is composed of representatives elected from six geographical networks across the state: Northern, Sierra, Bay Area, Central, Coastal, and Southern. Each network has three seats on the Board, with staggered three-year terms. Currently, Seat C in the Southern Network is vacant, and CSDA is soliciting nominations from eligible districts to fill the seat through a Board appointment process.

To be eligible, candidates must be affiliated with an independent special district that is a CSDA regular member in good standing and must be either a board member or a managerial employee authorized by their district’s governing board. The Southern Network covers a broad region including San Bernardino, Riverside, Los Angeles, Orange, San Diego, Ventura, and Imperial counties.

Service on the CSDA Board requires a significant time commitment. Board members are expected to:

- Attend approximately 4–5 Board meetings annually at CSDA’s Sacramento headquarters.
- Participate in at least one CSDA committee, which typically meets 3–5 times per year.

BOARD OF DIRECTORS

Division 1
Richard Corneille

Division 2
Mark E. Falcone

Division 3
Robert Stewart

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John Longville

Division 5
Melody McDonald

GENERAL MANAGER

Betsy Miller

- Attend Special Districts Legislative Days (spring) and the CSDA Annual Conference (summer/fall).
- Complete all four modules of the Special District Leadership Academy within two years of appointment.

Directors are reimbursed by CSDA for travel associated with Board and committee meetings (but not for Legislative Days, the Annual Conference, or Leadership Academy participation).

The nomination process requires the submission of a Board resolution or approved minute action, a completed nomination form, and a candidate information sheet by October 22, 2025. Candidate interviews will be conducted by Southern Network Board Members between October 27 and November 5, 2025, and a final appointment recommendation will be considered by the full CSDA Board on November 14, 2025. The appointed director will assume office on November 15, 2025.

FISCAL IMPACT

Approval of the recommended action would result in an expenditure of up to \$9,713 from GL 6435, Conference/Seminar Registration. While Directors are reimbursed by CSDA for travel associated with Board and committee meetings, the District would be responsible for costs associated with Legislative Days, the Annual Conference, and Leadership Academy participation:

- Legislative Days: Estimated costs include \$1,108 for four days of Director per diem (\$277 per day), \$540 for four days of meal reimbursement (\$135 per day), \$412 for airfare, and a three-night hotel stay at \$340 per night (\$1,020), for an estimated total of \$3,080.
- Annual Conference: Estimated costs include \$1,108 for four days of Director per diem (\$277 per day), \$540 for four days of meal reimbursement (\$135 per day), \$412 for airfare, and a three-night hotel stay at \$340 per night (\$1,020), for an estimated total of \$3,080.
- Leadership Academy: Estimated costs include \$2,216 for eight days Director per diem (\$277 per day) and \$1,060 for the registration of the four modules (\$265 per module), for an estimated total of \$3,276.
- CEO Evaluation: 1 Chief Executive Officer Evaluation. For this evaluation, the District should anticipate \$277 of Director per diem.

POTENTIAL MOTIONS

1. 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.
2. Take no action on this item.

ATTACHMENTS

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.

RESOLUTION NO. 636

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
NOMINATING _____ TO THE CALIFORNIA SPECIAL DISTRICT
ASSOCIATION BOARD OF DIRECTORS SEAT C – SOUTHERN NETWORK**

WHEREAS, this District is a member district of the California Special Districts Association (CSDA); and

WHEREAS, the CSDA Bylaws provide that in order for a nomination to be made to CSDA’s Board, the member district must place into nomination its member for such open position; and

WHEREAS, _____ serves on the District’s Board and brings leadership, perspective, and Special District experience.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Bernardino Valley Water Conservation District that _____ be nominated as a candidate for the CSDA Board of Directors Seat C – Southern Network.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to CSDA at 1112 I Street, Suite 200, Sacramento, CA 95814, with a copy to amberp@csda.net, forthwith.

ADOPTED this 8th day of October 2025.

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

President, Board of Directors

ATTEST:

Secretary



MEMORANDUM

No. 2145

To: Board of Directors
From: Betsy Miller, General Manager
Date: October 8, 2025
Subject: CSDA Board of Directors Supporting Nomination Request

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.

BACKGROUND & DISCUSSION

The California Special Districts Association (CSDA) is a 501c (6), not-for-profit association that was formed in 1969 to promote good governance and improved core local services through professional development, advocacy, and other services for all types of independent special districts. The District has been a member of CSDA since December 22, 2008, primarily utilizing CSDA for training, conferences, and legislative support. CSDA invites Directors from member agencies to serve on their committees and Expert Feedback Teams dedicated to issues that concern special districts in California.

CSDA’s leadership is composed of representatives elected from six geographical networks across the state: Northern, Sierra, Bay Area, Central, Coastal, and Southern. Each network has three seats on the Board, with staggered three-year terms. Currently, Seat C in the Southern Network is vacant, and CSDA is soliciting nominations from eligible districts to fill the seat through a Board appointment process.

On September 25, the District received a request for support and candidate information for the Southern Network region from Jason Dafforn, General Manager at Valley Sanitary District. For additional information, please refer to the attached Candidate Statement.

FISCAL IMPACT

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

BOARD OF DIRECTORS

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Division 3
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Division 5
Melody McDonald

GENERAL MANAGER

Betsy Miller

POTENTIAL MOTIONS

1. 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.
2. Take no action on this item.

ATTACHMENTS

Jason Dafforn, Candidate Statement



45500 Van Buren Street
Indio, CA 92201
760.238.5400
www.valley-sanitary.org

September 23, 2025

On behalf of the entire Board of Directors at Valley Sanitary District, located in the City of Indio, I am excited to announce that Jason Dafforn, our General Manager, is seeking appointment to the California Special Districts Association (CSDA) Board of Directors, Southern Network, Seat C.

Mr. Dafforn brings a wealth of experience and knowledge through years working for Special Districts. His ability to foster collaboration amongst individuals working towards a common goal is second to none. As a Board, we are very fortunate and wish to share our General Manager's skills and abilities to serve Special Districts throughout the State and specifically for those here in the southernmost part of California.

Attached, you will find a candidate statement outlining his qualifications and vision for the future of our special districts.

I kindly ask for your support in the upcoming appointment. Together, we can build a stronger future for California's special districts. If you have any questions or need further information, please do not hesitate to contact me.

Thank you,

Debra Canero, President
Valley Sanitary District

Board of Directors

Debra A. Canero
President

Mike L. Duran
Vice President

Edgar Santana
Secretary/Treasurer

Gerardo R. Jimenez
Director

Ruben M. Vasquez
Director

Executive Management

Jason Dafforn, PE
General Manager



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. 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.



During my spare time, I 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 appointed, 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!

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



ENVIRONMENTAL UPDATE

WASH PLAN IMPLEMENTATION – MANAGEMENT ACTIVITIES

- Slender-horned Spineflower Management
 - On September 11, District staff initiated a small-scale experiment to test seed germination in the absence of soil amendments to inform 2026 management actions.

WASH PLAN IMPLEMENTATION – ORGANIZATIONAL STRUCTURE, PLANNING, AND REPORTING

- On September 3, District staff submitted a pre-application grant proposal to the Wildlife Conservation Board on behalf of the Trust to fund expansion of the conservation actions associated with the Plunge Creek Conservation Project and BLM Fuels Management Project. On September 19, the Wildlife Conservation Board invited the Trust to submit a full application for the proposed project.
- On September 9, District staff met with the San Bernardino County Flood Control District to discuss an MOU between the County and the District to coordinate Wash Plan Preserve management.
- On September 23, District staff provided information to support SBCTA, working on behalf of the City of Highland and City of Redlands, in permitting the Highland/Redlands Regional Connector Project, a Covered Activity (High.23) under the Wash Plan.

WASH PLAN PROGRAMMATIC PERMITS

- On September 16, District staff met with staff from CDFW’s Habitat Conservation Planning Branch and Region 6 to discuss next steps for a Mitigation Credit Agreement to provide mitigation credits recognized by the Department for conservation actions implemented consistent with the Wash Plan.

MILL CREEK FACILITIES

- On September 10, District staff submitted the Mitigation Fulfillment Brief to CDFW in support of the Mill Creek Diversion Debris Management Improvement Project Streambed Alteration Agreement, specifically addressing Compensatory Mitigation Measures 3.1 through 3.4.

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Betsy Miller

PARTNERSHIP ACTIVITIES & TRAINING

- On September 23, District staff participated in the Seven Oaks Dam Settlement Technical Meeting hosted by the Riverside County Flood & Water Conservation District. In addition to District and Riverside County, San Bernardino County, Orange County, Army Corps of Engineers, Valley District, Center for Biological Diversity, and Endangered Habitats League participated in the meeting.



ENGINEERING UPDATE

MENTONE SHOP CONSTRUCTION PROGRESS

- Plan changes submitted to the County for modifications to the interior walls and bathrooms have been approved, along with additional materials requested by the County.

PROGRAM FOR THE EXPANSION OF RECHARGE CAPACITY (PERC)

- Draft of Volume 1 – PERC Feasibility Study Summary Report is completed.
- Draft of Volume 4 – PERC Feasibility Study Mill Creek Recharge Basins is completed.

DISTRICT OFFICE EXPANSION

- Base plans in draft for District staff review.

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GENERAL MANAGER

Betsy Miller

General Manager's Report



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

October 2025

Betsy Miller, General Manager

To implement the 2025 Board Priorities and critical District operating functions, significant staff and consultant resources were allocated to recruitment, basin cleaning, preparation of the FY26 audit, PERC Feasibility Study Volumes 1 and 4, onboarding the Field Specialist I, and cleaning recharge basins.

SEPTEMBER 2025 HIGHLIGHTS

- Six recharge basins were cleaned at Mill Creek and Santa Ana
- PERC Feasibility Study sections for the overall project summary and Mill Creek were reviewed by District staff
- Submittal of two grant pre-applications totalling \$5,600,000
- IERCD presented twelve water conservation education programs on the District's behalf

💧 Water Conservation Update 💧

Santa Ana River and Mill Creek received limited flows from snowmelt. District recharge for WY25 is 39,673 AF to date, including 15,696 of SWP water.

SEPTEMBER 2025 RECHARGE SUMMARY		
Mill Creek	Santa Ana River	Plunge Creek
219 AF <i>(0 AF SWP)</i>	1,430 AF <i>(including 467 AF SWP)</i>	97 AF

Administrative Updates

TOPIC	PERSONNEL	GOAL #	1
Anniversaries			
<ul style="list-style-type: none"> • Allison Zecher will reach one year of service on October 24 			
TOPIC	FINANCE	GOAL #	1
<ul style="list-style-type: none"> • Finance staff focused on preparing audit files 			
TOPIC	WEBSITE UPDATE	GOAL #	4, 5

<ul style="list-style-type: none"> Ms. Miller reviewed the third version of the draft website on September 5 			
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"> Drafts of Feasibility Study Volumes 1 (Summary, Background, and Project Comparisons) and Volume 4 (Mill Creek) were reviewed by District 			
PROJECT	MENTONE SHOP CONSTRUCTION	GOAL #	2
<ul style="list-style-type: none"> Updated plans reflecting adjustments to the office were submitted to the County 			
PROJECT	GRANTS	GOAL #	6
<ul style="list-style-type: none"> District staff submitted a pre-application grant proposal to the Wildlife Conservation Board on behalf of the Trust to fund expansion of the conservation actions associated with the Plunge Creek Conservation Project and BLM Fuels Management Project on September 3; on September 19, the Wildlife Conservation Board invited the Trust to submit a full application for the proposed project District staff submitted a pre-application for Google’s Water Efficiency and Quality: Infrastructure Projects RFI for gate replacement at Mill Creek as part of phased implementation of the PERC initiative on September 25 			
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 662 AF for the 2025 Water Year to date 			
PROJECT	WASH PLAN HCP	GOAL #	4
<ul style="list-style-type: none"> District staff are preparing the 2025 Wash Plan Annual Report, which is due in November <p><u>Santa Ana River Wash Plan Land Exchange Act Implementation</u></p> <ul style="list-style-type: none"> District staff are working with District lessees to update agreements to remove title issues as directed by BLM 			

PROJECT	WATERWISE DEMONSTRATION GARDEN	GOAL #	4, 5
<ul style="list-style-type: none"> Ms. Miller discussed approaches to optimize costs and results with the project team on September 5 			
PROJECT	WILDLANDS TRAILS	GOAL #	3
<ul style="list-style-type: none"> Trails implementation funding was included in the Wildlife Conservation Board pre-application grant proposal submitted to the Wildlife Conservation Board on September 3 			

Operations & Maintenance Updates

TOPIC	FACILITIES	GOAL #	1
<ul style="list-style-type: none"> Basins 15-17 and 21-22 were cleaned at Santa Ana and Basin 46 was cleaned at Mill Creek by District staff with rented equipment 			
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 			

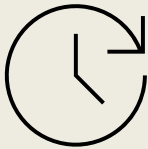
Communication & Engagement Updates

TOPIC	EDUCATION AND PRESENTATIONS	GOAL #	5
<ul style="list-style-type: none"> On September 4, Ms. Miller, Mr. Colunga, and Dr. Mitrovich led a tour of District facilities for staff from the U.S. Bureau of Reclamation's Temecula office On September 19, Mr. Crowley led a tour of the Oak Creek PERC site for CalPoly Pomona students working on this project for their Civil Engineering Senior Project IERCD presented water conservation education programs on the District's behalf to two second grade classes at Smiley Elementary in Redlands on September 4, to two fourth grade classes at Hunt Elementary in San Bernardino on September 16, to a kindergarten/first grade 			

class and a second-fifth grade class at Trinity Church Elementary in Redlands on September 16, two fourth grade classes at Hunt Elementary in San Bernardino on September 17, a third grade class at Belvedere Elementary in Highland on September 18, and to a fourth/fifth grade class at Judson Brown Elementary in Highland on September 30; in total, these programs reached 280 students

TOPIC	CONFERENCES AND TRAININGS	GOAL #	5
<ul style="list-style-type: none"> Ms. Frey and Ms. Olmos attended the Inland Empire Regional Meeting California Wildfire and Forest Resilience on September 4-5 			
TOPIC	MEDIA AND LEGISLATIVE ENGAGEMENT	GOAL #	5
<ul style="list-style-type: none"> On September 10, ACWA sent a letter, to which the District was a signatory, to President pro Tempore McGuire, Speaker Rivas, Budget Chairs Wiener and Gabriel, and Subcommittee Chairs Allen and Bennett, supporting AB/SB 105 to implement a spending plan for Proposition 4 this year 			

FUTURE ACTIVITIES



Expected short-term items for Board consideration:

- Draft website review with Outreach Committee
- Materials processing license
- CEMEX agreements
- Term positions for Natural Resources Team

Photo Gallery



Recharge into recently-cleaned SAR Basin 20 on September 26



Cleaned SAR Basin 22 on September 29



September 10, 2025

President pro Tempore Mike McGuire
 California State Senate
 1021 O Street, Suite 8518
 Sacramento, CA 95814

Honorable Scott Wiener
 California State Senate
 1021 O Street, Suite 8630
 Sacramento, CA 95814

Honorable Benjamin Allen
 California State Senate
 1021 O Street, Suite 6610
 Sacramento, CA 95814

Speaker Robert Rivas
 California State Assembly
 1021 O Street, Suite 8330
 Sacramento, CA 95814

Honorable Jesse Gabriel
 California State Assembly
 1021 O Street, Suite 8230
 Sacramento, CA 95814

Honorable Steve Bennett
 California State Assembly
 1021 O Street, Suite 4710
 Sacramento, CA 95814

RE: AB/SB 105 and AB/SB 149 – Support for Proposition 4 Implementation

Dear President pro Tempore McGuire, Speaker Rivas, Budget Chairs Wiener and Gabriel, and Subcommittee Chairs Allen and Bennett:

On behalf of the undersigned organizations, we are writing to express our **strong support for AB/SB 105** which will implement a spending plan for Proposition 4 this year.

We recognize and thank the Legislature for its leadership in putting forward a climate bond to voters. By supporting AB/SB 105, the Legislature will be expeditiously allocating some of this funding and honoring the will of the voters. In nearly every category related to water, there are shovel-ready projects ready to move forward, and these bills will help move these vital climate adaptation projects forward. We especially appreciate the large initial allocations for priorities like dam safety and recycled water.

While this initial step to begin allocating Proposition 4 dollars is greatly appreciated, we would note that many of these funding categories have funding needs that are substantially greater than the total amounts in the bond categories, demonstrating the need for expedited allocation of a greater amount of approved Proposition 4 funds as soon as possible. We look forward to working with the Legislature on future allocations in these areas.

Finally, we support AB/SB 149's emergency regulatory authority for state agencies to implement Proposition 4. However, we strongly supported a full exemption from the Administrative Procedures Act; we hope to have further conversations on this issue next year as the regulatory process can be a barrier to expedited funding, even when done through the emergency process.

Funding needs to respond to climate change are urgent, and this bond funding is a critical tool for local public agencies to implement these crucial climate projects. The undersigned organizations urge your "aye" vote on AB/SB 105. If you have any questions, please contact Julia Hall at JuliaH@acwa.com.

Sincerely,

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Association of California Water Agencies

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Director of State Legislative Affairs
California Special Districts Association

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2025 BOARD PRIORITIES PROGRESS REPORT: Q3

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							Q3 UPDATE AS OF SEPTEMBER 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		✓	<ul style="list-style-type: none"> Recharge = 23,577 AF to-date (9/30/2025) in Calendar Year 2025 	
2	Operate Enhanced Recharge Groundwater Recharge Facility	1	Ongoing	High	Medium	1A		✓	<ul style="list-style-type: none"> See #1 	
3	Complete PERC Feasibility Studies and Prioritize PERC Projects	1	5/2025	High	High	1B, 2C		✓	<ul style="list-style-type: none"> Multi-Objective Decision Support System for alternative prioritization complete Feasibility Study drafted; Volumes 2 and 3 have been reviewed by the Operations Committee, the PERC Policy Committee, and regional partners 	
4	Complete Wash Plan BLM Land Exchange	1	6/2025	Low	Low	3A		✓	<ul style="list-style-type: none"> Escrow instructions have been provided by BLM District is working to clear remaining title exceptions 	
5	Construct Mentone Shop	1	7/2025	High	High	1A, 2A, 7G		✓	<ul style="list-style-type: none"> Construction is 85% complete 	
6	Initiate Final Design for Top Priority PERC Project	1	9/2025	High	High	1B, 2C		✓	<ul style="list-style-type: none"> Pending #3 	
7	Update Website	1	6/2025	Low	Medium	4, 5		✓	<ul style="list-style-type: none"> Landing page design complete Content in draft Initial presentation to the Finance & Administration Committee on August 20 	
8	Obtain Mill Creek Operations Conservation Benefit Agreement	2	9/2025	Medium	Low	2D		✓	<ul style="list-style-type: none"> In review by USFWS 	
9	Design Waterwise Garden at San Bernardino County Museum	2	12/2025	Medium	High	4K, 5A		✓	<ul style="list-style-type: none"> On-site kick-off meeting with landscape architect and San Bernardino County Museum staff held on August 6 	
10	Redlands Plaza Office Expansion	2	12/2025	Medium	Medium	7G		✓	<ul style="list-style-type: none"> Contract executed with architect on August 27 Onsite meeting with architect on September 26 	
11	Conduct Outreach Presentations Highlighting the Benefits of Long-term Land and Groundwater Stewardship	2	12/2025	Medium	Low	4, 5A, 5B		✓	<ul style="list-style-type: none"> Field tour of the slender-horned spineflower bulking site for San Bernardino County Flood Control District Facilities tour of the Wash Plan conservation initiatives for Center for Biological Diversity 	
12	Permit and Design Wash Plan Wildland Priority Trails	2	12/2025	Medium	Low	3E		✓	<ul style="list-style-type: none"> Trails implementation funding included in the Wildlife Conservation Board pre-application grant proposal submitted to the Wildlife Conservation Board on September 3 	
13	Install Mill Creek Flow Meter	2	12/2025	Medium	Medium	1A, 2A		✓	<ul style="list-style-type: none"> Initial site visit completed with engineering consultant 	
14	Apply For and Secure Grant Funds	2	Ongoing	Medium	Medium	6E		✓	<ul style="list-style-type: none"> District staff submitted a pre-application grant proposal to the Wildlife Conservation Board on behalf of the Trust to fund expansion of the conservation actions associated with the Plunge Creek Conservation Project and BLM Fuels Management Project on September 3; on September 19, the Wildlife Conservation Board invited the Trust to submit a full application for the proposed project District staff submitted a request for information grant proposal to Google for Water Efficiency and Quality: Infrastructure Projects on September 25, 2025 	