

**SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS**

**REGULAR BOARD MEETING  
AGENDA**

**October 13, 2010 - 1:30 p.m.**

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

Note: Copies of staff reports and other documents relating to the items on this agenda are on file at the District offices and are available for public review during normal District business hours. New information relating to agenda topics listed, received, or generated by the District after the posting of this agenda, but before the meeting, will be made available upon request at the District offices.

---

**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.*

**3. CONSENT CALENDAR**

- Approval of the Board Minutes, September 22, 2010

**4. INFORMATION ITEMS:**

**A. Board Committee Reports**

- Administrative Committee (Melody McDonald)

---

It is the intention of the San Bernardino Valley Water Conservation District to comply with the Americans with Disabilities Act (ADA) in all respects. If you need special assistance with respect to the agenda or other written materials forwarded to the members of the Board for consideration at the public meeting, or if as an attendee or a participant at this meeting you will need special assistance, the District will attempt to accommodate you in every reasonable manner. Please contact Ms. Shanae Smith (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.

- Resources Committee (Richard Corneille)
- B.** Wash Plan Update
- C.** General Manager Report (Daniel B. Cozad)
- D.** Other Reports from Staff
  - Finance Status Summary (Shanae Smith)
  - Field Report (Randy Carlisle)

**5. SPECIAL PRESENTATION**

Presented by Walter “Andy” Sells, Chief Financial & Operations Officer of the Association of California Water Agencies Joint Powers Insurance Authority (JPIA) Regarding, “What Is The ACWA JPIA?”

**6. ACTION ITEMS, NEW BUSINESS**

**A. INVESTMENT POLICY OPTIONS**

***Recommendation:*** Review and consider proposed short term investment options offered by various financial institutions, as recommended by Director Raley and staff

**B. JOB DESCRIPTIONS REVISIONS**

***Recommendation:*** Approve revisions to prior job descriptions for Administrative Manager and Administrative Assistant I positions approved by the Board and consider approval of same, as recommended by the Administrative Committee

**C. EMPLOYEE HANDBOOK REVISIONS**

***Recommendation:*** Approve revisions to Employee Handbook regarding Office Hours of Operations and alternative work schedule for non-exempt employees approved by the Board and consider approval of same, as recommended by the Administrative Committee

**D. ENGINEERING INTERN POSITION**

***Recommendation:*** Consider approval of proposed engineering intern position to assist District with annual reports, for an amount not to exceed \$12.00 per hour/1,000 hours, as recommended by the Administrative Committee

**E. FIRST AMENDMENT TO CONTRACT SERVICES AGREEMENT WITH LARRY JACINTO CONSTRUCTION, INC. FOR BASIN MAINTENANCE WORK**

***Recommendation:*** Review and consider approval of first amendment to contract services agreement with Larry Jacinto Construction, Inc., to perform basin maintenance work within the District’s Santa Ana River and Mill Creek spreading basins on an on-call, emergency basis, as recommended by the Resources Committee

**F. ACCESS PERMIT TO TERRA-CAL MATERIALS, INC.**

**Recommendation:** Review and consider approval of an access permit to Terra Cal Materials, Inc., as recommended by the Resources Committee

**G. 2011 ENGINEERING INVESTIGATION REPORT APPROACH**

**Recommendation:** Review and consider staff's Engineering Investigation (EI) report plan proposal

**7. MONTHLY ACTIVITY REPORTS, AND/OR COMMENTS BY BOARD MEMBERS**

**8. UPCOMING MEETINGS:**

- |  |   |
|--|---|
| 1. October 14, 2010                      | Upper Santa Ana Water Resources Association, District Office, 9:30 a.m.   |
| 2. October 18, 2010                      | Association of San Bernardino County Special Districts Membership Meeting, Upland Carnegie Library, 6:00 p.m.   |
| 3. October 21, 2010                      | Three Valleys Municipal Water District, Leadership Breakfast, Avalon Restaurant, Fairgrounds, 7:30 a.m. – 9:30 a.m.                                     |
| 4. October 27, 2010                      | Board of Directors Meeting, District Office, 1:30 p.m.  |
| 5. November 1, 2010                      | Basin Technical Advisory Committee (BTAC), San Bernardino Valley Municipal Water District, 1:30 p.m.  |
| 6. November 13, 2010                     | 9 <sup>th</sup> Annual WRI Awards in Water Resources Banquet, Cal State University, San Bernardino, 6:30 p.m. Reception, 7:00 p.m. Dinner/Program       |
| 7. November 30, 2010<br>December 3, 2010 | <b><u>BOARD APPROVAL REQUIRED</u></b><br>ACWA 2010 Fall Conference & Exhibition<br>Renaissance Esmeralda and Hyatt Grand Champions Resort, Indian Wells |

**9. CLOSED SESSION**

Under the authority of Government Code Section 54957(b), the Board may recess to Closed Session regarding a personnel matter;

**and/or**

Under the authority of Government Code Section 54956.9(c), the Board may recess to Closed Session to consider whether to initiate litigation;

**and/or**

Under the authority of Government Code Section 54956.9(b)(3)(a), and Section 54956.9(c), and Section 54956.9(b)(1), the Board may recess to Closed Session to confer with legal counsel regarding significant exposure to litigation in one case.

- 10. ADJOURN MEETING.** The next regular Board meeting will be on October 27, 2010 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.