

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

**REGULAR BOARD MEETING
AGENDA**

December 10, 2010 - 9:00 a.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 and on the Districts website.

**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, November 10, 2010
- Un-audited Financials (based on the original budget) and Check Register, November 2010

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 Mr. Daniel Cozad (909)793-2503 at least 48 hours prior to the meeting to inform him 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.

4. INFORMATION ITEMS:

- A.** Board Committee Reports
- B.** Wash Plan Update
- C.** Other Reports from Staff
 - Field Update Randy Carlisle
 - Santa Ana Sucker
- D.** General Manager Report (Daniel B. Cozad)
- E.** Future Agenda Items & Staff Tasks from Directors

5. ACTION ITEMS, NEW BUSINESS

A. DRAFT STAFFING PLAN

Recommendation: Staff recommends that the Board provide comments on the Draft Staffing Plan and consider approval of interim document.

B. CERTIFICATES OF DEPOSIT FOR INVESTMENT OF RESERVES

Recommendation: Staff recommends the General Manager be authorized to open a deposit account with one or more the Banks or institutions listed in the Board Letter for the purposes of investing unrestricted reserves and royalty prepayments in Certificate of Deposits (CDs). Signers on the Account are to be the President of the Board of Directors, Clare Henry Day and the General Manager/Secretary of the Board, Daniel B. Cozad.

C. LEASING AGENT FOR REDLANDS PLAZA

Recommendation: The Administrative Committee recommends the Board authorize the General Manager to utilize Coldwell Banker Commercial Lazar & Associates as our leasing agent for Redlands Plaza.

D. MENTONE/CANYON PROPERTY

Recommendation: The Administrative and Resources Committee recommend the improvement of the Mentone House property with the expenditure not to exceed \$10,000.00 to get house ready to lease. In addition, authorize the General Manager to execute a contract with Escoto Construction for improvements; procure sanitation facilities for the Mentone shop not to exceed signature authority and advertise the property for lease.

E. SURPLUS PROPERTY OUTSIDE WASH PLAN

Recommendation: Staff recommends that the Board Declare the Canyon Property, 21 Acres, excess of its needs for water conservation which is outside the Wash Plan Boundaries as surplus and notice it to local public agencies.

F. FACILITY MAINTENANCE/OPERATIONS AND AGGREGATE MANAGEMENT PLAN OUTLINE

Recommendation: Staff recommends the Board provide comments and receive and file the update.

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

7. UPCOMING MEETINGS:

Due to current staffing levels the district offices may be closed during normal business hours. Please accept our apologies.

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| 1. December 13, 2010 | Association of San Bernardino County Special Districts, The Castaway Restaurant , San Bernardino, 6:00 p.m. |
| 2. December 24, 2010 | OFFICE CLOSED in observance of Christmas Eve Holiday |
| 3. December 31, 2010 | OFFICE CLOSED in observance of New Year's Eve Holiday |
| 4. January 3, 2011 | Basin Technical Advisory Committee San Bernardino Valley Municipal Water District, 1:30 p.m. |
| 5. January 12, 2011 | Board of Directors Meeting, District Office, 1:30 p.m. |

8. CLOSED SESSION

Conference with Real Property Negotiators related to the East Branch Extension Easement, located in the Santa Ana and Mill Creek Spreading Grounds APN 0168-321-10; 0168-341-04; 0168-342-04, 06, 09; 0168-381-02; 0297-051-01, 02; 0297-011-07, and 0168-311-06. Real Property negotiators are Daniel B. Cozad and David B. Cosgrove for the District and Doug Headrick for SBVMWD. Instructions are related to price and terms of payment.

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.

9. ADJOURN MEETING. The next regular Board meeting will be on January 12, 2010 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.