

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

**PUBLIC HEARING ON GROUNDWATER and
REGULAR BOARD MEETING
AGENDA**

**April 23, 2014
1:30-2:45 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 office 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 office and in the Agenda Package 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. PUBLIC HEARING RELATED TO ADOPTION OF GROUNDWATER CHARGE -
10 minutes**

Article 1, Section 75560 of the California Water Code requires that a Water Conservation District that proposes to levy a groundwater charge "...shall annually cause to be made an engineering investigation and report upon groundwater conditions of the District." District staff will present the annual Bunker Hill Engineering Investigation Report and review the Groundwater Replenishment Program annual budget. District staff is recommending to the District's Board of Directors to raise the current amount of the groundwater charge of \$3.14

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 Athena Monge 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.

per acre-foot for groundwater production for agricultural production use to \$3.23, and raise the current amount of \$11.28 per acre-foot for groundwater production for non-agricultural production use to \$11.62, for the production period of July 1, 2014 to June 30, 2015. The purpose of the groundwater charge is to fund the District's continuing groundwater replenishment efforts. District staff will present any written comments received and the board will hear oral comments.

- *Open Public Hearing*
- *Receive Public Comments or Testimony*
- *Close Public Hearing*
- *Consider Adoption of Resolution No. 508.....5*

4. **CONSENT CALENDAR**

- A. Approval of Board Minutes, April 9, 2014.....9
- B. Approval of Board Workshop Minutes, April 9, 201415

5. **COMMITTEE REPORTS /ACTION ITEMS**

Administrative Committee

A. THIRD QUARTER FINANCIALS REVIEW AND APPROVAL – 5 minutes

(M#1258).....17

Presenter: Vice President McDonald (Chair of Finance & Administration Committee)

Recommendation: The Finance & Administration Committee recommends the Board review, discuss and approve the third quarter financials reviewed by them at the April 16th Committee meeting.

Outreach Committee

B. OUTREACH REPORT AND RECOMMENDATION -10 minutes (M#1259)20

Presenter: Director Aranda (Chair of the outreach and Education Committee)

Recommendation: Outreach Committee recommends the Board 1.) Concur that staff develop an approach with the BTAC Conservation Committee to reach landscape firms/contractors who can support conservation and assist leased spaces, 2.) Approve District participation in the BTAC Conservation Committee Outreach effort at the 1/20 level with other agencies and 3.) Cooperatively plan and attend events and efforts focused on our customers within the Outreach Budget.)

Other Board Actions

C. DROUGHT AND BASIN MANAGEMENT RECOMMENDATIONS–15 minutes

(M#1260)22

Presenter: Daniel Cozad

Recommendation: Review the recommendations regarding costs of low water levels and optimizing basin management and when final convey them to the Basin Technical Advisory Committee, Upper Santa Ana Water Resources Association, and the SBVMWD Advisory Commission on Water Policy.

D. BOARD SELF-EVALUATION WORKSHOP SUMMARY-15 minutes (M#1261)24

Presenter: Daniel Cozad

Recommendation: Review, discuss and receive and file the workshop summary.

E. ACWA GENERAL SESSION VOTING DELEGATE-**5 minutes** (M#1262)32

Presenter: Daniel Cozad

Recommendation: Consider appointing a director as voting delegate for ACWA Spring Conference General Session meeting.

6. **INFORMATION ITEMS:**

- A. Board Committee Reports- Without Actions – 5 minutes
- B. General Manager’s Report – 2 minutes43
- C. Future Agenda Items & Staff Task requests from Directors

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

- A. Board Member Meeting Reports - 15 minutes
 - a. None Received by publication date; any received after will be handed out at meeting.

8. **UPCOMING MEETINGS:**

- A. April 25, 2014 CSDA Fiscal Committee, 10:00 a.m., Conference Call
- B. May 2, 2014 ACWA State Legislative Committee Meeting, 10:00 a.m. in Sacramento
- C. May 5, 2014 Basin Technical Advisory Commission, 1:30 p.m. at Valley District
- D. May 6-9, 2014 ACWA Spring Conference, Monterey, CA
- E. May 19, 2014 Association of San Bernardino County Special District’s Dinner, 6:30 p.m. (location TBD)
- F. May 20, 2014 SBVMWD Board of Directors Meeting, 2:30 p.m. at Valley District
- G. May 20-21, 2014 CSDA Special Districts Legislative Days, Sacramento, CA
- H. June 5, 2014 Advisory Commission on Water, 6:30 p.m. at Valley District

9. **CLOSED SESSION**

- A. The Board may convene in Closed Session under Government Code section 54956.8, to discuss real property negotiations, relating to lease terms on portions of property located in the Santa Ana River Wash, and depicted as “Cemex” in Figure 3.7 of the Final Environmental Impact Report for the Upper Santa Ana Wash Land Management and Habitat Conservation Plan, with CEMEX Construction Materials Pacific, LLC. Daniel B. Cozad and David B. Cosgrove are the negotiators for the District. Bryan Forgey, Scott Hess and Christine Jones are the negotiators for CEMEX.
 - B. Under authority of Government Code section 54956.9 (c), the Board may meet in Closed Session to decide whether to initiate litigation.
10. **ADJOURN MEETING. The Board Budget Workshop will convene immediately after the meeting and** the next regular Board meeting will be on May 14, 2014 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

RESOLUTION NO. 508

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN BERNARDINO VALLEY WATER CONSERVATION
DISTRICT ESTABLISHING A GROUNDWATER CHARGE ON THE PRODUCTION OF
GROUNDWATER WITHIN DISTRICT BOUNDARIES, AND MAKING CERTAIN
FINDINGS RELATIVE THERETO**

WHEREAS, California Water Code, Division 21, Part 9 provides authority for the San Bernardino Valley Water Conservation District to consider and impose a groundwater charge on groundwater production within the District; and

WHEREAS, the California Legislature has found, in Water Code Section 75521, that such groundwater charges are in furtherance of District activities in the protection and augmentation of water supplies for users, which are necessary for the public health, welfare and safety; and

WHEREAS, Water Code Section 75523 allows for the use of proceeds from a groundwater charge for any District purposes, which may be authorized by law; and

WHEREAS, The District has presented a budget showing the needs and uses of the Groundwater Charge for 2014-2015 water year; and

WHEREAS, at the regular meeting of the Board of Directors on March 12, 2014, the District accepted an engineering investigation report, prepared by District Staff with the assistance of the agencies in the basin under the direction of Daniel Cozad, General Manager relating to groundwater conditions in the Bunker Hill Basin underlying the District boundaries; and

WHEREAS, the Engineering Investigation and preliminary Groundwater Enterprise Budget and rate options were presented to the Basin Technical Advisory Commission on March 3, 2014; and

WHEREAS, the District provided mailed notice to all groundwater producers within its District boundaries of a public meeting held on April 9, 2014, and a public hearing held on April 23, 2014, inviting all groundwater producers and all persons interested in the condition of groundwater or surface water supplies of the District to appear and submit evidence, and inviting all water producers to examine the engineering investigation report; and

WHEREAS, the Board of Directors has conducted a public meeting on April 9, 2014, and a public hearing on April 23, 2014, and has received comment and evidence submitted by the public at such hearing; and

WHEREAS, the Board has considered the engineering investigation report, and considered all comments and evidence presented to it at the public meetings and hearing; and

WHEREAS, the District has made available by wide distribution a Groundwater Enterprise Budget identifying the estimated use of the Groundwater Charge proceeds which will be subsequently incorporated in the District budget; and

WHEREAS, the District's ad valorem tax revenues are limited and the District has experienced a decrease in revenues from interest on reserves, which is expected to continue; and

WHEREAS, on the basis of all evidence presented, including the engineering investigation and report and such public comment, the Board has determined that it is appropriate and in the best interests of the District and all those water users who rely, directly or indirectly, on the District's services, to levy a groundwater charge as further provided herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT AS FOLLOWS:

Section 1. As required by Water Code Section 75574, the Board hereby makes the following findings:

- A. Annual Change in Storage in those portions of the Bunker Hill Basin lying within the District's boundaries ("Bunker Hill Basin" herein), Fall 2012 to Fall 2013, is an decrease of -129,945 acre-feet.
- B. Accumulated Change in Storage in the Bunker Hill Basin as of the Last Day of the Preceding Water Year (using 1993 as base year) is -444,322 acre-feet.
- C. Total Groundwater Production from the Bunker Hill Basin from the Preceding Water Year July 1, 2012 to June 30, 2013 is 182,393 acre-feet.

- D. Estimate of the Annual Change in Storage for the Current Water Year (July 1, 2013 to June 30, 2014) in the Bunker Hill Basin is -65,285 acre-feet.
- E. Estimate of the Annual Change in Storage for the Ensuing Water Year (July 1, 2014 to June 30, 2015) in the Bunker Hill Basin is 2,253 acre-feet.
- F. Average Annual Change in Storage for the Immediate Past Ten Water Years in the Bunker Hill Basin is - 8,065 acre-feet.
- G. Estimated Amount of Agricultural Water Withdrawn from the Groundwater Supplies of the District for the Ensuing Water Year (July 1, 2014 to June 30, 2015) is 18,864 acre-feet.
- H. Estimated Amount of Other-than-Agricultural Water Withdrawn from the Groundwater Supplies of the District for the Ensuing Water Year (July 1, 2014 to June 30, 2015) is 87,309 acre-feet.
- I. Estimated Amount of Water Necessary for Surface Distribution for the Ensuing Water Year (July 1, 2014 - June 30, 2015) within the Bunker Hill Basin is 71,861 acre-feet.
- J. Estimated Amount of Water Necessary for Surface Distribution for the Ensuing Water Year (July 1, 2014 - June 30, 2015) for the District is 58,856 acre-feet.
- K. The Amount of Water which is Necessary for the Replenishment of the Groundwater Supplies of the Bunker Hill Basin to maintain constant groundwater supplies for the Ensuing Water Year (July 1, 2014 to June 30, 2015) is 141,087 acre-feet.
- L. The Amount of Water which is Necessary from all sources, including natural recharge to bring the basin back to its "full" condition of 1993 is 444,322 acre-feet.

Section 2. The Board of Directors hereby finds that the entire District constitutes a single zone of benefit for the imposition of this charge. The basis for this finding is that the entire portion of the basin underlying the District boundary is fed by the same naturally occurring surface flows. Although the basin may be divided into various subparts, because of hydrogeologic conditions these areas are interconnected, and water recharged by the District from its existing recharge facilities contributes to underground "flows" which eventually reach other subparts of the basin. Thus, the District's recharge inures to the benefit of users in other areas by enhancing the availability of water supplies throughout the basin. In addition, the District maintains both the availability of surface water flows for groundwater recharge, and the facilities for accommodating the recharge, whether by the District or by other parties pursuant to collaborative regional groundwater management efforts. For the past and ensuing water years, agricultural production represents 20% of the District total production and non-agricultural production 80%.

Section 3. The Board finds that there is no past accumulation of the amount of water necessary to be replaced in the intake areas of the groundwater basins within the District to prevent the landward movement of salt water into the fresh groundwater body, or to prevent subsidence of the land within the District, either in the past water year or the proceeding 10 years, nor is there likely to be any amount of water necessary for these purposes in the ensuing water year. The Board further finds that the District is not obligated by contract to purchase any water. The Board also finds that further recharge of the basin is required based upon the findings related to change in storage stated in Section 1 above, to prevent depletion or degradation to the basin's groundwater supplies, to enhance both the availability and accessibility of such supplies, and to replenish, augment, and protect such supplies, and that the proceeds of the groundwater charge established hereon shall be used for such purposes.

Section 4. The Board of Directors hereby levies, assesses and affixes a groundwater charge in the amount of \$3.23 per acre-foot for agricultural water (§75508), and in the amount of \$11.62 per acre-foot for non-agricultural water the latter being 3.59 times the agricultural rate. Late charges on delinquent accounts will be 1% interest per month in accordance with Water Code §75615 et set. and any additional actual costs to collect delinquent amounts not paid by February 1, 2015 and August 1, 2015. Deposit or prepayment of production costs may be made by written agreement with the District. Direct production of water for agricultural use on Golf Courses by the owners of the course will be set at a rate equal to the Agricultural rate, in accordance with California Water Code §75592 and § 75594. Exemptions: Notwithstanding the foregoing, for producers who can demonstrate either (1) that their production for the water year is restricted to basic, personal residential use limited to the property on which the applicable groundwater production facility is based; or (2) that their production for the water year is restricted to agricultural use limited to the property on which the applicable groundwater production facility is based, and total cumulative production for the applicable producer within the District is not in excess of two (2) acre feet over the course of the water year; such production shall be exempted from the groundwater charge provided the producer documents its exemption prior to bi-annual collection of the groundwater charge. In establishing this exemption, the Board finds that the likely revenues to be derived from the groundwater production subject to the exemption is outweighed by the administrative burdens in

administering and collecting the charge. The District General manager is authorized to waive late fees with explanation and request from payees or if the cost of recovery outweighs the fee to be collected.

Section 5. In connection with fixing the groundwater chart as set forth in Section 4 above, the Board of Directors makes the following findings:

- A. The groundwater charge is imposed upon the action of extraction of groundwater from the basin underlying the District's boundaries, and not on property or groundwater extraction facilities as such. The groundwater charge will be incurred by groundwater producers through their voluntary action of groundwater production. The groundwater charge is not one for water delivery by the District to groundwater extractors, but rather relates to the District's service of maintaining groundwater supplies, recharge facilities, and management of both for groundwater extractors within the District. The District maintains no pipes, canals or other facilities directly connecting District facilities to the groundwater extractors' property or pumping facilities. In addition, parties subject to the groundwater charge are not property owners, per se, but predominantly either public or private entities involved in the business of providing water, or persons or entities involved in irrigation, for agricultural-related activities, and for uses of water exceeding what would be required for basic residential use of the property.
- B. The District has provided notice of the proposal for imposition of the groundwater charge through a number of different avenues. Mailed notice was provided to all operators reflected on the District's records as containing active groundwater production facilities within the District. In addition, published notice was provided in the San Bernardino Sun on February 25, March 4, and March 11, 2014 and in the Highland Community News on February 28, March 7 and March 14, 2014. All such notices identified the prior and proposed existing rate for agricultural and non-agricultural water, the estimated total revenue to be collected from the charge, and the time and place for public hearing at a public meeting at which parties objecting to the charge could appear and be heard.
- C. The proposed groundwater charges, and engineering investigation prepared by the District, were reviewed at a public meeting held April 9, 2014, and a public hearing held April 23, 2014. In addition, the engineering investigation prepared by the District was presented to and reviewed with the Board of Directors at a public meeting on March 12, 2014, and was presented to the Basin Technical Advisory Commission on March 3, 2014.
- D. The groundwater charge is being levied to assist in offsetting the costs of the District's Groundwater Enterprise in providing groundwater supplies, groundwater recharge facilities, and recharge management and administration for the benefit of groundwater producers within the District. The Groundwater Enterprise Budget includes, but is not limited to, the following:
 1. Making available the District's Santa Ana River water rights, in an amount no less than 10,400 acres per foot per year, for recharge into the Bunker Hill Basin;
 2. Conducting groundwater recharge activities by diverting both Santa Ana River and Mill Creek water supplies into District's recharge facilities;
 3. Applying the District's experience and expertise in directing groundwater recharge effectively and efficiently, administering the physical recharge of groundwater both directly for the District and its water supplies, and recharging on behalf of other entities, including exchanges under the Santa Ana River/Mill Creek Cooperative Water Project Agreement;
 4. Maintaining and operating the District's diversion works, recharge basins and canals to insure the availability of sufficient infrastructure to accommodate needed groundwater recharge; and defense and protection of the District's water rights and manner of operations;
 5. Investigation and implementation of improvements to groundwater recharge infrastructure;
 6. Reporting to groundwater producers and other interested parties of groundwater recharge activities and conditions, including but not limited to the daily flow report;
 7. Conducting engineering analyses, such as the District's annual engineering investigation, designed to provide information regarding the District's groundwater basin and groundwater recharge facilities; and
 9. Administrative support, training and overhead for all the above-listed activities.
- E. The total amount of estimated revenues from the groundwater charge is estimated at approximately \$873,295 based on production reported for the 2012-2013 water year. These revenues do not fully

recover expected cost and will not exceed the costs of providing the services as detailed above, in that the District's Groundwater Enterprise Budget for fiscal year 2014-2015 proposes \$1,065,448.

- F. The amount of groundwater charge paid by each individual payor will not exceed the benefit of the Conservation District's services to such parties, because the structure of the groundwater charge is such that the amount paid varies in direct proportion to the amount of groundwater supplies extracted, and therefore is proportional to the benefit each individual payor receives from the District's services.
- G. The District's services are immediately available to all parties subject to the charge, because the charge is limited to those extracting groundwater, and therefore able to take advantage of the District's services relative to groundwater recharge activities, facilities, and programs.
- H. The District's services are directed toward groundwater production and extractors, and are not generally available to parties not involved with groundwater extraction, as are other general governmental services such as police, fire, library, or other broad governmental services. The District's service is directed toward, and of benefit to, parties utilizing and extracting groundwater in the District.

Section 6. District staff is directed to prepare a report at the end of the water year for which the charge levied herein is imposed, detailing the revenues collected from the groundwater charge, and describing the purposes and expenses to which such revenues were applied toward the services detailed in Section 5(D) above.

Section 7. The Board of Directors further finds that the groundwater charge adopted herein is statutorily exempt from CEQA under Title 14, California Code of Regulations Sections 15273, 15301, and 15306. The action contemplated herein constitutes a structuring and establishment of a charge which will be used in part for meeting operating expenses and for purchasing or leasing equipment and materials. To the extent the groundwater charge revenues will be applied to groundwater testing, these activities fit within Title 14, California Code of Regulations Section 15306. Such activities involve the occasional taking of groundwater samples by means of temporary equipment, which will not cause any alteration to the land, and consist solely of information gathering. To the extent any portion of the funds is directed to maintenance, operation, or repair of existing facilities, involving no or negligible expansion of existing uses, these activities fit within Title 14, California Code of Regulations Section 15301. To the extent any portion of the funds is directed to construction or establishment of new facilities, environmental review of such facilities will occur at such time those facilities are proposed, and the nature, location, scope, and function of such potential future facilities becomes known. Under each of the above-referenced exemptions, therefore, the Board of Directors finds that the levy and implementation of the groundwater charge is therefore properly exempt from CEQA.

Section 8. The General Manager is hereby authorized and directed to provide notice to operators of the levy of the groundwater charge, as provided for in Water Code Section 75610.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Board of Directors this 23th day of April 2014, by the following roll-call vote:

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

ATTEST:

Richard Corneille, President

Daniel Cozad, Secretary

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
PUBLIC MEETING ON GROUNDWATER and BOARD OF DIRECTORS MEETING

MINUTES OF April 9, 2014
1:30 P.M.

President Corneille called the Board Meeting of the Board of Directors to order at 1:31 p.m. All present stood for the pledge of allegiance, led by President Corneille.

ROLL CALL:

BOARD MEMBERS PRESENT:

Richard Corneille, President
Melody McDonald, Vice President
David E. Raley, Director
Manuel Aranda, Director
John Longville, Director (1:33 p.m.)

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker, LLP

STAFF PRESENT:

Daniel Cozad, General Manager
Athena Monge, Administrative Services Specialist
Jeff Beehler, Land Resource Manager

GUESTS PRESENT:

Charles Roberts, Highland Community News
Don Lee, Tetra Tech

1. PUBLIC PARTICIPATION

President Corneille announced this as the time for any persons present, who so desire, to make an oral presentation to the Board of Directors. Hearing none, the meeting continued with published agenda items.

2. ADDITIONS/DELETIONS TO AGENDA

There were no additions or deletions.

3. PUBLIC MEETING RELATED TO ADOPTION OF GROUNDWATER CHARGE

President Corneille opened the Public Meeting on the Groundwater Charge for comment. Hearing no comments, President Corneille closed the public hearing. Mr. Cosgrove and President Corneille indicated they have minor revisions to the resolution. The resolution will be brought forward to the April 23rd Public Hearing on the Groundwater Charge for consideration of adoption.

4. CONSENT CALENDAR

It was moved by Director Longville and seconded by Vice President McDonald to approve Consent Calendar Items A-Board Minutes, March 12, 2014, Item B-Expenditure Report, March 2014 and Item C-GWA #41 Report and Investigation List. The motion carried with all directors present voting in the affirmative.

**President Corneille: Yes
Vice President McDonald: Yes
Director Longville: Yes
Director Raley: Yes
Director Aranda: Yes**

5. ACTION ITEMS

A. UNAUDITED FINANCIALS, MARCH 2014 AND 2012-2013 COMPENSATION AND EXPENSE ANNUAL DISCLOSURE

Mr. Cozad noted the expenditure for \$100,970 for the clean-up of Dike D which was expended in March, but has been reimbursed by the DWR Contractor Spiniello's insurance company. Also, there was an expenditure for the new tractor for \$74,123. President Corneille indicated that the Finance & Administration Committee will be meeting on April 16th for their quarterly review of the financials.

It was moved by Vice President McDonald and seconded by Director Longville to approve the Unaudited Financials for March 2014 and 2012-2013 Compensation and Expense Annual Disclosure. The motion carried with all directors present voting in the affirmative.

**President Corneille: Yes
Vice President McDonald: Yes
Director Longville: Yes
Director Raley: Yes
Director Aranda: Yes**

B. DROUGHT IMPACTS ON CALIFORNIA AND BUNKER HILL BASIN

President Corneille noted that this item was brought to the Board's attention by Director Raley. Director Raley indicated that since his joining of the Board in 2009 the Bunker Hill Basin's (Basin) groundwater level has gone down steadily. He voiced his concern regarding current drought conditions and the possibility of the Basin becoming overdrawn. Discussion ensued. He referred to the article in *Western Water: Overdrawn at the Bank: Managing California's*

Groundwater and the article on the Paso Robles Basin. Director Raley requested feedback from the Board regarding the Basin's current condition. He stated that the preference is to have local management of the Basin.

Mr. Cozad presented a PowerPoint on this item. He stated that the over withdrawal of the Paso Robles Basin is an issue that is compelling legislative input. Mr. Cozad provided the Board with the ACWA handout "Recommendation for Achieving Groundwater Sustainability". He said that the state board and legislature will be reviewing groundwater conditions. Mr. Cozad reviewed the Paso Robles previous and current conditions. The population as well as the water use has significantly increased. Previously the area was used to dry farm cattle and is now used to grow grapes for wineries. Paso Robles has two sets of wells; those pumping within the basin and those along the river. The wells along the river have constraints on how much can be pumped since they want to avoid exhausting the river which will have an adverse effect on the habitat therein. The new wells that are going in are deeper and in the heart of the region (south of Highway 46). Mr. Cozad reviewed water levels. Lake Nacimiento will become their dominate water supply in 2025. It does not look as though Paso Robles Basin is sustainable. Mr. Cozad stated that the issue is who is going to pay the bill for the pipeline, physical system and imported water. He indicated that the imported water will cost an average of \$500-\$800 per acre foot. The issue here is one of water management. The basin is not adjudicated and they did not invest in SWP nor recharge. They recently started monitoring their water and growth. They are a CASGEM high priority basin. If you are a medium or high priority the state will test your sustainability.

Mr. Cozad reviewed the well map for the Bunker Hill Basin from the 2013 EI where it indicates well levels are lower. The water levels are within 10% of the lowest levels reached in the basin; near the trigger where subsidence and minimum well issues occur. Discussion ensued. At Monday's BTAC meeting they stated that the indicator wells are 13 ft. above the level that was set in the 1969 judgment which would require San Bernardino Valley Municipal Water District (SBVMWD) to purchase water. The total amount of recharge for the Bunker Hill Basin is 106,000 AF since 2008 using State Water Project Water (SWP). Discussion ensued. The SBVMWD Drought Task Force is developing orders for delivery of SWP and other supplies (i.e. ideas of where they are going to get the water they need). We have no new SPW allocation currently. Those receiving surface water have been meeting frequently since the drought was declared to determine where the water will come from next year. The shortage will leave us about 1600 AF shorter than if we received SWP. Mr. Cozad asked if the Basin should have a plan where partners in the Basin could purchase water when it's available at a cheaper rate for storage. Discussion ensued. Director Raley attended SBVMWD's Engineering Committee where they authorized an expenditure of approximately \$750,000 to reactivate wells. He said they are using stored water in the basin to help up North. Mr. Cozad said that Metropolitan Water District (MWD) has a provision shortage where it can't meet the needs to their Foothill Pipeline where it has to remain full. He indicated that MWD has asked the Basin to take water from Diamond Valley Lake in exchange. Everyone is bending some this year to help others, while meeting their demands.

President Corneille said that the Board should identify and suggest specific actions that could be taken to obtain and conserve more water and avoid this issue in the future. The District has currently taken action and is involved in the additional conservation plans. However, we also need to identify what to do if we get to the low point of the Basin (-167,000 AF). President Corneille said that the District needs to know the probability of lowering well pumps or drilling wells deeper and what the cost would be to do so. President Corneille indicated that the Board should ask BTAC to document the cost of obtaining more water and procedures to avoid low

basin water conditions. He said there is a prediction for a wet year next year and in the past rather than buy water when it was cheaper and available, managers decided to wait to see if there was going to be a wet year. President Corneille indicated that in the future the recommendation will certainly be to buy water when it is affordable and recharge into the basin and not assume we will get a wet year. The District is concerned about the current drought conditions and should develop recommendations of what areas should be looked at. Discussion ensued. Director Raley asked why SBVMWD does not put more water into the Basin. Mr. Cozad indicated that they have done so in the past but the issue becomes who owns it. SBVMWD has bought down the cost of the water and looked for partner agencies to contribute. Mr. Cosgrove said that the concept has been proposed by the District as a rolling fund to purchase water for recharge of the basin but other agencies did not feel the need to contribute for us to buy and store water for them. It has been floated and was not well received. President Corneille indicated that this should be a cooperative effort rather than for any one agency to own it. There is zero allocation available next year of SWP; only carry over. In wet years we should be able to put everything we can into the Basin.

Director Raley advocated that the low level of Bunker Hill Basin needs to be identified and we need to set a basin target level when it approaches that level we should discuss remedies. President Corneille said that the the Basin managers need to take what we have learned and proactively plan ahead. He indicated recycled water may be another option. Director Raley said that storm water capture is another thing to look into. Vice President McDonald stated that BTAC is the forum to discuss these issues. The Board concurred to have Staff prepare summary and submit to the Advisory Commission and BTAC.

C. SPECIAL DISTRICT SELECTION ELECTION FOR REGULAR LOCAL AGENCY AND ALTERNATE LAFCO

It was moved by Vice President McDonald and seconded by Director Raley to vote for James Curatalo as LAFCO Regular Member. The motion carried with all directors present voting in the affirmative.

**President Corneille: Yes
Vice President McDonald: Yes
Director Longville: Yes
Director Raley: Yes
Director Aranda: Yes**

The Board held brief discussion regarding a LAFCO alternate.

It was moved by Director Raley and seconded by Vice President McDonald to vote for Steven Farrell as LAFCO Alternate Member. The motion carried with all directors present voting in the affirmative.

**President Corneille: Yes
Vice President McDonald: Yes
Director Longville: Yes
Director Raley: Yes
Director Aranda: Yes**

6. INFORMATION ITEMS

A. GENERAL MANAGER'S REPORT

Mr. Cozad indicated that regional water conservation outreach efforts were covered previously and a complete written GM report is in Board package. He provided a brief overview of outreach efforts the District is participating in. A survey was performed and it indicated that 70% of people thought most water use occurs indoors and most people think that they are already making conservation efforts. Additionally, Mr. Cozad said that the cost for the regional conservation outreach program will come back to the Board. ACWA/JPIA has paid a claim to DWR contractor Spiniello filed against the District in the amount of \$9,000 for damages that occurred to their pipeline from the overflow from our Mill Creek turnout during the storm. The District has received a release. The District has approximately 50,000 tons of rock that is being stored for the City of Highland related to their Greenspot Project. The aggregate will be processed by Upland Rock and the topsoil which contains native seed bank will be used in restoration of the road edges and embankments.

In accordance with authority provided by the Board, Mr. Cozad has signed a lease for Suite I and all suites are now occupied for Redlands Plaza. Also, he has met with LAFCO staff on fiscal indicators. LAFCO is currently looking at financials from 2008-current for Special Districts and will be preparing a report.

B. MONTHLY RECHARGE REPORT

The report is included in package. There was no discussion on this item.

C. WASH PLAN REPORT

Mr. Beehler said that there will be a meeting with FWS tomorrow to line up high and low impacts with covered activities. He provided a hand out of draft maps for discussion. Mr. Beehler indicated that we are dealing with impacts to three species and may potentially add another species. This will be brought to the Wash Plan Technical Committee. The areas listed as conserved with different habitat values associated with them for that particular species. Exhibit 1B is where the covered activities are occurring and impacts that are relative to species and the maximum potential species impact. The areas for preservation must be lined up with mitigation and impacts. The numbers will change many times before the HCP is final. This will be reviewed with FWS, Technical Committee and Task Force. EVWD wants to add a treatment plant(s); which may include both a water and waste water plants. This works well with this rough step process where if the activity does not occur the mitigation does not occur. There will potentially be two locations for facilities in or near the Wash Plan. Vice President McDonald thanked Mr. Beehler with his attention to detail and information provided. Brief discussion ensued. The Board received and filed report.

D. FUTURE AGENDA ITEMS & STAFF TASK REQUEST FROM DIRECTORS

The Board requested that a Drought Impact Recommendations Summary, based on the discussion in Item B of these minute, be brought forward to the April 23, 2014 Board of Directors meeting.

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

Director Raley attended the BTAC and SBVMWD Board meeting as well as those in written reports included in Board package.

Director Longville made no report.

Vice President McDonald included written reports for meetings she attended in Board package. She attended BTAC, SBVMWD Board meeting, and SBVMWD Engineering Committee.

Director Aranda attended BTAC and Rise N Shine as well as those included in the Board package.

President Corneille Chaired the Advisory Commission meeting on March 13th; where there was a presentation on CASGEM. He referenced the handout of recommendation made by the Advisory Commission to the SBVMWD Board on support of the water supply contingency Workgroup.. He also attended the Operations Committee Meeting and Field Tour. The Committee reviewed and made revisions to the CIP list. President Corneille indicated that the Canyon Shop where we store field equipment needs maintenance. Also, the potential removal of the Canyon House should be reviewed. He also attended the open house at EVWD.

8. UPCOMING MEETINGS

President Corneille indicated that June 5th is the next Advisory Commission meeting.

9. ADJOURN MEETING

It was moved by Director Aranda and seconded by Director Longville to adjourn. The motion carried with all directors present voting in the affirmative.

**President Corneille: Yes
Vice President McDonald: Absent
Director Longville: Yes
Director Raley: Yes
Director Aranda: Yes**

At 3:16 p.m. the meeting adjourned to the Board Workshop immediately following this meeting and the next regular Board Meeting/Public Hearing on Groundwater scheduled for April 23, 2014 at 1:30 p.m. at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

Daniel B. Cozad
General Manager

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
BOARD SELF-EVALUATION WORKSHOP

MINUTES OF April 9, 2014
2:30 P.M.

President Corneille called the Board Self-Evaluation Workshop to order at 3:23 p.m.

BOARD MEMBERS PRESENT:

Richard Corneille, President
Melody McDonald, Vice President
David E. Raley, Director
Manuel Aranda, Director
John Longville, Director (3:30 p.m. Departure)

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker, LLP

STAFF PRESENT:

Daniel Cozad, General Manager
Athena Monge, Administrative Services Specialist
Jeff Beehler, Land Resource Manager

GUESTS PRESENT:

Charles Roberts, Highland Community News
Don Lee, Tetra Tech

1. PUBLIC COMMENT

There was no public comment.

2. DISCUSSION ITEMS

A. BOARD EFFECTIVENESS SELF EVALUATION

President Corneille reviewed the Board Effectiveness Self-Evaluation. Director Longville stated his belief that the Board operates efficiently. He indicated that on occasion the Board may drift off topic but those discussions are often helpful to the Board. Director Longville said that the chair may want to wrap up discussion when it seems the Board has come to a consensus and call for question. The Board reviewed the questions with the highest scores. Director Aranda indicated that recognition by the Chair is an area that could be improved. Mr. Cosgrove concurred with Director Longville's recommendation regarding calling for question when

consensus seems to be reached to shorten meetings. Vice President McDonald indicated that additional committee and workshops may alleviate the need for lengthy discussion in the regular board meetings. Discussion ensued. President Corneille asked what a reasonable meeting length would be. Discussion ensued regarding effectiveness survey and potential remedies.

By the conclusion of the workshop the Board recommended the following to improve effectiveness:

- Members with strong positions should state them while reaffirming their interest in hearing the positions of others before deciding
- Careful listening is critical to understanding and feeling considered
- We have a goal to keep meetings to 2 hours
 - Some items may not need to come to the Board
 - Board Committee and activities reports should be concise and limited to key points. Written reports should include more detail
 - We appreciate everyone's time and want to try to stay on topic
 - We should move quickly when we have consensus, however we value consensus and we may take a bit longer to reach it
 - Board members should be recognized by the Chair to avoid cross-talking
 - Workshops should be used for more in-depth discussions on important topics
- We should continue the Board Development Process and reevaluate in a year

3. ADJOURN MEETING

It was moved by Vice President McDonald and seconded by Director Aranda to adjourn. The motion carried with all directors present voting in the affirmative, 4-0.

**President Corneille: Yes
Vice President McDonald: Yes
Director Longville: Absent
Director Raley: Yes
Director Aranda: Yes**

At 4:43 p.m. the meeting adjourned to the next regular Board Meeting/Public Hearing on Groundwater scheduled for April 23, 2014 at 1:30 p.m. at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

Daniel B. Cozad, General Manager



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

1630 West Redlands Boulevard, Suite A
Redlands, CA 92373-8032
(909) 793-2503
Fax: (909) 793-0188

Email: info@sbvwcd.org
www.sbvwd.org

Memorandum No.1258

To: Board of Directors

From: Finance & Administration Committee and General Manager, Daniel Cozad

Date: April 23, 2014

Subject: Third Quarter Financials Review and Approval

RECOMMENDATION

The Finance & Administration Committee recommends the Board review, discuss and approve the third quarter financials reviewed by them at the April 16th Committee meeting.

BACKGROUND

The attached quarterly report spreadsheets were presented to the Finance & Administration Committee on April 16th for review and discussion.

FISCAL IMPACT

None.

BOARD
OF
DIRECTORS

Division 1:
Richard Corneille
Division 2:
David E. Raley

Division 3:
Manual Aranda, Jr.
Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad

			San Bernardino Valley Water Conservation District Enterprise Budget to Actual Report																				
GL ACCT:	GL DESCRIPTION:	Amended 2013-2014 Budget	Expended/Receiv ed to Date as of 3/31/2013	Expected Remaining Costs/Revenue	Projected Annual Costs (7/1/13- 6/30/14)	Projected Over/Under Budget	Notes	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE			REDLANDS PLAZA & LEASED PROPERTY- MENTONE HOUSE			LAND RESOURCE (MINING)			WASH PLAN			
	Based upon the Amended Budget 2013-2014							2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	
	INCOME:																						
4012	INTEREST INCOME-LAIF	1,800.00	543.67	1,256.33	1,800.00	-		1,800.00	100.00%		0.00			0.00			0.00			0.00			
4013	INTEREST INCOME-CALTRUST	60,000.00	54,655.55	5,344.45	60,000.00	-		60,000.00	100.00%		0.00			0.00			0.00			0.00			
4021	GROUNDWATER CHARGE-AG	43,357.64	47,536.32	0.00	47,536.32	4,178.68	All Received	0.00			47,536.32	100.00%	No Rate increase	0.00			0.00			0.00			
4023	GROUNDWATER CHARGE-NON AG	792,252.81	821,728.39	0.00	821,728.39	29,475.58	All received	0.00			821,728.39	100.00%	No Rate lincrease	0.00			0.00			0.00			
4031	PLANT SITE CEMEX	48,000.00	36,000.00	12,000.00	48,000.00	-		0.00			0.00			0.00			48,000.00	100.00%	PER LEASE MIN	0.00			
4032	CEMEX - ROYALTY/LEASE	308,333.33	220,833.33	87,500.00	308,333.33	-		0.00			0.00			0.00			308,333.33	100.00%	Per Lease Agreement	0.00			
4034	REDLANDS AGGREGATE 5% ROYALTY	36,000.00	18,000.00	18,000.00	36,000.00	-		0.00			0.00			0.00			36,000.00	100.00%	PER CONTRACT	0.00			
4036	AGGREGATE MAINTENANCE	23,500.00	35,464.25	12,000.00	47,464.25	23,964.25		0.00			0.00			0.00			23,500.00	100.00%	EST FROM 2010	0.00			
4040	MISCELLANEOUS INCOME	25,000.00	154,680.11	1,000.00	155,680.11	130,680.11	Insurance payments	18,750.00	75.00%	ESTIMATE	0.00			0.00			6,250.00	25.00%	ESTIMATE	0.00			
4050	PROPERTY TAX	76,000.00	61,785.73	14,214.27	76,000.00	-		76,000.00	100.00%	Assessor \$70K plus \$6K RDA	0.00			0.00			0.00			0.00			
4055	SBVMWD LEASE AGREEMENT	354,550.00	354,550.00	0.00	354,550.00	-		212,730.00	60.00%	General and Reserve	117,001.50	33.00%	Allocation to Cost	0.00			24,818.50	7.00%	Land Lease Cost	0.00			
4062	MENTONE PROPERTY INCOME	18,900.00	12,600.00	6,300.00	18,900.00	-		0.00		Lower rental value	0.00			18,900.00	100.00%	PER LEASE	0.00			0.00			
4065	REDLANDS PLAZA	139,063.00	108,504.35	33,558.65	142,063.00	3,000.00	All units full	0.00			0.00			142,063.00	100.00%	Estimated via revised leases	0.00			0.00			
4066	REDLANDS PLAZA CAM	31,198.00	24,678.24	6,519.76	31,198.00	-		0.00			0.00			31,198.00	100.00%	Estimated via revised leases	0.00	0.00%		0.00			
4080	EXCHANGE PLAN	30,000.00	-	30,000.00	30,000.00	-		0.00			30,000.00	100.00%	HISTORIC	0.00			0.00			0.00			
4025	WASH PLAN REVENUE	415,800.00	471,893.94	0.00	471,893.94	56,093.94	3% reduction proposed from County	0.00		Per Wash Plan Budget	0.00			0.00			0.00			415,800.00	100%		
4086	PLUNGE CREEK IRWMP	190,000.00	-	0.00	-	(190,000.00)	Likely 2015 FY due to Grant reimbursement	8,550.00	4.50%		0.00			0.00			180,500.00	95.00%		0.00			
	TOTAL INCOME:	2,593,754.78	2,423,453.88	227,693.46	2,651,147.34	57,392.56		377,830.00			1,016,266.21			192,161.00			627,401.83			415,800.00			
	EXPENSES:																						
5080	LAFCO CONTRIBUTION/FEES	9,345.83	867.07	2,000.00	2,867.07	(6,478.76)	no extra costs expeced this FY	9,345.83	100.00%		0.00			0.00			0.00			0.00			
5081	WASH PLAN	-	27.54	-	27.54	27.54		0.00			0.00			0.00			0.00			0.00			
5082	PLUNGE CREEK LABOR EXPENSE	8,617.03	-	8,617.03	8,617.03	-		0.00	0.00%		0.00			0.00			8,617.03	100.00%		0.00			
5083	REPAYMENT OF WASH PLAN ADVANCE	188,365.40	188,365.40	0.00	188,365.40	-	Paid by SBVMWD	0.00	0.00%		0.00			0.00			0.00			188,365.40	100%		
5120	MISC. PROFESSIONAL SERVICES	120,000.00	37,562.52	40,000.00	77,562.52	(42,437.48)	Reduced consultant work	120,000.00	100.00%	Accounting/Sub.	0.00	0.00%		0.00	0.00%		0.00			0.00			
5122	WASH PLAN PROFESSIONAL SERVICES	100,000.00	17,230.76	82,769.24	100,000.00	-		0.00		Per Wash Plan Budget	0.00			0.00			0.00			100,000.00	100%	Per Wash Plan Budget	
5124	PLUNGE CREEK PROFESSIONAL SERVICES	179,510.00	2,375.00	5,000.00	7,375.00	(172,135.00)	Likely 2015 FY due to Grant reimbursement	0.00			17,951.00	10.00%		0.00			161,559.00	90.00%		0.00			
5125	ENGINEERING SERVICES	15,000.00	1,490.21	13,509.79	15,000.00	-		0.00			15,000.00	100.00%	GENERAL ENG./GIS	0.00			0.00			0.00			
5130	AERIAL PHOTO/SURVEYING/MARKET	1,000.00	-	1,000.00	1,000.00	-		0.00		Complete 2013	0.00			0.00			1,000.00	100.00%		0.00			
5133	Regional River HCP Contribution	20,000.00	20,000.00	0.00	20,000.00	-		0.00			0.00			0.00			20,000.00	100.00%		0.00			
5143	Wash Plan District Contribution	78,176.00	78,176.00	0.00	78,176.00	-		0.00			0.00			0.00			78,176.00	100.00%		0.00			
5145	ENVIRONMENTAL SERVICES (WASH PLAN)	250,000.00	-	150,000.00	150,000.00	(100,000.00)	Slower billing to be moved to FY 15	0.00		Per Wash Plan Budget	0.00			0.00			0.00			213,000.00	100%	Per Wash Plan Budget	
5160	IT SUPPORT	7,500.00	6,487.50	1,012.50	7,500.00	-		2,750.00	36.67%		4,000.00	53.33%	% OF 2010	0.00			750.00	10.00%		0.00			
5170	AUDIT	19,000.00	18,550.00	450.00	19,000.00	-		1,900.00	10.00%		10,640.00	56.00%	ON REVENUE	2,850.00	15.00%	ON REVENUE	3,610.00	19.00%	ON REVENUE	0.00			
5175	LEGAL-WASH PLAN	42,000.00	7,080.70	34,919.30	42,000.00	-		0.00		Per Wash Plan Budget	0.00			0.00			0.00			42,000.00	100%	Per Wash Plan Budget	
5180	LEGAL	100,227.77	37,572.18	85,000.00	122,572.18	22,344.41	CEMEX Arbitration	36,771.65	30.00%		61,286.09	50.00%	Collaborative Agreement Etc.	12,257.22	10.00%	REV/NO WASH PLAN	12,257.22	10.00%		0.00			
	FIELD OPERATIONS:																						
5123	TEMP FIELD LABOR	0.00	-	0.0																			

GL ACCT:	GL DESCRIPTION:	Amended 2013- 2014 Budget	Expended/Receiv ed to Date as of 3/31/2013	Expected Remaining Costs/Revenue	Projected Annual Costs (7/1/13- 6/30/14)	Projected Over/Under Budget	Notes	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE			REDLANDS PLAZA & LEASED PROPERTY- MENTONE HOUSE			LAND RESOURCE (MINING)			WASH PLAN		
								2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:	2013 BUDGET:	% BUDGET	BASIS:
	Based upon the Amended Budget 2013-2014																					
6042	PAYROLL PROCESSING FEES	1,728.40	1,570.85	600.00	2,170.85	442.45	added staff and interns	2,170.85	100.00%		0.00			0.00			0.00			0.00		
6045	BANK SERVICE CHARGES	3,000.00	679.66	1,500.00	2,179.66	(820.34)	higher balances = lower costs	3,000.00	100.00%		0.00			0.00			0.00			0.00		
6051	UNIFORMS	1,450.00	1,022.29	427.71	1,450.00	-		580.00	40.00%		870.00	60.00%	% OF 2010	0.00			0.00			0.00		
6060	OUTREACH	5,000.00	1,525.02	15,000.00	16,525.02	11,525.02	Group Outreach if approved	2,500.00	50.00%		2,000.00	40.00%	Estimate	0.00			500.00	10.00%		0.00		
6087	EDUCATIONAL REIMBURSEMENT	3,135.00	3,559.63	1,400.00	4,959.63	1,824.63		4,959.63	100.00%		0.00			0.00			0.00			0.00		
6090	SUBSCRIPTIONS/PUBLICATIONS	1,500.00	606.95	893.05	1,500.00	-		1,500.00	100.00%		0.00			0.00			0.00			0.00		
6091	PUBLIC NOTICES	2,000.00	2508.20	-	2,508.20	508.20		200.00	10.00%		1,600.00	80.00%	% OF 2010	0.00			200.00	10.00%		0.00		
6093	MEMBERSHIPS	20,000.00	13,129.00	3,000.00	16,129.00	(3,871.00)	savings	20,000.00	100.00%	ACWA CSDA see subsheet	0.00			0.00			0.00			0.00		
	BENEFITS:																					
6110	VISION INSURANCE	1,612.80	1,262.23	350.57	1,612.80	-		258.95	16.06%	7% INCREASE FORECAST	1,001.02	50.87%	Based on percent of hours	100.40	5.10%		293.01	14.89%		257.26	13.07%	
6120	WORKER'S COMP INSURANCE	18,072.08	11,747.00	6,325.08	18,072.08	-		2,901.65	16.06%	BASE ON LABOR	11,216.80	50.87%	Based on percent of hours	1,125.07	5.10%		3,283.30	14.89%		2,882.75	13.07%	
6130	DENTAL INSURANCE	8,028.69	6,021.83	2,006.86	8,028.69	-	Actual Increases	1,289.08	16.06%	BASE ON LABOR	4,983.17	50.87%	Based on percent of hours	499.82	5.10%		1,458.64	14.89%		1,280.69	13.07%	
6150	MEDICAL INSURANCE	80,416.69	61,848.79	18,567.90	80,416.69	-	Actual Increases	12,911.68	16.06%	Policy Reduction	49,912.25	50.87%	Based on percent of hours	5,006.29	5.10%		14,609.97	14.89%		12,827.60	13.07%	
6160	PAYROLL TAXES - EMPLOYER	34,756.60	30,222.11	4,534.49	34,756.60	-	Actual Reduction	5,580.51	16.06%	Consolidated	21,572.39	50.87%	Based on percent of hours	2,163.75	5.10%		6,314.52	14.89%		5,544.17	13.07%	
6170	PERS RETIREMENT	118,780.01	77,191.81	41,588.20	118,780.01	-		19,071.29	16.06%	Actual increase	73,723.23	50.87%	Based on percent of hours	7,394.58	5.10%		21,579.75	14.89%		18,947.09	13.07%	
	SALARIES:								16.06%	Overhead Offset 22%		50.87%	1.22		5.10%			14.89%			13.07%	41,739.56
6230	REGULAR SALARIES																					
										145,088.92												
Sub	Field Supervisor	32,784.00	102.45	10,000.00	10,102.45	(22,681.55)	Reduced Usage and Availability	0.00			39,996.48	100.00%	Salary+overhead 20% % time	0.00	0.00%		0.00			0.00		
Sub	Field Tech II	61,066.21	48,953.47	12,112.74	61,066.21	-	Emergency Overtime	0.00		Increase COLA 2%/RP - EMP PBs	70,775.74	95.00%	Salary+overhead 20% % time	3,725.04	5.00%		0.00			0.00		
Sub	Field Tech I	35,006.46	26,513.21	8,493.25	35,006.46	-	Emergency Overtime	0.00		Increase COLA 2%/RP - EMP PBs	42,707.88	100.00%	Salary+overhead 20% % time	0.00			0.00			0.00		
Sub	Lands and Habitat Mgr.	119,973.00	97,719.85	22,253.15	119,973.00	-		11,997.30	10.00%	increase COLA 2%/RP - EMP PBs	43,910.12	30.00%	Salary+overhead 20% % time	0.00	0.00%		43,910.12	30.00%		43,910.12	30.00%	
Sub	Admin Services Spec.	58,309.46	45,195.78	13,113.68	58,309.46	-		23,323.78	40.00%	increase COLA 2%/RP - EMP PBs	31,300.52	44.00%	Salary+overhead 20% % time	3,556.88	5.00%		2,134.13	3.00%		5,691.00	8.00%	
Sub	Admin Services Spec.	51,866.27	38,136.99	13,729.28	51,866.27	-		12,966.57	25.00%	increase COLA 2%/RP - EMP PBs	18,983.05	30.00%	Salary+overhead 20% % time	15,819.21	25.00%		6,327.68	10.00%		6,327.68	10.00%	
Sub	Engineering Intern	14,380.80	8,073.00	6,307.80	14,380.80	-		0.00	0.00%	crease hrs COLA 2%/RP-EMP PBs	14,035.66	80.00%	Salary+overhead 20% % time	0.00			1,754.46	10.00%		1,754.46	10.00%	
Sub	GIS Intern/contract	13,353.60	6,265.35	7,088.25	13,353.60	-		0.00	0.00%	increase COLA 2%/RP - EMP PBs	11,403.97	70.00%	Salary+overhead 20% % time	0.00			1,629.14	10.00%		3,258.28	20.00%	
Sub	General Manager	176,728.62	131,342.25	45,386.37	176,728.62	-		58,320.44	33.00%	increase COLA 2%/RP - EMP PBs	64,682.67	30.00%	Salary+overhead 20% % time	10,780.45	5.00%		43,121.78	20.00%		25,873.07	12.00%	
Sub	Doc Imaging Intern	4,822.17	3,422.36	1,399.81	4,822.17	-	Limited availability	1,928.87	40.00%	increase COLA 2%/RP - EMP PBs	2,941.52	50.00%	Salary+overhead 20% % time	0.00	0.00%		588.30	10.00%		0.00	0.00%	
																						86,814.61
	INSURANCE:									Labor Total \$ 564,668.42			0.48			0.05			0.14			128,554.18
6310	PROPERTY / AUTO INSURANCE	6,924.00	4516.00	-	4,516.00	(2,408.00)		225.80	5.00%		5,193.00	75.00%	FROM INSURER	1,038.60	15.00%		346.20	5.00%		0.00		
6320	GENERAL LIABILITY INSURANCE	19,209.30	32,306.55	0.00	32,306.55	13,097.25	59,604.65 pre-paid for next FY	1,615.33	5.00%		24,229.91	75.00%	FROM INSURER	4,845.98	15.00%		1,615.33	5.00%		0.00		
	DIRECTOR'S EXPENSES:																					
6401	DIRECTOR'S FEES	79,000.00	45,901.00	33,099.00	79,000.00	-		79,000.00	100.00%	Based on board Policy and 2011	0.00			0.00			0.00			0.00		
6410	MILEAGE	3,000.00	2,458.27	750.00	3,208.27	208.27		3,208.27	100.00%	Based on board Policy and 2011	0.00			0.00			0.00			0.00		
6415	AIR FARE	4,750.00	3,056.15	1,693.85	4,750.00	-		4,750.00	100.00%	Based on board Policy and 2011	0.00			0.00			0.00			0.00		
6420	OTHER TRAVEL	500.00	150.25	349.75	500.00	-		500.00	100.00%	Based on board Policy and 2011	0.00			0.00			0.00			0.00		
6425	MEALS	2,930.37	1,674.82	1,255.55	2,930.37	-		2,930.37	100.00%	Based on board Policy and 2011	0.00			0.00			0.00			0.00		
6430	LODGING	3,500.00	2,568.66	2,500.00	5,068.66	1,568.66	ACWA	5,068.66	100.00%	Based on board Policy and 2011	0.00			0.00			0.00			0.00		
6435	CONF/SEMINAR REGISTRATIONS	4,590.00	5,475.00	1,500.00	6,975.00	2,385.00	ACWA	6,975.00	100.00%	Based on board Policy and 2011	0.00			0.00			0.00			0.00		
6440	ELECTION FEES/REDISTRICTING	0.00	300.00	0.00	300.00	300.00	No Elections held	300.00	100.00%	2x\$50K from registrar	0.00			0.00			0.00			0.00		
	ADMINISTRATIVE/STAFF EXPENSES:									\$ 198,270												
6510	MILEAGE	2,672.72	2,165.14	1,000.00	3,165.14	492.42	Additional Work	2,373.86	75.00%		633.03	20.00%	Allocation of 2011	0.00			158.26	5.00%		0.00		
6515	AIR FARE	1,500.00	338.30	1,161.70	1,500.00	-	Additional meetings in Sac	1,125.00	75.00%		300.00	20.00%	Allocation of 2011	0.00			75.00	5.00%		0.00		
6520	OTHER TRAVEL	1,327.28	518.28	809.00	1,327.28	-	CSDA/ACWA	995.46	75.00%		265.46	20.00%	Allocation of 2011	0.00			66.36	5.00%		0.00		
6525	MEALS	1,500.00	710.51	789.49	1,500.00	-		1,125.00	75.00%		300.00	20.00%	Allocation of 2011	0.00			75.00	5.00%		0.00		
6530	LODGING	2,128.50	2,760.21	1,300.00	4,060.21	1,931.71	CSDA/ACWA	3,045.16	75.00%		812.04	20.00%	Allocation of 2011	0.00			203.01	5.00%		0.00		
6535	CONF/SEMINAR REGISTRATIONS	2,631.32	4,019.00	1,500.00	5,519.00	2,887.68	Additional meetings and conferences	2,631.32	100.00%		0.00			0.00			0.00			0.00		
	CONSTRUCTION/CAPITAL COSTS:																					
7010	MATERIALS	7,500.00	0.00	7,500.00	7,500.00	-		0.00			7,500.00	100.00%	Field Security Changes	0.00			0.00			0.00		
7050	BASINS - CAPITAL ANNUAL REPAIRS	60,000.00	105,272.00	15,000.00	120,272.00	60,272.00	Clean up of dike D and Mill Creek	0.00			60,000.00	100.00%	ANNUAL MAINTENANCE	0.00			0.00			0.00		
7055	PLUNGE CREEK EXPANSION	0.00	0.00	0.00	0.00	-		0.00			0.00			0.00			0.00			0.00		
	3 year Maintenance	30,000.00	0.00	30,000.00	30,000.00	-		0.00			30,000.00	100.00%	25% OF \$120K IN 3 YEARS	0.00			0.00			0.00		
	LAND & BUILDINGS																					
7110	PROPERTY - CAPITAL REPAIRS	30,000.00	0.00	30,000.00	30,000.00	-	New Sign and Landscape	0.00			27,000.00	90.00%	Allocation of 2011	0.00			3,000.00	10.00%		0.00		
7130	MENTONE PROPERTY (HOUSE) CAPITAL REPAIRS	1,746.00	0.00	1,746.00	1,746.00	-		0.00			0.00			1,746.00	100.00%		0.00			0.00		
7140	MENTONE PROPERTY (SHOP) CAPITAL REPAIRS	15,500.00	0.00	15,500.00	15,500.00	-	Canyon Shop Repairs	0.00			15,500.00	100.00%	Field Shop capital repairs	0.00			0.00			0.00		
7150	MILL CREEK MAINTENANCE PERMITTING	50,000.00	0.00	50,000.00	50,000.00	-	Maintenance Permit Cost	0.00			47,500.00	95.00%		0.00			2,500.00	5.00%				
	EQUIPMENT & VEHICLES																					
7210	COMPUTER HARDWARE CAPITAL REPAIRS	4,500.00	0.00	4,500.00	4,500.00	-		4,050.00	90.00%		450.00	10.00%	Allocation of 2011	0.00			0.00			0.00		
7220	COMPUTER SOFTWARE	3,500.00	3,265.95	2,500.00	5,765.95	2,265.95	Computer changes/Additions	2,018.08	35.00%		1,050.00	30.00%	Allocation of 2011	0.00			1,225.00	35.00%		0.00		
7230	FIELD EQUIPMENT / VEHICLES	78,480.0																				



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

1630 West Redlands Boulevard, Suite A
Redlands, CA 92373-8032
(909) 793-2503
Fax: (909) 793-0188

Email: info@sbvwcd.org
www.sbvwcd.org

Memorandum No. 1259

To: Board of Directors

From: Outreach Committee and General Manager, Daniel Cozad

Date: April 23, 2014

Subject: Outreach Report and Recommendation

RECOMMENDATION

Outreach Committee recommends the Board 1.) Concur that staff develop an approach with the BTAC Conservation Committee to reach landscape firms/contractors who can support conservation and assist leased spaces, 2.) Approve District participation in the BTAC Conservation Committee Outreach effort at the 1/20 level with other agencies and 3.) Cooperatively plan and attend events and efforts focused on our customers within the Outreach Budget.)

BACKGROUND

In the District Strategic Plan the Board recognized additional water conservation (recharge) and water use efficiency or use reduction is needed to manage the basin effectively. In this process the Board requested staff work with the Outreach Committee to develop conservation efforts tailored to our groundwater producers and to investigate and develop an approach to educating and promoting landscapers who can better manage water. The Board agreed staff should participate in the BTAC Conservation Committee and support scoping the Outreach and Branding efforts within the General Managers authorization. Staff has participated and discussed the program with the Outreach committee for branding and advertising. The program would be paid for 50% by SBVMWD and 50% by the other 10 participating agencies. This cost is expected approximately \$10,000 for our share, depending on the final scope.

DISCUSSION

Staff recommended to the Committee that the District participate in the BTAC Conservation Outreach. The Committee had concerns about the ability of the chosen methods (or any broad public advertising) to change behavior of the public; however they wanted to be supportive of a group effort.

Staff researched two programs for discussion with the Committee and potential recommendation to the Conservation Committee.

The California Landscape Contractors Association – A certification for large commercial landscapes.

<http://clca.org/water-pro/about.php>

The Sonoma County Water District Qualified Water Efficient Landscaper program – a program in English and Spanish for residential and smaller contractors available in Northern California and where sponsored.

<http://www.qwel.net/>

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Division 1:
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Division 2: David E.
Raley

Division 3:
Manual Aranda, Jr.
Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad

Both programs are demonstrated and work well in their respective industry segments. They require a large area to be cost effective. Neither program has been implemented on a significant scale in Inland Southern California. Staff recommended to the Committee that the District recommend it to the BTAC Conservation Committee for consideration. There could be a target list developed from the city business licenses for this type of business.

The Committee Also requested staff with the BTAC Conservation Committee review the cities in the District's service area to determine if the landscape ordinances or other water are appropriate and check with the Local Government Commission Inc. or similar to determine if model ordinances are available to recommend. If an opportunity for improvement, meetings with city planning staff could be used to discuss options and changes for new developments. A program could be combined with cooperative retrofit of visible areas if funds were found.

FISCAL IMPACT

District costs to participate in the regional program are \$1,200 for scoping and are expected to be approximately \$10,000 for the coming Fiscal year. The final costs for participation in the landscape programs are currently unknown.



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Memorandum No.1260

To: Board of Directors

From: General Manager, Daniel Cozad

Date: April 23, 2014

Subject: Drought and Basin Management Recommendations

RECOMMENDATION

Review the recommendations regarding costs of low water levels and optimizing basin management and when final convey them to the Basin Technical Advisory Committee, Upper Santa Ana Water Resources Association, and the SBVMWD Advisory Commission on Water Policy.

BACKGROUND

At the March 12th Board Meeting, Director Raley requested a discussion of the status of the Basin and recommended review of the Western Water edition on overdraft. At the April 9, 2014 meeting Staff provided a short introduction, and the Board discussed the impacts to the groundwater basin from the drought. When reviewing the Engineering Investigation Report the Board expressed concern about the level of the groundwater basin and the level that may be expected if little rain is received this year, causing the additional reduction of between 60,000 and 90,000 AF. The Board noted that water demand on the groundwater basin is expected to increase as the economy returns to more normal growth and new home building commences. Additionally, projected climate variability indicates a possibility that the past years may have been unseasonably wet, providing for production beyond the supplies that may be available in the future. Finally in the Board's Strategic Plan process the Board recognized additional water conservation (recharge) and water use efficiency or use reduction is needed.

DISCUSSION

At the April 9th meeting several items were discussed, staff developed the following drafts based on the Board's discussion for review.

- Collaborate with BTAC, Valley District, USAWRA and others, develop information on the capital improvement and increased operations cost impacts of low basin water levels, (i.e. within 10% of historic low levels)
- To capitalize on the current condition encourage dialog about identification of optimum levels for the basin under various conditions.
- Encourage discussion of methods and procedures to establish a method to collectively develop funding to purchase additional wet year water supplies when there can be recharge to support optimum basin levels, reduce low water level impacts and minimize subsidence.
- Support additional recycled water development, recharge and conjunctive use facilities to help the basin reach the optimum levels. Support funding and expedited development of such facilities.

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FISCAL IMPACT

District impacts related to the recommendations would be minimal. District staff would need to work with the BTAC Engineering Committee and others to identify the costs and Board or staff assist in leading the discussions to discuss optimum level management and funding. No estimate of cost can be made at the current time. A well-managed basin provides high value to groundwater charge payers.



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Memorandum No. 1261

To: Board of Directors

From: General Manager, Daniel Cozad

Date: April 23, 2014

Subject: Board Self-Evaluation Workshop Summary

RECOMMENDATION

Review the summary of the workshop, discuss and receive and file the report.

BACKGROUND

The Board and District Management performed a self-evaluation to identify areas the Board could make change to improve its operations. The results of the self-evaluation and the summary of recommendations developed at the April 9th 2014 workshop are shown in the attached presentation. Staff developed the summary to consolidate the comments and recommendations.

FISCAL IMPACT

Current staff time for support of the Board is included in the 2013-2014 amended budget.

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GENERAL
MANAGER

Daniel B. Cozad

Board Effectiveness 1/2014

- General Snapshot Evaluation
- 54 Questions
- 8 Categories
- 8 Anonymous Participants
- Highest Categories
- Highest Questions
- Board Discussions

Categories

- A. Supportive Framework
- B. Conflict Management
- C. Teamwork
- D. Roles
- E. Community Rapport
- F. Staff Relationships
- G. Clear Sense of Purpose
- H. Chairperson Leadership
- I. Productivity

“0” - if you feel the statement is very true.

“1” - if you feel the statement is somewhat true.

“2” - if you feel the statement is somewhat untrue.

“3” - if you feel the statement is very untrue.

Participant Scores

Team		#1	#2	#3	#4	#5	#6	#7	#8
3	All Members Contribute	1	1	2	0	2	1	1	1
21	Members actively listen to others	0	1	1	1	1	2	1	1
30	While members have positions their minds are not made up before the meeting	1	2	1	2	2	0	1	3
Roles									
4	Does not Micromanage	1	2	2	0	0	1	0	2
13	Does not reengineer solutions in meetings	2	1	1	0	1	0	1	2
Prod									
18	Board does not get Stalelated on Process or Procedures	0	2	1	1	1	0	2	2
54	Adept at identifying and exploiting opportunities	1	1	1	1	1	1	1	2
Chair									
17	Prevents dominating members	0	1	1	1	1	1	0	3
53	Does not drift off topic	2	2	0	2	2	2	2	2

Board Effectiveness Evaluation

Team		Total Score
3	All Members Contribute	9
21	Members actively listen to others	8
30	While members have positions their minds are not made up before the meeting	12
Roles		
4	Does not Micromanage	8
13	Does not reengineer solutions in meetings	8
Prod		
18	Board does not get Stalelated on Process or Procedure	9
54	Adept at identifying and exploiting opportunities	9
Chair		
17	Prevents dominating members	8
53	Does not drift off topic	14

Recommendations

The Board Recommends the following to improve effectiveness:

- Members with strong positions should state them while reaffirming their interest in hearing the positions of others before deciding
- Careful listening is critical to understanding and feeling considered
- We have a goal to keep meetings to 2 hours
 - Some items may not need to come to the Board
 - Board Committee and activities reports should be concise and limited to key points. Written reports should include more detail
 - We appreciate everyone's time and want to try to stay on topic
 - We should move quickly when we have consensus, however we value consensus and we may take a bit longer to reach it
 - Board members should be recognized by the Chair to avoid cross-talking
 - Workshops should be used for more in-depth discussions on important topics
- We should continue the Board Development Process and reevaluate in a year



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The Civic Leader's Guide to Listening Effectively

POSTED BY : OTIS WHITE APRIL 17, 2014

On his 27th birthday, John Francis, an environmental activist who loved to argue, decided to be quiet for one day and listen to others. The result changed his life. What he learned on his day of silence was that he hadn't really been listening at all. "I would listen just enough to hear what people had to say and think that I knew what they were going to say, and so I would stop listening," he said in a speech not long ago. "And in my mind I just kind of raced ahead and thought about what I was going to say back while they were still finishing up. And then I would launch in. Well, that just ended communications."

At the end of his birthday, he decided to be quiet for another day. And another. And then for an entire year. In all, John Francis remained voluntarily silent for 17 years, during which time he earned three college degrees (including a doctorate), taught classes using sign language, and walked across America. And he listened, really listened, to the people he met. (If you want to know more about Francis' amazing story, you can hear it – yes, he speaks now – by viewing one of his presentations online.

I doubt I could manage even a day of silence, nevertheless years. Perhaps you couldn't either. But you don't have to be silent to listen more effectively. And it's a skill worth learning, maybe the single best thing you could do to make yourself a better leader.

Why? Start with the obvious: You can't be a leader unless you have followers, and you can't gain followers if you don't understand them well enough to represent them. This involves listening. If you want to be effective as a leader, you'll have to be more than a mouthpiece for a group: You'll have to negotiate for your followers, and effective negotiating means knowing how leaders of other groups think about things. Finally, leadership means sometimes having to change your followers, as when circumstances shift dramatically and your group has to adapt. To do any of this involves listening deeply

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– truly taking in others’ fears, hopes, vision and motivations – before acting.

There are other reasons listening can make you a better leader: You’ll arrive at better solutions because you’ll have more complete information. Your ideas will gain greater support if you’ve developed them after consulting others. You’ll make fewer gaffes if you know others’ sensitivities. Finally, you’ll enjoy one of the greatest benefits of civic leadership, which is to learn about people who are different from you in background, temperament and world view.

And it all begins with listening. So how can you improve your listening skills? Here are some ways:

- Start by concentrating. This sounds simple but isn’t. The greatest obstacle to listening is distraction. Instead of paying attention to others, we let our minds wander – to what else we need to do, whom we need to see, what we’ll say next, and a hundred other things. So begin your meetings with a reminder: Stay focused on the other person’s words.
- Ask open-ended questions that require explanations rather than closed-ended questions that can be answered with a “yes” or “no.” So you might ask, “How did you feel?” rather than “Were you angry?” because it offers a fuller understanding of the person. And keep your questions brief. The simpler the question, the more detailed and candid the responses tend to be.
- Listen for insights into the person. People often say a lot more than they intend or we expect them to say; as a result, we don’t always take in what they’re telling us. Your meetings may be about a community issue, but if you ask good questions and listen carefully, you can learn a lot about the person who’s talking. You can not only get her opinions, you can get her life story and motivations, how she forms opinions and reads people. These things can be critically important later on as you work with this person. So listen for these deeper insights.
- Take time. It takes a while to understand people, and the longer you spend, the more you learn. Don’t expect to learn someone’s life story, philosophy and motivations in 30 minutes’ time. Plan on an hour or more, which is why lunch can be a good time for such meetings.
- Make it comfortable. Here’s another reason to consider lunch as a good setting for listening: It gets the person out of her office and away from her desk. Simply moving to neutral ground will sometimes open up conversations, particularly if the person has reason to see you as a potential adversary. But be careful: Choose quiet restaurants where you won’t be rushed, and think of places where the other person might feel comfortable.
- Make eye contact. It seems like a small thing, but looking a person in the eye builds trust and comfort. And for you to listen deeply, you need people to trust you and feel comfortable sharing their hopes and fears.
- If they attack you or your group, don’t be defensive. Ask the person why they feel that way. Keep in mind that every civic leader comes under attack from time to time, sometimes unfairly. If you meet anger with defensiveness, it deepens the antagonism. But if you seek to understand the anger, it diffuses it – and may win you grudging admiration. It’s something good salespeople know: When the customer attacks, don’t defend; probe.

At some point, though, we must move from listening to acting, right? Of course, but as international mediator Mark Gerzon says in his book “Leading Through Conflict,” we don’t suffer in American life from too much listening (which Gerzon calls “inquiry leadership”). We suffer from too little listening and understanding. Here’s Gerzon’s advice about when to move from inquiry to advocacy:

The general rule is this: inquiry precedes advocacy. If you (1) are uncertain about having reliable, complete information; (2) have not yet engaged all the relevant stakeholders; and (3) doubt that you will have sufficient votes, power, or other support to put your plan in action, then it is time for inquiry, not advocacy. However, if you (1) have access to all the necessary information, (2) have obtained input from all the necessary people, and (3) have mapped a clear road to implementing a viable plan, then go ahead. Advocate your “solution” to the issue or conflict, and begin to rally everyone behind you.

In other words, until you understand an issue from all sides, have a clear plan, and enjoy broad support,

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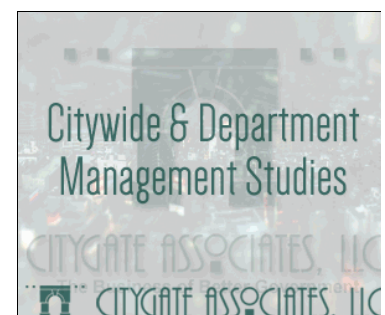
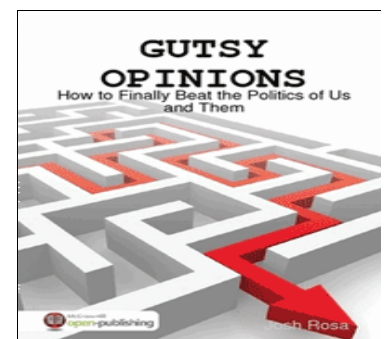
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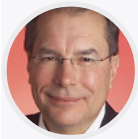
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ABOUT OTIS WHITE




Otis White is president of Civic Strategies, Inc., a collaborative and strategic planning firm for local governments and civic organizations. He has written about cities and their leaders for more than 30 years. For more information about Otis and his work, please visit www.civic-strategies.com.


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Memorandum No. 1262

To: Board of Directors

From: General Manager, Daniel Cozad

Date: April 23, 2014

Subject: ACWA General Session Voting Delegate

RECOMMENDATION

Consider appointing a director as voting delegate for ACWA Spring Conference General Session meeting.

BACKGROUND

There will be a General Session Membership Meeting of the ACWA membership at the ACWA 2014 Spring Conference on May 7, 2014. At this meeting there will be a vote on proposed amendments to bylaws recommended by ACWA Board of Directors. In prior years the District has appointed one director to vote on the District's behalf.

Attached is a copy of the General Session Membership Meeting letter from ACWA with additional information on the membership voting process.

FISCAL IMPACT

There is no fiscal impact for this item.

BOARD
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Raley

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Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad

MEMORANDUM

TO: ACWA Public Agency Members
General Managers and Board Presidents

CC: ACWA Board of Directors

FROM: John A. Coleman, ACWA President
Kathleen J. Tiegs, ACWA Vice President

DATE: April 1, 2014

SUBJECT: General Session Membership Meeting at ACWA 2014 Spring Conference – May 7, 2014

There will be a General Session Membership Meeting of the ACWA membership at ACWA's 2014 Spring Conference in Monterey, California, on Wednesday, May 7. The purpose of the meeting is to conduct a vote by the membership on proposed amendments to the bylaws recommended by the ACWA Board of Directors at its meeting on March 28. The bylaw amendments represent the Board's actions to address needed changes related to standing committees in light of recent organizational changes. The proposed bylaw amendments are attached.

As reviewed and recommended by the ACWA Board of Directors and the Legal Affairs Committee, the changes in the draft amended bylaws include:

- Elimination of the Personnel and Benefits Committee, a standing committee with representation on the ACWA Board of Directors, since the benefit program functions reviewed by the committee have been fully transitioned to the management of ACWA-Joint Powers Insurance Authority (ACWA-JPIA) with the dissolution of ACWA-Health Benefits Authority (HBA) in July 2012.
- Establishment of the Business Development Committee, a standing committee with representation on the ACWA Board of Directors, to develop and recommend to the Board of Directors programs and activities to be provided or administered by the Association that generate non-dues revenues and provide a service or benefit to Association members.

The Board of Directors recommends adoption of these bylaw amendments through a vote of the membership. ACWA staff is available in advance of the meeting of the membership to answer any questions you may have. Daniel Hentschke, chair of the Legal Affairs Committee, will also provide a brief overview of these changes during the General Session Membership Meeting before the item is called for a vote.

MEMBERSHIP VOTING PROCESS

ACWA will issue each member agency **present** one proxy card for voting purposes based on the designated voting representative identified by the member agency. The designated voting representative will be required to register and sign as the proxy holder to receive the proxy card. Proxy cards will **only** be available for pick-up on **Wednesday, May 7**, between **9:00 a.m. and 12:30 p.m.** at the **General Session Proxy Desk** in the **De Anza Foyer** area of the **Portola Plaza Hotel**, outside of the **De Anza Ballroom** where the luncheon and General Session Membership Meeting will be held.

To expedite the sign-in process at the **General Session Proxy Desk**, please indicate your voting designee on the enclosed proxy form and return it by email (**donnap@acwa.com**) or fax (**916-554-2350**) at your earliest convenience. If there is a last minute change of delegate, please let us know before the meeting date by contacting ACWA's Executive Assistant/Clerk of the Board, Donna Pangborn, at 916-441-4545 or **donnap@acwa.com**.

If you have any questions, do not hesitate to contact us by telephone or e-mail.

dgp

Enclosures:

1. General Session Membership Meeting – Agenda, May 7, 2014
2. General Session Membership Meeting – Minutes, December 5, 2013
3. Draft ACWA Bylaws Amendments – Redline Version
4. Draft ACWA Bylaws Amendments – Clean Version
5. Proxy Form

GENERAL SESSION MEMBERSHIP MEETING

Wednesday, May 7, 2014

Portola Plaza Hotel, De Anza Ballroom

At the Conclusion of the Luncheon Program: 1:30 p.m.

Monterey, California

AGENDA

- | | |
|---|------------------------------------|
| I. Call to Order | John A. Coleman |
| II. Approval of General Session Membership Meeting Minutes: | John A. Coleman |
| • December 4, 2013 (attached) | |
| III. Proposed Draft ACWA Bylaws Amendments | John A. Coleman & Daniel Hentschke |
| IV. Adjourn | John A. Coleman |

GENERAL SESSION MEMBERSHIP MEETING

Thursday, December 5, 2013

JW Marriott LA Live, Diamond Ballroom Salon 4 & 5

At the Conclusion of the Luncheon Program: 1:15 – 1:45 p.m.

Los Angeles, California

MINUTES

President Randy Record called the General Session Membership Meeting to order at 12:57 p.m.

M/S/C To approve the minutes of December 4, 2013.

President Record declared John A. Coleman the President and congratulated him on his election.

President Record declared Kathleen J. Tiegs the Vice President and congratulated her on her election.

President Record stated that the past two years had been a wonderful experience for him, noting that he appreciated the dedication and willingness to work together demonstrated by the member agencies and ACWA staff. President Record stated we are at a crossroads in California water and it will require a team effort to address the challenges.

President Record passed the gavel to incoming President John A. Coleman.

Incoming President Coleman stated he was honored to accept the role of President for the next two years, noting he was looking forward to working with the ACWA members and staff to find common ground and solutions to the challenges we face.

At this time, Incoming President Coleman recognized President Record for his service and statewide leadership perspective.

There being no further business, the meeting was adjourned at 1:11 p.m.

Respectfully submitted,

Donna G. Pangborn

ACWA Executive Assistant/Clerk of the Board

PROPOSED BYLAW AMENDMENTS OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES

*(As amended by the Members on May 9, 2012 with changes
recommended by the ACWA Board of Directors – March 28, 2014)*

This is to provide official notice that amendments to ACWA's Bylaws have been proposed. The proposals have been submitted in a manner consistent with Article 9, Section 6, of the Bylaws. In accordance with Article 9, Section 6, notice is hereby given to all Members that the following amendment proposals will be voted upon at a General Session Membership Meeting at ACWA's 2014 Spring Conference in Monterey, California, on Wednesday, May 7, 2014.

To be approved, the amendments require a two-thirds vote of the member agencies of the Association present and voting at the General Session Membership Meeting.

(The full text of ACWA's Bylaws can be found at www.acwa.com/content/board-directors/bylaws-association-california-water-agencies.)

The language to be added is indicated by underline. Language to be stricken is indicated by strikethrough.

ARTICLE 7 – STANDING COMMITTEES

AMENDMENT #1

Article 7, Standing Committees, new Section 4. Proposes to add a Business Development Committee, a standing committee with representation on the ACWA Board of Directors.

Section 4. Business Development Committee. There shall be a Business Development Committee whose duty it is to develop and recommend to the Board of Directors programs and activities to be provided or administered by the Association that generate non-dues revenue and provide a service or benefit to Association members. The committee shall consist of at least one representative from each region and one representative from the other standing committees.

Rationale: This change will provide the means for continued analyses of current and future non-dues revenue programs. The committee will be responsible for reviewing current programs for relevance and financial impacts and the development and implementation of new programs, as well as promoting solid financial resources to the Association and relevant services to the Association membership.

AMENDMENT #2

Section 7, Standing Committees, Section 12. Proposes to delete the Personnel and Benefits Committee from the bylaws, resulting in the elimination of committee chair's representation on the ACWA Board of Directors.

~~**Section 12. Personnel and Benefits Committee.** There shall be a Personnel and Benefits Committee whose duty it shall be to review, on a regular basis, membership salary survey, retirement issues, and other personnel, benefits, and administrative issues pertinent to the management of members of the Association. The committee shall consist of at least one and no more than two individuals from each region.~~

Rationale. This change has resulted from the benefit program functions reviewed by the Personnel and Benefits Committee having been fully transitioned to the management of ACWA-Joint Powers Insurance Authority (ACWA-JPIA) with the dissolution of ACWA-Health Benefits Authority (HBA) in July 2012.

John A. Coleman
ACWA President

Daniel Hentschke
Legal Affairs Committee Chair

PROPOSED BYLAW AMENDMENTS OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES

*(As amended by the Members on May 9, 2012 with changes
recommended by the ACWA Board of Directors – March 28, 2014)*

ARTICLE 7 – STANDING COMMITTEES

Section 1. Qualification. In order to serve on any ACWA standing committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the appointment, the individual may not serve during the remaining term of that appointment unless that individual can again meet the criteria for appointment and is appointed to complete the term.

Section 2. Term of Office. The term of office of standing committee members shall be two years commencing on January 1 of each even-numbered year. The term of office of standing committee chairs, who serve on the Board of Directors, shall be approximately two years and shall commence as soon after January 1 of the even-numbered year as they may be appointed by the president and ratified by the then-seated Board of Directors, and shall terminate on December 31 of the odd-numbered year approximately two years later or until their successors are appointed and ratified.

Section 3. Meetings. Meetings of standing committees may be called at such times and places designated by the respective chair thereof except where provided otherwise by these bylaws. Subject to the provisions of these bylaws and any actions that may be taken by the Board of Directors, the chairs of each standing committee may establish their own rules for the efficient operation of the committee they each chair. The chairs of each standing committee are authorized to create subcommittees and workgroups in order to complete the work of the committee.

Section 4. Business Development Committee. There shall be a Business Development Committee whose duty it is to develop and recommend to the Board of Directors programs and activities to be provided or administered by the Association that generate non-dues revenue and provide a service or benefit to Association members. The committee shall consist of at least one representative from each region and one representative from the other standing committees.

Section 5. Communications Committee. There shall be a Communications Committee whose duty it shall be to develop and make recommendations to the Board of Directors regarding a comprehensive internal and external communications program for the Association and to promote development of sound public information and education programs and practices among members of the Association. The committee shall consist of no more than 40 individuals. Of that number, at least one individual shall be from each region.

Section 6. Energy Committee. There shall be an Energy Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one representative from each region.

Section 7. Federal Affairs Committee. There shall be a Federal Affairs Committee whose duty it shall be to review all federal legislative proposals and regulatory proposals affecting members of the Association, after consulting with other appropriate committees, and to develop Association positions consistent with existing policy, where it has been established; recommend sponsorship of bills that will resolve problems or improve conditions for members of the Association; and assist in the establishment of the Association's federal legislative program. The committee shall consist of at least one and no more than five individuals from each region.

Section 8. Finance Committee. There shall be a Finance Committee whose duty it shall be to make recommendations to the Board of Directors regarding annual budgets, dues formula and schedules and other revenue-producing income, annual audit and selection of an auditor, and investment strategies. The committee shall consist of the president and vice president of the Association as ex officio members, the Finance Committee chair, one member of the region board from each of the Association's 10 regions (either chair or vice chair), and one additional representative from each region with experience in financial matters.

Section 9. Groundwater Committee. There shall be a Groundwater Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one representative from each region.

Section 10. Legal Affairs Committee. There shall be a Legal Affairs Committee whose duty it shall be to support the mission of the Association, and more particularly to deal with requests for assistance involving legal matters of significance to members of the Association, including but not limited to state and federal court litigation, water rights matters, selected regulatory and resources agency matters, proposed bylaw revisions, review of legislation as requested by the State Legislative Committee, etc. The committee shall consider matters and issues submitted to it in order to determine which ones are of major significance to the members of the Association and, assuming a finding of major significance, recommend to the Board of Directors the position(s) which the committee believes the Association should take with respect thereto. The committee shall be composed of between 35 and 45 attorneys, each of whom shall be, or act as, counsel for a member of the Association, representing diverse interests within the Association, including but not limited to, different geographical areas throughout the state, large and small agencies, agricultural and urban agencies, agencies created under the various enabling statutes, etc. Further, there shall be at least one representative from each region on the committee.

Section 11. Local Government Committee. There shall be a Local Government Committee whose duty it shall be to recommend policies to the State Legislative Committee, as appropriate, and Board of

Directors on matters affecting water agencies as a segment of local government in California. The committee shall consist of at least one and no more than three individuals from each region.

Section 12. Membership Committee. There shall be a Membership Committee whose duty it shall be to assist staff in developing membership recruitment and retention programs, make recommendations to the Board of Directors regarding membership policies, eligibility, and applications for membership and review and make recommendations to the Finance Committee regarding an equitable dues structure. The committee shall consist of at least one member from each region.

Section 13. State Legislative Committee. There shall be a State Legislative Committee whose duty it shall be to review all state legislative proposals affecting members of the Association and to establish Association positions, consistent with existing policy, where it has been established; sponsor bills that will resolve problems or improve conditions for members of the Association; and assist in the establishment of the Association's legislative program. The committee shall consist of individuals representing a variety of types of members and at least one and no more than four individuals from each region.

Section 14. Water Management Committee. There shall be a Water Management Committee whose duty it shall be to recommend policy and programs to the Board of Directors on any area of concern in water management. The committee shall consist of at least one and no more than four individuals from each region.

Section 15. Water Quality Committee. There shall be a Water Quality Committee whose duty it shall be to develop and recommend Association policy, positions, and programs to the Board of Directors, to promote cost-effective state and federal water quality regulations that protect the public health, to enable interested members of the Association to join together to develop and coordinate with other organizations, and to present unified comments regarding agricultural and domestic water quality regulations. The committee shall consist of at least one individual from each region.

Amended comprehensively December 1, 2010

Amended May 9, 2012

ASSOCIATION OF CALIFORNIA WATER AGENCIES GENERAL SESSION MEMBERSHIP MEETING

WEDNESDAY, MAY 7, 2014

TO: Donna Pangborn, Executive Assistant/Clerk of the Board

EMAIL: donnap@acwa.com

FAX: 916-325-4856

The person designated below will be attending the ACWA General Session Membership Meeting on **Wednesday, May 7, 2014**, as our voting delegate.

MEMBER AGENCY'S NAME	AGENCY'S TELEPHONE No.
MEMBER AGENCY'S AUTHORIZING REPRESENTATIVE	SIGNATURE
DELEGATE'S NAME	SIGNATURE
DELEGATE'S EMAIL	DELEGATE'S TELEPHONE No.
DELEGATE'S AFFILIATION (if different from assigning agency) ¹	DATE

¹ If your agency designates a delegate from another entity to serve as its authorized voting representative, please indicate the delegate's entity in the appropriate space above. Note: Delegates need to sign the proxy form indicating they have accepted the responsibility of carrying the proxy.

REMINDER: Proxy cards will be available for pick up on **Wednesday, May 7, 2014**, between **9:00 a.m.** and **12:30 p.m.** at the **General Session Proxy Desk** in the **De Anza Foyer** area of the **Portola Plaza Hotel**, outside of the **De Anza Ballroom** where the luncheon and General Session Membership Meeting will be held.



General Manager's Report

For April 5 to April 19, 2014

Daniel B. Cozad

The following report the 2 weeks between meetings and the efforts and activities during the reporting period.

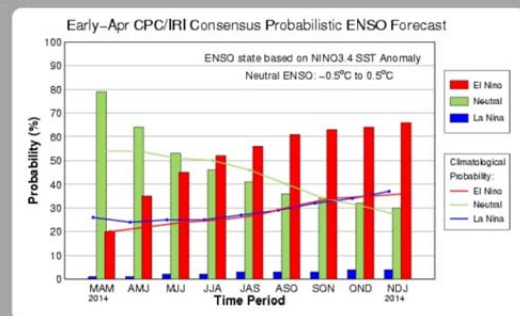
- 1. Water Conservation – Plan Goal 1** – Water recharge activities continue to be busy. Leading up to April 15th the District Staff coordinated with OC Flood and SB County Flood to plan for release of the small pool of water behind Seven Oaks Dam. The District was taking the 100 CFS released. Seen in the photos at right.



District Staff are monitoring and planning for winter storms, particularly for Mill Creek diversion that has had difficult operations in storms in the past year. Staff is doing assessment of preventative measures and concept design. Staff met with flood control and toured Turner Basin in Ontario for examples of debris management recommended by SB Flood. As of early April the NWS and NOAA were projecting a 70% chance of El Nino or wetter conditions and certainly at least an average rain year. Field staffs are communicating with all construction and operations groups to alert them to the possible wet year in winter 2014/2015. Staff is working with DWR and the contractors for EBX 2 construction and completion of dike repairs for Mill Creek basins. Field staff provided coordination for other work and cleanout of basins ongoing in both Mill Creek and in Santa Ana Spreading Basins. Recent storms have not provided significant recharge or damage to facilities.



ENSO-neutral is favored for the Northern Hemisphere spring 2014, with chances of El Niño increasing during the rest of the year, exceeding 50% by summer.



- 2. Personnel/Administration/Staff – Plan Goal 6** – Staff reviewed the estimated the costs for benefits and changes for the budget and in changing regulations and laws for the handbook. Staff worked with the Finance and Admin Committee on their proposed changes to the handbook and meeting resolution.
- 3. Finance/Budget/Audit – Plan Goal 6** – Staff completed contracting and planning efforts to implement the agreement with the new auditor, based on the Boards selection in

March. Initial field work is scheduled for June 9th; Audit is currently planned for August 4, 2014.

4. **Facility Maintenance - Plan Goal 1** – Available water is being used to test the facilities replaced by Spiniello as part of the EBX2 construction. Staff worked with contractors and permittees for their on-site field work and aggregate management by Upland Rock and Munoz Construction. Coordinated with Upland Rock on material processing licenses and received payments for material sales. Staff documented access for the City of Highland on their use of the access permit for their contractor for the stockpiling of rock from their excavation in the Borrow Pit.
5. **Mining – Plan Goal 2/3** – District Counsel and CEMEX are preparing efforts for setting the royalty market rate under the Agreement. District staff and CEMEX Management also reviewed mining operations plan layout and met with flood control for work under the easement.
6. **Wash Plan – Plan Goal 2** – Staff is planning a technical meeting with Task Force members in April and a next Wash Plan Task Force meeting in May when the draft reports are ready for presentation or policy issues need to be discussed. Weekend Field hike showed significant SBKR activity and wildflowers. SA Wooly Star and Slender Horned Spineflower will be flowering in the coming weeks.
7. **East Branch Extension – Plan Goal 7** – Staff continues to work closely with DWR, contractors and SBVMWD on field activities, coordinating maintenance, management of flows, facilities. Mill Creek Spreading Grounds excavation and pipe construction is mostly completed above Garnet. Testing of replaced facilities will continue when water is available. Work has restarted below (west) of Garnett. Storm Flows that damaged our facilities also caused water to flow as far as the pipe excavation. Spiniello submitted a claim with the District tendered to ACWA-JPIA. JPIA obtained a release and paid the Claim.
8. **Collaborative Enhanced Recharge Project – Plan Goal 7** – Significant coordination and cooperation on permitting and environmental habitat issues now related to the Wash Plan continues. MOU with BLM for construction of enhanced recharge operations is undergoing final changes for signature with BLM. Staff coordinated a review of plans for the culvert with the City of Highland for the Greenspot Road/Bridge culvert replacement and upsizing. City of Highland will ensure the facilities initially designed for the District are built; staff appreciates the help of the City. District facilities in California jurisdictional waters will be reviewed with California Department of Fish and Wildlife.



- 9. Property/Redlands Plaza – Plan Goal 3 –** One final new tenant and lease agreement with a Chiropractor to lease Unit I for three years. Staff has completed installation of carpet and fresh paint for the unit and the tenant will take possession on April 15th. Coordinating and planning landscaping update for Redlands Plaza in coordination with City of Redlands Municipal Utilities for drought tolerant landscape. Worked with the sign consultant to complete the materials for permit approval of the new sign for Redlands Plaza.
- 10. Public Outreach and Legislative – Plan Goal 4 –** The Outreach and Education Committee met and made recommendations to the Board. Staff supported their efforts with info on landscaper programs that would benefit the local communities and reduce outdoor water use. Staff coordinated meetings with partners related to Wash Plan, Enhanced Recharge, water management, drought, and groundwater issues. Staff participated in meetings with SAWPA, SB County Flood, cities, developers and others throughout the region.
- 11. Current Board Action Implementation – Plan Goal 3 –** Staff is implementing the priorities and prepared project plans for trails and stormwater capture. Staff met with SB County and SBC Flood control agencies to discuss the options for additional recharge in Mill Creek. Staff also met with the County Transportation staff for the Garnet Bridge. Staff participated in the coordinated drought messages and communications program. Staff attended EVWD Special Board Meeting related to siting of a potential waste water reclamation plant. Coordinated several tours of Wash Plan and District facilities
- 12. Computer and IS – Plan Goal 6 –** Staff planning to update the oldest office computers and GIS computer. Completed telephone and internet changes with Verizon, saving costs, billing and other changes are still in process.
- 13. Future Board Activities –** Expected short term items for consideration
- a. SB Special Districts meeting – Short presentation on habitat conservation and water supply planning efforts ongoing in the East Valley – April 21,
 - b. EI Final Approval and Rate Public Hearing – April 23
 - c. District Budget Review Workshop –April 23
 - d. General Manager Review –May, 21
- 14. District Successes**
- a. Welcomed Elizabeth Mende, new Engineering Intern from UC Riverside