



BOARD OF DIRECTORS MEETING AGENDA

Wednesday, November 19, 2014 - 1:30 p.m.

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

Note: Copies of staff reports and other documents relating to the items on this agenda are on file at the District 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. CONSENT CALENDAR

- A. Approval of Board Minutes, October 31, 2014 4
- B. Approval of Expenditure Report, October 2014 7

4. COMMITTEE REPORTS /ACTION ITEMS

Committee Reports

- A. FIRST QUARTER FINANCIAL REPORT REVIEW, FY 2014-2015 – 10 minutes (M#1299)..... 12

Presenter: Vice President McDonald, Chair of Finance & Administration Committee

Recommendation: Staff and the Finance & Administration Committee recommend that the Board review and receive and file the First Quarter financials report review for fiscal year 2014-2015.

- B. RESERVE IMPLEMENTATION AND TARGETS FOR 2014-2015 - 10 minutes (M#1300).....14

Presenter: Vice President McDonald, Chair of Finance & Administration Committee

Recommendation: The Finance & Administration Committee recommends that the Board review 2014 reserve levels and consider approval of the revisions to the Reserve Targets and policy.

C. STATEMENT OF INVESTMENT POLICY FOR 2014-2015 - 10 minutes (M#1301).....22

Presenter: Vice President McDonald, Chair of Finance & Administration Committee

Recommendation: Staff and the Finance & Administration Committee recommend the Board review and approve the updated Statement of Investment Policy which is very similar to that approved in 2013.

Other Board Actions

D. UNAUDITED FINANCIAL REPORTS, October 2014 – 2 minutes (M#1302).....25

Presenter: Daniel Cozad

Recommendation: Review and approve the unaudited financials for October 2014.

E. DISPOSAL OF OBSOLETE EQUIPMENT - 2 minutes (M#1303).....32

Presenter: Daniel Cozad

Recommendation: The Board accept this notice of disposal of obsolete equipment and receives and files the report.

F. ACCESS PERMIT TO SPINIELLO CONSTRUCTION FOR ROCK DISPOSAL - 5 minutes

Presenter: Daniel Cozad

Recommendation: Authorize staff to execute an Access Permit to Spiniello Construction for the movement and disposal of rock from EBX2.

G. AUTHORIZE CHANGE ORDER FOR ICF JONES & STOKES - 5 minutes (M#1304).....34

Presenter: Daniel Cozad

Recommendation: Consider authorizing the General Manager to execute a change order to ICF Jones & Stokes not to exceed \$85,000 for completing Habitat Conservation Plan (HCP) document.

5. **INFORMATION ITEMS:**

A. Board Committee Reports Without Action – 5 Minutes

B. Wash Plan Report – 5 Minutes35

C. General Manager's Report – 5 Minutes.....38

D. Monthly Recharge Report – 2 Minutes40

E. Future Agenda Items & Staff Tasks

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

A. Board Member Meeting Reports - 10 minutes.....41

7. **UPCOMING MEETINGS:**

A. November 20, 2014

JPIA Sexual Harassment Training, Webinar at 9:00 a.m.

B. November 27-28, 2014

Office Closed in Observance of Thanksgiving, District Office

- | | |
|--|---|
| C. December 2-5, 2014 | ACWA Fall Conference, San Diego |
| D. December 1, 2014 | Basin Technical Advisory Committee, 1:30 p.m. at Valley District |
| E. December 8, 2014 | San Bernardino Valley Municipal Water District 60 th Anniversary Celebration and Honoring Patrick Milligan, 6:00 p.m. at Redlands Country Club |
| F. December 10, 2014 | Holiday Luncheon, 12:00 p.m. (location TBD) |
| G. December 11, 2014 | Upper Santa Ana Water Resources Association, 9:30 a.m. at District Office |
| H. December 11, 2014 | Advisory Commission on Water Policy, 6:30 p.m. at Valley District |
| I. December 15, 2014 | Association of the San Bernardino County Special Districts Dinner, 6:00 p.m. at Yucaipa Valley Water District's Crystal Creek Facility |
| J. December 16, 2014 | San Bernardino Valley Municipal Water District Board Meeting, 2:30 p.m. at Valley District |
| K. December 24-25, 2014 | Office Closed in Observance of Christmas Holiday |
| L. December 31, 2014 – January 1, 2015 | Office Closed in Observance of New Year's Eve and New Year's Day |

8. **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 (d) (4), the Board may meet in Closed Session to decide whether to initiate litigation.

9. **ADJOURN MEETING.** The Board Workshop scheduled to begin immediately following this meeting and to the next regular Board meeting will be on December 10, 2014 at 10:00 a.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING

MINUTES OF October 31, 2014
10:30 A.M.

President Corneille called the Board Meeting of the Board of Directors to order at 10:31 a.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

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker, LLP

STAFF PRESENT:

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

GUESTS PRESENT:

John Withers, California Strategies

1. CLOSED SESSION

It was moved by Director Aranda and seconded by Vice President McDonald to adjourn to Closed Session. The motion was carried 5-0 with all Directors present voting in the affirmative.

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

General Counsel announced that the meeting will adjourn to closed session under all items posted on the published agenda.

At 12:02 p.m., the meeting reconvened into Open Session. Mr. Cosgrove noted while in Closed Session under Government Code section 54957.1 there was no reportable action taken.

2. 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.

3. ADDITIONS/DELETIONS TO AGENDA

There were no additions or deletions to the Agenda.

4. CONSENT CALENDAR

It was moved by Director Longville and seconded by Director Aranda to approve Board Minutes of October 8, 2014. The motion carried 5-0 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. **PROVIDE FEEDBACK AND CONSIDER APPROVAL OF 2015 BOARD MEETING CALENDAR**

The Board briefly reviewed the 2015 Board Meeting Calendar and indicated they will bring back to December 10th Board of Directors meeting for final approval.

B. **UPPER SANTA ANA WATER RESOURCES ASSOCIATION LETTER**

The Board discussed the USAWRA and its efforts and suggested staff and counsel prepare a statement in accordance with the discussion. Director Longville requested staff add the suggestion to rotate the hosting agency for the monthly meetings to the statement for the representative to the meeting. An update will be provided at the regular Board meeting in November.

6. BOARD MEMBER TRAVEL REQUESTS

It was moved by Vice President McDonald and seconded by Director Longville to approve President Corneille's and Director Aranda's travel expenses for the upcoming ACWA Fall Conference. The motion carried 5-0 with all Directors present voting in the affirmative.

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

7. BOARD MEMBER MEETING REPORTS

President Corneille noted that Board Member meeting reports will be given at the next regular Board meeting in November.

8. ADJOURN MEETING

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

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

At 12:32 p.m. the meeting adjourned to the next regular Board Meeting scheduled for November 19, 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

Expenditure Report

October 2014

Num	Date	Name	Account	Class	Original Amount
ACH0008	10/02/2014	Aranda, Manuel	1012 - Citizens Busine...		-444.40
			6401 - Directors' Fees	4-General Fund Ent.	394.00
			6410 - Mileage	4-General Fund Ent.	50.40
TOTAL					444.40
ACH0009	10/22/2014	Aranda, Manuel	1012 - Citizens Busine...		-1,379.00
			6401 - Directors' Fees	4-General Fund Ent.	1,379.00
TOTAL					1,379.00
PC 10.29.14	10/29/2014	Paychex	1012 - Citizens Busine...		-68.81
			6042 - Payroll Processing	4-General Fund Ent.	68.81
TOTAL					68.81
PC10.15.14	10/10/2014	Paychex	1012 - Citizens Busine...		-4.75
			6042 - Payroll Processing	4-General Fund Ent.	4.75
TOTAL					4.75
19253	10/07/2014	ACWA/JPIA	1012 - Citizens Busine...		-9,122.49
	10/03/2014		6110 - Vision Insurance	4-General Fund Ent.	22.81
			6110 - Vision Insurance	1-Groundwater Ent.	72.22
			6110 - Vision Insurance	2-Redlands Plaza/...	7.24
			6110 - Vision Insurance	3-Land Resources	21.14
			6110 - Vision Insurance	5-Wash Plan	18.55
			6130 - Dental Insurance	4-General Fund Ent.	107.84
			6130 - Dental Insurance	1-Groundwater Ent.	341.55
			6130 - Dental Insurance	2-Redlands Plaza/...	34.25
			6130 - Dental Insurance	3-Land Resources	99.98
			6130 - Dental Insurance	5-Wash Plan	87.76
			6150 - Medical Insurance	4-General Fund Ent.	1,334.61
			6150 - Medical Insurance	1-Groundwater Ent.	4,227.02
			6150 - Medical Insurance	2-Redlands Plaza/...	423.94
			6150 - Medical Insurance	3-Land Resources	1,237.40
			6150 - Medical Insurance	5-Wash Plan	1,086.18
TOTAL					9,122.49
19254	10/07/2014	Angie J. Quiroga	1012 - Citizens Busine...		-50.89
	10/02/2014		6510 - Mileage	4-General Fund Ent.	41.95
			6525 - Meals	4-General Fund Ent.	8.94
TOTAL					50.89
19255	10/07/2014	Arrowhead	1012 - Citizens Busine...		-65.69
	09/24/2014		5460 - Water / Trash / S...	4-General Fund Ent.	32.85
			5460 - Water / Trash / S...	1-Groundwater Ent.	26.28
			5460 - Water / Trash / S...	3-Land Resources	6.56
TOTAL					65.69
19256	10/07/2014	Athena Monge	1012 - Citizens Busine...		-48.81
	10/01/2014		6510 - Mileage	4-General Fund Ent.	39.82
			6004 - Meeting Expenses	4-General Fund Ent.	8.99
TOTAL					48.81

San Bernardino Valley Water Conservation District

Expenditure Report

October 2014

Num	Date	Name	Account	Class	Original Amount
19257	10/07/2014	Capitol Enquiry	1012 · Citizens Busine...		-60.68
	09/22/2014		6090 · Subscriptions/Pu...	4-General Fund Ent.	60.68
TOTAL					60.68
19258	10/07/2014	Castro Landscaping Se...	1012 · Citizens Busine...		-450.00
	09/30/2014		6015 · Mentone House ...	2-Redlands Plaza/...	200.00
			6026 · Redlands Plaza ...	2-Redlands Plaza/...	250.00
TOTAL					450.00
19259	10/07/2014	Chevron & Texaco Car...	1012 · Citizens Busine...		-168.58
	09/22/2014		5320 · Fuel	1-Groundwater Ent.	168.58
TOTAL					168.58
19260	10/07/2014	Corneille, Richard	1012 · Citizens Busine...		-1,993.71
	10/01/2014		6401 · Directors' Fees	4-General Fund Ent.	1,773.00
			6410 · Mileage	4-General Fund Ent.	60.48
			6425 · Meals	4-General Fund Ent.	32.53
			6415 · Air Fare	4-General Fund Ent.	109.70
			6420 · Other Travel	4-General Fund Ent.	18.00
TOTAL					1,993.71
19261	10/07/2014	Cozad, Daniel B	1012 · Citizens Busine...		-238.56
	09/24/2014		6510 · Mileage	4-General Fund Ent.	238.56
TOTAL					238.56
19262	10/07/2014	Edison - 8812	1012 · Citizens Busine...		-451.52
	10/01/2014		5420 · Electricity	4-General Fund Ent.	126.43
			5420 · Electricity	1-Groundwater Ent.	90.30
			5420 · Electricity	2-Redlands Plaza/...	234.79
TOTAL					451.52
19263	10/07/2014	Edison - Redlands Plaza	1012 · Citizens Busine...		-125.34
	10/01/2014		6026 · Redlands Plaza ...	2-Redlands Plaza/...	125.34
TOTAL					125.34
19264	10/07/2014	Gerrard's Market	1012 · Citizens Busine...		-14.16
	09/30/2014		6004 · Meeting Expenses	4-General Fund Ent.	14.16
TOTAL					14.16
19265	10/07/2014	Highland Area Chambe...	1012 · Citizens Busine...		-15.00
	09/23/2014		6425 · Meals	4-General Fund Ent.	15.00
TOTAL					15.00
19266	10/07/2014	Home Depot Credit Ser...	1012 · Citizens Busine...		-399.04
	09/28/2014		5210 · Equipment Maint...	1-Groundwater Ent.	10.52
			5215 · Property Mainten...	1-Groundwater Ent.	388.52
TOTAL					399.04

San Bernardino Valley Water Conservation District

Expenditure Report

October 2014

Num	Date	Name	Account	Class	Original Amount
19267	10/07/2014	JAN-PRO Cleaning Sys...	1012 · Citizens Busine...		-618.00
	10/01/2014		6018 · Janitorial Services	4-General Fund Ent.	618.00
TOTAL					618.00
19268	10/07/2014	Lowe's Companies, Inc.	1012 · Citizens Busine...		-154.91
	09/25/2014		5210 · Equipment Maint...	1-Groundwater Ent.	31.76
			5215 · Property Mainten...	1-Groundwater Ent.	123.15
TOTAL					154.91
19269	10/07/2014	Stanley Convergent Se...	1012 · Citizens Busine...		-302.70
	10/01/2014		5410 · Alarm Service	4-General Fund Ent.	151.35
			5410 · Alarm Service	1-Groundwater Ent.	151.35
TOTAL					302.70
19270	10/07/2014	Star Auto Parts	1012 · Citizens Busine...		-214.93
	09/30/2014		5310 · Vehicle Mainten...	1-Groundwater Ent.	173.63
			5210 · Equipment Maint...	1-Groundwater Ent.	41.30
TOTAL					214.93
19271	10/07/2014	Valero Marketing & Sup...	1012 · Citizens Busine...		-1,083.31
	09/29/2014		5320 · Fuel	1-Groundwater Ent.	1,083.31
TOTAL					1,083.31
19272	10/07/2014	Verizon California-4860	1012 · Citizens Busine...		-414.73
	09/28/2014		5440 · Telephone	4-General Fund Ent.	274.22
			5440 · Telephone	1-Groundwater Ent.	117.51
			5470 · Internet Services	4-General Fund Ent.	11.50
			5470 · Internet Services	1-Groundwater Ent.	6.90
			5470 · Internet Services	2-Redlands Plaza/...	1.15
			5470 · Internet Services	3-Land Resources	3.45
TOTAL					414.73
19273	10/07/2014	Verizon California -7275	1012 · Citizens Busine...		-124.37
	09/19/2014		5440 · Telephone	4-General Fund Ent.	59.77
			5440 · Telephone	1-Groundwater Ent.	25.61
			5470 · Internet Services	4-General Fund Ent.	19.49
			5470 · Internet Services	1-Groundwater Ent.	11.70
			5470 · Internet Services	2-Redlands Plaza/...	1.95
			5470 · Internet Services	3-Land Resources	5.85
TOTAL					124.37
19274	10/07/2014	Wilbur's	1012 · Citizens Busine...		-52.51
	10/01/2014		5210 · Equipment Maint...	1-Groundwater Ent.	52.51
TOTAL					52.51
19275	10/15/2014	Aaron Pederson	1012 · Citizens Busine...		-35.00
	10/10/2014		6018 · Janitorial Services	4-General Fund Ent.	35.00
TOTAL					35.00

San Bernardino Valley Water Conservation District

Expenditure Report

October 2014

Num	Date	Name	Account	Class	Original Amount
19276	10/15/2014	ACWA JPIA - Workers ...	1012 - Citizens Busine...		-3,051.00
	10/03/2014		6120 - Workers' Comp. ...	4-General Fund Ent.	489.99
			6120 - Workers' Comp. ...	1-Groundwater Ent.	1,552.04
			6120 - Workers' Comp. ...	2-Redlands Plaza/...	155.60
			6120 - Workers' Comp. ...	3-Land Resources	454.60
			6120 - Workers' Comp. ...	5-Wash Plan	398.77
TOTAL					3,051.00
19277	10/15/2014	Edison - 7241	1012 - Citizens Busine...		-56.54
	10/10/2014		5420 - Electricity	4-General Fund Ent.	15.83
			5420 - Electricity	1-Groundwater Ent.	11.31
			5420 - Electricity	2-Redlands Plaza/...	29.40
TOTAL					56.54
19278	10/15/2014	Edison -5552	1012 - Citizens Busine...		-457.52
	10/09/2014		5420 - Electricity	4-General Fund Ent.	128.11
			5420 - Electricity	1-Groundwater Ent.	91.50
			5420 - Electricity	2-Redlands Plaza/...	237.91
TOTAL					457.52
19279	10/15/2014	Escoto Construction	1012 - Citizens Busine...		-152.00
	10/09/2014		6012 - Office Maintenan...	4-General Fund Ent.	152.00
TOTAL					152.00
19280	10/15/2014	IERCD	1012 - Citizens Busine...		-850.00
	10/07/2014		6060 - Outreach	4-General Fund Ent.	850.00
TOTAL					850.00
19281	10/15/2014	Patton Sales Corp	1012 - Citizens Busine...		-14.54
	10/03/2014		5215 - Property Mainten...	1-Groundwater Ent.	14.54
TOTAL					14.54
19282	10/15/2014	Redlands Daily Facts	1012 - Citizens Busine...		-136.24
	10/13/2014		6090 - Subscriptions/Pu...	4-General Fund Ent.	136.24
TOTAL					136.24
19283	10/15/2014	Redlands Tire Pros & S...	1012 - Citizens Busine...		-45.00
	10/03/2014		5310 - Vehicle Mainten...	1-Groundwater Ent.	45.00
TOTAL					45.00
19284	10/15/2014	Smart & Final	1012 - Citizens Busine...		-574.56
	10/01/2014		6004 - Meeting Expenses	4-General Fund Ent.	325.29
			6004 - Meeting Expenses	3-Land Resources	108.43
			6019 - Janitorial Supplies	4-General Fund Ent.	81.66
			6019 - Janitorial Supplies	1-Groundwater Ent.	54.44
			6030 - Office Supplies	4-General Fund Ent.	4.74
TOTAL					574.56

3:24 PM

11/13/14

San Bernardino Valley Water Conservation District
Expenditure Report
October 2014

Num	Date	Name	Account	Class	Original Amount
19285	10/15/2014	Staples Advantage	1012 · Citizens Busine...		-191.48
	10/04/2014		6004 · Meeting Expenses	4-General Fund Ent.	36.12
			6004 · Meeting Expenses	3-Land Resources	12.05
			6019 · Janitorial Supplies	4-General Fund Ent.	31.86
			6019 · Janitorial Supplies	1-Groundwater Ent.	21.24
			6030 · Office Supplies	4-General Fund Ent.	72.17
			6030 · Office Supplies	1-Groundwater Ent.	4.51
			6030 · Office Supplies	2-Redlands Plaza/...	9.02
			6030 · Office Supplies	3-Land Resources	4.51
TOTAL					191.48



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. 1299

To: Board of Directors

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

Date: November 19, 2014

Subject: First Quarter Financial Report Review, FY 2014-2015

RECOMMENDATION

Staff and the Finance & Administration Committee recommend that the Board review and receive and file the First Quarter financials report review for fiscal year 2014-2015.

BACKGROUND

At the August 25th Finance & Administration Committee meeting the Committee requested the subcategories of the general ledger accounts be rolled up or consolidated into major categories of revenue and expenses. Staff prepared financials for the first quarter of fiscal year 2014-2015 in accordance with this request and reviewed them with the committee on November 12th. The first quarter report in the new consolidated format is attached for review.

Revenue is slightly above budget and costs are currently below budgeted levels. Funding from Wash Plan partners in last fiscal year will be used in this fiscal year to pay the Wash Plan expenses, resulting in a use of prior year funds.

FISCAL IMPACT

Current costs are included in the quarterly financial spreadsheet for FY 2014-2015.

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

GL ACCT: GL DESCRIPTION:		Approved 2014-2015 Budget	Expended/Received to Date as of 9/30/2014	Expected Remaining Costs/Revenue	Projected Annual Costs (7/1/14-6/30/14)	Projected Over/Under Budget	Notes	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE		REDLANDS PLAZA & LEASED PROPERTY- MENTONE HOUSE		LAND RESOURCE		WASH PLAN	
Budget 2014-2015								2014 BUDGET:	% BUDGET	BASIS:	2014 BUDGET:	% BUDGET	2014 BUDGET:	% BUDGET	2014 BUDGET:	% BUDGET		
INCOME:																		
4012-13	INTEREST INCOME	86,200.00	3,204.93	82,995.07	86,200.00	0.00		86,200.00	100.00%		0.00		0.00		0.00		0.00	
4021-23	GROUNDWATER	873,295.00	446,973.49	426,321.51	873,295.00	0.00		0.00			873,295.00		0.00		0.00		0.00	
4031-34	MINING	492,333.33	99,500.01	392,833.32	492,333.33	0.00		0.00			0.00		0.00		492,333.33		0.00	
4036,40,80	MISCELLANEOUS	95,000.00	72,169.25	62,830.75	135,000.00	40,000.00		18,750.00	19.74%		30,000.00	31.58%	0.00	0.00%	46,250.00	48.68%	0.00	
4050	PROPERTY TAX	76,000.00	1,235.31	74,764.69	76,000.00	0.00		76,000.00	100.00%	Assessor \$70K + \$6K RDA	0.00		0.00		0.00		0.00	
4055	SBVMWD LEASE AGREEMENT	359,017.33	360,931.90	0.00	360,931.90	1,914.57	Actual Payment with CPI	179,508.67	50.00%	General and Reserve	161,557.80	45.00%	0.00		17,950.87	5.00%	0.00	
4062-66	RENTALS	204,902.33	54,079.21	150,823.12	204,902.33	0.00		0.00			0.00		204,902.33	100.00%	0.00		0.00	
4025	WASH PLAN REVENUE	404,700.00	221,401.45	183,298.55	404,700.00	0.00		0.00		Per Wash Plan Agreement	0.00		0.00		0.00		404,700.00	100.00%
4086	PLUNGE CREEK IRWMP	200,000.00	0.00	200,000.00	200,000.00	0.00	Uncertain due to changes	9,000.00	4.50%	Per Plunge Creek Budget	0.00		0.00		191,000.00	95.50%	0.00	
TOTAL INCOME:		2,791,447.99	1,259,495.55	1,573,867.01	2,833,362.56	41,914.57		369,458.67			1,064,852.80		204,902.33		747,534.20		404,700.00	
EXPENSES:																		
5000	MISCELLANEOUS	5,345.83	238.96	5,345.83	5,584.79	238.96		5,345.83			0.00		0.00		0.00		0.00	
5100	PROFESSIONAL SERVICES	549,237.77	54,389.11	475,000.00	529,389.11	-19,848.66	Projected lower	123,341.11	22.46%		110,369.33	20.10%	15,522.78	2.83%	299,999.55	54.62%	0.00	0.00%
5122	WASH PLAN PROFESSIONAL SERVICES	544,533.00	44,625.90	499,907.10	544,533.00	0.00		0.00	0.00%		0.00	0.00%	0.00	0.00%	33,033.00	6.07%	511,500.00	93.93%
52-53	FIELD OPERATIONS:	80,458.00	5,070.15	75,387.85	80,458.00	0.00		0.00			71,958.00		0.00		8,500.00		0.00	
5400	UTILITIES:	34,960.00	5,176.10	29,783.90	34,960.00	0.00		15,680.00			10,864.00		6,875.00		1,541.00		0.00	
6000	GENERAL ADMINISTRATION:	221,032.45	46,294.07	174,738.38	233,184.29	12,151.84		94,075.22			38,373.29		57,883.10		30,700.84		0.00	
6100	BENEFITS:	307,040.46	92,163.24	214,877.22	307,040.46	0.00		49,310.70			187,429.78		18,790.88		54,898.83		48,156.23	
6200	SALARIES:	640,775.82	137,655.53	500,000.00	637,655.53	-3,120.29		116,107.92	16.06%	Overhead Offset 20%	387,670.77	50.87%	32,783.94	5.10%	118,322.45	14.90%	90,824.31	13.07%
6300	INSURANCE:	32,633.30	34,312.65	-1,679.35	32,633.30	0.00		1,631.67	Labor Total		24,474.98		4,895.00		1,631.67		0.00	
6400	DIRECTOR'S EXPENSES:	107,275.37	21,075.05	86,200.32	107,275.37	0.00		107,275.37	Board Total		0.00		0.00		0.00		0.00	
6500	ADMINISTRATIVE/STAFF EXPENSES:	14,605.91	1,743.15	12,000.00	13,743.15	-862.76		6,425.66			5,553.07		0.00		2,627.18		0.00	
9999	Contribution toward Capital Maint.	421,038.87	0.00	421,038.87	421,038.87	0.00		6,185.99		See Below in 7000 series	208,755.00		23,798.38		182,299.50		0.00	
8010	Capital Reserve GWE/Rate Stabilization	20,000.00	0.00	20,000.00	20,000.00	0.00		0.00	0.00%		20,000.00	100.00%	0.00		0.00		0.00	
TOTAL EXPENSES:		2,978,936.78	442,743.91	2,524,751.96	2,967,495.87	-11,440.91		525,379.46			1,065,448.21		160,549.07		733,554.03		650,480.54	
Operating Revenue		2,791,447.99			2,833,362.56			369,458.67			1,064,852.80		204,902.33		747,534.20		404,700.00	
NET OPERATING REVENUE		-187,488.78			-134,133.30			-155,920.80			-595.41		44,353.26		13,980.17		-245,780.54	
OVERHEAD								156,479.53										
NET GENERAL FUND ANNUAL								558.74										
CONSTRUCTION CAPITAL COSTS:																		
7010	MATERIALS	7,725.00	0.00	7,725.00	7,725.00	0.00		0.00			7,725.00	100.00%	0.00		0.00		0.00	
7050	BASINS -CAPITAL ANNUAL REPAIRS	75,000.00	1,678.00	60,000.00	61,678.00	-13,322.00		0.00			75,000.00	100.00%	0.00		0.00		0.00	
7055	PLUNGE CREEK PROJECT LOCAL MATCH	120,000.00	0.00	120,000.00	120,000.00	0.00		0.00		This may be in 1 or more FY	0.00		0.00		120,000.00	100.00%	0.00	
	LAND & BUILDINGS			0.00		0.00												
7100	CAPITAL REPAIRS	60,298.38	0.00	60,298.38	60,298.38	0.00		0.00	0.00%		26,000.00	43.12%	23,798.38	39.47%	10,499.50	17.41%	0.00	0.00%
7200	EQUIPMENT & VEHICLES	49,475.99	22,602.02	26,873.97	49,475.99	0.00		6,185.99	12.50%		41,490.00	83.86%	0.00	0.00%	1,800.00	3.64%	0.00	0.00%
	PROFESSIONAL SERVICES:	0.00		0.00	0.00	0.00												
7150	MILL CREEK MAINTENANCE PERMITTING	50,000.00	0.00	50,000.00	50,000.00	0.00		0.00			0.00		0.00		50,000.00	100.00%	0.00	
7438	ENGINEERING SERVICES-OTHER	80,000.00	0.00	80,000.00	80,000.00	0.00		0.00			80,000.00	100.00%	0.00		0.00	0.00%	0.00	
CAPITAL EXPENSE		442,499.37	24,280.02	404,897.35	429,177.37	-13,322.00		6,185.99			230,215.00		23,798.38		182,299.50		0.00	
CAPITAL REVENUE		421,038.87						6,185.99			208,755.00		23,798.38		182,299.50		0.00	
CAPITAL SUBTOTAL ANNUAL NET		-21,460.50						0.00			-21,460.00		0.00		0.00		0.00	
RESERVE CONTRIBUTION OR (-USE)		-208,949.28						558.74			-22,055.41		44,353.26		13,980.17		-245,780.54	
TOTAL EXPENSES:		3,421,436.15	467,023.93		3,396,673.24	-24,762.91		531,565.45	0.00	0.00	1,295,663.21	0.00	184,347.45	0.00	915,853.53	0.00	650,480.54	
Projected Revenue		2,791,447.99	1,259,495.55		2,833,362.56	41,914.57		369,458.67	0.00	0.00	1,064,852.80	0.00	204,902.33	0.00	747,534.20	0.00	404,700.00	
Revenue Minus Expenses		629,988.15	-792,471.62		563,310.67	-66,677.48		162,106.79										
Overhead Charged Out								156,479.53										



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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Memorandum No. 1300

To: Board of Directors

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

Date: November 19, 2014

Subject: Reserve Implementation and Targets for 2014-2015

RECOMMENDATION

The Finance & Administration Committee recommends that the Board review 2014 reserve levels and consider approval of the revisions to the Reserve Targets and policy.

BACKGROUND

In 2011, the Board approved the Enterprise Description and Reserve Policy to more accurately depict the business and finance units of the District's services. Each enterprise was separated with cost and revenue budgets and had their associated reserve accounts. This fulfilled the Boards goals for transparency in revenue, cost and ease of budgeting and billing. This policy was used to develop District budgets since that time. In April 2013 the Board revised the Reserve Policy for the 2013-2014 budget.

DISCUSSION

At the close of the 2013-2014 year staff allocated fixed assets and depreciation by enterprise and posted end of year enterprise balances for 2013-2014 fiscal year. These values were shown in the Approved Budget. Staff reviewed the reserve levels and made change that due to lower than revenue and one time revenues. The enterprises reserve levels were credited with these funds. A spreadsheet showing these calculations and results is attached. This spreadsheet also shows the proposed changes to targets or values based on the annual budget. Some reserves are above the level of the target due to deferral of expenditures to future years. Other targets will be increased due to expected future enterprise costs.

- Increase the Groundwater Enterprise reserve target to cover Mill Creek Diversion and Environmental permitting requirements to \$1.25 Million and transfer the remaining funding to the Capital Improvement reserve.
- Revision of the Capital Improvement Reserve to include equipment increase to \$400,000.
- Land Resources Reserve to maintain balances to perform work needed on District Lands and reassess after implementation of the Wash Plan
- Adjust OPEB Reserve to match the 2014 OPEB projected costs \$32,423 ratifying staffs action in June 2014.
- Delete Wash Plan Reserve because all debts to the District have been paid and reflect changes in accounting for the project.

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

FISCAL IMPACT

The allocation of reserves based on policy does not affect the overall financial status of the District, but does revise the allocations between enterprise reserves. The changes to the reserve policy do not have direct fiscal impacts because they are funded from one time revenue and savings. The development and funding of appropriate reserve levels from available cash in the short term and managing with reduced costs in the long term will maintain and build fiscal health for the enterprises. The clarity and transparency achieved by the system is believed to outweigh the small increase in transactional costs required for the implementation of enterprise and reserve policies.

San Bernardino Valley Water Conservation District Policy

Policy Number 0001

Date: Revised

[1109/1911/201413](#)

Policy Name: District and Enterprise Reserve Policy

History: **Adopted** 1/2011 revised 4/15/2013, revised 9/11/13, [revised 11/19/14](#)

Application: All SBVWCD Employees, Board Members, Enterprises, Partners and Financial Advisors

GENERAL POLICY:

SBVWCD desires to better document and communicate its reserve policy to identify the necessity, purpose, development and use of District General and Enterprise reserves.

Additionally the District needs to: 1) document a calculation methodology and/or maintained level of reserves for all existing and future needs within the agency where reserve funds are required and/or necessary; 2) allocate and separate fund excesses for similar use, restrict transfer without Board Approval. The policy addresses the following:

Consideration on the establishment and development/continuation of a reserve fund will be decided based on the following criteria:

- Purpose and need for the reserve fund;
- Availability and source of funds to continue, replenish or establish the reserve;
- Operating expenditures approved by annual budgets or Groundwater Charge processes;
- Current and future emergency repairs, capital expenditures and debt service requirements;
- Board approval or changes to the reserve policy.

SBVWCD recognizes the importance of operating an agency or company with sound reserve levels in place that provides for unanticipated/emergency costs, should they arise within a budgeted fiscal year. These costs would be set aside to avoid requesting significant increased funding from year to year from groundwater charge entities or other revenue sources and to insure that the District is able to perform required critical tasks.

SCOPE:

The development of the enterprise model was proposed based on the review of the District's operation and performance in prior fiscal years. Additionally the enterprise model requires a policy and process for transferring reserves. It is critical to identify and build a General Fund operating reserve to provide funding for both District special contingencies and annual budget shortfalls.

This policy will provide direction to staff for the following areas:

- Sources of funds and segregation of the accounts and reserves
- Level and/or target for a reserve;
- Limits placed on the use of reserves;
- Requirements for reporting trends for reserves
- Limitation of transfers without Board Approval;

SPECIFIC PROVISIONS:

A. Groundwater Recharge Enterprise Reserve

The Groundwater Recharge Enterprise Reserve (GRER) shall be developed to fund general operating cash flow needs relative to the operation of the GRER fund. Through the Groundwater Charge rate setting process, each year Staff shall coordinate with Groundwater Charge payees on the level of this

San Bernardino Valley Water Conservation District Policy

reserve in accordance with this policy. Initially it is proposed that the reserve level be set at an amount equal to ~~25100%~~ of the GRE operating budget or a target of \$~~1,2500,000~~, ~~but deferred for fiscal year 2011-12 until the completion of Mill Creek diversion and environmental permitting requirements.~~ This level is intended to ~~build be expended for Mill Creek and return to approximately 1 years operating budget~~ over the years to cover large emergency repairs and significant operations costs ~~or capital purchases and mitigate large changes in rates from year to year~~ as needed. The primary source of these funds is the District Groundwater Charge and the ~~General Fund Reserve~~ GW Emergency Repair Reserve when approved by the Board. The GRER shall, upon completion of Mill Creek project, stop accumulating funding when it contains one year's operating costs for the Groundwater Enterprise.

An Agreement with SBVMWD and WMWD provides separate funding for Enhanced Recharge operation and maintenance. While this funding is separate from that received from the Groundwater Charge the uses of the funding are very similar. A specific allocation of a portion of Enhanced Recharge funds annually to fund exceptional ~~water year event costs~~ is recommended. Allocation of a maximum of \$50,000 per year contribution up to \$250,000 will be included in the GRER.

B. Groundwater Assessment Rate Stabilization Reserve

This is a new reserve recommended to assist the District in providing stability and predictability in the Groundwater Assessment Fee. The reserve budget and excess funds will allow multi-year stability and support when costs increase or revenues decrease due to adverse weather or other changes. This reserve will accumulate 10% of any net retained earnings of the Groundwater Enterprise and beginning in 2014 will be budgeted at up to 5% of the total rate. This 5% may be phased in over time. The reserve shall no longer be budgeted when it reaches \$400,000 ~~or one half year expense budget for the Groundwater Enterprise.~~

C. Redlands Plaza Reserve

The District's offices are in Redlands Plaza and it manages the building for itself and its tenants. In addition, other real property owned by the District that is leased is also managed under this enterprise. The Redlands Plaza Reserve (RPR) shall be developed solely of lease payments of the property leased up to an amount not to exceed greater of 150% of the average annual maintenance costs or 50% of annual rental proceeds plus any capital improvement needed. For 2015 the level is set at \$65,000. The purpose of the RPR is to accumulate funding to pay for major maintenance, upgrades, marketing, or emergency repairs.

D. Land Resources Reserve

The Land Resources Reserve (LRR) shall be developed to fund general operating cash flow needs relative to the land management, planning, habitat, wash plan and other costs related to the Districts held lands. Through the payment of Aggregate royalties and other revenue, the LRR will accumulate capital to be able to fund the management needs and establish security against future unexpected expenses. Staff shall coordinate with Land Resource Partners on likely income for each fiscal year and plan for the contribution or use of this reserve fund.

Initially in 2011 this reserve did not have funding contribution due to limited mining activities. Costs to the Land Resources Enterprise will be funded by mining ~~interests and District General Fund Reserve if they cannot be avoided royalties.~~ For 2015, the reserve is increased to \$750,000 In future years the level of contribution will be set by the Annual Budget.

E. Prepaid Royalties Reserve

The District holds a \$5 Million prepaid royalty from Robertsons. This reserve is subject to call provisions in the contract with Robertsons and is invested in 1 year or shorter investments. This Prepaid Royalties Reserve (PRR) is intended to provide the assurance to the District from Robertsons for the long term lease of District property and the payment of future royalties. District revenue from interest may be used in the General Fund or fund the PRR as identified in the Annual Budget.

~~F. Wash Plan Reserve~~

~~This reserve is to provide multi-year funding to support future Wash Plan requirements requiring restricted reserve funds for payment of future costs. The District does not currently have any Wash Plan requirements budgeted for reserve but may have when the Wash Plan is implemented. The level for this reserve will be determined when a plan is approved by the Board.~~

~~FG. Habitat Management Reserve/Trust (future)~~

~~This reserve is to provide multi-year funding to support future habitat projects in support of the Wash Plan related project requiring restricted reserve funds for payment of future costs. These funds may be contributed to a Trust for safekeeping if required. The District does not currently have any habitat management requirements budgeted for reserve but will when the wash plan is implemented. The level for this reserve will be determined when a plan is approved by the Board.~~

General Fund Reserves

1. General Fund Reserve

This reserve is to secure funding to the General Fund for District operations in time of temporary deficit and to balance the large swings in District cash flow. The sources of funding to the District are ephemeral and tend toward moving together so when one revenue source is down others are as well. Thus, the District needs to have longer term reserves and short term operating funds and capital.

Because there will be urgent needs and possible unforeseen costs after the District sets rates and or costs which are over budget the District will use the General Fund Reserve (GFR). This allows the District flexibility to operate even in down economic cycles.

This is the only existing reserve (with the exception of the Prepaid Royalty Reserve) and it has been significantly depleted in the past years due to the general economy and litigation costs. This reserve will be budgeted each year to increase and/or decrease based on annual operating expenditures of the General Fund and annual decisions made by the Board. It is envisioned that this reserve level balance once achieved, will be maintained at a level equal to two years of General Fund operating expenses, currently approximately \$1,200,000

2. Operating Fund and Level

The Board has established an "Operating Fund" as a subset of the General Fund Reserve. This fund, not to exceed \$300,000, is established and may be withdrawn by the General Manager, from LAIF or other investments to meet the projected operating cash flow needs of the District within the budget year. Because revenue and expense timing as well as contract reimbursements do not align with expenses this Operating Funding is important. Costs vary from year to year; therefore the Operating Fund level should be reviewed and may be modified by the Board as part of the Annual Budget process. The General Manager shall not transfer operating funds from investments beyond the level of the Operating Fund without Board approval.

3. PERS Employer Contribution and Post Employment Expense Reserve

~~The District has limited post-employment liabilities due to its prudent management of benefits. The District shall complete an actuarial evaluation every three years or similar report to provide reserve funding adequate to fund projected post-employment expenses. In November, 2011 the Board authorized \$3,118.00 allocated to this Reserve for the full funding of anticipated costs. The actuarial evaluation recommended additional annual contributions of \$1,000.00.~~

This reserve is to provide funding for the District to protect against future fluctuations in the employer contribution as witnessed over the past several years. SBVWCD, as most agencies were not obligated to contribute to the PERS retirement program as interest rates and earnings exceeded the projected liabilities of the retirement fund. Over the past few years the SBVWCD Employer Contribution has increased and additional increases are forecasted in the future. This reserve will be created to set aside funds at 7% of payroll even when the requested contribution from PERS falls below this level. No contribution and/or set aside will be required at this time.

~~The District has limited post-employment liabilities due to its prudent management of benefits. The District shall complete an actuarial evaluation every three years or similar report to provide reserve funding adequate to fund projected post-employment expenses. In November, 2011 the Board authorized \$3,118.00 allocated to this Reserve for the full funding of anticipated costs. The actuarial evaluation recommended additional annual contributions of \$1,000.00.~~

4. Self-Insurance Reserve

This reserve is to provide insurance protection to the District for losses that could arise from property, general liability and worker's compensation claims. The reserve should be maintained at a level that together with SBVWCD's existing insurance policies would adequately protect the District. The Self-Insurance Reserve (SIR) will accumulate funds at an annual rate of \$5,000 earning interest allocated quarterly on balances maintained. The fund shall be utilized to cover insurance losses experienced by the agency that may or may not be awaiting insurance claim reimbursement or deductables. The agency shall cease to contribute set-aside funds upon reaching a \$50,000 balance.

5. Capital Improvement and Equipment Reserve

This reserve is to provide multi-year funding to support future capital projects and equipment identified and approved by the Board in the District plans and budgets. Costly equipment or vehicles are budgeted and reserves maintained as an alternative to funding depreciation in the budget process. - The District ~~currently has only an equipment plan and contributions are determined on a budget basis currently approximately \$30,000 per year~~ reviewed its capital improvement and and equipment reserve based on capital repairs and equipment. This reserve target is set to \$400,000 to accomidate future capital needs.

CLARIFICATION:

Restricted Reserves

The only funds classified as restricted are those which are specifically governed by a written contract with the agency or outlined within the "bond covenants" of a bond issue.

Unrestricted Reserves

Reserve levels classified as unrestricted are set by SBVWCD Board Resolution. The Board may modify or transfer funds between reserves by Board action.

Reserve and Enterprise Transfers, Loans and Approval

The District Board has authority over all transfers and loans among enterprises and their Reserve accounts. The Board delegates day to day management of the funds of the enterprises to the General

San Bernardino Valley Water Conservation District Policy

Manager. Under this authority, the General Manager may approve the transfer/loan of funds from one enterprise/reserve to/from another within the fiscal year in an amount not to exceed \$50,000. Such transfers/loans must be repaid within the same fiscal year and accrued interest (at the LAIF rate) is due to the lending enterprise reserve from the borrowing enterprise reserve. Invested funds are pooled and interest is allocated to the general fund unless specifically identified.

Transactions beyond/above this limit or which will extend past the end of the fiscal year shall be disclosed and approved by the Board unless included in the approved annual budget.

Reserve Balances, Contributions, Uses and Loans

					6/30/2013							
					Ending							
	July 2012				July 2013			July 2013		July 2015		
	Balance	Net Increases	Net Uses	Target or Max	Balance	Net Increases	Target or Max	Balance	Target or Max	New Balance	Percent Funded	
District Policy Reserves												
Groundwater Recharge Enterprise Reserve	\$300,934	\$928,067	\$0	\$130,000	\$1,229,001	\$360,448	\$200,000	\$1,589,449	\$1,250,000	\$1,250,000	100%	
Groundwater ER Maintenance Reserve	\$0	\$50,000	\$0	\$50,000	\$50,000	\$50,000	\$250,000	\$100,000	\$250,000	\$100,000	40%	
GWA Rate Stabilization	\$0	\$0	\$0	\$0	\$0	\$45,605	\$400,000	\$45,605	\$400,000	\$45,605	11%	
Redlands Plaza Reserve	-\$3,330	\$8,008	\$4,678	\$50,000	\$0	\$61,450	\$65,000	\$61,450	\$65,000	\$61,450	95%	
Land Resources Reserve	\$43,682	\$635,524	\$0	\$50,000	\$679,206	\$289,181	\$50,000	\$968,387	\$750,000	\$968,387	129%	
Prepaid Royalties Reserve	\$5,000,000	\$0	\$0	\$5,000,000	\$5,000,000	\$0	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	100%	
Habitat Management Reserve/Trust	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0		
PERS/Post Employment Expense Trust	\$1,962	\$1,156	\$0	\$3,118	\$3,118	\$9,169	\$32,423	\$12,287	\$32,423	\$32,423	100%	
Self Insurance Reserve	\$0	\$10,000	\$0	\$10,000	\$10,000	\$5,000	\$50,000	\$15,000	\$50,000	\$15,000	30%	
Capital Improvement/Equipment Reserve	\$0	\$30,000	\$0	\$30,000	\$30,000	\$30,000	\$60,000	\$60,000	\$400,000	\$399,449	100%	
General Fund Reserve	\$851,219	n/a	n/a	\$1,000,000	\$510,027	\$0	\$1,048,000	\$540,273	\$1,200,000	\$520,137	43%	
Total All Allocated Reserves	\$6,194,467	\$1,662,755	\$4,678	\$6,323,118	\$7,511,352	\$850,853	\$7,155,423	\$8,392,451	\$9,397,423	\$8,392,451		
Cash & Cash Equivalents (Enter Audited #)					\$6,194,467	\$7,511,352	\$8,392,451	Changes				



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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Memorandum No. 1301

To: Board of Directors

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

Date: November 19, 2014

Subject: Statement of Investment Policy Revision 2014-2015

RECOMMENDATION

Staff and the Finance & Administration Committee recommend the Board review and approve the updated Statement of Investment Policy which is very similar to that approved in 2013.

BACKGROUND

In April 2013, Staff prepared an updated the Statement of Investment Policy. Staff has reviewed the policy as proposed and does not recommend significant changes. Staff added a clarification to allow the Board to specifically authorize any investment which complies with the requirements of § 53600-53683 of the Government Code. We recommend the board review the policy and reaffirm the policy.

Staff reports investment status each month in the consolidated financial report.

FISCAL IMPACT

There is no fiscal impact.

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 STATEMENT OF INVESTMENT POLICY 2014-2015

1. PURPOSE

The investment policy of the San Bernardino Valley Water Conservation District provides delegation and guidelines for the investment of the District's surplus cash and reserves that are not required for near term operational needs of the District in accordance with Government Code §53601 or 53635.

2. SCOPE

The investment policy applies to all activities of the District with regard to investing surplus cash or reserves for future use.

3. POLICY

Investments shall comply with the requirements of § 53600-53683 of the Government Code. No investment shall be made unless authorized by Government Code § 16429.1, 53601 or 53635. The District shall utilize conservative investment vehicles consistent with its objectives and investment strategies identified and listed in this document.

4. OBJECTIVES

The primary objectives, in order of priority, of the District's investment activities and criteria for selection of investment shall be as follows:

1.1.SAFETY

The objective refers to potential loss of principal or interest associated with any investment vehicle. The District's investment policy is to protect principal at all times, and to invest only in those investments in which safety of principal is guaranteed by the federal government, or in those investments which demonstrate a past performance history where principal investments have not been lost or diminished.

1.2.LIQUIDITY

The District's investment vehicles shall be balanced between restricted and unrestricted investments, such that the District may convert its investment monies to liquid funds on short notice, in order to respond to demands or opportunities calling for immediate availability of investment or operating capital.

1.3.YIELD

The District's investment portfolio shall be managed to obtain the highest possible market rates of interest while preserving and protecting the investment monies in the overall portfolio.

5. STRATEGIES and AUTHORIZED INVESTMENTS

The District shall pursue an investment strategy where investments are limited to the following strategies:

1. Local Agency Investment Fund (LAIF) under §16429.1
2. CalTrust Investment Trust of California (CalTrust)
3. Investments guaranteed by the Federal Deposit Insurance Corporation (FDIC)
4. Government securities backed by the full faith of the federal government §53601
 - US Treasury bills, notes and bonds, certificates of indebtedness (T-Bills, etc)
 - Government National Mortgage Association (SBA)
 - Farmers Home Administration (FHA)
5. Federal Instrumentalities which do not carry the Federal guarantees but are guaranteed by the US Treasury (fixed interest rate only)
 - Federal National Mortgage Association (FNMA)
 - Federal Home Loan Bank (FHLB)
 - Federal Home Loan Mortgage Corporation (FHLMC)
6. Any Investment which complies with the requirements of § 53600-53683 of the Government Code, if specifically authorized by action of the Board of Directors.
7. Money Market Mutual Funds who invest in securities and obligations under §53601 registered with the Securities and Exchange Commission and shall meet one of the following
 - Attained the highest rating or ranking by two or more rating services
 - Retained an investment advisor registered with the SEC with more than five years' experience investing under §53601 and with assets in excess of \$500 million.

In the event investment opportunities arise to divert investment funds into investments other than LAIF or CalTrust, the General Manager will consult with the Board of Directors to secure approval of the investment or investments.

6. INVESTMENT AUTHORITY

In accordance with Government Code §53607 and 53608 the District's General Manager is authorized and delegated by the Board to make investments on behalf of the District. Such investments shall be limited to investments listed in this policy or otherwise authorized by the District's Board of Directors. Any Government Securities dealers utilized by the District will be provided a copy of this policy and will acknowledge receipt and agree to abide by the policy. Officers and employees who are involved in the investment process shall avoid any conflicts of interest with District investments. Investments will not normally have maturities beyond five years.

7. REPORTING REQUIREMENTS

The District's Board of Directors will be provided, on no less than a quarterly basis, a report on the performance of all investments.



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. 1302

To: Board of Directors

From: General Manager, Daniel Cozad

Date: November 19, 2014

Subject: Unaudited Financial Reports for October 2014

RECOMMENDATION

Review and approve the unaudited financials for October 2014.

BACKGROUND

The financials are attached for Board review and approval.

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

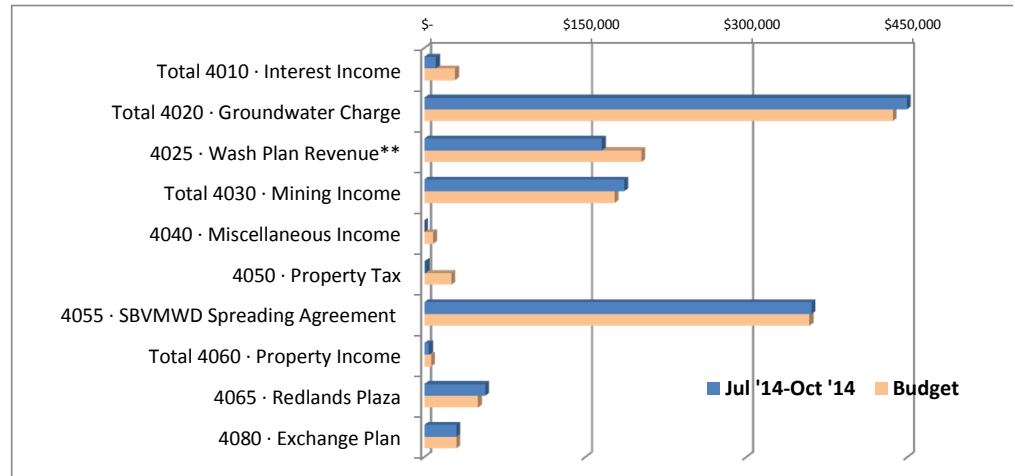
GENERAL
MANAGER

Daniel B. Cozad

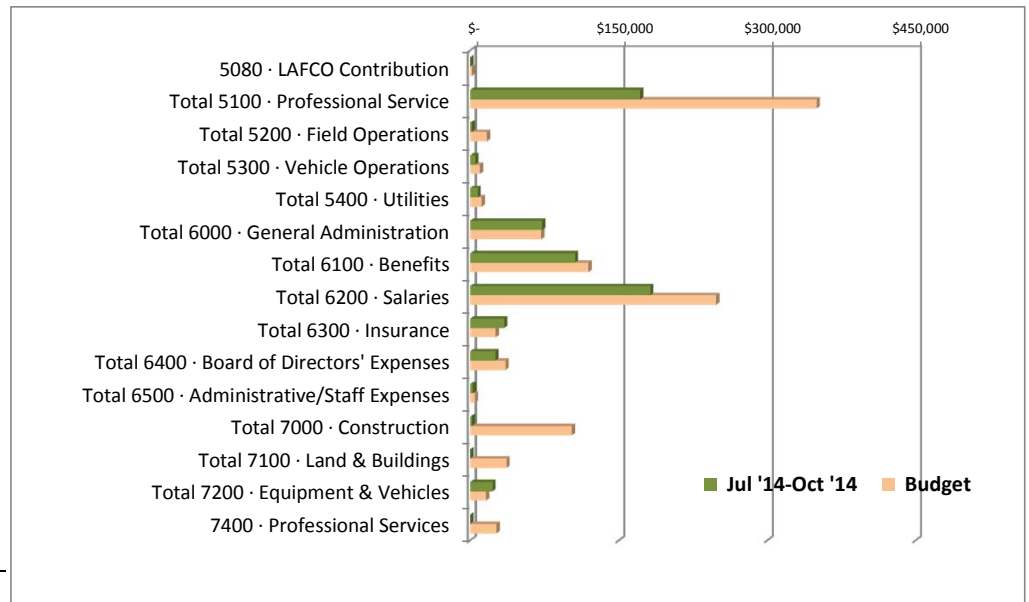
SBVWCD - All Enterprises Budget and Actual
October 2014

REVENUE	Jul '14-Oct '14	Budget
Total 4010 · Interest Income	\$ 10,909	\$ 28,733
Total 4020 · Groundwater Charge	\$ 449,692	\$ 436,648
4025 · Wash Plan Revenue**	\$ 165,656	\$ 202,350
Total 4030 · Mining Income	\$ 186,403	\$ 177,444
4040 · Miscellaneous Income	\$ 19	\$ 8,333
4050 · Property Tax	\$ 1,235	\$ 25,333
4055 · SBVMWD Spreading Agreement	\$ 360,932	\$ 359,017
Total 4060 · Property Income	\$ 4,541	\$ 6,400
4065 · Redlands Plaza	\$ 56,854	\$ 50,201
4080 · Exchange Plan	\$ 30,000	\$ 30,000
Total Revenue	\$ 1,266,242	\$ 1,324,460

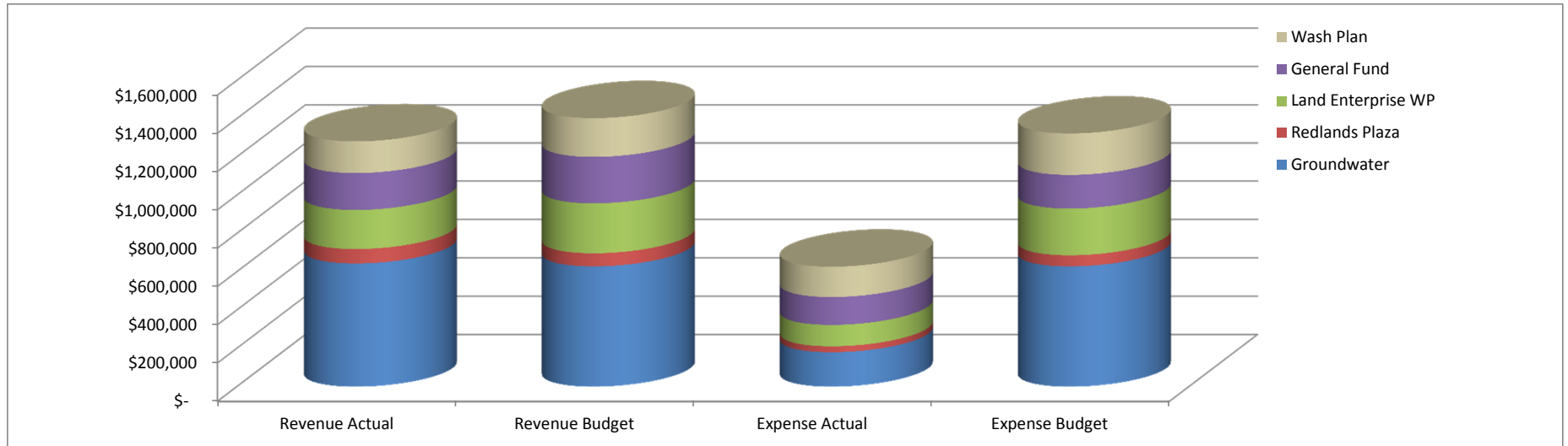
**4025 reported on cash basis



EXPENSES Operating and Capital	Jul '14-Oct '14	Budget
5080 · LAFCO Contribution	\$ -	\$ 1,782
Total 5100 · Professional Service	\$ 171,663	\$ 349,911
Total 5200 · Field Operations	\$ 1,589	\$ 16,986
Total 5300 · Vehicle Operations	\$ 5,126	\$ 9,833
Total 5400 · Utilities	\$ 7,578	\$ 11,653
Total 6000 · General Administration	\$ 72,634	\$ 71,698
Total 6100 · Benefits	\$ 105,745	\$ 119,529
Total 6200 · Salaries	\$ 181,714	\$ 248,570
Total 6300 · Insurance	\$ 34,313	\$ 25,709
Total 6400 · Board of Directors' Expenses	\$ 25,446	\$ 35,758
Total 6500 · Administrative/Staff Expenses	\$ 2,838	\$ 4,869
Total 7000 · Construction	\$ 1,678	\$ 102,575
Total 7100 · Land & Buildings	\$ -	\$ 36,767
Total 7200 · Equipment & Vehicles	\$ 22,602	\$ 15,892
7400 · Professional Services	\$ -	\$ 26,680
Total Expense	\$ 632,926	\$ 1,078,212



Enterprises to Date (October 2014)



Enterprise	Actual	Budget	% of Budget
Groundwater Revenue	\$ 643,503	\$ 628,205	102%
Groundwater Expense	\$ 179,710	\$ 393,772	46%
Revenue -Expense	\$ 463,793	\$ 234,434	
Redlands Plaza Revenue	\$ 75,044	\$ 68,301	110%
Redlands Plaza Expense	\$ 31,099	\$ 57,741	54%
Revenue -Expense	\$ 43,946	\$ 10,560	
Land Enterprise Revenue	\$ 204,450	\$ 261,145	78%
Land Enterprise Expense	\$ 111,726	\$ 244,370	46%
Revenue -Expense	\$ 92,724	\$ 16,775	
General Fund Revenue	\$ 192,923	\$ 242,825	79%
General Fund Expense	\$ 145,553	\$ 175,779	83%
Revenue -Expense	\$ 47,369	\$ 67,047	
Wash Plan Revenue	\$ 165,656	\$ 202,350	82%
Wash Plan Expense	\$ 158,309	\$ 216,827	73%
Revenue-Expense	7,347	(14,477)	
Total All Revenue - Expense	\$ 655,179	\$ 314,338	

Cash Status	As of 7/1/2014	As of 10/31/2014
LAIF	\$ 445,236.84	\$ 445,753.85
Cal Trust	\$ 7,476,144.42	\$ 7,736,536.32
Citizens Bank	\$ 696,980.76	\$ 996,926.79
Total Cash	\$ 8,618,362.02	\$ 9,179,216.96
Less Prepaid Royalty	\$ (5,000,000.00)	\$ (5,000,000.00)
Cash Position	\$ 3,618,362.02	\$ 4,179,216.96

Increase of \$ 560,854.94

San Bernardino Valley Water Conservation District
Profit & Loss To Date vs. Annual Budget

	Jul - Oct 14	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4010 - Interest Income				
4012 - LAIF	517.01	1,200.00	-682.99	43.08%
4013 - Caltrust Investment Income	10,391.90	85,000.00	-74,608.10	12.23%
Total 4010 - Interest Income	10,908.91	86,200.00	-75,291.09	12.66%
4020 - Groundwater Charge				
4021 - Assessments - Ag	22,057.77	44,305.00	-22,247.23	49.79%
4023 - Assessments - Non-Ag	427,634.30	828,990.00	-401,355.70	51.59%
Total 4020 - Groundwater Charge	449,692.07	873,295.00	-423,602.93	51.49%
4025 - Wash Plan Revenue	221,401.45	404,700.00	-183,298.55	54.71%
4030 - Mining Income				
4031 - Plant Site - CEMEX	16,000.00	48,000.00	-32,000.00	33.33%
4032 - Cemex - Royalty / Lease	116,666.68	408,333.33	-291,666.65	28.57%
4034 - Redlands Aggregate 5% Royalty	9,000.00	36,000.00	-27,000.00	25.0%
4036 - Aggregate Maintenance	44,736.49	40,000.00	4,736.49	111.84%
Total 4030 - Mining Income	186,403.17	532,333.33	-345,930.16	35.02%
4040 - Miscellaneous Income	19.42	25,000.00	-24,980.58	0.08%
4050 - Property Tax	1,235.31	76,000.00	-74,764.69	1.63%
4055 - SBVMWD Spreading Agreement Reim	360,931.90	359,017.34	1,914.56	100.53%
4060 - Property Income				
4062 - Mentone Property	4,541.26	19,200.00	-14,658.74	23.65%
Total 4060 - Property Income	4,541.26	19,200.00	-14,658.74	23.65%
4065 - Redlands Plaza	56,853.73	150,602.69	-93,748.96	37.75%
4066 - Redlands Plaza CAM	15,040.58	35,099.64	-20,059.06	42.85%
4072 - Reimbursed Expenses	293.06			
4080 - Exchange Plan	30,000.00	30,000.00	0.00	100.0%
4086 - Plunge Creek IRWMP	0.00	200,000.00	-200,000.00	0.0%
Total Income	1,337,320.86	2,791,448.00	-1,454,127.14	47.91%
Gross Profit	1,337,320.86	2,791,448.00	-1,454,127.14	47.91%
Expense				
5050 - Regional Programs				
5080 - LAFCO Contribution	0.00	5,345.83	-5,345.83	0.0%
5081 - Wash Plan	238.96			
5082 - Plunge Creek	0.00	0.00	0.00	0.0%
Total 5050 - Regional Programs	238.96	5,345.83	-5,106.87	4.47%
5100 - Professional Service				
5120 - Misc. Professional Services	41,641.88	149,995.00	-108,353.12	27.76%
5122 - Wash Plan Professional Services	94,022.60	162,000.00	-67,977.40	58.04%
5124 - Plunge Creek Prof Services	0.00	204,510.00	-204,510.00	0.0%
5125 - Engineering Services	0.00	16,000.00	-16,000.00	0.0%
5130 - Aerial Photography & Surveying	0.00	1,000.00	-1,000.00	0.0%
5145 - Environmental Services (WP)	11,298.75	305,000.00	-293,701.25	3.71%
5160 - IT Support	1,462.50	3,500.00	-2,037.50	41.79%
5170 - Audit	12,000.00	14,800.00	-2,800.00	81.08%
5175 - Legal - Wash Plan	180.00	53,700.00	-53,520.00	0.34%
5180 - Legal	11,057.01	125,227.77	-114,170.76	8.83%
Total 5100 - Professional Service	171,662.74	1,035,732.77	-864,070.03	16.57%
5133 - Regional River HCP Contribution	0.00	25,000.00	-25,000.00	0.0%
5143 - Wash Plan District Contribution	17,511.40	33,033.00	-15,521.60	53.01%
5175.01 - Legal Expense	0.00	0.00	0.00	0.0%
5200 - Field Operations				
5210 - Equipment Maintenance	484.41	8,458.00	-7,973.59	5.73%
5215 - Property Maintenance	1,104.82	42,500.00	-41,395.18	2.6%
Total 5200 - Field Operations	1,589.23	50,958.00	-49,368.77	3.12%

San Bernardino Valley Water Conservation District
Profit & Loss To Date vs. Annual Budget

	Jul - Oct 14	Budget	\$ Over Budget	% of Budget
5300 - Vehicle Operations				
5310 - Vehicle Maintenance	892.89	13,000.00	-12,107.11	6.87%
5320 - Fuel	4,233.22	16,500.00	-12,266.78	25.66%
Total 5300 - Vehicle Operations	5,126.11	29,500.00	-24,373.89	17.38%
5400 - Utilities				
5410 - Alarm Service	755.40	3,200.00	-2,444.60	23.61%
5420 - Electricity	3,052.54	12,500.00	-9,447.46	24.42%
5430 - Mobile Phone	560.00	1,000.00	-440.00	56.0%
5440 - Telephone	2,281.64	5,400.00	-3,118.36	42.25%
5450 - Natural Gas	0.00	1,200.00	-1,200.00	0.0%
5460 - Water / Trash / Sewer	625.74	4,160.00	-3,534.26	15.04%
5470 - Internet Services	302.95	7,500.00	-7,197.05	4.04%
Total 5400 - Utilities	7,578.27	34,960.00	-27,381.73	21.68%
6000 - General Administration				
6001 - General Administration - Other	257.49	7,500.00	-7,242.51	3.43%
6002 - Website Administration	827.94	3,100.00	-2,272.06	26.71%
6003 - Property Tax	0.00	2,235.10	-2,235.10	0.0%
6004 - Meeting Expenses	593.99	5,200.00	-4,606.01	11.42%
6006 - Permits	0.00	1,697.44	-1,697.44	0.0%
6007 - Inter District Costs	0.00	12,500.00	-12,500.00	0.0%
6009 - Licenses	0.00	1,339.00	-1,339.00	0.0%
6010 - Surety Bond	0.00	2,060.00	-2,060.00	0.0%
6012 - Office Maintenance	161.21	3,090.00	-2,928.79	5.22%
6013 - Office Lease Payment	19,868.25	60,000.00	-40,131.75	33.11%
6015 - Mentone House Maintenance	800.00	3,050.00	-2,250.00	26.23%
6016 - Redlands Plaza Maintenance	0.00	14,500.00	-14,500.00	0.0%
6018 - Janitorial Services	2,577.00	8,593.29	-6,016.29	29.99%
6019 - Janitorial Supplies	189.20	315.00	-125.80	60.06%
6020 - Vacancy Marketing-Redlands Plaz	3,546.00	6,010.00	-2,464.00	59.0%
6024 - Computer Equip Maint.	11.56	200.00	-188.44	5.78%
6026 - Redlands Plaza CAM expenses	6,487.31	24,500.00	-18,012.69	26.48%
6027 - Computer Supplies	255.06	669.51	-414.45	38.1%
6030 - Office Supplies	1,465.50	4,250.67	-2,785.17	34.48%
6033 - Office Equipment Rental	2,637.56	8,062.84	-5,425.28	32.71%
6036 - Printing	12,151.84	1,030.00	11,121.84	1,179.79%
6039 - Postage and Overnight Delivery	599.74	1,656.00	-1,056.26	36.22%
6042 - Payroll Processing	476.94	1,780.25	-1,303.31	26.79%
6045 - Bank Service Charges	265.57	3,150.00	-2,884.43	8.43%
6051 - Uniforms	802.63	1,800.00	-997.37	44.59%
6060 - Outreach	3,439.92	17,000.00	-13,560.08	20.24%
6087 - Educational Reimbursement	1,791.88	4,135.00	-2,343.12	43.33%
6090 - Subscriptions/Publications	291.82	1,000.00	-708.18	29.18%
6091 - Public Notices	0.00	2,500.00	-2,500.00	0.0%
6093 - Memberships	13,136.00	17,500.00	-4,364.00	75.06%
Total 6000 - General Administration	72,634.41	220,424.10	-147,789.69	32.95%
6046 - Interest expense	0.00	0.00	0.00	0.0%
6100 - Benefits				
6110 - Vision Insurance	567.84	1,985.40	-1,417.56	28.6%
6120 - Workers' Comp. Insurance	3,051.00	22,262.61	-19,211.61	13.71%
6130 - Dental Insurance	2,685.52	7,561.98	-4,876.46	35.51%
6150 - Medical Insurance	28,913.77	115,493.77	-86,580.00	25.04%
6160 - Payroll Taxes-Employer	11,798.34	55,770.50	-43,972.16	21.16%
6170 - PERS Retirement	58,728.19	155,512.16	-96,783.97	37.76%
6100 - Benefits - Other	0.00	0.00	0.00	0.0%
Total 6100 - Benefits	105,744.66	358,586.42	-252,841.76	29.49%
6200 - Salaries				
6230 - Regular Salaries	181,713.57	745,709.39	-563,995.82	24.37%
Total 6200 - Salaries	181,713.57	745,709.39	-563,995.82	24.37%

San Bernardino Valley Water Conservation District
Profit & Loss To Date vs. Annual Budget

	Jul - Oct 14	Budget	\$ Over Budget	% of Budget
6250 - Allocated Overhead	0.00	0.00	0.00	0.0%
6300 - Insurance				
6310 - Property/ Auto Insurance	2,717.25	6,924.00	-4,206.75	39.24%
6320 - General Liability Insurance	31,595.40	25,709.32	5,886.08	122.9%
Total 6300 - Insurance	34,312.65	32,633.32	1,679.33	105.15%
6400 - Board of Directors' Expenses				
6401 - Directors' Fees	20,882.00	82,000.00	-61,118.00	25.47%
6410 - Mileage	692.74	2,750.00	-2,057.26	25.19%
6415 - Air Fare	1,791.90	6,412.50	-4,620.60	27.94%
6420 - Other Travel	126.25	750.00	-623.75	16.83%
6425 - Meals	189.27	2,430.37	-2,241.10	7.79%
6430 - Lodging	516.22	4,900.00	-4,383.78	10.54%
6435 - Conf/Seminar Registrations	1,247.92	8,032.50	-6,784.58	15.54%
6440 - Election Fees / Re-Districting	0.00	0.00	0.00	0.0%
Total 6400 - Board of Directors' Expenses	25,446.30	107,275.37	-81,829.07	23.72%
6500 - Administrative/Staff Expenses				
6510 - Mileage	747.06	2,940.00	-2,192.94	25.41%
6515 - Air Fare	557.40	1,850.00	-1,292.60	30.13%
6520 - Travel, Other (rental car, taxi	124.13	1,367.09	-1,242.96	9.08%
6525 - Meals	189.66	1,500.00	-1,310.34	12.64%
6530 - Lodging	90.69	3,128.51	-3,037.82	2.9%
6535 - Conf/Seminar Registrations	1,129.49	3,820.31	-2,690.82	29.57%
Total 6500 - Administrative/Staff Expenses	2,838.43	14,605.91	-11,767.48	19.43%
6700 - Depreciation Expense	0.00	0.00	0.00	0.0%
8010 - Capital Reserve GWE/Rate Stabil	0.00	20,000.00	-20,000.00	0.0%
9999 - Contribution to Capital Maint.	0.00	421,038.87	-421,038.87	0.0%
Total Expense	626,396.73	3,134,802.98	-2,508,406.25	19.98%
Net Ordinary Income	710,924.13	-343,354.98	1,054,279.11	-207.05%
Other Income/Expense				
Other Expense				
7000 - Construction				
7010 - Materials	0.00	7,725.00	-7,725.00	0.0%
7050 - Basins- Capital Annual Repair	1,678.00	75,000.00	-73,322.00	2.24%
7055 - Plunge Creek Expansion	0.00	155,000.00	-155,000.00	0.0%
Total 7000 - Construction	1,678.00	237,725.00	-236,047.00	0.71%
7100 - Land & Buildings				
7110 - Property Capital Repairs	0.00	54,999.50	-54,999.50	0.0%
7130 - Mentone Property (House)-CapRep	0.00	1,798.38	-1,798.38	0.0%
7140 - Mentone Property (Shop)-CapRep	0.00	3,500.00	-3,500.00	0.0%
7150 - Mill Creek Maint. Permitting	0.00	50,000.00	-50,000.00	0.0%
Total 7100 - Land & Buildings	0.00	110,297.88	-110,297.88	0.0%
7200 - Equipment & Vehicles				
7210 - Computer Hardware-Capital Purch	0.00	4,500.00	-4,500.00	0.0%
7220 - Computer Software	0.00	41,940.00	-41,940.00	0.0%
7230 - Field Equipment / Vehicles	22,602.02	0.00	22,602.02	100.0%
7240 - Office Equipment	0.00	1,235.99	-1,235.99	0.0%
Total 7200 - Equipment & Vehicles	22,602.02	47,675.99	-25,073.97	47.41%
7400 - Professional Services Capital				
7438 - Engineering Services-Other	0.00	80,000.00	-80,000.00	0.0%
Total 7400 - Professional Services Capital	0.00	80,000.00	-80,000.00	0.0%
Total Other Expense	24,280.02	475,698.87	-451,418.85	5.1%
Net Other Income	-24,280.02	-475,698.87	451,418.85	5.1%

San Bernardino Valley Water Conservation District
Profit & Loss To Date vs. Annual Budget

	<u>Jul - Oct 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Net Income	<u>686,644.11</u>	<u>-819,053.85</u>	<u>1,505,697.96</u>	<u>-83.83%</u>



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. 1303

To: Board of Directors

From: General Manager, Daniel B. Cozad

Date: November 19, 2014

Subject: Disposal of Obsolete Equipment

RECOMMENDATION

The Board accept this notice of disposal of obsolete equipment and receives and files the report.

BACKGROUND

The District has a capital equipment list and our policy is to notice and provide an opportunity to sell or convey capital property to other districts or nonprofits if it has value. The District has collected a number of obsolete items such as file cabinets and obsolete meters. None of these items are listed in the capital equipment list. The value of these items is believed to be less than the disposal cost. Staff will dispose of these obsolete or unserviceable equipment for recycling or at the lowest cost.

FISCAL IMPACT

There is no budget impact to the disposal of this equipment; the equipment is fully depreciated.

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
DISPOSAL OF INVENTORY**

Addition	Deletion	Date	Manufacturer	Model #	Serial #	Description	Qty	SBVWCD #	Date Purchased	Purchase Amt
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/10/2014	Remington	n/a	n/a	File Cabinet	1	261		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/10/2014	Steel Case	n/a	n/a	File Cabinet	1	260		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/10/2014	Steel Case	n/a	n/a	File Cabinet	1	259		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/10/2014	n/a	n/a	n/a	File Cabinet	1	262		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/10/2014	All Steel Equipment	n/a	n/a	File Cabinet	1	255		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/10/2014	All Steel Equipment	n/a	n/a	File Cabinet	1	256		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/10/2014	All Steel Equipment	n/a	n/a	File Cabinet	1	254		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/10/2014	Steven's	AXSYS MPU	162781K	Data Compiler/Card Reader	1	n/a		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/10/2014	Steven's	AXSYS MPU	161600H	Data Compiler/Card Reader	1	n/a		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/10/2014	Steven's	AXSYS MPU	162782K	Data Compiler/Card Reader	1	n/a		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/10/2014	Steven's	AXSYS MPU	159204-97H	Data Compiler/Card Reader	1	n/a		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/12/2014	Steven's	A35 Recorder	25527-57	Paper Recorder	1	n/a		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/12/2014	Steven's	A35 Recorder	30278-60	Paper Recorder	1	n/a		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/12/2014	Steven's	A35 Recorder	21198-55	Paper Recorder	1	n/a		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/12/2014	Steven's	Type F #68	96403-80	Paper Recorder	1	n/a		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/12/2014	Steven's	Type F #68	88720-78	Paper Recorder	1	n/a		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/12/2014	Steven's	Type F #68	88433-78	Paper Recorder	1	273		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/12/2014	Steven's	Type F #68	78303-76	Paper Recorder		270		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/12/2014	Steven's	Type F #68	88664-78	Paper Recorder		274		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/12/2014	Steven's	Type F #68	78302-76	Paper Recorder		269		

Signature: _____

Approval Signature: _____



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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Redlands, CA 92373-8032
(909) 793-2503
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Email: info@sbvwcd.dst.ca.us
www.sbvwcd.dst.ca.us

Memorandum No. 1304

To: Board of Directors

From: General Manager, Daniel Cozad
Land Resources Manager, Jeffrey Beehler

Date: November 19, 2014

Subject: Authorize Change Order for ICF Jones & Stokes

RECOMMENDATION

Consider authorizing the General Manager to execute a change order to ICF Jones & Stokes not to exceed \$85,000 for completing Habitat Conservation Plan (HCP) document.

BACKGROUND

In September 2013, the Board approved a contracts and work orders as the Task Force participants have approved to fund the completion of the HCP and associated environmental documents (EIR and EIS). The work order approved in September supported the development of the HCP included budget and scope through the Draft HCP phase. Additional work will be needed to finalize the HCP and support implementation agreement and related work. The Wash Plan budget and contingencies will be used to cover the cost of this change order. Staff will prepare a change order upon Board approval.

FISCAL IMPACT

The District's approved budget includes adequate budget and staff resources to manage the change order. Revenue in excess of the planed expenditures has been received during the 2013 and 2014 fiscal years.

BOARD
OF
DIRECTORS

Richard W. Corneille
Clare Henry Day

Bob Glaubig
John Longville

David E. Raley
Melody McDonald
Manuel Aranda, Jr.

GENERAL
MANAGER

Daniel B. Cozad



Wash Plan Update

Oct. 3, 2014 through Nov. 14, 2014



The “screen check” version of the Wash Plan Habitat Conservation Plan (HCP) was presented at the October Task Force meeting and then posted on the District website. Comments were received from CEMEX, the Cities of Highland and Redlands, as well as the San Bernardino Flood Control District. Most comments were project clarifications and requests for additional information and did not require alterations to the project database. Any alteration to the database requires recalculation of species impacts and mitigation ratios. San Bernardino County Flood had more substantial comments about covered activities. Staff has met with them several times to ensure that their activities are adequately described. Fish and Wildlife Service (US FWS) staff have also provided informal comments on the document as part of their technical assistance. After incorporating Task Force comments, the document will be provided to the US FWS and the CA Department of Fish and Game for initial review. This will be the first formal review of our efforts by CA DFW. Staff is planning on scheduling a meeting with CA DFW staff to go over comments and determine if the current proposal “fully mitigates” impacts as required by California Endangered Species Act (CESA). The goal of the Wash Plan HCP is concurrence by the CA DFW that the HCP plan meets CESA requirements.

Staff met several times with the FWS and Bureau of Land Management staff about a proposed flood control/ habitat enhancement project added by San Bernardino County Flood Control District on Plunge and Elder Creeks intended to reduce flooding in local community, as well as, provide scour for San Bernardino kangaroo rat. If determined by Federal partner agencies to be a viable project through an environmental review process, the endangered species aspects of the project will be covered by the Wash Plan. This integrated, multiagency project would clean up lead from an old shooting range, provide additional habitat benefit and reduce flood risk to the surrounding neighborhood

Most habitat enhancement will be focused on non-native grass populations and the thinning of vegetation in areas where there has not been scouring flow or fire in a long time. In earlier iterations, the vegetation management was primarily based on the intensive use of herbicides. Staff working with FWS biologists is developing a more detailed strategy using more grazing by sheep and controlled burning as a means to control vegetation. This method is likely to be more successful and also, should be more cost effective. Burning can effectively convert an area to a more natural condition where little or no management is needed for several years. Highest priority areas for treatment continue to be the linkage between the Santa Ana River and Plunge Creek, as well as quality habitat areas adjacent to ecological process areas.

Staff continues to refine budgets and estimates initial costs for implementing the Wash Plan and for funding an endowment for ongoing management. Several of the comments received were directly related to the cost share between the Wash Plan Task Force members. Some participants

will contribute land or cash or some combination of both. As much of the conservation and habitat enhancement occurs on District-owned land, these calculations are critically important.

Staff finished work on a formal public notice so that the Fish and Wildlife Service and the Bureau of Land Management can develop a joint supplemental Environmental Impact Statement (EIS) in tandem with a supplemental Environmental Impact Report (EIR) to meet California requirements. This formal Notice of Intent (NOI) has been forwarded for Department of Interior review and publication. This NOI document will be published in the Federal Register and is the first step in environmental compliance.

ICF completed the current Task Order for the “screen check” Wash Plan HCP in October. With this preliminary HCP document, Baker Company has increased their activity on the supplemental EIR/EIS document. Initial sections, including Avoidance and Minimization measures, will be available for Task Force review in December. This Task Order is scoped for work through the public hearing and Notice of Availability of the draft document. Significant comments are not anticipated on either document and can be addressed with existing budget resources. The required property analysis for endowment funding, the Implementation Agreement, and the costs associated with the land transfer are not included in the existing task orders..

WASH PLAN

PROFIT & LOSS BUDGET VS ACTUAL

FY 2014-2015 AND TOTAL BUDGET through October 2014

Ordinary Income/Expense

	FY 2014-2015 Wash Plan				TOTAL WP Budget as of October 31, 2014			
	Jul '14 - Jun 15	Budget	\$ Over Budget	% of Budget	Jul '14 - Jun 15	Budget	\$ Over Budget	% of Budget
Income								
4025 · Wash Plan Revenue	165,655.90	404,700.00	-239,044.10	40.93%	684,242.14	820,500.00	-136,257.86	83.39%
Total Income	165,655.90	404,700.00	-239,044.10	40.93%	684,242.14	820,500.00	-136,257.86	83.39%
Expense								
5083 · Repayment of Wash Plan Advance	0.00	0.00	0.00	0.0%	188,365.40	0.00	188,365.40	100.0%
5122 · Wash Plan Professional Services	94,022.60	162,000.00	-67,977.40	58.04%	161,053.40	262,000.00	-100,946.60	61.47%
5145 · Environmental Services (WP)	11,298.75	305,000.00	-293,701.25	3.71%	14,178.75	555,000.00	-540,821.25	2.56%
5175 · Legal - Wash Plan	180.00	44,500.00	-44,320.00	0.4%	9,120.70	86,500.00	-77,379.30	10.54%
* District Support-overhead, benefits, salary	52,807.15	144,952.94	-92,145.79	36.43%	123,998.61	279,479.11	-155,480.50	44.37%
Total Expense	158,308.50	656,452.94	-498,144.44	24.12%	496,716.86	1,182,979.11	-686,262.25	41.99%
Net Income	7,347.40	-251,752.94	259,100.34	-2.92%	187,525.28	-362,479.11	550,004.39	-51.73%

Accounts Receivable:

Cemex	\$ 183,267.00
Robertson's	\$73,306.80
Flood Control	\$19,092.15
Total	\$ 275,665.95

*WP Professional Services

Baker (RBF Consulting) (EIS)-29% spent
 ICF Jones & Stokes (HCP)-94% spent
 Jericho Systems (survey work)-64% spent
 Randy Scott (management)-38% spent-Contract Expired



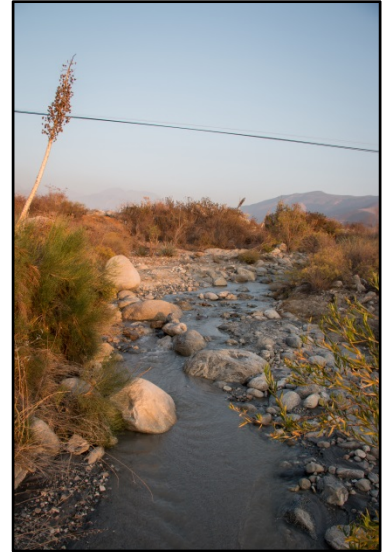
General Manager's Report

For October 5, to November 14, 2014

Daniel B. Cozad

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

1. **Water Conservation – Plan Goal 1** – Water recharge related work continues; summer maintenance, restoration of storm impacts and reconstruction of facilities. Field staff has completed cleanout work in basins and canals. Damage from the last storm to the Mill Creek Canal west of Greenspot was repaired in time for additional small flows seen in the photograph at right. Tamarisk removal will continue into mid-November.
2. **Facility Maintenance and Cleanout- Plan Goal 1** – Staff worked with contractors and permittees for their on-site field work. Aggregate management by Upland Rock and Munoz Construction continues to remove sand materials.
3. **Personnel/Administration/Staff – Plan Goal 6** – Staff advertised and received several interns and hired two new interns Robinn and Peter who will help with Wash Plan and EI tasks.
4. **Finance/Budget/Audit – Plan Goal 6** – Staff prepared revised financial reports for the Finance and Administration committee. Staff revised the Investment Policy and Reserve Policy.
5. **Big Bear Watermaster – Plan Goal 7** – BBWM meeting planned for October 28 was deferred to November 18, 2014.
6. **East Branch Extension – Plan Goal 7** – Staff continues to work closely with DWR, contractors and SBVMWD on field activities, coordinating maintenance, management of facilities. Construction of replacement facilities by DWR as part of the East Branch Extension II. Most all of Mill Creek is complete. Staff is testing replaced facilities as flows become available.
7. **Collaborative Enhanced Recharge Project – Plan Goal 7** – Coordination and cooperation with California Department of Fish and Wildlife permitting continue. Staff and consultants submitted the jurisdictional delineation in November. MOU with BLM for construction of enhanced recharge operations is stalled due to BLM staffing.



8. **Wash Plan** – *Plan Goal 2* – Additional meetings and efforts continued in October and November. Several meetings were held with USFWS, SB Flood Control, BLM, and project proponents and consultants. Next Task Force Meeting is scheduled for December 2014 to present the draft of the HCP.
9. **Property/Redlands Plaza** – *Plan Goal 3* – Staff worked with fencing contractor and with the City of Redlands to obtain permits to construct the fencing authorized by the Board.
10. **Mining** – *Plan Goal 2/3* – Management and District Counsel are working with CEMEX to set the royalty market rate under the terms of the Agreement. District staff and CEMEX Management also reviewed mining operations and potential future agreements.
11. **Plunge Creek Grant** – *Plan Goals 1/4/7* – Staff worked with SAWPA and submitted the final contract to SAWPA. Staff will attend a meeting with DWR and SAWPA on the administration of the grant in November. Staff reviewed and coordinated the review of proposals with partners. The proposal review and negotiation will be more difficult and will be presented in December.
12. **Public Outreach and Legislative** – *Plan Goal 4* – Staff coordinated and attended meetings with partners and communities related to Wash Plan, water management, drought, and groundwater issues, County Vision meetings, LAFCO, USFWS, BLM, City of Highland and others for Wash Plan and Mill Creek issues. Staff participated in numerous activities and meetings related to the iEfficient.com campaign and supporting the landscaper education efforts.
13. **Current Board Action Implementation** – *Plan Goal 3* – Staff is implementing the priorities and prepared project plans Wash Plan trails and stormwater capture studies. Student interns completed phase 1 of the trail planning study, comments from the Operations Committee were incorporated and planning staff from City of Highland and City of Redlands are reviewing the draft.
14. **Future Board Activities** – Expected short term items for consideration
 - a. Reserve targets assessment to Finance & Administration Committee
 - b. Plunge Creek Contract and Engineering Design Contract in December
15. **District Successes** – *Plan Goal 6*
 - a. Field staff received praise from the City of Highland for the support provided for the New Greenspot Road and Bridge.
 - b. New Field Vehicle was delivered despite an error in the trade-in value and is out working.



San Bernardino Valley Water Conservation District

Monthly Recharge Report

From: 10/1/2014

To: 10/31/2014



	October				
	Avg Daily Recharge	Monthly Recharge	Recharge YTD	BTAC Max*	% Max
Santa Ana River	0.0	0	-	54,375	0%
Mill Creek	0.7	23	23	32,625	0%
State Water Project	0.0	0	0	NA	NA
In River Channel Recharge**	0.0	0	0	NA	NA
Total	1	23	23	87,000	0%

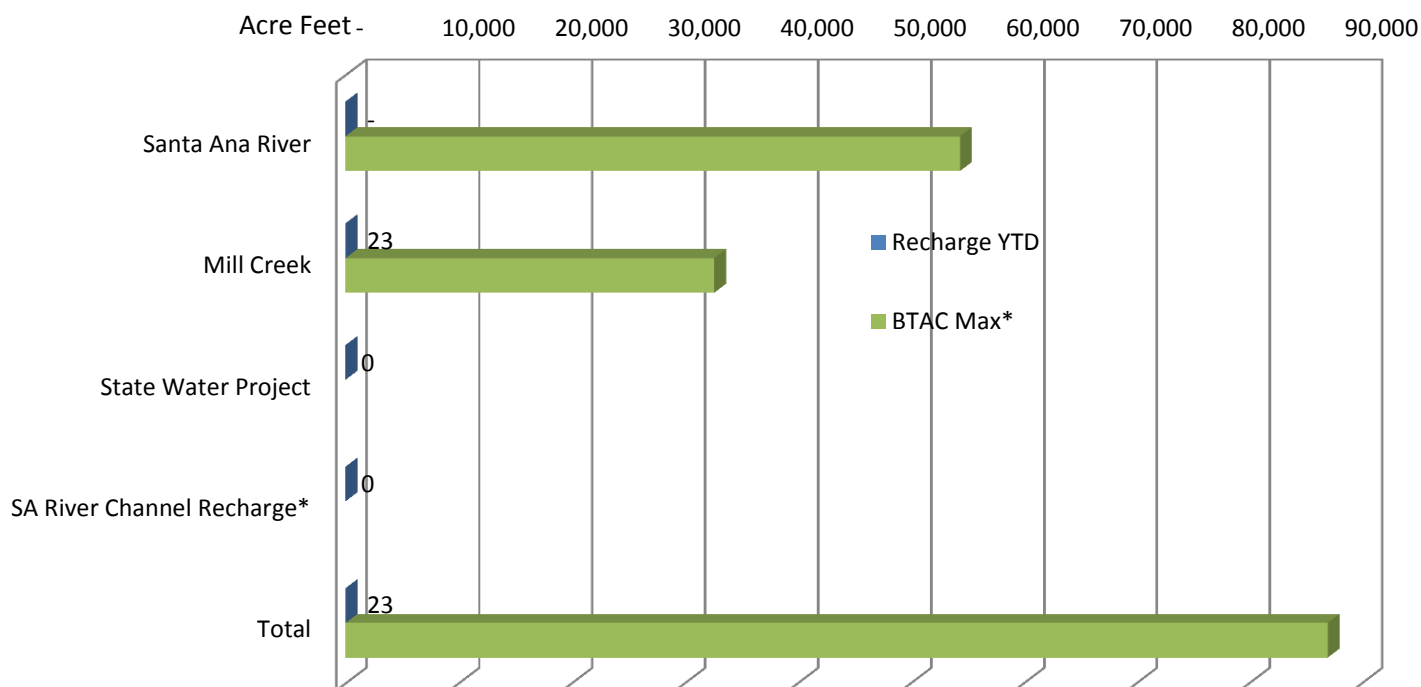
Values in Acre Feet

*BTAC Revised Max in October 2012

**Monitoring began in Mid-April 2011

*** All Values Based on Water Year Oct-Sep 2015

District Recharge





Board Member Meeting Report

Date: 10-15-14

Meeting Name: LAFCO 101 Seminar

Meeting Location: Ontario Double Tree Inn

Meeting Purpose and Value to District:

- Better understanding of LAFCO origins, purposes, and authority

Significant or Notable Meeting Actions/Issues of Interest for the Board

- LAFCO was first organized in 1963 to create and regulate governmental boundaries.
- In 2001 (AB 2838) added Municipal Service Reviews every 5 years to LAFCO responsibilities
- Funding 1/3 County, 1/3 Cities, 1/3 Special Districts. Members of Commission 2 County, 2 Cities, 2 Special District, & 1 Public. Law says once commissioners don't represent the District type they were appointed form.
- LAFCO "the most powerful agency you have not heard of" and "State's watch dog for governmental efficiency".
- LAFCO quasi legislative so decisions have limited court review.

Recommendations or Concerns

- Rutherford says get to know the Commissioners and their bias
- Commissioners don't make quick decisions, but take a long view, so deliberations are extended and items are continued.

Member or Members Attending

Richard Corneille and Daniel Cozad

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Board Member Meeting Report

Prepared by: Richard Corneille

Date: 10-20-14

Meeting Name: MACA Meeting

Meeting Location: District Mentone Property

Meeting Purpose and Value to District:

- MACA is the Mentone Area Community Association- grass-roots organization in Mentone
- Visit to our Mentone Property to view open space for a community garden

Significant or Notable Meeting Actions/Issues of Interest for the Board

- Visited the District's undeveloped property just west of the Mentone house & maintenance building. The area is approximately 2 acres.
- Mandy Parks from the Inland Empire Resource Conservation District attended the site meeting. IERCD may be able to get a grant for a portion of the project.
- The project would likely be mainly vegetable garden plots using raised beds with drought tolerant plant demonstration and efficient irrigation systems. Probably no permanent structures on the site.
- MACA representatives will visit a similar successful garden project in Calimesa
- MACA will develop a conceptual plan if they decide to proceed.

Recommendations or Concerns

- If MACA decides to proceed with the Garden we will need to enter into an agreement with them for use of the property, if approved by the Board.
- Could explore drilling and equipping a well on the property for a water supply in lieu of connecting to the City of Redlands water system.

Member or Members Attending

Richard Corneille and Manuel Colunga

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Board Member Meeting Report

Prepared by: Richard Corneille

Date: 10-22-14

Meeting Name: East Valley Water District Board Meeting

Meeting Location: District Headquarters Highland

Meeting Purpose and Value to District:

- Water partner agency Board Meeting
- Water Reclamation Plant Feasibility Approval

Significant or Notable Meeting Actions/Issues of Interest for the Board

- Director Le Vesque resigned from Board effective the first of November, as he is moving to Yucaipa. The Board decided to only consider finalists from selection of a Board Member to replace Kip Sturgeon for the replacement of Director Le Vesque.
- Unanimously approved the Recycled Water Feasibility Study and proceeding with the project to treat all EVWD sewage flows (10 mgd) at their own treatment plant. The plant effluent will be used to recharge the groundwater basin in the City of Redlands WWTP recharge basins.
- Will be issuing requests for proposals for a design-build-operate firm and for an EIR consultant for the new plant.

Recommendations or Concerns

-None

Member or Members Attending

Richard Corneille

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Board Member Meeting Report

Date: 10/01/14

Meeting Name: SAN BERNARDINO CHAMBER

Meeting Location: SB CHAMBER OFFICE

Meeting Purpose and Value to District:

TO STAY VISIBLE IN THE COMMUNITIES WE SERVE.

Significant or Notable Meeting Actions/Issues of Interest for the Board

SANTA CLAUSE INC GAVE PRESENTAION ON THEIR HISTORY AND OVERVIEW OF WHAT ALL THEY DO IN COMMUNITY.

THEY ARE SO MUCH MORE THAN I REALIZED.

Recommendations or Concerns

Member or Members Attending

MELODY MCDONALD

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Board Member Meeting Report

Date: 10/20/14

Meeting Name: SPECIAL DISTRICTS

Meeting Location: EVWD NEW HEADQUARTERS

Meeting Purpose and Value to District:

TO STAY ENGAGED WITH OTHER SPECIAL DISTRICTS AND SUPPORT EVWD

Significant or Notable Meeting Actions/Issues of Interest for the Board

THEY HAD A REALLY GOOD SPEAKER IN MOVING A DISTRICT FORWARD, I BELIEVE IT WAS THE ONE EVWD HIRED TO MOVE THEM FORWARD ON THEIR RECYCLING PLANT. BILL KELLY PRESIDENT/CEO OF KELLY ASSOCIATES MANAGEMENT GROUP

MANNY WILL HAVE MORE TO REPORT.

THE ONE QUOTE I WROTE DOWN WAS " IF YOUR GOING THROUGH HELL DON'T STOP"

DISSAPOINTED IN FOOD AS IT WAS CATERED THROUGH A COMPANY IN UPLAND. WE SHOULD USE OUR LOCAL VENDORS.

Recommendations or Concerns

Member or Members Attending

MELODY MCDONALD, MANNY ARANDA

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Board Member Meeting Report

Date: 10/24/14

Meeting Name: ACWA STATE LEG COMMITTEE

Meeting Location: ACWA OFFICE SACRAMENTO

Meeting Purpose and Value to District:

TO PARTICIPATE IN PLANNING ACWA STATE LEG AGENDA AND BILL SPONSORSHIPS THAT AFFECT OUR REGION

Significant or Notable Meeting Actions/Issues of Interest for the Board

ACWA SLC 10/24/14

All updates:

Proposition 1

Groundwater Legislation: Whitney

questions of those with CEQA exemption. Expedited adjudication/groundwater Regulatory Implementation: Dave Bolland

Committee being headed up by Kathy Tieg, appointed by John Coleman.

Identifying the regulatory process, identifying the high, medium, and low priority.

Basin boundary concerns, adding areas that have surface water affected by groundwater.

Assessment of needs from jurisdictions. Idea is to bring in experts, talk about MOU's in different parts of basin. Getting people engaged in these workshops.

How does the state move forward on storage should the bond pass.

Broaden the vision for storage.

PPIC report on Delta situation, want to do same thing on contents of groundwater management.

Policy group meeting October 31st. Identify big policy issues that need further implementation.

ACWA Committee assignments process, for 2016/2018 not starting until August as we are now going on our second year of current assignment.

Low income water rate subsidization workgroup programs: Wendy Ridderbusch

Gathering a list of programs that are already being done. Good effort on this committee.

Antonio went to Santa Clarita, Danielle Blacette has accepted a position with utilities??

Water storage task force update, ongoing discussions with DWR.

Water Transfers update, draft paper revisited to see if there was a roll for ACWA to play, transfers going to be more important next year if drought continues.

Curtailments, temporary lifting of curtailments in northern watersheds.

CSDA Special District joint legislative bus tour. CCWD Bob Dean of CCWD Calaveras County WD did tour and showcased their district.

Kelly McBee ? profiling Assembly & Senate Candidates

Proposals

IRWD water reuse. Christine said looking at them removing obstacles in the event of wanting to switch to recycled water. They store as much as they can but restrictions are in place. Water reuse meeting at 1:00pm today, calling for peeps to form a workgroup. Language is

broadly written on water reuse, some concerns with language on jurisdiction. Bringing back in January.

Recommendations or Concerns

YES THE MAGNITUDE OF THIS DROUGHT

Member or Members Attending

Melody McDonald,

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pd



Board Member Meeting Report

Prepared by: M. Aranda

Date: Sept 29, 30, 10-1 to 10-2

Meeting Name: Cel. Special District Conference

Meeting Location: Palm Springs, Ca

Meeting Purpose and Value to District: Annual CDC. Received information
reperices to district

Significant or Notable Meeting Actions/Issues of Interest for the Board

Break-out Session:
Ethics Training - 2 sessions
Rate setting and the Role of City's & Public
officials
Shared Perception & Detection for Special Dist
* When Tough Times Come: Working your way
through a crisis of Challeng
speaker: Master Ranch of Ranch Communities

Recommendations or Concerns

* will discuss this topic in close session

Member or Members Attending

M. Aranda

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Board Member Meeting Report

Prepared by: M. Hanson

Date: 10/8/2024

Meeting Name: SBVWCD Bd Meetg

Meeting Location: District Office

Meeting Purpose and Value to District: Regular Monthly Meetg

Significant or Notable Meeting Actions/Issues of Interest for the Board

See: Bd Packet

Recommendations or Concerns

Member or Members Attending

all Bd. Members present

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Board Member Meeting Report

Prepared by: M. Anderson

Date: 10/9/2014

Meeting Name: Upper Santa Ana Resources Assn.

Meeting Location: DIST. OFFICE

Meeting Purpose and Value to District: Regular, Monthly meeting. On U.P. made ^{legislative} representation on laws that affect members of upper Santa Ana

Significant or Notable Meeting Actions/Issues of Interest for the Board

Discuss:

1. Proposition 26: Question if water customer exceeds present limits on water allocation can water agency fine them? Maybe not. The fine can be interpreted as a tax. Prop 26
2. Discusses - AB 1739. Issue: are the water agencies in the S.A. Basin 'exempt' from provisions of AB 1739: "Groundwater Basin Management" because we are a designated basin: Well, maybe not!

Recommendations or Concerns

Continue to track Prop 26 & AB 1739

Member or Members Attending

Melody, Mary

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Director



Board Member Meeting Report

Prepared by: M. ARANDA

Date: 10/10/2014

Meeting Name: NASH PLAN - TASK FORCE

Meeting Location: DIST OFFICE TASK FORCE Meeting

Meeting Purpose and Value to District:
up to DATE PROGRESS Report. Dist is lead agency

Significant or Notable Meeting Actions/Issues of Interest for the Board

Ref: DIST WEB-SITE FR - screen check document
DISCUSSED COVERED ACTIVITIES
Management team
ENDANGERED SPECIES, COVERED SPECIES, COVERED ACTIVITIES
TRANSPARENT APPROACH REVISED PLAN AREA BOUNDARY
COSTS ALTERNATIVES TO HCP: FUNDING ANALYSIS
New Species: CACTUS Wren

Recommendations or Concerns

Plan is coming along short period
on schedule (after 12/1/14)

Member or Members Attending

DAVID RILEY, MARY, DAN, JEFF

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Board Member Meeting Report

Prepared by: M. ARANDA

Date: 10/20/2014

Meeting Name: Sp. Dist. Monthly Meetg

Meeting Location: EAST VALLEY DISTRICT OFFICE

Meeting Purpose and Value to District:

Regular Monthly Meetg. Armonia is Bd. of
Directors
Excellent Program

Significant or Notable Meeting Actions/Issues of Interest for the Board

SPEAKER: Bill Kelly President & CEO of Kelly Assoc.
Newport

TOPIC: DIFFERENCES BETWEEN LEADERSHIP & MANAGEMENT

- A) DON'T LOSE CONTROL OF YOUR DIST. ACCOUNTABLE
- B) KNOW WHERE YOU WANT YOUR DISTRICT TO GO.
- C) LEADERS SHOULD HAVE VISION
- D) LEADERSHIP IS ABOUT BEHAVIOR NOT PERSONALITY
YOUR CONSTITUENTS LOOK TO YOUR BEHAVIOR NOT YOUR
PERSONALITY

Recommendations or Concerns

Excellent Program for all Board Members

Member or Members Attending

Melody Mandy

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Directed



Board Member Meeting Report

Prepared by: M. Aranda

Date: 10/15/2014

Meeting Name: SAN BERNARDINO CHAMBER OF COMMERCE

Meeting Location: SBCC office @ 6th Street

Meeting Purpose and Value to District:

Regular Monthly Weekly Meeting

Significant or Notable Meeting Actions/Issues of Interest for the Board

- Speaker: Fire Dept Rep.
1. S.B. Fire Dept WAS STARTED IN 1878. Volunteers
 2. TODAY there are 16 stations throughout
County
 3. 1972: Paramedics joined Fire Dept.
 4. Last year over 39000 fire calls were
responded to
 5. ~~SB~~ SBFD is busiest in County

Recommendations or Concerns

Good Program

Member or Members Attending

M. Aranda

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Board Member Meeting Report

Prepared by: M. ANDA

Date: 10/20/2014

Meeting Name: SEXUAL HARASSMENT CLASS

Meeting Location: CHINO BASIN COWS - DISTRICT

Meeting Purpose and Value to District:

Required class pursuant to A.B. 1234

Significant or Notable Meeting Actions/Issues of Interest for the Board

Regular Class on Sexual Harassment
Rule 1: DO NOT compliment a lady of her
dress: It's a No No

Recommendations or Concerns

Will attend as requested

Member or Members Attending

M. ANDA

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Board Member Meeting Report

Prepared by: M. ARANAR

Date: 10/29/2014

Meeting Name: L.H. CHAMBER Reg. Meetg

Meeting Location: L.H. CHAMBER

Meeting Purpose and Value to District:

SENATOR MIKE MORRELL WAS INVITED
SPEAKER

Significant or Notable Meeting Actions/Issues of Interest for the Board

- Senator Morrell spoke on
1. The Political landscape of Calif & U.S. for past 50 yrs.
 2. OPINION: government is taking over the peoples right to govern by say government knows best for us
 3. The people in U.S. should not give up their right to govern themselves.

Recommendations or Concerns

Whenever possible members of this board should attend meeting that feature our legislators

Member or Members Attending

M. ARANAR

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Board Member Meeting Report

Prepared by: David E. Raley

Date: October 3
November 1, 2014

Meeting Name: Redlands Chamber — Rise and Shine

Meeting Location: University of Redlands

Meeting Purpose and Value to District:

Community Outreach and Relations

Significant or Notable Meeting Actions/Issues of Interest for the Board

Fire Prevention Week and Open House

City Update — Nothing Significant

Preparedness Discussion — Collect Water in Rain Barrels Provided by Some Locations

Local Security Company is now providing real time video monitoring.

Local employment is picking up.

Recommendations or Concerns

The District should make sure that they are using video security systems when appropriate.

Member or Members Attending

Director Raley

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