



**BOARD OF DIRECTORS MEETING AGENDA**

**Wednesday, August 9, 2017 – 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. It is the intention of the San Bernardino Valley Water Conservation District to comply with the Americans with Disabilities Act (ADA) in all respects. If you need special assistance with respect to the agenda or other written materials forwarded to the members of the Board for consideration at the public meeting, or if as an attendee or a participant at this meeting you will need special assistance, the District will attempt to accommodate you in every reasonable manner. Please contact Athena Monge at (909) 793-2503 at least 48 hours prior to the meeting to inform her of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

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**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, July 12, 2017..... 4
- B. Approval of Strategic Planning Workshop Minutes, July 18, 2017 ..... 10
- C. Approval of Expenditure Report, July 2017 ..... 13
- D. Groundwater Assessment Report for #48 (January 1, 2017-June 30, 2017) ..... 21
- E. Annual Disclosure of Reimbursements for Board and Staff for 2016-2017..... 36

4. COMMITTEE REPORTS /ACTION ITEMS

*Committee Reports*

- A. FOURTH QUARTER UNAUDITED FINANCIALS REVIEW FOR FY 2016-2017 – 5 minutes (M#1510) .....38  
*Presenter: Vice President McDonald, Chair of Finance & Administration Committee*  
*Recommendation:* The Finance & Administration Committee recommends the Board review and accept the 2016-2017 Fourth Quarter Unaudited Financials as reviewed by Committee on July 19<sup>th</sup>.
  
- B. RECORDS RETENTION AND DESTRUCTION POLICY – 5 minutes (M#1511) .....44  
*Presenter: Vice President McDonald, Chair of Finance & Administration Committee*  
*Recommendation:* The Finance & Administration Committee recommends the Board approve the revised Records Retention and Destruction Policy.
  
- C. PERSONNEL MANUAL EDUCATION ASSISTANCE – 5 minutes (M#1512) .....60  
*Presenter: Vice President McDonald, Chair of Finance & Administration Committee*  
*Recommendation:* The Finance & Administration Committee recommends the Board approve the revision of the Educational Assistance Reimbursement benefit in the Personnel Manual.
  
- D. CONSERVATION TRUST BYLAW CHANGE REQUEST – 5 minutes (M#1515) .....62  
*Presenter: Director Raley, Member of Finance & Administration Committee*  
*Recommendation:* The Finance & Administration Committee the Board request the San Bernardino Conservation Trust (Trust) amend its bylaws to allow the District to pay Directors appointed to the Conservation Trust Board of Directors.

**Action Items**

- E. UNAUDITED FINANCIAL REPORTS, JULY 2017 – 5 minutes (M#1513) ..... 64  
*Presenter: Daniel Cozad*  
*Recommendation:* Review and approve the unaudited financials for July 2017.
  
- F. PUBLIC INFORMATION AND OUTREACH OPTIONS – 10 minutes (M#1514) .....70  
*Presenter: Daniel Cozad*  
*Recommendation:* Staffs recommends the Board review the Public Information and Outreach options and provide direction to staff and authorize the General Manager to contract for the level of support selected.

5. INFORMATION ITEMS:

- A. Wash Plan Report – 5 Minutes ..... 76
- B. General Manager’s Report and Monthly Recharge Report – 5 Minutes ..... 77
- C. District Water Code Powers Summary – 10 Minutes ..... 85
- D. Groundwater Council Verbal Update – 5 Minutes
- E. Strategic Planning Summary Review document for comments – 10 Minutes..... 90
- F. IERCD School Education Summary – 5 Minutes ..... 105
- G. Wash Plan Story Map Demo – 15 Minutes
- H. Future Agenda Items & Staff Tasks

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

- A. Board Member Meeting Reports – 15 minutes
- B. CSDA Annual Conference Travel Request - 5 minutes..... 106
- C. ACWA Fall Conference Travel Requests – 5 minutes ..... 107

7. **UPCOMING MEETINGS:**

- A. August 11, 2017 San Bernardino County Water Conference, 9:00 a.m.-1:00 p.m. at DoubleTree, Ontario
- B. August 18, 2017 State of the Community Luncheon, Loma Linda @ Senior Center
- C. August 24, 2017 ACWA Region 8 Conference, 10:00 a.m. at Metropolitan Water District, Los Angeles
- D. September 4, 2017 Office Closed in Observance of Labor Day
- E. September 5, 2017 San Bernardino Valley Municipal Water District Board of Directors Workshop, 3:00 p.m. at Valley Municipal
- F. September 13, 2017 Board of Directors Meeting, 1:30 p.m. at Conservation District
- G. September 14, 2017 Advisory Commission on Water Policy, 6:30 p.m. at Valley Municipal
- H. September 25-28, 2017 CSDA Annual Conference, Monterey  
**(Board Approval Required)**
- I. November 28-December 1, 2017 ACWA Fall Conference, Anaheim  
**(Board Approval Required)**

8. **CLOSED SESSION**

1. The Board will meet in Closed Session under authority of Government Code §54956.9 (a), in order to discuss existing litigation, Endangered Habitats League et al. vs. U.S. Army Corps of Engineers, Central District Court Case no. Case No.: 2:16-cv-09178-MWF-E.

9. **ADJOURN MEETING.** The next regularly scheduled Board of Directors Meeting will be on September 13, 2017 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.