



BOARD OF DIRECTORS MEETING AGENDA

Wednesday, December 13, 2017 – 9:00 a.m.

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

Note: Copies of staff reports and other documents relating to the items on this agenda are on file at the District office and are available for public review during regular District business hours. New information pertaining 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 District's 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 concerning 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 before 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.

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, November 8, 2017 5
- B. Approval of Expenditure Report, November 2017..... 10

4. COMMITTEE REPORTS /ACTION ITEMS

Committee Reports

- A. 1st QUARTER UNAUDITED FINANCIALS FOR 2017-2018 - 10 minutes (M#1532) 20

Presenter: Committee Chair, Melody McDonald

Recommendation: The Committee recommends the Board receive and file the 1st Quarter Unaudited Financials for 2017-2018 as presented to the Finance & Administration Committee on November 15.

- B. APPENDIX C REVISIONS TO BOARD POLICY MANUAL - 5 minutes (M#1533)..... 25
Presenter: *Committee Chair, Melody McDonald*
Recommendation: The Finance & Administration Committee recommends that the Board revise Appendix C as shown by referenced in package.
- C. 2018 PER DIEM RATE - 10 minutes (M#1534)..... 29
Presenter: *Committee Chair, Melody McDonald*
Recommendation: The Finance & Administration Committee recommends the Board increase the Board Per Diem Rate based on the CPI-U thereby increasing it by 3% to \$212 for Calendar Year 2018 and approve Resolution No. 556.
- D. OUTREACH PLAN ACCEPTANCE AND PUBLIC INFORMATION CONTRACTING – 10 minutes (M#1535) 32
Presenter: *Committee Chair, John Longville*
Recommendation: The Committee requests the Board Accept the Outreach Plan as presented in November and direct the General Manager to revise the previously authorized contract with Thunderwheel Communications to a not to exceed total of \$45,360 for the fiscal year.
- E. OPERATIONS AND MAINTENANCE MANUAL 2017 - 5 minutes (M#1536)..... 36
Presenter: *Committee Chair, Richard Corneille*
Recommendation: The Operations Committee recommends that the Board accept staff’s update of the Operations and Maintenance Manual and thank staff for their efforts.
- Action Items**
- F. UNAUDITED FINANCIAL REPORTS, NOVEMBER 2017 – 5 minutes (M#1537)..... 37
Presenter: *Daniel Cozad*
Recommendation: Review and approve the unaudited financials for November 2017.
- G. APPOINTMENT OF OFFICERS FOR 2018 – 5 minutes (M#1538)..... 43
Presenter: *Daniel Cozad*
Recommendation: Staff requests that the Board consider extending the terms of its elected officers for one additional year until after elections are held in 2018, due to the change requested by the Registrar of Voters.
- H. COMMUNITY STRATEGIC PLAN 2017 – 10 minutes (M#1539)..... 47
Presenter: *Daniel Cozad*
Recommendation: Staff recommends that the Board accept and consider approval of Final Community Strategic Plan (CSP).
- I. ENGINEERING INVESTIGATION PLAN FOR 2018 – 10 minutes (M#1540) 70
Presenter: *Daniel Cozad*
Recommendation: Staff recommends that the Board review, discuss and recommend any changes to the Engineering Investigation Report Plan (EI Report plan) and consider approval of the 2018 EI Report plan.
- J. SPECIAL REGULATORY COUNSEL DREDGE AND FILL REPRESENTATION – 5 minutes (M#1541)..... 77
Presenter: *Daniel Cozad*
Recommendation: Authorize an additional \$5,000 for Special Regulatory Counsel representation to support the Districts request for exemption from State Waterboard Regulations regarding Dredge and Fill of State and Federal waters.

- K. D-LEVEE HABITAT AND ACCESS ENHANCEMENT – 5 minutes (M#1542)..... 79
Presenter: Jeff Beehler
Recommendation: Review the project plan and direct staff to file a CEQA Notice of Exemption with the Clerk of the Board of Supervisors of San Bernardino.
- L. FIELD EQUIPMENT CAPITAL PURCHASE FORD F-150 – 10 minutes (M#1543)..... 84
Presenter: Daniel Cozad
Recommendation: Consider the authorization for the capital purchase of one Ford F-150 for field staff, at a cost not to exceed \$30,000 from Redlands Ford.
- M. 2018 BOARD MEETING CALENDAR – 5 minutes (M#1544)..... 86
Presenter: Daniel Cozad
Recommendation: Review and propose changes or approve the 2018 Board Meeting Calendar as presented.
- N. COUNTYWIDE RDA OVERSIGHT BOARD ALTERNATE – 5 minutes (M#1545)..... 88
Presenter: Daniel Cozad/T. Milford Harrison
Recommendation: Consider the requested nomination of Director Harrison as the alternate member for the Special Districts representative for the Countywide RDA Oversight Board.
5. **INFORMATION ITEMS:**
- A. Wash Plan Report – 5 Minutes 90
B. General Manager’s Report and Monthly Recharge Report – 5 Minutes 93
C. Groundwater Council Verbal Report – 5 Minutes
D. Future Agenda Items & Staff Tasks
6. **MONTHLY BOARD MEMBER MEETING REPORTS, AND/OR BOARD MEMBER COMMENTS**
- A. Board Member Meeting Reports – 15 minutes
7. **UPCOMING MEETINGS:**
- | | |
|-------------------------|--|
| A. December 14, 2017 | Advisory Commission on Water Policy, 6:30 p.m. at Valley Municipal |
| B. December 19, 2017 | San Bernardino Valley Municipal Water District Board of Directors Meeting, 2:30 p.m. at Valley Municipal |
| C. December 25-26, 2017 | Office Closed in Observance of Christmas Eve and Christmas Day |
| D. January 1-2, 2018 | Office Closed in Observance of New Year’s Eve and New Year’s Day |
| E. January 10, 2018 | Board of Directors Meeting, 1:30 p.m. at Conservation District |

8. **CLOSED SESSION**

1. The Board will meet in Closed Session under the 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 January 10, 2018 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING

MINUTES OF November 8, 2017
1:30 p.m.

President Corneille called the meeting of the Board of Directors to order at 1:30 p.m. All present stood for the Pledge of Allegiance, led by President Corneille.

ROLL CALL:

BOARD MEMBERS PRESENT:

Richard Corneille, President
Melody McDonald, Vice President
David E. Raley, Director
T. Milford Harrison, Director
John Longville, Director (Arrival 1:37 p.m.)

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker, LLP

STAFF PRESENT:

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

GUESTS PRESENT:

Charles Roberts, Highland Community News
Michelle Diamond, Tetra Tech
David Smith, East Valley Water District

1. PUBLIC PARTICIPATION

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

2. ADDITIONS/DELETIONS TO AGENDA

There were none.

3. PRESENTATION ON THE SANTA ANA RIVER TRAILS

Patricia Lock Dawson with Santa Ana River Trail and Parkway Partnership presented a PDF presentation on the Santa Ana River Trail (Trail). She is a consultant who works with a group of elected officials that are working to complete the Trail. Ms. Dawson discussed the history of the Trail as well as its current status. The Trail will cross through three counties (Orange County, Riverside County, and San Bernardino County) and will be more than 100 miles long when completed. The State Coastal Conservancy is currently completing a watershed-wide River Plan. There are about 300 projects in the River Plan in need of about \$600 million dollars in future funding. They are divided into three main areas: water, habitat restoration and recreation. Ms. Dawson reviewed criteria for ranking projects. She noted that the Trail is 70% complete and is anticipated to be fully completed in 2020. The Board thanked Ms. Dawson for her presentation. She commended the District for its efforts on the Wash Plan Project.

4. CONSENT CALENDAR

It was moved by Vice President McDonald and seconded by President Corneille to approve Consent Calendar Item A: Board Minutes, October 18, 2017, and Item B: Expenditure Report, October 2017. 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 Harrison: Yes

5. COMMITTEE REPORTS/ACTION ITEMS

A. OPERATIONS COMMITTEE VERBAL REPORT

President Corneille stated that the Operations Committee (Committee) met on October 30. The Committee reviewed several items; including permitting in Mill Creek and Plunge Creek, Redlands Plaza and parking lot and sidewalk improvements. The Committee reviewed the Operations & Maintenance Manual updates for 2017; this item will be considered for acceptance at the regular board meeting in December. President Corneille stated that Assistant Engineer Katelyn Scholte was primarily responsible for the update and that the Committee appreciated her work and provided her with comments. The Committee was also given an update on the Dredge & Fill Regulation status and had a field tour where they viewed the Enhanced Recharge Project construction and District facilities. President Corneille stated that there would be a sedimentation basin constructed that will collect silt from the water, thereby reducing maintenance for the District's basins. The Committee reviewed the Capital Improvement Plan. Director Harrison recommended that the District look into installing a prefabricated restroom facility at the Mentone shop. This item was received and filed.

B. REDLANDS PLAZA PARKING LOT AND SIDEWALK IMPROVEMENTS

President Corneille stated that the Operations Committee recommends the District contract with International Paving Services with a contract amount not to exceed \$100,000 for both the parking lot and sidewalk improvements. The Committee reviewed permanent pavers as an

option, but the amount of water recharge from that option is minuscule compared to the significant cost. As recommend by ACWA/JPIA, staff obtained an evaluation on the Redlands Plaza project from an independent inspector for Americans with Disabilities Act (ADA) compliance. Based on that evaluation, staff recommended changes to the parking lot and sidewalk in order to be ADA compliant. The Board was provided with a handout of the Redlands Plaza parking lot layout. Staff noted that the District owns and is responsible for the entire parking lot and entrance as shown in the handout. A brief discussion of the improvement process ensued.

It was moved by President Corneille and seconded by Director Harrison to authorize the General Manager to contract with International Paving Services for the parking lot and sidewalk improvements not to exceed \$100,000, modifying 2017-2018 Budget for Redlands Plaza. 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 Harrison: Yes**

C. UNAUDITED FINANCIAL REPORTS, OCTOBER 2017

It was moved by Director Longville and seconded by Vice President McDonald to approve the Unaudited Financial Reports for October 2017. 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 Harrison: Yes**

6. INFORMATION ITEMS

A. WASH PLAN REPORT

Mr. Beehler indicated that the Wash Plan Report is included on package page 28. He provided map handouts on the Plunge Creek Habitat Restoration project related to the endangered species covered under the Wash Plan. Mr. Beehler noted that Santa Ana Woolly star seed collection occurred out in the field this week. This item was received and filed.

B. GENERAL MANAGER'S REPORT AND MONTHLY RECHARGE REPORT

Mr. Cozad indicated that the written General Manager's Report is included in the Board Package on pages 35 to 37. The Monthly Recharge Report is included on package page 38. Mr. Cozad stated that the Draft Community Strategic Plan (CSP) update for 2017 had been emailed to partner agencies, resource agencies and is posted on the District website for review

and comment. The Final CSP will be considered for approval at the regular Board meeting in December. President Corneille asked for Board member feedback on the Plan to be submitted to staff by close of business today. This item was received and filed.

C. GROUNDWATER COUNCIL VERBAL REPORT

Mr. Cozad introduced this item for discussion. He stated that comments had been received related to the equitable allocation model from West Valley Water District. Western Municipal Water District has requested plaintiff parties participate in the Groundwater Council as ex-officio members. The next Groundwater Council has been postponed to December. This item was received and filed.

D. RAIL TO REDLANDS VERBAL UPDATE

Mr. Cozad introduced this item for discussion. Director Longville is a member of the Rail to Redlands Committee and provided an update. He said that the Committee is developing a way to connect the existing Metrolink line to San Bernardino through Redlands to the University of Redlands. The diesel multiple units may run past San Bernardino to service Ontario Airport. He noted that ESRI would have its own station. This item was received and filed.

E. DRAFT 2018 BOARD CALENDAR FOR FEEDBACK

Mr. Cozad said that the Board should consider moving the May 9, 2018 Board meeting due to a conflict with the ACWA Spring Conference. He asked for the Board to review proposed meeting dates and to provide any recommended revisions to staff. The calendar will be considered for approval at the December Board meeting.

F. ACWA GENERAL SESSION VOTING DELEGATE

It was moved by President Corneille and seconded by Director Longville to appoint Vice President McDonald as the District's ACWA General Session Voting Delegate. 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 Harrison: Yes**

G. DECEMBER BOARD LUNCHEON INFORMATION

Staff noted that the holiday luncheon would be held at 12:00 p.m. December 13 at Isabella's Ristorante Italiano, following the regular Board meeting. The Board suggested inviting past Board members to the upcoming luncheon.

H. FUTURE AGENDA ITEMS & STAFF TASKS

There were none.

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

President Corneille chaired the Operations Committee meeting on October 30. He will be presenting to the Mentone Area Community Association on the Mendoza Property on November 14.

Director Harrison attended the Operations Committee meeting on October 30, Loma Linda Chamber of Commerce on November 1, and he met with Senator Morrell on Bunker Hill Basin issues. He also attended the Valley Municipal Board Meeting on November 7.

Vice President McDonald attended the Valley Municipal Board Meeting on November 7 and their Legislative & Policy Committee Workshop on October 19. She also attended the Highland Area Chamber Luncheon on October 24 and San Bernardino Area Chamber of Commerce Koffee Klatch on October 25.

Director Raley attended the East Valley Water District Board Meeting on October 29 and the Valley Municipal Board Meeting on November 7.

8. UPCOMING MEETINGS

President Corneille said that December 14 is the Advisory Commission on Water Policy meeting.

9. CLOSED SESSION

There was none.

10. ADJOURN MEETING

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

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

At 3:33 p.m. the meeting adjourned to the Board of Directors meeting scheduled for 9:00 a.m. December 13, 2017 at District Headquarters, 1630 W. Redlands Blvd., Redlands, Calif.

Daniel B. Cozad
General Manager

San Bernardino Valley Water Conservation District

Expenditure Report

November 2017

Num	Date	Name	Account	Class	Original Amount
PC 11.08.17	11/08/2017	Paychex	1012 · Citizens Busine...		-80.84
			6042 · Payroll Processing	4-General Fund Ent.	80.84
TOTAL					80.84
PC 11.22.19	11/22/2017	Paychex	1012 · Citizens Busine...		-80.84
			6042 · Payroll Processing	4-General Fund Ent.	80.84
TOTAL					80.84
ACH 120	11/21/2017	T. Milford Harrison	1012 · Citizens Busine...		-84.53
			6410 · Mileage	4-General Fund Ent.	84.53
TOTAL					84.53
20928	11/02/2017	Assoc. San Bernardino...	1012 · Citizens Busine...		-42.00
	11/01/2017		6425 · Meals	4-General Fund Ent.	42.00
TOTAL					42.00
20929	11/02/2017	Beach Boyz Auto Service	1012 · Citizens Busine...		-554.62
	10/18/2017		5310 · Vehicle Mainten...	1-Groundwater Ent.	357.98
			5310 · Vehicle Mainten...	1-Groundwater Ent.	54.14
			5310 · Vehicle Mainten...	1-Groundwater Ent.	142.50
TOTAL					554.62
20930	11/02/2017	Castro Landscaping Se...	1012 · Citizens Busine...		-250.00
	10/30/2017		6026 · Redlands Plaza ...	2-Redlands Plaza/...	250.00
TOTAL					250.00
20931	11/02/2017	Citizens Business Bank	1012 · Citizens Busine...		-1,928.03
	10/13/2017		5122 · Wash Plan Profe...	5-Wash Plan	58.95
			5215 · Property Mainte...	1-Groundwater Ent.	120.00
			5215 · Property Mainte...	3-Land Resources	30.00
			6001 · General Adminis...	4-General Fund Ent.	103.58
			6001 · General Adminis...	1-Groundwater Ent.	103.58
			6002 · Website Adminis...	4-General Fund Ent.	344.97
			6004 · Meeting Expenses	4-General Fund Ent.	18.87
			6004 · Meeting Expenses	3-Land Resources	18.87
			6039 · Postage and Ov...	4-General Fund Ent.	6.39
			6039 · Postage and Ov...	1-Groundwater Ent.	2.91
			6039 · Postage and Ov...	2-Redlands Plaza/...	1.16
			6039 · Postage and Ov...	3-Land Resources	1.16
			6051 · Uniforms	4-General Fund Ent.	48.49
			6051 · Uniforms	1-Groundwater Ent.	113.15
			6090 · Subscriptions/Pu...	4-General Fund Ent.	214.85
			6430 · Lodging	4-General Fund Ent.	644.04
			6420 · Other Travel	4-General Fund Ent.	60.00
			6525 · Meals	4-General Fund Ent.	5.43
			6525 · Meals	1-Groundwater Ent.	4.22
			6525 · Meals	3-Land Resources	2.41
			6535 · Conf/Seminar R...	4-General Fund Ent.	11.25

San Bernardino Valley Water Conservation District

Expenditure Report

November 2017

Num	Date	Name	Account	Class	Original Amount
			6535 · Conf/Seminar R...	1-Groundwater Ent.	8.75
			6535 · Conf/Seminar R...	3-Land Resources	5.00
TOTAL					1,928.03
20932	11/02/2017	Corneille, Richard	1012 · Citizens Busine...		-8.56
	11/02/2017		6410 · Mileage	4-General Fund Ent.	8.56
TOTAL					8.56
20933	11/02/2017	Frontier-7275	1012 · Citizens Busine...		-145.32
	10/19/2017		5440 · Telephone	4-General Fund Ent.	49.23
			5440 · Telephone	1-Groundwater Ent.	21.10
			5470 · Internet Services	4-General Fund Ent.	37.50
			5470 · Internet Services	1-Groundwater Ent.	22.50
			5470 · Internet Services	2-Redlands Plaza/...	3.75
			5470 · Internet Services	3-Land Resources	11.24
TOTAL					145.32
20934	11/02/2017	ICF Jones & Stokes, Inc	1012 · Citizens Busine...		-4,650.00
	10/24/2017		5124 · Plunge Creek Pr...	3-Land Resources	4,650.00
TOTAL					4,650.00
20935	11/02/2017	Image Source	1012 · Citizens Busine...		-159.73
	10/15/2017		6033 · Office Equipmen...	4-General Fund Ent.	119.80
			6033 · Office Equipmen...	1-Groundwater Ent.	7.99
			6033 · Office Equipmen...	2-Redlands Plaza/...	23.95
			6033 · Office Equipmen...	3-Land Resources	7.99
TOTAL					159.73
20936	11/02/2017	JAN-PRO Cleaning Sys...	1012 · Citizens Busine...		-618.00
	11/01/2017		6018 · Janitorial Services	4-General Fund Ent.	618.00
TOTAL					618.00
20937	11/02/2017	Katelyn Scholte	1012 · Citizens Busine...		-77.04
	10/31/2017		6510 · Mileage	4-General Fund Ent.	30.82
			6510 · Mileage	1-Groundwater Ent.	38.52
			6510 · Mileage	3-Land Resources	7.70
TOTAL					77.04
20938	11/02/2017	Lowe's Companies, Inc.	1012 · Citizens Busine...		-82.00
	10/25/2017		5210 · Equipment Maint...	1-Groundwater Ent.	61.54
			5215 · Property Mainte...	1-Groundwater Ent.	16.37
			5215 · Property Mainte...	3-Land Resources	4.09
TOTAL					82.00

San Bernardino Valley Water Conservation District

Expenditure Report

November 2017

Num	Date	Name	Account	Class	Original Amount
20939	11/02/2017	Parts Authority	1012 · Citizens Busine...		-58.70
	10/10/2017		5310 · Vehicle Mainten...	1-Groundwater Ent.	58.70
TOTAL					58.70
20940	11/02/2017	Pat's Pots	1012 · Citizens Busine...		-170.00
	10/31/2017		5460 · Water / Trash / ...	4-General Fund Ent.	85.00
			5460 · Water / Trash / ...	1-Groundwater Ent.	68.00
			5460 · Water / Trash / ...	3-Land Resources	17.00
TOTAL					170.00
20941	11/02/2017	Press Enterprise	1012 · Citizens Busine...		-266.42
	10/23/2017		6090 · Subscriptions/Pu...	4-General Fund Ent.	266.42
TOTAL					266.42
20942	11/02/2017	Quill Corporation	1012 · Citizens Busine...		-134.83
	10/19/2017		6030 · Office Supplies	4-General Fund Ent.	107.87
			6030 · Office Supplies	1-Groundwater Ent.	6.74
			6030 · Office Supplies	2-Redlands Plaza/...	13.48
			6030 · Office Supplies	3-Land Resources	6.74
TOTAL					134.83
20943	11/02/2017	ReadyRefresh by Nestle	1012 · Citizens Busine...		-67.58
	10/24/2017		5460 · Water / Trash / ...	4-General Fund Ent.	33.79
			5460 · Water / Trash / ...	1-Groundwater Ent.	27.03
			5460 · Water / Trash / ...	3-Land Resources	6.76
TOTAL					67.58
20944	11/02/2017	Schubert Landscaping,...	1012 · Citizens Busine...		-250.00
	10/20/2017		6015 · Mentone House ...	2-Redlands Plaza/...	250.00
TOTAL					250.00
20945	11/02/2017	Thomas Purvis	1012 · Citizens Busine...		-60.23
	11/01/2017		6051 · Uniforms	4-General Fund Ent.	18.07
			6051 · Uniforms	1-Groundwater Ent.	42.16
TOTAL					60.23
20946	11/02/2017	U.S. Bank Equipment F...	1012 · Citizens Busine...		-361.36
	10/13/2017		6033 · Office Equipmen...	4-General Fund Ent.	271.02
			6033 · Office Equipmen...	1-Groundwater Ent.	18.07
			6033 · Office Equipmen...	2-Redlands Plaza/...	54.20
			6033 · Office Equipmen...	3-Land Resources	18.07
TOTAL					361.36

San Bernardino Valley Water Conservation District

Expenditure Report

November 2017

Num	Date	Name	Account	Class	Original Amount
20947	11/07/2017	Isabella's	1012 · Citizens Busine...		-200.00
			6425 · Meals	4-General Fund Ent.	200.00
TOTAL					200.00
20948	11/14/2017	American Power Security	1012 · Citizens Busine...		-475.00
	11/06/2017		6026 · Redlands Plaza ...	2-Redlands Plaza/...	475.00
TOTAL					475.00
20949	11/14/2017	Burgeson's Heating & ...	1012 · Citizens Busine...		-630.00
	10/31/2017		6026 · Redlands Plaza ...	2-Redlands Plaza/...	630.00
TOTAL					630.00
20950	11/14/2017	CWE-CA Watershed En...	1012 · Citizens Busine...		-269.71
	11/09/2017		1700 · Work in Progress	1-Groundwater Ent.	269.71
TOTAL					269.71
20951	11/14/2017	Day Lite Maintenance, I...	1012 · Citizens Busine...		-144.00
	11/01/2017		6026 · Redlands Plaza ...	2-Redlands Plaza/...	144.00
TOTAL					144.00
20952	11/14/2017	Edison - 7241	1012 · Citizens Busine...		-48.17
	11/09/2017		5420 · Electricity	4-General Fund Ent.	13.49
			5420 · Electricity	1-Groundwater Ent.	9.63
			5420 · Electricity	2-Redlands Plaza/...	25.05
TOTAL					48.17
20953	11/14/2017	Edison - 8812	1012 · Citizens Busine...		-178.87
	10/31/2017		5420 · Electricity	4-General Fund Ent.	50.09
			5420 · Electricity	1-Groundwater Ent.	35.77
			5420 · Electricity	2-Redlands Plaza/...	93.01
TOTAL					178.87
20954	11/14/2017	Edison - Redlands Plaza	1012 · Citizens Busine...		-205.85
	10/31/2017		6026 · Redlands Plaza ...	2-Redlands Plaza/...	205.85
TOTAL					205.85
20955	11/14/2017	Edison -5552	1012 · Citizens Busine...		-349.08
	11/08/2017		5420 · Electricity	4-General Fund Ent.	90.42
			5420 · Electricity	1-Groundwater Ent.	64.58
			5420 · Electricity	2-Redlands Plaza/...	167.92
			6020 · Vacancy Marketi...	2-Redlands Plaza/...	26.16
TOTAL					349.08

San Bernardino Valley Water Conservation District

Expenditure Report

November 2017

Num	Date	Name	Account	Class	Original Amount
20956	11/14/2017	Frontier-4860	1012 · Citizens Busine...		-482.76
	10/28/2017		5440 · Telephone	4-General Fund Ent.	236.44
			5440 · Telephone	1-Groundwater Ent.	101.33
			5470 · Internet Services	4-General Fund Ent.	72.50
			5470 · Internet Services	1-Groundwater Ent.	43.50
			5470 · Internet Services	2-Redlands Plaza/...	7.25
			5470 · Internet Services	3-Land Resources	21.74
TOTAL					482.76
20957	11/14/2017	Highland Area Chambe...	1012 · Citizens Busine...		-20.00
	10/25/2017		6425 · Meals	4-General Fund Ent.	20.00
TOTAL					20.00
20958	11/14/2017	Home Depot Credit Ser...	1012 · Citizens Busine...		-242.57
	10/27/2017		5210 · Equipment Maint...	1-Groundwater Ent.	188.43
			5215 · Property Mainte...	1-Groundwater Ent.	43.31
			5215 · Property Mainte...	3-Land Resources	10.83
TOTAL					242.57
20959	11/14/2017	IERCD	1012 · Citizens Busine...		-510.69
	07/30/2017		5145 · Environmental S...	5-Wash Plan	510.69
TOTAL					510.69
20960	11/14/2017	John Longville	1012 · Citizens Busine...		-22.04
	11/14/2017		6410 · Mileage	4-General Fund Ent.	20.01
			6410 · Mileage	4-General Fund Ent.	2.03
TOTAL					22.04
20961	11/14/2017	Michael Baker Internati...	1012 · Citizens Busine...		-2,730.50
	10/30/2017		5122 · Wash Plan Profe...	5-Wash Plan	2,730.50
TOTAL					2,730.50
20962	11/14/2017	Nossaman LLP	1012 · Citizens Busine...		-7,956.59
	10/30/2017		5120 · Misc. Profession...	4-General Fund Ent.	2,320.93
			5120 · Misc. Profession...	1-Groundwater Ent.	1,657.36
			5120 · Misc. Profession...	3-Land Resources	3,978.30
TOTAL					7,956.59
20963	11/14/2017	Patton Sales Corp	1012 · Citizens Busine...		-389.48
	10/31/2017		5215 · Property Mainte...	1-Groundwater Ent.	311.58
			5215 · Property Mainte...	3-Land Resources	77.90
TOTAL					389.48

San Bernardino Valley Water Conservation District

Expenditure Report

November 2017

Num	Date	Name	Account	Class	Original Amount
20964	11/14/2017	Rutan & Tucker	1012 · Citizens Busine...		-420.00
	07/14/2017		5175 · Legal - Wash Plan	5-Wash Plan	420.00
TOTAL					420.00
20965	11/14/2017	Terminix	1012 · Citizens Busine...		-66.00
	10/24/2017		6026 · Redlands Plaza ...	2-Redlands Plaza/...	66.00
TOTAL					66.00
20966	11/14/2017	ThunderWheel Commu...	1012 · Citizens Busine...		-3,325.00
	10/17/2017		5120 · Misc. Profession...	4-General Fund Ent.	969.90
			5120 · Misc. Profession...	1-Groundwater Ent.	692.60
			5120 · Misc. Profession...	3-Land Resources	1,662.50
TOTAL					3,325.00
20967	11/14/2017	Valero Marketing & Su...	1012 · Citizens Busine...		-773.16
	10/30/2017		5320 · Fuel	1-Groundwater Ent.	773.16
TOTAL					773.16
20968	11/28/2017	Aaron Pederson	1012 · Citizens Busine...		-35.00
	11/26/2017		6018 · Janitorial Services	4-General Fund Ent.	35.00
TOTAL					35.00
20969	11/28/2017	Aguilar Consulting Inc.	1012 · Citizens Busine...		-525.00
	10/31/2017		1700 · Work in Progress	3-Land Resources	525.00
TOTAL					525.00
20970	11/28/2017	Assoc. San Bernardino...	1012 · Citizens Busine...		-138.00
	10/26/2017		6093 · Memberships	4-General Fund Ent.	138.00
TOTAL					138.00
20971	11/28/2017	California Special Distr...	1012 · Citizens Busine...		-6,358.00
	11/06/2017		6093 · Memberships	4-General Fund Ent.	6,358.00
TOTAL					6,358.00

San Bernardino Valley Water Conservation District

Expenditure Report

November 2017

Num	Date	Name	Account	Class	Original Amount
20972	11/28/2017	Citizens Business Bank	1012 · Citizens Busine...		-6,361.31
	11/13/2017		5215 · Property Mainte...	1-Groundwater Ent.	905.10
			5215 · Property Mainte...	3-Land Resources	226.28
			6001 · General Adminis...	4-General Fund Ent.	160.51
			6001 · General Adminis...	1-Groundwater Ent.	160.51
			6002 · Website Adminis...	4-General Fund Ent.	225.00
			6004 · Meeting Expenses	4-General Fund Ent.	18.46
			6004 · Meeting Expenses	3-Land Resources	18.46
			6030 · Office Supplies	4-General Fund Ent.	33.34
			6030 · Office Supplies	1-Groundwater Ent.	2.08
			6030 · Office Supplies	2-Redlands Plaza/...	4.17
			6030 · Office Supplies	3-Land Resources	2.08
			6039 · Postage and Ov...	4-General Fund Ent.	27.52
			6039 · Postage and Ov...	1-Groundwater Ent.	12.51
			6039 · Postage and Ov...	2-Redlands Plaza/...	5.00
			6039 · Postage and Ov...	3-Land Resources	5.00
			6430 · Lodging	4-General Fund Ent.	229.23
			6425 · Meals	4-General Fund Ent.	28.10
			6515 · Air Fare	4-General Fund Ent.	445.60
			6515 · Air Fare	1-Groundwater Ent.	247.56
			6515 · Air Fare	3-Land Resources	297.06
			6520 · Travel, Other (re...	4-General Fund Ent.	9.99
			6520 · Travel, Other (re...	1-Groundwater Ent.	5.56
			6520 · Travel, Other (re...	3-Land Resources	6.65
			6525 · Meals	4-General Fund Ent.	80.96
			6525 · Meals	1-Groundwater Ent.	62.97
			6525 · Meals	3-Land Resources	35.98
			6530 · Lodging	4-General Fund Ent.	1,370.53
			6530 · Lodging	1-Groundwater Ent.	1,065.97
			6530 · Lodging	3-Land Resources	609.13
			6535 · Conf/Seminar R...	4-General Fund Ent.	27.00
			6535 · Conf/Seminar R...	1-Groundwater Ent.	21.00
			6535 · Conf/Seminar R...	3-Land Resources	12.00
TOTAL					6,361.31
20973	11/28/2017	Day Lite Maintenance, I...	1012 · Citizens Busine...		-63.79
	11/09/2017		6026 · Redlands Plaza ...	2-Redlands Plaza/...	63.79
TOTAL					63.79
20974	11/28/2017	Frontier-7275	1012 · Citizens Busine...		-145.32
	11/19/2017		5440 · Telephone	4-General Fund Ent.	49.23
			5440 · Telephone	1-Groundwater Ent.	21.10
			5470 · Internet Services	4-General Fund Ent.	37.50
			5470 · Internet Services	1-Groundwater Ent.	22.50
			5470 · Internet Services	2-Redlands Plaza/...	3.75
			5470 · Internet Services	3-Land Resources	11.24
TOTAL					145.32
20975	11/28/2017	Image Source	1012 · Citizens Busine...		-505.96
	11/15/2017		6033 · Office Equipmen...	4-General Fund Ent.	379.47
			6033 · Office Equipmen...	1-Groundwater Ent.	25.30
			6033 · Office Equipmen...	2-Redlands Plaza/...	75.89
			6033 · Office Equipmen...	3-Land Resources	25.30
TOTAL					505.96

San Bernardino Valley Water Conservation District
Expenditure Report
November 2017

Num	Date	Name	Account	Class	Original Amount
20976	11/28/2017	JAN-PRO Cleaning Sys...	1012 · Citizens Busine...		-618.00
	12/01/2017		6018 · Janitorial Services	4-General Fund Ent.	618.00
TOTAL					618.00
20977	11/28/2017	Larry Jacinto Construc...	1012 · Citizens Busine...		-1,882.50
	11/02/2017		5050 · Basin Cleaning	1-Groundwater Ent.	1,882.50
TOTAL					1,882.50
20978	11/28/2017	Loma Linda Chamber o...	1012 · Citizens Busine...		-230.00
	11/16/2017		6093 · Memberships	4-General Fund Ent.	230.00
TOTAL					230.00
20979	11/28/2017	Netsteller	1012 · Citizens Busine...		-450.00
	11/20/2017		5160 · IT Support	4-General Fund Ent.	180.00
			5160 · IT Support	1-Groundwater Ent.	225.00
			5160 · IT Support	3-Land Resources	45.00
TOTAL					450.00
20980	11/28/2017	Rutan & Tucker	1012 · Citizens Busine...		-7,186.45
	10/20/2017		5180 · Legal	4-General Fund Ent.	1,400.74
			5180 · Legal	1-Groundwater Ent.	1,400.74
			5180 · Legal	2-Redlands Plaza/...	326.84
			5180 · Legal	3-Land Resources	1,540.81
			5180 · Legal	4-General Fund Ent.	1,817.50
			5180 · Legal	1-Groundwater Ent.	699.82
TOTAL					7,186.45
20981	11/28/2017	Schubert Landscaping,...	1012 · Citizens Busine...		-340.00
	11/21/2017		6015 · Mentone House ...	2-Redlands Plaza/...	45.00
			6015 · Mentone House ...	2-Redlands Plaza/...	295.00
TOTAL					340.00
20982	11/28/2017	Smart & Final	1012 · Citizens Busine...		-196.63
	11/21/2017		6004 · Meeting Expenses	4-General Fund Ent.	70.05
			6004 · Meeting Expenses	3-Land Resources	70.04
			6019 · Janitorial Supplies	4-General Fund Ent.	33.92
			6019 · Janitorial Supplies	1-Groundwater Ent.	22.62
TOTAL					196.63
20983	11/28/2017	State Board of Equaliz...	1012 · Citizens Busine...		-1,014.90
	11/14/2017		6009 · Licenses	4-General Fund Ent.	144.27
			6009 · Licenses	1-Groundwater Ent.	577.08
			6009 · Licenses	4-General Fund Ent.	58.71
			6009 · Licenses	1-Groundwater Ent.	234.84
TOTAL					1,014.90

San Bernardino Valley Water Conservation District

Expenditure Report

November 2017

Num	Date	Name	Account	Class	Original Amount
20984	11/28/2017	U.S. Bank Equipment F...	1012 · Citizens Busine...		-361.36
	11/13/2017		6033 · Office Equipmen...	4-General Fund Ent.	271.02
			6033 · Office Equipmen...	1-Groundwater Ent.	18.07
			6033 · Office Equipmen...	2-Redlands Plaza/...	54.20
			6033 · Office Equipmen...	3-Land Resources	18.07
TOTAL					361.36
20985	11/29/2017	California Dept of Fish ...	1012 · Citizens Busine...		-5,000.00
	11/29/2017		5124 · Plunge Creek Pr...	3-Land Resources	5,000.00
TOTAL					5,000.00
20986	11/29/2017	Santa Ana Regional W...	1012 · Citizens Busine...		-400.00
	11/29/2017		5124 · Plunge Creek Pr...	3-Land Resources	400.00
TOTAL					400.00
100180N	11/01/2017	PERS	1012 · Citizens Busine...		-5,545.04
			6170 · PERS Retirement	4-General Fund Ent.	890.53
			6170 · PERS Retirement	1-Groundwater Ent.	2,820.76
			6170 · PERS Retirement	2-Redlands Plaza/...	282.80
			6170 · PERS Retirement	3-Land Resources	826.21
			6170 · PERS Retirement	5-Wash Plan	724.74
TOTAL					5,545.04
100181N	11/13/2017	PERS	1012 · Citizens Busine...		-5,559.77
			6170 · PERS Retirement	4-General Fund Ent.	892.90
			6170 · PERS Retirement	1-Groundwater Ent.	2,828.25
			6170 · PERS Retirement	2-Redlands Plaza/...	283.55
			6170 · PERS Retirement	3-Land Resources	828.41
			6170 · PERS Retirement	5-Wash Plan	726.66
TOTAL					5,559.77

San Bernardino Valley Water Conservation District
Director Fees Expenditure Payroll Report
November 2017

Pay Date	Name	For Period	Director Fees	Taxes Withheld	Check Amt
11/8/2017	Corneille, R	Oct-17	\$ 618.00	\$ 52.84	\$ 565.16
11/8/2017	McDonald, M	Oct-17	\$ 1,648.00	\$ 156.67	\$ 1,491.33
11/22/2017	Harrison, T. M.	Oct-Nov 17	\$ 1,442.00	\$ 275.27	\$ 1,166.73
11/22/2017	Longville, J	Sep-17	\$ 1,030.00	\$ 352.15	\$ 677.85



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

1630 West Redlands Boulevard, Suite A
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Email: info@sbvwcd.org
www.sbvwd.org

Memorandum No. 1532

To: Board of Directors

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

Date: December 13, 2017

Subject: 1st Quarter Unaudited Financials for 2017-2018

RECOMMENDATION

The Committee recommends the Board receive and file the 1st Quarter Unaudited Financials for 2017-2018 as presented to the Finance & Administration Committee on November 15.

BACKGROUND

The Finance & Administration Committee met November 15, 2017, to review the First Quarter Unaudited Financials. Increases were made to projected annual costs for GL 6016 Redlands Plaza Maintenance and GL 7140 Mentone Property (shop) for previously approved projects and presented to the Committee.

FISCAL IMPACT

None.

POTENTIAL MOTIONS

1. Move approval of the First Quarter Unaudited Financials for FY 2017-2018 as presented.
2. Move to request this item be tabled and referred back to the Finance & Administration Committee for reconsideration of specific issues discussed.

ATTACHMENTS OR MATERIALS

2017-2018 1st Quarter Rolled Up Budget Worksheet
SBVWCD Quarterly Investment Report

BOARD
OF
DIRECTORS

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

Division 3:
T. Milford Harrison
Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad

1ST QUARTER		2017-2018 Budget	Expended/ Received to Date as of 09/30/17	Actual Over/Under Budget	Projected Annual Costs (7/1/17- 6/30/18)	Notes	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE		REDLANDS PLAZA & LEASED PROPERTY- MENTONE HOUSE		LAND RESOURCE		WASH PLAN	
GL ACCT:	GL DESCRIPTION:						2016 BUDGET:	% BUDGET	BASIS:	2016 BUDGET:	% BUDGET	2016 BUDGET:	% BUDGET	2016 BUDGET:	% BUDGET	2016 BUDGET:	% BUDGET
2017-2018 Budget																	
INCOME:																	
4012-15	INTEREST INCOME	64,300.00	22,307.07	-41,992.93	64,300.00		64,300.00			0.00		0.00		0.00		0.00	
4021-23	GROUNDWATER	752,621.64	379,275.92	-373,345.72	752,621.64		0.00			752,621.64		0.00		0.00		0.00	
4021	GROUNDWATER CHARGE-AG	38,921.24	15,166.66	-23,754.58	38,921.24		0.00			38,921.24	100.00%	0.00		0.00		0.00	
4023	GROUNDWATER CHARGE-NON AG	713,700.40	364,109.26	-349,591.14	713,700.40		0.00		Board Direction prior yr production	713,700.40	100.00%	0.00		0.00		0.00	
4031-34	MINING	634,000.00	109,666.66	-524,333.34	634,000.00		0.00			0.00		0.00		634,000.00		0.00	
4032	CEMEX - ROYALTY/LEASE	586,000.00	97,666.66	-488,333.34	586,000.00		0.00			0.00		0.00		586,000.00	100.00%	0.00	
4036,40,81	MISCELLANEOUS	95,000.00	4,081.13	-90,918.87	95,000.00		7,500.00			30,000.00		0.00		57,500.00		0.00	
4036	AGGREGATE MAINTENANCE	55,000.00	0.20	-54,999.80	55,000.00		0.00			0.00		0.00		55,000.00	100.00%	0.00	
4050	PROPERTY TAX	81,800.00	0.00	-81,800.00	81,800.00		81,800.00	100.00%	+5%	0.00		0.00		0.00		0.00	
4055	SBVMWD LEASE AGREEMENT	376,066.70	380,371.00	4,304.30	380,371.00	Paid	188,033.35	50.00%	+1.4% CPI	188,033.35	50.00%	0.00		0.00	0.00%	0.00	
4062-66	RENTALS	219,422.65	56,760.79	-162,661.86	219,422.65		0.00			0.00		219,422.65		0.00		0.00	
4080	EXCHANGE PLAN	30,000.00	0.00	-30,000.00	30,000.00		0.00			30,000.00	100.00%	0.00		0.00		0.00	
4025	WASH PLAN REVENUE *Reserve CIP #5	70,000.00	24,182.47	-45,817.53	70,000.00		0.00			0.00		0.00		0.00		70,000.00	100.00%
4086	PLUNGE CREEK IRWMP	150,000.00	2,539.61	-147,460.39	150,000.00	Estimated	0.00	0.00%	Per Plunge Creek Budget/schedule	0.00		0.00		150,000.00	100.00%	0.00	
TOTAL INCOME:		2,478,210.99	979,184.65	-1,499,026.34	2,482,515.29		341,633.35			1,005,654.99		219,422.65		841,500.00		70,000.00	
EXPENSES:																	
5000	MISCELLANEOUS	400.00	2,152.67	1,752.67	400.00		400.00	100.00%		0.00		0.00		0.00		0.00	
5100	PROFESSIONAL SERVICES	597,177.00	117,709.35	-479,467.65	500,000.00		108,977.00			152,232.10		17,370.25		327,597.65		10,000.00	
5120	MISC. PROFESSIONAL SERVICES	150,000.00	22,852.16	-127,147.84	150,000.00		43,750.00	29.17%	Includes GSC Support	31,250.00	20.83%	0.00	0.00%	75,000.00	50.00%	0.00	
5122	WASH PLAN PROFESSIONAL SERVICES	50,000.00	-251.80	-50,251.80	50,000.00		0.00		Per Wash Plan Budget	0.00		0.00		0.00		50,000.00	100.00%
52-53	FIELD OPERATIONS	135,250.00	7,341.48	-127,908.52	135,250.00		0.00			124,250.00	100.00%	0.00		0.00		0.00	
5400	UTILITIES	28,110.00	6,878.90	-21,231.10	28,110.00		12,590.00			9,686.50		5,065.00		768.50		0.00	
6000	GENERAL ADMINSTRATION	278,682.66	38,177.86	-240,504.80	313,682.66		90,986.07			41,445.18		113,406.97		32,844.43		0.00	
6100	BENEFITS:	299,605.19	61,325.20	-238,279.99	299,605.19		48,116.59			187,798.17		18,827.81		62,390.19		40,867.42	
6160	PAYROLL TAXES - EMPLOYER	55,002.19	9,830.98	-45,171.21	55,002.19		8,833.35	16.06%	Consolidated costs 2014	33,575.54	50.87%	3,366.13	5.10%	11,154.44	16.90%	7,306.49	11.07%
6170	PERS RETIREMENT	127,279.45	29,444.39	-97,835.06	127,279.45		20,441.08	16.06%	Noticed Increase	77,696.47	50.87%	7,789.50	5.10%	25,812.27	16.90%	16,907.80	11.07%
6170.01	PERS EMPLOYEE CONTRIBUTION	-26,015.02	-10,805.18	15,209.84	-26,015.02		-4,178.01	16.06%		-13,233.84	50.87%	-1,326.77	5.10%	-4,396.54	16.90%	-2,879.86	11.07%
SALARIES:									Overhead Offset 20%		50.87%		5.10%		16.90%		11.07%
6200	SALARIES	752,712.27	170,100.82	-582,611.45	752,712.27		119,971.12			445,522.58		40,377.41		221,336.61		52,052.78	
6300	INSURANCE	39,500.00	33,197.95	-6,302.05	33,197.95		1,975.00	5.00%		29,625.00	75.00%	5,925.00	15.00%	1,975.00	5.00%	0.00	
6400	DIRECTOR'S EXPENSES	196,218.78	17,226.68	-178,992.10	196,218.78		196,218.78	100.00%	5% increase option included	0.00		0.00		0.00		0.00	
6500	ADMINISTRATIVE/STAFF EXPENSES	13,700.00	2,454.45	-11,245.55	13,700.00		6,075.00	40.00%		4,725.00	50.00%	0.00		2,900.00	10.00%	0.00	
9999	Contribution toward Capital Maint.	280,500.00	0.00	-280,500.00	280,500.00	Per Budget	0.00		See Below in 7000 series	10,500.00		70,000.00		200,000.00		0.00	
8010	Capital Reserve GWE/Rate Stabilization	0.00	0.00	0.00	0.00		0.00	0.00%		0.00	100.00%	0.00		0.00		0.00	
TOTAL EXPENSES:		2,671,855.90	456,313.56	-2,215,542.34	2,707,366.59		585,309.57			1,005,784.53		270,972.44		860,812.39		152,920.20	
Operating Revenue		2,478,210.99	979,184.65	-1,499,026.34	2,482,515.29		341,633.35			1,005,654.99		219,422.65		841,500.00		70,000.00	
NET OPERATING REVENUE		-193,644.91		716,516.00			-243,676.22			-129.54		-51,549.79		-19,312.39		-82,920.20	
OVERHEAD							184,943.23										
NET GENERAL FUND ANNUAL							-58,732.99										

1ST QUARTER		2017-2018 Budget	Expended/ Received to Date as of 09/30/17	Actual Over/Under Budget	Projected Annual Costs (7/1/17- 6/30/18)	Notes	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE		REDLANDS PLAZA & LEASED PROPERTY- MENTONE HOUSE		LAND RESOURCE		WASH PLAN	
GL ACCT:	GL DESCRIPTION:						2016 BUDGET:	% BUDGET	BASIS:	2016 BUDGET:	% BUDGET	2016 BUDGET:	% BUDGET	2016 BUDGET:	% BUDGET	2016 BUDGET:	% BUDGET
2017-2018 Budget																	
Multiyear Capital projects						Cost-To-Date											
7010	MATERIALS	8,000.00	0.00	-8,000.00	8,000.00		0.00			8,000.00	100.00%	0.00		0.00		0.00	
7055	PLUNGE CREEK PROJECT CIP #2	500,000.00	0.00	-500,000.00	500,000.00	0.00	0.00		Net of Grant Funds \$710 K Total	100,000.00	20.00%	0.00		400,000.00	80.00%	0.00	
	LAND & BUILDINGS																
7100	CAPITAL REPAIRS	525,000.00	0.00	-525,000.00	555,000.00		0.00			190,000.00	60.00%	0.00	0.00%	265,000.00	40.00%	0.00	
7110	PROPERTY - CAPITAL REPAIRS	260,000.00	0.00	-260,000.00	260,000.00		0.00			140,000.00		70,000.00		50,000.00		0.00	
7140	MENTONE PROPERTY (SHOP) CIP #3	50,000.00	0.00	-50,000.00	80,000.00	Per Operations Commitment	0.00			50,000.00	100.00%	0.00		0.00		0.00	
	EQUIPMENT & VEHICLES																
7200	EQUIPMENT & VEHICLES	169,000.00	4,259.00	-164,741.00	169,000.00		7,750.00	8.30%		155,000.00	91.70%	0.00		5,000.00		1,250.00	
7150	MILL CREEK DIVERSION PROJECT CIP #1	577,000.00	0.00	-577,000.00	577,000.00	172,997.75	0.00		MultiYear Total comitment \$750K	577,000.00	100.00%	0.00		0.00	0.00%	0.00	
7438	ENGINEERING SERVICES-OTHER	135,000.00	0.00	-135,000.00	135,000.00		0.00		CIP #4 and #7 Partial	40,500.00	30.00%	0.00		94,500.00	70.00%	0.00	
	CAPITAL EXPENSE	1,914,000.00	4,259.00	-1,909,741.00	1,944,000.00		7,750.00			1,070,500.00		70,000.00		764,500.00		1,250.00	
CAPTIAL REVENUE		280,500.00					0.00			10,500.00		70,000.00		200,000.00		0.00	
CAPITAL SUBTOTAL ANNUAL NET		-1,633,500.00					-7,750.00			-1,060,000.00		0.00		-564,500.00		-1,250.00	
RESERVE CONTRIBUTION OR (-USE)		-1,827,144.91		-1,846,145	TOTAL		-66,482.99			-1,060,129.54 o Capital Pr		-51,549.79		-583,812.39		-84,170.20	

San Bernardino Valley Water Conservation District

Quarterly Investment Report

Investment Instruments	Beginning Balance as of July 1, 2017	1st Quarter Balance ending Sept 30, 2017	Rate Effective Yield to Date	Cumulative Unrealized Gain (Loss)
Pooled Money Investment Accounts				
LAIF	\$ 450,847.82	\$ 451,886.06	0.23%	\$ 1,223.06
CalTRUST Short-Term Fund	\$ 3,003,802.30	\$ 3,015,646.14	0.39%	\$ 1,245.18
Investment Accounts				
UBS Financial Services				
CDs	\$ 1,619,625.34	\$ 1,867,474.51	see back	\$ -
Cash Dep Acct	\$ 249,303.28	\$ -		
California Credit Union				
Money Market	\$ 3,022,966.22	\$ 3,028,684.47	0.19%	\$ -
24 Mo. CD	\$ 253,383.28	\$ 254,240.85	0.34%	
OPEB-Other Postemployment Benefits				
CERBT-CA Employers' Retiree Benefit Trust	\$ 59,304.85	\$ 61,535.92	3.63%	\$ 2,243.98
TOTAL	\$ 8,659,233.09	\$ 8,679,467.95		\$ 4,712.22

Net Change

\$ 20,234.86
0.23%

	Beginning Balance as of July 1, 2017	1st Quarter Balance ending Sept 30, 2017
Banking Institutions		
Citizen's Business Bank	\$ 425,411.04	\$ 582,879.83
Cash and Cash Equivalents	\$ 425,411.04	\$ 582,879.83
Change in Value		\$ 157,468.79

Description	NAV	Annual Yield	Average Maturity	Shares
LAIF	\$0.999	0.87%	.49 years (178.85 days)	
CalTrust Short-Term Fund	\$10.02	0.94%	.804 years (293.46 days)	301,292.609
CERBT	\$15.26			4,031.165
Cal Credit Union-Money Market	\$1.00	0.75%		
Cal Credit Union-CD	\$1.00	1.35%		
UBS-CD's see below				

UBS Investments

Certificates of Deposit (CDs)	Price	Annual Yield	Maturity	Shares	Purchase Price	Market Value as of 9/30/17	CD Length
1. Ally Bank UT US RT fixed rate CD (ZBCBO)	\$0.995	1.16%	12/10/2018	245,000	\$244,855.45	\$243,703.95	2.5 yr
2. JPMorgan Chase Bank OH US RT fixed rate CD (ZBCFK)	\$0.992	1.35%	6/17/2019	245,000	\$244,767.25	\$243,074.30	3 yr
3. Wells Fargo Bank SD US RT fixed rate CD (ZBCCA)	\$0.998	1.20%	6/18/2018	245,000	\$244,872.60	\$244,443.85	2 yr
4. Bank of Holland MI US RT fixed rate CD (Cusip: 062649YF9)	\$1.000	1.00%	11/14/2017 callable 8/14/16 then quarterly	200,000	\$200,175.34	\$199,996.00	1.5 yr
5. Comenity Bank DE US RT fixed rate jumbo CD (ZBABJ)	\$0.999	1.20%	6/22/2018	200,000	\$200,000.00	\$199,774.00	2 yr
6. BankUnited FSB FL US RT fixed rate CD (ZBCYN)	\$0.9995	0.85%	12/26/2017	245,000	\$244,985.30	\$244,870.15	1.5 yr
7. Goldman Sachs Bank NY US fixed rate CD (Cusip: 38148PLJ4)	\$1.000	1.85%	7/13/2020	245,000	\$245,000.00	\$244,911.80	3 yr
8. Comenity Cap Bk Salt Lake City RT	\$1.000	1.11%	2/28/2019	245,000	\$245,014.26	\$243,458.95	2.5 yr
						\$3,241.51	accrued interest
			Total Cash Withdrawals	\$3,150.93			
					TOTAL	\$1,869,670.20	\$1,867,474.51

California Credit Union

Money Market account	Price	Annual Yield					
	\$1.00	0.75%			\$ 3,000,000.00	\$ 3,028,684.47	
Certificate of Deposit (CD)	Price	Annual Yield	Maturity	Shares	Market Value		CD Length
CCU Share Certificate	\$1.00	1.35%	7/1/2018	250,000	\$250,000.00	\$ 254,240.85	2 yr



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Memorandum No. 1533

To: Board of Directors

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

Date: December 13, 2017

Subject: Appendix C Revisions to Board Policy Manual

RECOMMENDATION

The Finance & Administration Committee recommends the Board review and consider approval of the proposed revisions to Appendix C to the Board Policy Manual.

BACKGROUND AND DISCUSSION

At the November 15 Finance & Administration Committee Meeting Appendix C was reviewed and specific changes were recommended as outlined in the attached redlined version. This change returns the Appendix C to a prior iteration for the ACWA Region 9 participation and replaces alternates for the SBVMWD alternate position.

FISCAL IMPACT

Staff has concluded that there is not likely to be any significant fiscal impact.

POTENTIAL MOTIONS

1. Move the Finance & Administration Committee's recommendation to update Appendix C.
2. Move to table consideration and remand the item back to the Finance & Administration Committee for further review and consideration.
3. Table the item to a future meeting for consideration.

ATTACHMENTS OR MATERIALS

Appendix C

BOARD
OF
DIRECTORS

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

Division 3:
T. Milford Harrison
Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad

APPENDIX "C"

Roster of Organizations and Committees with Assigned Representatives

District Requested Meetings

District Requested Meetings are organizations that the Board has determined as essential for participation. The Board designates a primary and alternate; the alternate only attends if the primary indicates they are unavailable to attend. Included are all District Board meetings and Standing and Ad Hoc committees the member is appointed to. Attendance by another Board member, other than the primary or alternate designee, may only be eligible for per diem compensation as a Director Selected meeting. Travel costs include conference registration, airfare car rental, hotel or similar reimbursable costs. Meeting Expenses include local mileage, meals, and parking. A cost estimate (Travel and Per Diem) must be presented to the Board in advance at its regularly scheduled Board meeting for approval for meetings listed as "Set by Board Action". Once "Set by Board Action" meetings are approved by the Board they may be claimed as District Requested meetings. Any District Requested or Director Selected meetings beyond ten per month are eligible for reimbursement of Expenses only. California Government Code § 53232.3 requires Board members to report on each compensated meeting outside of meetings District Board or Committee meetings at the next regular Board Meeting as designated in the Agenda. The reports may be made verbally or provided in writing at the discretion of the director.

<u>Organization/Committee</u>	<u>Primary/Alternate</u>
1. Association of California Water Agencies/JPIA	McDonald/Harrison
2. Association of California Water Agencies (Spring/Fall Conferences)	Set by Board Action
3. California Special Districts Association Annual Conference **	Set by Board Action
4. Association of San Bernardino County Special Districts	Harrison/McDonald
5. Special Presentations [only one per month per director]	All Board Limited
6. ACWA Region 9 <u>Board Meetings</u>	<u>Harrison/No Alternate</u> <u>Board Limited</u>
7. Basin Technical Advisory Committee	McDonald/Harrison
8. SBVMWD Advisory Commission on Water Policy	Cornelle/Raley

9. SBVMWD Board Meetings	McDonald/ Raley Harrison
10. Wash Plan Task Force	Raley/Longville
11. Big Bear Watermaster Committee (Court Appointed Attendee-Cozad)	Raley/Corneille
12. San Bernardino Valley Conservation Trust	Raley & Longville
13. Meeting(s) Requested by the General Manager and/or Board President	All Board Limited
14. Any District Required/Mandated Training	All Board Limited

Organization/Committee's selected by Outside Organization subject to Board Approval

Other ACWA/CSDA Activities:

<u>Organization/Committee</u>	<u>Primary/Alternate</u>
a. Sacramento Legislative Forums	Set by Board Action
b. Washington DC Legislative Forum	Set by Board Action
c. ACWA Groundwater Committee	Corneille/McDonald*
d. ACWA State Legislative Committee	McDonald/No Alternate**
e. ACWA Local Government Committee	Harrison/No Alternate**
f. <u>CSDA Audit Committee</u>	Raley/No Alternate**
f.g. <u>CSDA Fiscal Committee</u>	<u>Raley/No Alternate**</u>

*Only one member should attend meeting on behalf of the District

** If appointed and while appointed.

Director Selected Meetings - Maximum of 3

The Director Selected meetings are pre-approved; discretionary meetings that each Director may attend, in a number not to exceed three (3) per month, and are eligible for meeting per diem compensation and eligible Expense (local mileage, meals, and parking) reimbursement. Directors may attend more than three (3) Director Selected meetings in a single month; such attendance will be eligible only for reimbursement of Expenses, and ineligible for meeting per diem reimbursement. Reimbursement for Travel expenses (conference registration, airfare car rental, hotel or etc.) for any Director Selected meeting shall be paid only upon prior approval of the Board. A cost estimate must be presented to the Board in advance at a regularly scheduled Board meeting for approval. Expenses are subject to limitations provided for in the Board Policy Handbook Section 4025.1 for all Director Selected meeting.

Organization

A. Redlands Chamber of Commerce	Director Selected
B. Highland Area Chamber of Commerce	Director Selected
C. Loma Linda Chamber of Commerce	Director Selected
D. Mentone Chamber of Commerce	Director Selected
E. San Bernardino Chamber of Commerce	Director Selected
F. Various Water Related Meetings	Director Selected



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Memorandum No. 1534

To: Board of Directors

From: Finance and Administration Committee and General Manager, Daniel B. Cozad

Date: December 13, 2018

Subject: Per Diem for Board of Directors for 2018

RECOMMENDATION

The Finance & Administration Committee recommends the Board increase the Board Per Diem Rate based on the CPI-U thereby increasing it by 3% to \$212 for Calendar Year 2018 and approve Resolution No. 556.

BACKGROUND

The Finance & Administrative Committee met on November 15 and reviewed the current and past Board Per Diem Rate and increase history. The Committee proposed increasing the current per diem rate using the Bureau of Labor Statistics (BLS) Consumer Price Index (CPI-U). CPI-U is the same metric that the Board used to establish the salary cost of living increases in its annual budget process. Staff was directed identify the most recent CPI-U from the BLS and round it to the nearest percentage. The most recent index available is from October 2016 to October 2017 2.9% rounded to 3%. Applying the 3% to the current Board Per Diem rate of \$206 and rounding to the nearest dollar would result in the new rate being \$212. The Board has not had a per diem increase since it adopted Resolution No. 509A in May 2014 increasing it by 5%. The Committee also proposed that the Board direct staff utilize the annual CPI-U index in the annual budget process for the Board Per Diem Expenses. Direction for budgeting neither ties the Board's hands nor alleviates the requirement to set the rate each December.

FISCAL IMPACT

The current budget for 2017-2018 includes the Board Directed increase of 5%, \$78,718 for Directors Fees (GL 6401). An increase of only 3% would result in cost savings estimated to range from \$1,200 to \$2,200, depending on the number of meetings Directors submit for payment.

POTENTIAL MOTIONS

1. Move the Finance & Administration Committee's recommendation to increase per diem rate and approve Resolution No. 556.
2. Move to set another Board Per Diem Rate and approving the modified Resolution No. 556.
3. Move to table the item to a future meeting for approval.

ATTACHMENTS OR MATERIALS

Rate History Table/Resolution

BOARD
OF
DIRECTORS

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

Division 3:
T. Milford Harrison
Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad

San Bernardino Valley Water Conservation District
Per Diem Rate History and Finance and Administration Committee Recommendation

Year	Actual Per Diem Rate	Resolution Number	Resoution Date
1992	\$100	308	9/9/1992
1993	\$105		
1994	\$105		
1995	\$105		
1996	\$110		
1997	\$116		
1998	\$122		
1999	\$128		
2000	\$134		
2001	\$141		
2002	\$148		
2003	\$155		
2004	\$163		
2005	\$171		
2006	\$180		
2007	\$189		
2008	\$197		
2009	\$197		
2010	\$197	457	4/14/2010
2011	\$197		
2012	\$197		
2013	\$197	485	12/12/2012
2014	\$197	505	12/11/2013
2015	\$206	509A	5/14/2014
2016	\$206	541	12/7/2016
2017	\$206		
2018	\$212	3% Proposed *	

* Based on BLS CPI-U All West

https://www.bls.gov/regions/west/news-release/consumerpriceindex_west.htm

RESOLUTION NO. 556

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
AMENDING DISTRICT POLICY TO ALLOW
FOR A 3% INCREASE IN PER DIEM COMPENSATION**

WHEREAS, the Board of Directors of the San Bernardino Valley Water Conservation District adopted Ordinance 2014-1 amending District Policy as to how to process changes to rates previously set annually at the May 14, 2014 Board meeting; and

WHEREAS, the Finance & Administration Committee met to review and discuss the current per diem rate and have recommended an increase in the Directors’ per diem compensation rate based on the CPI-U All West October 2017 percentage; and

WHEREAS, the District Board of Directors has not increased the meeting per diem compensation rate since 2014; and

WHEREAS, the District’s current policy allows for a director to attend ten meetings per month and receive compensation at a per diem rate of two hundred and six dollars (\$206) per meeting.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SAN BERNARDINO VALLEY
WATER CONSERVATION DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Each director shall receive compensation for meetings set forth in the Board Policy Manual;

Section 2. The Board per diem rate shall increase by 3% effective January 1, 2018; from Two Hundred Six Dollars (\$206) to Two Hundred Twelve Dollars (\$212).

Section 3. Each director shall receive per diem compensation in an amount of two hundred and six dollars (\$212) per meeting for calendar year 2018 for attendance at each regular, adjourned or special meeting of the Board of Directors, as provided for and under the conditions specified in the Board Policy Manual;

PASSED, APPROVED, AND ADOPTED at the regular meeting of the Board of Directors of the San Bernardino Valley Water Conservation District this 13th day of December, 2017, by the following vote:

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

Richard Corneille, President

ATTEST:

Daniel Cozad, Secretary



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Memorandum No. 1535

To: Board of Directors

From: Outreach Committee and General Manager, Daniel Cozad

Date: December 13, 2017

Subject: Outreach Plan and Public Information Contracting

RECOMMENDATION

The Committee requests the Board accept the Outreach Plan as presented in November and direct the General Manager to revise the previously authorized contract with Thunderwheel Communications to a not to exceed total of \$45,360 for the fiscal year.

BACKGROUND

As a part of the Strategic Planning process various issues were identified for discussion by the Board. One of the issues was the public information and outreach to decision makers. At the July Strategic Planning session Deniene Rivenburg, who occasionally assists the District on press and related issues, attended to help scope options for the Board to consider in performing outreach. The Board requested the Outreach Committee work with the consultants and staff to refine the plan and to recommend a contracting amount for the consultants. The Committee met with staff and consultants and developed a draft outreach plan. This plan was reviewed and updated based on Committee recommendations and presented to the Board for comment or changes. Based on Board feedback the consultants provide a final outreach plan and cost estimate to staff.

DISCUSSION

All feedback from the Board has been incorporated into the final plan attached for acceptance. The level of effort chosen was not initially based on the now refined scope of work and efforts selected. After review the Thunderwheel has suggested a budget beginning in January 2018 of \$45,360 to meet the expectations of the plan and support the District.

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Division 4:
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Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad

FISCAL IMPACT

Staff included funding in professional services to cover the anticipate costs for these services. The actual expenses are likely to be approximately \$37,000 for the fiscal year based on work to date and budgeted work costs to the end of the year. Costs are on a time and materials basis and subject to standard District terms and conditions.

POTENTIAL MOTIONS

1. Move to accept and implement the Outreach Plan and direct the General Manager to revise the previously authorized contract with Thunderwheel Communications to a not to exceed total of \$45,360.
2. Move to request this item be tabled and referred to Outreach Committee for reconsideration of specific issues discussed.

ATTACHMENTS OR MATERIALS

Proposed activities and costs

Outreach Plan (provided as a handout)

SBVWCD Estimated Breakdown of Communications Budget

Outlined below is an estimation of agency fees/costs for budgeting purposes. They have been estimated in good faith based on our experience. Client should expect a 10% +/- variation. These figures should regularly be reviewed. Monthly tasks will vary based upon calendar and client needs. Fees do not include outside costs unless specified.

Completed or Underway

1. The following efforts are completed or are ongoing and have been invoiced: \$7,644.
 - a. Communications Editing (ongoing)
 - b. Communications Planning
 - c. Stakeholder Identification for Outreach
 - d. Press Release: Water Year Stats
 - e. Client and Committee Meetings
 - f. Website/Social Media Review

One-time Initiatives

These efforts total \$15,070, however items marked with an * have been partially invoiced.

1. Brand Development: \$5,130
 - a. Meeting Preparation
 - b. Interviews
 - c. Discovery Meeting
 - d. Post Discussions
 - e. Prepare Report
 - f. Draft Essence Statement Options
 - g. Boilerplate
 - h. Tagline Development
 - i. Approval Meetings
2. Create General Manager Scorecard: \$2,815
 - a. Design Strategy & Template/Approval
 - b. SBVWCD to Create Online Account for Distribution (Staff)
 - c. Upload Clean Databases (staff)
 - d. Outside Design Costs: (\$1,200 Included in Above Total)
3. Stakeholder Outreach: \$4,750
 - a. Room Meeting Prep
 - b. Room Meeting
 - c. Synthesize Meeting Notes and Strategize
 - d. Prepare Messaging



- e. Create Campaign Calendar Template
 - f. Prepare One-sheet
 - g. Prepare PowerPoint
 - h. Coordinate Letters of Support from Friends
4. Media Outreach Planning: \$2,375
- a. Prepare Media Calendar
 - b. Build Source List*

Ongoing/Monthly Tasks

Total Estimated Monthly Fees: \$3,780 [42 hours]. The monthly tasks would total \$ 22680 for the remaining six months of the fiscal year and if continued are estimated to cost \$45,360 for 12 months.

- 1. Social Media: 3
 - a. Posts 2x/Month
 - b. Monitoring/interaction
- 2. General Manager's Report: 10
 - a. Prepare Content Outline
 - b. Fill Template with Content/Links
 - c. Additional Writing as Needed
 - d. Obtain Approval/Corrections
 - e. Client Distribute
- 3. Media Relations: 15
 - a. Monthly Release/or Op-Ed: 5
 - b. Quarterly Pitch Feature Story OR Issues/Trade Piece or Op-Ed
- 4. Stakeholder Outreach: 5
 - a. Work with Communications Committee and Staff
- 5. Miscellaneous Editing: 4
- 6. Monthly Meetings with Staff and Board Committee: 5

Outside Costs

- 1. Social Media Promotions: \$500 (Annually)



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Memorandum No. 1536

To: Board of Directors

From: Operations Committee

Date: December 13, 2017

Subject: Operational Management Manual Update 2017

RECOMMENDATION

The Operations Committee Recommends that the Board accepts staff's update of the Operations and Maintenance Manual and thank staff for their efforts.

BACKGROUND

The purpose of the Operational Management Manual is to document and provide guidelines regarding operation and maintenance procedures for District facilities. The Manual seeks to provide information useful not only to the District but to the public and other entities. It is organized into 7 sections with 9 Appendices. This Manual is an update to the September 2012 version and was prepared by Katelyn Scholte with the assistance of Manuel Colunga, Tommy Purvis, Jennifer Zhou, and Ryan DeLeon. Updates to the November 2017 version of the document include:

- Updates to procedures and methods to reflect those that are going to be required by the Wash Plan HCP
- Updates and rework of all location maps
- Updates to the status of District Projects as well as projects within the area of the District's operations
- Updates pertaining to aggressive recharge operations
- Updates to non-recharge activities.

ATTACHMENTS OR MATERIALS

The updated version of the Operational Management Manual is available on the District's website at:

<http://www.sbvwcd.org/our-district/facilities-and-resources/5146-operational-managment-manual-2017/file.html>

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GENERAL
MANAGER

Daniel B. Cozad



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Memorandum No. 1537

To: Board of Directors

From: General Manager, Daniel Cozad

Date: December 13, 2017

Subject: Unaudited Financial Reports, November 2017

RECOMMENDATION

Review and approve the unaudited financials for November 2017.

BACKGROUND

Each month staff presents the unaudited financial for the District. The presented reports are as of November 30, 2017.

DISCUSSION

Most income funds and expense accounts are as expected. GL 4030 Mining Income is slightly lower due to a banking delay of Cemex's royalty and rent payments. A cleared payment is expected in early December.

The financials are attached for the Board review and approval.

FISCAL IMPACT

There is no fiscal impact from reporting the financial status of the District.

POTENTIAL MOTIONS

1. Move approval of the Unaudited Financials for November 2017 as presented.
2. Move to request this item be tabled and referred to Finance & Administration Committee for reconsideration of specific issues discussed.

ATTACHMENTS OR MATERIALS

Graph Financials for November 2017
Profit & Loss to Date vs. Annual Budget

BOARD
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Melody McDonald

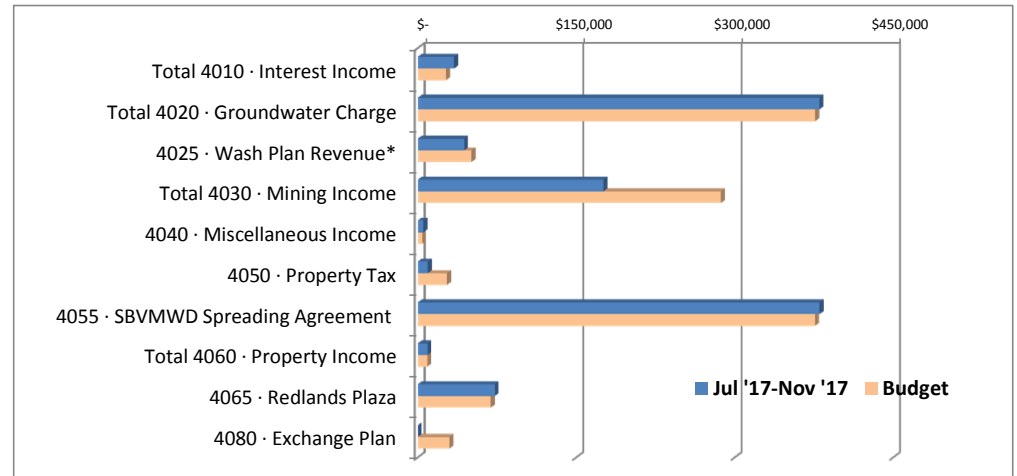
GENERAL
MANAGER

Daniel B. Cozad

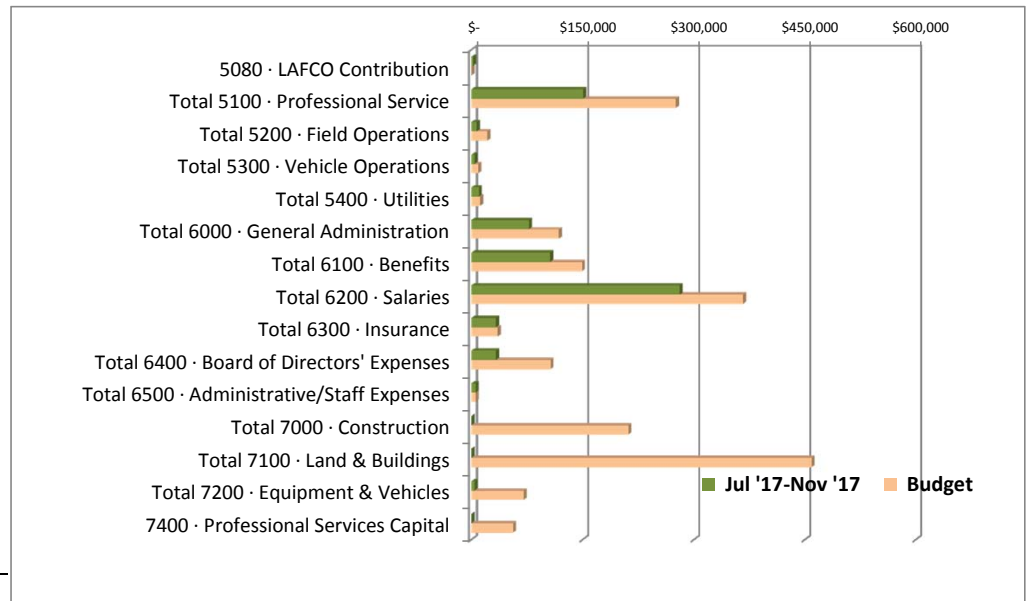
SBVWCD - All Enterprises Budget and Actual
November 2017

REVENUE	Jul '17-Nov '17	Budget
Total 4010 · Interest Income	\$ 34,477	\$ 26,793
Total 4020 · Groundwater Charge	\$ 380,255	\$ 376,311
4025 · Wash Plan Revenue*	\$ 43,917	\$ 50,833
Total 4030 · Mining Income	\$ 175,824	\$ 287,083
4040 · Miscellaneous Income	\$ 5,504	\$ 4,167
4050 · Property Tax	\$ 9,497	\$ 27,767
4055 · SBVMWD Spreading Agreement	\$ 380,371	\$ 376,067
Total 4060 · Property Income	\$ 9,150	\$ 9,000
4065 · Redlands Plaza	\$ 72,902	\$ 69,093
4080 · Exchange Plan	\$ -	\$ 30,000
Total Revenue	\$ 1,111,896	\$ 1,257,114

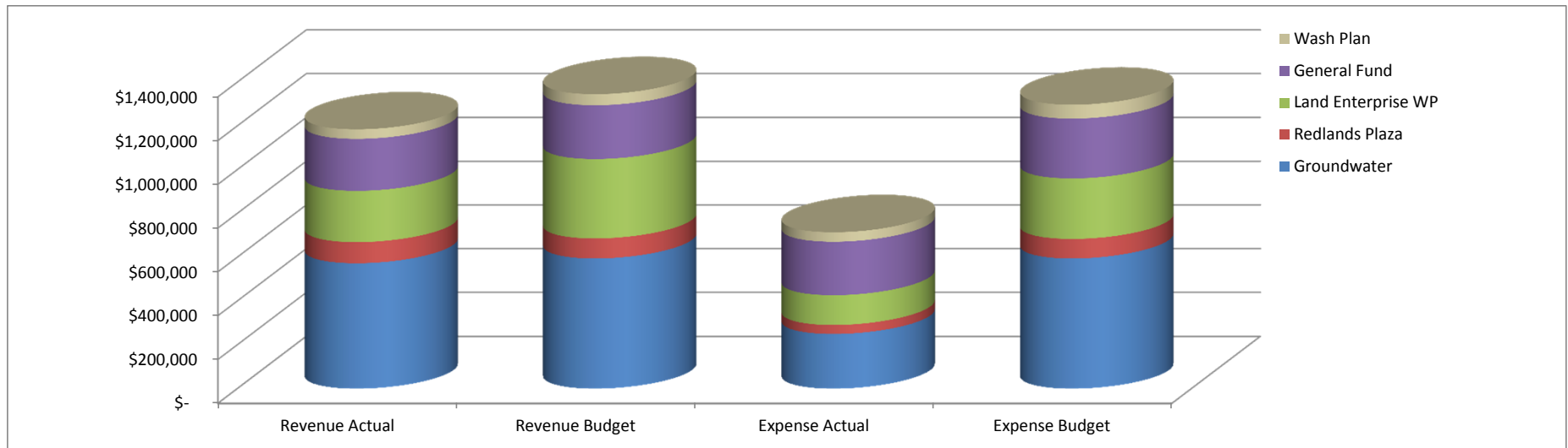
*District loans to the WP



EXPENSES Operating and Capital	Jul '17-Nov '17	Budget
5080 · LAFCO Contribution	\$ 2,153	\$ 400
Total 5100 · Professional Service	\$ 150,689	\$ 275,633
Total 5200 · Field Operations	\$ 7,393	\$ 21,662
Total 5300 · Vehicle Operations	\$ 4,258	\$ 9,271
Total 5400 · Utilities	\$ 10,125	\$ 11,712
Total 6000 · General Administration	\$ 77,509	\$ 118,182
Total 6100 · Benefits	\$ 105,998	\$ 149,167
Total 6200 · Salaries	\$ 280,881	\$ 366,359
Total 6300 · Insurance	\$ 33,198	\$ 35,417
Total 6400 · Board of Directors' Expenses	\$ 33,246	\$ 106,771
Total 6500 · Administrative/Staff Expenses	\$ 5,671	\$ 5,706
Total 7000 · Construction	\$ -	\$ 211,664
Total 7100 · Land & Buildings	\$ -	\$ 459,160
Total 7200 · Equipment & Vehicles	\$ 4,259	\$ 70,417
7400 · Professional Services Capital	\$ -	\$ 56,250
Total Expense	\$ 715,380	\$ 1,897,770



Enterprises to Date (November 2017)



Enterprise	Actual	Budget	% of Budget
Groundwater Revenue	\$ 572,513	\$ 594,344	96%
Groundwater Expense	\$ 249,661	\$ 424,462	59%
Revenue -Expense	\$ 322,853	\$ 169,882	
Redlands Plaza Revenue	\$ 96,410	\$ 91,424	105%
Redlands Plaza Expense	\$ 41,001	\$ 88,956	46%
Revenue -Expense	\$ 55,409	\$ 2,467	
Land Enterprise Revenue	\$ 234,309	\$ 363,125	65%
Land Enterprise Expense	\$ 136,066	\$ 276,814	49%
Revenue -Expense	\$ 98,243	\$ 86,311	
General Fund Revenue *	\$ 237,590	\$ 245,718	97%
General Fund Expense	\$ 244,057	\$ 273,431	89%
Revenue -Expense	\$ (6,467)	\$ (27,712)	
Wash Plan Revenue	\$ 43,917	\$ 50,833	86%
Wash Plan Expense	\$ 43,322	\$ 63,715	68%
Revenue-Expense	595	(12,881)	
Total All Revenue - Expense	\$ 470,632	\$ 218,067	216%

Cash Status	As of 7/1/2017	As of 11/30/2017
LAIF	\$ 450,847.82	\$ 453,109.12
Cal Trust	\$ 3,003,802.30	\$ 3,019,105.75
Citizens Bank	\$ 425,411.04	\$ 841,060.52
UBS Financial Services	\$ 1,868,928.62	\$ 1,870,592.91
Cal Credit Union	\$ 3,276,349.50	\$ 3,287,293.71
Total Cash	\$ 9,025,339.28	\$ 9,471,162.01
Less Prepaid Royalty	\$ (5,000,000.00)	\$ (5,000,000.00)
Cash Position	\$ 4,025,339.28	\$ 4,471,162.01

Increase (decrease) of
Percent Increase \$ 445,822.73
11.1%

* General Fund Revenue shown here does not include overhead

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

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4010 - Interest Income				
4012 - LAIF	2,261.30	1,800.00	461.30	125.63%
4013 - Caltrust Investment Income	15,303.45	20,000.00	-4,696.55	76.52%
4014 - CalCredit Union Interest Income	10,944.21	25,000.00	-14,055.79	43.78%
4015 - UBS Interest Income	5,967.57	17,500.00	-11,532.43	34.1%
Total 4010 - Interest Income	34,476.53	64,300.00	-29,823.47	53.62%
4020 - Groundwater Charge				
4021 - Assessments - Ag	16,145.43	38,921.24	-22,775.81	41.48%
4023 - Assessments - Non-Ag	364,109.26	713,700.40	-349,591.14	51.02%
Total 4020 - Groundwater Charge	380,254.69	752,621.64	-372,366.95	50.52%
4025 - Wash Plan Revenue	43,917.16	70,000.00	-26,082.84	62.74%
4030 - Mining Income				
4031 - Plant Site - CEMEX	16,000.00	48,000.00	-32,000.00	33.33%
4032 - Cemex - Royalty / Lease	146,499.99	586,000.00	-439,500.01	25.0%
4034 - Redlands Aggregate 5% Royalty	0.00	0.00	0.00	0.0%
4036 - Aggregate Maintenance	13,323.87	55,000.00	-41,676.13	24.23%
4030 - Mining Income - Other	0.00	0.00	0.00	0.0%
Total 4030 - Mining Income	175,823.86	689,000.00	-513,176.14	25.52%
4040 - Miscellaneous Income				
4041 - Reimbursed Expenses	0.00	0.00	0.00	0.0%
4040 - Miscellaneous Income - Other	5,503.93	10,000.00	-4,496.07	55.04%
Total 4040 - Miscellaneous Income	5,503.93	10,000.00	-4,496.07	55.04%
4050 - Property Tax	9,496.87	81,800.00	-72,303.13	11.61%
4055 - SBVMWD Spreading Agreement Reim	380,371.00	376,066.70	4,304.30	101.15%
4060 - Property Income				
4062 - Mentone Property	9,150.00	21,600.00	-12,450.00	42.36%
Total 4060 - Property Income	9,150.00	21,600.00	-12,450.00	42.36%
4065 - Redlands Plaza	72,901.97	165,822.65	-92,920.68	43.96%
4066 - Redlands Plaza CAM	14,358.12	32,000.00	-17,641.88	44.87%
4080 - Exchange Plan	0.00	30,000.00	-30,000.00	0.0%
4086 - Plunge Creek IRWMP	5,651.92	150,000.00	-144,348.08	3.77%
4998 - Rate Stabilization From Reserve	0.00	35,000.00	-35,000.00	0.0%
Total Income	1,131,906.05	2,478,210.99	-1,346,304.94	45.67%
Gross Profit	1,131,906.05	2,478,210.99	-1,346,304.94	45.67%
Expense				
5040 - Regional Programs				
5080 - LAFCO Contribution	2,152.67	400.00	1,752.67	538.17%
Total 5040 - Regional Programs	2,152.67	400.00	1,752.67	538.17%
5050 - Basin Cleaning	1,882.50	50,000.00	-48,117.50	3.77%
5100 - Professional Service				
5120 - Misc. Professional Services	35,082.50	150,000.00	-114,917.50	23.39%
5122 - Wash Plan Professional Services				
5122.01 - Professional Services-Wash Plan	-251.80			
5122 - Wash Plan Professional Services - Other	2,864.45	50,000.00	-47,135.55	5.73%
Total 5122 - Wash Plan Professional Services	2,612.65	50,000.00	-47,387.35	5.23%
5124 - Plunge Creek Prof Services	17,061.51	150,000.00	-132,938.49	11.37%
5125 - Engineering Services	0.00	18,000.00	-18,000.00	0.0%
5130 - Aerial Photography & Surveying	0.00	1,000.00	-1,000.00	0.0%
5145 - Environmental Services (WP)	510.69	0.00	510.69	100.0%
5160 - IT Support	1,800.00	7,000.00	-5,200.00	25.71%
5170 - Audit	23,500.00	27,135.00	-3,635.00	86.6%
5175 - Legal - Wash Plan	575.00	10,000.00	-9,425.00	5.75%
5180 - Legal	69,546.44	209,000.00	-139,453.56	33.28%
Total 5100 - Professional Service	150,688.79	622,135.00	-471,446.21	24.22%
5123 - Temp. Field Labor	0.00	11,000.00	-11,000.00	0.0%
5133 - Regional River HCP Contribution	0.00	40,000.00	-40,000.00	0.0%
5143 - SBVCT District Contribution	0.00	4,042.00	-4,042.00	0.0%
5200 - Field Operations				
5210 - Equipment Maintenance	2,797.14	6,000.00	-3,202.86	46.62%
5215 - Property Maintenance	4,595.91	40,000.00	-35,404.09	11.49%

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

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
5220 · Maintenance Materials/Shop/Fld	0.00	3,000.00	-3,000.00	0.0%
5225 · Field Clean Up-Illegal dumping	0.00	3,000.00	-3,000.00	0.0%
Total 5200 · Field Operations	7,393.05	52,000.00	-44,606.95	14.22%
5300 · Vehicle Operations				
5310 · Vehicle Maintenance	1,031.16	10,000.00	-8,968.84	10.31%
5320 · Fuel	3,226.84	12,250.00	-9,023.16	26.34%
Total 5300 · Vehicle Operations	4,258.00	22,250.00	-17,992.00	19.14%
5400 · Utilities				
5410 · Alarm Service	516.00	1,500.00	-984.00	34.4%
5420 · Electricity	3,887.50	9,500.00	-5,612.50	40.92%
5430 · Mobile Phone	1,350.00	3,550.00	-2,200.00	38.03%
5440 · Telephone	2,363.54	8,000.00	-5,636.46	29.54%
5450 · Natural Gas	11.71	900.00	-888.29	1.3%
5460 · Water / Trash / Sewer	751.37	2,160.00	-1,408.63	34.79%
5470 · Internet Services	1,244.89	2,500.00	-1,255.11	49.8%
Total 5400 · Utilities	10,125.01	28,110.00	-17,984.99	36.02%
6000 · General Administration				
6001 · General Administration - Other	928.18	5,500.00	-4,571.82	16.88%
6002 · Website Administration	1,242.94	3,100.00	-1,857.06	40.1%
6003 · Property Tax	0.00	235.10	-235.10	0.0%
6004 · Meeting Expenses	605.78	2,000.00	-1,394.22	30.29%
6006 · Permits	2,266.25	10,000.00	-7,733.75	22.66%
6007 · Inter District Costs	0.00	10,000.00	-10,000.00	0.0%
6009 · Licenses	1,014.90	1,639.00	-624.10	61.92%
6010 · Surety Bond	1,210.00	1,900.00	-690.00	63.68%
6012 · Office Maintenance	15.02	3,180.00	-3,164.98	0.47%
6013 · Office Lease Payment	25,000.00	60,000.00	-35,000.00	41.67%
6015 · Mentone House Maintenance	1,340.00	5,000.00	-3,660.00	26.8%
6016 · Redlands Plaza Maintenance	2,245.41	65,000.00	-62,754.59	3.45%
6018 · Janitorial Services	3,230.00	9,108.89	-5,878.89	35.46%
6019 · Janitorial Supplies	174.87	500.00	-325.13	34.97%
6020 · Vacancy Marketing-Redlands Plaz	132.66	5,050.00	-4,917.34	2.63%
6024 · Computer Equip Maint.	0.00	0.00	0.00	0.0%
6026 · Redlands Plaza CAM expenses	10,496.49	28,500.00	-18,003.51	36.83%
6027 · Computer Supplies	0.00	689.00	-689.00	0.0%
6030 · Office Supplies	525.52	4,250.67	-3,725.15	12.36%
6033 · Office Equipment Rental	3,643.91	8,900.00	-5,256.09	40.94%
6036 · Printing	52.92	980.00	-927.08	5.4%
6039 · Postage and Overnight Delivery	167.11	1,200.00	-1,032.89	13.93%
6042 · Payroll Processing	1,051.33	2,450.00	-1,398.67	42.91%
6045 · Bank Service Charges	810.66	2,500.00	-1,689.34	32.43%
6051 · Uniforms	467.85	2,000.00	-1,532.15	23.39%
6060 · Outreach	5,047.42	20,000.00	-14,952.58	25.24%
6087 · Educational Reimbursement	0.00	2,500.00	-2,500.00	0.0%
6090 · Subscriptions/Publications	1,038.99	1,000.00	38.99	103.9%
6091 · Public Notices	0.00	3,000.00	-3,000.00	0.0%
6093 · Memberships	14,801.00	18,500.00	-3,699.00	80.01%
Total 6000 · General Administration	77,509.21	278,682.66	-201,173.45	27.81%
6100 · Benefits				
6110 · Vision Insurance	828.10	2,355.91	-1,527.81	35.15%
6120 · Workers' Comp. Insurance	2,922.82	13,265.35	-10,342.53	22.03%
6130 · Dental Insurance	3,509.60	10,566.73	-7,057.13	33.21%
6150 · Medical Insurance				
6150.01 · Medical Employee Contribution	-8,418.80	-22,217.51	13,798.71	37.89%
6150 · Medical Insurance - Other	58,839.45	167,161.64	-108,322.19	35.2%
Total 6150 · Medical Insurance	50,420.65	144,944.13	-94,523.48	34.79%
6160 · Payroll Taxes-Employer	14,854.35	64,235.94	-49,381.59	23.13%
6170 · PERS Retirement				
6170.01 · PERS Employee Contributions	-18,191.11	-26,015.02	7,823.91	69.93%
6170 · PERS Retirement - Other	51,654.01	148,647.12	-96,993.11	34.75%
Total 6170 · PERS Retirement	33,462.90	122,632.10	-89,169.20	27.29%
Total 6100 · Benefits	105,998.42	358,000.16	-252,001.74	29.61%
6200 · Salaries				
6220 · Contingency/Temporary	0.00	0.00	0.00	0.0%
6230 · Regular Salaries	280,880.95	879,260.46	-598,379.51	31.95%
Total 6200 · Salaries	280,880.95	879,260.46	-598,379.51	31.95%

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

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
6300 - Insurance				
6310 - Property/ Auto Insurance	0.00	7,000.00	-7,000.00	0.0%
6320 - General Liability Insurance	33,197.95	32,500.00	697.95	102.15%
Total 6300 - Insurance	33,197.95	39,500.00	-6,302.05	84.05%
6400 - Board of Directors' Expenses				
6401 - Directors' Fees				
6401.5 - Payroll Taxes-Directors	2,032.77	0.00	2,032.77	100.0%
6401 - Directors' Fees - Other	26,162.00	78,718.78	-52,556.78	33.24%
Total 6401 - Directors' Fees	28,194.77	78,718.78	-50,524.01	35.82%
6410 - Mileage	1,376.31	4,000.00	-2,623.69	34.41%
6415 - Air Fare	0.00	2,500.00	-2,500.00	0.0%
6420 - Other Travel	42.00	500.00	-458.00	8.4%
6425 - Meals	720.41	2,500.00	-1,779.59	28.82%
6430 - Lodging	873.27	3,000.00	-2,126.73	29.11%
6435 - Conf/Seminar Registrations	2,039.00	5,000.00	-2,961.00	40.78%
6440 - Election Fees / Re-Districting	0.00	100,000.00	-100,000.00	0.0%
Total 6400 - Board of Directors' Expenses	33,245.76	196,218.78	-162,973.02	16.94%
6500 - Administrative/Staff Expenses				
6510 - Mileage	507.18	1,800.00	-1,292.82	28.18%
6515 - Air Fare	803.07	2,000.00	-1,196.93	40.15%
6520 - Travel, Other (rental car, taxi	42.81	1,400.00	-1,357.19	3.06%
6525 - Meals	328.47	1,500.00	-1,171.53	21.9%
6530 - Lodging	2,090.58	3,000.00	-909.42	69.69%
6535 - Conf/Seminar Registrations	1,899.00	4,000.00	-2,101.00	47.48%
Total 6500 - Administrative/Staff Expenses	5,671.11	13,700.00	-8,028.89	41.4%
9999 - Contribution to Capital Maint.	0.00	280,500.00	-280,500.00	0.0%
Total Expense	713,003.42	2,875,799.06	-2,162,795.64	24.79%
Net Ordinary Income	418,902.63	-397,588.07	816,490.70	-105.36%
Other Income/Expense				
Other Expense				
7000 - Construction				
7010 - Materials	0.00	8,000.00	-8,000.00	0.0%
7050 - Basins- Capital Annual Repair	0.00	0.00	0.00	0.0%
7053 - HCP Endowment	0.00	0.00	0.00	0.0%
7055 - Plunge Creek Expansion	0.00	500,000.00	-500,000.00	0.0%
Total 7000 - Construction	0.00	508,000.00	-508,000.00	0.0%
7100 - Land & Buildings				
7110 - Property Capital Repairs	0.00	260,000.00	-260,000.00	0.0%
7130 - Mentone Property (House)-CapRep	0.00	0.00	0.00	0.0%
7140 - Mentone Property (Shop)-CapRep	0.00	50,000.00	-50,000.00	0.0%
7150 - Mill Creek Diversion	0.00	577,000.00	-577,000.00	0.0%
7160 - Mendoza Property	0.00	215,000.00	-215,000.00	0.0%
Total 7100 - Land & Buildings	0.00	1,102,000.00	-1,102,000.00	0.0%
7200 - Equipment & Vehicles				
7210 - Computer Hardware-Capital Purch	0.00	5,000.00	-5,000.00	0.0%
7220 - Computer Software	4,259.00	12,500.00	-8,241.00	34.07%
7230 - Field Equipment / Vehicles	0.00	150,000.00	-150,000.00	0.0%
7240 - Office Equipment	0.00	1,500.00	-1,500.00	0.0%
Total 7200 - Equipment & Vehicles	4,259.00	169,000.00	-164,741.00	2.52%
7400 - Professional Services Capital				
7438 - Engineering Services-Other	0.00	135,000.00	-135,000.00	0.0%
Total 7400 - Professional Services Capital	0.00	135,000.00	-135,000.00	0.0%
Total Other Expense	4,259.00	1,914,000.00	-1,909,741.00	0.22%
Net Other Income	-4,259.00	-1,914,000.00	1,909,741.00	0.22%
Net Income	414,643.63	-2,311,588.07	2,726,231.70	-17.94%



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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

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

Memorandum No.1538

To: Board of Directors

From: Daniel Cozad, General Manager

Date: December 13, 2017

Subject: Appointment of Offices for 2018

RECOMMENDATION

Staff requests that the Board consider extending the terms of its elected officers for one additional year until after elections are held in 2018, due to the change requested by the Registrar of Voters.

BACKGROUND

In February 2017 the Board in passing Resolution 545 at the request of the County Registrar of Voters requested the Board of Supervisors extended the terms of all Board Members in order to move to even-year elections. This was done to comply with the changes brought by California Voting Rights Act (CVRA) litigation.

DISCUSSION

The District would have had three Directors will be up for election in 2017. The County Board of Supervisors approved the request and all directors terms were extended by one year. Terms expiring in 2017 were extended to expire in 2018. Terms which expire in 2019 were extended to expire in 2020. This additional term was not expected in the Board Policy Manual section 4040.1 which calls for Board officers to be elected to two-year terms after each election. By extending the terms of all members, the Board Officers must either serve a three-year term, or the Board must hold elections for Board Officers.

Staff recommends that because the Board of Supervisors extended the term of all Board Members, the Board should extend the terms of the Board Officers for the third year. Both the President and Vice President has indicated their willingness to serve for another term.

FISCAL IMPACT

There is no fiscal impact to the extension

POTENTIAL MOTIONS

1. Move to extend the terms of the Board President and Vice President one additional year until after the elections in November 2018.

BOARD
OF
DIRECTORS

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

Division 3:
T. Milford Harrison
Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad

2. Move not to extend the existing officers terms and conduct an election for officers to serve between December 2017 and December 2018.

ATTACHMENTS OR MATERIALS

Board Policy 4040.1

APPROVALS

Reviewed by District Counsel

San Bernardino Valley Water Conservation District

BOARD POLICY MANUAL

POLICY TITLE: Officers

POLICY NUMBER: 4040

4040.1 There shall be three (3) officers of the Board: President, Vice President and Secretary. The President and Vice President shall be appointed by vote of the Board taken in the regular meeting in December of a District election year, or following the occurrence of any vacancy, and officers shall serve for a term of two (2) years. Any Director may serve more than one consecutive term in any office, but no Director shall serve in more than one (1) office at the same time. The duties and responsibilities of the officers shall be as follows:

- (a) President. The President shall preside over the conduct of the meetings as the Chairperson of the Board, and shall perform other duties as spelled out in this Policy Manual. The President may also call for any special meeting of the Board, provided such call is done in compliance with Government Code Section 54956, as may be subsequently amended and any other applicable provision of law. The President may sign all correspondence on behalf of the Board. The President may also create, fill, and dissolve Ad Hoc Committees of the Board. Any decision the President may or must make hereunder may be appealed by any Director of the Board, at the meeting in which the action is taken or, if the action is not taken at a meeting of the Board, at the next regularly scheduled meeting following the report of such action to the Board. If appealed, the Board may approve, reject, or modify the President's action or decision, and the decision of the Board shall be final.
- (b) Vice President. The Vice President shall perform all of the duties of the office of the President, in the President's absence, inability, or incapacity to serve.
- (c) Secretary. The District's General Manager shall serve as Secretary to the Board of Directors. The District's General Manager may, with the permission of the Board, delegate any or all of the duties of Secretary to any qualified employee of the District. Should the District's General Manager be incapacitated or unable to perform the duties of Secretary to the Board of Directors, the President may appoint an Interim Secretary from among the Boards Members until the next regularly scheduled Board Meeting. At the next regularly scheduled Board meeting the Board shall consider the options for replacement of the role of Secretary and or the replacement of the General Manager as appropriate. Should the District's General Manager be incapacitated or unable to perform other duties the Board will convene a personnel session at an emergency session or the next regularly scheduled Board Meeting to make interim arrangements for support as needed.
- (d) Procedure for Nomination of Officers. The procedure for nomination and appointment of Officers of the Board of Directors shall be as follows:
 - (1) President opens the floor for nominations. (Any Board member can nominate any party, even himself or herself.)

- (2) Once all nominations are exhausted, the president will entertain motion to close nominations. Motion requires majority vote.
- (3) The President will call for vote on nominated parties. This will be done by roll call vote of the Board.
- (4) If a nominated candidate receives the votes of a majority of the quorum (4 votes until such time as there are 5 directors and then 3 votes if all Board members are present), the president will declare that party elected to the office. If no nominated party receives enough votes to carry a majority of the quorum, the President will declare that the nominations did not result in an effective appointment by the Board to fill the vacancy, and the President will reopen the nominations, starting again at #1 above. The process will be repeated until a single candidate receives the votes of a majority of the quorum.



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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

Memorandum No. 1539

To: Board of Directors

From: General Manager, Daniel Cozad

Date: December 13, 2017

Subject: Community Strategic Plan 2017

RECOMMENDATION

Staff recommends that the Board accept and consider approval of Final Community Strategic Plan (CSP).

BACKGROUND

Staff drafted the strategic plan based on the Board workshops. Staff provided the preliminary draft to the Board. Several Board members provided comments which were incorporated into the Draft document the Board approved for circulation. The District used an open process to solicit feedback and provide the community the opportunity to express needs or concerns with the CSP. Very limited comments were provided to the District by the community. Informal comments were addressed in the final document presented.

DISCUSSION

If the Board approves this document it would be considered the final CSP for implementation.

FISCAL IMPACT

Costs for developing the CSP are included in the 2017-18 budget.

POTENTIAL MOTIONS

1. Move to approve the plan as final.
2. Move to request this item be tabled to allow specific changes to be incorporated.

ATTACHMENTS OR MATERIALS

Final CSP for Approval

BOARD
OF
DIRECTORS

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

Division 3:
T. Milford Harrison
Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad

San Bernardino Valley Water Conservation District Community Strategic Plan 2017



*For Approval
December 13, 2017*

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1 Introduction and History

1.1 Introduction

The Community Strategic Plan (CSP) for the San Bernardino Valley Water Conservation District (District) was first created in 2013. This Community Strategic Plan indicates that it is built on the Board's 2010 Strategic Plan with feedback from, and support for, the communities and partners we serve. With the approval of the original CSP in 2013, the Board indicated that a review and update should occur at regular intervals during the implementation phase. In late 2016, staff began preparing to work with the Board on this 2017 update. This update documents progress on the 2013 CSP and updates areas of focus and priorities as indicated by the four strategic planning sessions held with the Board in the first half of 2017.

1.2 District History

The District has a long history in water management in the east end of the San Bernardino Valley. A prolonged drought from 1898 to 1903 brought sustainable water supplies from the Santa Ana River to the forefront of attention for San Bernardino, Riverside, and Orange counties. A private Water Conservation Association (WCA) formed in 1909, led by Francis Cuttle, the manager of the Riverside Water Company. This group pushed for surface water flows to be stored underground for future use. In 1909, four entire sections were set aside by the Federal Government for water conservation.

Percolation ponds were dug, and the Cuttle Weir was completed in 1914. The current District was formed by the San Bernardino County Board of Supervisors on January 4, 1932. This formation occurred after a vote of landowners seeking to obtain water for conservation purposes created a special purpose District under §74000 of the California Water Code. The



Cuttle Weir Diversion Structure Dedication

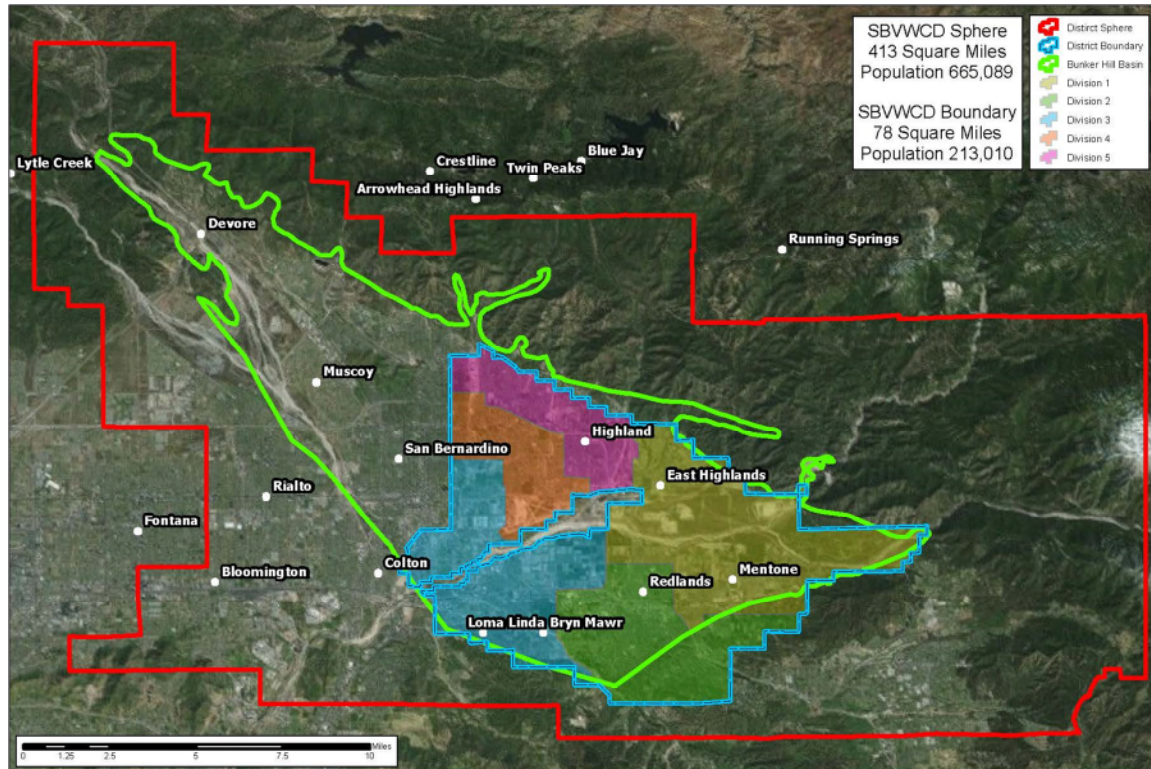
District authorization happened under the Water Conservation District Act of 1931. Shortly after the formation of the District, the WCA dissolved. The District has fee ownership, water recharge easements, and permitted use on over 3,650 acres. The District, as an agency, serves a total of approximately 50,000 acres.

This water mission, which is the origin of the District, continues to be as critical to the groundwater basin, its farmers, communities, and the stakeholders of the region, as it was when the District began.

1.2.1 Recent History

Relevant to the history of the mission of the District is its interaction with the region. In 2005, the Local Agency Formation Commission (LAFCO) eliminated the District's Sphere of Influence signaling it intended to consolidate the District. In 2009, LAFCO proposed consolidation of the District into the

San Bernardino Valley Municipal Water District (SBVMWD), despite the objections of the Water Conservation District. The LAFCO Commission did not approve the consolidation, and the District operates today having implemented most of the recommendations made by LAFCO, short of consolidating. LAFCO again reviewed the District in 2015 as part of the municipal service review to reinstate the District's sphere of influence. LAFCO's report noted that the District has significantly improved its financial ability to provide recharge and related conservation services and that it cooperates with partners and communities for shared services and access to facilities. LAFCO accepted the proposed Groundwater Council as an alternative to consolidation as it more equitably allocated the groundwater charge to all agencies benefiting from the Bunker Hill Basin.



District Sphere, Basin and District Boundary

On October 21, 2015, the LAFCO Commission provided the District a sphere of influence which covers the Bunker Hill groundwater basin, shown above. Also, the District has continued to strengthen relationships and open lines of communications with water agencies, cities and its partners in the region.

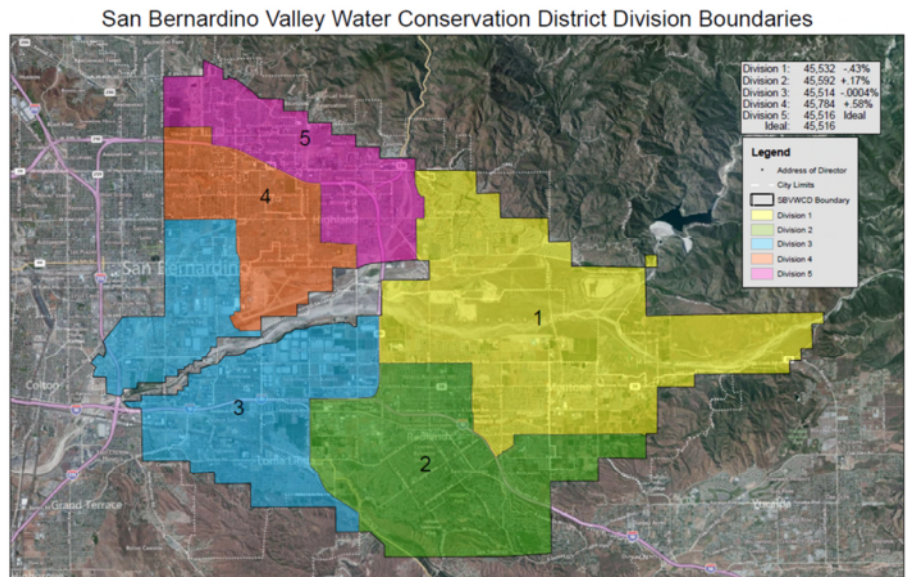
1.3 Changes and Accomplishments

Leading up to the 2013 CSP and following its approval, the District addressed several governance issues and developed an enterprise financial system to separate the District's activities into distinct enterprises, providing transparency and accountability in the District's business dealings. The District also implemented a concise reserve policy to give clarity to the development, maintenance and use of reserves. In 2012, the District completed the Enhanced Recharge Agreement with Western Municipal Water District (WMWD) and SBVMWD and subsequently, SBVMWD also joined the Wash Plan to permit these facilities. This agreement is a cost-effective method for additional recharge within the Basin for all three districts. Construction of these facilities began in August 2017.

The District also implemented SB-235 in 2012. This bill, sponsored by the District, allows it to reduce from seven to five the number of members serving on its Board. The Board subsequently adopted five new Division boundaries, based on the 2010 Census.

1.3.1 2013 CSP Accomplishments

In the past four years, the District has made significant progress in many areas.



The list below includes significant accomplishments related to goals in the 2013 CSP:

1. Aggressive Recharge – Staff implemented projects and operational changes to more aggressively recharge both local native rainfall and large flows of State Water Project recharge in 2017, following several years of drought.
2. Grant-funded support for innovative capital projects in Plunge Creek and reserve-funded improvements to the Mill Creek Diversion are under regulatory review for permitting.
3. Wash Plan Land Stewardship – The conservation strategy was completed and documents completed including Habitat Conservation Plan (HCP), Implementing Agreement, Memorandum of Agreement, approved Endowment Allocation and Issuance Costs, and an MOU with San Bernardino County Flood Control for independent implementation.
4. Wash Plan Implementing Legislation – HR 497 was unanimously passed by the House of Representatives in June 2017, and S. 357 was heard in the Senate Committee in July 2017.
5. Conservation Trust – To implement the Wash Plan with proper governance and appropriate fiscal management, the District developed a 501 (c) 3 nonprofit, the San Bernardino Valley Conservation Trust, which was approved March 1, 2017, by the California Department of Fish and Wildlife to hold endowments and conservation easements.
6. Cooperative Regional Agreements – Several critical agreements including the Enhanced Recharge Agreement were completed and are in implementation; others, such as the Groundwater Council, are developing through negotiation, and attitudes toward basin management are improving.
7. Recreational Trails – A trail masterplan was developed and approved by the Board, with implementation discussion with the cities of Redlands and Highland.
8. Fiscal Management – The District continued to improve its financial health and sustainability through stable groundwater charge and aggregate mining and management. Also, District budgets were approved on-time and clean audit opinions rendered.
9. Professional development efforts by limited staff and interns resulted in enhanced cost-effectiveness while achieving an extraordinarily high level of quality work.

The District has made substantial progress in every area identified in the seven 2013 CSP goals.

1.4 2017 CSP Planning Process

The Board began a staff-led update to the CSP in February 2017. After reviewing the strategic planning steps and the implementation of the 2013 CSP, the Board identified issues of priority to explore further. Three additional planning sessions were facilitated by the General Manager, covering the seven issues raised by the Board in the first offsite meeting. The Board discussed the following:

1. Additional Recharge
2. Service Boundary Expansion
3. Wildlands Trail Recreation
4. Expanded Habitat Management
5. Mining Area Reuse Planning
6. Public Outreach
7. Treatment Wetlands

The Board members ranked each of the issues, and all were evaluated and prioritized by the Board. The Board explored each of these issues following a staff presentation on current efforts, status and successes. Board members provided feedback and determined goals and objectives for the next five years. Shown below is a summary table of their conclusions:

1	Additional Recharge	Continue aggressive recharge on District lands, look for opportunities for community stormwater recharge outside of District-owned property, and potentially develop a Community Recharge project or a cooperative project within the District Sphere of Influence.
2	Boundary Service Expansion	Staff should seek opportunities for expanding service where appropriate within the Sphere of Influence. If projects are outside the District boundary, consider LAFCO application for contract or change in the boundary.
3	Wildland Trail Recreation	Continue to work with District Partners and Communities to open wildland trails on District-owned lands with at least one trail open by 2020.
4	Expanded Habitat Management	Passively work with partners to achieve habitat management in the Wash area and surrounding territory.
5	Outreach PR	Develop and implement a program for additional outreach, according to Board recommendations, benefiting the mission and projects of the District.
6	Mining Pit Reuse	Develop a conceptual planning document for mined area use and reuse.
7	Treatment Wetlands	Monitor long-term opportunities for aesthetic and water quality wetlands projects.

After initial discussions, the Board again prioritized the issues as discussed. Several issues were not carried forward as strategic issues. Treatment wetlands were determined to be an ancillary issue to be pursued in partnership with others should an opportunity arise. Mining pit reuse was determined to be premature except for ensuring that the mine plan and closure plans contain the provisions appropriate for groundwater recharge as they are updated. Public outreach was found to be an operational issue with staff working with the Public Outreach Committee to plan and implement improved outreach and consultant support in the current year.

Of the remaining issues, Additional Recharge was considered to be the highest priority with Boundary and Service Expansion being second. All of these issues are correlated and have significant overlap, but with the change in Sphere of Influence authorized by LAFCO and the developing Groundwater Council, the Board wanted to ensure that the District provides service wherever they are needed and appropriate.

With the Wash Plan HCP being virtually complete, the Board emphasized priorities for implementing the HCP elements including Regional Wildland Trails and Expanded Habitat Management. These issues are consistent with the full implementation of the HCP in partnership with the local cities of Redlands and Highland for trails, as well as the Inland Empire Resource Conservation District (IERCD), and San Bernardino Valley Conservation Trust for habitat management.

In a final review of current strategies, goals, and objectives, the Board found significant consistency with the goals from the 2013 CSP and determined that the presentation of both sets of goals should be integrated.

1.4.1 Summary of Community Strategic Plan Goals

This Community Strategic Plan provides background and context to the efforts and goals in the plan. The table below shows an overview of 2017 Community Strategic Plan Goals compared to the CSP Goals from 2013.

No.	2017 Strategic Planning Goals	No.	2013 Community Strategic Plan Goals
1	Additional Recharge - Consistent with CSPG 1, increase stormwater recharge through maximizing District-owned facilities (aggressive recharge) then expand to support distributed community recharge in cooperative partnerships 2017-2022	1	Increase and enhance basin water resources and conservation management through core mission efforts and enhancement projects
2	Boundary Service Expansion - Consistent with CSPG 3, and supporting the mission and services of the District expand the District Boundary or Service Contracts by 2020	3	Continue to develop and improve financially sound and efficient District organization with secure foundation to better serve District Partners and Communities
3	Trail Recreation - Consistent with CSPG 5, continue to work with District Partners and Communities to open wildland trails on District-owned lands with at least one trail open by 2020	5	Support Trails and outdoor recreation identified in the Wash Plan and in cooperation with District Partners and Communities where financially viable
4	Habitat Management - Consistent with SSPG 2 and working with the Conservation Trust, leverage the Wash Plan successes to expand habitat management support for Wash Area lands.	2	Provide effective stewardship of District lands for environmental, water conservation and habitat management through the Wash Plan
5	Outreach - Consistent with CSPG 4, expand efforts for opportunistic outreach and provide information to decision-makers (tactical issue)	4	Deliver services and programs to improve non-retail outdoor water use efficiency and new groundwater recharge in the valley watershed
6	Mining Area Reuse - Consider mining pit reuse and recharge needs (not a strategic issue)	6	Develop staff and District organization to support District Mission and regional projects and programs
7	Treatment Wetlands - Respond to opportunities for potential treatment wetlands areas compatible with the District's mission, (not found to be a strategic issue).	7	Support and lead regional efforts related to water conservation and management of natural resources with District partners and communities

2 Core Water Mission Activities

While the District has the tagline, “Our Name is our Mission,” the formally adopted mission of the District was approved in 2001. During the 2017 CSP process, some changes were recommended, and the revised mission is shown below:

The San Bernardino Valley Water Conservation District ensures recharge of the Bunker Hill Groundwater Basin in an environmentally and economically responsible way, using its facilities as well as all sources of high-quality surface water, including imported and recycled water. We strive to improve the sustainable supply and quality of groundwater while protecting and enhancing our land resources as we balance ecosystem responsibilities with public access and aggregate resources uses.

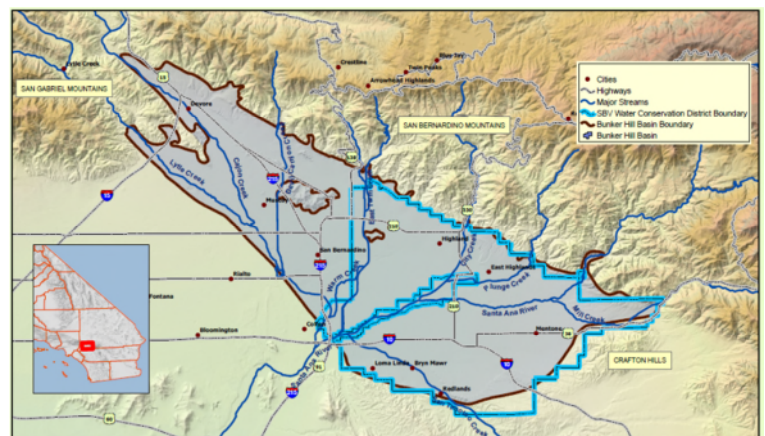
The core water mission is but one of the District’s significant endeavors. The Board developed Policy Principals in October 2014 to guide decisions in the absence of specific policy.

1. *Water recharge facilities and recharge management to benefit basin producers and the region’s water basin along with managing District land resources are Job #1!*
2. *Undertake all actions and efforts in an open, responsive, fair and transparent manner.*
3. *Continuously maintain open working relationships and communications with our communities, water entities, partners, and local, regional, state and federal agencies.*
4. *Operate and manage lands, properties, and facilities as safely, efficiently, and sustainably as possible.*
5. *Forecast and maintain fair and affordable groundwater charges, which maintain the overall financial viability of efficient District operations.*
6. *Seek, train, and retain excellent staff, utilize highly qualified consultants, contractors, and quality suppliers.*
7. *Seek to understand and support the needs and plans of the communities we serve related to our mission, including water, lands and public access.*
8. *Participate in regional and statewide water and habitat-related efforts of high value to the District, and support or oppose legislation and policy in accordance with these principles.*
9. *Continually evaluate our strategies, policies, technology, and performance to seek opportunities for improvement*

(The section below describes several ongoing core District activities.)

2.1 Water Conservation

Water conservation management and recharging the groundwater aquifer are the core business of the District. To maximize groundwater recharge, the District initiated the Aggressive Recharge approach, to divert and sink the maximum amount of water available in wet periods, under District licenses and partner agreements. This effort marked the beginning of facility improvements and changes that allow better management of sediment in the Mill Creek



Bunker Hill Groundwater Basin

spreading grounds and the expansion of facilities in the Santa Ana spreading ground. The expansion program in Santa Ana is a partnership with SBVMWD, and the District, using the facilities that are in an ideal location to recharge the basin. The District and its predecessor association have provided these services for over 100 years. Since its inception, the District has recharged over one million acre-feet of water, which equates to more than 325 billion gallons.

2.1.1 Water Facilities Operations and Management

The District utilizes and maintains diverse types of facilities to accomplish its recharge mission:

- Three soft plugs made of erodible materials and three diversion structures
- Four weirs and flumes for measurement
- 18 miles of canals, 38 water control gates, and 31 road crossings
- 26 miles of roads and 11 access gates
- 73 basins (43 acres) with 92 overflows

Field operations personnel maintain not only these facilities but also the trucks, loaders, excavator and hand equipment needed for our mission. They are adept at utilizing and enhancing the capabilities of existing facilities. Because many of the District's field structures have been in service for many years, annual cleaning, maintenance, and upgrades are critical to achieving the Board's strategic goals in this area. The Aggressive Recharge approach pushed the facilities to sink more water and to take more State Project Water for an extended period during the summer when available.

The District regularly updates its Operations and Maintenance Manual, including detailed information about the facilities and their operations. The manual describes the field functions for all facilities, equipment, and operations. It also provides information on the many coordinated efforts and partnerships related to the District's services.



District Percolation Basins

2.1.2 Facility Permitting

The 2013 CSP documented the Board's commitment to permitting operations and maintenance activities in the Mill Creek and Santa Ana recharge areas. This permitting process was already underway in the Santa Ana area through the Wash Plan. The Mill Creek diversion project and the Santa Ana River HCP would provide additional permit coverage for District actions. Also, the District undertook modeling and engineering to implement the Plunge Creek Habitat and Water Conservation project with grant funds from Proposition 84 through the Santa Ana Watershed Project Authority (SAWPA).

2.1.3 Water Facilities Partnerships

The District is an active participant in several regional partnerships closely aligned to the District's mission. The District links these separate interests with its local role in the watershed and its independent purpose. These partnerships and shared services assist the public and other agencies as much as they do the District. They enable all entities to operate more efficiently and to ensure adequate services are available to the public. The District has executed agreements with SBVMWD

and Western Municipal Water District (WMWD), East Valley Water District, San Bernardino County Flood and Water Conservation District, IERCD and others.

2.1.3.1 Exchange Plan

The Exchange Plan is an existing program between the District, SBVMWD, and WMWD for cooperative measurement and records of surface waters that are directed and divided above, on and near District lands. The District field staff monitors Santa Ana River and Mill Creek water diversions, transfers, exchanges, and the amount of water recharged for the benefit of the basin, on a daily basis. Daily and monthly flow reports provide water managers and the public, summarized information through email and the District website. These efforts support strategic goals for many agencies and ensure efficient surface flow deliveries.

2.1.3.2 Facility Improvements

In addition to annual cleaning and maintenance, the District has made many changes and improvements to its facilities. These changes increase the efficiency of operations and reduce the likelihood of injury and damage to facilities. Gates and other control structures are being improved and updated reducing overflows improving flow to the basins. Many of these improvements have been completed in coordination with partners to accommodate additional flows, such as State Water Project imported water that is recharged on behalf of the District's water partners.



Basin Maintenance Activities

Additionally, the Enhanced Recharge joint project with SBVMWD and WMWD will further improve and increase capacity and current capabilities of the District's facilities. In partnership, SBVMWD led the second phase of the project, developing a design for additional recharge of water that was demonstrated to be available through the water rights application approved by the State Water Resources Control Board.

3 Strategic Water Related Mission Efforts

3.1 Aggressive Recharge

The Aggressive Recharge approach is a management and operations tactic to increase recharge even at the expense of higher operations and maintenance costs. Because the operations and maintenance costs are still significantly less than the value of the water, the strategy makes sense for groundwater charge payees. Field staff mostly implements the changes needed for active recharge. They "turn out" water from the creek and river as soon as it begins to stabilize and clear rather than waiting for water carrying lower sediment and debris, and take all water that is available closer to the physical limits of the facilities. These efforts require more frequent and expensive cleaning and repairs.

3.1.1 Resource Implications

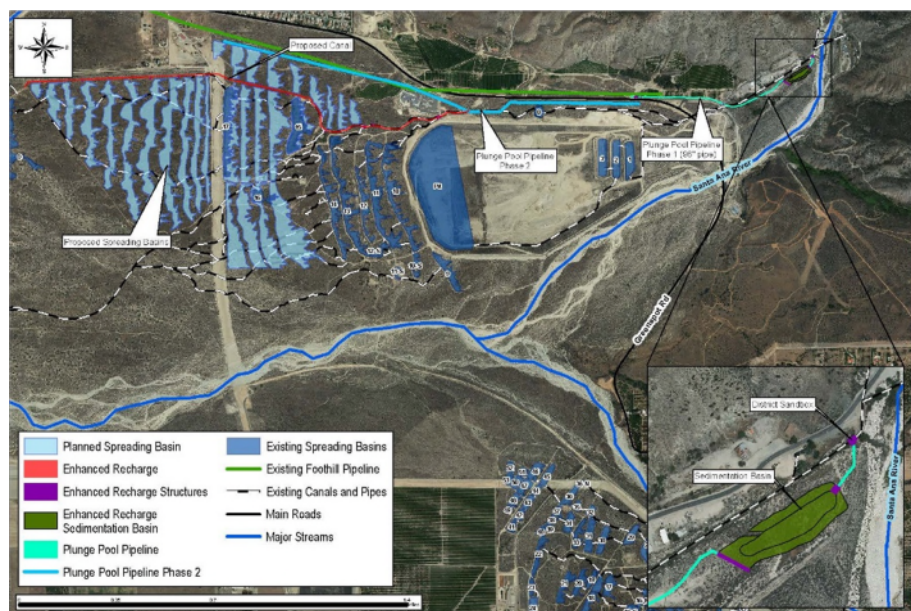
This approach has been undertaken with existing staffing but places a considerable additional burden on staff. Active recharge was not fully implemented in the drought years of 2014, 2015 and 2016. As the year of 2017 began, the approach was tested and resulted in recharge of water at the maximum capacity for the basins. Both natural river and State Project flows were high enough to wet areas of the spreading grounds that had been unused for over 25 years. These flows successfully provided

significant groundwater recharge—over 40,000 acre-feet—and also improved habitat in more remote channels. More attention and active management are needed when running the facilities near or above their traditional maximum flows and elevations. Furthermore, repairs, maintenance, sediment removal, and algae management increase in cost.

3.2 Enhanced Recharge Project

The joint cooperative project initiated in 2008 and codified in a three-party, 50-year lease agreement, is one of the District's most significant strategic goals. Additional capital and water rights from WMWD and SBVMWD, along with the District's ideally suited lands and operations capabilities, create great value for the San Bernardino Basin Area (SBBA). This effort expands recharge capacity on District lands by more than 100 acres of new facilities to support current reliability and projected growth.

Also, the new sedimentation basin in front of the spreading basins will reduce basin cleaning needs. The agreement also requires the District to efficiently maintain the facilities in the same manner as our existing recharge basins. Collaboratively developing this expanded capacity is a major accomplishment. Staff participated in the development of plans and designs for the project and supported the permitting process under the Wash Plan. Phase I A began construction in August 2017.



Enhanced Recharge Plans and Land Ownership

3.2.1 Resource Implications

The District allocates enhanced recharge funding toward the Groundwater Enterprise field efforts and Land Management Enterprise. The agreement also requires the District to hold, in reserve, money from the lease payment to prepare for future cleaning of constructed basins. This revenue is generated from annual payments as provided for in the lease agreement with WMWD and SBVMWD for the expanded facilities, with revenue also allocated to the Land Enterprise. This additional funding increased the financial ability of the District to provide these and other critical public services.

Current efforts include coordinating engineering design, permitting, initial construction, and—in 2019—preliminary operations of the Enhanced Recharge facilities. The District will support these efforts with current field staff and an additional field technician as needed in 2018 to assist in the operations and maintenance of the new facilities.

3.3 Enhanced Facility Security

An important strategic goal is to increase the security of the facilities and lands the District owns or manages under easement. An increase in metal theft, illegal dumping, trespassing, homeless encampments, and off-road vehicle traffic damages the District's lands, facilities, and habitat.

Reducing unauthorized access is a long-term strategic effort of the District. This initiative will increase the reliability of services and safeguard the premises. Over the past five years, the District has installed new gates, replaced old gates, repaired fences, positioned boulders to discourage vehicles and cleaned up dumping. Further discussion of issues related to habitat occur in the Land Management Section below, but controlling access to sensitive habitat areas is critical to a successful Wash Plan implementation. Continued effort and new infrastructure are needed now and into the future.

3.3.1 Resources Implications

The District currently budgets for security enhancements, primarily in maintaining fencing, destroying nuisance buildings and developing better perimeter controls to discourage illegal entry by vehicle. Funding is focused mainly on the groundwater facilities and provided by Groundwater Enterprise. The District's Land Enterprise provides funds for coordination with adjacent developments and agencies on resource issues. Field staff support this effort when time is available, or the need is critical. Wash Plan HCP implementation will require additional staffing and funding as discussed in Section 4.



District Main Canal to Santa Ana Basins

3.4 Water Use Efficiency and Communication Efforts

The District has had a limited role in retail customer water use efficiency. As discussed, its primary purpose is in diverting surface water to recharge groundwater. The Board has a strategic goal to cost-effectively expand its water use efficiency efforts in order to implement its mission more fully. To provide this service, the District utilizes a partnership with IERCD to serve areas not served by retail water providers.

3.4.1 Groundwater Producer Communication

Because retail water providers are the District's partners and pay the Groundwater Charge, it is more efficient for them to communicate with retail water users. The District can fulfill this part of its strategic goals by partnering with them to assist where needed in reaching their customers. Additionally, there are partners not currently served by retail water suppliers, communities or others providing conservation programs. Such producers are likely our non-governmental Groundwater Charge payees and may not always be receiving a message about conservation. Communication to this group is an area in which the District can assist and provide service.

3.4.2 Educational Outreach

The Board has approved District participation with the Inland Empire Resource Conservation District in its Elementary School Education efforts. This mature program needs additional support to reach more students. By partnering with the IERCD, the District can convey messages about conservation and the success of its programs. This cost-effective program shares staff and facilities and achieves multiple goals at a low cost.

3.4.3 Cooperative and Focused Outreach

The District participates in a regional water use/efficiency conservation program with other regional agencies and its retail water agencies. This program has used print, radio, and additional awareness outreach to the entire Inland Empire for the past three years. Because the state's drought emergency was withdrawn, the program is being revised to continue at a lower level in the future.

As part of the 2017 CSP, the Board agreed to expand outreach and retained a firm to assist with limited, focused outreach to local, regional, state and federal officials. This effort will be targeted to entities and organizations that may depend on the District or have connection or interactions with the District now or in the future. The September 2017 Little Hoover Commission on Special Districts encouraged Special Districts to "tell your story" and ensure your community leaders know you work for the public and the fees collected to serve the community. Enhanced and focused outreach planning is ongoing and will continue throughout 2017. As such, this issue is not considered a strategic action.

3.4.4 Conservation Education and Outreach

The Board identified an opportunity to help develop and provide conservation education to landscapers and gardeners who manage water at the many facilities they maintain. This unmet conservation gap could have a significant impact on outdoor water usage from municipal sources, but more importantly from small agricultural groves and other users that obtain water from mutual water companies or private wells. This sector is not currently served or targeted for education in the District's area. After working with the Basin Technical Advisory Committee's



QWEL Class Graduates

subcommittee on conservation, the District agreed to license and help provide the Qualified Water Efficient Landscaper (QWEL) program with the conservation coordinators in the Inland Empire. Chino Basin Water Conservation District also supports this program in Western San Bernardino County.

3.4.5 Resources Implications

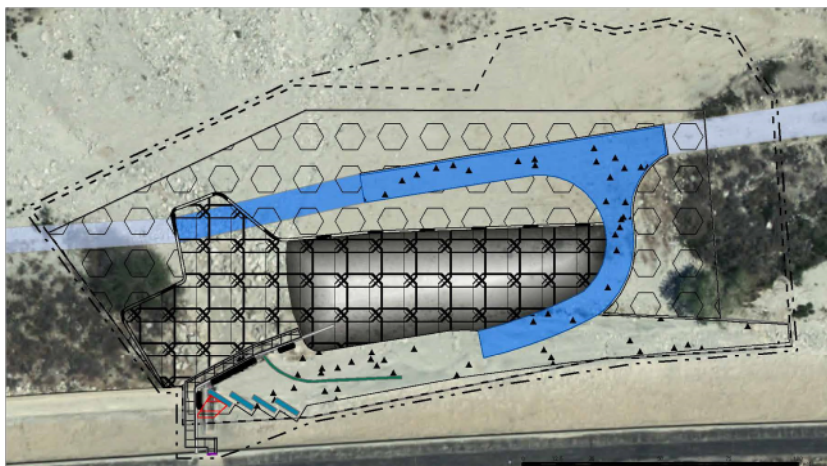
The District currently budgets about \$50,000 toward conservation education and outreach efforts. The strategic goal of increasing water use efficiency is to reduce the water demand on the basin and the amount of water recharge needed to maintain the groundwater basin. By cooperating with others for shared services, and with our groundwater producers that do not have existing programs, we can cost-effectively reach groups who do not otherwise get these messages. The QWEL program is viable as implemented for the area. Focused outreach to District partners and community leaders is also cost-effective and will not require augmenting staff.

3.5 Expanding Recharge Efforts

While identified as a goal of the 2013 CSP, Board members affirmed that the District's core mission of recharge is the key strategic action central to their work. They also identified opportunities to expand recharge in several areas listed below in priority order.

3.5.1 Expanded Recharge

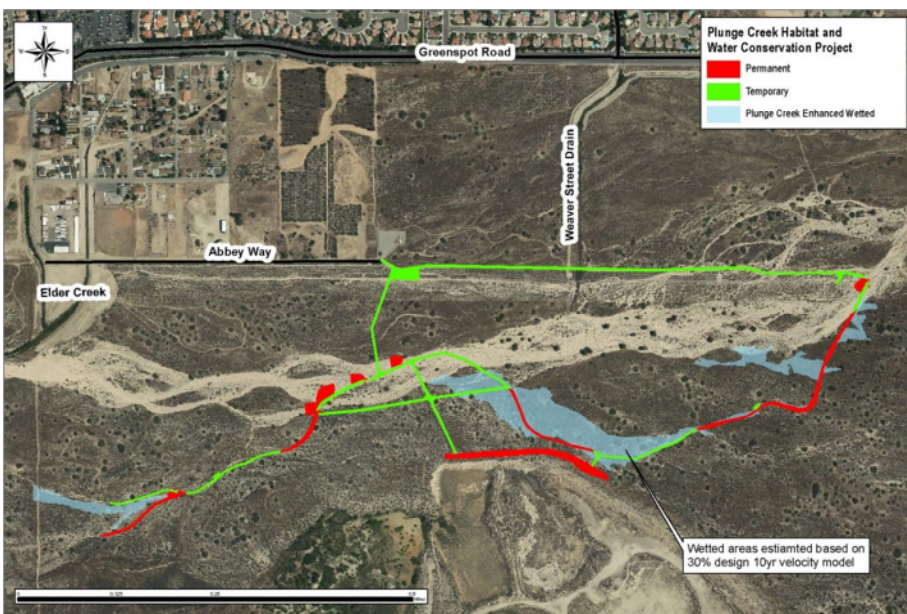
Expanding recharge activities on District lands or newly acquired lands in the Wash Area was the top priority for this strategic issue. The staff has been working on more aggressive operation facilities and has identified capital efforts to expand recharge capacity on the existing facility footprint. The District can implement expanded recharge capacity in some areas as distinct maintenance projects that improve operating flexibility.



Mill Creek Diversion Improvements

However, this category also includes the Mill Creek Diversion Sediment Improvement project initiated in 2015, which requires design and permitting. Finally, the District acquired approximately 16 acres referred to as the Mendoza Trust property. This property has the opportunity to provide both increased recharge of imported water or local natural surface flow, in a meandering channel. This potential California gnatcatcher habitat may be useful for District mitigation needs or to offset one or more partners' mitigation requirements.

In 2012, the District received a grant under the SAWPA Integrated Regional Water Management Planning program. This project is currently in permitting and will increase water recharge and endangered habitat in the Upper Plunge Creek. This project is a partnership between San Bernardino County Flood Control District, San Bernardino Valley Municipal Water District and the U.S. Fish and Wildlife Service. This restoring of the braiding of Plunge Creek occurs on District lands and can be expanded to



Plunge Creek Habitat and Water Conservation Project

other lands to increase the benefits of the project. As a collaborative project, its shared benefits efficiently provide services to the region, and it is an opportunity to work together with the resource agencies and habitat managers in the region.

3.5.2 Community Recharge

Also identified in the 2017 CVP process was the goal of seeking Community Recharge projects which could occur on District or non-District lands in partnership with the communities the District serves. The development project could partner wherever there is a stormwater quality requirement for retaining water onsite in an area with recharge potential. Such a project could bring long-term management and recharge benefits to the basin and new recharge facilities to the District. Alternatively, several parcels in development could cooperate with the District to aggregate stormwater into a recharge facility outside of the land under development.

3.5.3 Resources Implications

The District expends significant funding and resources to expand recharge. The Plunge Creek project and other aggressive recharge efforts occur within the existing budget and staffing. Future Community Recharge and Enhanced Recharge will require additional capital resources and staffing. In the District staffing plan, a new field staff position would support Wash Plan and Enhanced Recharge implementation. A Community Recharge project, if identified, would require contracted or additional staff. The Groundwater Recharge Enterprise Reserve and Capital Improvement Reserve will fund the identified capital projects in Mill and Plunge Creek.

3.5.4 Big Bear Watermaster

The District is one of the three court-appointed Watermaster members with Big Bear Municipal Water District and Bear Valley Mutual Water Company. The District's primary role is as an unbiased representative of the groundwater basin to ensure the basin is kept whole in the operations of the Big Bear Dam facilities and water management activities. This strategic partnership supports the working relationships between the mountain communities, their water supply, and the water supply for the valley and its users.

4 Land Resource Management

In 2011, the District established a Land Management Enterprise fund to clarify District priorities better and to provide better accountability for the sources and use of funding available in the various areas of the District's efforts. Components and tasks are described below along with several relevant and strategic goals.

4.1 Land Management Enterprise

The Land Management Enterprise funds District property costs not directly related to current water recharge activities. Revenue related to this enterprise includes mining royalties, land leases, commercial property leases, and easement payments for encroachments and encumbrances. These funds enhance the District's financial position through one-time and recurring revenue opportunities. These revenues can support the District's core functions and augment reserves to stabilize rates and allow funding for improvements.

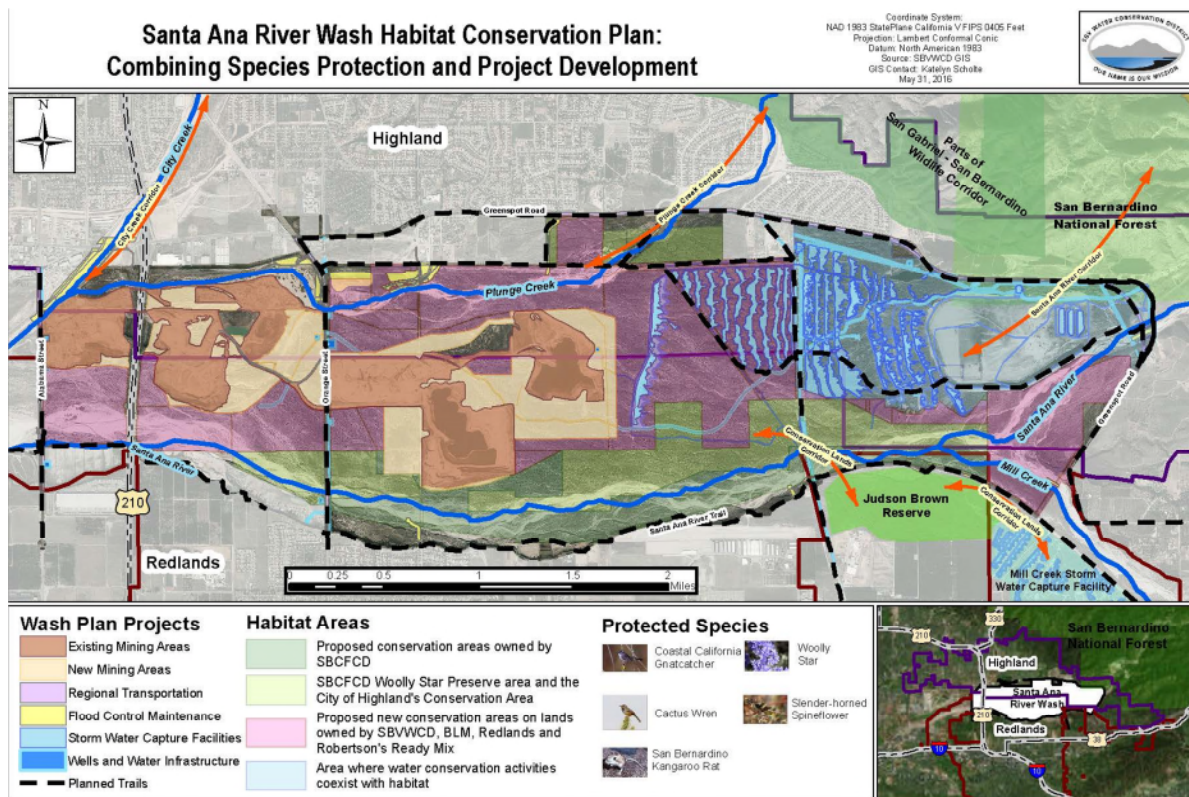


Blooming Santa Ana Woolly Star, an endangered species!

4.2 Long-term Wash Planning and Management

A critical planning and management endeavor that is related to the land enterprise is Plan B or the Santa Ana Wash Plan. This plan is a long-term management approach that creates a comprehensive program to manage the Wash Area shown below. The development of this HCP is challenging and requires the participation of the Wash Plan Task Force, made up of stakeholder communities and partners, as well as resource agencies such as the U.S. Fish and Wildlife Service, the Bureau of Land Management and the California Department of Fish and Wildlife.

While time-consuming and challenging to complete, this plan is critical to permitting mining operations beyond their current boundaries, accommodating enhanced recharge facilities, and documenting and permitting maintenance functions the District undertakes. It also supports our community and partners' local projects with positive impacts to endangered and threatened species present in the wash. Strategic goals related to this planning effort are summarized by the Wash Plan's commitment to active stewardship of District-owned and managed easement lands. Habitat management and enhancement in accordance with the HCP is both a requirement and an opportunity for the District.



Implementing the Wash Plan is a fundamental element to the sustainability of water recharge in the Wash area. Current strategic examples include the sections described below.

4.2.1 Wildland Trails in Wash Plan HCP

A repeated priority in both the 2013 and 2017 CSPs is the implementation of wildland trails from the Wash Plan HCP. Actions to date include a preliminary trail plan by intern staff, and a District-approved Trails Plan which reviewed requirements and costs as well as governance for the trails. This HCP has the assistance of the cities of Redlands and Highland and is in close coordination with the Santa Ana River Trail and the County of San Bernardino. The next steps in this effort are to gain agreement

among the cities on the form of governance and cost sharing and other issues needed to open the trails. After an acceptable agreement is signed, the group can apply for habitat coverage from USFWS to open some or all trails to limited or full use, depending on preferences and funding. The goal related to this 2017 CSP is to have one or more trails open by 2020.

Resources are required from the District as well as from the cities and mining entities to allow trail usage by the public. The trails master plan documents the support needed for trails. Also, District operational resources or facilities need to be isolated from trail users for safety and to reduce liability. Additionally, homelessness on the Santa Ana River Trail has recently become an epidemic in Orange County, causing residents nearby to resist the construction of trails and parks in their neighborhoods. Because of a significant amount of open land and remote areas, Wash Area homelessness is only an intermittent problem. If better access roads, food, and water are made available, the area will have increased homeless encampment usage, particularly since adjacent areas may push them out.

4.2.2 Conservation Trust and Resource Implications

In 2016, a tax-exempt 501 (c) 3, public benefit nonprofit corporation was initiated to hold the conservation easements and the endowment for Habitat Mitigation required by the Wash Plan implementation. The San Bernardino Valley Conservation Trust (SBVCT) has a three-member Board of Directors made up of District-elected and public members. This State-approved conservation trust is staffed by District employees reimbursed by the trust under an agreement

4.2.3 Habitat Coordination and Management

Wash Plan implementation includes not just the projects and mitigation land management. Staff will assist District partners and communities with their covered projects through the Certificate of Inclusion process, working closely with the SBVCT. Additionally, the District and the SBVCT will need to participate with the Cities and adjacent landowners to ensure compatible land uses and development as it occurs. Current resources are implementing the Wash Plan efforts, with additional field staff planned for management efforts, and contract support for annual efforts.

4.3 Mining, Land Use, and Development

Responsibly planning, managing and developing the District's lands are crucial to the sustainability of the District and its land holdings.

4.3.1 Mining

An example of development proposals are the aggregate mining leases which pay royalties to the District. Additionally, they make sand, gravel, and rock available to the local communities at a lower cost and a smaller carbon footprint than what would be produced by hauling aggregate from longer distances. Furthermore, these mining efforts also pay tax or royalties to the surrounding communities. In 2011, the District negotiated a revised agreement with CEMEX to provide a minimum annual guaranteed revenue to the District if they did not mine the resources. The District also has contracts with Redlands Aggregate for permitted aggregate mining. Even in the mining area, the District holds an agreement with CEMEX and the County of San Bernardino to provide an easement allowing the County to cooperatively operate on District lands for processing sediment from flood control facilities. The District continues to maximize opportunities for new amenities for District community partners and better use of the property that is not currently in mining or when mining is complete. Mining efforts and aggregate management benefit the local community in providing local jobs, concrete, and aggregate materials.

Also, the District has a contract with Robertson's Ready Mix, which provides for mining on District property when permits are issued. The District holds a prepaid royalty as a deposit until permitting is completed under the HCP. The mining activities are well buffered from the community and are expected to be ongoing for up to 60 years. At the conclusion of mining in one or more areas, the areas will



Mining in the Santa Ana River Wash see from the air

undergo restoration according to Surface Mining Reclamation Act requirements. At that time the lands will be returned to a shallow slope to accommodate groundwater recharge according to mining lease closure requirements.

4.3.2 Land Use, Development, and Community Mitigation

In any year, numerous proposals may be presented to the District to participate in related development on District lands or in nearby communities. These projects, if consistent with the HCP and District policy, can be accommodated if they are in best interest of the District or its communities and partners. Easement and fee proposals to develop District lands unneeded for water conservation may be received or solicited under certain conditions. A strategic goal related to this area is to continue to improve alternative long-term funding mechanisms for the District to mitigate rates for groundwater producers and to fund District land management needs.

4.4 Sustainability and Resource Management

The District is also committed to sustainably managing the properties it owns and uses with its partners and communities. Consolidating land ownership near District facilities has value to the District as a buffer. It also serves as an asset to the community as well as helping to separate noisy or dusty operations from residential or commercial use. In the 2013 CSP, the District provided a vision for community parks and recreational amenities. Wetland areas were also suggested for water quality issues. Presently, there is no driving need or funding to support these projects, but the Board believes that these amenities may fit into broader future resource management efforts with partners in the region. It is essential to keep these aims in mind when discussing resource management for the area.



District Lands and Native Habitat

5 Agency and General Fund

Most of the strategic goals are related to projects of the District, but some goals from the 2013 CSP were primarily associated with the District operations. They are described in this section.

5.1 Annual and Short-Term Efforts

The 2013 CSP contained several actions which were short-term, generally less than one year. Beginning in 2011, the Board started setting priorities at the beginning of its calendar year to allow these priorities to be implemented during the calendar year. Some of these items were regular District efforts that required particular attention or were infrequent projects. Other priorities are being tracked and reported upon to provide direction and accountability to the staff and Board. This process continues, although the 2017 CSP no longer contains these near-term financial issues.

5.2 Organizational and Financial Improvement

The District has the strategic goal of continuing to develop a more efficient District governance and organization with a secure governmental and sound financial foundation. Enhancing this status and continuing to build relationships are a strategic goal intended to provide better, more reliable service to the District's partners and communities.

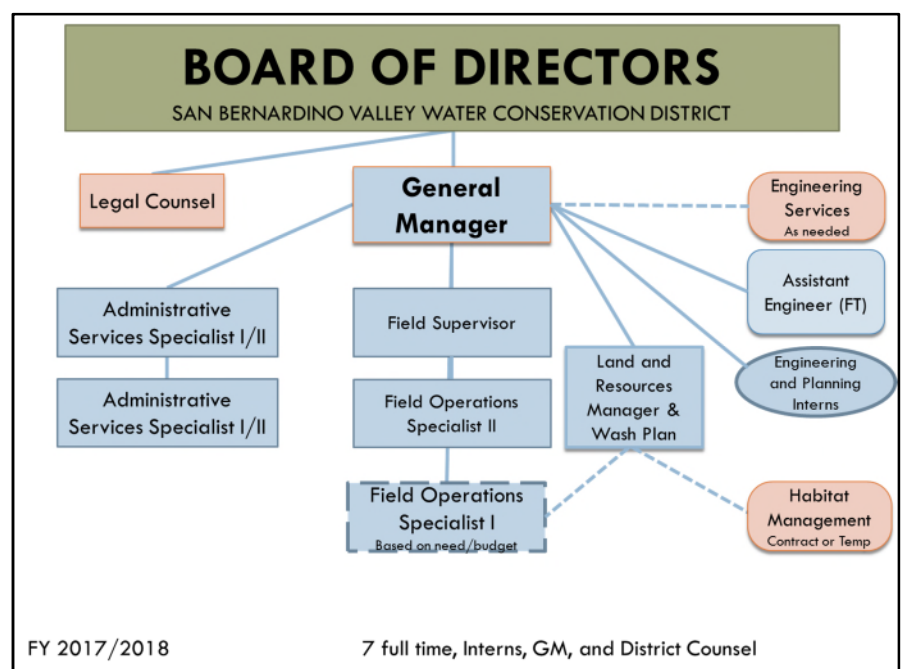
An example of this strategic goal, accomplished in 2012, was development of the groundwater charge rates which are adequate to fund the District's groundwater recharge services.

Other ongoing examples include:

- Managing costs and expenses to ensure cost-effective services
- Operating reserves and revenue opportunities which stabilize District costs and service levels
- Working with regional partners and supporting projects, shared needs and shared facilities
- Developing cooperative agreements to support mutual needs
- Continuing to demonstrate the high value of District services by promoting and enhancing community and partner goals and efforts.

5.3 Develop Staff and Organizational Capacity

In the 2013 CSP, the Board recommended a strategic goal of developing staff and the District's capability to support vital regional programs such as the Wash Plan, and water and natural resources management in cooperation with the District's partners. This effort, as accomplished, was financially viable. The 2017-18 organizational chart is shown here. Expansion of training for existing staff, use of interns and consultants, and collaborative staff



District Organization Chart as shown in the approved 2017 staffing plan

sharing with neighboring agencies and communities will continue. Based on the strategic goals of the 2017 CSP, District staffing may need revision in the next review. Also, in 2016, the Board requested a succession and transition plan for the organization, which the Board may implement along with these strategic goals.

6 Strategic Revenue Initiatives

During the planning phase for the 2013 CSP, the District had weathered difficult financial times starting in 2008 and continuing through 2011. This situation mirrored the overall economic slow-down; however, the effect on the District was more severe because all sources of the District revenues declined at the same time. Since that time, the District revised its financial structure, reduced costs, and implemented various policies that are intended to reduce the impact of these occurrences in the future. These changes give the District the financial ability to adequately provide its core public services even in the case of a future downturn. The District also implemented cost-cutting measures that are documented in the annual budgets. An example is the reduction from seven to five Divisions for the Board of Directors as allowed by the District-sponsored Senate Bill 235. The District also adopted the Enterprise Financial structure and reserve policies to limit the future impact of general economic conditions on the District, since drought happens in good and bad economic times. The District revenues are described briefly below, categorized as renewable and non-renewable.

6.1 Renewable Revenue

Renewable revenues are generated every year at varying levels based on the source and conditions.

Groundwater Charge - The District sets the Groundwater Charge with the support of the District's partners and communities. The District established a rate stabilization reserve to reduce the need for significant rate increases in any given year. The Board of Directors authorized the use of the rate stabilization reserve in 2017 and increased the groundwater charge by four percent. These rate increases were needed because rate increases were forestalled in 2015 and 2016 to allow retail agencies to recover from the emergency conservation regulations during the drought. The rates per acre-foot are still minimal and affordable to the water producers in the basin.

The District embarked on the formation of a Groundwater Council with regional agency support, and has continued to convene meetings and prepare legal and technical materials to allow the producers from the basin to have a more equitable method of paying groundwater charges to support the O&M of regional recharge facilities:

Investments - The District reserves are adequate to ensure future operations and the variability of the District's revenue sources. The District's investments include significant funding provided as a prepayment of royalties. Placement of these cash reserves offers a small but sustainable amount of income to the District.

Rental/Lease Income - The District owns and leases lands and office and residential space beyond the current needs of the District. The



Collaborative Use of District Lands

District manages these investments to reduce its operating cost and provide public opportunities for local communities.

Service Fees and Miscellaneous Income - The District provides several services and allows the use of its land for compatible purposes. Recharge and other services performed for others are ongoing sources of relatively stable revenue. Also, the District gains additional income from the sale of materials that result from the cleaning of basins or placement of materials for storage or processing on District lands.

Property Tax - The District receives minimal General Fund property tax that is related to its share of county collected taxes. The annual property tax for past few years is about \$85,000.

6.2 Extractive or Non-Renewable

Some of the District's funding sources are not renewable, and when used or spent are no longer available to the District for future revenue.

6.2.1 Mining Royalties

Mining royalties from the extracted material are priced based on a market rate negotiated with the company mining the lease. The aggregate that will be permitted and minable is finite and cannot easily expand. The Wash Plan conservation strategy provides for a significant increase in minable area and although increased, will be limited. Moreover, the lands after mining are less



CEMEX Mining On District Lease

useful and may be harder to reclaim for productive purposes. In the 2017 CSP, the Board discussed planning for reuse of the mining pits. After discussion, they determined such an effort would be premature, except for a review of the modified mining or closure plans. Staff should review to be sure they contain the needed criteria to sustain groundwater recharge after mining ends.

6.2.2 Property Easement or Community Mitigation Revenue

District lands can be sources of revenue to the District, if well managed. Various public and private organizations seek easements which are compatible with the use of the property for recharge and habitat. However, once a pipeline or road is developed, that precludes other use of the location. Additional mitigation areas are available on District lands, due to the HCP. In partnership with IERCD and the SBVCT, the District may be able to assist with offsetting mitigation for community projects where appropriate with District requirements. These Community or Partner Conservation Easements for habitat are likely to generate revenue and endowments to care for the lands but limit the future of the property for uses incompatible with the easement. Acceptance or use of these funds should be considered carefully due to the loss of alternative opportunities for the property.



Slender horned spineflower

7 Community Strategic Plan Input and Feedback

Like the 2013 CSP, a Board-led, community-based process begins with the elements identified and developed by the Board and incorporates community and partner feedback to establish the final Community Strategic Plan. This draft CSP will benefit from the input of water partners, community partners, and wash plan stakeholders. Incorporating the feedback of these partners creates a shared vision for the 2017 CSP.

7.1 Process and Feedback

The District uses an open process to solicit feedback and better understand the community's needs on this Community Strategic Plan. The District circulates the draft document and offers summary presentations for water, community and other partner's feedback. During development of the CSP, staff and Directors will meet with:

- Groundwater Recharge Partners and Water Agencies
- Land Stakeholders and Wash Plan Task Force Members
- Mining Partners
- Resource Agencies
- Districts, Cities and the County of San Bernardino
- Community Stakeholders and legislators

7.2 Approvals Implementation and Revision

The Board of Directors will review the Circulation Draft Community Strategic Plan and accept it for distribution and comment. Staff will modify the document to reflect the recommended changes, community feedback and comments to produce the final draft. The Board will then consider the final CSP for implementation.

Staff will implement the Community Strategic Plan with direction from the Board of Directors and in cooperation with the District's partners and communities. The Community Strategic Plan will assist with the development of the Annual Priorities List and the Annual Fiscal Budget for the District. Staff and the Board review the Community Strategic Plan when considering critical decisions. Every three to five years, they formally review and consider revising the plan if needed.

Please feel free to contact the District with any questions or comments.

Daniel Cozad, General Manager

dcozad@sbvwcd.org

909-793-2503

1630 Redlands Blvd. Suite A

Redlands, California 92373



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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Memorandum No. 1540

To: Board of Directors

From: General Manager, Daniel Cozad

Date: December 13, 2017

Subject: Engineering Investigation Plan for 2018

RECOMMENDATION

Staff recommends that the Board review, discuss and recommend any changes to the Engineering Investigation Report Plan (EI Report plan) and consider approval of the 2018 EI Report plan.

BACKGROUND

Approximately 6 years ago, Staff prepared an EI Report Plan after receiving considerable input and discussion with the BTAC and other parties in the Basin. The staff has updated the plan to incorporate changes and revisions that were identified from the production of the EI Report in 2012. Additionally, Staff has made non-substantive changes to the plan and reported to streamline the document and reduce the burden of publication. Once again, SBVMWD has indicated they are willing to assist the District with the completion of the plan as needed and to assist in comparing the results with those from their groundwater model. Staff will also provide the updated Groundwater Charge Rate Change procedures should the Board consider changes to the rates.

FISCAL IMPACT

The cost to develop the EI agreement is included in the approved Groundwater Enterprise budget. The overall cost of the EI has been reduced in recent years and streamlining the report should yield additional cost reductions. Currently, Staff intends to prepare the report with in-house staff and intern support.

BOARD
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Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad



Engineering Investigation 2016-2017 Report Plan

1 Goals

The 2016-2017 EI will continue to follow the format from the prior year to achieve several goals for the report:

1. Provide a report which contains accurate statements of the statute required estimates based on sound science, judgment, and policy
2. Reduce effort to prepare the report to reduce the cost to the groundwater users
3. Utilize ongoing collaborative mechanisms to provide early opportunities to help plan the report and to help review the report prior to the hearing process and have the process support other needs in the region.
4. Create a clearer understanding of the report and options the District should consider and gain feedback prior to generating the report.
5. Make the report summary understandable to the public and available to all via the web.

2 Assumptions

This plan uses the general process and assumptions used in the 2015 to 2016. This plan would utilize the BTAC and USAWRA as review and feedback process to ensure broad feedback on the plan and that it meets the needs of the basin managers and users. This plan is intended to be revised based on comments from the USAWRA and BTAC.

2.1 Water Year

As required by Water Code section 75574 the following water years will be included in the report:

Preceding Water Year (July 1, 2016, to June 30, 2017)

Current Water Year (July 1, 2017, to June 30, 2018)

Ensuing Water Year (July 1, 2018, to June 30, 2019)

Some issues arise due to different water years, surface water year October 1 to September 30, groundwater year Fall to Fall (last readings commonly in November) etc. Other years used by the region will be identified, and data will be included and summarized for comparison and clarity while preserving the required EI Water Year.

3 Process and Tasks

The following process and tasks are outlined for the report preparation to allow review prior to report preparation to allow the completion of the statutory requirements for the EI shown below:

75574. The board shall, before the levy of the groundwater charge, find and determine all of the following:

- (a) The average annual overdraft for the immediate past 10 water years.*
- (b) The estimated annual overdraft for the current water year.*
- (c) The estimated annual overdraft for the ensuing water year.*
- (d) The accumulated overdraft as of the last day of the preceding water year.*
- (e) The estimated accumulated overdraft as of the last day of the current water year.*



- (f) The estimated amount of agricultural water to be withdrawn from the groundwater supplies of the District for the ensuing water year.*
- (g) The amount of water other than agricultural water to be drawn from the groundwater supplies of the District for the ensuing water year.*
- (h) The estimated amount of water necessary for surface distribution for the ensuing water year.*
- (i) The amount of water which is necessary for the replenishment of the groundwater supplies of the District.*
- (j) The amount of water the District is obligated by contract to purchase.*

The intent of the District is to use the cooperative capacity of the agencies in the basin to prepare the report and reduce costs. The main elements of the EI are shown below for review.

3.1 Data Request

Request agencies provide formatted digital data:

Cities of Colton, Devore, Loma Linda, Redlands, Rialto, Riverside, & San Bernardino; EVWD, EVMWD (Meeks & Daley), WVWD, SBVMWD, Riverside-Highland Water Company, Fontana Water Company, Gage Canal, Big Bear Valley Mutual, USGS, Southern California Edison, Lockheed Martin via TetraTech, Others include SBVMWD and Steve Mains (Watermaster Services) for comparison. If the data is available in an aggregated format due to Watermaster or other's work it will be used.

An appendix will be prepared which lists the sources of each data element that goes into the report. The list will be reported by source and agency/contact person. Examples follow:

- Rainfall station C, Chris O'Neil, USGS
- Water production Santa Ana A1, Bob Martin, BBWM table Z
- Stream Diversion X, SBVWCD (report A, table X)
- Stream Diversion Y, USGS station # XXXXXXXX

Estimated or questionable data will be flagged.

3.2 Assess Water Elevation for Change in Storage Assessment (Appendix A):

As in reports prior to the 2015-2016 report, Change in Storage reporting will represent **Fall 2016 to Fall 2017 time period**. In this task, the District would use the same process as in 2016 and endeavor to collect and include **Fall 2016 to Fall 2017 (Current) water level data**. This will require fall water level to be reported by January 13th at the latest for inclusion in the report **otherwise District will default to the prior year with changes**.

3.3 Accumulated Change in Storage for the last day of the preceding year ending June 2017.

This section will include a 15-year summary table.

Appendix B will contain BTAC recommend Key Wells which are actively measured. Key Wells are needed for several wells that are no longer monitored especially in the farthest western areas of the Bunker Hill Basin. The District will use existing Key Wells as performed in 2015-2016 EI (last year).



3.4 Estimate of Annual Change in Storage for Ensuing Water Year (July 1, 2018, to June 30, 2019)

The District will continue to collect data from the historical precipitation stations. This data is used for the Regression Analysis which will forecast the estimated annual change in storage. This data will be updated in Appendix D.

3.5 Average Annual Change in Storage for the Immediate Past 15 Water Years.

10 years as reported in previous reports and required by water code will be covered at a minimum, and if no significant work is needed to complete for 15 years, the additional information will be included.

3.6 Estimated Amount of Agricultural Water and Non-Agricultural to be withdrawn for the Ensuing Water Year (July 1, 2018, to June 30, 2019).

The District has used its Groundwater Assessment database for calculating preceding water year's Agriculture and Non-Agricultural uses. The District proposes to continue to use this data, however, because the data is not compiled by month it introduces error due to differing water years. Providers of this data summarize it for the first six months and second six months only. The report would continue to estimate future uses based on **Preceding Water Year (July 1, 2016, to June 30, 2017)**. No users of the report requested the District require data from the producers on a monthly basis.

3.7 Estimated Amount of Water for Surface Water Diversions (Table 8): (Compiled from Daily Flow Reports)

The Surface water diversion will use the existing data compiled by area agencies with a review of compiled numbers during the January timeframe to ensure any new diversions are reflected. **These will be calculated up to June 30th, 2017.** For information only, if complete data is available diversions will also be reported as of **September 30th 2017**, based on last year's reporting method.

3.8 Estimated Amount of Water for Replenishment of Groundwater Supplies for Ensuing Water Year (July 1, 2018, to June 30, 2019). No Change.

Water Quality Data: The District has historically requested and received TDS and Nitrate data along with the other Water elevations and monthly active well production values. This has not been included in any reports since 2005. The District will collect existing water quality data provided by participants. The District will not use the data for reporting into the EI Report.

4 Analysis Methods

4.1 GIS Analysis

The District will utilize Excel spreadsheets with GIS compatible field naming conventions based on SBVMWD's existing well database or other standard information to allow geo-referencing. The District has also begun requesting coordinate data for wells as of the 2016 report, in order to update the GIS database.

4.2 Calculation of Change in Storage Analysis

The District will continue the methodology historically used for estimating the Change in Storage based on averaging the wells reported for each subbasin. The District uses wells by subbasins that are



somewhat different than are in the groundwater model that SBVMWD uses. We will work with SBVMWD to run the basin wells we use once the data is compiled and validated as was done last year.

4.3 Cross-Check Calculation Spreadsheet

The District will again use the cross-check spreadsheet prepared for the integration of all entered data and calculations for users of the report to check calculations in the preliminary state without the entire report being drafted.

5 Proposed Table of Contents

This shown proposed table of contents is similar to last year's document

- 1.0 Executive Summary
- 2.0 Introduction
- 2.1 Purpose and Scope
 - 2.2 Location, Topography and Climate
 - 2.3 Definition of Terms
 - 2.4 Sources of Data
- 3.0 **Fall 2016 and Fall 2017** Groundwater Elevation Contours
- 3.1 Hydrographs for Key Wells in the Bunker Hill Basin
- 4.0 Task 1 Annual Change in Storage (**Fall 2016 to Fall 2017**)
- 4.1 Hydrologic Sub-Areas
 - 4.2 Area and Storativity
 - 4.3 Groundwater level Elevation Changes
 - 4.4 Change in Groundwater Storage
- 5.0 Task 2 – Accumulated Change in Storage 17 Year Trend (**Fall 1999 to Fall 2017**)
- 6.0 Task 3 –Total Groundwater Production for the **Preceding Water Year (July 1, 2016 to June 30, 2017)**
- 7.0 Task 4 – **Estimate** of the Annual Change in Storage for the **Current Water Year (July 1, 2017 to June 30, 2018)**
- 8.0 Task 5 – **Estimate** of the Annual Change in Storage for the **Ensuing Water Year (July 1, 2018 to June 30, 2019)**
- 9.0 Task 6 – Average Annual Change in Storage for the Immediate Past ten Years (**Fall 2007 to Fall 2017**)
- 10.0 Task 7 – **Estimated** Amount of Agricultural Water and Other Than Agricultural Water to be Withdrawn for the **Ensuing Water Year (July 1, 2018 to June 30, 2019)**
- 11.0 Task 8 – **Estimated** Amount of Water for Surface Distribution for the **Ensuing Water Year (July 1, 2018 to June 30, 2019)**
- 12.0 Task 9 - Estimated Amount of Water for Replenishment of the Groundwater Supplies for the **Ensuing Water Year (July 1, 2018 to June 30, 2019)**
- 13.0 Estimated Groundwater use in the District
- 14.0 General Findings
- 15.0 Conclusions

6 Document Compilation and Distribution

Other notes on document preparation and distribution

- Document content will be based on analysis results with the addition of early review draft information from the BTAC and USAWRA for efficiency
- Map updates based on last year's nine maps other graphs
- Appendices will be similar to last year but posted online only



- Appendices will be included as links to documents on the District Website to reduce production cost and allow ease of reference and update.
- Cross-Check spreadsheet and draft document compilation review steps will be utilized
- Final document printing as summary only for board review all other publication via website

7 Quality Assurance and Quality Control

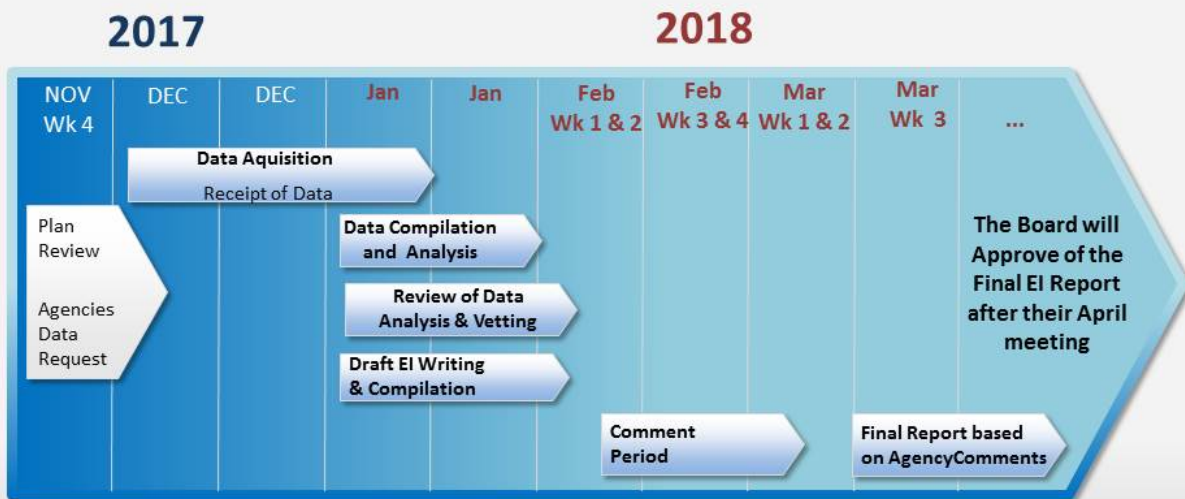
Virtually all information is provided by other programs and agencies that have their own QA/QC processes, and the EI relies on them for providing accurate data. Therefore, this section will briefly discuss the QA/AC process and standards for the following topics:

- Process and Method
- Data Accuracy
- Calculation Accuracy
- Comparability
- Approval

8 Schedule

Engineering Investigation 2017- TIMELINE

November 22, 2017 - March 14, 2018*



*Schedule assumes Change in Storage Calculations will use 2016-2017 water elevation comparisons as done prior to 2014-2015 report

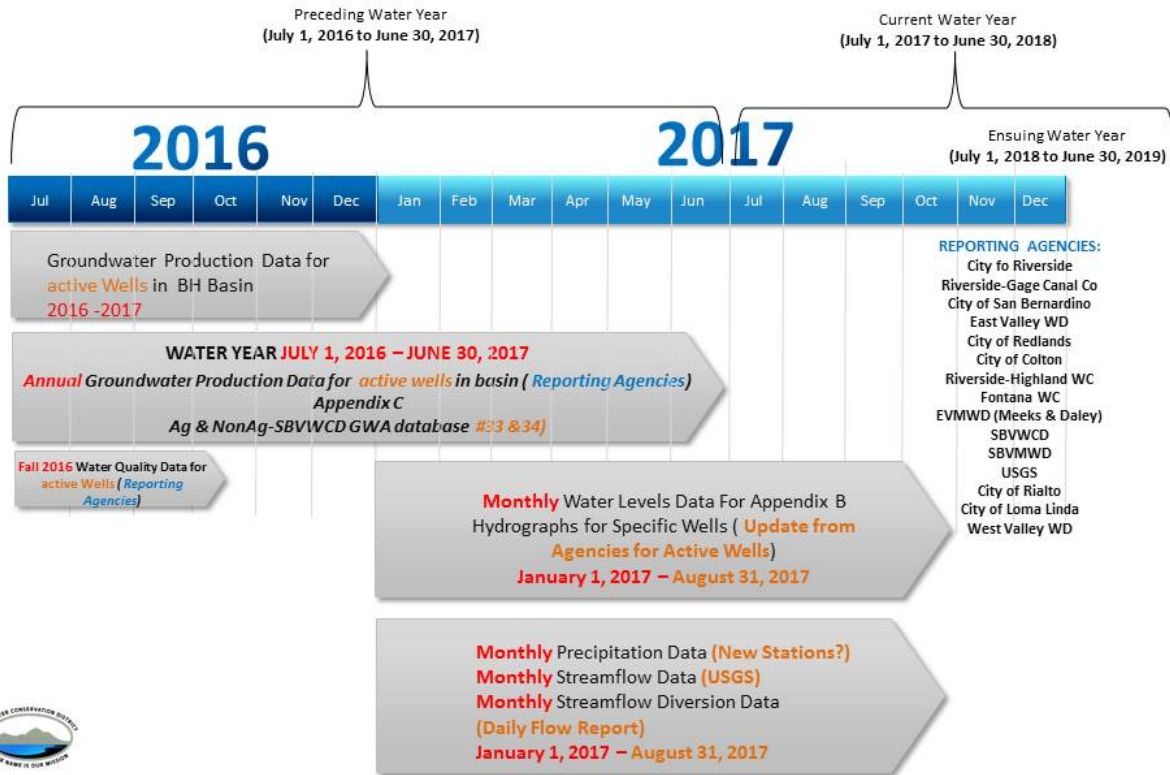
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9 Water Year Comparisons

For reference, the Plan provides this overview of Water Year for the EI report

Engineering Investigation Report (EI 2016-2017)



X:\Engineering Investigation\2018 EI\Schedule



SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT

Established 1932

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(909) 793-2503
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Email: info@sbvwcd.org
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Memorandum No. 1541

To: Board of Directors

From: General Manager, Daniel Cozad

Date: December 13, 2017

Subject: Special Regulatory Counsel Dredge and Fill Representation

RECOMMENDATION

Authorize an additional \$5,000 for Special Regulatory Counsel representation to support the Districts request for exemption from State Waterboard Regulations regarding Dredge and Fill of State and Federal waters.

BACKGROUND

In August 2017, the General Manager in coordination with Board Officers acted to retain Nossaman LLC to support the District request to the State Water Board to exempt Multiuse facilities from the Waters permitting requirements in the proposed Dredge and Fill Regulations being considered. Nossaman represented the District and four other water organizations. Jointly the group presented lengthy written comments, redline drafts of the changes needed and administrative record documents to the State Board in a greatly accelerated manner. Staff testified at a September 6, 2017, hearing where the State Board appeared to be favorably impressed with the request and testimony. Due to the schedule for Board meetings and the need to act quickly the authorization to Nossaman was limited to the General Managers Authority.

While we understand the revised draft will not be available until after the New Year, we believe that there is a need for assistance with meetings and outreach to the State Board ensure our changes are incorporated in the next draft of the regulation.

FISCAL IMPACT

The cost of the representation is included in the Staff included funding in the 2017-2018 approved budget for legal costs. This authorization would take the total expended to \$30,000. Other agencies have also paid an equal or greater portion of the effort. Additional funding may be needed but cannot be estimated at this time and is not being requested.

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Division 3:
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Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad

POTENTIAL MOTIONS

1. Move to authorize the General Manager to expend the additional \$5,000 for Regulatory Counsel
2. Move to request this item be tabled and referred to Operations Committee for reconsideration of specific issues discussed.



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Memorandum No. 1542

To: Board of Directors

From: Land Resources Manager, Jeff Beehler

Date: December 13, 2017

Subject: D-Levee Habitat and Access Enhancement

RECOMMENDATION

Review project plan and direct staff to file a CEQA Notice of Exemption with the Clerk of the Board of Supervisors of San Bernardino.

BACKGROUND

Staff agreed to place this structure to provide wildlife passage as part of the implementation of the Wash Plan Habitat Conservation Plan.

DISCUSSION

As part of the implementation of the Wash Plan HCP, staff identified a location along D-Levee where a ramp could be placed to allow kangaroo rat passage across the basin when it contains water. This ramp will serve as an important corridor as it is located adjacent to high quality habitat formed by the 1969 break out of the Santa Ana River from its banks. As the District manages more imported water and the basins contain water for longer periods this ramp becomes more important. The ramp will also provide vehicle access to the center of the D-levee basins for maintenance reducing the need to drive through high quality habitat areas. The District has stockpiled sufficient materials, including galvanized pipe, to complete the project.

FISCAL IMPACT

Costs for ramp, including placement of galvanized pipe, can be completed using field staff and costs are not expected to exceed General Manager's authority for maintenance expenditures. If costs exceed General Manager's authority, the project will be returned to the Operations Committee for additional review.

POTENTIAL MOTIONS

1. Receive report and direct staff to file Notice of Exemption with County Clerk.
2. Move to request this item be tabled for further review and consideration.

ATTACHMENTS OR MATERIALS

CEQA Notice of Exemption, including location map and project diagram

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Division 4:
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Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad

Please Return To:

San Bernardino Valley
Water Conservation District
1630 W. Redlands Blvd., Suite A
Redlands, CA 92373
Attn: Daniel B. Cozad

Please File Stamp Here:

NOTICE OF EXEMPTION

(Title 14, Cal. Code Regs. ' 15301)

TO: Clerk of the Board of Supervisors
County of San Bernardino
385 North Arrowhead Avenue, Second Floor
San Bernardino, CA 92415-0130

Project Title:

D-Levee Habitat and Access Enhancement Project

Project Location:

Approximately 0.5 mile south of Pole Line Road on D-dike, Santa Ana River Spreading Basins (-117.152489, 34.100176) (Attachment 1)

Project Location – City and County

City of Highland, County of San Bernardino

Description of Nature, Purpose, and Beneficiaries of Project:

This project involves the placement of an access ramp for routine maintenance and to allow passage of wildlife when the facility is flooded on the approximately 1-mile long D-dike (Attachment 2).

Name of Public Agency Approving Project:

San Bernardino Valley Water Conservation District.

Name of Person/Agency Carrying Out Project:

San Bernardino Valley Water Conservation District.

Exempt Status: (Check One)

Ministerial (Sec. 15073)

Declared Emergency (Sec. 15071(a))
Emergency Project (Sec. 15071(b) and (c))
Statutory Exemption. State Type and Section Number
X Categorical Exemption. 15301

Reasons Why Project Is Exempt:

Project consists of repair/maintenance/minor alteration of an existing public structure/facility involving negligible or no expansion of use beyond that currently existing.

Contact Person:

Daniel B. Cozad, General Manager
San Bernardino Valley Water Conservation District
1630 West Redlands Blvd, Suite A
Redlands, California 92373
(909) 793-2503

DATED: December 13, 2017

Submitted by:

Daniel B. Cozad
General Manager

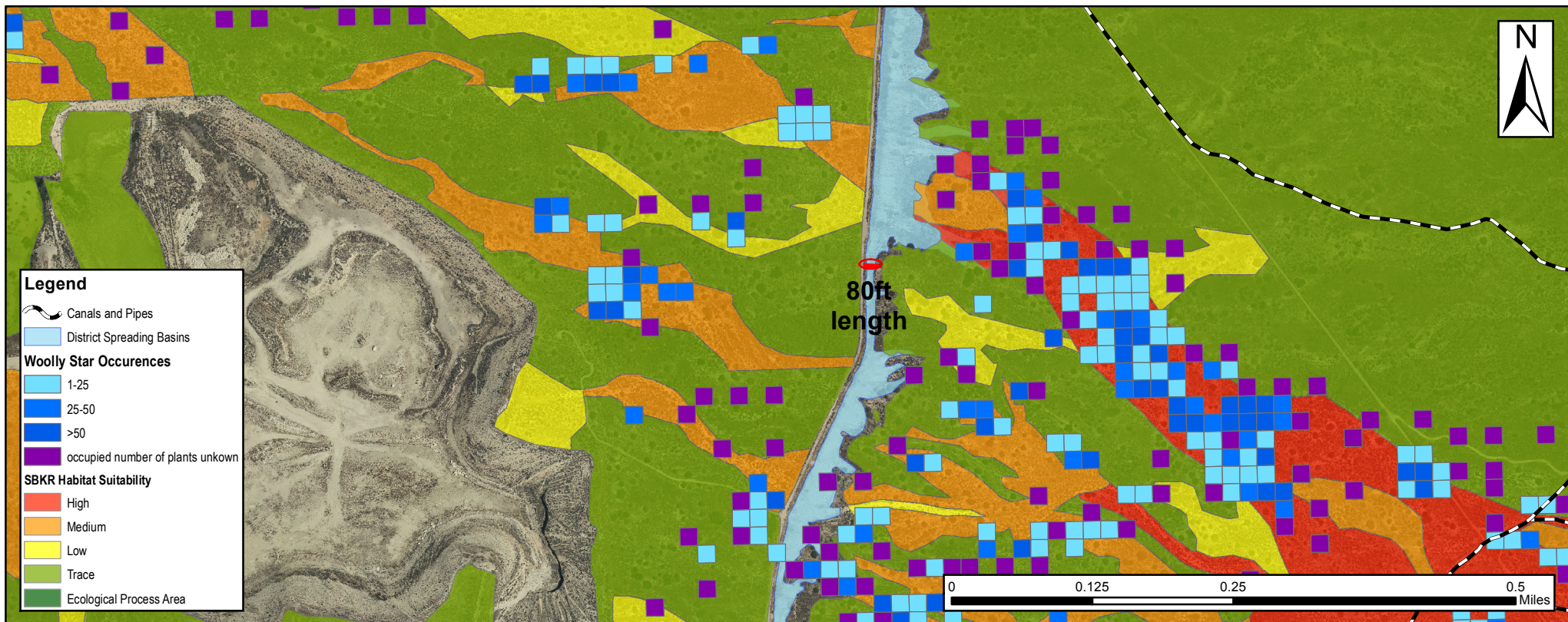
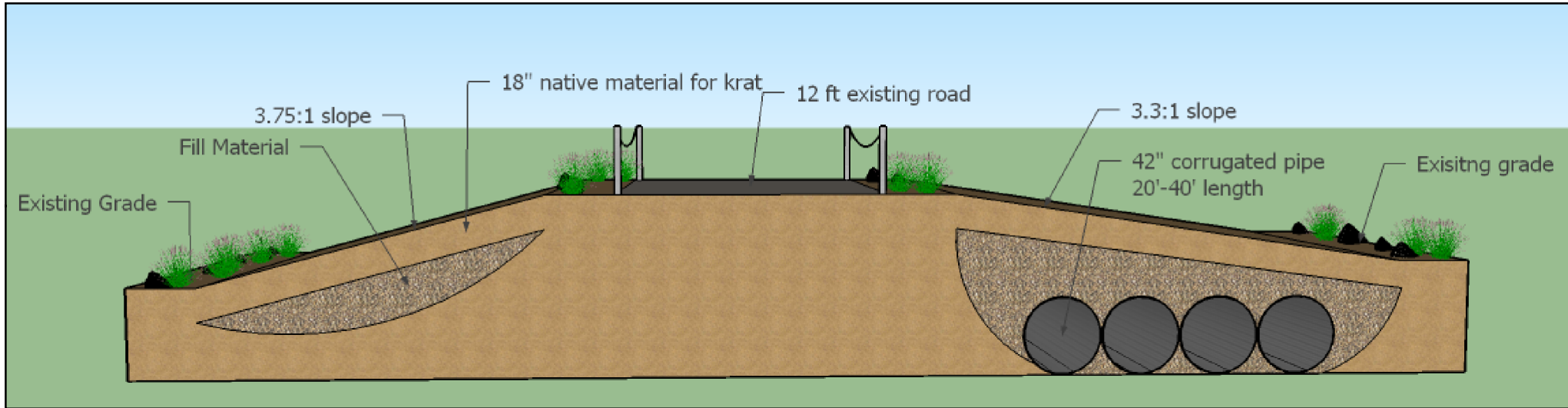
Attachment 1: D Levee Habitat Enhancement

Coordinate System:
NAD 1983 StatePlane California V FIPS 0405 Feet
Projection: Lambert Conformal Conic
Datum: North American 1983
Source: SBVWCD, CASIL, SBVMWD
GIS Contact: K. Scholte
M:\2016 Projects\Wash Plan\Habitat Enhancement
December 5, 2017



Attachment 2: D Levee Habitat Enhancement

Coordinate System:
NAD 1983 StatePlane California V FIPS 0405 Feet
Projection: Lambert Conformal Conic
Datum: North American 1983
Source: SBVWCD, CASIL, SBVMWD
GIS Contact: K. Scholte & J. Zhou
M:\2016 Projects\Wash Plan\Habitat Enhancement
November 27, 2017





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. 1543

To: Board of Directors

From: General Manager, Daniel Cozad

Date: December 13, 2017

Subject: Field Equipment Capital Purchase - Ford F-150

RECOMMENDATION

Consider the authorization for the capital purchase of one Ford F-150 for field staff, at a cost not to exceed \$28,000 from Redlands Ford.

BACKGROUND

Over the past year significant repairs have been required for the District's 2008 Ford F-150. This vehicle has over 120,000 miles of field use on it and the cost of major repairs exceed the value of the vehicle. Suspension and other repairs are not entirely unexpected given the significant use that the truck has since it was purchased. The current truck is completely depreciated.

PROCUREMENT

In the October 2014 the Board authorized purchase of a new field truck. Field staff reviewed the available models and equipment compared to their needs. Staff received bids from fleet sales from GMC/Chevrolet, and Ford dealers. For a vehicle that meets the field staff needs the Ford F-150 was significantly lower in cost than the GMC/Chevrolet. The Riverside and Redlands Ford dealers were within a few dollars difference and the District selected the Redlands Ford bid as providing the highest value due to location of service and warrantee. Based on this procurement file the District has requested quotes from Redlands Ford for a new F-150 Extended Cab. As staff did in 2014, we propose to trade in the 2008 truck to the dealer to reduce the cost of the new vehicle.

FISCAL IMPACT

Staff included funding in the 2017-2018 approved budget for capital equipment sufficient to cover the cost of the new F-150. The purchase and warrantee period will reduce the cost of repairs and maintenance for the 2018-2019 budget.

BOARD
OF
DIRECTORS

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

Division 3:
T. Milford Harrison
Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad

POTENTIAL MOTIONS

1. Move to authorize the General Manager to purchase the new truck from Redland Ford for a not to exceed total of \$28,000.
2. Move to request this item be tabled and referred to Operations Committee for reconsideration of specific issues discussed.

ATTACHMENTS OR MATERIALS

Quote from Redlands Ford



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Memorandum No. 1544

To: Board of Directors

From: General Manager, Daniel B. Cozad

Date: December 13, 2017

Subject: Board Calendar for 2018

RECOMMENDATION

Review, revise and consider approval of the proposed District Board Meeting Calendar for calendar year 2018.

BACKGROUND

At the November 8, Board meeting calendar was reviewed and discussed in brief. Staff recommended moving May 9 Board meeting due to conflict with ACWA Spring Conference.

DISCUSSION

The staff made all changes received to date in the version attached to this memo. The Board may wish to make further changes before approval.

FISCAL IMPACT

There is no fiscal impact related to setting meetings.

POTENTIAL MOTIONS

1. Move approval of the Board Meeting Calendar for 2018 as presented.
2. Move approval of the Board Meeting Calendar for 2018 as revised by the Board Discussion and publish the final calendar.

ATTACHMENTS OR MATERIALS

Board Meeting Calendar 2018

BOARD
OF
DIRECTORS

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

Division 3:
T. Milford Harrison
Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad



2018 Board Calendar - San Bernardino Valley Water Conservation District

JANUARY						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Jan. 10 Board Meeting
 Jan. 24 2nd Qtr. Finance & Admin Mtg.

FEBRUARY						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

Feb. 07 Board Meeting

MARCH						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Mar. 14 Board Meeting
Engineering Investigation Report Presentation

APRIL						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Apr. 11 Board Meeting
Public Meeting/Groundwater Charge
 Apr. 27 3rd Qtr. Finance & Admin Mtg.
 Apr. 25 Board Meeting
Public Hearing/Groundwater Charge

MAY						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

May 16 Board Meeting

JUNE						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Jun. 13 Board Meeting

JULY						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Jul. 11 Board Meeting

Jul. 19 4th Qtr. Finance & Admin Mtg.

AUGUST						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Aug. 08 Board Meeting

SEPTEMBER						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Sept. 12 Board Meeting

OCTOBER						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Oct. 10 Board Meeting

NOVEMBER						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Nov. 07 Board Meeting
 Nov. 14 1st Qtr. Admin Mtg.

DECEMBER						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Dec. 12 Board Meeting
 (@ 9:30 a.m.)
Holiday Luncheon



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Memorandum No. 1545

To: Board of Directors

From: General Manager, Daniel Cozad

Date: December 13, 2017

Subject: Countywide RDA Oversight Board Alternate

RECOMMENDATION

Consider the requested nomination of Director Harrison as the alternate member of the Special Districts representative for the Countywide RDA Oversight Board.

BACKGROUND

As required by the Revelopment Agency (RDA) dissolution act RDA were dissolved as of February 2012 and various successor agencies were formed to supervise the dissolution. On July 1, 2018, as required by the RDA dissolution law, the individual oversight boards will be consolidated into one oversight board per county. In San Bernardino County, the California Special District Association will call for nominees from all eligible Special Districts to appoint a regular and an alternate member to the Countywide RDA Oversight Board. If more than one candidate is nominated, each eligible Special District will cast a vote for the candidate of their choice. The San Bernardino Valley Municipal Water District has already selected a member for the primary seat for Special Districts on the Oversight Board. In order to be eligible to sit on the Oversight Board the agency must receive RDA funding and be a member of the Special Districts Selection Committee for San Bernardino County. The special district must also be a member of the Special Districts Selection Committee for San Bernardino County. While the District receives a very small amount of funding from RDA dissolution it is one of the 23 agencies eligible to participate in the Oversight Board.

DISCUSSION

The Board for the Association of San Bernardino County Special Districts recommended Director Harrison seek authority for appointment for the alternate Special Districts position. If an alternate is not nominated, there will be one appointed by July 2018. The Oversight Board will not compensate any primary or alternated nominated or appointed. The appointees agency will be responsible for any per diem or expenses for attendance at meetings.

FISCAL IMPACT

The District will be required to pay any authorized per diem and mileage to attend meetings where an alternate is required; the number of meetings are unknown at this time but is not expected to be frequent and will likely be located in the valley within San Bernardino County.

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

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Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad

POTENTIAL MOTIONS

1. Move to nominate Direction Harrison for the alternate for special districts on the CSDA Countywide RDA Oversight Board.
2. Take no action.

ATTACHMENTS OR MATERIALS

None

Wash Plan Update

December 2017

Wash Plan Progress

The San Bernardino Valley Water Conservation District is excited to share the progress of the Wash Plan with Task Force members. Our progress toward 2018 implementation of the Wash Plan Habitat Conservation Plan is making significant progress. We currently estimate notification will go out in the Federal Register to begin the public review period early in 2018. We have spent the last few months preparing the final documents for this 90-day public review period. The lead agencies – the District, the Fish and Wildlife Service, and the Bureau of Land Management – will notice the availability of the:

- Wash Plan Habitat Conservation Plan;
- Implementing Agreement between the District and the FWS, and;
- Supplemental Environmental Impact Report (EIR) and Environmental Impact Statement for the Project (EIS).

We anticipate receiving Incidental Take Permits under the Federal Endangered Species Act allowing covered activities to begin after the response to public comment in the fall of 2018.

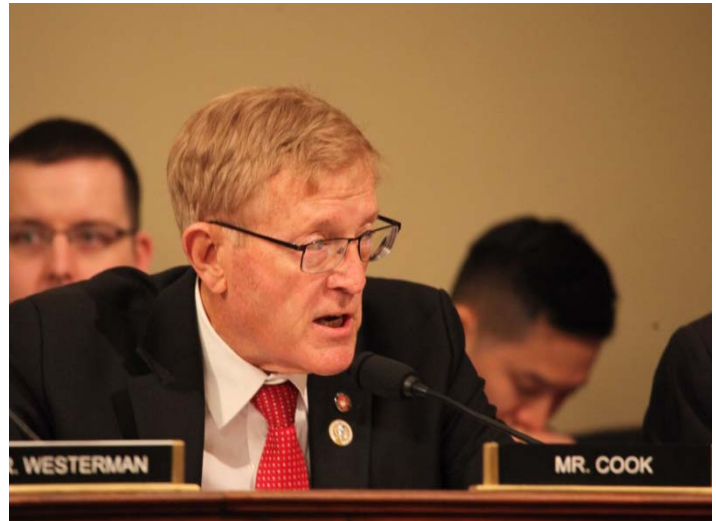
Successes

Several Wash Plan Task Force members have identified projects that will begin implementation next fall. They continue to work with District staff to ensure projects are ready to move forward. Certificate of Inclusion documents and pre-project trapping or collection efforts need to be closely coordinated, such as for Plunge Creek shown in the photo to the right. If other partners have projects to be constructed this coming fall, please reach out to District staff so we can assist in pre-project activities. The attached table summarizes “project readiness” for Task Force participants. FWS is confident that the Incidental Take Permit will be complete for all projects and the HCP implemented before construction. Staff will meet with FWS to discuss forming the Preserve Management Committee and early implementation steps in January for 2018 management actions.



Implementation

There are two land transfers required for full implementation of the Wash Plan. The first is a transfer between Robertson's and the San Bernardino County Flood Control District. The County of San Bernardino has completed its public works level review and will request consideration of the transfer by the Board of Supervisors soon. The second transfer, an exchange of land between the District and the BLM, allows Phase II Wash Plan activities



to begin but requires Congressional approval. The U.S. House of Representatives earlier this summer unanimously approved HR 497, the legislation sponsored by Congressmen Cook and Aguilar allowing the BLM and the District to exchange the lands. This action moved the bill to the Senate, which had its version sponsored by Senators Feinstein and Harris. This bill had a hearing before the Senate Committee on Energy and Natural Resources and is awaiting further action in the Senate. Full implementation of some of the new mining activities described in the HCP requires completion of the land transfer before implementation. The other covered activities will take place during Phase I of the Wash Plan and can proceed before the land exchange.

Other implementation activities are taking shape as District staff works to rehabilitate older canals. Removing invasive plants and making the facilities capable of moving high winter flows to refresh habitat areas will maximize recharge and reduce future management costs to the Wash Plan HCP. These efforts will accelerate in 2018 and ensure that a speedy and efficient start to the full implementation is possible as the plan is approved. Redlands and Highland are working with District staff to prepare to implement the Wash Plan Trails Plan.

Finally, District staff would like to thank Task Force members for providing project information in such a timely manner. The environmental documents for this project are more detailed and complete due to your efforts.

Conservation Trust

Finally, the San Bernardino Valley Conservation Trust has held several meetings to review and approve guidelines and policy to facilitate the Wash Plan. Additionally, the Conservation Trust received approval from California Department of Fish and Wildlife to hold endowments and conservation easements earlier this year.



Wash Plan: Readiness to Proceed ¹

Task Force Member	MOU Complete	Payment to Trust	Project Description and Plans ²	Preconstruction Survey ³	Permit Application Payment	COI Ready ⁴	Early Project Implementation Dates
City of Highland	✓	✓	✓	✓	-	✓	Fall 2018 (Orange Street Trail)
City of Redlands	✓	-	-	-	-	-	Fall 2017 (Orange Street Trail)
Valley Municipal	✓	-	✓	Partial	-	-	Spring 2019 (Additional Wells)
Conservation District	✓	✓	✓	✓	✓	✓	Summer 2018 (Plunge Creek)
East Valley	✓	✓	-	-	-	-	-
CEMEX	-	-	-	-	-	-	-
Robertson's	-	-	-	-	-	-	-

¹ 63 projects, 2 currently ready to proceed

² Self certified as consistent with HCP

³ Required surveys contracted or in process

⁴ Project ready for review under COI



General Manager's Report

For November 4, 2017 to December 8, 2017

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** – The Field staff are recharging significant State Project Water flows throughout the month. Very small residual watershed flows are recharging instream. Edison facilities are in operation, and no flood control activity has occurred in the month. Santa Ana recharge totals for the Water Year beginning October 1, 2017, total 5,100 AF with a small amount of intentional instream recharge. Virtually all of the flows are from State Project Water recharged in Santa Ana. This brings the total for the Calendar Year 2017 to over 50,000 AF or about 16.6 billion gallons.
- 2. Facility Maintenance and Cleanout – Plan Goal 1** – Field staff are operating basins in Santa Ana on a weekly rotating basis to force drying to reduce algae concerns. The Mill Creek diversion is dry without storms, and all flows are from State Project water. Upland rock is cleaning Mill Creek basin 1 and 2 ahead of winter rains. Field staff are cleaning in Mill Creek basin 3 for light sediment. Staff is planning to replace a 10 year old truck to reduce ongoing maintenance and improve working conditions for field staff.
- 3. Aggregate Management – Plan Goal 2** – Upland Rock is supporting JF Shea accepting rock and making sand for the pipeline and other facilities construction.
- 4. Personnel/Administration/Staff – Plan Goal 6** – Staff provided the Board Community Strategic Plan to District Partners and to encourage community feedback. Staff also prepared for December activities for the Board and staff in preparing accomplishments and priorities for the new year based on the new Community Strategic Plan.
- 5. Finance/Budget/Audit – Plan Goal 6** – The District is implementing the budget for 2017-2018. Staff prepared the Form 990 and submitted it for the Conservation Trust. Staff prepared reports for the Finance and Administration Committee and long-term budget projections. This year is the District's 80th budget anniversary. In 1937 \$13,035 (\$221,718 in 2016 dollars) came in tax revenue and \$6,673 (\$115,000) in expenses.
- 6. Mill Creek Diversion Engineering – Plan Goals 1/7** – SBC Flood Control reviewed the Final signed plans for Mill Creek and determined a Section 408 permit from USACOE would be required. All other permits will be timed to coordinate with the 408 permit.
- 7. Plunge Creek Restoration Conservation Project – Plan Goals 1/4/7** – Permit applications for the 401 and 404 permits were finalized and formally submitted. Staff held pre-permit meetings with the resources agencies. Staff met with tribal staff for AB-52 consultations for Wash Plan projects including Plunge Creek Restoration.

- 8. Collaborative Enhanced Recharge Project** – *Plan Goal 7* – The Enhanced Recharge contractor, J.F. Shea Construction completed the first efforts for our facilities on November 21 and arranged for recharge to flow continuously in the main canal. Additional work will continue beyond impact to the District's operations until the end of August 2018. In the river, recharge is monitored and recorded during the outage. The Enhanced Recharge Basins are programmed for 2020 with the improvements at the Cuttle Weir to follow the approval of the River Habitat Conservation Plan.



- 9. Groundwater Council** – *Plan Goal 1* – The next Groundwater Council meeting will be December 11, 2017, so no written report appears in the package but staff will provide an oral update. The staff has worked closely with the City of San Bernardino, Western Municipal Water District, and West Valley Water District on their comments related to the Equitable Allocation Model and the Groundwater Council Agreement.
- 10. Wash Plan** – *Plan Goal 2* – The Wash Plan has a separate report listed on the agenda.
- 11. Santa Ana River Wash Plan Land Exchange Act** – S. 357 (Feinstein) Bill hearing was in July before the Senate Energy and Natural Resources Committee. Staff, Board members, and lobbyists met with Feinstein's staff and senior staff from the Senate Energy and Natural Resources Committee. Committee staff indicated that they do not have a schedule for the bill markups. They tentatively believe there may be an Energy bill that could be considered by the Senate to which S. 357 may be attached. Staff and lobbyists continue to receive support letters from Task Force Members and others.
- 12. Conservation Trust** – The Conservation Trust Board of Directors met on October 9th, 2017. They addressed mitigation need for the District projects and Community Mitigation opportunities. Staff and District Legal Counsel have developed an initial draft of policy principals for Community Mitigation Projects to be considered by the Conservation Trust Board and the Conservation District Board. The staff has coordinated with City of Highland and development interests adjoining the Wash Plan for Community Mitigation needs and conservation easements.
- 13. Property/Redlands Plaza** – *Plan Goal 3* – Staff continues to manage Redlands Plaza. We have one vacant unit, and a potential new tenant for the open vacancy found other options for space.

14. Mining – Plan Goal 2/3 – Mining efforts by CEMEX Contractors continue on the Plant Site quarry. CEMEX and Robertson’s will shortly be submitting a mining plan to the District to detail the areas to be mined by each company. CEMEX and the District are working on the verification of excavations using the jointly approved methodology. This process is planned to take about 3-4 months and is behind schedule.

15. Public Outreach and Legislative – Plan Goal 4 – Staff continued working with the BTAC group on Conservation Outreach efforts, formerly iEfficient. The Outreach & Communications Committee finalized the Communication Plan with consultants. Staff worked on follow-up efforts related to the State Water Boards’ Dredge and Fill Regulations. Staff welcomed Steve Sentes, Executive Director of Chino Basin Watermaster for a tour of District Facilities.



16. Current Board Action Implementation – Plan Goal 3 – Staff is distributing the Board Strategic Plan and soliciting comments. Most priority efforts have separate sections of the General Manager’s Report, or independent Board requested reports. Staff and District Counsel worked closely on EHL/CBD v. USACOE settlement as well as other closed session items. Staff is preparing for presentations at ACWA and providing coordination for facility project permitting. The staff has contracted with ISP for the parking lot and sidewalk repairs for December or January depending on tenants and rain. Staff is working on alternatives for toilet facilities for the Field Shop. Attached is the Updated Priority Efforts Report for Calendar 2017.

17. Future Board Activities – Expected short-term items for consideration or note

- Priority Setting from Strategic Plan in January
- EI and Groundwater Budget in February
- Review and consideration of approval of the Memorandum of Agreement with the BLM in 2018

18. District Successes – Plan Goal 6

- Coordinating with Highland Trails Day for April 7, 2018, and stopped by the trail on the old iron bridge. Staff did a great job with the information panels and telling the story of the Santa Ana River use.
- Staff and consultants did an excellent job of finalizing permit applications for the Plunge Creek project.
- End of the year thanks to all staff and Board members for their commitment to the goals of the District and best wishes for a peaceful and joyous Christmas and Holiday season.
- Staff received an excellent follow-up letter from DWR on the Plunge Creek project design and progress to date (attached).



San Bernardino Valley Water Conservation District

Monthly Recharge Report

From: 11/1/2017

To: 11/30/2017



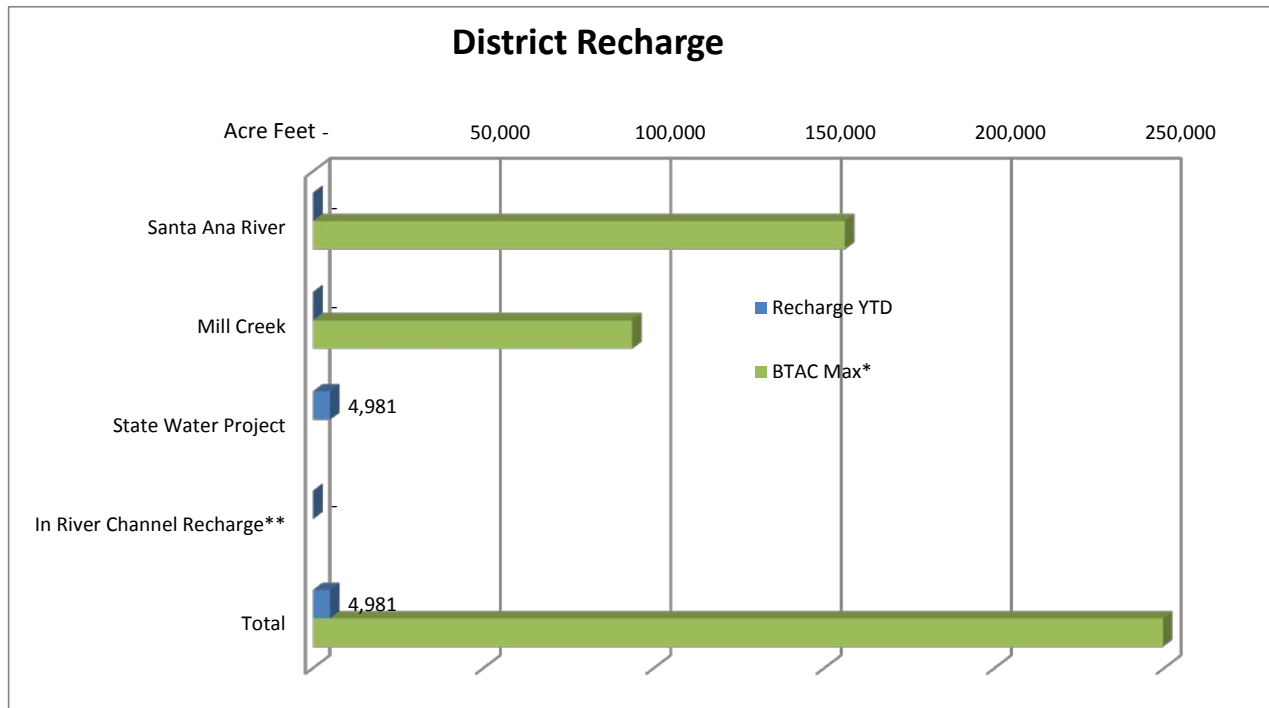
	November				
	Avg Daily Recharge	Monthly Recharge	Recharge YTD	BTAC Max*	% Max
Santa Ana River	0.0	-	-	156,000	0%
Mill Creek	0.0	-	-	93,600	0%
State Water Project	69.6	2,089	4,981	NA	NA
In River Channel Recharge**	0.0	-	-	NA	NA
Total	70	2,089	4,981	249,600	2%

Values in Acre Feet

*BTAC Revised Max in December 2017

**Monitoring began in Mid-April 2011

*** All Values Based on Water Year Oct-Sep 2018



DEPARTMENT OF WATER RESOURCES

1416 NINTH STREET, P.O. BOX 942836
SACRAMENTO, CA 94236-0001
(916) 653-5791



November 27, 2017

Mark Norton
Water Resources and Planning Manager
Santa Ana Water Project Authority
11615 Sterling Avenue
Riverside, CA 92503

RECEIVED

NOV 30 2017

**SANTA ANA WATERSHED
PROJECT AUTHORITY**

Dear Mark,

We at DWR wanted to reach out and send our sincerest gratitude and appreciation for the hospitality shown to us on our November 16, 2017 visit to the Santa Ana River Watershed region. We appreciate the opportunity to come down and meet with you and your team, speak to the OWOW Steering Committee members and stakeholders, and tour two of the Proposition 84 grant-funded projects with your staff and the Local Project Sponsors.

It was a great opportunity to inform the Steering Committee and stakeholders of what we at DWR are doing to work with regional stakeholders to promote integrated regional water management now and into the future, explain the ways in which DWR is working with SAWPA and other regions in the state to implement viable and needed integrated regional water management projects through the DWR Grants Programs, and describe how the 2018 update of the California Water Plan will carry forward the actions in the Governor's Water Action Plan and the recommendations of the *IRWM Stakeholders Perspectives* document. This visit also provided us with a firsthand view of how SAWPA, its Steering Committee members and stakeholders are collaborating to update the objectives and goals for the OWOW IRWM Plan Update 2018.

We also wanted to thank you for organizing and coordinating site visits in the upper watershed with:

- San Bernardino Valley Water Conservation District (Project 6: Plunge Creek Water Recharge and Habitat Improvement) and
- San Bernardino Valley Mutual Water District (Project 10: Enhanced Stormwater Capture and Recharge along the Santa Ana River Project)

It was interesting to learn the history of Plunge Creek and how this project will restore flows to historic isolated channels by creating pilot channels, capture and recharge flood flows into the groundwater basin, and increase recharge of the creek. We look forward to watching the progress of the project in the coming year when construction begins. In parallel to Plunge Creek, the very large Enhanced Stormwater Capture and Recharge Project along the Santa Ana River is an exciting project with so many moving parts. Being able to complete a site visit in the middle of construction and see firsthand the improvements being made to Cuttle Weir, the building of the sedimentation basin, and to see the start of construction of the pipeline in ground was fascinating. We are impressed with the way this project is being managed and progressing. Both projects are unique, multi-benefit projects of the Upper Santa Ana River Wash Area Planning effort (Wash Plan) which are anticipated to provide long-term benefits within the region.

DWR appreciates the well-organized day of events put together by SAWPA. There was much accomplished and much communicated. We look forward to continuing our partnership and the chance to work with you to promote the outcomes and value of the many projects completed, underway, and planned in the Santa Ana IRWM Region.

Sincerely,

Carmel Brown
Chief
Financial Assistance Branch

Teji Sandhu
Water Resources Engineer

Mehdi Mizani
Water Resources Engineer

SBVWCD Board Priorities for 2017

Priorities are special efforts or emphasis items for the General Manager and staff. These are in addition to core mission elements such as water spreading, conservation, and policy principals such as collaboration, transparency, sustainability and safety.*

No.	Area or Item	Status as of 12/1/17	Board Priority	Target Completion	Estimated Completion	Resource Needs	Links to	Plan Goal #
1	Regional Groundwater Sustainability Council Formed	Legal Review ongoing	1	Jun-17	Mar-18	👏👏👏 \$\$\$	➡	1/7
2	Wash Plan - Federal Register Publication	Final Sections	1	Apr-17	Feb-18	👏👏 \$\$	➡	2
3	Wash Plan - All Members Sign MOU	7 of 9 completed	1	May-17	TBD	👏👏👏 \$\$	➡	2
4	Wash Plan - Land Exchange HR-497 Committee Hearing	Approved in Senate	1	May-17	Completed	👏👏 \$\$	➡	2
5	Wash Plan Implementation and Trust development	Completed	1	Jul-17	Completed	👏👏👏 \$\$	➡	2
6	Plunge Creek Conservation Project Permits	Applications Submitted	1	Jul-17	Mar-18	👏👏👏 \$\$	➡	1/2/4
7	Mill Creek Diversion Permitted (408, 404, 1600, ESA)	CEQA MND in June	1	Jan-18	Jul-18	👏👏👏 \$\$\$	➡	1
8	Updated Mining Agreement - CEMEX	Audit ongoing	1	Ongoing	TBD	👏👏 \$\$	➡	2/3
9	ESA Permitting for O&M at Mill Creek	Separate Permit	2	Ongoing	TBD	👏👏 \$\$	➡	1/2
10	Enhanced/Active Recharge Support Phase II	Phase 1 A1 complete	2	Ongoing	2020	👏 \$	➡	1
11	Trails Governance Agreement Development	MOU Deal Points	2	Feb-17	Feb-18	👏👏 \$\$	➡	5
12	Support Outreach/Conservation QWEL Training	Ongoing	3	Ongoing	Ongoing	👏👏 \$\$	➡	4/7
13	Update Strategic Plan based on workshop	Final Completed	3	Sep-17	Completed	👏👏👏👏	➡	6
14	Update Operations and Maintenance Manuals	Initial revisions	3	Nov-17	Completed	👏👏👏	➡	6

1	Must do in 2017 <i>as noted</i>
2	Do based on resources
3	If possible, as needed

On Schedule	Groundwater
Watch	Land/Wash Plan
Caution	District/GFE

* District Mission and Policy Principals are shown on the District website, boardroom and offices.