



San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

BOARD OF DIRECTORS MEETING AGENDA

Wednesday, December 11, 2019 – 9:30 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 normal District business hours. New information relating to agenda topics listed, received, or generated by the District after the posting of this agenda, but before the meeting, will be made available upon request at the District office and in the Agenda Package on the Districts website. It is the intention of the San Bernardino Valley Water Conservation District to comply with the Americans with Disabilities Act (ADA) in all respects. If you need special assistance with respect to the agenda or other written materials forwarded to the members of the Board for consideration at the public meeting, or if as an attendee or a participant at this meeting you will need special assistance, the District will attempt to accommodate you in every reasonable manner. Please contact Athena Monge at (909) 793-2503 at least 48 hours prior to the meeting to inform her of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

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 13, 20194
- B. Approval of Expenditure Report, November 201912

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Redlands, CA 92373
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www.sbvwd.org Email: info@sbvwd.org

BOARD OF DIRECTORS

Division 1:
Richard Corneille

Division 2:
David E. Raley

Division 3:
Robert Stewart

Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL MANAGER

Daniel B. Cozad

4. **COMMITTEE REPORTS /ACTION ITEMS**

Committee Reports

A. FINANCE & ADMINISTRATION COMMITTEE VERBAL UPDATE

Presenter: Finance & Administration Chair, Director David Raley

Recommendation: The Finance & Administration Committee chair will provide a brief update on the meeting held on November 21st.

B. 1st QUARTER FINANCIALS FOR 2019-2020 - 5 minutes (M#1683)19

Presenter: Finance & Administration Chair, Director David Raley

Recommendation: The Finance & Administration Committee recommends the Board approve the 1st Quarter Financials for 2019-2020 as presented.

C. 2020 PER DIEM RATE – 15 minutes (M#1684).....25

Presenter: Finance & Administration Chair, Director David Raley

Recommendation: The Finance & Administration Committee recommends the Board increase the Board Per Diem Rate based on the CPI-U thereby increasing it by 2.8% (6.00/\$231) and 5% (\$11.00/\$236) for Calendar Year 2020 and approve Resolution No. 576A or 576B.

Action Items

D. UNAUDITED FINANCIAL REPORTS, NOVEMBER 2019 - 5 minutes (M#1685).....29

Presenter: Daniel Cozad

Recommendation: Review and approve the unaudited financials for November 2019.

E. LAND EXCHANGE BLM AGREEMENTS – 5 minutes (M#1686)35

Presenter: Daniel Cozad

Recommendation: Staff and District Counsel recommend that the Board authorize the general manager to execute the Cooperative Land Management Memorandum of Understanding with the Bureau of Land Management (BLM) for the implementation of the Land Exchange.

5. **INFORMATION ITEMS:**

A. Wash Plan Verbal Update – 5 Minutes

B. Groundwater Council Verbal Report – 5 minutes

C. New Outreach Presentation Review - 5 Minutes

D. General Manager's Report and Monthly Recharge Report – 10 Minutes37

E. 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 17, 2019 | San Bernardino Valley Municipal Water District Board Meeting, 2:30 p.m. at Valley Municipal |
| B. December 24-25, 2019 | Office Closed in Observance of Christmas Eve and Christmas Day |
| C. December 31, 2019-January 1, 2020 | Office Closed in Observance of New Year's Eve and New Year's Day |
| D. January 8, 2020 | Board of Director Meeting, 1:30 p.m. at Conservation District |
| E. January 9, 2020 | Advisory Commission on Water Policy, 6:30 p.m. at Valley Municipal |
| F. January 14, 2020 | San Bernardino Valley Municipal Water District Board Meeting, 2:30 p.m. at Valley Municipal |
| G. January 20, 2020 | Office Closed in Observance of Martin Luther King, Jr. Birthday |
| H. January 22, 2020 | Finance & Administration Committee, 9:00 a.m. at Conservation District |
| I. January 22, 2020 | Big Bear Watermaster, 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.

2. The Board will meet in closed session under the authority of Government Code §54956.8 regarding the potential renewal of lease of various properties located within section 11 and 12 more specifically described in "Mineral Lease for Extraction of Sand and Gravel Materials" dated November 1, 2011. The discussion will concern the price and terms of a potential renewal of the lease. The District's negotiators are Daniel Cozad and David Cosgrove. The party with whom the District will negotiate is Cemex Materials Pacific, LLC, and its negotiators are Sean Palmer and Christine Jones.

9. **ADJOURN MEETING.** The next regularly scheduled Board of Directors Meeting will be on January 8, 2020, 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 13, 2019
1:30 p.m.

President Corneille called the meeting of the Board of Directors to order at 1:33 p.m. All present stood for the Pledge of Allegiance, led by President Corneille.

ROLL CALL:

BOARD MEMBERS PRESENT:

David E. Raley, Director
Melody McDonald, Vice President
Richard Corneille, President
John Longville, Director (Arrived 1:36 p.m.)

BOARD MEMBERS ABSENT:

Robert Stewart, Director

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker, LLP

STAFF PRESENT:

Daniel Cozad, General Manager
Athena Monge, Administrative Specialist
Erwin Fogerson, Senior Engineer/Project Manager

GUESTS PRESENT:

Gil Navarro, San Bernardino Valley Municipal Water District
June Hayes, San Bernardino Valley Municipal Water District
David Smith, East Valley Water District
Tatiana Moiseeva, Tetra Tech

1. PUBLIC PARTICIPATION

President Corneille announced that any person present, who so desired, may make an oral presentation to the Board of Directors. Vice President McDonald presented the District with a Presidential Recognition Award for Liability and Workers' Compensation based on its lower loss ratio for both. She thanked staff for their efforts in keeping these costs and claims down.

2. ADDITIONS/DELETIONS TO AGENDA

There were none.

3. CONSENT CALENDAR

It was moved by Vice President McDonald and seconded by Director Raley to approve the Consent Calendar: Item A: Board Minutes, October 9, 2019; and Item B: Expenditure Report, October 2019. The motion carried 3-0 with all Board members present voting in the affirmative, and Director Longville and Stewart noted absent from the vote.

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

4. COMMITTEE REPORTS/ACTION ITEMS

A. OPERATIONS COMMITTEE VERBAL UPDATE

President Corneille gave a brief verbal report on the Operations Committee (Committee) held on October 15. He stated that Katelyn Scholte, Assistant Engineer, provided a field update and tour after the meeting adjourned. The Committee discussed the Plunge Creek phased approach which was approved at the last meeting. President Corneille informed the Board that the Operations and Maintenance Manual has been updated and is available on the District's website for review. Director Raley inquired about the progress on the capital improvement project for the Mentone Shop. Mr. Cozad indicated that Mr. Fogerson is currently reviewing this item. This item was received and filed.

B. UNAUDITED FINANCIAL REPORTS, OCTOBER 2019

It was moved by Director Longville and seconded by Vice President McDonald to approve the Unaudited Financial Reports for October 2019 as presented. The motion carried 4-0 with all Directors present voting in the affirmative, and Director Stewart noted absent from the vote.

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

C. PERSONNEL MANUAL REVISIONS

Mr. Cozad introduced this item for discussion, noting its inclusion beginning on package page 29. The Board reviewed and approved revisions to the Personnel Manual on August 14; however upon review by Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA) additional revisions were needed. Below are the recommended revisions from ACWA/JPIA:

"If a full-time employee has attained the age of sixty (60) and has been continuously employed by the District for a minimum of five (5) years upon retirement, the District may continue to pay the entire premium for existing medical insurance coverage at time of retirement for both the retiree and their spouse, until the younger of the retiree or spouse reach the age of Medicare eligibility. Employees in the Management/Exempt Class who were hired prior to July 1, 2011, shall receive the benefit above but must only have attained the age of fifty-seven (57) and five (5) years service. At the time a retiree or spouse reaches Medicare eligibility age, if enrolled in the District's plan, enrollment in Medicare Parts A and B is required in order to remain eligible for District coverage. Should the retiree predecease the spouse coverage shall be maintained until the spouse reaches the age of Medicare eligibility but not more than 6 years. "

The proposed language was also reviewed by District Counsel. Mr. Cozad said that the Board could not have discretion as to whether the benefit applies to any individual or not. ACWA/JPIA could not provide health coverage for a spouse if the employee is not covered unless they are deceased; therefore the Board would need to cover both spouse and employee. The time for coverage cannot exceed six years as noted above. Discussion ensued.

It was moved by Vice President McDonald and seconded by Director Longville to approve the revisions to the Personnel Manual as presented. The motion carried 4-0 with all Directors present voting in the affirmative, and Director Stewart noted absent from the vote.

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

D. GENERAL SESSION VOTING DELEGATE

It was moved by President Corneille and seconded by Director Raley to appoint Vice President McDonald as the General Session Voting Delegate for the ACWA Fall Conference. The motion carried 4-0 with all Directors present voting in the affirmative, and Director Stewart noted absent from the vote.

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

E. 2020 BOARD MEETING CALENDAR REVIEW

Vice President McDonald requested that the September 9 Board meeting be rescheduled. She has a California Joint Powers Authority (CAJPA) conference to attend on that day. Director Raley and Longville spoke in favor of leaving the meeting on September 9. Brief discussion ensued. Vice President McDonald withdrew her request to change the meeting date. Director Longville has a standing meeting every Thursday and is unavailable to attend the proposed date of November 12. It was the consensus of the Board to move the November Board meeting date to November 18 since the District will be closed on November 11 in observance of Veteran's Day. The Finance & Administration Committee will be held in the morning and the Board meeting will be held at its usual time at 1:30 p.m.

It was moved by Vice President McDonald and seconded by Director Longville to approve the 2020 Board Meeting Calendar with proposed revisions. The motion carried 4-0 with all Directors present voting in the affirmative, and Director Stewart noted absent from the vote.

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

F. MILL CREEK DIVERSION CONTRACT AMENDMENT WITH CWE

Mr. Fogerson presented this item for discussion. The proposed changes to the CWE contract for Mill Creek Diversion included addition of three items: 1) 408 permit processing, 2) Revision of plans as directed by the District and 3) Construction phase support. This item begins on Board package page 47. The resubmittal of the 408 permit will likely be done in January 2020 and construction in Spring of 2021. Ms. Scholte and Mr. Fogerson will conduct the necessary modeling in-house, resulting in cost savings for the District. President Corneille inquired about the construction cost estimate and who will be providing that. Mr. Fogerson indicated that he will be preparing the construction cost estimate. President Corneille suggested placing a target date within the Project Charter. Mr. Cozad indicated that the completion date depends on other entities and length of time it takes to obtain permits from them.

It was moved by Vice President McDonald and seconded by President Corneille to approve the amendment to the CWE contract for Mill Creek Diversion Project as presented with an amount not to exceed \$70,164. The motion carried 4-0 with all Directors present voting in the affirmative, and Director Stewart noted absent from the vote.

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

G. ENGINEERING INVESTIGATION PLAN FOR 2020

Mr. Cozad reviewed this item in brief noting its inclusion in the Board package on pages 57 to 62.

It was moved by President Corneille and seconded by Director Longville to approve the Engineering Investigation Plan for 2020 as presented. The motion carried 4-0 with all Directors present voting in the affirmative, and Director Stewart noted absent from the vote.

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

H. LAND EXCHANGE BLM AGREEMENTS

Mr. Cozad presented this item for discussion. The Bureau of Land Management (BLM) accepted the proposed revisions to the Memorandum of Understanding regarding the Land Exchange suggested by Mr. Cosgrove at the October Board meeting. This item is included on package page 65 to 72 for review and approval. Mr. Cozad noted that the Land Management Agreement with BLM is likely to come to the Board in December for review and approval.

It was moved by Vice President McDonald and seconded by Director Raley to approve the Memorandum of Understanding with the Bureau of Land Management as presented. The motion carried 4-0 with all Directors present voting in the affirmative, and Director Stewart noted absent from the vote.

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

I. RESOLUTION FOR DOUGLAS HEADRICK'S RETIREMENT

It was moved by Vice President McDonald and seconded by Director Longville to approve Resolution No. 575 as presented. The motion carried 4-0 with all Directors present voting in the affirmative, and Director Longville noted absent from the vote.

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

5. INFORMATION ITEMS

A. WASH PLAN VERBAL UPDATE

Mr. Cozad presented this item for discussion. He said that the EIR/EIS has been completed and surnamed by the solicitor's office and minor revisions were made by the solicitor. Mr. Cozad indicated that the Secretarial briefing where it will be reviewed will be held on November 21. The District has met with the California Department of Fish and Wildlife (CDFW) to discuss permitting and noted that a Task Force meeting will be held soon to discuss with partners how they would like their projects permitted. The Task Force members will need to determine whether they would like permitting done as a group or individually.

Mr. Cozad reviewed Plunge Creek. The District has finished trapping for San Bernardino Kangaroo Rat (SBKR) and there are some areas that are heavily inhabited with SBKR and some that are not. Mr. Cozad indicated that the phased approach discussed previously will likely be the best alternative. The District has filed the amended 2081 permit application with CDFW. Mr. Cozad indicated that the mitigation increased by a tenth of an acre. The final Biological Opinion has been finalized and is awaiting signature in Sacramento. 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 was included in the Board package on pages 73 through 76. The Outreach Program Reports for IERCD are included on package page 77 to 80 and the Monthly Recharge Report was included on package page 81. Mr. Cozad said the District will be moving approximately 8,000 yards of aggregate to Plunge Creek when AB-5 takes effect in January 2020. The District is working on scheduling Active Recharge Transfer Project Policy Committee meeting in December and a Groundwater Council meeting will be held on December 9. District Staff, Valley Municipal Staff and City of Redlands held a meeting to discuss the Groundwater Council and staff believes it went well. A link is included in the General Manager's Report to the Operations & Maintenance Manual if the Board would like to review it. This item was received and filed.

C. FUTURE AGENDA ITEMS AND STAFF TASKS

President Corneille requested a presentation on the updated PowerPoint presentation for outreach and the schedule of presentations. Mr. Cozad said that once it is completed it will be presented to the Board. Director Raley asked for a Ad Hoc Trails Committee. Mr. Cozad indicated that staff is working on preparing the Plan for Service as requested by the Board, and will meet to discuss and review.

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

President Corneille chaired the Advisory Commission meeting on October 10 and the Operations Committee meeting on October 15.

Vice President McDonad attended the ACWA Region 9 meeting on October 9, Operations Committee on October 15 and the Highland Area Chamber of Commerce (HACC) Business Mixer on October 16. She attended the CSDA Membership meeting conference call on October 25, Valley Municipal Policy Workshop on November 7 and Valley Municipal Engineering Workshop on November 12.

Director Raley attended the Valley Municipal Board Meeting on October 21 and November 5. He attended the Valley Municipal Policy Workshop on November 7 and Conservation Trust meeting on October 10.

Director Longville attended the Conservation Trust meeting on October 10 and Valley Municipal Board Meeting on October 21. He met with the Regional Government members at Cal Poly Pomona on October 22 and met with Assemblyman Jose Medina on November 12.

7. UPCOMING MEETINGS

There were none discussed.

8. CLOSED SESSION

It was moved by Vice President McDonald and seconded by President Corneille to adjourn to Closed Session. The motion carried 4-0 with all Directors present voting in the affirmative, and Director Stewart noted absent from the vote.

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

General Counsel announced that the meeting would adjourn to closed session under Closed Session item one.

At 3:17 p.m., the meeting reconvened into Open Session. Mr. Cosgrove noted that there was no reportable action.

9. ADJOURN MEETING

It was moved by Director Longville and seconded by Vice President McDonald to adjourn. The motion carried 4-0 with all Directors present voting in the affirmative, and Director Stewart noted absent from the vote.

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

At 3:18 p.m., the meeting adjourned to the Board meeting scheduled for 9:30 a.m. on December 11, 2019, at District Headquarters, 1630 W. Redlands Blvd., Redlands, California.

Daniel B. Cozad
General Manager

11:53 AM

12/04/19

San Bernardino Valley Water Conservation District

Expenditure Report

November 2019

Num	Date	Name	Account	Class	Original Amount
PC 11.06.19	11/06/2019	Paychex	1012 · Citizens Busine...		-88.46
			6042 · Payroll Processing	4-General Fund Ent.	88.46
TOTAL					88.46
PC 11.20.19	11/20/2019	Paychex	1012 · Citizens Busine...		-89.88
			6042 · Payroll Processing	4-General Fund Ent.	89.88
TOTAL					89.88
ACH 0203	11/21/2019	Raley, David	1012 · Citizens Busine...		-19.72
			6410 · Mileage	4-General Fund Ent.	19.72
TOTAL					19.72
22045	11/12/2019	Noriega and Sons Land...	1012 · Citizens Busine...		-2,200.00
	11/12/2019		6015 · Mentone House ...	2-Redlands Plaza/...	2,200.00
TOTAL					2,200.00
22046	11/12/2019	O'Neil Carpet Cleaning	1012 · Citizens Busine...		0.00
TOTAL					0.00
22047	11/12/2019	O'Neil Carpet Cleaning	1012 · Citizens Busine...		-420.00
	11/09/2019		6012 · Office Maintenan...	4-General Fund Ent.	168.00
			6012 · Office Maintenan...	2-Redlands Plaza/...	252.00
TOTAL					420.00
22048	11/13/2019	ACWA/JPIA-Health	1012 · Citizens Busine...		-17,884.99
	11/04/2019		6110 · Vision Insurance	4-General Fund Ent.	33.83
			6110 · Vision Insurance	1-Groundwater Ent.	117.12
			6110 · Vision Insurance	2-Redlands Plaza/...	10.41
			6110 · Vision Insurance	3-Land Resources	26.03
			6110 · Vision Insurance	5-Wash Plan	18.22
			6110 · Vision Insurance	6-Active Recharge ...	54.65
			6130 · Dental Insurance	4-General Fund Ent.	118.20
			6130 · Dental Insurance	1-Groundwater Ent.	409.14
			6130 · Dental Insurance	2-Redlands Plaza/...	36.37
			6130 · Dental Insurance	3-Land Resources	90.92
			6130 · Dental Insurance	5-Wash Plan	63.64
			6130 · Dental Insurance	6-Active Recharge ...	190.93
			6150 · Medical Insurance	4-General Fund Ent.	2,173.02
			6150 · Medical Insurance	1-Groundwater Ent.	7,521.99
			6150 · Medical Insurance	2-Redlands Plaza/...	668.62
			6150 · Medical Insurance	3-Land Resources	1,671.55
			6150 · Medical Insurance	5-Wash Plan	1,170.09
			6150 · Medical Insurance	6-Active Recharge ...	3,510.26
TOTAL					17,884.99

San Bernardino Valley Water Conservation District

Expenditure Report

November 2019

Num	Date	Name	Account	Class	Original Amount
22049	11/13/2019	American Power Security	1012 - Citizens Busine...		-1,240.00
	10/01/2019		6026 - Redlands Plaza ...	2-Redlands Plaza/...	620.00
	11/01/2019		6026 - Redlands Plaza ...	2-Redlands Plaza/...	620.00
TOTAL					1,240.00
22050	11/13/2019	Brownstein Hyatt Farbe...	1012 - Citizens Busine...		-15,375.00
	11/06/2019		5122 - Wash Plan Profe...	5-Wash Plan	15,375.00
TOTAL					15,375.00
22051	11/13/2019	CA Dept of Tax & Fee A...	1012 - Citizens Busine...		-1,482.30
	11/05/2019		6009 - Licenses	4-General Fund Ent.	95.53
			6009 - Licenses	1-Groundwater Ent.	382.12
	11/05/2019		6009 - Licenses	4-General Fund Ent.	200.93
			6009 - Licenses	1-Groundwater Ent.	803.72
TOTAL					1,482.30
22052	11/13/2019	Castro Landscaping Se...	1012 - Citizens Busine...		-250.00
	10/30/2019		6026 - Redlands Plaza ...	2-Redlands Plaza/...	250.00
TOTAL					250.00
22053	11/13/2019	Day Lite Maintenance, I...	1012 - Citizens Busine...		-144.00
	11/01/2019		6026 - Redlands Plaza ...	2-Redlands Plaza/...	144.00
TOTAL					144.00
22054	11/13/2019	Edison - 7241	1012 - Citizens Busine...		-39.29
	11/09/2019		5420 - Electricity	4-General Fund Ent.	11.00
			5420 - Electricity	1-Groundwater Ent.	7.86
			5420 - Electricity	2-Redlands Plaza/...	20.43
TOTAL					39.29
22055	11/13/2019	Edison - 8812	1012 - Citizens Busine...		-170.43
	10/31/2019		5420 - Electricity	4-General Fund Ent.	47.72
			5420 - Electricity	1-Groundwater Ent.	34.09
			5420 - Electricity	2-Redlands Plaza/...	88.62
TOTAL					170.43
22056	11/13/2019	Edison - Redlands Plaza	1012 - Citizens Busine...		-217.13
	10/31/2019		6026 - Redlands Plaza ...	2-Redlands Plaza/...	217.13
TOTAL					217.13

San Bernardino Valley Water Conservation District

Expenditure Report

November 2019

Num	Date	Name	Account	Class	Original Amount
22057	11/13/2019	Edison -5552	1012 · Citizens Busine...		-305.57
	11/08/2019		5420 · Electricity	4-General Fund Ent.	77.73
			5420 · Electricity	1-Groundwater Ent.	55.52
			5420 · Electricity	2-Redlands Plaza/...	144.36
			6020 · Vacancy Marketi...	2-Redlands Plaza/...	7.67
			6020 · Vacancy Marketi...	2-Redlands Plaza/...	20.29
TOTAL					305.57
22058	11/13/2019	Empire Disposal	1012 · Citizens Busine...		-167.81
	10/31/2019		5460 · Water / Trash / S...	4-General Fund Ent.	83.91
			5460 · Water / Trash / S...	1-Groundwater Ent.	67.12
			5460 · Water / Trash / S...	3-Land Resources	16.78
TOTAL					167.81
22059	11/13/2019	Frontier-4860	1012 · Citizens Busine...		-488.06
	10/28/2019		5440 · Telephone	4-General Fund Ent.	240.15
			5440 · Telephone	1-Groundwater Ent.	102.92
			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					488.06
22060	11/13/2019	Home Depot Credit Ser...	1012 · Citizens Busine...		-98.92
	10/28/2019		5210 · Equipment Maint...	1-Groundwater Ent.	41.92
			5215 · Property Mainten...	1-Groundwater Ent.	45.60
			5215 · Property Mainten...	3-Land Resources	11.40
TOTAL					98.92
22061	11/13/2019	Institue for Ecological ...	1012 · Citizens Busine...		-250.00
	11/06/2019		6093 · Memberships	4-General Fund Ent.	250.00
TOTAL					250.00
22062	11/13/2019	Katelyn Scholte	1012 · Citizens Busine...		-66.70
	10/31/2019		6510 · Mileage	4-General Fund Ent.	26.68
			6510 · Mileage	1-Groundwater Ent.	26.68
			6510 · Mileage	3-Land Resources	6.67
			6510 · Mileage	6-Active Recharge ...	6.67
TOTAL					66.70
22063	11/13/2019	Lowe's Companies, Inc.	1012 · Citizens Busine...		-175.64
	10/25/2019		5210 · Equipment Maint...	1-Groundwater Ent.	142.12
			6016 · Redlands Plaza ...	2-Redlands Plaza/...	33.52
TOTAL					175.64

San Bernardino Valley Water Conservation District

Expenditure Report

November 2019

Num	Date	Name	Account	Class	Original Amount
22064	11/13/2019	Manuel Colunga	1012 · Citizens Busine...		-199.78
	11/01/2019		6051 · Uniforms	4-General Fund Ent.	59.93
			6051 · Uniforms	1-Groundwater Ent.	139.85
TOTAL					199.78
22065	11/13/2019	MGR Real Estate, Inc.	1012 · Citizens Busine...		-3,632.51
	11/08/2019		6020 · Vacancy Marketi...	2-Redlands Plaza/...	1,567.93
			6020 · Vacancy Marketi...	2-Redlands Plaza/...	2,064.58
TOTAL					3,632.51
22066	11/13/2019	Mikael Romich	1012 · Citizens Busine...		-9,513.00
	11/04/2019		5124 · Plunge Creek Pr...	3-Land Resources	9,513.00
TOTAL					9,513.00
22067	11/13/2019	Netsteller	1012 · Citizens Busine...		-763.73
	11/04/2019		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
	11/04/2019		6030 · Office Supplies	4-General Fund Ent.	250.98
			6030 · Office Supplies	1-Groundwater Ent.	15.69
			6030 · Office Supplies	2-Redlands Plaza/...	31.37
			6030 · Office Supplies	3-Land Resources	15.69
TOTAL					763.73
22068	11/13/2019	O'Reilly	1012 · Citizens Busine...		-63.87
	10/28/2019		5310 · Vehicle Mainten...	1-Groundwater Ent.	63.87
TOTAL					63.87
22069	11/13/2019	Parts Authority	1012 · Citizens Busine...		-135.23
	10/08/2019		5310 · Vehicle Mainten...	1-Groundwater Ent.	135.23
TOTAL					135.23
22070	11/13/2019	Redlands Tire Pros & S...	1012 · Citizens Busine...		-216.86
	10/31/2019		5310 · Vehicle Mainten...	1-Groundwater Ent.	216.86
TOTAL					216.86
22071	11/13/2019	Terminix	1012 · Citizens Busine...		-72.00
	10/16/2019		6026 · Redlands Plaza ...	2-Redlands Plaza/...	72.00
TOTAL					72.00
22072	11/13/2019	Valero Marketing & Sup...	1012 · Citizens Busine...		-632.19
	10/30/2019		5320 · Fuel	1-Groundwater Ent.	632.19
TOTAL					632.19

San Bernardino Valley Water Conservation District

Expenditure Report

November 2019

Num	Date	Name	Account	Class	Original Amount
22073	11/13/2019	WEX Bank-Shell GAS	1012 · Citizens Busine...		-402.00
	11/06/2019		5320 · Fuel	1-Groundwater Ent.	402.00
TOTAL					402.00
22074	11/13/2019	Wilbur's	1012 · Citizens Busine...		-148.98
	11/01/2019		5210 · Equipment Maint...	1-Groundwater Ent.	148.98
TOTAL					148.98
22075	11/13/2019	Mars Carpets & Flooring	1012 · Citizens Busine...		-4,909.66
	10/22/2019		6016 · Redlands Plaza ...	2-Redlands Plaza/...	4,909.66
TOTAL					4,909.66
22076	11/19/2019	Citizens Business Bank	1012 · Citizens Busine...		-1,226.51
	11/13/2019		5210 · Equipment Maint...	1-Groundwater Ent.	20.60
			5215 · Property Mainten...	1-Groundwater Ent.	99.96
			5215 · Property Mainten...	3-Land Resources	24.99
			6002 · Website Adminis...	4-General Fund Ent.	450.00
			6016 · Redlands Plaza ...	2-Redlands Plaza/...	3.99
			6030 · Office Supplies	4-General Fund Ent.	104.37
			6030 · Office Supplies	1-Groundwater Ent.	6.52
			6030 · Office Supplies	2-Redlands Plaza/...	13.05
			6030 · Office Supplies	3-Land Resources	6.52
			6039 · Postage and Ov...	4-General Fund Ent.	15.97
			6039 · Postage and Ov...	1-Groundwater Ent.	7.26
			6039 · Postage and Ov...	2-Redlands Plaza/...	2.90
			6039 · Postage and Ov...	3-Land Resources	2.90
			6051 · Uniforms	4-General Fund Ent.	20.63
			6051 · Uniforms	1-Groundwater Ent.	48.13
			6060 · Outreach	4-General Fund Ent.	16.50
			6060 · Outreach	1-Groundwater Ent.	6.60
			6060 · Outreach	3-Land Resources	9.90
			6515 · Air Fare	6-Active Recharge ...	320.96
			6525 · Meals	4-General Fund Ent.	20.14
			6525 · Meals	1-Groundwater Ent.	15.67
			6525 · Meals	3-Land Resources	8.95
TOTAL					1,226.51
22077	11/19/2019	Corneille, Richard	1012 · Citizens Busine...		-12.18
	11/19/2019		6410 · Mileage	4-General Fund Ent.	12.18
TOTAL					12.18
22078	11/19/2019	Frontier-7275	1012 · Citizens Busine...		-155.17
	11/19/2019		5440 · Telephone	4-General Fund Ent.	56.13
			5440 · Telephone	1-Groundwater Ent.	24.05
			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					155.17

San Bernardino Valley Water Conservation District

Expenditure Report

November 2019

Num	Date	Name	Account	Class	Original Amount
22079	11/19/2019	ICF Jones & Stokes, Inc	1012 · Citizens Busine...		-120.00
	11/14/2019		5124 · Plunge Creek Pr...	3-Land Resources	120.00
TOTAL					120.00
22080	11/19/2019	JAN-PRO Cleaning Sys...	1012 · Citizens Busine...		-700.00
	12/01/2019		6018 · Janitorial Services	4-General Fund Ent.	700.00
TOTAL					700.00
22081	11/19/2019	Lilburn Corporation	1012 · Citizens Busine...		-3,600.00
	11/14/2019		5120 · Misc. Profession...	3-Land Resources	3,600.00
TOTAL					3,600.00
22082	11/19/2019	O'Reilly	1012 · Citizens Busine...		-121.64
	11/19/2019		5310 · Vehicle Mainten...	1-Groundwater Ent.	121.64
TOTAL					121.64
22083	11/19/2019	Thomas Purvis	1012 · Citizens Busine...		-56.89
	11/26/2019		6051 · Uniforms	4-General Fund Ent.	17.07
			6051 · Uniforms	1-Groundwater Ent.	39.82
TOTAL					56.89
22084	11/19/2019	U.S. Bank Equipment F...	1012 · Citizens Busine...		-336.18
	11/08/2019		6033 · Office Equipmen...	4-General Fund Ent.	252.13
			6033 · Office Equipmen...	1-Groundwater Ent.	16.81
			6033 · Office Equipmen...	2-Redlands Plaza/...	50.43
			6033 · Office Equipmen...	3-Land Resources	16.81
TOTAL					336.18
100235N	11/05/2019	PERS	1012 · Citizens Busine...		-9,959.92
			6170 · PERS Retirement	4-General Fund Ent.	1,294.79
			6170 · PERS Retirement	1-Groundwater Ent.	4,481.96
			6170 · PERS Retirement	2-Redlands Plaza/...	398.40
			6170 · PERS Retirement	3-Land Resources	995.99
			6170 · PERS Retirement	5-Wash Plan	2,091.59
			6170 · PERS Retirement	6-Active Recharge ...	697.19
TOTAL					9,959.92

San Bernardino Valley Water Conservation District
Director Fees Expenditure Payroll Report
November 2019

Pay Date	Name	For Period	Director Fees	Taxes Withheld	Check Amt
11/6/2019	McDonald, M	Oct-19	\$ 225.00	\$ 19.46	\$ 205.54
11/20/2019	Corneille, R	Oct-19	\$ 1,125.00	\$ 132.21	\$ 992.79
11/20/2019	Raley, D	Sep-19	\$ 1,161.00	\$ 289.71	\$ 871.29



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1683

To: Board of Directors

From: General Manager, Daniel Cozad

Date: December 11, 2019

Subject: 1st Quarter Financials for 2019-2020

RECOMMENDATION

The Finance & Administration Committee recommends the Board approve the 1st Quarter Financials for 2019-2020 as presented.

BACKGROUND

The Finance & Administration Committee met November 21, 2019 to review the First Quarter Unaudited Financials. No changes were recommended.

DISCUSSION

Groundwater Council revenue is higher due to additional entities joining the Council. Total groundwater revenue is anticipated to be in line with the budget. Exchange Plan revenue by year end will have increased \$100,000. This additional revenue will be offset with expenses from Water Systems Consulting, Inc. (WSC) contracted to update the Exchange Plan Agreement. The total additional revenue may not all be expensed this fiscal year. Any unused portion upon completion of the updated agreement may be refunded back to Exchange Plan members. Staff noted capital expenditures for the year will largely depend on completion of permits. Construction for the Plunge Creek project is expected to begin in the Spring.

FISCAL IMPACT

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

POTENTIAL MOTIONS

1. Move approval of the First Quarter Financials for FY 2019-2020 as presented.
2. Move to request this item be tabled and referred to Finance & Administration Committee for reconsideration of specific issues discussed.

**BOARD OF
DIRECTORS**

Division 1:
Richard Corneille

Division 2:
David E. Raley

Division 3:
Robert Stewart

Division 4:
John Longville

Division 5:
Melody McDonald

**GENERAL
MANAGER**

Daniel B. Cozad

ATTACHMENTS OR MATERIALS

2019-2020 1st Quarter Rolled Up Budget Worksheet
SBVWCD Quarterly Investment Report

1ST QUARTER		2019-2020 Budget	Expended/ Received to Date as of 09/30/19	Actual Over/Under Budget	Projected Annual Costs (7/1/19- 6/30/20)	Notes	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE		REDLANDS PLAZA & LEASED PROPERTY- MENTONE HOUSE		LAND RESOURCE		ACTIVE RECHARGE TRANSFER PROJECTS		WASH PLAN	
GL ACCT:	GL DESCRIPTION:						2019 BUDGET:	% BUDGET	BASIS:	2019 BUDGET:	% BUDGET	2019 BUDGET:	% BUDGET	2019 BUDGET:	% BUDGET	2019 BUDGET	% BUDGET	2019 BUDGET:	% BUDGET
2019-2020 Budget																			
INCOME:																			
4012-15	INTEREST INCOME	576,043.10	123,592.33	-452,450.77	576,043.10		126,043.10			0.00		0.00		0.00		337,500.00		0.00	
4021-23	GROUNDWATER	972,858.75	758,965.84	-213,892.91	1,026,705.75		0.00			502,858.75		0.00		0.00		0.00		0.00	
4021	GROUNDWATER CHARGE-AG	97,028.35	20,391.54	-76,636.81	77,028.35		0.00			97,028.35	100.00%	0.00		0.00		0.00		0.00	
4023	GROUNDWATER CHARGE-NON AG	405,830.40	194,727.30	-211,103.10	405,830.40	Adjusted Ag Non-Ag per schedule	0.00			405,830.40	100.00%	0.00		0.00		0.00		0.00	
4024	GROUNDWATER COUNCIL REVENUE	470,000.00	543,847.00	73,847.00	543,847.00		0.00			470,000.00	100.00%	0.00		0.00		0.00		0.00	
4031-34	MINING	634,000.00	56,833.33	-577,166.67	634,000.00		0.00			0.00		0.00		634,000.00		0.00		0.00	
4032	CEMEX - ROYALTY/LEASE	586,000.00	48,833.33	-537,166.67	586,000.00		0.00			0.00		0.00		586,000.00	100.00%	0.00		0.00	
4036,40,80	MISCELLANEOUS	80,000.00	108,256.24	28,256.24	180,000.00		7,500.00			30,000.00		0.00		42,500.00		0.00		0.00	
4036	AGGREGATE MAINTENANCE	40,000.00	6,043.00	-33,957.00	40,000.00		0.00			0.00		0.00		40,000.00	100.00%	0.00		0.00	
4050	PROPERTY TAX	122,145.33	0.00	-122,145.33	122,145.33		122,145.33	100.00%	+5%	0.00		0.00		0.00		0.00		0.00	
4055	SBVMWD LEASE AGREEMENT	411,013.69	0.00	-411,013.69	407,061.64		184,956.16	45.00%	+1.4% CPI	226,057.53	55.00%	0.00		0.00	0.00%	0.00		0.00	
4062-66	RENTALS	212,400.09	53,676.19	-158,723.90	212,400.09		0.00			0.00		212,400.09		0.00		0.00		0.00	
4080	EXCHANGE PLAN	30,000.00	100,004.00	70,004.00	130,000.00		0.00			30,000.00	100.00%	0.00		0.00		0.00		0.00	
4025	WASH PLAN REVENUE *Reserve CIP #5	210,000.00	97,942.36	-112,057.64	210,000.00		0.00		Processing Complete	0.00		0.00		0.00				210,000.00	100.00%
4086	PLUNGE CREEK IRWMP	200,000.00	0.00	-200,000.00	200,000.00		0.00		Per Plunge Creek Budget/schedule	0.00		0.00		200,000.00	100.00%	0.00		0.00	
TOTAL INCOME:		3,540,683.96	1,199,266.29	-2,341,417.67	3,690,578.91		553,144.59			1,251,139.28		212,400.09		876,500.00		337,500.00		310,000.00	
EXPENSES:																			
5000	MISCELLANEOUS	4,000.00	3,951.62	-48.38	3,951.62		4,000.00	100.00%	LAFCO Changes	0.00		0.00		0.00		0.00		0.00	
5100	PROFESSIONAL SERVICES	697,155.00	123,715.17	-573,439.83	500,000.00		102,146.50			136,965.80		16,173.25		301,869.45		0.00		140,000.00	
5120	MISC. PROFESSIONAL SERVICES	130,000.00	70,335.05	-59,664.95	130,000.00		39,000.00	30.00%	Includes GSC Support	27,300.00	21.00%	0.00	0.00%	63,700.00	49.00%	0.00		0.00	
5122	WASH PLAN PROFESSIONAL SERVICES	30,000.00	50,801.61	20,801.61	30,000.00		0.00		Per Wash Plan Budget	0.00		0.00		0.00		0.00		30,000.00	100.00%
52-53	FIELD OPERATIONS	189,865.40	37,690.70	-152,174.70	189,865.40		0.00			157,465.40		0.00		32,400.00		0.00		0.00	
5400	UTILITIES	28,989.26	7,001.35	-21,987.91	28,989.26		12,928.20			9,922.90		5,332.83		805.34		0.00		0.00	
6000	GENERAL ADMINSTRATION	299,478.36	56,687.54	-237,790.82	299,016.62		106,920.23			51,974.53		89,743.07		46,790.53		0.00		4,050.00	
6100	BENEFITS:	422,284.92	74,157.04	-348,127.88	422,284.92		54,897.04			239,292.13		21,270.41		53,176.03		111,669.66		37,223.22	
6160	PAYROLL TAXES - EMPLOYER	75,497.73	12,929.95	-62,567.78	75,497.73		9,814.70	13.00%	Consolidated costs 2014	41,448.25	45.00%	3,684.29	4.00%	9,210.72	10.00%	19,342.52	21%	6,447.51	7.00%
6170	PERS RETIREMENT	193,475.10	40,866.49	-152,608.61	193,475.10		25,151.76	13.00%	Noticed Increase	106,217.83	45.00%	9,441.58	4.00%	23,603.96	10.00%	49,568.32	21%	16,522.77	7.00%
6170.01	PERS EMPLOYEE CONTRIBUTION	-44,370.28	-17,085.96	27,284.32	-44,370.28		-5,768.14	13.00%		-19,966.63	45.00%	-1,774.81	4.00%	-4,437.03	10.00%	-9,317.76	21%	-3,105.92	7.00%
SALARIES:									Overhead Offset 20%										
6200	SALARIES	1,068,721.55	218,983.01	-849,738.54	1,068,721.55		132,565.23			585,893.65		52,666.97		129,850.45		275,067.95		98,631.70	
INSURANCE:									Labor Total \$ 1,068,721.55										
6300	INSURANCE	39,300.00	9,591.61	-29,708.39	39,300.00		1,965.00			29,475.00		5,895.00		1,965.00		0.00		0.00	
6400	DIRECTOR'S EXPENSES	109,844.10	18,238.70	-91,605.40	109,844.10		109,844.10	100.00%	5% increase option included	0.00		0.00		0.00		0.00		0.00	
6500	ADMINISTRATIVE/STAFF EXPENSES	13,391.35	4,528.49	-8,862.86	13,650.00		5,936.11			4,476.97		0.00		2,798.27		180.00		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		0.00	
TOTAL EXPENSES:		3,264,395.54	605,346.84	-2,659,048.70	3,266,249.07		531,202.40			1,250,466.37		211,081.53		876,020.67		386,917.61		309,904.92	
Operating Revenue		3,540,683.96	1,199,266.29	-2,341,417.67	3,690,578.91		553,144.59			1,251,139.28		212,400.09		876,500.00		337,500.00		310,000.00	
NET OPERATING REVENUE		276,288.42	593,919.45	317,631.03			21,942.19			672.91		1,318.56		479.33		-49,417.61		95.08	
OVERHEAD							-85,539.65												
NET GENERAL FUND ANNUAL							-63,597.45												

1ST QUARTER		2019-2020 Budget	Expended/ Received to Date as of 09/30/19	Actual Over/Under Budget	Projected Annual Costs (7/1/19- 6/30/20)	Notes	GENERAL FUND			GROUNDWATER RECHARGE ENTERPRISE		REDLANDS PLAZA & LEASED PROPERTY- MENTONE HOUSE		LAND RESOURCE		ACTIVE RECHARGE TRANSFER PROJECTS		WASH PLAN	
GL ACCT:	GL DESCRIPTION:						2019 BUDGET:	% BUDGET	BASIS:	2019 BUDGET:	% BUDGET	2019 BUDGET:	% BUDGET	2019 BUDGET:	% BUDGET	2019 BUDGET	% BUDGET	2019 BUDGET:	% BUDGET
2019-2020 Budget																			
Multiyear Capital projects						Cost-To-Date													
7010	MATERIALS	12,000.00	0.00	-12,000.00	12,000.00	0.00	0.00	Net of Grant Funds \$710 K Total	6,000.00	50.00%	0.00	0.00%	6,000.00	50.00%	0.00		6,000.00	50.00%	
7055	PLUNGE CREEK PROJECT CIP #2	362,957.00	0.00	-362,957.00	362,957.00		0.00		72,591.40	20.00%	0.00		290,365.60	80.00%	0.00		0.00		
LAND & BUILDINGS																			
7100	CAPITAL REPAIRS	686,000.00	122,467.00	-563,533.00	686,000.00		0.00		346,000.00		0.00		215,000.00		0.00		0.00		
7110	PROPERTY - CAPITAL REPAIRS	304,000.00	107,467.00	-196,533.00	304,000.00		0.00		126,000.00		100,000.00		78,000.00		0.00		0.00		
7120	PROPERTY - LAND PURCHASE	0.00	15,000.00	15,000.00	0.00		0.00		0.00	60.00%	0.00		0.00		0.00		0.00		
7130	MENTONE PROPERTY (HOUSE) CAPITAL R	25,000.00	0.00	-25,000.00	25,000.00		0.00		0.00		25,000.00		0.00	100.00%	0.00		0.00		
7140	MENTONE PROPERTY (SHOP) CIP #3	220,000.00	0.00	-220,000.00	220,000.00		0.00		220,000.00	100.00%	0.00		0.00		0.00		0.00		
7160	MENTONE PROPERTY CIP #9 #12	137,000.00	0.00	-137,000.00	137,000.00		0.00			100.00%	0.00		137,000.00	100.00%	0.00		0.00		
EQUIPMENT & VEHICLES																			
7200	EQUIPMENT & VEHICLES	161,500.00	5,409.67	-156,090.33	161,500.00	7,250.00		149,250.00	91.70%	0.00		4,000.00		0.00		1,000.00			
7150	MILL CREEK DIVERSION PROJECT CIP #1	446,068.00	0.00	-446,068.00	446,068.00	172,997.75	0.00	MultiYear Total comitment \$750K	446,068.00	100.00%	0.00		0.00	0.00%	0.00		0.00		
7438	ENGINEERING SERVICES-OTHER	125,000.00	0.00	-125,000.00	125,000.00		0.00	CIP #4 and #7 Partial	37,500.00	30.00%	0.00		87,500.00	70.00%	0.00		0.00		
CAPITAL EXPENSE		2,243,525.00	127,876.67	-2,115,648.33	2,243,525.00		7,250.00		1,057,409.40		125,000.00		602,865.60		450,000.00		7,000.00		
CAPTIAL REVENUE		361,365.60					0.00		35,000.00		20,000.00		306,365.60				0.00		
CAPITAL SUBTOTAL ANNUAL NET		-1,438,159.40					-7,250.00		-1,022,409.40		-105,000.00		-296,500.00				-7,000.00		
RESERVE CONTRIBUTION OR (-USE)		-1,161,870.98		-1,499,191	TOTAL		-70,847.45		-1,021,736.49	io Capital Pri	-103,681.44		-296,020.67				-6,904.92		

San Bernardino Valley Water Conservation District

Quarterly Investment Report

Investment Instruments	Beginning Balance as of July 1, 2019	1st Quarter Balance ending Sept 30, 2019	Rate Effective Yield	Cumulative Unrealized Gain (Loss)
Pooled Money Investment Accounts				
LAIF	\$ 112,923.24	\$ 126,050.91	2.28%	
CalTRUST				
Short-Term Fund	\$ 3,132,394.79	\$ 3,151,114.77	1.96%	\$ 7,541.86
Investment Accounts				
UBS Financial Services				
CDs	\$ 1,890,012.85	\$ 1,903,129.09	2.54%	\$ 24,003.40
Cash Dep Acct	\$ 2,687.62	\$ 1,461.80		
California Credit Union				
24 Mo. CD	\$ 253,734.81	\$ 254,625.35	1.40%	
CAMP				
Investment Pool	\$ -	\$ 18,525,235.03	1.50%	
OPEB-Other Postemployment Benefits				
CERBT-CA Employers' Retiree Benefit Trust	\$ 343,288.51	\$ 491,189.36	3.00%	
TOTAL	\$ 5,735,041.82	\$ 24,452,806.31		\$ 31,545.26

Net Change

\$ 18,717,764.49
76.55%

Banking Institutions	Beginning Balance as of July 1, 2019	1st Quarter Balance ending Sept 30, 2019
Citizen's Business Bank	\$ 19,604,190.64	\$ 1,188,476.58
Cash and Cash Equivalents	\$ 19,604,190.64	\$ 1,188,476.58
Change in Value		\$ (18,415,714.06)

Description	NAV	Annual Yield	Average Maturity	Shares
LAIF	N/A	2.38%	.55 years (201 days)	
CalTrust Short-Term Fund	\$10.04	2.51%	.96 years (350 days)	313,856.053
CERBT	\$16.85			20,375.639
Cal Credit Union-CD	\$1.00	1.40%		
UBS-CD's see below				

UBS Investments

Certificates of Deposit (CDs)	Price	Rate	Maturity	Shares	Purchase Price	Market Value as of 09/30/19
1. Ally Bank UT US RT	\$1.014	3.20%	12/13/2021	245,000	\$245,000.00	\$252,367.15
fixed rate CD (ZVIBY)						
2. UBS BK USA SALT LA UT US	\$1.000	2.45%	6/21/2021	245,000	\$245,000.00	\$247,702.35
fixed rate CD (Cusip: 90348JLY4)						
3. American Express Natl UT US	\$1.010	3.00%	6/19/2021	245,000	\$245,000.00	\$249,975.95
fixed rate CD (Cusip: 02589AAD4)						
4. Capital One NA VA US	\$0.993	2.00%	11/16/2020	200,000	\$200,000.00	\$200,444.00
fixed rate CD (Cusip: 14042RKF7)						
5. Wells Fargo Bank NA SD US	\$1.007	2.80%	6/29/2020	200,000	\$200,000.00	\$201,480.00
fixed rate CD (Cusip: 949763RW8)						
6. Discover BK GREENW DE US	\$0.9956	2.20%	12/28/2020	245,000	\$245,000.00	\$246,200.50
fixed rate CD (Cusip: 254673JS6)						
7. Goldman Sachs Bank NY US	\$0.992	1.85%	7/13/2020	245,000	\$245,000.00	\$245,090.65
fixed rate CD (Cusip: 38148PLJ4)						
8. Morgan Stanley Bank UT	\$1.002	2.80%	2/28/2022	245,000	\$245,000.00	\$250,742.80
fixed rate CD (Cusip: 61690UEV8)						
						\$9,125.69
Average	\$1.00	2.54%	Total Interest Withdrawals	\$17,951.29		
					TOTAL	\$1,870,000.00
						\$1,903,129.09

California Credit Union

Certificate of Deposit (CD)	Price	Annual Yield	Maturity	Shares	Purchase Price	Market Value as of 09/30/19
CCU Share Certificate	\$1.00	1.40%	6/30/2020	250,000	\$250,000.00	\$ 254,625.35



San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

Memorandum No. 1684

To: Board of Directors

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

Date: December 11, 2019

Subject: 2020 Per Diem Rate

RECOMMENDATION

The Finance & Administration Committee recommends the Board increase the Board Per Diem Rate based on the CPI-U thereby increasing it by 2.8% (6.00/\$231) and 5% (\$11.00/\$236) for Calendar Year 2020 and approve Resolution No. 576A or 576B.

BACKGROUND

The Board increased the 2019 per diem rate by 5% after reviewing the Bureau of Labor Statistics (BLS) Consumer Price Index (CPI-U) and the maximum allowed increase. The Finance & Administration Committee (Committee) met on November 20 and reviewed the current and past Board Per Diem Rate and increase history. The most recent annual CPI-U is 2.8%. The Board in May approved a budget containing a 5% increase in the per diem. The California Water Code limits the increase in rate to 5% per year. The committee asked staff to research rates paid by agencies in the area. The committee recommended that the increase in rate be between 2.8% and 5% and allow the full Board to discuss and select the actual rate. The table below shows rates from surrounding agencies for 2019.

Agency	2019 Per Diem
Valley Municipal	\$ 299.00
Western Municipal Water District	\$ 240.67
Inland Empire Utility Agency	\$ 225.00
SBVWCD	\$ 225.00
SAWPA	\$ 210.00
East Valley Water District	\$ 200.00
United Water Conservation District	\$ 200.00
Mojave Water Agency	\$ 179.57
West Valley Water District	\$ 161.70
Yucaipa Valley Water District	\$ 140.72

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Redlands, CA 92373
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BOARD OF DIRECTORS

Division 1:
Richard Corneille

Division 2:
David E. Raley

Division 3:
Robert Stewart

Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL MANAGER

Daniel B. Cozad

The table shows the position of the District within this distribution, with an average of \$208 and a median of \$205. The Board has been within its budget for meeting per diems for the past several years.

The Draft Resolution No. 576A and 576B are attached for the Board's consideration or revision.

POTENTIAL MOTIONS

1. Move approval of an increase at 5% increasing the per diem rate to \$236 for Calendar Year 2020 and approve Resolution No. 576A.
2. Move approval of an increase at 2.8% increasing the per diem rate to \$231 for Calendar Year 2020 and approve Resolution No. 576B.
3. Move to table the item to a future meeting of the Board or the Finance & Administration Committee.

ATTACHMENTS

Resolution No. 576A

Resolution No. 576B

RESOLUTION NO. 576A

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
AMENDING DISTRICT POLICY TO ALLOW
FOR A 5% 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 Board of Directors voted to increase 2019 per diem rate compensation by four percent for the calendar year of 2019 on December 12, 2018; 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 of 5%; 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 twenty-five dollars (\$225) 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 5% effective January 1, 2020; from Two Hundred Twenty Five Dollars (\$225) to Two Hundred Twenty Three Six Dollars (\$236).

Section 3. Each director shall receive per diem compensation in an amount of two hundred and thirty six dollars (\$236) per meeting for calendar year 2020 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 11th day of December, 2019, by the following vote:

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

Richard Corneille, President

ATTEST:

Daniel Cozad, Secretary

RESOLUTION NO. 576B

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
AMENDING DISTRICT POLICY TO ALLOW
FOR A 2.8% 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 Board of Directors voted to increase 2019 per diem rate compensation by four percent for the calendar year of 2019 on December 12, 2018; 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 of 2.8% based on most recent CPI-U; 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 twenty-five dollars (\$225) 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 2.8% effective January 1, 2020; from Two Hundred Twenty Five Dollars (\$225) to Two Hundred Thirty One Dollars (\$231).

Section 3. Each director shall receive per diem compensation in an amount of two hundred and thirty one dollars (\$231) per meeting for calendar year 2020 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 11th day of December, 2019, by the following vote:

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

Richard Corneille, President

ATTEST:

Daniel Cozad, Secretary



**San Bernardino Valley
Water Conservation District**

Helping Nature Store Our Water

Memorandum No. 1685

To: Board of Directors

From: General Manager, Daniel Cozad

Date: December 11, 2019

Subject: Unaudited Financial Reports, November 2019

RECOMMENDATION

Review and approve the unaudited financials for November 2019.

BACKGROUND

Each month staff presents the unaudited financials for the District. The reports submitted with this Board Letter have a closing date of November 30, 2019.

DISCUSSION

Property Tax revenue is being received slower than budgeted and should balance out in the next few months. Income is as expected. With the assistance of a new real estate agent, MGR Real Estate, Inc., Suites I & J were both quickly signed to 5 year leases contributing to the increase in GL 6020- Vacancy Marketing expenses for commission fees. GL 6401 Board of Director Expenses appear to be well below budget but will adjust upon submission of past due expense reports.

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 2019 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 2019
Profit & Loss to Date vs. Annual Budget

**BOARD OF
DIRECTORS**

Division 1:
Richard Corneille

Division 2:
David E. Raley

Division 3:
Robert Stewart

Division 4:
John Longville

Division 5:
Melody McDonald

**GENERAL
MANAGER**

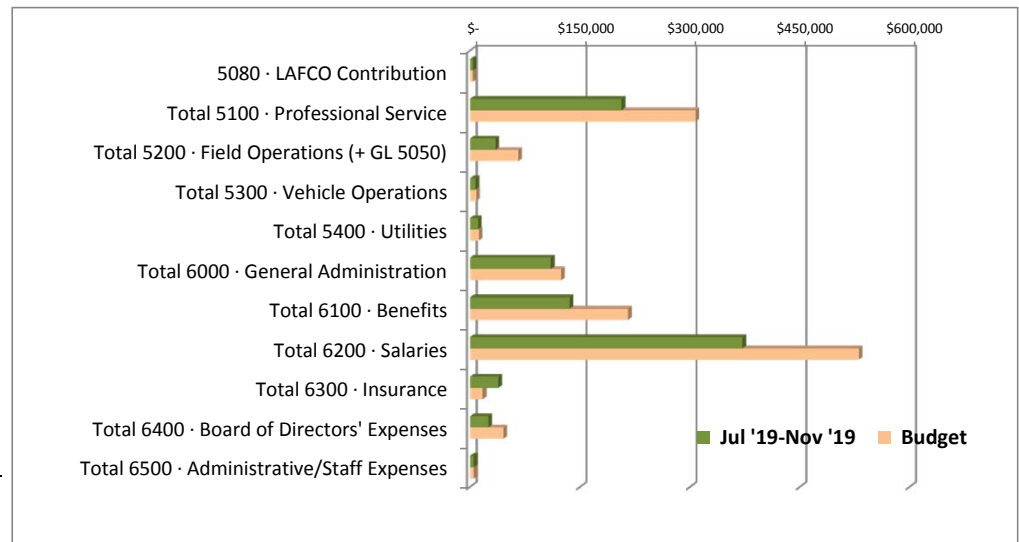
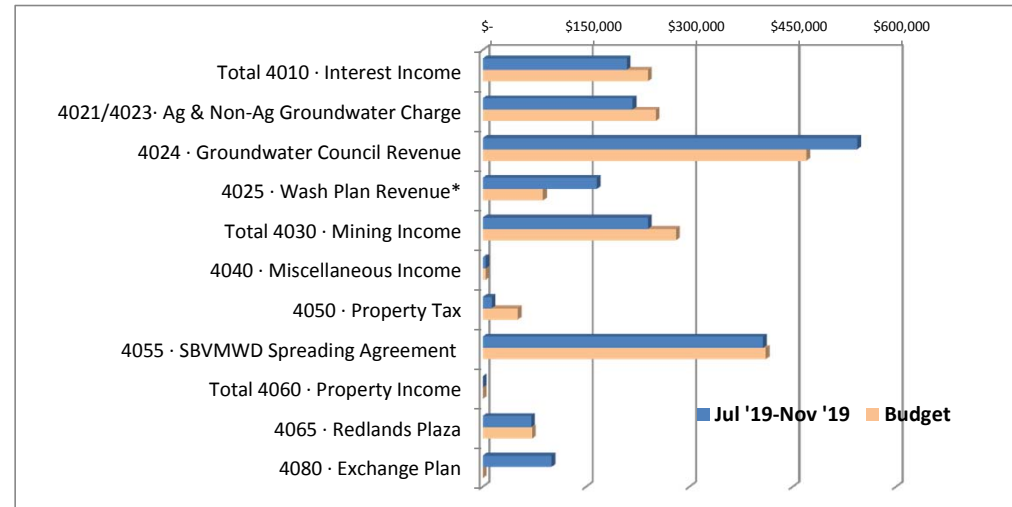
Daniel B. Cozad

SBVWCD - All Enterprises Budget and Actual
Nov 2019

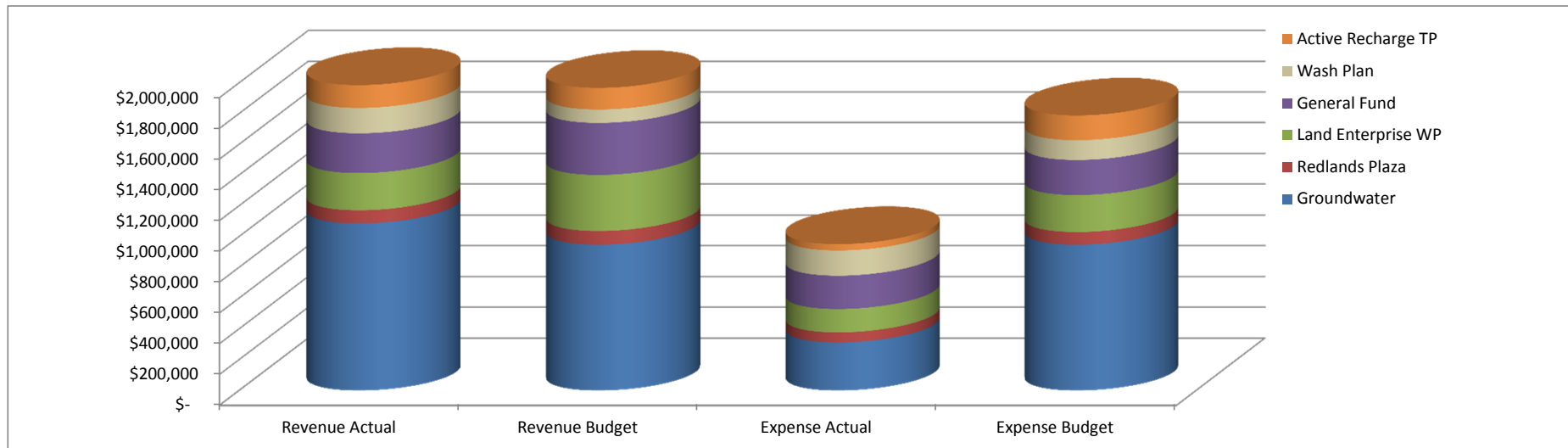
REVENUE	Jul '19-Nov '19	Budget
Total 4010 · Interest Income	\$ 209,164	\$ 240,020
4021/4023· Ag & Non-Ag Groundwater Charge	\$ 217,685	\$ 251,429
4024 · Groundwater Council Revenue	\$ 543,847	\$ 470,000
4025 · Wash Plan Revenue*	\$ 165,499	\$ 87,500
Total 4030 · Mining Income	\$ 240,082	\$ 280,833
4040 · Miscellaneous Income	\$ 4,331	\$ 4,167
4050 · Property Tax	\$ 13,020	\$ 50,894
4055 · SBVMWD Spreading Agreement	\$ 407,062	\$ 411,014
Total 4060 · Property Income	\$ 100	\$ 100
4065 · Redlands Plaza	\$ 70,250	\$ 71,712
4080 · Exchange Plan	\$ 100,004	\$ -
Total Revenue	\$ 1,971,043	\$ 1,867,668

*District loans to the WP

EXPENSES Operating and Capital	Jul '19-Nov '19	Budget
5080 · LAFCO Contribution	\$ 3,952	\$ 4,000
Total 5100 · Professional Service	\$ 206,798	\$ 307,838
Total 5200 · Field Operations (+ GL 5050)	\$ 34,853	\$ 65,987
Total 5300 · Vehicle Operations	\$ 7,714	\$ 8,543
Total 5400 · Utilities	\$ 10,953	\$ 12,080
Total 6000 · General Administration	\$ 110,265	\$ 124,448
Total 6100 · Benefits	\$ 135,834	\$ 215,637
Total 6200 · Salaries	\$ 371,886	\$ 531,115
Total 6300 · Insurance	\$ 38,734	\$ 17,521
Total 6400 · Board of Directors' Expenses	\$ 25,037	\$ 45,768
Total 6500 · Administrative/Staff Expenses	\$ 5,447	\$ 5,577
Total Expense	\$ 951,471	\$ 1,338,516



Enterprises to Date (November 2019)



Enterprise	Actual	Budget	% of Budget
Groundwater Revenue	\$ 1,085,420	\$ 947,487	115%
Groundwater Expense	\$ 312,407	\$ 504,527	62%
Revenue -Expense	\$ 773,013	\$ 442,960	
Redlands Plaza Revenue	\$ 85,550	\$ 88,558	97%
Redlands Plaza Expense	\$ 65,050	\$ 81,906	79%
Revenue -Expense	\$ 20,500	\$ 6,652	
Land Enterprise Revenue	\$ 242,541	\$ 365,185	66%
Land Enterprise Expense	\$ 152,102	\$ 240,607	63%
Revenue -Expense	\$ 90,438	\$ 124,578	
General Fund Revenue *	\$ 258,317	\$ 338,370	76%
General Fund Expense	\$ 216,386	\$ 228,304	95%
Revenue -Expense	\$ 41,931	\$ 110,065	
Wash Plan Revenue	\$ 165,499	\$ 87,500	189%
Wash Plan Expense	\$ 164,038	\$ 129,144	127%
Revenue-Expense	1,461	(41,644)	
Active Recharge TP Revenue	\$ 148,744	\$ 140,625	106%
Active Recharge TP Expense	\$ 41,488	\$ 161,216	26%
Revenue-Expense	\$ 107,256	\$ (20,591)	

Cash Status	As of 7/1/2019	As of 11/30/19
LAIF	\$ 112,923.24	\$ 126,815.78
Cal Trust	\$ 3,132,394.79	\$ 3,165,036.36
Citizens Bank	\$ 19,604,190.64	\$ 1,454,538.87
UBS Financial Services	\$ 1,892,700.47	\$ 1,909,441.76
Cal Credit Union	\$ 253,734.81	\$ 255,217.54
US Bank-CAMP	0	\$ 18,586,244.43
Total Cash	\$ 24,995,943.95	\$ 25,497,294.74
Less Prepaid Royalty	\$ (5,000,000.00)	\$ (5,000,000.00)
Less ARTP obligation	\$ (18,437,500.00)	\$ (18,544,756.00)
Cash Position	\$ 1,558,443.95	\$ 1,952,538.74

Increase (decrease) of \$ 394,095
Percent Increase 25.3%

* General Fund Revenue shown here does not include overhead

Total All Revenue - Expense \$ 1,034,600 \$ 622,021

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

	Jul - Nov 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4010 · Interest Income				
4012 · LAIF	764.87	20,000.00	-19,235.13	3.82%
4013 · Caltrust Investment Income	32,641.57	66,443.10	-33,801.53	49.13%
4014 · CalCredit Union Interest Income	1,482.73	3,600.00	-2,117.27	41.19%
4015 · UBS Interest Income	25,530.45	36,000.00	-10,469.55	70.92%
4016 · Interest Income ARTP	148,744.43	450,000.00	-301,255.57	33.05%
Total 4010 · Interest Income	209,164.05	576,043.10	-366,879.05	36.31%
4020 · Groundwater Charge				
4021 · Assessments - Ag	20,391.54	97,028.35	-76,636.81	21.02%
4023 · Assessments - Non-Ag	197,293.40	405,830.40	-208,537.00	48.62%
4024 · Groundwater Council Revenue	543,847.00	470,000.00	73,847.00	115.71%
Total 4020 · Groundwater Charge	761,531.94	972,858.75	-211,326.81	78.28%
4025 · Wash Plan Revenue	165,498.65	210,000.00	-44,501.35	78.81%
4030 · Mining Income				
4031 · Plant Site - CEMEX	20,000.00	48,000.00	-28,000.00	41.67%
4032 · Cemex - Royalty / Lease	195,333.32	586,000.00	-390,666.68	33.33%
4036 · Aggregate Maintenance	24,749.15	40,000.00	-15,250.85	61.87%
Total 4030 · Mining Income	240,082.47	674,000.00	-433,917.53	35.62%
4040 · Miscellaneous Income				
4041 · Reimbursed Expenses	2,397.45			
4040 · Miscellaneous Income - Other	1,933.63	10,000.00	-8,066.37	19.34%
Total 4040 · Miscellaneous Income	4,331.08	10,000.00	-5,668.92	43.31%
4050 · Property Tax	13,019.51	122,145.33	-109,125.82	10.66%
4055 · SBVMWD Spreading Agreement Reim	407,061.64	411,013.69	-3,952.05	99.04%
4060 · Property Income				
4062 · Mentone Property	100.00	100.00	0.00	100.0%
Total 4060 · Property Income	100.00	100.00	0.00	100.0%
4065 · Redlands Plaza	70,249.58	172,108.19	-101,858.61	40.82%
4066 · Redlands Plaza CAM	15,028.26	40,191.90	-25,163.64	37.39%
4080 · Exchange Plan	100,004.00	30,000.00	70,004.00	333.35%
4086 · Plunge Creek IRWMP	0.00	200,000.00	-200,000.00	0.0%
4998 · Rate Stabilization From Reserve	0.00	22,223.00	-22,223.00	0.0%
4999 · Trust Reimbursement-Wash Plan	0.00	100,000.00	-100,000.00	0.0%
Total Income	1,986,071.18	3,540,683.96	-1,554,612.78	56.09%
Gross Profit	1,986,071.18	3,540,683.96	-1,554,612.78	56.09%
Expense				
5040 · Regional Programs				
5080 · LAFCO Contribution	3,951.62	4,000.00	-48.38	98.79%
Total 5040 · Regional Programs	3,951.62	4,000.00	-48.38	98.79%
5050 · Basin Cleaning	5,824.00	50,000.00	-44,176.00	11.65%
5100 · Professional Service				
5120 · Misc. Professional Services	42,259.59	130,000.00	-87,740.41	32.51%
5122 · Wash Plan Professional Services	82,031.61	30,000.00	52,031.61	273.44%
5123 · Habitat Management-WP	0.00	120,000.00	-120,000.00	0.0%
5124 · Plunge Creek Prof Services	19,013.00	150,000.00	-130,987.00	12.68%
5125 · Engineering Services	0.00	18,000.00	-18,000.00	0.0%
5130 · Aerial Photography & Surveying	6,000.00	1,000.00	5,000.00	600.0%
5155 · WP Trails Professional Services	0.00	25,000.00	-25,000.00	0.0%
5160 · IT Support	1,800.00	7,000.00	-5,200.00	25.71%
5170 · Audit	23,260.00	26,155.00	-2,895.00	88.93%
5175 · Legal - Wash Plan	9,707.12	20,000.00	-10,292.88	48.54%
5180 · Legal	22,726.80	175,000.00	-152,273.20	12.99%
Total 5100 · Professional Service	206,798.12	702,155.00	-495,356.88	29.45%
5133 · Regional River HCP Contribution	0.00	25,000.00	-25,000.00	0.0%
5200 · Field Operations				
5210 · Equipment Maintenance	3,633.35	6,365.40	-2,732.05	57.08%
5215 · Property Maintenance	1,710.21	42,000.00	-40,289.79	4.07%
5225 · Field Clean Up-Illegal dumping	23,685.26	60,000.00	-36,314.74	39.48%
Total 5200 · Field Operations	29,028.82	108,365.40	-79,336.58	26.79%
5223 · Temp. Field Labor	0.00	11,000.00	-11,000.00	0.0%

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

	Jul - Nov 19	Budget	\$ Over Budget	% of Budget
5300 · Vehicle Operations				
5310 · Vehicle Maintenance	2,730.89	8,000.00	-5,269.11	34.14%
5320 · Fuel	4,982.90	12,500.00	-7,517.10	39.86%
Total 5300 · Vehicle Operations	7,713.79	20,500.00	-12,786.21	37.63%
5400 · Utilities				
5410 · Alarm Service	688.00	1,500.00	-812.00	45.87%
5420 · Electricity	3,254.86	10,000.34	-6,745.48	32.55%
5430 · Mobile Phone	1,642.51	3,550.00	-1,907.49	46.27%
5440 · Telephone	2,468.30	8,000.00	-5,531.70	30.85%
5450 · Natural Gas	24.83	986.59	-961.76	2.52%
5460 · Water / Trash / Sewer	1,582.57	2,300.00	-717.43	68.81%
5470 · Internet Services	1,291.43	2,652.26	-1,360.83	48.69%
Total 5400 · Utilities	10,952.50	28,989.19	-18,036.69	37.78%
6000 · General Administration				
6001 · General Administration - Other	4,550.91	4,500.00	50.91	101.13%
6002 · Website Administration	2,442.94	3,300.00	-857.06	74.03%
6003 · Property Tax	0.00	235.10	-235.10	0.0%
6004 · Meeting Expenses	550.51	2,000.00	-1,449.49	27.53%
6006 · Permits	0.00	10,000.00	-10,000.00	0.0%
6007 · Inter District Costs	0.00	10,000.00	-10,000.00	0.0%
6009 · Licenses	1,482.30	1,300.00	182.30	114.02%
6010 · Surety Bond	1,210.00	1,900.00	-690.00	63.68%
6012 · Office Maintenance	455.00	3,180.00	-2,725.00	14.31%
6013 · Office Lease Payment	25,000.00	60,000.00	-35,000.00	41.67%
6015 · Mentone House Maintenance	2,208.24	5,000.00	-2,791.76	44.17%
6016 · Redlands Plaza Maintenance	10,348.65	40,000.00	-29,651.35	25.87%
6018 · Janitorial Services	5,025.00	9,108.89	-4,083.89	55.17%
6019 · Janitorial Supplies	198.82	500.00	-301.18	39.76%
6020 · Vacancy Marketing-Redlands Plaz	11,355.96	5,500.00	5,855.96	206.47%
6026 · Redlands Plaza CAM expenses	11,351.79	29,355.00	-18,003.21	38.67%
6027 · Computer Software	285.54	600.00	-314.46	47.59%
6030 · Office Supplies	1,447.89	3,750.67	-2,302.78	38.6%
6033 · Office Equipment Rental	3,279.92	9,500.00	-6,220.08	34.53%
6036 · Printing	0.00	980.00	-980.00	0.0%
6039 · Postage and Overnight Delivery	326.22	1,200.00	-873.78	27.19%
6042 · Payroll Processing	901.88	2,523.50	-1,621.62	35.74%
6045 · Bank Service Charges	0.00	2,575.00	-2,575.00	0.0%
6051 · Uniforms	837.27	2,200.00	-1,362.73	38.06%
6060 · Outreach	80.64	60,000.00	-59,919.36	0.13%
6087 · Educational Reimbursement	0.00	5,000.00	-5,000.00	0.0%
6090 · Subscriptions/Publications	1,119.80	1,210.00	-90.20	92.55%
6091 · Public Notices	0.00	3,200.00	-3,200.00	0.0%
6093 · Memberships	25,806.11	20,860.20	4,945.91	123.71%
Total 6000 · General Administration	110,265.39	299,478.36	-189,212.97	36.82%
6100 · Benefits				
6110 · Vision Insurance	970.03	3,090.02	-2,119.99	31.39%
6120 · Workers' Comp. Insurance	3,845.81	18,908.65	-15,062.84	20.34%
6130 · Dental Insurance	3,929.09	13,265.60	-9,336.51	29.62%
6150 · Medical Insurance				
6150.01 · Medical Employee Contribution	-10,285.31	-30,960.10	20,674.79	33.22%
6150 · Medical Insurance - Other	70,069.67	237,140.37	-167,070.70	29.55%
Total 6150 · Medical Insurance	59,784.36	206,180.27	-146,395.91	29.0%
6160 · Payroll Taxes-Employer	22,063.67	89,947.99	-67,884.32	24.53%
6170 · PERS Retirement				
6170.01 · PERS Employee Contributions	-29,146.48	-44,370.29	15,223.81	65.69%
6170 · PERS Retirement - Other	74,387.14	230,506.22	-156,119.08	32.27%
Total 6170 · PERS Retirement	45,240.66	186,135.93	-140,895.27	24.31%
Total 6100 · Benefits	135,833.62	517,528.46	-381,694.84	26.25%
6200 · Salaries				
6230 · Regular Salaries	371,886.34	1,274,675.96	-902,789.62	29.18%
Total 6200 · Salaries	371,886.34	1,274,675.96	-902,789.62	29.18%
6300 · Insurance				
6310 · Property/ Auto Insurance	3,342.36	7,000.00	-3,657.64	47.75%
6320 · General Liability Insurance	35,391.18	32,300.00	3,091.18	109.57%
Total 6300 · Insurance	38,733.54	39,300.00	-566.46	98.56%

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

	Jul - Nov 19	Budget	\$ Over Budget	% of Budget
6400 · Board of Directors' Expenses				
6401 · Directors' Fees				
6401.5 · Payroll Taxes-Directors	3,942.49			
6401 · Directors' Fees - Other	18,048.07	90,344.10	-72,296.03	19.98%
Total 6401 · Directors' Fees	21,990.56	90,344.10	-68,353.54	24.34%
6410 · Mileage	518.45	4,000.00	-3,481.55	12.96%
6415 · Air Fare	427.60	2,500.00	-2,072.40	17.1%
6420 · Other Travel	0.00	500.00	-500.00	0.0%
6425 · Meals	705.02	3,500.00	-2,794.98	20.14%
6430 · Lodging	395.02	4,000.00	-3,604.98	9.88%
6435 · Conf/Seminar Registrations	1,000.00	5,000.00	-4,000.00	20.0%
6440 · Election Fees / Re-Districting	0.00	0.00	0.00	0.0%
Total 6400 · Board of Directors' Expenses	25,036.65	109,844.10	-84,807.45	22.79%
6500 · Administrative/Staff Expenses				
6510 · Mileage	409.71	1,800.00	-1,390.29	22.76%
6515 · Air Fare	1,539.44	2,000.00	-460.56	76.97%
6520 · Travel, Other (rental car, taxi	200.80	1,000.00	-799.20	20.08%
6525 · Meals	775.89	1,591.35	-815.46	48.76%
6530 · Lodging	831.18	3,000.00	-2,168.82	27.71%
6535 · Conf/Seminar Registrations	1,690.00	4,000.00	-2,310.00	42.25%
Total 6500 · Administrative/Staff Expenses	5,447.02	13,391.35	-7,944.33	40.68%
9999 · Contribution to Capital Maint.	0.00	361,365.60	-361,365.60	0.0%
Total Expense	951,471.41	3,565,593.42	-2,614,122.01	26.69%
Net Ordinary Income	1,034,599.77	-24,909.46	1,059,509.23	-4,153.44%
Other Income/Expense				
Other Expense				
7000 · Construction				
7010 · Materials	0.00	18,000.00	-18,000.00	0.0%
7055 · Plunge Creek Expansion	0.00	362,957.00	-362,957.00	0.0%
Total 7000 · Construction	0.00	380,957.00	-380,957.00	0.0%
7100 · Land & Buildings				
7110 · Property Capital Repairs	156,967.00	304,000.00	-147,033.00	51.63%
7120 · Property-Land Purchase	15,000.00			
7126 · ARTP Engr/Prof Services	0.00	450,000.00	-450,000.00	0.0%
7130 · Mentone Property (House)-CapRep	0.00	25,000.00	-25,000.00	0.0%
7140 · Mentone Property (Shop)-CapRep	0.00	220,000.00	-220,000.00	0.0%
7150 · Mill Creek Diversion	0.00	446,068.00	-446,068.00	0.0%
7160 · Mendoza Property	0.00	137,000.00	-137,000.00	0.0%
Total 7100 · Land & Buildings	171,967.00	1,582,068.00	-1,410,101.00	10.87%
7200 · Equipment & Vehicles				
7210 · Computer Hardware-Capital Purch	0.00	5,000.00	-5,000.00	0.0%
7220 · Computer Software	8,177.00	10,000.00	-1,823.00	81.77%
7230 · Field Equipment / Vehicles	0.00	145,000.00	-145,000.00	0.0%
7240 · Office Equipment	1,234.67	1,500.00	-265.33	82.31%
Total 7200 · Equipment & Vehicles	9,411.67	161,500.00	-152,088.33	5.83%
7400 · Professional Services Capital				
7438 · Engineering Services-Other	0.00	125,000.00	-125,000.00	0.0%
Total 7400 · Professional Services Capital	0.00	125,000.00	-125,000.00	0.0%
Total Other Expense	181,378.67	2,249,525.00	-2,068,146.33	8.06%
Net Other Income	-181,378.67	-2,249,525.00	2,068,146.33	8.06%
Net Income	853,221.10	-2,274,434.46	3,127,655.56	-37.51%



San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

Memorandum No. 1686

To: Board of Directors

From: Daniel Cozad, District Manager

Date: December 11, 2019

Subject: Cooperative Land Management Memorandum of Understanding with BLM for Implementation of a Land Exchange

RECOMMENDATION

Staff and District Counsel recommend that the Board authorize the general manager to execute the Cooperative Land Management Memorandum of Understanding with the Bureau of Land Management (BLM) for the implementation of the Land Exchange

BACKGROUND AND DISCUSSION

BLM management has identified several MOU's and agreements to accomplish the land exchange and cooperative land management in the wash. The Board has seen the cooperative land management MOU, several times before. It has changed little in the many versions, however, is being revised by the BLM Solicitor and will be brought for Board consideration when ready for final approval per BLM.

1. **Cost Recovery Agreement** – This agreement is similar to the Agreement to Initiate a Land Exchange that was approved by the Board on a couple of prior occasions and is essentially a reimbursement agreement for BLM staff work and support needed to develop documentation and process the land exchange and appraisal. While there are no new policy issues in this agreement, timely approval allows BLM staff to begin the Wash Plan Land Exchange process. This agreement was approved in July 2019.
2. **Land Exchange MOU** – This agreement documents the roles and responsibilities of the BLM and District. This agreement was previously combined with the cooperative land management MOU but has been separated for clarity and management by BLM. The MOU would be operative until the land transfer is complete. District Counsel would prefer to modify the draft agreement, which may delay the process, but there are several issues to be resolved. This agreement was approved at the November 13 Board meeting and a fully executed copy had been received by the District.

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BOARD OF DIRECTORS

Division 1:
Richard Corneille

Division 2:
David E. Raley

Division 3:
Robert Stewart

Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL MANAGER

Daniel B. Cozad

3. Cooperative Land Management MOU – Of the agreements, this one is most critical to the District and the implementation of the Wash Plan. The Board has seen and approved earlier versions of this agreement. It provides for the District and BLM to manage land as we do now cooperatively. It documents the ability of the District to manage habitat and conduct other projects (Enhanced Recharge) on BLM lands under existing easements and this agreement. It also provides a framework for a streamlined review of future projects or efforts which are not prohibited by BLM policy. This agreement is in Solicitor review at BLM and may be available for approval at this meeting.

4. Environmental Site Assessment Agreement – Exchange of land with the BLM requires an assessment of the lands being provided and accepted. A draft agreement has not been provided but will likely stipulate that we are accepting the land from BLM without warranty and with any impairments, known or unknown. Likewise, we are providing the land to the federal government under the same terms and conditions. This agreement is a policy decision by the Board to incur some liability for land that is received but divesting liability for land provided. It embodies the concept of an exchange of “like for like,” where either property may have similar known or unknown issues, but either way, the risk is similar to the lands already owned and managed by the District. Requiring BLM to modify or clean up the lands being received will terminally delay the land exchange as BLM has no funding to perform cleanups. This agreement will be developed when BLM does the Site Assessments under the Cost Recovery Agreement.

Staff and Legal Counsel recommend the Land Exchange MOU presented for approval be authorized by the Board. Other agreements will be agendized for Board consideration when they are complete.

FISCAL IMPACT

Staff had estimated costs associated with the BLM processing of the land exchange to be \$125,000. These costs include an Environmental Site Assessment (similar to a Phase I assessment) and an Appraisal, as well as, administrative costs associated with the transfer. The costs for this effort will be included in issuance costs for HCP projects or where a direct property cost, paid by the land resource. No additional costs are implicated by the Agreement.

POTENTIAL MOTIONS

1. Move to approve the presented Cooperative Land Management Memorandum of Understanding to Implement Land Exchange between the Conservation District and The Bureau of Land Management as presented.
2. Move to direct staff on specific changes to the agreement for approval.
3. Move to table the item to a future meeting of the Board or the Finance & Administration Committee.

ATTACHMENTS OR MATERIALS

Cooperative Land Management Memorandum of Understanding

APPROVALS

District Counsel

General Manager's Report

For November 9, 2019 to December 6, 2019
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** – Flow in Mill Creek and Santa Ana River has increased slightly with the onset of November storms. Mill Creek flows are used by Redlands for the Tate Treatment Plant when water quality is adequate. On the Santa Ana River, Seven Oaks Dam (SOD) releases have been low with Edison facilities in operation and 25-30 CFS in State Project Water. Mill Creek recharge is about 2000 AF for the year. The Santa Ana River recharge totals are about 5,700 AF for the year. Of this total, 5,000 AF was from State Water Project imports. Total recharge for the Water Year is approximately 6,700 AF. Mill Creek facilities began taking water in late November, and SAR facilities are steady 30-40 CFS.
- 2. Facility Maintenance and Cleanout – Plan Goal 1** – Significant cleaning and aggregate management efforts were completed in November. About 75,000 cubic yards of sand, gravel, and silts were removed from Mill Creek basins. Additional work by Jacinto and Upland may be needed for final removal and cleaning. Some aggregate will be moved from the Mill Creek spreading grounds prior to December 31 to avoid trucking cost increases of up to 10-15% due to AB-5 implementation. The photo below shows Mill Creek basins cleaned and water flow beginning.



- 3. Aggregate Management – Plan Goal 1** – Upland Rock continues to sell sand and rock from District basin cleaning efforts. Significant efforts continue to manage the material and limit excess costs.
- 4. Personnel/Administration/Staff** – Staff implemented the revised Personnel Handbook as approved.
- 5. Finance/Budget/Audit** – Staff supported the Finance & Administration Committee and prepared information and Board Letter for this meeting on per diem rates.

6. **Mill Creek Diversion Engineering** – *Plan Goals 1/4* – Staff and CWE are working to provide information to fulfill the USACOE Section 408 permit needs.
7. **Plunge Creek Restoration Conservation Project** – *Plan Goals 1/4* – Regional Water Quality Control Board 401 certification permit is complete. The USACOE 404 permit is nearly complete awaiting USFWS's signature on Biological Opinion. Staff submitted the amended 2081 permit to the California Department of Fish and Wildlife (CDFW) to amend the draft woolly star 2081 permit to include SBKR. Staff has had good meetings with CDFW to discuss amended 2081 permitting along with additional permitting alternatives that may apply to the project. USFWS, Regional Board, USACOE, and SAWPA staff have agreed with the phased approach. Changes to the bid package for procurement are being made to address the phased approach.
8. **Enhanced Recharge Project** – *Plan Goal 1* – The Enhanced Recharge Phase 1A is completed. The new basins are scheduled for construction in 2021 at the cost of approximately \$30M and are nearing the completion of design engineering, Wash Plan, and other permitting. Staff have attended meetings and provided input on the design changes and revisions. Improvements at the Cuttle Weir are permitted in the River Habitat Conservation Plan and will follow its approval in 2022 or thereafter.
9. **Active Recharge Transfer Project Partnership** – *Plan Goals 1, 2, and 4* – Staff has prepared materials and agenda for the first Policy Committee Meeting in December. Staff will provide project evaluation and prioritization matrix. Staff has met with Roberston's on the Plunge Creek alternative and provided a draft deal points document for their review.
10. **Groundwater Council** – *Plan Goal 1* – The Groundwater Council last met on December 9th. The Budget Committee met on September 18th and November 25th to review and proposed several changes to the Budget Policy and the budget for consideration.
11. **Wash Plan** – *Plan Goal 4* – The Wash Plan has a separate report listed on the agenda. The EIR/EIS and HCP have received the Department of Interior Secretarial Approval for publication and was noticed in the Federal Register on December 9. The Comment Period will run until January 21. Staff and USFWS will be developing the biological opinion and response to comments for the final EIS/SEIR.
12. **Santa Ana River Wash Plan Land Exchange Act Implementation** – *Plan Goal 4* – S.-47 was passed and signed by the President becoming PL 119-6. Staff, District Counsel, and special legal counsel are working closely with BLM to expedite the exchange. A Chain of Title and environmental review have been prepared, the updated Mineral Potential Report is contracted, and fieldwork is complete. Wash Plan Land Exchange MOU was fully executed. The Land Management MOU may be available for approval if approved by District counsel.
13. **Conservation Trust** – *Plan Goal 4* – The Conservation Trust Board of Directors met on October 10. Staff has met with entities with which a deposit agreement is on file. These projects move forward slowly. Staff and legal counsel are working on the endowment, conservation easement purchase and other agreements for the Trust and development partners.

- 14. Property/Redlands Plaza** – Staff continues to manage Redlands Plaza and various issues related to tenants and maintenance. Roofing was completed in September. Several tenant issues related to leaks, odors, etc. have been resolved. All units are now fully leased. New carpet was installed as a condition of the lease of units I and J to a church and counseling nonprofit.
- 15. Mining** – Mining efforts by CEMEX contractors continue on the Plant Site quarry. District Counsel drafted revisions to the existing lease related to Wash Plan implementation. Staff is awaiting a draft of the agreement from CEMEX legal counsel. Staff coordinated the biennial audit of royalties and extractions with CEMEX Staff.
- 16. Public Outreach and Legislative** – *Plan Goal 5* – IERCD continues efforts for school education, and gardens (see attached report November). Consultants materials for the annual accomplishments and incorporate information into the outreach powerpoint, etc.
- 17. Community Recharge and Mitigation** – *Plan Goal 1 and 4* – The 2017 Community Strategic Plan (CSP) included this effort for planning and implementation. The Active Recharge Transfer Projects in the Partnership Agreement are the first effort under this goal. Other projects are in discussion with landowners and developers, which could be further developed in the future. Staff is looking at additional recharge options where flows and recharge may be possible.
- 18. Current Board Action Implementation** – Many 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-related studies, and the Phase 3 study is getting underway.
- 19. Future Board Activities** – Expected short-term items for consideration or note
- Trails Plan for Service Outline
 - District Outreach & Communications Plan
 - BLM MOU consideration
 - Plunge Creek Procurement
 - Exchange Plan/Water Quality Exchange MOU
 - Wash Plan SEIR/EIS Public Meeting
- 20. District Successes**
- Significant effort by staff to finalize the SEIR and coordinate the approval and posting of the EIS in the Federal Register have led to the proposed HCP availability and final work completed by staff.
 - Field staff worked hard to prepare for the new water year and completed it just in time.
 - Staff is thankful for the opportunity to serve the public and our water partners in recharging water and enhancing the environment, also and especially at this time of year, to be able to spend time with family and friends in celebration. Happy Holidays.



San Bernardino Valley Water Conservation District Water Conservation Programs Report: November 2019

To: Daniel Cozad

Contact Information: Office: (909) 793-2503 Cell: (909) 747-5240
dcozad@sbvwcd.dst.ca.us

From: Jasmine Orozco Clark, Education Coordinator

Contact Information: 25864-K, Business Center Drive, Redlands, CA, 92374
909-283-7780
jclark@iercd.org
www.iercd.org

Report Last Updated: 11/30/2019

On behalf of the IERCD Board of Directors, I want to thank you so much for your support of our District and your amazing partnership!

San Bernardino Valley Water Conservation District General Program Overview

Total Classroom Programs Contracted: 20

- Number of programs presented: 20
- Number of programs scheduled: 0
- Number of outstanding programs: 0

Total Gardens Contracted: 1

- Number of gardens implemented: 0
- Number of gardens scheduled: 0
- Number of outstanding gardens: 1

Schools/Cities

The following programs have been presented in each city:

- Victoria Elementary, San Bernardino, 6 progs
- Highland Grove Elementary, Highland, 1 prog
- Rodriguez Prep Academy, San Bernardino, 4 progs
- Crafton Elementary, Redlands, 1 prog
- Smiley Elementary, Redlands, 8 progs

Presentation Links

These links represent the most recent Prezis being presented on behalf of SBVWCD. Please send any feedback concerning elements that should be excluded or are missing from the presentations.

- **Kindergarten:**
https://prezi.com/q8rilgz_7si/sbvwd-k-only/
- **1st grade:**
<https://prezi.com/kqjzbatubjz5/sbvwd-1st/>
- **2nd-3rd grade:**

https://prezi.com/4uz_gitorz5x/sbvwd-2nd-3rd/

- 4th-5th grade:

<https://prezi.com/1qo3dpcbpkjg/sbvwd-4th-5th/>

- Middle School

https://prezi.com/3gowtqbx_xq/sbvwd-6th-8th/

- High School

<https://prezi.com/zfobrqx5tghe/sbvwd-high-school/>

San Bernardino Valley Water Conservation District

Monthly Recharge Report

From: 11/1/2019

To: 11/30/2019



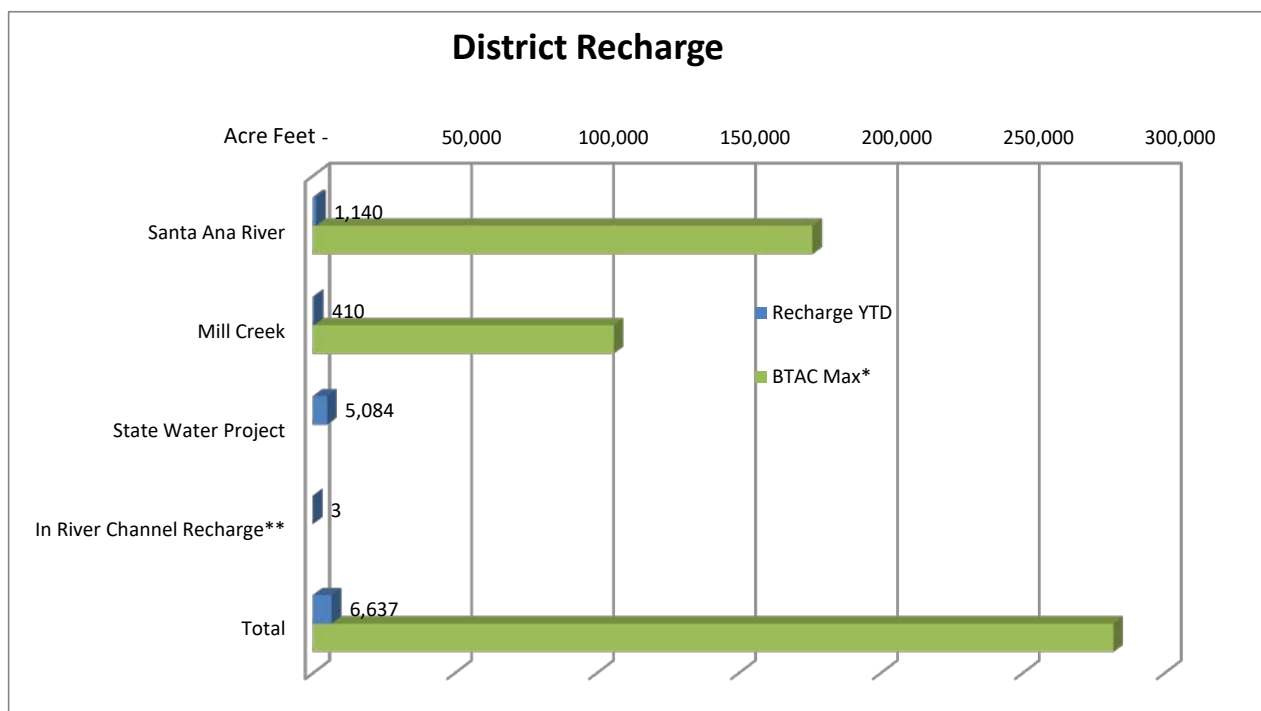
	November				
	Avg Daily Recharge	Monthly Recharge	Recharge YTD	BTAC Max*	% Max
Santa Ana River	15.8	473	1,140	176,000	1%
Mill Creek	10.3	308	410	106,000	0%
State Water Project	90.2	2,706	5,084	NA	NA
In River Channel Recharge**	0.0	-	3	NA	NA
Total	116	3,488	6,637	282,000	2%

Values in Acre Feet

*BTAC Revised Max in December 2018

**Monitoring began in Mid-April 2011

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



2020 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. 8 Board Meeting
Jan. 22 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. 12 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. 11 Board Meeting
Engineering Investigation Report Presentation
Mar. 25 3rd Qtr. Finance & Admin Mtg.

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. 8 Board Meeting
Public Meeting/Groundwater Charge
Apr. 22 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 27 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. 10 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. 8 Board Meeting
Jul. 22 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. 12 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. 9 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. 14 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. 18 1st Qtr. Finance & Admin Mtg. (@9:00 a.m.)
Nov. 18 Board Meeting (@ 1:30 p.m.)

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. 9 Board Meeting (@ 9:00 a.m.)
Holiday Luncheon