

**SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
BUDGET WORKSHOP**

**MINUTES OF May 22, 2018
2:00 P.M.**

President Corneille called the Workshop of the Board of Directors to order at 2:00 p.m.

ROLL CALL:

BOARD MEMBERS PRESENT:

Richard Corneille, President
Melody McDonald, Vice President
David E. Raley, Director
John Longville, Director (Arrival 2:03 p.m.)
T. Milford Harrison, Director

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker

STAFF PRESENT:

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

GUESTS PRESENT:

None

1. PUBLIC PARTICIPATION

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

2. DISCUSSION ITEMS

A. CAPITAL EQUIPMENT AND IMPROVEMENT PROJECT LIST

President Corneille introduced this item for discussion. The Operations Committee met on March 21, and the Finance & Administration Committee met on April 27. Both Committees provided feedback to staff which is incorporated into the Budget materials presented in the package. It was noted that all of the capital projects are proposed to be paid for by grants and

on a pay as you go basis. Mr. Cozad reviewed Capital Improvement Project List in detail. He noted that for CIP No 3 there are shown a 3a and a 3b project for the improvements at the Mentone Shop. Both projects are under further review by the Operations Committee and one will be recommended during the next Fiscal Year.

It was moved by Director Longville and seconded by Vice President McDonald to approve the Capital Improvement Project List as presented. 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**

B. RESERVE POLICY REVISIONS

Mr. Cozad noted that the policy is reviewed and updated annually. He discussed revisions made to the Reserve Policy in accordance with California Special District Association's Reserve Guidelines and the Little Hoover Commission reports. In presenting the reserve values after each year's Audit it was recommended by President Corneille to show a total of the reserves before the Prepaid royalty is added and to remove the Habitat Management Endowment Reserve/Trust from the District Reserves, since this endowment is managed by the San Bernardino Valley Conservation Trust.

It was moved by Director Raley and seconded by Vice President McDonald to approve the Reserve Policy Revisions with minor editorial revisions to be provided to staff. 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. DISTRICT ENTERPRISE BUDGET FOR THE FISCAL YEAR 2018-2019

The Finance & Administration Committee met and reviewed the budget on April 27 and recommended approval. Mr. Cozad reviewed the Draft District Enterprise Budget for Fiscal Year 2018-2019 beginning package page 18. President Corneille noted that he thought the budgeting of 8.1 percent total for yearly salary increases was very generous compared to other Agencies and Cities. He recommended that during the next Fiscal Year that a salary survey for comparable positions and a review of all salary ranges and position description be undertaken.

It was moved by Director Longville and seconded by President Corneille to approve the District and Enterprise Budget as presented

with a minor revision to Board Member costs. 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

3. ADJOURN MEETING

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

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

At 3:19 p.m. the meeting adjourned to the Board of Directors meeting scheduled for May 23, 2018, at 1:30 p.m. at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.



Daniel B. Cozad
General Manager