

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING

MINUTES OF June 12, 2019
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
John Longville, Director (Arrival 1:35 p.m.)
David E. Raley, Director
Robert Stewart, Director
Melody McDonald, Vice President (Departure 3:56 p.m.)

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker, LLP

STAFF PRESENT:

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

GUESTS PRESENT:

David E. Smith, East Valley Water District
Michelle Diamond, 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. Hearing none, the meeting continued with published agenda items.

2. ADDITIONS/DELETIONS TO AGENDA

There were none.

3. CONSENT CALENDAR

It was moved by Vice President McDonald and seconded by Director Stewart to approve the Consent Calendar: Item A: Board Minutes, May 22, 2019 and Item B: Expenditure Report, May 2019. 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: Absent
Director Raley: Yes
Director Stewart: Yes

4. COMMITTEE REPORTS/ACTION ITEMS

A. GENERAL MANAGER ANNUAL PERFORMANCE EVALUATION, RESOLUTION NO. 573 AND EMPLOYMENT AGREEMENT

This item was taken out of order.

President Corneille introduced this item for discussion and its inclusion in package on pages 19 to 38. The Ad Hoc General Manager Evaluation Committee met on May 28. President Corneille said that the Committee feels that Mr. Cozad is doing a great job managing the District and has met all of the District priorities within his control and recommended awarding the full bonus identified in his existing employment agreement at 5%. Director Longville spoke highly of Mr. Cozad's performance stating that he has a lot of strengths and is impressed with his performance. Vice President McDonald spoke in support and concurrence with Director Longville's statements. She said that some of the projects may need to be reprioritized. Vice President McDonald thanked Mr. Cozad for his efforts. Director Stewart encouraged Mr. Cozad to utilize some of his vacation time due to the dependability of the District's excellent staff. The recommendation of the Committee is to pay him the discretionary bonus for 2017-2018, and 3.1% COLA and 3.75% Merit increases for 2018-2019. Director Longville said that the Committee also discussed succession planning to prepare for replacing him at some point.

It was moved by Director Longville and seconded by President Corneille to pay Mr. Cozad a discretionary bonus of \$12,351 for worked performed in fiscal year 2017-2018 and a 3.1% COLA and 3.75% Merit increase for 2018-2019, and to approve Resolution No. 573 and the Employment Agreement. 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 Stewart: Yes

B. UNAUDITED FINANCIAL REPORTS, MAY 2019

Mr. Cozad introduced this item for discussion. This item was included beginning on package page 39. Mr. Cozad noted that the cash investments are lower due to the Seven W. Enterprises property purchase. He said that the Operations Committee may want to view the property and identify potential use for both the 100 acres in Redlands and the Seven W. Enterprises property. Revenue and expenses are on budget and will likely end the fiscal year in the same way.

It was moved by Director Raley and seconded by Director Longville to approve the Unaudited Financial Reports for May 2019. 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 Stewart: Yes**

C. AWARD OF AGREEMENT FOR LAND AND BOUNDARY SURVEY OF LAND TRANSFERRED FROM REDLANDS AS PART OF WASH PLAN IMPLEMENTATION

Ms. Scholte presented this item for discussion. Staff is recommending On Point Land Surveying, Inc.; they submitted a responsive proposal, were highly qualified and were highly recommended by Valley Municipal. President Corneille asked if the District has other survey activities and proposed an on-call services agreement be considered with a surveyor. Mr. Cozad said that staff will review needs and performance and consider that for future needs.

It was moved by Vice President McDonald and second by Director Longville to authorize staff to enter into a standard professional services agreement with On Point Land Surveying, Inc. in an amount not to exceed \$10,000 to perform a land and boundary survey for Parcel 0167-011-11. 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 Stewart: Yes**

D. AMENDMENT TO AGREEMENT FOR PROFESSIONAL SERVICES WITH ICF

Mr. Beehler introduced this item for discussion and noted the inclusion of this item in the package beginning on page 47. He reviewed the process in detail. He said that without this service the Wash Plan approval could be delayed further.

It was moved by Director Longville and seconded by Vice President McDonald to enter into an amendment for professional services with ICF for an amount not to exceed \$35,000 per year for technical assistance in the preparation of a Biological Opinion by the USFWS.

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 Stewart: Yes

E. PROCUREMENT POLICY REVISIONS

Mr. Cozad introduced this item for discussion. He noted that the proposed revisions are shown in redline on package pages 54 to 55. Mr. Cozad said that the policy has been updated pursuant to the requirements of California Government Code section 4526; which requires the District to request certifications and qualifications for surveying, engineering and other professional related work without regard for cost. President Corneille said that the American Society of Civil Engineers recommends using a two-envelope submittal; one for qualifications and the other for cost. He said that the unselected firms get their cost envelopes returned back to them unopened. Director Stewart expressed concern over putting a larger burden on the request for proposal. Discussion ensued. Mr. Cosgrove reviewed the new regulations and changes in detail.

It was moved by Vice President McDonald and seconded by President Corneille to approve the revised Procurement and Purchasing Policy 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 Stewart: Yes

5. INFORMATION ITEMS

A. WASH PLAN VERBAL UPDATE

Mr. Beehler introduced this item for discussion. Staff will meet with U.S. Fish & Wildlife Service (USFWS) and California Department of Fish and Wildlife (CDFW) tomorrow. The rewrite of the EIR/EIS is complete and acceptable to FWS. The Bureau of Land Management (BLM) has changed how they want to participate in the Wash Plan and are satisfied with the changes. The USFWS solicitor is reviewing EIR/EIS changes; this is the last review before it goes to the Federal Registrar. This item was received and file.

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 58 through 61. The Monthly Recharge Report was included on package page 62. Mr. Cozad presented a PowerPoint presentation on field activities. He reviewed the active recharge efforts and stated that to date 51,926 AF has been recharged. Mr. Cozad said

that the groundwater below the spreading grounds are estimated at 89% of the index developed from the 2011 recharge year maximum. This item was received and filed.

C. FUTURE AGENDA ITEMS AND STAFF TASKS

President Corneille recommended the Outreach & Communications Committee meet to discuss the outreach plan for the next fiscal year as well as review the Legislative Advocacy Policy in the CSDA Newsletter for January 2019. Director Raley recommended a Wash Plan Task Force meeting. Staff suggested that it be held when the Federal Registrar notice is ready and the secretarial briefing is done and/or there is adequate content or a required action.

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

President Corneille attended and spoke at the Enhanced Recharge Dedication on May 23, Ad Hoc General Manager Evaluation Committee on May 28, and met with Doug Headrick on the Advisory Commission agenda, and attended the Basin Technical Advisory Commission (BTAC) on June 3. He attended the Redlands Rise N Shine on June 7 and met with Highland Community News on June 10.

Director Stewart attended the Enhanced Recharge Dedication on May 23 and BTAC on June 3.

Vice President McDonald attended the Enhanced Recharge Dedication on May 23, BTAC on June 3 and Valley Municipal Board of Directors Workshop on June 11.

Director Raley attended the Enhanced Recharge Dedication on May 23, BTAC on June 3 and Valley Municipal Board of Directors Workshop on June 6. He also attended the Redlands Rise N Shine on June 7.

Director Longville attended the Enhanced Recharge Dedication on May 23 and Ad Hoc General Manager Evaluation Committee on May 28.

7. UPCOMING MEETINGS

President Corneille noted that the Valley District Advisory Commission meeting will be on July 11 at 6:30 p.m. Mr. Cozad noted that there will be a field tour with Mayor Pro Tem Denise Davis and Council Member Toni Momberger of the City of Redlands on June 29 at 11:00 a.m.. Director Raley requested a tour of the new property in Redlands that was acquired. Staff will hold a tour along with the next Operations Committee meeting, which has not been set yet.

8. CLOSED SESSION

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

President Corneille: Yes

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

General Counsel announced that the meeting would adjourn to closed session under all of the posted agenda items.

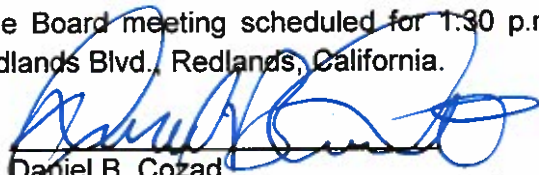
At 4:06 p.m., the meeting reconvened into Open Session. Mr. Cosgrove noted that there was no reportable action.

9. ADJOURN MEETING

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

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

At 4:07 p.m., the meeting adjourned to the Board meeting scheduled for 1:30 p.m. July 10, 2019, at District Headquarters, 1630 W. Redlands Blvd., Redlands, California.



Daniel B. Cozad
General Manager