

**SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT  
MINUTES OF THE FINANCE & ADMINISTRATION COMMITTEE MEETING**

March 25, 2020  
1:30 P.M.

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Chairperson Raley called the Finance & Administration Committee Meeting to order at 1:30 p.m.

**FINANCE & ADMINISTRATION COMMITTEE MEMBERS PRESENT:**

David E. Raley, Chairperson  
John Longville, Director

**FINANCE & ADMINISTRATION COMMITTEE MEMBERS ABSENT:**

None

**STAFF PRESENT:**

Daniel Cozad, General Manager  
Athena Monge, Administrative Specialist  
Angie Quiroga, Administrative Analyst

**GUESTS PRESENT:**

Robert Stewart, San Bernardino Valley Water Conservation District  
Gil Navarro, San Bernardino Valley Municipal Water District

1. PUBLIC PARTICIPATION

Chairperson Raley announced this as the time for any persons present, who so desire, to make an oral presentation to the Committee. Gil Navarro, Director-Division 2 for San Bernardino Valley Municipal Water District stated that his District will continue to deliver supplemental water amid the COVID-10 pandemic. He said that at this time Valley Municipal does not anticipate a disruption in service to water retailers; for additional information those interested can call (909) 387-9200.

2. ADDITIONS/DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

3. APPROVAL OF MEETING MINUTES FROM JANUARY 22, 2020

**It was moved by Director Longville and seconded by Director Raley to approve the minutes of January 22, 2020, Finance & Administration Committee meeting. The motion carried with all members present voting in the affirmative.**

**Chairperson Raley: Yes  
Director Longville: Yes**

4. 3RD QUARTER ANNUAL UNAUDITED FINANCIALS REVIEW 2019-2020

Mr. Cozad presented this item for discussion. Director Raley asked about GL 4036-Aggregate Maintenance. Mr. Cozad said that original budget was around \$80,000 and the District is anticipating receiving more than originally budgeted. For GL 4025-Wash Plan Revenue, the District will loan Wash Plan money to get us through the end of the year to finish up permitting items, biological opinion, response to comments, etc..

**It was moved by Director Longville and seconded by Director Raley to approve the 3<sup>rd</sup> Quarter Annual Unaudited Financials for 2019-2020 as presented with one minor correction and move the financials with any updates to the Board of Directors to receive and file. The motion carried with all members present voting in the affirmative.**

**Chairperson Raley: Yes  
Director Longville: Yes**

5. CAPITAL IMPROVEMENT PROJECT BUDGET FOR 2020-2021

The Capital Improvement Project budget will be reviewed at the Budget Workshop.

6. INITIAL DISTRICT AND ENTERPRISE BUDGET REVIEW FOR 2020-2021

Mr. Cozad reviewed this item beginning on package page 7. Staff will relook at investments to see how the pandemic has affected interest income. Mr. Cozad reviewed expenses, there will be costs for habitat management and trails. Most of the others are consistent with last year. Plunge creek is highlighted and construction to begin early in the next fiscal year. Chairperson Raley asked about aerial costs. The current fiscal year includes budget, but we have not received a bill from Cemex. The District will be redoing the website shortly. PERS 457 plan use increased due to increase in employee contributions.

**It was moved by Director Longville and seconded by Director Raley to approve the District and Enterprise Budget for 2020-2021 and forward to Budget Workshop. The motion carried with all members present voting in the affirmative.**

**Chairperson Raley: Yes  
Director Longville: Yes**

7. ADJOURN

**It was moved by Director Longville and seconded by Director Raley to adjourn. The motion carried with all members present voting in the affirmative.**

**Chairperson Raley: Yes  
Director Longville: Yes**

There being no further business, the meeting adjourned at 1:57 p.m.