

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS MEETING

MINUTES OF April 26, 2017  
1:30 P.M.

President Corneille called the Board Meeting of the Board of Directors to order at 1:30 p.m. All present stood for the pledge of allegiance, led by President Corneille.

ROLL CALL:

BOARD MEMBERS PRESENT:

Richard Corneille, President  
Melody McDonald, Vice President  
David E. Raley, Director  
T. Milford Harrison, Director  
John Longville, Director (Arrival 1:42 p.m.)

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, Rutan & Tucker, LLP

STAFF PRESENT:

Daniel Cozad, General Manager  
Athena Monge, Administrative Services Specialist

GUESTS PRESENT:

David E. Smith, East Valley Water District

1. PUBLIC PARTICIPATION

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

2. ADDITIONS/DELETIONS TO AGENDA

There were none.

3. PUBLIC HEARING RELATED TO ADOPTION OF GROUNDWATER CHARGE

President Corneille opened the Groundwater Public Hearing. Mr. Cosgrove stated that the EI Report was presented at the February 8<sup>th</sup> Board of Directors meeting and adopted at the March 15<sup>th</sup> Board of Directors meeting. The Groundwater Enterprise Budget was presented at the February 8<sup>th</sup> Board of Directors meeting. Mr. Cosgrove sought any public present who wished a

presentation on the EI Report or Groundwater Enterprise Budget. Mr. Cozad stated that no written or oral comments have been received. Vice President McDonald noted that she will not be able to attend the May 31<sup>st</sup> Groundwater Charge Public Hearing and spoke in support of the 4% increase for fiscal year 2017-2018. Mr. Cosgrove noted that the Draft Groundwater Charge Resolution No. 553 is included on package pages 13-18 for review and comment. President Corneille asked for any public who would like to speak on the groundwater charge. There being none, President Corneille continued the Groundwater Charge Public Hearing to May 31<sup>st</sup>.

**It was moved by President Corneille and seconded by Vice President McDonald to continue the Groundwater Charge Public Hearing to May 31<sup>st</sup>. 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 Harrison: Yes**

**4. CONSENT CALENDAR**

**It was moved by Vice President McDonald and seconded by Director Raley to approve Consent Calendar Item A: Board Minutes, April 12, 2017. The motion carried 3-0 with all Directors present voting in the affirmative and Director Harrison and Longville noted absent from the vote.**

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

**5. COMMITTEE REPORTS/ACTION ITEMS**

**A. THIRD QUARTER FINANCIALS FOR 2016-2017**

Vice President McDonald introduced this item for discussion. The Finance & Administration Committee met on April 21<sup>st</sup> and discussed the Reserve Policy and the changes proposed by the Operations Committee. The Operations Committee recommended maintenance items be left in the operations and maintenance budget rather than capital. Mr. Cozad said that revisions have been reviewed with auditor and will be presented in detail at the Budget Workshop on May 31<sup>st</sup>.

Mr. Cozad stated third quarter financials are included on package pages 28-29. He indicated that the majority of expenses and revenue are in line with prior projections. Mr. Cozad said that groundwater revenue and Wash Plan revenue have been received since last quarter. Costs for basin cleaning are higher than projected since it has been a wet year. The Quarterly Investment Report is included on package pages 30-31.

**It was moved by Vice President McDonald and seconded by Director Raley to receive and file the Third Quarter Unaudited Financials for 2016-2017. The motion carried 3-0 with all Directors present voting in the affirmative and Director Harrison and Longville noted absent from the vote.**

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

**B. PUBLIC RECORDS REQUEST CONSIDERATIONS AND DRAFT POLICY**

Mr. Cosgrove drafted revisions to the Public Records Request Policy and the Finance & Administration Committee reviewed revisions. The proposed revisions to the policy are included in redline on package pages 34-40. Mr. Cosgrove noted that the District has created District hosted email accounts for each Board Member to utilize for all of their electronic written communications related to District business. He recommended the Board utilize the District hosted email to take some of the burden off of the Board Members if a public records request were to arise particularly because these requests are time sensitive. If a District communication is on the District server, it expedites the response time and streamlines the search process. Mr. Cosgrove has developed an affidavit on package page 40. Vice President McDonald said this item was discussed at the Finance & Administration Committee on April 21<sup>st</sup> and the Committee recommends approval of revisions to the policy.

**It was moved by Vice President McDonald and seconded by Director Longville to approve changes to the Public Records Request Policy with minor revisions. 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. ANNUAL DISCLOSURE OF BOARD MEMBER AND STAFF REIMBURSEMENTS FOR 2015-2016**

President Corneille stated that a revised handout has been provided to the Board. He noted that this report is for reimbursements to Staff and Board Members that are over \$100 and does not list all of Staff and Board Member expenses. Expenses paid by the District are not included in this report.

**It was moved by Director Longville and seconded by Vice President McDonald to approve the Annual Disclosure of Staff and Board Member Reimbursements for 2015-2016 as listed in handout. 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**

**D. BOARD MEETING CALENDAR REVISIONS**

President Corneille introduced this item for discussion. He asked the Board if it should keep the May 24<sup>th</sup> Board of Directors Meeting in addition to the required May 31<sup>st</sup> Groundwater Charge Public Hearing. Vice President McDonald recommends keeping both scheduled meetings. She noted she will not be available to attend the May 31<sup>st</sup> Groundwater Charge Public Hearing. Director Raley and President Corneille spoke in support of cancelling the May 24<sup>th</sup> Board of Directors Meeting.

**It was moved by Director Raley and second by President Corneille to cancel the May 24<sup>th</sup> Board of Directors Meeting. The motion carried 3-2 with President Corneille, Director Raley and Director Longville voting in the affirmative and Vice President McDonald and Director Harrison voting in opposition of the motion.**

**President Corneille: Yes**  
**Vice President McDonald: No**  
**Director Longville: Yes**  
**Director Raley: Yes**  
**Director Harrison: No**

**6. INFORMATION ITEMS**

**A. STRATEGIC PLANNING WORKSHOP RANKING REVIEW**

Mr. Cozad presented this item for discussion. He provided a handout of Strategic Planning Issues Ranking. The next topics to be discussed at the May 3<sup>rd</sup> Strategic Planning Workshop are A) Additional Recharge and E) Boundary Expansion.

**B. FUTURE AGENDA ITEMS & STAFF TASKS**

Mr. Cozad provided a handout of the proposed changes to the HR 497 bill; noting that they are not substantive. He noted the Ad Hoc Trails Committee will meet on June 1<sup>st</sup> at 2:30 p.m.

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

Director Harrison attended the ASBCSD Dinner Meeting on April 17<sup>th</sup> and Valley Municipal Board Meeting on April 18<sup>th</sup>.

Director Raley attended the Valley Municipal Water Use Efficiency Committee Workshop on April 19<sup>th</sup> and Wash Plan Task Force Meeting on April 18<sup>th</sup>.

Vice President McDonald attended the ASBCSD Dinner Meeting on April 17<sup>th</sup>, Valley Municipal's Board of Directors Meeting on April 18<sup>th</sup>, Finance & Administration Committee on April 21<sup>st</sup>, and Highland Area Chamber of Commerce Luncheon on April 25<sup>th</sup>.

Director Longville attended the ASBCSD Dinner Meeting on April 17<sup>th</sup>.

President Corneille made no report.

8. UPCOMING MEETINGS

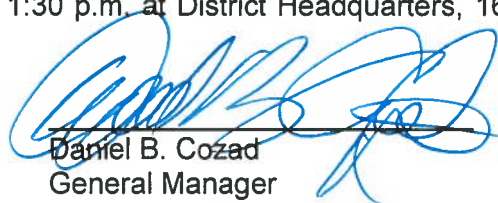
President Corneille noted that Valley Municipal will hold a field tour on May 5<sup>th</sup> of their facilities.

9. ADJOURN MEETING

**It was moved by Director Harrison 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 2:34 p.m. the meeting adjourned to the next regular Board Meeting and Groundwater Public Hearing scheduled for May 31, 2017 at 1:30 p.m. at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA.



Daniel B. Cozad  
General Manager