



# San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

## **BOARD OF DIRECTORS MEETING AGENDA**

**Wednesday, June 14, 2023 – 1:30 p.m.**

**Location** – 1630 W. Redlands Blvd., Ste. A, Redlands, CA 92373

**Secondary Location** – 2100 Professional Drive, Roseville, CA 95661

Anyone wishing to listen to or participate in the meeting can join via Zoom:

**Call in (669) 900-6833, Meeting ID: 811 5882 7619**

To join the Zoom Meeting on <https://us02web.zoom.us/j/81158827619>

While the District makes every attempt to follow all guidance re COVID-19 safety protocols, the District cannot assure in-person attendees that they will not be exposed to COVID-19 or persons who have been so exposed, and attendees are advised to exercise caution in limiting their own incidences of exposure, particularly those who may be in groups at higher risk of infection, or serious symptoms of COVID-19 if infected.

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 District's 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 a participant at this meeting you will need special assistance, the District will attempt to accommodate you in every reasonable manner. Please contact Athena Laroche 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.

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### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

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#### **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*

1630 W. Redlands Blvd, Suite A

Redlands, CA 92373

Phone: 909.793.2503

Fax: 909.793.0188

www.sbvwd.org Email: [info@sbvwd.org](mailto: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**

Betsy Miller

*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. **GUEST RECOGNITION/SELF INTRODUCTIONS**
  
- 4. **CONSENT CALENDAR**
  - A. Approval of Board Minutes, May 17, 2023 .....6
  - B. Approval of Budget Workshop Minutes, May 17, 2023 .....15
  - C. Approval of Expenditure Report, May 2023 .....18
  - D. Report of Excused Absences
  
- 5. **COMMITTEE REPORTS /ACTION ITEMS**

**Action Items**

- A. UNAUDITED FINANCIAL REPORTS, MAY 2023 – 5 Minutes (M#1940) .....29  
*Presenter: Angie Quiroga/Betsy Miller*  
*Recommendation:* Review and approve the unaudited financials for May 2023.
  
- B. DISTRICT AND ENTERPRISE BUDGET APPROVAL FOR FISCAL YEAR 2023-2024  
 – 15 Minutes (M#1941) .....36  
*Presenter: Betsy Miller*  
*Recommendation:* The Finance & Administration Committee recommends the Board approve the 2023-2024 Enterprise and District Budget as presented with incorporated changes from the Budget Workshop held on May 17, 2023.
  
- C. MILL CREEK DIVERSION AND DEBRIS MANAGEMENT IMPROVEMENT PROJECT  
 APPROVAL – 10 Minutes (M#1942) .....48  
*Presenter: Erwin Fogerson/Katelyn Scholte*  
*Recommendation:* The Operations Committee and staff recommends that the Board: 1) Approve the Plans and Special Provisions for capital improvement of the Mill Creek Diversion and Debris Management Improvement Project as signed by a registered Civil Engineer, 2) Approve the contract bid documents including Notice Inviting Bids, Sample Agreement, Instruction to Bidders and Bid Proposal and 3) Certify the advertisement of the project for Bid.
  
- D. AWARD OF CONTRACT SERVICES AGREEMENT FOR PROFESSIONAL SERVICES  
 FOR CONSTRUCTION MANAGEMENT AND INSPECTION FOR THE MILL CREEK  
 DIVERSION AND DEBRIS MANAGEMENT IMPROVEMENT PROJECT – 10 Minutes  
 (M#1943) .....51  
*Presenter: Erwin Fogerson/Katelyn Scholte*  
*Recommendation:* Staff recommends that the Board 1) Review and authorize staff to enter into a contract services agreement for professional services with Geocon West Inc. for construction inspection and materials testing services for capital improvement of the Mill Creek Diversion and

Debris Management Improvement Project for a not to exceed amount of \$164,650, 2) Authorize staff to adjust the contract services agreement for professional services Schedule of Fees and add language to clarify the Scope of Services based upon final negotiation of the contract within the authorized contract amount, and 3) Authorize a twenty percent (20%) contingency and approve the General Manager to negotiate and approve additional work for construction support up to that amount.

E. AWARD OF PROFESSIONAL SERVICES AGREEMENT FOR CONSTRUCTION SURVEY SERVICES FOR THE MILL CREEK DIVERSION AND DEBRIS MANAGEMENT IMPROVEMENT PROJECT – 10 Minutes (M#1944).....68

*Presenter: Erwin Fogerson/Katelyn Scholte*

**Recommendation:** Staff recommends that the Board 1) Review and authorize staff to enter into a contract services agreement for professional services with CASC Engineering and Consulting for construction survey services for the capital improvement of the Mill Creek Diversion and Debris Management Improvement Project for a not to exceed amount of \$92,915, 2) Authorize staff to adjust the contract services agreement for professional services Schedule of Fees and add language to clarify the Scope of Services based upon final negotiation of the contract within the authorized contract amount, and 3) Authorize a twenty percent (20%) contingency and approve the General Manager to negotiate and approve additional work for construction support up to that amount.

F. PURCHASE OF GROUNDWATER CHARGE REPLENISHMENT/SUSTAINABILITY WATER – 5 Minutes (M#1945).....84

*Presenter: Betsy Miller*

**Recommendation:** Staff recommends the Board approve the transfer of funds previously collected as part of the Groundwater Sustainability component of the District’s groundwater charge to be applied to the purchase of approximately 450 acre feet of imported water from San Bernardino Valley Municipal Water District in an amount up to \$52,600.82.

G. GENERAL MANAGER BONUS AND SALARY ADJUSTMENT – 5 Minutes (M#1946) .....87

*Presenter: David Cosgrove*

**Recommendation:** The Ad Hoc GM Evaluation Committee recommends that the Board, consistent with the compensation provisions of her employment contract, ratify the adjustment to the General Manager’s base salary in the amount of Fifteen Thousand Five Hundred dollars (\$15,500.00), which represents the cost-of-living percentage adjustment given to all other District employees of 6.2 percent (6.2%). This would raise the General Manager’s base salary to Two Hundred Sixty-Five Thousand Five Hundred dollars (\$265,500.00) annually, approve a discretionary merit bonus for the General Manager of five percent (5%), or Twelve Thousand Five Hundred dollars (\$12,500.00), and authorize the General Manager to allocate an additional Twelve Thousand Five Hundred dollars of salary expense for the Field Operations Specialists into the FY24 budget, per her discretion, in lieu of a five percent base salary increase.

**6. INFORMATION ITEMS:**

A. Environmental Update .....90  
 B. Wash Plan Trails Status Report .....92  
 C. Engineering Update .....93  
 D. Board President Monthly Verbal Update  
 E. General Manager’s Report and Monthly Recharge Report .....95  
 F. Future Agenda Items & Staff Tasks

**7. MONTHLY BOARD MEMBER MEETING REPORTS, AND/OR BOARD MEMBER COMMENTS**

**8. UPCOMING MEETINGS:**

- A. June 15, 2023 San Bernardino Valley General Fund Budget Workshop, 2:00 p.m. at Valley
- B. June 19, 2023 Association of San Bernardino Special Districts Dinner, 6:00 p.m. hosted by Hi-Desert Water District, The Roost Sports Cafe, Yucca Valley
- C. June 20, 2023 San Bernardino Valley Board of Directors Meeting, 2:00 p.m. at Valley Regional
- D. June 21, 2023 USAR WIFA Technical Advisory Committee Meeting, 8:30 a.m. via Teleconference only
- E. July 4, 2023 Office Closed in Observance of Independence Day
- F. July 12, 2023 Board of Directors Meeting, 1:30 p.m. at Conservation District  
*(Zoom Meeting ID: 811 5882 7619)*
- G. July 13, 2023 Strategic Planning Workshop 2, 1:30 p.m. at Conservation District  
*(Zoom Meeting ID: 874 1181 2900)*
- H. July 18, 2023 Big Bear Watermaster Committee, 1:30 p.m. at Big Bear Municipal Water District
- I. July 19, 2023 San Bernardino Valley Conservation Trust, 1:30 p.m., Conservation District
- J. July 25, 2023 Operations Committee, 9:00 a.m., at Conservation District  
*(Zoom Meeting ID: 844 3764 5193)*
- K. July 26, 2023 Finance & Administration Committee, 1:30 p.m. at Conservation District  
*(Zoom Meeting ID: 889 6222 4810)*
- L. August 8, 2023 Strategic Planning Workshop 3, 1:30 p.m. at Conservation District

*(Zoom Meeting ID: 875 9715 2342)*

M. August 11, 2023

Southern California Water Conference, 8:00 a.m.-  
1:00 p.m., Ontario Double Tree Hotel

N. November 28-November  
30, 2023

ACWA Fall Conference, Indian Wells, CA  
***(Board Approval Required)***

9. **CLOSED SESSION**

1. The Board will meet in Closed Session under 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 may convene in Closed Session for Conference to discuss Real Property Negotiations pursuant to Government Code §54956.8; Owner: Southern California Edison East End Hydroelectric Generation Plant property located on various parcels and easements in Mill Creek and Santa Ana River Canyons, Negotiator: Daniel Cozad and David Cosgrove Owner: Southern California Edison Negotiators Allison, Bahen, Property Manager and Steven Powell, Vice President.

3. The Board will meet in Closed Session under Government Code section 54956.8, to discuss the terms and conditions of potential acquisition of Federal properties as part of the Wash Plan land exchange with BLM, consisting of 327.5 acres of the Federal Exchange Parcel, and 90 acres of the Federal Equalization Parcels, in exchange for District property of Assessor Parcel Nos. 0291-151-01, -02, and-05. David Cosgrove and Betsy Miller are the District's negotiators, and Victoria Ramirez is the lead negotiator for BLM.

4. The Board may convene in closed Session under authority of Government Code section 54957 (b) to consider the report of the ad hoc committee for the General Manager performance review, and to conduct the annual performance evaluation of the General Manager.

10. **ADJOURN MEETING.** The next regularly scheduled Board of Directors Meeting will be on July 12, 2023 at 1:30 p.m., at District Headquarters, 1630 W. Redlands Blvd., Redlands, CA and via Zoom/teleconference.