



## 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*

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#### **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 an 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<br>(Zoom Meeting ID: 811 5882 7619)  |
| G. July 13, 2023  | Strategic Planning Workshop 2, 1:30 p.m. at Conservation District<br>(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<br>(Zoom Meeting ID: 844 3764 5193)   |
| K. July 26, 2023  | Finance & Administration Committee, 1:30 p.m. at Conservation District<br>(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.

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS MEETING

MINUTES OF MAY 17, 2023  
1:30 p.m.

President McDonald called the Board of Directors meeting to order at 1:30 p.m. by in-person, teleconference, and Zoom meeting. All those in attendance stood for the pledge of allegiance led by President McDonald.

ROLL CALL:

BOARD MEMBERS PRESENT:

Melody McDonald, President  
Robert Stewart, Vice President  
Richard Corneille, Director  
David E. Raley, Director  
John Longville, Director (Arrival 1:38 p.m.)

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

David Cosgrove, District Counsel

STAFF PRESENT:

Betsy Miller, General Manager  
Milan Mitrovich, Land Resources Manager  
Katelyn Scholte, Principal Engineer  
Erwin Fogerson, ARTP Engineer  
Athena Laroche, Administrative Specialist

GUESTS PRESENT:

Paul Kielhold, San Bernardino Valley  
Willow Green, Tetra Tech  
David E. Smith, East Valley Water District

1. PUBLIC PARTICIPATION

President McDonald announced that any persons present, who so desired, may make an oral presentation to the Board of Directors. There being none, the meeting continued with the posted agenda items.

2. ADDITIONS/DELETIONS TO AGENDA

There were no additions and deletions to the posted agenda.

3. GUEST RECOGNITIONS/SELF INTRODUCTIONS

Ms. Miller introduced staff present, President McDonald introduced guests present via Zoom and in-person. Board members made self-introductions.

4. CONSENT CALENDAR

**It was moved by Director Corneille and seconded by Director Raley to approve the Consent Calendar: Item A: Board Minutes, April 26, 2023; Item B: Expenditure Report, April 2023; and Item C: Opposition Letter for AB 1337 (Wicks), State Water Resources Control Board: water shortage enforcement. The motion carried 4-0, with all Board members present voting in the affirmative. Director Longville was absent from the vote.**

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

5. COMMITTEE REPORTS/ACTION ITEMS

A. UNAUDITED FINANCIAL REPORT, APRIL 2023

Ms. Quiroga introduced this item for discussion, noting its inclusion on package page 27. She reviewed significant expenses incurred this month. She reviewed interest income, noting that under GL 4015: UBS Interest Income and GL 4016: Interest Income, ARTP has received significant revenue of approximately \$300,000. The District has received additional revenue under GL 4022: Groundwater Charge and GL 4026: GW Sustainability/Replenishment. Ms. Quiroga said that GL 4030: Mining Income has decreased from monthly revenue seen earlier in the fiscal year. She noted that expenses associated with a water leak in Suite I have been allocated under GL 6016: Redlands Plaza Maintenance but are anticipated to be reimbursed by ACWA/JPIA. President McDonald asked for additional information regarding interest income. Ms. Quiroga indicated that the interest income earned is primarily due to invested PERC funds, with interest rates significantly increased from the previous fiscal year. She reviewed the graph financials shown on package page 29. Ms. Quiroga noted that GL 5126: GW Sustainability/Replenishment will be expended by the end of the fiscal year. Director Raley asked about the increased patrol service from \$800 to \$1120 per month. Ms. Miller stated that staff is reviewing potential upgrades to the current security and surveillance system, which may alleviate the need for this patrol service. Vice President Stewart requested additional information on GL 6600: Replenishment Water Purchase GC. Ms. Quiroga said that GL 5126: GW Sustainability/Replenishment replaces this amount. Mr. Cosgrove said that these are funds collected on behalf of the Groundwater Council that are used to purchase State Water Project water when it becomes available. President McDonald thanked Ms. Quiroga for her detailed report.



**It was moved by Director Corneille and seconded by Director Longville to approve the Unaudited Financial Reports from April 2023. The motion carried 5-0, with all Board members present voting in the affirmative.**

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

**B. REDLANDS PLAZA REMEDIATION FOR SUITE I**

Ms. Miller introduced this item for discussion, noting its inclusion beginning package on page 34. She noted that since the posting of the package the contract has been negotiated down to \$29,154.62, which is within her signature authority. The water leak in Suite I has required significant work to repair, and the District is seeking reimbursement from ACWA/JPIA.

**It was moved by Director Longville and seconded by Director Raley to table the item and bring it back if the invoice amount increases to above the General Manager's signature authority. The motion carried 5-0, with all Board members present voting in the affirmative.**

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

**C. RENEWAL OF GROUNDWATER COUNCIL FRAMEWORK AGREEMENT**

Ms. Miller introduced this item, noting its inclusion on package page 48. The Groundwater Council (GC) Framework Agreement was approved in February 2018, and expired in February 2023. The GC formed a renewal committee to propose an updated agreement for continuation of the GC. The GC Renewal Committee recommended that the GC approve the Amendment brought before the Board today; the thirteen member agencies have reviewed the Amendment and will take this item to their Boards for final approval. She reviewed the components of the GC, and noted that the Amendment expires on June 30, 2024. She stated that if the member agencies do not renew the agreement, the District would resume collection of the Groundwater Charge for GC member agencies within our boundaries. Ms. Miller thanked Ms. Scholte for her hard work on the Equitable Allocation Model (EAM). Director Corneille asked why it is only a one-year renewal. Mr. Cosgrove indicated that broader water policy issues require further discussion. He stated that the funding of the water purchases are being discussed among the member agencies. Ms. Miller said that over 90,000 acre feet (AF) of imported water has been purchased for recharge through the GC over the last five years. The GC acknowledged this benefit. President McDonald spoke on the benefits of the GC. Director Corneille



asked for the total amount anticipated to be recharged for this year. Ms. Scholte said that the GC has an Operations Committee that determines where water is allocated. She said that this year a portion of the 40,000 AF of water the GC has available will be sent to the Waterman Basin project. Vice President Stewart asked if the water recharged in Waterman Basin is being reimbursed to the District. Ms. Miller stated that San Bernardino Valley is performing that work and will be reimbursed for maintenance costs. Ms. Scholte said that there is an agreement between San Bernardino Valley (Valley) and the San Bernardino County Flood Control District (FCD). FCD operates the basins, and Valley operates the turnout. Mr. Cosgrove said that our revenues from the GC is an annual budgeted amount for operations and maintenance that the District receives. He reviewed the District's water rights in brief. Director Corneille asked what major aspects of the EAM changed. Ms. Scholte stated that the previous version utilized an average base period (1959-1963), pumping, and surface water compared to the current five-year average. The GC voted to use only the current five-year average to determine if an agency is there is a gap between use and availability. Director Raley asked if there was any opposition to the Amendment from other agencies. Ms. Miller indicated there was not. Vice President Stewart requested quarterly updates on the GC.

**It was moved by Director Corneille and seconded by Director Longville to approve the Amendment to the San Bernardino Basin Groundwater Council Framework Agreement and authorize the District Board President to sign the agreement on behalf of the District's General Manager and Counsel, with the request for quarterly updates to the Board. The motion carried 5-0, with all Board members present voting in the affirmative.**

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

#### **D. ACWA REGION 9 CALL FOR CANDIDATES**

Ms. Miller introduced this item for discussion, noting it's inclusion on package page 78. She provided a brief overview and requested feedback from the Board. President McDonald reviewed the election process in brief. Director Raley requested the Board's support to run for the ACWA Region 9 Board.

**It was moved by Vice President Stewart and seconded by Director Raley to authorize staff to modify the sample resolution in the packet, authorize the Board President to sign and forward it to ACWA with the associated nomination form, and authorize staff to draft materials supporting Director Raley's candidacy and the President to sign related documents. The motion carried 5-0, with all Board members present voting in the affirmative.**

**President McDonald: Yes**

**Vice President Stewart: Yes**  
**Director Corneille: Yes**  
**Director Longville: Yes**  
**Director Raley: Yes**

## 6. INFORMATION ITEMS

### A. ENVIRONMENTAL UPDATE

Mr. Mitrovich provided an update on this item, noting its inclusion on package pages 93 to 94. He reviewed the San Bernardino Kangaroo Rat (SBKR) Monitoring Program, noting that staff has initiated the second year of the SBKR habitat assessment surveys. Staff is 79 plots into the 101-plot survey. Mr. Mitrovich reviewed the Slender-horned Spineflower (SHSF) Monitoring Program, which was initiated at the beginning of May and completed it last week. There are twenty populations that staff monitors. Staff is also performing comprehensive SHSF surveys of the Wash Plan Preserve with Dudek.

Mr. Mitrovich reviewed the Wash Implementation Organizational Structure & Planning, noting that staff continues to meet with United States Fish & Wildlife Service (USFWS) monthly. He stated that staff is coordinating with San Bernardino Valley to discuss monitoring and management activities related to the Wash Plan and mitigation actions associated with the Enhanced Recharge Project. Director Raley encouraged staff to publicize the District's environmental efforts. Mr. Cosgrove said the Board and Staff would review this topic throughout the Strategic Planning update process.

Mr. Mitrovich reviewed the Mill Creek Programmatic Permits, noting that the District is working on drafting the Safe Harbor Agreement. He said that surveys have been performed on the California Gnatcatcher, and that five active nests have been found on District property. President McDonald asked if any video documentation has been compiled. Mr. Mitrovich noted the interest in prior video materials and stated that new video has not been collected at this time. This item was received and filed.

### B. WASH PLAN TRAILS STATUS REPORT

Ms. Miller introduced this item for discussion, noting its inclusion on package page 95. Staff have yet to receive feedback from the City of Redlands or the mining partners on the five-party agreement but will continue to follow up. Director Corneille offered to speak with the City Manager of the City of Redlands if needed. Director Stewart suggested scheduling an Ad Hoc Trails Committee. This item was received and filed.

### C. ENGINEERING UPDATE

Ms. Scholte introduced this item for discussion, noting its inclusion on package page 96. She stated that 150 CFS is running in Mill Creek, with this amount of flow for this duration not seen since the nineties. The District is diverting and recharging 77 CFS. For the Santa Ana facilities staff is coordinating with the Enhanced Recharge Project contractor who are installing SBKR fencing and a temporary waterline. The main canal is closed where it typically feeds Basin 13. The District is able to utilize basins 14 and up, as well as the Borrow Pit. The Santa Ana River is still holding at approximately 65 CFS. Staff is coordinating with Valley staff to add a connection from Basin 13 to Dike D. Ms. Scholte reviewed the project in detail, noting its completion is planned within two and a half years.

Ms. Scholte reviewed the Mentone Shop project. She stated that a fire hydrant is required and additional work to determine associated costs is underway. Staff continues to coordinate with the City of Redlands on these issues. She said staff are comparing the costs for septic and sewer given that a sewer connection is located in the project vicinity. Director Raley spoke in support of the installation of a sewer line. Ms. Scholte indicated that it will be brought to the Operations Committee as additional information is provided.

Ms. Scholte discussed the Mill Creek Diversion Project, stating that the Encroachment Permit from FCD has been received. The 408 is pending, and the 404 has been drafted but the District is unable to obtain it until the 408 is received. The draft Mill Creek Diversion Project bid package will be reviewed by the Operations Committee at its meeting on May 19.

Ms. Scholte reviewed the PERC Projects. She said that for Waterman, Twin, and Lynwood, Tetra Tech is working on the hydraulic models, and some revisions may be needed to add additional details. The 2D model will be presented to the Board once completed. The geotechnical work will tie into the model as well. The average annual storm model is in development and will be used to develop the cost-benefit ratio and to assist in sizing various diversion structures. She stated that hydrology is being developed for Plunge and Oak Creek, , and the final report is expected by the end of the week for submission to FCD. The calculations for developing the hundred-year annual storm are underway, and there has been discussion about developing a white paper.

Ms. Scholte reviewed the Mill Creek, Bledsoe, and Cook contract. She stated that the field staff met with the hydraulic modeler to ensure that the existing conditions model accurately reflects what is seen in the field. The model has been adjusted based on their feedback. The seismic refraction and reflection study has been received. The depth to bedrock is twenty-five feet. There will be additional analysis performed, and the data will be presented to the PERC Policy and Operations committees to determine if this is a viable site.

#### D. BOARD PRESIDENT MONTHLY VERBAL UPDATE

President McDonald reviewed the recent ACWA/JPIA election and appointments.

#### E. GENERAL MANAGER'S REPORT AND MONTHLY RECHARGE REPORT

Ms. Miller indicated that the written General Manager's Report was included in the Board package on pages 97 through 99. She commended staff on their efforts on the many tasks at hand. Staff participated in a Strategic Planning Workshop this morning, where mission, vision and values were discussed. The total recharge is 47,199 AF to-date for the water year. Ms. Miller recognized Ms. Quiroga as she has reached eleven years at the District. She noted that she attended the California Habitat Conservation Planning Coalition Annual Meeting on May 3 and 4 and ACWA Spring Conference on May 8 through 11. The District received an update from the Bureau of Land Management (BLM) on the Land Exchange, indicating that they are preparing the final environmental site assessment for internal review and approval. The Conservation Trust met on May 3, and on May 6, they submitted a grant application for approximately \$800,000 in response to a notice of funding opportunity from BLM. Ms. Miller reviewed the recent public outreach efforts that were performed as included on package page 99. She received positive feedback and thanked staff that assisted. The first Strategic Planning Workshop will be held on June 6 at 1:30 p.m. at the District. The Budget Workshop will be held today immediately following the adjournment of the Board meeting. The approval for FY24 budget will be brought forward to the June 14 Board meeting. Ms. Miller noted that the Assistant Biologist Anna Frey identified a new area of Spineflower that has been added to our data this year. The Monthly Recharge Report is included on package page 100. This item was received and filed.

#### F. STRATEGIC PLANNING VERBAL UPDATE

Ms. Miller noted that staff met with the strategic planning consultants from Strategy Driver. They have compiled all the written surveys and verbal interviews for the mission, vision, and values. The consultants provided drafts, and staff provided feedback. These will be reviewed and brought forward to the Board on June 6.

#### G. FUTURE AGENDA ITEMS AND STAFF TASKS

Vice President Stewart would like to see the impacts and life cycles of wet years. He recommended Mr. Mitrovich keep that in mind during various studies. He would also like to see the effects of fires on the District. The Board recommended looking into a method to improve the sound in the Board room.

#### 7. MONTHLY BOARD MEMBER MEETING REPORTS AND/OR BOARD MEMBER COMMENTS

Director Longville attended a lunch meeting with Assemblyman Ramos on April 14, met with Congressman Aguilar on April 18, and Conservation Trust on May 3. He attended the San Bernardino Valley (Valley) Policy and Administration Workshop on May 4 and the Valley Board meeting on May 16. He made a presentation on climate change to the City of Rialto on April 21 at Eisenhower High School.

Director Raley attended the Redlands Rise N Shine on May 5 and Conservation Trust on May 3.

Director Corneille had a phone interview with Strategy Driver on April 19. He had no additional meetings from April 19<sup>th</sup> through today's Board Meeting.

Vice President Stewart attended the Special Meeting of the Board of Directors on May 2, the Loma Linda Chamber of Commerce (LLCC) breakfast on May 3, and the Conservation Trust on May 3. He attended the Valley Policy and Administration Workshop on May 4 and LLCC Annual Dinner on May 11.

President McDonald attended the Valley Board meeting on May 16, the Association of San Bernardino County Special Districts Board meeting on May 15, ACWA Region 9 meeting on May 10, and JPIA Conference. She attended the ACWA State Legislative Committee on May 5 and April 20, and Pre ACWA-State Legislative Committee on April 19, the Valley Board meeting on May 2, and the Highland Area Chamber of Commerce Luncheon on April 25. She attended the Resources and Engineering Workshop on May 18. She had a phone interview with Strategy Driver on April 24.

#### 8. UPCOMING MEETINGS

There were none discussed.

#### 9. CLOSED SESSION

**It was moved by Director Corneille and a second by Director Longville to adjourn to Closed Session. The motion carried 5-0, with all Directors present voting in the affirmative.**

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

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

At 4:25 p.m. the meeting reconvened into open session. Mr. Cosgrove noted that there was no reportable action during the closed session.

#### 10. ADJOURN MEETING

**It was moved by Vice President Stewart and seconded by Director Corneille to adjourn. The motion carried 5-0, with all Directors present voting in the affirmative. Director Longville was noted absent from the vote.**

**President McDonald: Yes  
Vice President Stewart: Yes  
Director Corneille: Yes**

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

At 4:25 p.m. the meeting adjourned to the Board meeting scheduled for 1:30 p.m. on June 14, 2023, in-person, teleconference, and Zoom meeting.

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Betsy Miller  
General Manager

SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT  
BUDGET WORKSHOP

MINUTES OF May 17, 2023  
4:28 P.M.

President McDonald called the Budget Workshop to order at 4:28 p.m.

BOARD MEMBERS PRESENT:

Melody McDonald, President  
Robert Stewart, Vice President  
David E. Raley, Director  
John Longville, Director  
Richard Corneille, Director (Departure 5:13 p.m.)

BOARD MEMBERS ABSENT:

None

GENERAL COUNSEL PRESENT:

None

STAFF PRESENT:

Betsy Miller, General Manager  
Milan Mitrovich, Land Resources Manager  
Athena Laroche, Administrative Specialist  
Angie Quiroga, Administrative Analyst  
Katelyn Scholte, Principal Engineer

GUESTS PRESENT:

None

1. PUBLIC PARTICIPATION

There were no public comments.

2. ADDITIONS/DELETIONS TO AGENDA

There were no additions or deletions to the posted agenda.

3. DISCUSSION ITEMS

A. DISTRICT AND ENTERPRISE BUDGET FOR FISCAL YEAR 2023-2024

Ms. Miller introduced this item for discussion. She said that the Operations and Finance & Administration Committees had reviewed elements of the budget. The Board memo on package page 3 outlines significant changes to the FY24 budget.



Ms. Miller reviewed the draft District and Enterprise Budget for FY24 included on package page 3. Review of the budget continued as follows:

- GL 4032 CEMEX Royalty/Lease – Ms. Miller indicated that the District has selected to budget the minimum annual guarantee for mining income in years following the late 2000s recession.
- GL 4012 through 4016 Interest Income – Ms. Quiroga said that interest income for LAIF, CalTRUST, UBS and CAMP (not including PERC) was budgeted conservatively, based on current investment amounts and rates and estimating recent yields for investments that will come due during the fiscal year. The projected annual for FY23 is \$618,245.96 with an increase to \$1,171,038.99 in FY24. Ms. Miller said that available funds have been reinvested in higher yield accounts.
- GL 4051 Wash Plan Trails – Ms. Miller said that the revenue included here is contingent upon the Memorandums of Understanding being completed. The funds would be collected from CEMEX and Robertson's.
- GL 4025 Wash Plan Revenue – The orange column is currently not updated; correct amount (\$340,550) is included in t Wash Plan and Trust Support Enterprise column.
- GL 4999 Trust Reimbursement Wash Plan – The total amount budgeted is \$250,000.
- GL 6060 Outreach – The total amount budgeted is \$127,000.
- GL 6230 Regular Salaries – President McDonald asked if the pay scales for salaries are in line with market. Ms. Miller stated that the Land Resources Manager salary has been proposed to increase based on the increased responsibilities added by the assuming the Executive Officer role of the San Bernardino Valley Conservation Trust. The Field Operations staff salaries are proposed to increase based on reviews of salaries at comparable agencies. Ms. Miller indicated that the proposed increases remain lower than job classifications at other agencies that require certifications. President McDonald expressed concern over these salaries being lower than other agencies. Discussion on certifications ensued. Field staff hold certifications in QAC related to pesticide application and heavy equipment operation. The last comprehensive review of salary ranges was completed in 2019. The Board asked to review salary ranges. Ms. Quiroga provided a handout on the salary ranges. Ms. Miller noted that proposed COLA increase per Board policy is 6.2% for all staff. It was noted that the Land Resources Manager salary is partially funded by the Wash Plan Endowment and grant funds.
- GL 6535 Conference/Training Registrations – This was reviewed in detail, as noted on package page 4.
- GL 7240 Office Equipment – This item includes costs for the purchases of new chairs for the Board Room, AED's for field and office, and updates to office security alarm, fire alarm, door access and surveillance system. The Board requested that these costs be broken out in further detail when the budget is brought forward in June within the memo. The majority of these items are a one-time cost.
- GL 6016 Redlands Plaza Maintenance – This item includes costs to hire a property management company, estimated at \$800 per month. Currently, the District compensates Ms. Miller, Ms. Quiroga and Mr. Cosgrove to handle any issues related to

property management. Ms. Miller said that continued staff property management could result in a capacity issue affecting management the PERC accounting.

The Board reviewed the Capital Projects and Needs, existing facilities capital repair and improvement projects (CIP) on package page 10. Review of the CIP budget for FY24 continued as follows:

- Item 3b Mentone Shop Engineering, Permitting and Construction – Director Corneille stated that the Mentone Shop budget increased by nearly double, and asked why that was. Ms. Miller indicated that this was primarily due to inflation.
- Item 11 Mill Creek North Canal Flume SB-88 Compliance – Director Corneille suggested that this project move forward with the Mill Creek Diversion Improvement. Permits have been submitted for this project.
- Item 34 Initial Wash Plan Trails Tasks, including fencing, signage, COI requests – The potential of opening a trail was discussed in brief. Vice President Stewart stated that with a two-and-a-half year construction timeline for the Enhanced Recharge Project, he does not believe it is feasible for the District to open a trail in FY24. Discussion ensued. Director Corneille suggested removing the \$66,000 revenue amount included in GL 4051 Wash Plan Trails if the opening of a trail is not feasible in FY24. Ms. Miller noted that revenue may be collected following MOU approval in advance of opening the full trail system.

Director Corneille requested staff review the CIP and identify if there are any additional capital project(s) that should be included in FY24. He said that the budget is thorough. Vice President Stewart requested a comparison of current year, proposed next fiscal year and comparison actuals of last three fiscal years. Director Longville requested a larger type on FY24 budget.

#### 4. ADJOURN MEETING

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

**President McDonald: Yes**

**Vice President Stewart: Yes**

**Director Longville: Yes**

**Director Raley: Yes**

**Director Corneille: Absent**

At 5:40 p.m., the meeting adjourned.

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Betsy Miller, General Manager

# San Bernardino Valley Water Conservation District

## Expenditure Report

### May 2023

| Num         | Date       | Name                | Account                   | Class               | Original Amount |
|-------------|------------|---------------------|---------------------------|---------------------|-----------------|
| Online Pymt | 05/22/2023 | WEX Bank-Valero     | 1012 · Citizens Busine... |                     | -1,000.00       |
|             |            |                     | 5320 · Fuel               | 1-Groundwater Ent.  | 1,000.00        |
| TOTAL       |            |                     |                           |                     | 1,000.00        |
| Online Pymt | 05/31/2023 | WEX Bank-Valero     | 1012 · Citizens Busine... |                     | -2,072.14       |
|             |            |                     | 5320 · Fuel               | 1-Groundwater Ent.  | 2,072.14        |
| TOTAL       |            |                     |                           |                     | 2,072.14        |
| PC 05.03.23 | 05/03/2023 | Paychex             | 1012 · Citizens Busine... |                     | -135.38         |
|             |            |                     | 6042 · Payroll Processing | 4-General Fund Ent. | 135.38          |
| TOTAL       |            |                     |                           |                     | 135.38          |
| PC 05.17.23 | 05/17/2023 | Paychex             | 1012 · Citizens Busine... |                     | -135.38         |
|             |            |                     | 6042 · Payroll Processing | 4-General Fund Ent. | 135.38          |
| TOTAL       |            |                     |                           |                     | 135.38          |
| PC 05.31.23 | 05/31/2023 | Paychex             | 1012 · Citizens Busine... |                     | -132.04         |
|             |            |                     | 6042 · Payroll Processing | 4-General Fund Ent. | 132.04          |
| TOTAL       |            |                     |                           |                     | 132.04          |
| ACH0252     | 05/03/2023 | Melody McDonald     | 1012 · Citizens Busine... |                     | -9.83           |
|             |            |                     | 6410 · Mileage            | 4-General Fund Ent. | 9.83            |
| TOTAL       |            |                     |                           |                     | 9.83            |
| ACH 0253    | 05/23/2023 | Kamala Construction | 1012 · Citizens Busine... |                     | 0.00            |
| TOTAL       |            |                     |                           |                     | 0.00            |
| ACH0253     | 05/26/2023 | Melody McDonald     | 1012 · Citizens Busine... |                     | -33.89          |
|             |            |                     | 6420 · Other Travel       | 4-General Fund Ent. | 33.89           |
| TOTAL       |            |                     |                           |                     | 33.89           |
| 24151       | 05/10/2023 | ACWA                | 1012 · Citizens Busine... |                     | -260.00         |
|             | 03/12/2023 |                     | 6435 · Conf/Seminar R...  | 4-General Fund Ent. | 325.00          |
| TOTAL       |            |                     |                           |                     | 325.00          |

# San Bernardino Valley Water Conservation District

## Expenditure Report

### May 2023

| Num          | Date              | Name                            | Account                          | Class                 | Original Amount   |
|--------------|-------------------|---------------------------------|----------------------------------|-----------------------|-------------------|
| <b>24152</b> | <b>05/10/2023</b> | <b>ACWA/JPIA-Health</b>         | <b>1012 · Citizens Busine...</b> |                       | <b>-23,138.71</b> |
|              | 05/04/2023        |                                 | 6110 · Vision Insurance          | 4-General Fund Ent.   | 39.99             |
|              |                   |                                 | 6110 · Vision Insurance          | 1-Groundwater Ent.    | 138.41            |
|              |                   |                                 | 6110 · Vision Insurance          | 2-Redlands Plaza/...  | 12.30             |
|              |                   |                                 | 6110 · Vision Insurance          | 3-Land Resources      | 30.76             |
|              |                   |                                 | 6110 · Vision Insurance          | 5-Wash Plan           | 21.53             |
|              |                   |                                 | 6110 · Vision Insurance          | 6-Active Recharge ... | 64.59             |
|              |                   |                                 | 6130 · Dental Insurance          | 4-General Fund Ent.   | 133.92            |
|              |                   |                                 | 6130 · Dental Insurance          | 1-Groundwater Ent.    | 463.57            |
|              |                   |                                 | 6130 · Dental Insurance          | 2-Redlands Plaza/...  | 41.21             |
|              |                   |                                 | 6130 · Dental Insurance          | 3-Land Resources      | 103.02            |
|              |                   |                                 | 6130 · Dental Insurance          | 5-Wash Plan           | 72.11             |
|              |                   |                                 | 6130 · Dental Insurance          | 6-Active Recharge ... | 216.33            |
|              |                   |                                 | 6150 · Medical Insurance         | 4-General Fund Ent.   | 2,834.12          |
|              |                   |                                 | 6150 · Medical Insurance         | 1-Groundwater Ent.    | 9,810.44          |
|              |                   |                                 | 6150 · Medical Insurance         | 2-Redlands Plaza/...  | 872.04            |
|              |                   |                                 | 6150 · Medical Insurance         | 3-Land Resources      | 2,180.10          |
|              |                   |                                 | 6150 · Medical Insurance         | 5-Wash Plan           | 1,526.07          |
|              |                   |                                 | 6150 · Medical Insurance         | 6-Active Recharge ... | 4,578.20          |
| TOTAL        |                   |                                 |                                  |                       | 23,138.71         |
| <b>24153</b> | <b>05/10/2023</b> | <b>AECOM Technical Serv...</b>  | <b>1012 · Citizens Busine...</b> |                       | <b>-14,873.77</b> |
|              | 05/01/2023        |                                 | 7151 · Mill Creek Permi...       | 1-Groundwater Ent.    | 14,873.77         |
| TOTAL        |                   |                                 |                                  |                       | 14,873.77         |
| <b>24154</b> | <b>05/10/2023</b> | <b>American Express</b>         | <b>1012 · Citizens Busine...</b> |                       | <b>-1,186.71</b>  |
|              | 04/23/2023        |                                 | 6001 · General Adminis...        | 4-General Fund Ent.   | 30.36             |
|              |                   |                                 | 6001 · General Adminis...        | 1-Groundwater Ent.    | 30.35             |
|              |                   |                                 | 6030 · Office Supplies           | 4-General Fund Ent.   | 222.80            |
|              |                   |                                 | 6030 · Office Supplies           | 1-Groundwater Ent.    | 13.92             |
|              |                   |                                 | 6030 · Office Supplies           | 2-Redlands Plaza/...  | 27.85             |
|              |                   |                                 | 6030 · Office Supplies           | 3-Land Resources      | 13.92             |
|              |                   |                                 | 6425 · Meals                     | 4-General Fund Ent.   | 15.74             |
|              |                   |                                 | 6515 · Air Fare                  | 4-General Fund Ent.   | 98.39             |
|              |                   |                                 | 6515 · Air Fare                  | 1-Groundwater Ent.    | 32.80             |
|              |                   |                                 | 6515 · Air Fare                  | 3-Land Resources      | 78.72             |
|              |                   |                                 | 6515 · Air Fare                  | 6-Active Recharge ... | 118.07            |
|              |                   |                                 | 6525 · Meals                     | 4-General Fund Ent.   | 141.92            |
|              |                   |                                 | 6525 · Meals                     | 1-Groundwater Ent.    | 110.38            |
|              |                   |                                 | 6525 · Meals                     | 3-Land Resources      | 63.07             |
|              |                   |                                 | 6530 · Lodging                   | 4-General Fund Ent.   | 84.79             |
|              |                   |                                 | 6530 · Lodging                   | 1-Groundwater Ent.    | 65.95             |
|              |                   |                                 | 6530 · Lodging                   | 3-Land Resources      | 37.68             |
| TOTAL        |                   |                                 |                                  |                       | 1,186.71          |
| <b>24155</b> | <b>05/10/2023</b> | <b>American Power Security</b>  | <b>1012 · Citizens Busine...</b> |                       | <b>-2,240.00</b>  |
|              | 03/30/2023        |                                 | 6026 · Redlands Plaza ...        | 2-Redlands Plaza/...  | 1,120.00          |
|              | 04/26/2023        |                                 | 6026 · Redlands Plaza ...        | 2-Redlands Plaza/...  | 1,120.00          |
| TOTAL        |                   |                                 |                                  |                       | 2,240.00          |
| <b>24156</b> | <b>05/10/2023</b> | <b>Castro Landscaping Se...</b> | <b>1012 · Citizens Busine...</b> |                       | <b>-250.00</b>    |
|              | 04/30/2023        |                                 | 6026 · Redlands Plaza ...        | 2-Redlands Plaza/...  | 250.00            |
| TOTAL        |                   |                                 |                                  |                       | 250.00            |

# San Bernardino Valley Water Conservation District

## Expenditure Report

### May 2023

| Num          | Date              | Name                              | Account                          | Class                 | Original Amount   |
|--------------|-------------------|-----------------------------------|----------------------------------|-----------------------|-------------------|
| <b>24157</b> | <b>05/10/2023</b> | <b>County of San Bernardi...</b>  | <b>1012 · Citizens Busine...</b> |                       | <b>-23,409.00</b> |
|              | 02/28/2023        |                                   | 5225 · Field Clean Up-II...      | 1-Groundwater Ent.    | 23,409.00         |
| TOTAL        |                   |                                   |                                  |                       | 23,409.00         |
| <b>24158</b> | <b>05/10/2023</b> | <b>Cut N Dry Restoration</b>      | <b>1012 · Citizens Busine...</b> |                       | <b>-1,554.63</b>  |
|              | 04/25/2023        |                                   | 6012 · Office Maintenanc...      | 4-General Fund Ent.   | 621.85            |
|              |                   |                                   | 6012 · Office Maintenanc...      | 2-Redlands Plaza/...  | 932.78            |
| TOTAL        |                   |                                   |                                  |                       | 1,554.63          |
| <b>24159</b> | <b>05/10/2023</b> | <b>CWE-CA Watershed En...</b>     | <b>1012 · Citizens Busine...</b> |                       | <b>-368.00</b>    |
|              | 04/25/2023        |                                   | 7150 · Mill Creek Divers...      | 1-Groundwater Ent.    | 368.00            |
| TOTAL        |                   |                                   |                                  |                       | 368.00            |
| <b>24160</b> | <b>05/10/2023</b> | <b>Day Lite Maintenance, I...</b> | <b>1012 · Citizens Busine...</b> |                       | <b>-174.00</b>    |
|              | 05/01/2023        |                                   | 6026 · Redlands Plaza ...        | 2-Redlands Plaza/...  | 174.00            |
| TOTAL        |                   |                                   |                                  |                       | 174.00            |
| <b>24161</b> | <b>05/10/2023</b> | <b>Diamond Environment...</b>     | <b>1012 · Citizens Busine...</b> |                       | <b>-100.48</b>    |
|              | 04/24/2023        |                                   | 5460 · Water / Trash / ...       | 4-General Fund Ent.   | 45.22             |
|              |                   |                                   | 5460 · Water / Trash / ...       | 1-Groundwater Ent.    | 35.16             |
|              |                   |                                   | 5460 · Water / Trash / ...       | 3-Land Resources      | 10.05             |
|              |                   |                                   | 5460 · Water / Trash / ...       | 6-Active Recharge ... | 10.05             |
| TOTAL        |                   |                                   |                                  |                       | 100.48            |
| <b>24162</b> | <b>05/10/2023</b> | <b>Edison - 3636</b>              | <b>1012 · Citizens Busine...</b> |                       | <b>-13.00</b>     |
|              | 04/28/2023        |                                   | 6016 · Redlands Plaza ...        | 2-Redlands Plaza/...  | 13.00             |
| TOTAL        |                   |                                   |                                  |                       | 13.00             |
| <b>24163</b> | <b>05/10/2023</b> | <b>Edison - 6256 (Redland...</b>  | <b>1012 · Citizens Busine...</b> |                       | <b>-166.63</b>    |
|              | 04/28/2023        |                                   | 6026 · Redlands Plaza ...        | 2-Redlands Plaza/...  | 166.63            |
| TOTAL        |                   |                                   |                                  |                       | 166.63            |
| <b>24164</b> | <b>05/10/2023</b> | <b>Edison - 8958</b>              | <b>1012 · Citizens Busine...</b> |                       | <b>-311.20</b>    |
|              | 05/05/2023        |                                   | 5420 · Electricity               | 4-General Fund Ent.   | 87.14             |
|              |                   |                                   | 5420 · Electricity               | 1-Groundwater Ent.    | 62.24             |
|              |                   |                                   | 5420 · Electricity               | 2-Redlands Plaza/...  | 130.70            |
|              |                   |                                   | 5420 · Electricity               | 6-Active Recharge ... | 31.12             |
| TOTAL        |                   |                                   |                                  |                       | 311.20            |

# San Bernardino Valley Water Conservation District

## Expenditure Report

### May 2023

| Num          | Date              | Name                                 | Account                          | Class                 | Original Amount   |
|--------------|-------------------|--------------------------------------|----------------------------------|-----------------------|-------------------|
| <b>24165</b> | <b>05/10/2023</b> | <b>Edison - 9779</b>                 | <b>1012 · Citizens Busine...</b> |                       | <b>-256.64</b>    |
|              | 04/28/2023        |                                      | 5420 · Electricity               | 4-General Fund Ent.   | 71.86             |
|              |                   |                                      | 5420 · Electricity               | 1-Groundwater Ent.    | 51.33             |
|              |                   |                                      | 5420 · Electricity               | 2-Redlands Plaza/...  | 107.79            |
|              |                   |                                      | 5420 · Electricity               | 6-Active Recharge ... | 25.66             |
| TOTAL        |                   |                                      |                                  |                       | 256.64            |
| <b>24166</b> | <b>05/10/2023</b> | <b>Empire Disposal</b>               | <b>1012 · Citizens Busine...</b> |                       | <b>-173.39</b>    |
|              | 04/30/2023        |                                      | 5460 · Water / Trash / ...       | 4-General Fund Ent.   | 78.03             |
|              |                   |                                      | 5460 · Water / Trash / ...       | 1-Groundwater Ent.    | 60.68             |
|              |                   |                                      | 5460 · Water / Trash / ...       | 3-Land Resources      | 17.34             |
|              |                   |                                      | 5460 · Water / Trash / ...       | 6-Active Recharge ... | 17.34             |
| TOTAL        |                   |                                      |                                  |                       | 173.39            |
| <b>24167</b> | <b>05/10/2023</b> | <b>Frontier-4860</b>                 | <b>1012 · Citizens Busine...</b> |                       | <b>-476.48</b>    |
|              | 04/28/2023        |                                      | 5440 · Telephone                 | 4-General Fund Ent.   | 137.11            |
|              |                   |                                      | 5440 · Telephone                 | 1-Groundwater Ent.    | 57.13             |
|              |                   |                                      | 5440 · Telephone                 | 6-Active Recharge ... | 34.28             |
|              |                   |                                      | 5470 · Internet Services         | 4-General Fund Ent.   | 111.58            |
|              |                   |                                      | 5470 · Internet Services         | 1-Groundwater Ent.    | 61.99             |
|              |                   |                                      | 5470 · Internet Services         | 2-Redlands Plaza/...  | 12.40             |
|              |                   |                                      | 5470 · Internet Services         | 3-Land Resources      | 37.19             |
|              |                   |                                      | 5470 · Internet Services         | 6-Active Recharge ... | 24.80             |
| TOTAL        |                   |                                      |                                  |                       | 476.48            |
| <b>24168</b> | <b>05/10/2023</b> | <b>Frontier-7275</b>                 | <b>1012 · Citizens Busine...</b> |                       | <b>-132.71</b>    |
|              | 04/19/2023        |                                      | 5440 · Telephone                 | 4-General Fund Ent.   | 31.04             |
|              |                   |                                      | 5440 · Telephone                 | 1-Groundwater Ent.    | 12.93             |
|              |                   |                                      | 5440 · Telephone                 | 6-Active Recharge ... | 7.76              |
|              |                   |                                      | 5470 · Internet Services         | 4-General Fund Ent.   | 36.43             |
|              |                   |                                      | 5470 · Internet Services         | 1-Groundwater Ent.    | 20.25             |
|              |                   |                                      | 5470 · Internet Services         | 2-Redlands Plaza/...  | 4.05              |
|              |                   |                                      | 5470 · Internet Services         | 3-Land Resources      | 12.15             |
|              |                   |                                      | 5470 · Internet Services         | 6-Active Recharge ... | 8.10              |
| TOTAL        |                   |                                      |                                  |                       | 132.71            |
| <b>24169</b> | <b>05/10/2023</b> | <b>Home Depot Credit Ser...</b>      | <b>1012 · Citizens Busine...</b> |                       | <b>-113.61</b>    |
|              | 04/28/2023        |                                      | 5215 · Property Mainte...        | 1-Groundwater Ent.    | 63.42             |
|              |                   |                                      | 5215 · Property Mainte...        | 3-Land Resources      | 15.85             |
|              |                   |                                      | 6016 · Redlands Plaza ...        | 2-Redlands Plaza/...  | 34.34             |
| TOTAL        |                   |                                      |                                  |                       | 113.61            |
| <b>24170</b> | <b>05/10/2023</b> | <b>Integrated Planning &amp; ...</b> | <b>1012 · Citizens Busine...</b> |                       | <b>-23,489.18</b> |
|              | 05/02/2023        |                                      | 5120 · Misc. Profession...       | 1-Groundwater Ent.    | 17,003.37         |
|              |                   |                                      | 5120 · Misc. Profession...       | 3-Land Resources      | 4,910.81          |
|              |                   |                                      | 5120 · Misc. Profession...       | 6-Active Recharge ... | 1,575.00          |
| TOTAL        |                   |                                      |                                  |                       | 23,489.18         |

# San Bernardino Valley Water Conservation District

## Expenditure Report

### May 2023

| Num   | Date       | Name                    | Account                     | Class                 | Original Amount |
|-------|------------|-------------------------|-----------------------------|-----------------------|-----------------|
| 24171 | 05/10/2023 | JAN-PRO Cleaning Sys... | 1012 · Citizens Busine...   |                       | -800.00         |
|       | 05/01/2023 |                         | 6018 · Janitorial Services  | 4-General Fund Ent.   | 800.00          |
| TOTAL |            |                         |                             |                       | 800.00          |
| 24172 | 05/10/2023 | Katelyn Scholte         | 1012 · Citizens Busine...   |                       | -72.18          |
|       | 04/30/2023 |                         | 6510 · Mileage              | 4-General Fund Ent.   | 28.86           |
|       |            |                         | 6510 · Mileage              | 1-Groundwater Ent.    | 18.05           |
|       |            |                         | 6510 · Mileage              | 3-Land Resources      | 7.22            |
|       |            |                         | 6510 · Mileage              | 6-Active Recharge ... | 18.05           |
| TOTAL |            |                         |                             |                       | 72.18           |
| 24173 | 05/10/2023 | Laura Torres            | 1012 · Citizens Busine...   |                       | -39.82          |
|       | 05/01/2023 |                         | 6510 · Mileage              | 4-General Fund Ent.   | 15.92           |
|       |            |                         | 6510 · Mileage              | 1-Groundwater Ent.    | 9.96            |
|       |            |                         | 6510 · Mileage              | 3-Land Resources      | 3.98            |
|       |            |                         | 6510 · Mileage              | 6-Active Recharge ... | 9.96            |
| TOTAL |            |                         |                             |                       | 39.82           |
| 24174 | 05/10/2023 | Lowe's Companies, Inc.  | 1012 · Citizens Busine...   |                       | -35.07          |
|       | 04/25/2023 |                         | 5215 · Property Mainte...   | 1-Groundwater Ent.    | 28.06           |
|       |            |                         | 5215 · Property Mainte...   | 3-Land Resources      | 7.01            |
| TOTAL |            |                         |                             |                       | 35.07           |
| 24175 | 05/10/2023 | Manuel Colunga          | 1012 · Citizens Busine...   |                       | -19.00          |
|       | 05/01/2023 |                         | 5460 · Water / Trash / ...  | 1-Groundwater Ent.    | 19.00           |
| TOTAL |            |                         |                             |                       | 19.00           |
| 24176 | 05/10/2023 | Mikael Romich           | 1012 · Citizens Busine...   |                       | -3,816.67       |
|       | 05/04/2023 |                         | 7151 · Mill Creek Permi...  | 1-Groundwater Ent.    | 1,908.33        |
|       |            |                         | 5123 · Habitat Manage...    | 5-Wash Plan           | 1,908.34        |
| TOTAL |            |                         |                             |                       | 3,816.67        |
| 24177 | 05/10/2023 | Mueller Co., LLC        | 1012 · Citizens Busine...   |                       | -101,293.03     |
|       | 10/31/2022 |                         | 7150 · Mill Creek Divers... | 1-Groundwater Ent.    | 26,575.25       |
|       | 02/22/2023 |                         | 7150 · Mill Creek Divers... | 1-Groundwater Ent.    | 74,717.78       |
| TOTAL |            |                         |                             |                       | 101,293.03      |
| 24178 | 05/10/2023 | Netsteller              | 1012 · Citizens Busine...   |                       | -305.01         |
|       | 05/01/2023 |                         | 6027 · Computer Softw...    | 4-General Fund Ent.   | 131.15          |
|       |            |                         | 6027 · Computer Softw...    | 1-Groundwater Ent.    | 30.50           |
|       |            |                         | 6027 · Computer Softw...    | 2-Redlands Plaza/...  | 45.75           |
|       |            |                         | 6027 · Computer Softw...    | 3-Land Resources      | 45.75           |
|       |            |                         | 6027 · Computer Softw...    | 6-Active Recharge ... | 51.85           |
|       |            |                         | 6027 · Computer Softw...    | 4-General Fund Ent.   | 0.01            |
| TOTAL |            |                         |                             |                       | 305.01          |



# San Bernardino Valley Water Conservation District

## Expenditure Report

### May 2023

| Num   | Date       | Name                      | Account                   | Class                 | Original Amount |
|-------|------------|---------------------------|---------------------------|-----------------------|-----------------|
| 24179 | 05/10/2023 | O'Reilly                  | 1012 · Citizens Busine... |                       | -33.91          |
|       | 04/27/2023 |                           | 5310 · Vehicle Mainten... | 1-Groundwater Ent.    | 33.91           |
| TOTAL |            |                           |                           |                       | 33.91           |
| 24180 | 05/10/2023 | PCtronics                 | 1012 · Citizens Busine... |                       | -1,200.00       |
|       | 05/01/2023 |                           | 5160 · IT Support         | 4-General Fund Ent.   | 360.00          |
|       |            |                           | 5160 · IT Support         | 1-Groundwater Ent.    | 540.00          |
|       |            |                           | 5160 · IT Support         | 3-Land Resources      | 120.00          |
|       |            |                           | 5160 · IT Support         | 5-Wash Plan           | 60.00           |
|       |            |                           | 5160 · IT Support         | 6-Active Recharge ... | 120.00          |
| TOTAL |            |                           |                           |                       | 1,200.00        |
| 24181 | 05/10/2023 | Pride Plumbing Services   | 1012 · Citizens Busine... |                       | -3,896.21       |
|       | 05/02/2023 |                           | 6016 · Redlands Plaza ... | 4-General Fund Ent.   | 3,896.21        |
| TOTAL |            |                           |                           |                       | 3,896.21        |
| 24182 | 05/10/2023 | Q3 Consulting, Inc.       | 1012 · Citizens Busine... |                       | -33,005.25      |
|       | 03/28/2023 |                           | 7126 · ARTP Engr/Prof ... | 6-Active Recharge ... | 17,751.25       |
|       | 04/27/2023 |                           | 7126 · ARTP Engr/Prof ... | 6-Active Recharge ... | 15,254.00       |
| TOTAL |            |                           |                           |                       | 33,005.25       |
| 24183 | 05/10/2023 | Redlands Chamber of ...   | 1012 · Citizens Busine... |                       | -195.00         |
|       | 05/02/2023 |                           | 6093 · Memberships        | 4-General Fund Ent.   | 195.00          |
| TOTAL |            |                           |                           |                       | 195.00          |
| 24184 | 05/10/2023 | Redlands Tire Pros & S... | 1012 · Citizens Busine... |                       | -1,207.11       |
|       | 05/08/2023 |                           | 5310 · Vehicle Mainten... | 1-Groundwater Ent.    | 1,207.11        |
| TOTAL |            |                           |                           |                       | 1,207.11        |
| 24185 | 05/10/2023 | San Bernardino County...  | 1012 · Citizens Busine... |                       | -460.00         |
|       | 05/08/2023 |                           | 6060 · Outreach           | 4-General Fund Ent.   | 138.00          |
|       |            |                           | 6060 · Outreach           | 1-Groundwater Ent.    | 92.00           |
|       |            |                           | 6060 · Outreach           | 3-Land Resources      | 138.00          |
|       |            |                           | 6060 · Outreach           | 5-Wash Plan           | 32.20           |
|       |            |                           | 6060 · Outreach           | 6-Active Recharge ... | 59.80           |
| TOTAL |            |                           |                           |                       | 460.00          |
| 24186 | 05/10/2023 | Terminix                  | 1012 · Citizens Busine... |                       | -91.00          |
|       | 05/15/2023 |                           | 6026 · Redlands Plaza ... | 2-Redlands Plaza/...  | 91.00           |
| TOTAL |            |                           |                           |                       | 91.00           |

# San Bernardino Valley Water Conservation District

## Expenditure Report

### May 2023

| Num   | Date       | Name                     | Account                     | Class                 | Original Amount |
|-------|------------|--------------------------|-----------------------------|-----------------------|-----------------|
| 24187 | 05/10/2023 | Thomas Purvis            | 1012 · Citizens Busine...   |                       | -109.76         |
|       | 05/01/2023 |                          | 5210 · Equipment Maint...   | 1-Groundwater Ent.    | 109.76          |
| TOTAL |            |                          |                             |                       | 109.76          |
| 24188 | 05/10/2023 | Thompson Reuters         | 1012 · Citizens Busine...   |                       | -495.00         |
|       | 05/01/2023 |                          | 5180 · Legal                | 4-General Fund Ent.   | 123.75          |
|       |            |                          | 5180 · Legal                | 1-Groundwater Ent.    | 74.25           |
|       |            |                          | 5180 · Legal                | 3-Land Resources      | 99.00           |
|       |            |                          | 5180 · Legal                | 6-Active Recharge ... | 198.00          |
| TOTAL |            |                          |                             |                       | 495.00          |
| 24189 | 05/10/2023 | TMB Construction and ... | 1012 · Citizens Busine...   |                       | -1,849.35       |
|       | 05/04/2023 |                          | 6012 · Office Maintenanc... | 4-General Fund Ent.   | 739.74          |
|       |            |                          | 6012 · Office Maintenanc... | 2-Redlands Plaza/...  | 1,109.61        |
| TOTAL |            |                          |                             |                       | 1,849.35        |
| 24190 | 05/10/2023 | Visual Edge IT, Inc.     | 1012 · Citizens Busine...   |                       | -235.22         |
|       | 04/24/2023 |                          | 6033 · Office Equipmen...   | 4-General Fund Ent.   | 176.42          |
|       |            |                          | 6033 · Office Equipmen...   | 1-Groundwater Ent.    | 11.76           |
|       |            |                          | 6033 · Office Equipmen...   | 2-Redlands Plaza/...  | 35.28           |
|       |            |                          | 6033 · Office Equipmen...   | 3-Land Resources      | 11.76           |
| TOTAL |            |                          |                             |                       | 235.22          |
| 24191 | 05/10/2023 | Water Systems Consult... | 1012 · Citizens Busine...   |                       | -6,648.75       |
|       | 04/30/2023 |                          | 5120 · Misc. Profession...  | 1-Groundwater Ent.    | 6,648.75        |
| TOTAL |            |                          |                             |                       | 6,648.75        |
| 24192 | 05/10/2023 | WEX Bank-Shell           | 1012 · Citizens Busine...   |                       | -476.00         |
|       | 05/06/2023 |                          | 5320 · Fuel                 | 1-Groundwater Ent.    | 476.00          |
| TOTAL |            |                          |                             |                       | 476.00          |
| 24193 | 05/10/2023 | Wilbur's                 | 1012 · Citizens Busine...   |                       | -56.35          |
|       | 03/31/2023 |                          | 5215 · Property Mainte...   | 1-Groundwater Ent.    | 25.73           |
|       |            |                          | 5215 · Property Mainte...   | 3-Land Resources      | 6.43            |
|       | 04/06/2023 |                          | 5215 · Property Mainte...   | 1-Groundwater Ent.    | 19.35           |
|       |            |                          | 5215 · Property Mainte...   | 3-Land Resources      | 4.84            |
| TOTAL |            |                          |                             |                       | 56.35           |
| 24194 | 05/23/2023 | AECOM Technical Serv...  | 1012 · Citizens Busine...   |                       | -12,650.03      |
|       | 05/10/2023 |                          | 5123 · Habitat Manage...    | 5-Wash Plan           | 721.03          |
|       |            |                          | 5120 · Misc. Profession...  | 6-Active Recharge ... | 153.66          |
|       |            |                          | 5120 · Misc. Profession...  | 3-Land Resources      | 207.95          |
|       | 05/17/2023 |                          | 5122 · Wash Plan Profe...   | 5-Wash Plan           | 11,567.39       |
| TOTAL |            |                          |                             |                       | 12,650.03       |

# San Bernardino Valley Water Conservation District

## Expenditure Report

### May 2023

| Num          | Date              | Name                              | Account                          | Class                 | Original Amount   |
|--------------|-------------------|-----------------------------------|----------------------------------|-----------------------|-------------------|
| <b>24195</b> | <b>05/23/2023</b> | <b>Betsy Miller</b>               | <b>1012 · Citizens Busine...</b> |                       | <b>-1,215.11</b>  |
|              | 05/23/2023        |                                   | 6510 · Mileage                   | 4-General Fund Ent.   | 249.22            |
|              |                   |                                   | 6510 · Mileage                   | 1-Groundwater Ent.    | 155.77            |
|              |                   |                                   | 6510 · Mileage                   | 3-Land Resources      | 62.31             |
|              |                   |                                   | 6510 · Mileage                   | 6-Active Recharge ... | 155.77            |
|              |                   |                                   | 6520 · Travel, Other (re...      | 4-General Fund Ent.   | 28.19             |
|              |                   |                                   | 6520 · Travel, Other (re...      | 1-Groundwater Ent.    | 15.66             |
|              |                   |                                   | 6520 · Travel, Other (re...      | 3-Land Resources      | 18.80             |
|              |                   |                                   | 6425 · Meals                     | 4-General Fund Ent.   | 330.88            |
|              |                   |                                   | 6525 · Meals                     | 4-General Fund Ent.   | 89.33             |
|              |                   |                                   | 6525 · Meals                     | 1-Groundwater Ent.    | 69.48             |
|              |                   |                                   | 6525 · Meals                     | 3-Land Resources      | 39.70             |
| TOTAL        |                   |                                   |                                  |                       | 1,215.11          |
| <b>24196</b> | <b>05/23/2023</b> | <b>Bickerman Dispute Re...</b>    | <b>1012 · Citizens Busine...</b> |                       | <b>-5,638.00</b>  |
|              | 05/15/2023        |                                   | 5180 · Legal                     | 3-Land Resources      | 5,638.00          |
| TOTAL        |                   |                                   |                                  |                       | 5,638.00          |
| <b>24197</b> | <b>05/23/2023</b> | <b>Brownstein Hyatt Farb...</b>   | <b>1012 · Citizens Busine...</b> |                       | <b>-15,375.00</b> |
|              | 05/16/2023        |                                   | 5120 · Misc. Profession...       | 3-Land Resources      | 15,375.00         |
| TOTAL        |                   |                                   |                                  |                       | 15,375.00         |
| <b>24198</b> | <b>05/23/2023</b> | <b>CASC Engineering and...</b>    | <b>1012 · Citizens Busine...</b> |                       | <b>-18,350.10</b> |
|              | 05/19/2023        |                                   | 7126 · ARTP Engr/Prof ...        | 6-Active Recharge ... | 18,350.10         |
| TOTAL        |                   |                                   |                                  |                       | 18,350.10         |
| <b>24199</b> | <b>05/23/2023</b> | <b>David Cosgrove</b>             | <b>1012 · Citizens Busine...</b> |                       | <b>-675.62</b>    |
|              | 05/19/2023        |                                   | 6510 · Mileage                   | 4-General Fund Ent.   | 218.24            |
|              |                   |                                   | 6510 · Mileage                   | 1-Groundwater Ent.    | 136.41            |
|              |                   |                                   | 6510 · Mileage                   | 3-Land Resources      | 54.56             |
|              |                   |                                   | 6510 · Mileage                   | 6-Active Recharge ... | 136.41            |
|              |                   |                                   | 6525 · Meals                     | 4-General Fund Ent.   | 58.50             |
|              |                   |                                   | 6525 · Meals                     | 1-Groundwater Ent.    | 45.50             |
|              |                   |                                   | 6525 · Meals                     | 3-Land Resources      | 26.00             |
| TOTAL        |                   |                                   |                                  |                       | 675.62            |
| <b>24200</b> | <b>05/23/2023</b> | <b>Day Lite Maintenance, I...</b> | <b>1012 · Citizens Busine...</b> |                       | <b>-34.89</b>     |
|              | 03/08/2023        |                                   | 6026 · Redlands Plaza ...        | 2-Redlands Plaza/...  | 34.89             |
| TOTAL        |                   |                                   |                                  |                       | 34.89             |
| <b>24201</b> | <b>05/23/2023</b> | <b>DUDEK</b>                      | <b>1012 · Citizens Busine...</b> |                       | <b>-23,900.63</b> |
|              | 05/16/2023        |                                   | 5123 · Habitat Manage...         | 5-Wash Plan           | 23,900.63         |
| TOTAL        |                   |                                   |                                  |                       | 23,900.63         |

# San Bernardino Valley Water Conservation District

## Expenditure Report

### May 2023

| Num          | Date              | Name                            | Account                          | Class                 | Original Amount   |
|--------------|-------------------|---------------------------------|----------------------------------|-----------------------|-------------------|
| <b>24202</b> | <b>05/23/2023</b> | <b>Echelon Chem, Inc.</b>       | <b>1012 · Citizens Busine...</b> |                       | <b>-2,472.63</b>  |
|              | 05/19/2023        |                                 | 5215 · Property Mainte...        | 1-Groundwater Ent.    | 1,978.10          |
|              |                   |                                 | 5215 · Property Mainte...        | 3-Land Resources      | 494.53            |
| TOTAL        |                   |                                 |                                  |                       | 2,472.63          |
| <b>24203</b> | <b>05/23/2023</b> | <b>Edison - 6493</b>            | <b>1012 · Citizens Busine...</b> |                       | <b>-61.90</b>     |
|              | 05/09/2023        |                                 | 5420 · Electricity               | 4-General Fund Ent.   | 17.33             |
|              |                   |                                 | 5420 · Electricity               | 1-Groundwater Ent.    | 12.38             |
|              |                   |                                 | 5420 · Electricity               | 2-Redlands Plaza/...  | 26.00             |
|              |                   |                                 | 5420 · Electricity               | 6-Active Recharge ... | 6.19              |
| TOTAL        |                   |                                 |                                  |                       | 61.90             |
| <b>24204</b> | <b>05/23/2023</b> | <b>IERCD</b>                    | <b>1012 · Citizens Busine...</b> |                       | <b>-31,123.31</b> |
|              | 05/15/2023        |                                 | 5120 · Misc. Profession...       | 3-Land Resources      | 31,123.31         |
| TOTAL        |                   |                                 |                                  |                       | 31,123.31         |
| <b>24205</b> | <b>05/23/2023</b> | <b>Kamala Construction</b>      | <b>1012 · Citizens Busine...</b> |                       | <b>-10,000.00</b> |
|              | 05/17/2023        |                                 | 1704 · CIP-Redlands Pl...        | 2-Redlands Plaza/...  | 14,500.00         |
| TOTAL        |                   |                                 |                                  |                       | 14,500.00         |
| <b>24206</b> | <b>05/23/2023</b> | <b>O'Reilly</b>                 | <b>1012 · Citizens Busine...</b> |                       | <b>-78.26</b>     |
|              | 05/10/2023        |                                 | 5310 · Vehicle Mainten...        | 1-Groundwater Ent.    | 39.13             |
|              | 05/16/2023        |                                 | 5310 · Vehicle Mainten...        | 1-Groundwater Ent.    | 39.13             |
| TOTAL        |                   |                                 |                                  |                       | 78.26             |
| <b>24207</b> | <b>05/23/2023</b> | <b>PCtronics</b>                | <b>1012 · Citizens Busine...</b> |                       | <b>-3,822.59</b>  |
|              | 05/03/2023        |                                 | 7210 · Computer Hardw...         | 4-General Fund Ent.   | 2,866.94          |
|              |                   |                                 | 7210 · Computer Hardw...         | 1-Groundwater Ent.    | 955.65            |
| TOTAL        |                   |                                 |                                  |                       | 3,822.59          |
| <b>24208</b> | <b>05/23/2023</b> | <b>Rebecca Martin</b>           | <b>1012 · Citizens Busine...</b> |                       | <b>-21.21</b>     |
|              | 05/19/2023        |                                 | 6510 · Mileage                   | 4-General Fund Ent.   | 8.48              |
|              |                   |                                 | 6510 · Mileage                   | 1-Groundwater Ent.    | 5.30              |
|              |                   |                                 | 6510 · Mileage                   | 3-Land Resources      | 2.13              |
|              |                   |                                 | 6510 · Mileage                   | 6-Active Recharge ... | 5.30              |
| TOTAL        |                   |                                 |                                  |                       | 21.21             |
| <b>24209</b> | <b>05/23/2023</b> | <b>San Bernardino County...</b> | <b>1012 · Citizens Busine...</b> |                       | <b>-5,200.00</b>  |
|              | 05/05/2023        |                                 | 7150 · Mill Creek Divers...      | 1-Groundwater Ent.    | 5,200.00          |
| TOTAL        |                   |                                 |                                  |                       | 5,200.00          |

# San Bernardino Valley Water Conservation District

## Expenditure Report

### May 2023

| Num     | Date       | Name                     | Account                    | Class                 | Original Amount |
|---------|------------|--------------------------|----------------------------|-----------------------|-----------------|
| 24210   | 05/23/2023 | San Bernardino County... | 1012 · Citizens Busine...  |                       | -103.00         |
|         | 05/11/2023 |                          | 6440 · Election Fees / ... | 4-General Fund Ent.   | 103.00          |
| TOTAL   |            |                          |                            |                       | 103.00          |
| 24211   | 05/23/2023 | The Gas Company          | 1012 · Citizens Busine...  |                       | -24.28          |
|         | 05/15/2023 |                          | 5450 · Natural Gas         | 4-General Fund Ent.   | 12.14           |
|         |            |                          | 5450 · Natural Gas         | 1-Groundwater Ent.    | 7.28            |
|         |            |                          | 5450 · Natural Gas         | 6-Active Recharge ... | 4.86            |
| TOTAL   |            |                          |                            |                       | 24.28           |
| 24212   | 05/23/2023 | Xerox Financial Services | 1012 · Citizens Busine...  |                       | -337.44         |
|         | 05/02/2023 |                          | 6033 · Office Equipmen...  | 4-General Fund Ent.   | 253.08          |
|         |            |                          | 6033 · Office Equipmen...  | 1-Groundwater Ent.    | 16.87           |
|         |            |                          | 6033 · Office Equipmen...  | 2-Redlands Plaza/...  | 50.62           |
|         |            |                          | 6033 · Office Equipmen...  | 3-Land Resources      | 16.87           |
| TOTAL   |            |                          |                            |                       | 337.44          |
| 100330N | 05/02/2023 | PERS                     | 1012 · Citizens Busine...  |                       | -9,339.71       |
|         |            |                          | 6170 · PERS Retirement     | 4-General Fund Ent.   | 1,214.16        |
|         |            |                          | 6170 · PERS Retirement     | 1-Groundwater Ent.    | 4,202.87        |
|         |            |                          | 6170 · PERS Retirement     | 2-Redlands Plaza/...  | 373.59          |
|         |            |                          | 6170 · PERS Retirement     | 3-Land Resources      | 933.97          |
|         |            |                          | 6170 · PERS Retirement     | 5-Wash Plan           | 653.78          |
|         |            |                          | 6170 · PERS Retirement     | 6-Active Recharge ... | 1,961.34        |
| TOTAL   |            |                          |                            |                       | 9,339.71        |
| 100331N | 05/15/2023 | PERS                     | 1012 · Citizens Busine...  |                       | -9,339.83       |
|         |            |                          | 6170 · PERS Retirement     | 4-General Fund Ent.   | 1,214.19        |
|         |            |                          | 6170 · PERS Retirement     | 1-Groundwater Ent.    | 4,202.92        |
|         |            |                          | 6170 · PERS Retirement     | 2-Redlands Plaza/...  | 373.59          |
|         |            |                          | 6170 · PERS Retirement     | 3-Land Resources      | 933.98          |
|         |            |                          | 6170 · PERS Retirement     | 5-Wash Plan           | 653.79          |
|         |            |                          | 6170 · PERS Retirement     | 6-Active Recharge ... | 1,961.36        |
| TOTAL   |            |                          |                            |                       | 9,339.83        |
| 100332N | 05/22/2023 | PERS                     | 1012 · Citizens Busine...  |                       | -9,513.55       |
|         |            |                          | 6170 · PERS Retirement     | 4-General Fund Ent.   | 1,236.76        |
|         |            |                          | 6170 · PERS Retirement     | 1-Groundwater Ent.    | 4,281.09        |
|         |            |                          | 6170 · PERS Retirement     | 2-Redlands Plaza/...  | 380.54          |
|         |            |                          | 6170 · PERS Retirement     | 3-Land Resources      | 951.36          |
|         |            |                          | 6170 · PERS Retirement     | 5-Wash Plan           | 665.95          |
|         |            |                          | 6170 · PERS Retirement     | 6-Active Recharge ... | 1,997.85        |
| TOTAL   |            |                          |                            |                       | 9,513.55        |

San Bernardino Valley Water Conservation District  
**Director Fees Expenditure Payroll Report**  
May 2023

| Pay Date | Name         | For Period | Director Fees | Taxes Withheld | Check Amt |
|----------|--------------|------------|---------------|----------------|-----------|
| 5/3/2023 | Corneille, R | Apr-23     | \$ 1,032.00   | \$ 101.43      | \$ 930.57 |
| 5/3/2023 | McDonald, M  | Apr-23     | \$ 774.00     | \$ 66.18       | \$ 707.82 |



## San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

Memorandum No. 1940

**To:** Board of Directors

**From:** Angie Quiroga, Senior Administrative Analyst  
Betsy Miller, General Manager

**Date:** June 14, 2023

**Subject:** Unaudited Financial Reports for May 2023

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### **RECOMMENDATION**

Review and approve the unaudited financials for May 2023.

### **BACKGROUND**

Staff presents a monthly unaudited financial report for the District at each Board meeting. The reports presented here cover the period ending May 31, 2023.

### **DISCUSSION**

Interest income continues to make noticeable gains. GL 4032 Cemex-Royalty/Lease mining revenue will end over budget with three remaining payments due. GL 4050 Property Tax revenue has come in over budget with a few small payments expected by yearend. GL 5120 Misc Professional Services will come in over budget partially due to a pass through payment for groundwater modeling by the Groundwater Council and a late invoice for Plunge Creek permit compliance tasks in accordance with the Habitat Mitigation and Monitoring Plan. GL 5122 Wash Plan Professional Services will be adjusted once reimbursement payments are made from Wash Plan participants receiving state and waters permits for their projects. GL 5320 Fuel is above budget due to increased fuel costs and fuel needs for the rented loader. Accruals will be made next month as year-end approaches.

### **FISCAL IMPACT**

Aside from staff time, there are no fiscal impacts from reporting the financial status of the District.

### **POTENTIAL MOTIONS**

1. Move approval of the Unaudited Financials for May 2023 as presented.
2. Move to request this item be tabled and referred to the Finance & Administration Committee to reconsider specific issues discussed.

1630 W. Redlands Blvd, Suite A  
Redlands, CA 92373  
Phone: 909.793.2503  
Fax: 909.793.0188  
www.sbvwd.org Email: 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



**ATTACHMENTS OR MATERIALS**

Graph Financials for May 2023

Profit & Loss to Date vs. Annual Budget

**SBVWCD - All Enterprises Budget and Actual**
**May 2023**

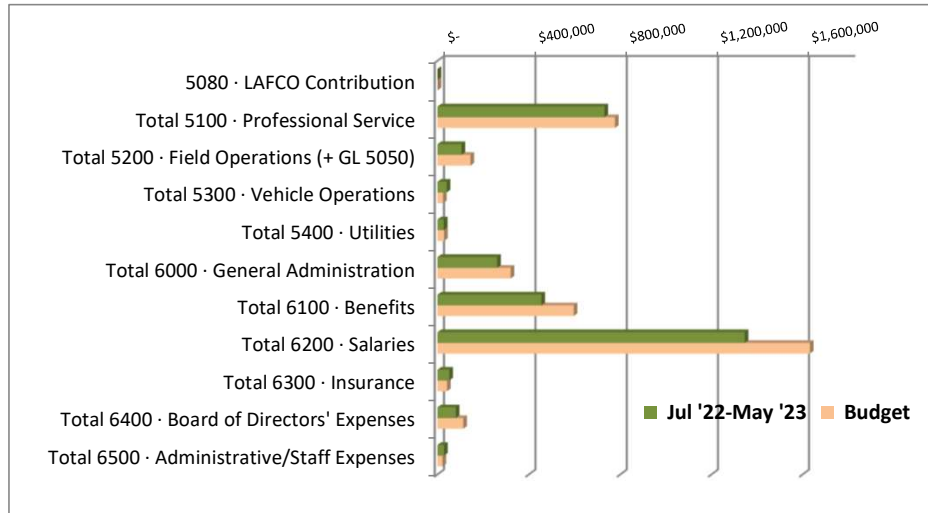
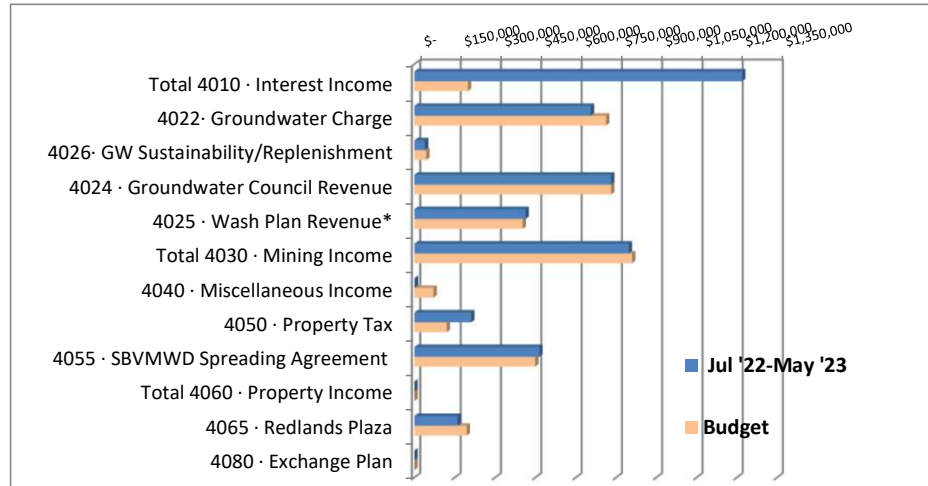
| REVENUE                                | Jul '22-May '23 | Budget     |
|--|-----------------|------------|
| Total 4010 · Interest Income           | \$ 1,219,921    | \$ 198,507 |
| 4022 · Groundwater Charge              | \$ 655,934      | \$ 712,631 |
| 4026 · GW Sustainability/Replenishment | \$ 39,156       | \$ 44,089  |
| 4024 · Groundwater Council Revenue     | \$ 731,640      | \$ 731,640 |
| 4025 · Wash Plan Revenue*              | \$ 413,251      | \$ 402,847 |
| Total 4030 · Mining Income             | \$ 797,142      | \$ 809,417 |
| 4040 · Miscellaneous Income            | \$ 1,975        | \$ 70,583  |
| 4050 · Property Tax                    | \$ 211,219      | \$ 120,189 |
| 4055 · SBVMWD Spreading Agreement      | \$ 464,629      | \$ 449,083 |
| Total 4060 · Property Income           | \$ 100          | \$ 100     |
| 4065 · Redlands Plaza                  | \$ 161,172      | \$ 194,196 |
| 4080 · Exchange Plan                   | \$ -            | \$ -       |

|                      |                     |                     |
|----------------------|---------------------|---------------------|
| <b>Total Revenue</b> | <b>\$ 4,696,138</b> | <b>\$ 3,733,282</b> |
|----------------------|---------------------|---------------------|

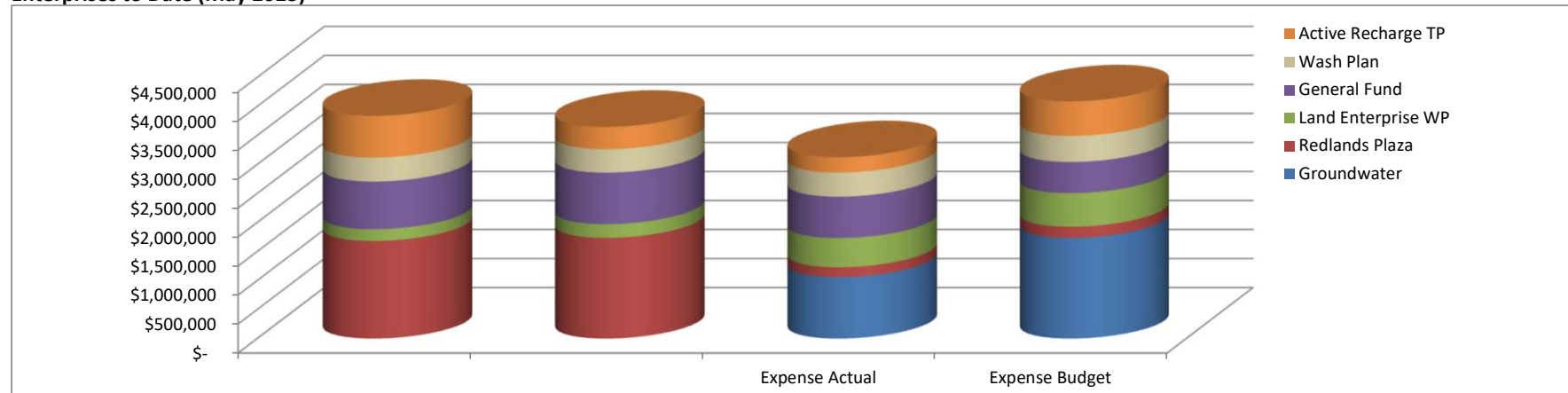
\*District loans to the WP & State Permitting payments

| EXPENSES Operating and Capital             | Jul '22-May '23 | Budget       |
|--|-----------------|--------------|
| 5080 · LAFCO Contribution                  | \$ 57           | \$ 100       |
| Total 5100 · Professional Service          | \$ 730,181      | \$ 776,542   |
| Total 5200 · Field Operations (+ GL 5050)  | \$ 105,169      | \$ 144,297   |
| Total 5300 · Vehicle Operations            | \$ 39,819       | \$ 24,338    |
| Total 5400 · Utilities                     | \$ 27,509       | \$ 28,438    |
| Total 6000 · General Administration        | \$ 261,207      | \$ 319,731   |
| Total 6100 · Benefits                      | \$ 454,339      | \$ 595,718   |
| Total 6200 · Salaries                      | \$ 1,346,064    | \$ 1,631,633 |
| Total 6300 · Insurance                     | \$ 51,459       | \$ 41,493    |
| Total 6400 · Board of Directors' Expenses  | \$ 80,127       | \$ 112,664   |
| Total 6500 · Administrative/Staff Expenses | \$ 28,567       | \$ 22,000    |

|                      |                     |                     |
|----------------------|---------------------|---------------------|
| <b>Total Expense</b> | <b>\$ 3,124,498</b> | <b>\$ 3,696,953</b> |
|----------------------|---------------------|---------------------|



## Enterprises to Date (May 2023)



| Enterprise                  | Actual       | Budget       | % of Budget |
|-----------------------------|--------------|--------------|-------------|
| Groundwater Revenue         | \$ 1,682,301 | \$ 1,735,356 | 97%         |
| Groundwater Expense         | \$ 1,058,947 | \$ 1,377,235 | 77%         |
| Revenue -Expense            | \$ 623,354   | \$ 358,121   |             |
| Redlands Plaza Revenue      | \$ 202,108   | \$ 236,194   | 86%         |
| Redlands Plaza Expense      | \$ 170,114   | \$ 192,070   | 89%         |
| Revenue -Expense            | \$ 31,994    | \$ 44,124    |             |
| Land Enterprise Revenue     | \$ 821,809   | \$ 888,125   | 93%         |
| Land Enterprise Expense     | \$ 503,268   | \$ 578,959   | 87%         |
| Revenue -Expense            | \$ 318,541   | \$ 309,166   |             |
| General Fund Revenue *      | \$ 924,066   | \$ 457,396   | 202%        |
| General Fund Expense        | \$ 713,229   | \$ 536,656   | 133%        |
| Revenue -Expense            | \$ 210,837   | \$ (79,260)  |             |
| Wash Plan Revenue           | \$ 413,251   | \$ 402,847   | 103%        |
| Wash Plan Expense           | \$ 415,135   | \$ 448,866   | 92%         |
| Revenue-Expense             | (1,884)      | (46,020)     |             |
| Active Recharge TP Revenue  | \$ 717,831   | \$ 386,325   | 186%        |
| Active Recharge TP Expense  | \$ 263,967   | \$ 595,770   | 44%         |
| Revenue-Expense             | \$ 453,864   | \$ (209,445) |             |
| Total All Revenue - Expense | \$ 1,636,705 | \$ 376,686   |             |

| Cash Status            | As of 7/1/2022         | As of 05/31/23         |
|------------------------|------------------------|------------------------|
| LAIF                   | \$ 18,879,158.26       | \$ -                   |
| Cal Trust              | \$ 3,200,472.16        | \$ 3,293,667.98        |
| Citizens Bank          | \$ 833,594.25          | \$ 580,930.25          |
| UBS Financial Services | \$ 1,458,168.03        | \$ 16,847,912.84       |
| US Bank-CAMP           | \$ 18,803,603.20       | \$ 22,540,385.86       |
| Total Cash             | \$ 43,174,995.90       | \$ 43,262,896.93       |
| Less Prepaid Royalty   | \$ (5,000,000.00)      | \$ (5,000,000.00)      |
| Less ARTP Obligation   | \$ (36,551,309.63)     | \$ (35,135,702.67)     |
| <b>Cash Position</b>   | <b>\$ 1,623,686.27</b> | <b>\$ 3,127,194.26</b> |

Increase (decrease) of  
Percent Increase \$1,503,507.99  
92.6%

\* General Fund Revenue shown here does not include overhead

San Bernardino Valley Water Conservation District  
Profit & Loss To Date vs. Annual Budget

|  | Jul '22 - May 23 | Budget       | \$ Over Budget | % of Budget |
|--|------------------|--------------|----------------|-------------|
| Ordinary Income/Expense                        |                  |              |                |             |
| Income   |                  |              |                |             |
| 4010 · Interest Income                         |                  |              |                |             |
| 4012 · LAIF                                    | 68,500.42        | 2,157.43     | 66,342.99      | 3,175.09%   |
| 4013 · Caltrust Investment Income              | 93,195.82        | 16,000.00    | 77,195.82      | 582.47%     |
| 4015 · UBS Interest Income                     | 321,442.53       | 18,200.00    | 303,242.53     | 1,766.17%   |
| 4016 · Interest Income ARTP                    | 736,782.66       | 180,000.00   | 556,782.66     | 409.32%     |
| Total 4010 · Interest Income                   | 1,219,921.43     | 216,357.43   | 1,003,564.00   | 563.85%     |
| 4017 · ARTP Capital Income                     | 0.00             | 583,500.00   | -583,500.00    | 0.0%        |
| 4020 · Groundwater Charge                      |                  |              |                |             |
| 4022 · Groundwater Charge                      | 655,933.87       | 712,630.95   | -56,697.08     | 92.04%      |
| 4024 · Groundwater Council Revenue             | 731,640.00       | 731,640.00   | 0.00           | 100.0%      |
| 4026 · GW Sustainability/Replenishment         | 39,156.31        | 44,089.25    | -4,932.94      | 88.81%      |
| Total 4020 · Groundwater Charge                | 1,426,730.18     | 1,488,360.20 | -61,630.02     | 95.86%      |
| 4025 · Wash Plan Revenue                       | 413,250.77       | 439,469.00   | -26,218.23     | 94.03%      |
| 4030 · Mining Income                           |                  |              |                |             |
| 4031 · Plant Site - CEMEX                      | 36,000.00        | 48,000.00    | -12,000.00     | 75.0%       |
| 4032 · Cemex - Royalty / Lease                 | 718,510.20       | 775,000.00   | -56,489.80     | 92.71%      |
| 4036 · Aggregate Maintenance                   | 42,631.75        | 60,000.00    | -17,368.25     | 71.05%      |
| Total 4030 · Mining Income                     | 797,141.95       | 883,000.00   | -85,858.05     | 90.28%      |
| 4040 · Miscellaneous Income                    |                  |              |                |             |
| 4041 · Reimbursed Expenses                     | 0.00             | 0.00         | 0.00           | 0.0%        |
| 4040 · Miscellaneous Income - Other            | 1,975.00         | 77,000.00    | -75,025.00     | 2.57%       |
| Total 4040 · Miscellaneous Income              | 1,975.00         | 77,000.00    | -75,025.00     | 2.57%       |
| 4043 · Project Salary Reimbursement            | 24,666.58        | 15,000.00    | 9,666.58       | 164.44%     |
| 4050 · Property Tax                            | 211,218.56       | 137,358.53   | 73,860.03      | 153.77%     |
| 4055 · SBVMWD Spreading Agreement Reim         | 464,628.62       | 449,083.42   | 15,545.20      | 103.46%     |
| 4060 · Property Income                         |                  |              |                |             |
| 4062 · Mentone Property                        | 100.00           | 100.00       | 0.00           | 100.0%      |
| Total 4060 · Property Income                   | 100.00           | 100.00       | 0.00           | 100.0%      |
| 4065 · Redlands Plaza                          | 161,171.88       | 211,849.83   | -50,677.95     | 76.08%      |
| 4066 · Redlands Plaza CAM                      | 40,559.73        | 45,707.27    | -5,147.54      | 88.74%      |
| 4080 · Exchange Plan                           | 0.00             | 30,000.00    | -30,000.00     | 0.0%        |
| 4999 · Trust Reimbursement-Wash Plan           | 0.00             | 50,000.00    | -50,000.00     | 0.0%        |
| Total Income                                   | 4,761,364.70     | 4,626,785.68 | 134,579.02     | 102.91%     |
| Gross Profit                                   | 4,761,364.70     | 4,626,785.68 | 134,579.02     | 102.91%     |
| Expense  |                  |              |                |             |
| 5040 · Regional Programs                       |                  |              |                |             |
| 5080 · LAFCO Contribution                      | 56.78            | 100.00       | -43.22         | 56.78%      |
| Total 5040 · Regional Programs                 | 56.78            | 100.00       | -43.22         | 56.78%      |
| 5050 · Basin Cleaning                          | 21,292.60        | 50,000.00    | -28,707.40     | 42.59%      |
| 5100 · Professional Service                    |                  |              |                |             |
| 5120 · Misc. Professional Services             | 356,375.94       | 300,000.00   | 56,375.94      | 118.79%     |
| 5122 · Wash Plan Professional Services         |                  |              |                |             |
| 5122 · Wash Plan Professional Services - Other | 39,423.64        | 0.00         | 39,423.64      | 100.0%      |
| Total 5122 · Wash Plan Professional Services   | 39,423.64        | 0.00         | 39,423.64      | 100.0%      |
| 5123 · Habitat Management-WP                   | 162,067.82       | 274,219.00   | -112,151.18    | 59.1%       |
| 5125 · Engineering Services                    | 12,285.98        | 50,000.00    | -37,714.02     | 24.57%      |
| 5126 · GW Sustainability/Replenishment         | 0.00             | 44,089.25    | -44,089.25     | 0.0%        |
| 5127 · Project Accounting Services             | 0.00             | 5,000.00     | -5,000.00      | 0.0%        |
| 5128 · GC NonDistrict Facilities Maint         | 91,134.11        |              |                |             |
| 5130 · Aerial Photography & Surveying          | 11,772.50        | 2,310.00     | 9,462.50       | 509.63%     |
| 5155 · WP Trails Professional Services         | 0.00             | 100,000.00   | -100,000.00    | 0.0%        |
| 5160 · IT Support                              | 8,249.00         | 14,400.00    | -6,151.00      | 57.29%      |
| 5170 · Audit                                   | 27,550.00        | 28,000.00    | -450.00        | 98.39%      |
| 5175 · Legal - Wash Plan                       | 0.00             | 10,000.00    | -10,000.00     | 0.0%        |
| 5180 · Legal                                   | 21,322.18        | 25,000.00    | -3,677.82      | 85.29%      |
| Total 5100 · Professional Service              | 730,181.17       | 853,018.25   | -122,837.08    | 85.6%       |
| 5133 · Regional River HCP Contribution         | 0.00             | 25,000.00    | -25,000.00     | 0.0%        |
| 5200 · Field Operations                        |                  |              |                |             |
| 5210 · Equipment Maintenance                   | 8,967.71         | 7,416.00     | 1,551.71       | 120.92%     |
| 5215 · Property Maintenance                    | 12,057.06        | 40,000.00    | -27,942.94     | 30.14%      |
| 5225 · Field Clean Up-Illegal dumping          | 62,770.85        | 60,000.00    | 2,770.85       | 104.62%     |
| Total 5200 · Field Operations                  | 83,795.62        | 107,416.00   | -23,620.38     | 78.01%      |
| 5223 · Temp. Field Labor                       | 161.53           | 10,000.00    | -9,838.47      | 1.62%       |
| 5300 · Vehicle Operations                      |                  |              |                |             |
| 5310 · Vehicle Maintenance                     | 17,336.76        | 8,400.00     | 8,936.76       | 206.39%     |
| 5320 · Fuel                                    | 22,482.34        | 18,150.00    | 4,332.34       | 123.87%     |
| Total 5300 · Vehicle Operations                | 39,819.10        | 26,550.00    | 13,269.10      | 149.98%     |

San Bernardino Valley Water Conservation District  
Profit & Loss To Date vs. Annual Budget

|  | Jul '22 - May 23    | Budget              | \$ Over Budget     | % of Budget    |
|--|---------------------|---------------------|--------------------|----------------|
| <b>5400 · Utilities</b>                    |                     |                     |                    |                |
| 5410 · Alarm Service                       | 884.00              | 1,800.00            | -916.00            | 49.11%         |
| 5420 · Electricity                         | 8,346.58            | 9,832.44            | -1,485.86          | 84.89%         |
| 5430 · Mobile Phone                        | 6,300.00            | 5,850.00            | 450.00             | 107.69%        |
| 5440 · Telephone                           | 3,883.31            | 6,000.00            | -2,116.69          | 64.72%         |
| 5450 · Natural Gas                         | 2,422.68            | 1,000.00            | 1,422.68           | 242.27%        |
| 5460 · Water / Trash / Sewer               | 2,970.41            | 3,790.40            | -819.99            | 78.37%         |
| 5470 · Internet Services                   | 2,702.31            | 2,750.00            | -47.69             | 98.27%         |
| <b>Total 5400 · Utilities</b>              | <b>27,509.29</b>    | <b>31,022.84</b>    | <b>-3,513.55</b>   | <b>88.67%</b>  |
| <b>6000 · General Administration</b>       |                     |                     |                    |                |
| 6001 · General Administration - Other      | 6,304.01            | 4,500.00            | 1,804.01           | 140.09%        |
| 6002 · Website Administration              | 6,201.91            | 6,000.00            | 201.91             | 103.37%        |
| 6004 · Meeting Expenses                    | 1,577.71            | 2,200.00            | -622.29            | 71.71%         |
| 6006 · Permits                             | 415.00              | 10,000.00           | -9,585.00          | 4.15%          |
| 6007 · Inter District Costs                | 1,500.00            | 10,000.00           | -8,500.00          | 15.0%          |
| 6009 · Licenses                            | 2,090.28            | 1,709.00            | 381.28             | 122.31%        |
| 6010 · Surety Bond                         | 3,025.00            | 1,900.00            | 1,125.00           | 159.21%        |
| 6012 · Office Maintenance                  | 11,146.13           | 5,101.60            | 6,044.53           | 218.48%        |
| 6013 · Office Lease Payment                | 45,833.37           | 50,000.00           | -4,166.63          | 91.67%         |
| 6015 · Mentone House Maintenance           | 1,879.75            | 3,850.00            | -1,970.25          | 48.83%         |
| 6016 · Redlands Plaza Maintenance          | 26,114.53           | 35,000.00           | -8,885.47          | 74.61%         |
| 6018 · Janitorial Services                 | 9,080.00            | 10,400.00           | -1,320.00          | 87.31%         |
| 6019 · Janitorial Supplies                 | 470.82              | 375.00              | 95.82              | 125.55%        |
| 6020 · Vacancy Marketing-Redlands Plaz     | 0.00                | 5,000.00            | -5,000.00          | 0.0%           |
| 6026 · Redlands Plaza CAM expenses         | 35,035.92           | 41,612.65           | -6,576.73          | 84.2%          |
| 6027 · Computer Software                   | 15,079.46           | 34,314.12           | -19,234.66         | 43.95%         |
| 6030 · Office Supplies                     | 15,543.00           | 5,500.00            | 10,043.00          | 282.6%         |
| 6033 · Office Equipment Rental             | 6,799.29            | 9,500.00            | -2,700.71          | 71.57%         |
| 6036 · Printing                            | 5.00                | 2,500.00            | -2,495.00          | 0.2%           |
| 6039 · Postage and Overnight Delivery      | 1,266.08            | 1,200.00            | 66.08              | 105.51%        |
| 6042 · Payroll Processing                  | 3,410.77            | 3,002.09            | 408.68             | 113.61%        |
| 6045 · Bank Service Charges                | 1,044.03            | 750.00              | 294.03             | 139.2%         |
| 6051 · Uniforms                            | 2,846.77            | 3,025.00            | -178.23            | 94.11%         |
| 6060 · Outreach                            | 23,500.79           | 60,000.00           | -36,499.21         | 39.17%         |
| 6087 · Educational Reimbursement           | 339.00              | 5,000.00            | -4,661.00          | 6.78%          |
| 6090 · Subscriptions/Publications          | 2,015.92            | 2,400.00            | -384.08            | 84.0%          |
| 6091 · Public Notices                      | 3,868.10            | 3,200.00            | 668.10             | 120.88%        |
| 6093 · Memberships                         | 34,814.17           | 24,776.15           | 10,038.02          | 140.52%        |
| <b>Total 6000 · General Administration</b> | <b>261,206.81</b>   | <b>342,815.61</b>   | <b>-81,608.80</b>  | <b>76.2%</b>   |
| <b>6100 · Benefits</b>                     |                     |                     |                    |                |
| 6110 · Vision Insurance                    | 2,957.50            | 3,776.71            | -819.21            | 78.31%         |
| 6120 · Workers' Comp. Insurance            | 14,536.87           | 21,665.71           | -7,128.84          | 67.1%          |
| 6130 · Dental Insurance                    | 10,315.56           | 13,376.47           | -3,060.91          | 77.12%         |
| <b>6150 · Medical Insurance</b>            |                     |                     |                    |                |
| 6150.01 · Medical Employee Contribution    | -40,665.57          | -28,211.94          | -12,453.63         | 144.14%        |
| 6150 · Medical Insurance - Other           | 239,976.43          | 299,907.66          | -59,931.23         | 80.02%         |
| <b>Total 6150 · Medical Insurance</b>      | <b>199,310.86</b>   | <b>271,695.72</b>   | <b>-72,384.86</b>  | <b>73.36%</b>  |
| 6160 · Payroll Taxes-Employer              | 90,158.41           | 123,939.97          | -33,781.56         | 72.74%         |
| <b>6170 · PERS Retirement</b>              |                     |                     |                    |                |
| 6170.01 · PERS Employee Contributions      | -49,554.15          | -53,775.96          | 4,221.81           | 92.15%         |
| 6170.02 · 457 Plan Employee Contributions  | -53,087.00          |                     |                    |                |
| 6170 · PERS Retirement - Other             | 239,700.78          | 273,134.30          | -33,433.52         | 87.76%         |
| <b>Total 6170 · PERS Retirement</b>        | <b>137,059.63</b>   | <b>219,358.34</b>   | <b>-82,298.71</b>  | <b>62.48%</b>  |
| <b>Total 6100 · Benefits</b>               | <b>454,338.83</b>   | <b>653,812.92</b>   | <b>-199,474.09</b> | <b>69.49%</b>  |
| <b>6200 · Salaries</b>                     |                     |                     |                    |                |
| 6230 · Regular Salaries                    | 1,346,063.71        | 1,779,962.83        | -433,899.12        | 75.62%         |
| <b>Total 6200 · Salaries</b>               | <b>1,346,063.71</b> | <b>1,779,962.83</b> | <b>-433,899.12</b> | <b>75.62%</b>  |
| <b>6300 · Insurance</b>                    |                     |                     |                    |                |
| 6310 · Property/ Auto Insurance            | 6,071.24            | 5,070.18            | 1,001.06           | 119.74%        |
| 6320 · General Liability Insurance         | 45,387.74           | 36,423.19           | 8,964.55           | 124.61%        |
| <b>Total 6300 · Insurance</b>              | <b>51,458.98</b>    | <b>41,493.37</b>    | <b>9,965.61</b>    | <b>124.02%</b> |
| <b>6400 · Board of Directors' Expenses</b> |                     |                     |                    |                |
| <b>6401 · Directors' Fees</b>              |                     |                     |                    |                |
| 6401.5 · Payroll Taxes-Directors           | 1,510.86            | 0.00                | 1,510.86           | 100.0%         |
| 6401 · Directors' Fees - Other             | 66,175.00           | 100,800.00          | -34,625.00         | 65.65%         |
| <b>Total 6401 · Directors' Fees</b>        | <b>67,685.86</b>    | <b>100,800.00</b>   | <b>-33,114.14</b>  | <b>67.15%</b>  |

San Bernardino Valley Water Conservation District  
Profit & Loss To Date vs. Annual Budget

|   | Jul '22 - May 23     | Budget               | \$ Over Budget       | % of Budget       |
|---|----------------------|----------------------|----------------------|-------------------|
| 6410 · Mileage                                    | 1,716.11             | 4,400.00             | -2,683.89            | 39.0%             |
| 6415 · Air Fare                                   | 521.96               | 3,125.00             | -2,603.04            | 16.7%             |
| 6420 · Other Travel                               | 226.52               | 550.00               | -323.48              | 41.19%            |
| 6425 · Meals                                      | 3,210.85             | 3,850.00             | -639.15              | 83.4%             |
| 6430 · Lodging                                    | 3,181.14             | 4,400.00             | -1,218.86            | 72.3%             |
| 6435 · Conf/Seminar Registrations                 | 3,481.46             | 5,500.00             | -2,018.54            | 63.3%             |
| 6440 · Election Fees / Re-Districting             | 103.00               | 0.00                 | 103.00               | 100.0%            |
| <b>Total 6400 · Board of Directors' Expenses</b>  | <b>80,126.90</b>     | <b>122,625.00</b>    | <b>-42,498.10</b>    | <b>65.34%</b>     |
| <b>6500 · Administrative/Staff Expenses</b>       |                      |                      |                      |                   |
| 6510 · Mileage                                    | 5,006.36             | 2,500.00             | 2,506.36             | 200.25%           |
| 6515 · Air Fare                                   | 1,243.92             | 4,500.00             | -3,256.08            | 27.64%            |
| 6520 · Travel, Other (rental car, taxi            | 212.90               | 1,500.00             | -1,287.10            | 14.19%            |
| 6525 · Meals                                      | 4,901.12             | 3,500.00             | 1,401.12             | 140.03%           |
| 6530 · Lodging                                    | 7,725.88             | 5,500.00             | 2,225.88             | 140.47%           |
| 6535 · Conf/Seminar Registrations                 | 9,477.02             | 6,500.00             | 2,977.02             | 145.8%            |
| <b>Total 6500 · Administrative/Staff Expenses</b> | <b>28,567.20</b>     | <b>24,000.00</b>     | <b>4,567.20</b>      | <b>119.03%</b>    |
| <b>9999 · Contribution to Capital Maint.</b>      | <b>0.00</b>          | <b>550,000.00</b>    | <b>-550,000.00</b>   | <b>0.0%</b>       |
| <b>Total Expense</b>                              | <b>3,124,578.52</b>  | <b>4,617,816.82</b>  | <b>-1,493,238.30</b> | <b>67.66%</b>     |
| <b>Net Ordinary Income</b>                        | <b>1,636,786.18</b>  | <b>8,968.86</b>      | <b>1,627,817.32</b>  | <b>18,249.66%</b> |
| <b>Other Income/Expense</b>                       |                      |                      |                      |                   |
| <b>Other Expense</b>                              |                      |                      |                      |                   |
| <b>7000 · Construction</b>                        |                      |                      |                      |                   |
| 7010 · Materials                                  | 0.00                 | 12,000.00            | -12,000.00           | 0.0%              |
| <b>Total 7000 · Construction</b>                  | <b>0.00</b>          | <b>12,000.00</b>     | <b>-12,000.00</b>    | <b>0.0%</b>       |
| <b>7100 · Land &amp; Buildings</b>                |                      |                      |                      |                   |
| 7110 · Property Capital Repairs                   | 1,428.63             | 529,971.00           | -528,542.37          | 0.27%             |
| 7120 · Property-Land Purchase                     | 31,291.91            | 0.00                 | 31,291.91            | 100.0%            |
| 7126 · ARTP Engr/Prof Services                    | 954,005.24           | 3,212,754.00         | -2,258,748.76        | 29.69%            |
| 7130 · Mentone Property (House)-CapRep            | 0.00                 | 7,000.00             | -7,000.00            | 0.0%              |
| 7140 · Mentone Property (Shop)-CapRep             | 13,763.25            | 450,500.00           | -436,736.75          | 3.06%             |
| 7150 · Mill Creek Diversion                       | 122,450.03           | 1,400,000.00         | -1,277,549.97        | 8.75%             |
| 7151 · Mill Creek Permitting                      | 165,207.27           | 202,000.00           | -36,792.73           | 81.79%            |
| 7160 · Mendoza Property                           | 0.00                 | 137,000.00           | -137,000.00          | 0.0%              |
| <b>Total 7100 · Land &amp; Buildings</b>          | <b>1,288,146.33</b>  | <b>5,939,225.00</b>  | <b>-4,651,078.67</b> | <b>21.69%</b>     |
| <b>7200 · Equipment &amp; Vehicles</b>            |                      |                      |                      |                   |
| 7210 · Computer Hardware-Capital Purch            | 49,109.23            | 52,858.39            | -3,749.16            | 92.91%            |
| 7220 · Computer Software                          | 5,831.71             | 10,000.00            | -4,168.29            | 58.32%            |
| 7230 · Field Equipment / Vehicles                 | 1,888.70             | 149,973.07           | -148,084.37          | 1.26%             |
| 7240 · Office Equipment                           | 13,028.04            | 1,500.00             | 11,528.04            | 868.54%           |
| <b>Total 7200 · Equipment &amp; Vehicles</b>      | <b>69,857.68</b>     | <b>214,331.46</b>    | <b>-144,473.78</b>   | <b>32.59%</b>     |
| <b>7400 · Professional Services Capital</b>       |                      |                      |                      |                   |
| 7438 · Engineering Services-Other                 | 0.00                 | 125,000.00           | -125,000.00          | 0.0%              |
| <b>Total 7400 · Professional Services Capital</b> | <b>0.00</b>          | <b>125,000.00</b>    | <b>-125,000.00</b>   | <b>0.0%</b>       |
| <b>Total Other Expense</b>                        | <b>1,358,004.01</b>  | <b>6,290,556.46</b>  | <b>-4,932,552.45</b> | <b>21.59%</b>     |
| <b>Net Other Income</b>                           | <b>-1,358,004.01</b> | <b>-6,290,556.46</b> | <b>4,932,552.45</b>  | <b>21.59%</b>     |
| <b>Net Income</b>                                 | <b>278,782.17</b>    | <b>-6,281,587.60</b> | <b>6,560,369.77</b>  | <b>-4.44%</b>     |



## San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

Memorandum No. 1941

**To:** Board of Directors

**From:** Finance & Administration Committee  
Betsy Miller, General Manager

**Date:** June 14, 2023

**Subject:** District and Enterprise Budget Approval for Fiscal Year 2023-2024

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### **RECOMMENDATION**

The Finance & Administration Committee recommends the Board approve the 2023-2024 District and Enterprise Budget as presented with incorporated changes from the Budget Workshop held on May 17, 2023.

### **BACKGROUND**

Each year, San Bernardino Valley Water Conservation District (District) staff prepares revenue and expense estimates for the Groundwater Enterprise in February, as underlying support for the Board to determine a proposed amount for the Groundwater Charge for public notice purposes. Based on this analysis, the Board noticed an 11% increase in the Groundwater Charge using the current unitary groundwater rate in the newspaper and via mail to groundwater producers, with opportunities for community input and feedback at both a public meeting and a Board hearing to determine the annual groundwater charge. The remainder of the budget is prepared based on a similar analysis of the other enterprise funds and Board priorities.

### **DISCUSSION**

Based on performance for three quarters of the current fiscal year, staff has projected a budget for each enterprise along with updated capital expenses. The Board reviewed the draft budget in workshop format on May 17, 2023. Based on Board feedback, staff revised:

GL 4025 – Wash Plan Revenue: Updated Draft Budget total column to correctly reflect proposed enterprise amounts.

GL 4032 – CEMEX – Royalty/Lease: Increased to account for possible higher-than-minimum monthly royalty payments based on current year profits.

GL 4999 – Trust Reimbursement Wash Plan: Updated Draft Budget total column to correctly reflect proposed enterprise amounts.

GL 6060 – Outreach: Updated Draft Budget total column to correctly reflect proposed enterprise amounts.

GL 9999 – Contribution toward Capital Maintenance: Updated Draft Budget total column to correctly reflect proposed enterprise amounts.

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#### **BOARD OF DIRECTORS**

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#### **GENERAL MANAGER**

Betsy Miller



Capital GL 7150 – Updated to reflect Board approval of Mill Creek Diversion and Debris Management Improvement Project Project Charter on April 26, 2023.

In addition, staff updated the Projected Annual Costs (7/1/2022-6/30/2023) column to incorporate newly available data from the most recent month, and cross-checked the CIP budget with CIP GLs/cost centers.

**Budget Approach:**

The budget approach recommended by staff includes the following efforts and activities:

- Develop and review the draft budget with the GC and Groundwater Charge partners
- Utilize the Groundwater Enterprise Budget to develop the proposed Groundwater Charge
- Review the draft budget with the Finance & Administration Committee and/or in a Board Workshop before submitting it to the Board for approval
- Review other budgets with appropriate partners and stakeholders, as appropriate
- Utilize feedback from all of the above in the development of the final budget proposal

**Assumptions**

The budget process used for FY24 followed that used for previous budgets, including the following specific assumptions:

Revenue:

- Groundwater Charge revenue is based on actual charges paid during the prior year, with a review from the GC agencies
- GC revenue is based on the calculation from the Equitable Allocation Model (“EAM”<sup>1</sup>) that is paid by GC member agencies
- Producers who are not parties to the GC pay the Groundwater Charge
- Property tax is estimated from FY23 actual receipts
- Mining revenue is estimated based on lease guaranteed annual minimum payments
- Interest revenue is based on conservative investment forecasts
- Consideration of the needs of the Program for the Expansion of Recharge Capacity (PERC) (formerly ARTP) capital costs and interest income
- Revenue for Wash Plan Implementation from the Conservation Trust

Expenses:

- Expenses are estimated on a zero basis, or actual costs/estimates modified based on specific needs and actual FY23 costs
- Board administrative costs and staff COLA increases are based on Bureau of Labor Statistics CPI-U All West December 2022 rate of 6.2% ([https://www.bls.gov/regions/west/news-release/consumerpriceindex\\_west.htm](https://www.bls.gov/regions/west/news-release/consumerpriceindex_west.htm))
- Utilities increase at approximately 5-7%, based on sector CPI or projected rate changes
- Salary forecast includes raise pool of up to 5% as a percentage of total salaries
- Miscellaneous expenses are generally increased at 5% where no other basis is available

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<sup>1</sup> The EAM is the Groundwater Council’s method of assigning cost burdens to basin maintenance and operations, and to investments for purchase of imported water supplies, when available, based on a five-year rolling average of recent production.

- Annual permit fees for state and waters permits for Santa Ana Groundwater Recharge Facility operations & maintenance
- Compliance with recently issued regulatory permits for the Santa Ana River Groundwater Recharge Facility are estimated at 1) 50% of the Assistant Biologist salary/benefits/overhead (\$60,000) plus 2) \$20,000 for specialized environmental permits, or 6% of the total Groundwater Enterprise Budget; any additional compliance costs incurred during this first year of implementation will be covered by the Rate Stabilization Reserve
- Year 4 of Upper Santa Ana River Wash HCP Implementation
- Basin cleaning and maintenance at the Mill Creek and Santa Ana Groundwater Recharge Facilities, including equipment rentals and/or contracted work, following significant recharge during a high precipitation year. Includes \$110,000 from Groundwater Recharge Enterprise Reserve.

### *Capital Improvement Projects*

CIP expenses are incorporated into the annual operating budget to account for specific instances where operating revenue is paid to capital projects and capital funding covers annual costs such as salaries. Capital Improvement Projects scheduled for planning, permitting, and/or construction in FY24 include:

- Construction of the Mill Creek Diversion and Debris Improvement Project
- Permitting and construction of the Mentone Shop
- Installation of the Mill Creek North Canal Flume Flow Meter
- Permits for the Mill Creek Groundwater Recharge Facility
- Purchase/replacement of heavy equipment
- Initial Wash Plan trails tasks
- On-going security repairs such as fencing, gates, boulders, and other barriers
- Completion of PERC feasibility studies
- Initiation of final design for early lead PERC project(s)

### *Salary and Benefits*

Following approval of Resolution No. 604 naming Milan Mitrovich as the secretary and executive officer of the San Bernardino Valley Conservation Trust at their November 9, 2022, meeting, the Board requested staff review the job classification for the Land Resources Manager inclusive of its updated responsibilities. Based on comparisons of job duties at regional agencies such as San Bernardino Valley Municipal Water District and the Riverside County Transportation Commission, the Land Resources Manager II is proposed for Salary Range 40. In addition, staff conducted a review of the Field Operations Team salaries compared to similar agencies in our region. Based on this analysis, the proposed budget shifts Field Operations Specialist I to Salary Range 18, Field Operations Specialist II to Salary Range 20, and Field Supervisor to Salary Range 27. Note that \$12,500 of increases to the Field Operations Team is offset by the General Manager's requested waiver of her 5% annual merit increase for this purpose.

Based on the year-to-date budget information and the assumptions listed above, staff recommended an 11% increase in the Groundwater Charge for FY24, including a 5% increase due to inflation and a 6% increase due to new permit compliance requirements. The final rate was set at the Board Public hearing on April 26, 2023.

**Groundwater Enterprise and Groundwater Council**

The Groundwater Enterprise fund revenue has met its expenditures for the past six years. Since 2018, the Groundwater Council (GC) has effectively served as an alternative method for members to pay a fair share towards the District groundwater recharge operations costs, previously paid through the Groundwater Charge. Since FY19, the District's budget has utilized the GC funding mechanism for GC partners.

The initial San Bernardino Basin Groundwater Council Framework Agreement expired on February 27, 2023. In anticipation of this, the Groundwater Council formed a Renewal Committee that has met monthly or bi-monthly since May 2022. On April 24, 2023, the Groundwater Council voted to approve the Amendment to the San Bernardino Basin Groundwater Council Framework Agreement which extends the Agreement to June 30, 2024. While the group agreed on the benefits delivered by the Groundwater Council to the SBBA to date, there is interest in discussing certain aspects of the Groundwater Council further during the Agreement extension period before determining whether to adopt a longer-term extension.

**Groundwater Sustainability and Replenishment**

As part of the FY22 rate setting process, the Board approved a request from the GC to include a Replenishment/Sustainability component, currently paid by the GC, in the Groundwater Charge. This component serves to ensure that basin producers who are not GC members contribute proportionately to replenishment supplies, which GC members fund through their participation in the GC. This portion of the Groundwater Charge is remitted after collection by the District to the GC to purchase imported water from San Bernardino Valley Municipal Water District for groundwater recharge.

On October 12, 2020, the GC approved a plan to achieve full financial participation from those remaining agencies that produce groundwater from the basin but have not yet become GC members. The replenishment component of the Groundwater Charge is in a proportionate amount so as to assure ratable contribution by such producers to basin wide replenishment efforts, and funding, now implemented by the GC and its members. This charge component is assessed as permitted under the District's organic act, and constitutional requirements, on San Bernardino County production within the District's jurisdictional boundaries, and in a manner that provides equality with the allocations from the GC's EAM.

Specifically, GC expenditures for imported recharge water are tracked over a defined time period (five years, generally, except shortly following GC formation when fewer years' of data were available) to estimate a normalized annual average as the benchmark of total water replenishment expenditures benefiting the basin. The total production ratio of the Other Producers during that same period, as compared to the GC members, is then determined to derive a "reasonable relationship" between the benefits achieved by Other Producers from GC recharge. The proportionate ratio of the total production from the Other Producers is then applied to the normalized basin recharge expenditure figure to determine the aggregate amount to be collected from the Other Producers as part of the Groundwater Charge. That total monetary sum is then allocated among the Other Producers pursuant to the EAM allocation. In this way, the total amount of Groundwater Charge raised by this Replenishment/Sustainability component paid by such Other Producers, in aggregate, would be no more than their proportionate benefit from basin recharge generally. The total cost would therefore not exceed the cost of the recharge activity basin wide, and the burden to Other Producers would be based on their production as a group, allocated among them individually in the same manner as the GC does with its members. The goal is to meet Proposition 26 requirements for total costs and reasonable benefit while use of the EAM would "carry forward" for the

Other Producers the GC's balance between historical rights and present production, and place all basin producers, both GC members and Other Producers, on an even footing.

Staff used the same methodology to calculate a rate for non-GC member producers in the District boundary. The replenishment/sustainability fee and would be up to \$20.00 per AF of production.

Staff reviewed these analyses with the GC and with the District's Finance & Administration Committee. In recognition of concerns, staff proposed a phase-in period of five or more years to implement the fee in order to reduce burden on non-GC Producers. The GC approved this phase-in period, and other elements implemented by the District Board. During staff outreach to affected non-GC Producers in 2020, no feedback was received in opposition to the new component.

### **History of Unitary Rate for the Groundwater Charge**

Throughout our history, the District has incorporated all requirements of the California Water Code (CWC), Prop 218, and Prop 26 into the rate setting process for the Groundwater Charge. We continue to carefully monitor legal cases related to the interpretation of voter initiatives, including Proposition (Prop) 13, Prop 218 and Prop 26, which seek to alter local governments' ability to raise taxes and fees without voter approval.

In *City of San Buenaventura v. United Water Conservation District*, *supra*, the California Supreme Court ruled that Groundwater Charges are not subject to Prop 218, but must meet the requirements of Prop 26. This requires that the charge or fee must 1) be no more than necessary to cover the costs of the activity; and 2) be allocated in a manner that bears a fair or reasonable relationship to the burdens or benefits from the activity. Further, the Court essentially invalidated CWC Section 75594, which required a 3-5:1 Non-Agricultural to Agricultural ratio for the charge. Before this decision, the District followed the requirements of CWC Section 75594, which resulted in a reduced Groundwater Charge for Agricultural production, which was also applied to parks, golf courses, schools, and cemeteries. This requirement that the Groundwater Charge be allocated in a manner related to the burden and benefit of the recharge replaced the statutorily-dictated cost ratio and, consistent with historical rate development, the District will continue to set the annual charge as necessary to recover the costs for the service provided (see attached Table on GW Charge History).

In setting the 2018 rates under these new legal parameters, the District did not believe there was sufficient factual record on variable costs between the Agricultural or Non-agricultural uses of groundwater production available to propose a defensible distinction of rate, based on relative burdens and benefits of the two categories of uses. No further information has become available since that time. Further, the District has not attempted to allocate its internal costs or field maintenance expenses based upon the distinction in use. Because Agricultural production is not limited to specific geographic areas within the District's boundaries, nor are District facilities designated solely, or even primarily, to Agricultural or Non-Agricultural use, the District Board approved a unitary rate for all production, regardless of type of use.

This change affected 30 producers producing approximately 10,815 acre feet from 52 wells. These producers paid groundwater charges of approximately \$35,879 in 2017. These users effectively received an increase in per acre foot rates of groundwater charges, due to the court-mandated discontinuance of the

protected rate status for Agricultural use. Under a unitary rate in 2017, these 30 producers would have paid approximately \$131,300, with six users likely to be significantly affected due to the amount of recent production. These are primarily municipal users that now pay through the Groundwater Council.

To address these impacts to producers, the Board approved the utilization of the Groundwater Charge Stabilization Reserve over a three-year transition process, in which the Agricultural rate incrementally increased to a level of the Non-Agricultural rate. In 2018, staff undertook significant efforts to inform these producers of the change and provide multiple opportunities to participate in the process of setting the groundwater charge. Staff took the following actions at the Board's direction:

1. Produced and distributed information for all producers on the *Ventura v. UWCD* case and its implications
2. Held an informational workshop to explain the case, its effect on the Groundwater Charge and invited participants to attend the February 14 Board meeting to select the advertised rate
3. Mailed and advertised notices of Groundwater Charge change, including the potential phase-in period
4. Coordinated with Groundwater Council members
5. April 7<sup>th</sup> Public Meeting at Board meeting
6. April 21<sup>th</sup> Public Hearing to adopt rate at Board Meeting
7. Mailed an information sheet with the rate changes after adoption.

Throughout this time, including the informational workshop, public meeting, and public hearing, no Agricultural users indicated any opposition to the changes in rates. Certain Agricultural users who reached out for additional information noted their support for the Board's three-year transition process.

### **Wash Plan Implementation**

FY24 is the fourth full year of Wash Plan implementation. Jump-start costs (\$33,000 per Wash Plan Table 7-5) and endowment earnings at four percent interest (\$295,900) are available for expenditure to support the requirements of the Wash Plan assuming receipt of CEMEX and Robertson's full endowment funds by mid-year. In total, \$328,900 is available for Wash Plan Year 4 implementation; note that this amount will increase to approximately \$400,000 annually with full endowment funds collected. The total cost of the work proposed for FY24 is \$374,450. Staff recommends that the Board authorize a loan of up to \$12,550 from the Land Enterprise to the Wash Plan for the completion of these tasks, if needed. It is possible that the loan may not be needed, in part or in full, if the full endowment costs are paid by the remaining Participating Entities within the fiscal year, if biological or climatic conditions are unsuitable to conduct the projects (i.e. drought conditions), or other funding such as grants become available. The loan is secured by the earnings from the Wash Plan endowment, which will be paid by CEMEX and Robertson's upon receipt of permits from the California Department of Fish and Wildlife and the Wash Plan Certificate of Inclusion.

### **Community Mitigation Program Funds**

The San Bernardino Valley Conservation Trust has been contracted by the San Bernardino County Transportation Authority to support implementation of certain mitigation measures required by CDFW for a take permit under the California Endangered Species Act. District staff time towards these efforts are reimbursed by the Trust; for FY24, salary reimbursements for this project as estimated at \$15,000.

**POLICY CONSIDERATIONS**

The proposed budget presented to the Board today incorporates comments received at the Board's May 17, 2023, Budget Workshop. The budget reflects adopted policies, Board priorities and directives, and the Board's prior action on the Groundwater Charge. Consideration is requested of a potential loan of \$12,550 to fund early year efforts by the Wash Plan which exceed currently available revenue due to the endowment not yet being fully funded; without a loan, the District may submit a request to U.S. Fish and Wildlife Service for alternative compliance with the Wash Plan.

**FISCAL IMPACT**

Approval of the proposed FY24 budget would result in annual operating expenditures of up to \$4,995,568.96 from July 1, 2023 to June 30, 2024, and an additional \$7,992,891.78 in CIP expenses authorized for expenditure during the same period. As proposed, the District's revenues and reserves are sufficient to support the proposed FY24 expenditures.

**POTENTIAL MOTIONS**

1. Approve the FY24 budget as presented.
2. Approve the FY24 budget with specific changes.
3. Provide feedback to staff and request a revised budget be presented for consideration of approval on July 12, 2023, noting that the District would operate without an approved budget for the first two weeks in July.

**ATTACHMENTS OR MATERIALS**

Draft District and Enterprise Budget for FY24  
Capital Improvement Program Budget for FY24  
Projected Reserve Balances as of June 30, 2023 (handout)

**APPROVALS**

Finance & Administration Committee



# SBVWCD Capital Projects and Needs

## Existing Facilities Capital Repair and Improvement Projects

| CIP No.                                       | Capital Equipment or Project   | Budget       |              |              |           |  | Status            | Running Total | Prior FYS<br>or Other  | GW                       | Land        | Active<br>Recharge |
|---|--|--------------|--------------|--------------|-----------|--|-------------------|---------------|------------------------|--------------------------|-------------|--------------------|
|   |  | Cost Est.    | Cost to Date | Remaining    | FY Ending |  |                   |               |                        |                          |             |                    |
| 1   | Mill Creek Diversion Improvement                                       | \$2,845,000  | \$545,383    | \$2,299,617  | 2016-2024 |  | Ongoing           | \$2,299,617   | 473606.14<br>\$150,000 | \$2,299,617              |             |                    |
|   | Design/Permitting  | \$480,000    | \$444,090    |              |           |  |                   |               |                        |                          |             |                    |
|   | Construction   | \$1,900,000  | \$101,293    |              |           |  |                   |               |                        |                          |             |                    |
|   | Mitigation/Monitoring/Construction Management                          | \$465,000    | \$0.00       |              |           |  |                   |               |                        |                          |             |                    |
| 3b  | Mentone Shop Engineering, Permitting and Construction                  | \$552,550    | \$85,901     | \$466,649    | 2018-2024 |  | Ongoing           | \$2,549,375   |                        | \$2,299,617<br>\$552,550 |             |                    |
| 34  | Initial Wash Plan Trails Tasks, including fencing, signage, COI reques | \$125,000    | \$0          | \$125,000    | 2020-2024 |  | Start-up Costs    | \$2,674,375   |                        |                          | \$125,000   |                    |
| 11  | Mill Creek North Canal Flume SB-88 Compliance                          | \$169,954    | \$24,955     | \$145,000    | 2020-2024 |  | Ongoing           | \$2,819,375   |                        | \$145,000                |             |                    |
| 31  | PERC Projects (formerly ARTP)  | \$36,551,336 | \$2,665,071  | \$33,886,264 | 2020-2030 |  | Ongoing           | \$36,705,531  | \$2,665,071            |                          |             | \$2,382,019        |
| 12  | Planning for Mendoza   | \$120,000    | \$0          | \$120,000    | 2023-2025 |  | Opportunity       | \$36,845,581  |                        |                          | \$120,000   |                    |
| 8   | Capital Equipment  | \$350,000    | \$27,191     | \$322,809    | 2022      |  | Ongoing           | \$37,168,890  | \$27,191               | \$258,247                | \$64,562    |                    |
| 7   | River HCP Permitting   | \$240,000    | \$120,000    | \$120,000    | 2024-2025 |  | Upon HCP Approval | \$37,288,890  | \$80,000               | \$20,000                 | \$100,000   |                    |
| 9   | Land Stewardship Costs (fencing, gates, aerial survey, etc.)           | \$50,000     | \$33,000     | \$17,000     | 2020-2025 |  | Ongoing           | \$37,185,890  |                        |                          | \$17,000    |                    |
| 32a   | Seven W Property Cleanup and Planning                                  | \$50,000     | \$0          | \$50,000     | 2023-2025 |  | Start-up Costs    | \$37,338,890  |                        |                          |             |                    |
| 23  | Aggressive Recharge Planning/Implementation                            | \$1,000,000  | \$0          | \$1,000,000  | 2024-2028 |  | Ongoing           | \$38,185,890  |                        |                          | \$1,000,000 |                    |
| 3c  | Canyon House   | \$425,000    | \$0          | \$425,000    | 2024-2027 |  | Future Project    | \$37,763,890  |                        | \$425,000                |             |                    |
| 14  | Demolition   | \$125,000    | 0            | \$125,000    | 2024-2027 |  | Future Project    | \$38,310,890  |                        |                          | \$125,000   |                    |
| 15  | Replacement  | \$300,000    | 0            | \$300,000    | 2024-2027 |  | Future Project    | \$38,063,890  |                        | \$300,000                |             |                    |
| 36  | Mill Creek Permitting  | \$332,000    | \$165,207    | \$166,793    | 2022-2025 |  | Ongoing           | \$38,477,683  |                        |                          |             |                    |
| Potential Future Projects, as Resources Allow |  |              |              |              |           |  |                   |               |                        |                          |             |                    |
| 17  | Water Recharge Mendoza Design  | \$50,000     | \$0          | \$50,000     | 2017-2022 |  | Opportunity       | \$38,063,890  |                        | \$50,000                 |             |                    |
| 18  | Water Recharge Mendoza Implementation                                  | \$300,000    | \$0          | \$300,000    | 2017-2022 |  | Conceptual        | \$38,363,890  |                        | \$300,000                |             |                    |
| 25  | Community (Distributed) Recharge Planning                              | \$200,000    | \$0          | \$200,000    | 2017-2021 |  | Conceptual        | \$38,563,890  |                        |                          | \$200,000   |                    |
| 23  | Aggressive Recharge Planning/Permitting - Mill                         | \$100,000    | \$0          | \$100,000    | 2017-2021 |  | Conceptual        | \$38,663,890  |                        |                          |             |                    |
| 25  | Bulldozer/long reach excavator permitted cleaning D6T \$400K           | \$500,000    | \$0          | \$500,000    | 2022      |  | Potential         | \$39,238,890  |                        |                          |             |                    |
| 26  | Community (Distributed) Recharge Implementation-Stormwater capt        | \$2,000,000  | \$0          | \$2,000,000  | 2018-2030 |  | Conceptual        | \$42,238,890  |                        |                          | \$2,000,000 |                    |
| 27  | Greenspot and Cone camp parking/staging/trailheads Project Plannii     | \$50,000     | \$0          | \$50,000     | 2018-2026 |  | Conceptual        | \$42,288,890  |                        |                          | \$50,000    |                    |
| 28  | Mining Area Multi-use Planning   | \$100,000    | \$0          | \$100,000    | 2020-2025 |  | Conceptual        | \$42,388,890  |                        |                          | \$100,000   |                    |
| 30  | Greenspot/Cone camp parking/staging/trailheads Implementation          | \$350,000    | \$0          | \$350,000    | 2018-2027 |  | Conceptual        | \$42,738,890  |                        |                          | \$350,000   |                    |
| 35  | Dumptruck with grappel   | \$190,000    | \$0          | \$190,000    | 2023      |  | Conceptual        | \$42,928,890  |                        |                          | \$190,000   |                    |
| Total Budgeted Capital Cost                   |  | \$53,209,655 | \$8,696,972  | \$44,542,683 |           |  |                   |               | \$6,841,200            | \$6,663,139              | \$5,471,282 | \$2,382,019        |
| Net of Grant                                  |  | \$52,709,655 |              | \$44,042,683 |           |  |                   |               |                        |                          |             |                    |

| GL ACCT:                      GL DESCRIPTION: |                                  | Approved<br>2022-2023<br>Amended<br>Budget | Projected<br>Annual<br>Costs<br>(7/1/22-<br>6/30/23) | Draft 2023-<br>2024 Budget | GENERAL FUND    |             |                   | GROUNDWATER RECHARGE ENTERPRISE |             |                             | REDLANDS PLAZA & LEASED PROPERTY-<br>MENTONE HOUSE |             |                         | LAND RESOURCES  |             |                 | PERC (Formerly ARTP) |             |                | WASH PLAN & TRUST SUPPORT |             |               |
|---|----------------------------------|--|--|----------------------------|-----------------|-------------|-------------------|---------------------------------|-------------|-----------------------------|--|-------------|-------------------------|-----------------|-------------|-----------------|----------------------|-------------|----------------|---------------------------|-------------|---------------|
| Draft 2023-2024 Budget                        |                                  |  |  |                            | 2024<br>BUDGET: | %<br>BUDGET | BASIS:            | 2024<br>BUDGET:                 | %<br>BUDGET | BASIS:                      | 2024<br>BUDGET:                                    | %<br>BUDGET | BASIS:                  | 2024<br>BUDGET: | %<br>BUDGET | BASIS:          | 2024<br>BUDGET:      | %<br>BUDGET | BASIS:         | 2024<br>BUDGET:           | %<br>BUDGET | BASIS:        |
| INCOME:                                       |                                  |  |  |                            |                 |             |                   |                                 |             |                             |  |             |                         |                 |             |                 |                      |             |                |                           |             |               |
| 4012  | INTEREST INCOME-LAIF             | 2,157.43                                   | 68,500.42  | 0.00                       | 0.00            | 100%        |                   | 0.00                            |             |                             | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 4013  | INTEREST INCOME-CALTRUST         | 16,000.00                                  | 94,322.85  | 99,038.99                  | 99,038.99       | 100%        |                   | 0.00                            |             | Groundwater Totals          | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 4015  | INTEREST INCOME-UBS              | 18,200.00                                  | 371,442.53   | 510,000.00                 | 132,000.00      |             | 3% of \$4.4M      | 0.00                            |             | \$ 1,014,102                | 0.00   |             |                         | 0.00            |             |                 | 378,000.00           |             |                | 0.00                      |             |               |
| 4016  | INTEREST INCOME CAMP             | 180,000.00                                 | 786,782.66   | 562,000.00                 | 140,500.00      | 25%         |                   | 0.00                            |             |                             | 0.00   |             |                         | 0.00            |             |                 | 421,500.00           | 75%         | 2.5% - \$22.5M | 0.00                      |             |               |
| 4017  | PERC CAPITAL INCOME              | 583,500.00                                 | 0.00   | 171,900.00                 | 17,190.00       | 10%         |                   | 0.00                            |             |                             | 0.00   |             |                         | 0.00            |             |                 | 154,710.00           | 90%         |                | 0.00                      |             |               |
| 4022  | GROUNDWATER CHARGE               | 712,630.95                                 | 655,933.87   | 753,061.42                 | 0.00            |             |                   | 753,061.42                      | 100%        | 11% increase                | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 4024  | GROUNDWATER COUNCIL REVENUE      | 731,640.00                                 | 731,640.00   | 731,858.00                 | 0.00            |             | \$ 1,745,960.17   | 731,858.00                      | 100%        | 11% increase                | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 4024-2  | GW COUNCIL PASSTHROUGH           |  |  | 200,000.00                 | 0.00            |             |                   | 200,000.00                      | 100%        |                             | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 4026  | GW SUSTAIN./REPLENISHMENT        | 44,089.25                                  | 39,156.31  | 61,040.75                  | 0.00            |             |                   | 61,040.75                       | 100%        |                             | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 4031  | PLANT SITE CEMEX                 | 48,000.00                                  | 48,000.00  | 48,000.00                  | 0.00            |             | Agreement         | 0.00                            |             |                             | 0.00   |             |                         | 48,000.00       | 100%        | PER LEASE MIN   | 0.00                 |             |                | 0.00                      |             |               |
| 4032  | CEMEX - ROYALTY/LEASE            | 775,000.00                                 | 946,944.00   | 600,000.00                 | 0.00            |             | Estimated sales   | 0.00                            |             |                             | 0.00   |             |                         | 600,000.00      | 100%        | Per Lease Agrmt | 0.00                 |             |                | 0.00                      |             |               |
| 4036  | AGGREGATE MAINTENANCE            | 60,000.00                                  | 47,631.75  | 60,000.00                  | 0.00            |             |                   | 0.00                            |             |                             | 0.00   |             |                         | 60,000.00       | 100%        | Estimate        | 0.00                 |             |                | 0.00                      |             |               |
| 4040  | MISCELLANEOUS INCOME             | 77,000.00                                  | 2,000.00   | 10,000.00                  | 7,500.00        | 75%         | Estimated         | 0.00                            |             |                             | 0.00   |             |                         | 2,500.00        | 25%         | Estimate        | 0.00                 |             |                | 0.00                      |             |               |
| 4043  | PROJECT SALARY REIMBURSEMENT     | 15,000.00                                  | 25,000.00  | 15,000.00                  |                 |             |                   | 0.00                            |             |                             | 0.00   |             |                         | 15,000.00       | 100%        |                 | 0.00                 |             |                | 0.00                      |             |               |
| 4050  | PROPERTY TAX                     | 137,358.53                                 | 213,218.56   | 141,479.29                 | 141,479.29      | 100%        | +5%               | 0.00                            |             |                             | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 4051  | WASH PLAN TRAILS                 | 0.00                                       | 0.00   | 66,000.00                  |                 |             |                   | 0.00                            |             |                             | 0.00   |             |                         | 66,000.00       | 100%        |                 | 0.00                 |             |                | 0.00                      |             |               |
| 4055  | SBVMWD LEASE AGREEMENT           | 449,083.42                                 | 464,628.62   | 483,213.76                 | 217,446.19      | 45%         | +1.4% CPI         | 265,767.57                      | 55%         |                             | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 4062  | MENTONE PROPERTY INCOME          | 100.00                                     | 100.00   | 100.00                     | 0.00            |             |                   | 0.00                            |             |                             | 100.00   | 100%        | PER LEASE               | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 4065  | REDLANDS PLAZA                   | 211,849.83                                 | 174,188.02   | 206,160.35                 | 0.00            |             |                   | 0.00                            |             |                             | 206,160.35   | 100%        | Est. via revised leases | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 4066  | REDLANDS PLAZA CAM               | 45,707.27                                  | 44,080.62  | 46,621.41                  | 0.00            |             |                   | 0.00                            |             |                             | 46,621.41  | 100%        |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 4080  | EXCHANGE PLAN                    | 30,000.00                                  | 0.00   | 0.00                       | 0.00            |             |                   | 0.00                            | 100%        | HISTORIC                    | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 4025  | WASH PLAN REVENUE                | 439,469.00                                 | 439,469.00   | 374,450.00                 | 0.00            |             |                   | 0.00                            |             |                             | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                |                           | 374,450.00  | 100%          |
|   | GW Recharge Enterprise Reserve   |  |  | 110,000.00                 | 0.00            |             |                   | 110,000.00                      | 100%        |                             |  |             |                         |                 |             |                 |                      |             |                |                           |             |               |
| 4999  | TRUST REIMBURSEMENT WP           | 50,000.00                                  | 50,000.00  | 225,000.00                 | 0.00            |             |                   | 0.00                            |             |                             | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 225,000.00                | 100%        | Trust proceed |
| TOTAL INCOME:                                 |                                  | 4,626,785.68                               | 5,203,039.21   | 5,474,923.97               | 755,154.48      |             |                   | 2,121,727.74                    |             |                             | 252,881.76   |             |                         | 791,500.00      |             |                 | 954,210.00           |             |                | 599,450.00                |             | Or Comm. Mi   |
| EXPENSES:                                     |                                  |  |  |                            |                 |             |                   |                                 |             |                             |  |             |                         |                 |             |                 |                      |             |                |                           |             |               |
| 5080  | LAFCO CONTRIBUTION/FEES          | 100.00                                     | 56.78  | 2,056.95                   | 2,056.95        | 100%        | LAFCO Charges     | 0.00                            |             |                             | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 5120  | PROFESSIONAL SERVICES            | 300,000.00                                 | 400,000.00   | 539,625.00                 | 13,500.00       |             |                   | 120,000.00                      |             | Consulting Services         | 0.00   |             |                         | 206,125.00      |             |                 | 190,000.00           |             |                | 10,000.00                 |             |               |
| 5122  | WASH PLAN PROF. SERVICES         | 0.00                                       | 40,000.00  | 28,000.00                  | 0.00            |             |                   | 0.00                            |             |                             | 0.00   |             |                         |                 |             |                 | 0.00                 |             |                | 28,000.00                 | 100.00%     |               |
| 5123  | WASH PLAN IMPLEMENTATON          | 274,219.00                                 | 200,000.00   | 329,700.00                 | 0.00            |             |                   | 0.00                            |             |                             | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 329,700.00                | 100.00%     |               |
| 5125  | ENGINEERING SERVICES             | 50,000.00                                  | 15,000.00  | 35,000.00                  | 0.00            |             |                   | 35,000.00                       | 100.00%     |                             | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 5126  | GW SUSTAIN./REPLENISHMENT        | 44,089.25                                  | 52,600.82  | 77,308.10                  | 0.00            |             |                   | 77,308.10                       | 100%        | Pass through of GC cost     | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 5127  | PROJECT ACCOUNTING SERVICES      | 5,000.00                                   | 0.00   | 5,000.00                   | 0.00            |             |                   | 0.00                            |             |                             | 0.00   |             |                         | 0.00            |             |                 | 5,000.00             | 100%        |                | 0.00                      |             |               |
| 5128  | GC NONDISTRICT FACILITIES MAINT. |  |  | 200,000.00                 | 0.00            |             |                   | 200,000.00                      | 100%        | Pass through of GC cost     | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 5130  | AERIAL PHOTO/SURVEYING/MARKET    | 2,310.00                                   | 11,772.50  | 2,425.50                   | 0.00            |             |                   | 0.00                            |             |                             | 0.00   |             |                         | 2,425.50        | 100%        |                 | 0.00                 |             |                | 0.00                      |             |               |
| 5133  | Regional River HCP Contribution  | 25,000.00                                  | 0.00   | 30,000.00                  | 0.00            |             |                   | 24,000.00                       | 80%         |                             | 0.00   |             |                         | 6,000.00        | 20%         |                 | 0.00                 |             |                | 0.00                      |             |               |
| 5155  | WP TRAILS SERVICES               | 100,000.00                                 | 0.00   | 100,000.00                 | 0.00            |             |                   | 0.00                            |             |                             | 0.00   |             |                         | 100,000.00      | 100%        | Dst/Cemex/Rob   | 0.00                 |             |                | 0.00                      |             |               |
| 5160  | IT SUPPORT                       | 14,400.00                                  | 14,400.00  | 45,625.00                  | 13,687.50       | 30%         |                   | 20,531.25                       | 45%         | Share by need               | 0.00   |             |                         | 4,562.50        | 10%         |                 | 4,562.50             | 10%         |                | 2,281.25                  | 5.00%       |               |
| 5170  | AUDIT                            | 28,000.00                                  | 27,550.00  | 28,500.00                  | 4,275.00        | 15%         | Based on Revenue  | 12,540.00                       | 44%         | Share based on Revenue      | 1,425.00   | 5%          | Based on Revenue        | 4,560.00        | 16%         | Based on Rev.   | 5,700.00             | 20%         | Based on Rev   | 0.00                      |             |               |
| 5175  | LEGAL-WASH PLAN                  | 10,000.00                                  | 0.00   | 0.00                       | 0.00            |             |                   | 0.00                            |             |                             | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      | 100.00%     |               |
| 5180  | LEGAL                            | 25,000.00                                  | 25,000.00  | 25,000.00                  | 6,250.00        | 25%         | Litigation on SOD | 6,250.00                        | 25%         | GC and COE Litigation       | 0.00   |             |                         | 5,000.00        | 20%         | Agreements      | 7,500.00             | 30%         |                | 0.00                      |             |               |
| FIELD OPERATIONS:                             |                                  |  |  |                            |                 |             |                   |                                 |             |                             |  |             |                         |                 |             |                 |                      |             |                |                           |             |               |
| 5210  | EQUIPMENT MAINTENANCE            | 7,416.00                                   | 9,200.00   | 8,528.40                   | 0.00            | 0%          |                   | 8,528.40                        | 100%        | based on average actual     | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 5215  | PROPERTY MAINTENANCE             | 40,000.00                                  | 18,000.00  | 40,000.00                  | 0.00            | 0%          |                   | 32,000.00                       | 80%         |                             | 0.00   |             |                         | 8,000.00        | 20%         | Tamerisk        | 0.00                 |             |                | 0.00                      |             |               |
| 5223  | TEMP FIELD LABOR                 | 10,000.00                                  | 5,014.62   | 10,000.00                  | 0.00            | 0%          |                   | 10,000.00                       | 100%        | Invasive and canal cleaning | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 5225  | FIELD CLEAN UP-DUMPING/VECTOR    | 60,000.00                                  | 62,770.85  | 60,000.00                  | 0.00            | 0%          |                   | 36,000.00                       | 60%         |                             | 0.00   |             |                         | 24,000.00       | 40%         |                 | 0.00                 |             |                | 0.00                      |             |               |
| 5050  | BASIN CLEANING                   | 50,000.00                                  | 30,000.00  | 250,000.00                 | 0.00            | 0%          |                   | 250,000.00                      | 100%        |                             |  |             |                         |                 |             |                 | 0.00                 |             |                |                           |             |               |
| VEHICLE OPERATIONS:                           |                                  |  |  |                            |                 |             |                   |                                 |             |                             |  |             |                         |                 |             |                 |                      |             |                |                           |             |               |
| 5310  | VEHICLE MAINTENANCE              | 8,400.00                                   | 17,539.28  | 9,240.00                   | 0.00            | 0%          |                   | 9,240.00                        | 100%        |                             | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
| 5320  | FUEL                             | 18,150.00                                  | 24,000.00  | 21,560.77                  | 0.00            | 0%          |                   | 21,560.77                       | 100%        | Based on FY 23 Actuals      | 0.00   |             |                         | 0.00            |             |                 | 0.00                 |             |                | 0.00                      |             |               |
|   |                                  |  |  |                            |                 |             |                   |                                 |             |                             |  |             |                         |                 |             |                 |                      |             |                |                           |             |               |



| GL ACCT:                |                                | GL DESCRIPTION: |             | Approved<br>2022-2023<br>Amended<br>Budget | Projected<br>Annual<br>Costs<br>(7/1/22-<br>6/30/23) | Draft 2023-<br>2024 Budget | GENERAL FUND          |                 | GROUNDWATER RECHARGE ENTERPRISE |                           |                 | REDLANDS PLAZA & LEASED PROPERTY-<br>MENTONE HOUSE |                |                 | LAND RESOURCES |        |                 | PERC (Formerly ARTP) |        |                 | WASH PLAN & TRUST SUPPORT |        |                 |
|-------------------------|--------------------------------|-----------------|-------------|--|--|----------------------------|-----------------------|-----------------|---------------------------------|---------------------------|-----------------|--|----------------|-----------------|----------------|--------|-----------------|----------------------|--------|-----------------|---------------------------|--------|-----------------|
| Draft 2023-2024 Budget  |                                | 2024<br>BUDGET: | %<br>BUDGET |  |  |                            | BASIS:                | 2024<br>BUDGET: | %<br>BUDGET                     | BASIS:                    | 2024<br>BUDGET: | %<br>BUDGET  | BASIS:         | 2024<br>BUDGET: | %<br>BUDGET    | BASIS: | 2024<br>BUDGET: | %<br>BUDGET          | BASIS: | 2024<br>BUDGET: | %<br>BUDGET               | BASIS: | 2024<br>BUDGET: |
| 5450                    | NATURAL GAS                    | 1,000.00        | 2,600.00    | 2,730.00                                   | 1,365.00   | 50%                        |                       | 819.00          | 30%                             | FACILITIES SHARE          | 0.00            |  |                | 0.00            |                |        | 546.00          | 20%                  |        | 0.00            |                           |        |                 |
| 5460                    | WATER / TRASH / SEWER          | 3,790.40        | 3,500.00    | 3,904.11                                   | 1,756.85   | 45%                        |                       | 1,366.44        | 35%                             | FACILITIES SHARE          | 0.00            |  |                | 390.41          | 10%            |        | 390.41          | 10%                  |        | 0.00            |                           |        |                 |
| 5470                    | INTERNET SERVICES              | 2,750.00        | 2,750.00    | 2,832.50                                   | 1,274.63   | 45%                        |                       | 708.13          | 25%                             | FACILITIES SHARE          | 141.63          | 5%   |                | 424.88          | 15%            |        | 283.25          | 10%                  |        | 0.00            |                           |        |                 |
| GENERAL ADMINISTRATION: |                                |                 |             |  |  |                            |                       |                 |                                 |                           |                 |  |                |                 |                |        |                 |                      |        |                 |                           |        |                 |
| 6001                    | GENERAL ADMIN-OTHER            | 4,500.00        | 6,304.01    | 6,000.00                                   | 3,000.00   | 50%                        |                       | 3,000.00        | 50%                             | ESTIMATE BY USE           | 0.00            |  |                | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6002                    | WEBSITE ADMINISTRATION         | 6,000.00        | 6,500.00    | 6,000.00                                   | 6,000.00   | 100%                       |                       | 0.00            |                                 |                           | 0.00            |  |                | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6004                    | MEETING EXPENSES               | 2,200.00        | 2,200.00    | 2,200.00                                   | 1,100.00   | 50%                        |                       | 0.00            |                                 |                           | 0.00            |  |                | 1,100.00        | 50%            |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6006                    | PERMIT FEES                    | 10,000.00       | 10,000.00   | 15,000.00                                  | 0.00   |                            |                       | 12,750.00       | 85%                             | USFWS/CDFW/COE            | 0.00            |  |                | 2,250.00        | 15%            |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6007                    | INTER DISTRICT COSTS           | 10,000.00       | 2,500.00    | 10,000.00                                  | 0.00   | 0%                         |                       | 5,000.00        | 50%                             |                           | 0.00            |  |                | 5,000.00        | 50%            |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6009                    | LICENSES                       | 1,709.00        | 2,090.28    | 2,000.00                                   | 200.00   | 10%                        |                       | 1,600.00        | 80%                             |                           | 0.00            |  |                | 0.00            |                |        | 200.00          | 10%                  |        | 0.00            |                           |        |                 |
| 6010                    | SURETY BOND                    | 1,900.00        | 1,815.00    | 1,900.00                                   | 0.00   | 0%                         |                       | 0.00            |                                 |                           | 0.00            |  |                | 1,900.00        | 100%           |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6012                    | OFFICE MAINTENANCE             | 5,101.60        | 11,200.00   | 10,000.00                                  | 4,000.00   | 40%                        |                       | 0.00            |                                 |                           | 6,000.00        | 60%  | upkeep         | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6013                    | OFFICE LEASE PAYMENT           | 50,000.00       | 50,000.00   | 50,000.00                                  | 17,500.00  | 35%                        |                       | 10,000.00       | 20%                             | Share by allocation       | 5,000.00        | 10%  |                | 10,000.00       | 20%            |        | 7,500.00        | 15%                  |        | 0.00            |                           |        |                 |
| 6015                    | MENTONE HOUSE MAINTENANCE      | 3,850.00        | 1,879.75    | 4,000.00                                   | 0.00   | 0%                         |                       | 0.00            |                                 |                           | 4,000.00        | 100%   |                | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6016                    | REDLANDS PLAZA MAINTENANCE     | 35,000.00       | 35,000.00   | 47,000.00                                  | 0.00   | 0%                         |                       | 0.00            |                                 |                           | 47,000.00       | 100%   | ADJUST FOR CAM | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6026                    | REDLANDS PLAZA CAM EXPENSES    | 41,612.65       | 41,612.65   | 42,861.03                                  | 0.00   | 0%                         |                       | 0.00            |                                 |                           | 42,861.03       | 100%   | ADJUST FOR CAM | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6018                    | JANITORIAL SERVICES            | 10,400.00       | 9,915.00    | 10,500.00                                  | 10,500.00  | 100%                       |                       | 0.00            |                                 |                           | 0.00            | 0%   |                | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6019                    | JANITORIAL SUPPLIES            | 375.00          | 470.82      | 375.00                                     | 225.00   | 60%                        |                       | 150.00          | 40%                             | FACILITIES SHARE          | 0.00            |  |                | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6020                    | VACANCY MARKETING-RP           | 5,000.00        | 0.00        | 5,000.00                                   | 0.00   |                            |                       | 0.00            |                                 |                           | 5,000.00        | 100%   | RENTAL SUPPORT | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6024                    | COMPUTER HARDWARE              |                 |             | 3,000.00                                   | 825.00   | 28%                        |                       | 1,875.00        | 63%                             | FACILITIES SHARE          | 300.00          | 10%  |                | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6027                    | COMPUTER SOFTWARE              | 34,314.12       | 16,200.00   | 23,250.00                                  | 8,835.00   | 38%                        |                       | 2,325.00        | 10%                             | FACILITIES SHARE          | 3,487.50        | 15%  |                | 3,487.50        | 15%            |        | 3,952.50        | 17%                  |        | 1,162.50        | 5.00%                     |        |                 |
| 6030                    | OFFICE SUPPLIES                | 5,500.00        | 16,000.00   | 12,100.00                                  | 3,025.00   | 25%                        |                       | 2,420.00        | 20%                             | FACILITIES SHARE          | 1,210.00        | 10%  |                | 1,210.00        | 10%            |        | 2,420.00        | 20%                  |        | 1,815.00        | 15.00%                    |        |                 |
| 6033                    | OFFICE EQUIPMENT RENTAL        | 9,500.00        | 8,000.00    | 8,000.00                                   | 6,000.00   | 75%                        |                       | 400.00          | 5%                              | FACILITIES SHARE          | 1,200.00        | 15%  |                | 400.00          | 5%             |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6036                    | PRINTING                       | 2,500.00        | 100.00      | 2,500.00                                   | 1,250.00   | 50%                        |                       | 1,000.00        | 40%                             |                           | 0.00            |  |                | 250.00          | 10%            |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6039                    | POSTAGE AND OVERNIGHT DELIVERY | 1,200.00        | 1,266.08    | 1,200.00                                   | 660.00   | 55%                        |                       | 300.00          | 25%                             |                           | 120.00          | 10%  |                | 120.00          | 10%            |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6042                    | PAYROLL PROCESSING FEES        | 3,002.09        | 3,700.00    | 5,000.00                                   | 5,000.00   | 100%                       |                       | 0.00            |                                 |                           | 0.00            |  |                | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6045                    | BANK INVESTMT. SERVICE CHARGES | 750.00          | 1,300.00    | 10,000.00                                  | 10,000.00  | 100%                       |                       | 0.00            |                                 |                           | 0.00            |  |                | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6051                    | UNIFORMS                       | 3,025.00        | 2,846.77    | 3,115.75                                   | 934.73   | 30%                        |                       | 2,181.03        | 70%                             | Field Uniforms            | 0.00            |  |                | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6060                    | OUTREACH                       | 60,000.00       | 50,000.00   | 127,000.00                                 | 23,100.00  | 30%                        | BTAC Coop + Board O   | 15,400.00       | 20%                             | share by mission          | 0.00            |  |                | 23,100.00       | 30%            |        | 60,010.00       | 13%                  |        | 5,390.00        | 7.00%                     |        |                 |
| 6087                    | EDUCATIONAL REIMBURSEMENT      | 5,000.00        | 339.00      | 5,000.00                                   | 5,000.00   | 100%                       |                       | 0.00            |                                 |                           | 0.00            |  |                | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6090                    | SUBSCRIPTIONS/PUBLICATIONS     | 2,400.00        | 2,200.00    | 3,000.00                                   | 3,000.00   | 100%                       |                       | 0.00            |                                 |                           | 0.00            |  |                | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6091                    | PUBLIC NOTICES                 | 3,200.00        | 3,868.10    | 3,200.00                                   | 640.00   | 20%                        | Ordinance Change      | 2,560.00        | 80%                             |                           | 0.00            |  |                | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| 6093                    | MEMBERSHIPS                    | 24,776.15       | 23,500.00   | 25,364.28                                  | 25,364.28  | 100%                       | ACWA CSDA Etc.        | 0.00            |                                 |                           | 0.00            |  |                | 0.00            |                |        | 0.00            |                      |        | 0.00            |                           |        |                 |
| BENEFITS:               |                                |                 |             |  |  |                            | Benefit Total         | 611,159.71      |                                 |                           |                 |  |                |                 |                |        |                 |                      |        |                 |                           |        |                 |
| 6110                    | VISION INSURANCE               | 3,169.97        | 3,169.97    | 3,169.97                                   | 412.10   | 13%                        |                       | 1,740.31        | 45%                             | Based on percent of hours | 154.69          | 4%   |                | 386.74          | 10%            |        | 812.15          | 21%                  |        | 270.72          | 7%                        |        |                 |
| 6120                    | WORKER'S COMP INSURANCE        | 18,185.07       | 18,185.07   | 21,426.97                                  | 2,785.51   | 13%                        | BASE ON LABOR/reduce  | 11,763.41       | 45%                             | Based on percent of hours | 1,045.64        | 4%   |                | 2,614.09        | 10%            |        | 5,489.59        | 21%                  |        | 1,829.86        | 7%                        |        |                 |
| 6130                    | DENTAL INSURANCE               | 11,227.52       | 11,227.52   | 10,959.08                                  | 1,424.68   | 13%                        | BASE ON LABOR         | 6,016.53        | 45%                             | Based on percent of hours | 534.80          | 4%   |                | 1,337.01        | 10%            |        | 2,807.72        | 21%                  |        | 935.91          | 7%                        |        |                 |
| 6150                    | MEDICAL INSURANCE              | 251,727.10      | 251,727.10  | 271,181.40                                 | 35,253.58  | 13%                        | Policy Reduction      | 148,878.59      | 45%                             | Based on percent of hours | 13,233.65       | 4%   |                | 33,084.13       | 10%            |        | 69,476.68       | 21%                  |        | 23,158.89       | 7%                        |        |                 |
| 6150.01                 | MEDICAL EMPLOYEE CONTRIBUTION  | -28,211.94      | -28,211.94  | -41,288.07                                 | -5,367.45  | 13%                        |                       | -18,579.63      | 45%                             |                           | -1,651.52       | 4%   |                | -4,128.81       | 10%            |        | -8,670.49       | 21%                  |        | -2,890.16       | 7%                        |        |                 |
| 6160                    | PAYROLL TAXES - EMPLOYER       | 104,028.85      | 104,028.85  | 120,309.44                                 | 15,640.23  | 13%                        |                       | 66,049.88       | 45%                             | Based on percent of hours | 5,871.10        | 4%   |                | 14,677.75       | 10%            |        | 30,823.28       | 21%                  |        | 10,274.43       | 7%                        |        |                 |
| 6170                    | PERS RETIREMENT                | 229,254.91      | 247,156.14  | 225,400.91                                 | 29,302.12  | 13%                        | Includes UA Liability | 123,745.10      | 45%                             | Based on percent of hours | 10,999.56       | 4%   |                | 27,498.91       | 10%            |        | 57,747.71       | 21%                  |        | 19,249.24       | 7%                        |        |                 |
| 6170.01                 | PERS EMPLOYEE CONTRIBUTION     | -53,775.95      | -53,775.95  | -68,320.21                                 | -8,881.63  | 13%                        |                       | -30,744.10      | 45%                             |                           | -2,732.81       | 4%   |                | -6,832.02       | 10%            |        | -14,347.24      | 21%                  |        | -4,782.41       | 7%                        |        |                 |
| 6170.02                 | 457 Plan EMPLOYEE CONTRIBUTION | 0.00            | -124,099.84 |  |  |                            |                       |                 |                                 |                           |                 |  |                |                 |                |        |                 |                      |        |                 |                           |        |                 |
| SALARIES:               |                                |                 |             |  |  |                            | Overhead Offset 22%   |                 |                                 |                           |                 |  |                |                 |                |        |                 |                      |        |                 |                           |        |                 |
| 6210                    | OVERTIME                       |                 |             |  | 0.00   |                            |                       |                 |                                 | 833,620.77                | 0.00            |  | </             |                 |                |        |                 |                      |        |                 |                           |        |                 |

| GL ACCT:               |                                      | GL DESCRIPTION: |              | Approved<br>2022-2023<br>Amended<br>Budget | Projected<br>Annual<br>Costs<br>(7/1/22-<br>6/30/23) | Draft 2023-<br>2024 Budget | GENERAL FUND          |                 |             | GROUNDWATER RECHARGE ENTERPRISE |                 |             | REDLANDS PLAZA & LEASED PROPERTY-<br>MENTONE HOUSE |                 |             | LAND RESOURCES    |                 |             | PERC (Formerly ARTP) |                 |             | WASH PLAN & TRUST SUPPORT |                 |             |
|------------------------|--------------------------------------|-----------------|--------------|--|--|----------------------------|-----------------------|-----------------|-------------|---------------------------------|-----------------|-------------|--|-----------------|-------------|-------------------|-----------------|-------------|----------------------|-----------------|-------------|---------------------------|-----------------|-------------|
| Draft 2023-2024 Budget |                                      | 2024<br>BUDGET: | %<br>BUDGET  |  |  |                            | BASIS:                | 2024<br>BUDGET: | %<br>BUDGET | BASIS:                          | 2024<br>BUDGET: | %<br>BUDGET | BASIS:   | 2024<br>BUDGET: | %<br>BUDGET | BASIS:            | 2024<br>BUDGET: | %<br>BUDGET | BASIS:               | 2024<br>BUDGET: | %<br>BUDGET | BASIS:                    | 2024<br>BUDGET: | %<br>BUDGET |
| Sub                    | Legal Counsel                        | 265,253.40      | 265,253.40   | 294,966.45                                 | 50,144.30  | 17%                        |                       | 107,957.72      | 30%         | Salary+overhead 22% time        | 35,985.91       | 10%         |  | 28,788.73       | 8%          |                   | 89,964.77       | 25%         |                      | 35,985.91       | 10%         |                           |                 |             |
| Sub                    | General Manager                      | 250,000.00      | 250,000.00   | 277,994.66                                 | 55,598.93  | 20%                        |                       | 101,746.05      | 30%         | Salary+overhead 22% time        | 16,957.67       | 5%          |  | 50,873.02       | 15%         |                   | 67,830.70       | 20%         |                      | 33,915.35       | 10%         |                           |                 |             |
| Sub                    | Clerical (Part-time)                 | 25,000.00       | 25,000.00    | 25,599.13                                  | 25,599.13  | 100%                       |                       | 0.00            | 0%          | Salary+overhead 22% time        | 0.00            | 0%          |  | 0.00            | 0%          |                   | 0.00            | 0%          |                      | 0.00            | 0%          |                           |                 |             |
| Sub                    | Doc Imaging Intern                   | 15,731.76       | 15,731.76    | 17,614.08                                  | 6,164.93   | 35%                        |                       | 8,595.67        | 40%         | Salary+overhead 22% time        | 0.00            | 0%          |  | 3,223.38        | 15%         |                   | 2,148.92        | 10%         |                      | 0.00            | 0%          | Salary Bene               |                 |             |
| sub                    | Engineering/GIS Intern               | 16,531.68       | 16,531.68    | 16,546.56                                  | 0.00   | 0%                         |                       | 8,074.72        | 40%         | Salary+overhead 22% time        | 0.00            | 0%          |  | 8,074.72        | 40%         |                   | 0.00            | 0%          |                      | 4,037.36        | 20%         | 222,677.94                |                 |             |
| sub                    | Biology Intern                       | 16,531.68       | 16,531.68    | 16,546.56                                  | 0.00   | 0%                         |                       | 8,074.72        | 40%         | Salary+overhead 22% time        | 0.00            | 0%          |  | 8,074.72        | 40%         |                   | 0.00            | 0%          |                      | 4,037.36        | 20%         |                           |                 |             |
| INSURANCE:             |                                      |                 |              |  |  | Labor Total                | \$ 1,676,139.84       |                 | 0.39        |                                 |                 | 0.04        |  |                 | 0.08        |                   |                 |             |                      |                 | 0.08        |                           |                 |             |
| 6310                   | PROPERTY / AUTO INSURANCE            | 5,070.18        | 6,071.24     | 6,374.80                                   | 318.74   | 5%                         |                       | 4,781.10        | 75%         | Approximate from Insurer        | 956.22          | 15%         |  | 318.74          | 5%          |                   | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| 6320                   | GENERAL LIABILITY INSURANCE          | 36,423.18       | 45,387.74    | 46,295.49                                  | 2,314.77   | 5%                         |                       | 34,721.62       | 75%         | Approximate from Insurer        | 6,944.32        | 15%         |  | 2,314.77        | 5%          |                   | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| DIRECTOR'S EXPENSES:   |                                      |                 |              |  |  | Board Total                | \$ 130,076            |                 |             |                                 |                 |             |  |                 |             |                   |                 |             |                      |                 |             |                           |                 |             |
| 6401                   | DIRECTOR'S FEES                      | 100,800.00      | 90,000.00    | 105,600.00                                 | 105,600.00   | 100%                       |                       | 0.00            |             |                                 | 0.00            |             |  | 0.00            |             |                   | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| 6410                   | MILEAGE                              | 4,400.00        | 2,500.00     | 4,840.00                                   | 4,840.00   | 100%                       | Board Policy          | 0.00            |             |                                 | 0.00            |             |  | 0.00            |             |                   | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| 6415                   | AIR FARE                             | 3,125.00        | 1,500.00     | 3,906.25                                   | 3,906.25   | 100%                       |                       | 0.00            |             |                                 | 0.00            |             |  | 0.00            |             |                   | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| 6420                   | OTHER TRAVEL                         | 550.00          | 500.00       | 605.00                                     | 605.00   | 100%                       |                       | 0.00            |             |                                 | 0.00            |             |  | 0.00            |             |                   | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| 6425                   | MEALS                                | 3,850.00        | 3,850.00     | 4,235.00                                   | 4,235.00   | 100%                       | Board Policy          | 0.00            |             |                                 | 0.00            |             |  | 0.00            |             |                   | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| 6430                   | LODGING                              | 4,400.00        | 4,000.00     | 4,840.00                                   | 4,840.00   | 100%                       | Board Policy          | 0.00            |             |                                 | 0.00            |             |  | 0.00            |             |                   | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| 6435                   | CONF/SEMINAR REGISTRATIONS           | 5,500.00        | 5,500.00     | 6,050.00                                   | 6,050.00   | 100%                       | Board Policy          | 0.00            |             |                                 | 0.00            |             |  | 0.00            |             |                   | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| 6440                   | ELECTION FEES/REDISTRICTING          | 0.00            | 0.00         | 0.00                                       | 0.00   | 100%                       |                       | 0.00            |             |                                 | 0.00            |             |  | 0.00            |             |                   | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| ADMIN/STAFF EXPENSES:  |                                      |                 |              |  |  |                            |                       |                 |             |                                 |                 |             |  |                 |             |                   |                 |             |                      |                 |             |                           |                 |             |
| 6510                   | MILEAGE                              | 2,500.00        | 5,100.00     | 2,750.00                                   | 1,100.00   | 40%                        |                       | 687.50          | 25%         |                                 | 0.00            |             |  | 275.00          | 10%         |                   | 687.50          | 25%         |                      | 0.00            |             |                           |                 |             |
| 6515                   | AIR FARE                             | 4,500.00        | 3,000.00     | 4,950.00                                   | 1,485.00   | 30%                        |                       | 495.00          | 10%         |                                 | 0.00            |             |  | 1,188.00        | 24%         |                   | 1,782.00        | 36%         |                      | 0.00            |             |                           |                 |             |
| 6520                   | OTHER TRAVEL                         | 1,500.00        | 500.00       | 1,500.00                                   | 675.00   | 45%                        |                       | 375.00          | 25%         |                                 | 0.00            |             |  | 450.00          | 30%         |                   | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| 6525                   | MEALS                                | 3,500.00        | 5,500.00     | 4,500.00                                   | 2,025.00   | 45%                        |                       | 1,575.00        | 35%         |                                 | 0.00            |             |  | 900.00          | 20%         |                   | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| 6530                   | LODGING                              | 5,500.00        | 7,750.00     | 6,500.00                                   | 2,925.00   | 45%                        |                       | 2,275.00        | 35%         |                                 | 0.00            |             |  | 1,300.00        | 20%         |                   | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| 6535                   | CONF/TRAINING REGISTRATIONS          | 6,500.00        | 9,500.00     | 29,875.00                                  | 13,443.75  | 45%                        |                       | 10,456.25       | 35%         |                                 | 0.00            |             |  | 5,975.00        | 20%         |                   | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| 9999                   | Contribution toward Capital Maint.   | 550,000.00      | 550,000.00   | 220,000.00                                 | 100,000.00   |                            | See Below in 7000 ser | 0.00            |             | Reduced Allocation              | 0.00            |             | See Below in 7000 serie                            | 120,000.00      |             | See Below in 7000 | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| 8010                   | Capital Reserve GWE/Rate Stabilizati | 0.00            | 0.00         | 0.00                                       | 0.00   | 0%                         |                       | 0.00            | 100%        | Use not contribution            | 0.00            |             |  | 0.00            |             |                   | 0.00            |             |                      | 0.00            |             |                           |                 |             |
| TOTAL EXPENSES:        |                                      | 4,198,872.28    | 3,944,620.35 | 4,995,568.96                               | 729,229.98   |                            |                       | 2,131,638.59    |             |                                 | 249,578.78      |             |  | 792,181.96      |             |                   | 937,829.40      |             |                      | 601,026.69      |             |                           |                 |             |
| Operating Revenue      |                                      | 4,626,785.68    | 5,203,039.21 | 5,474,923.97                               | 755,154.48   |                            |                       | 2,121,727.74    |             |                                 | 252,881.76      |             |  | 791,500.00      |             |                   | 954,210.00      |             |                      | 599,450.00      |             |                           |                 |             |
| NET OPERATING REVENUE  |                                      | -427,913.40     | 1,258,418.86 | 479,355.01                                 | 25,924.50  |                            |                       | -9,910.85       |             |                                 | 3,302.98        |             |  | -681.96         |             |                   | 16,380.60       |             |                      | -1,576.69       |             |                           |                 |             |

| GL ACCT:                      GL DESCRIPTION: |                                    | Approved<br>2022-2023<br>Amended<br>Budget | Projected<br>Annual<br>Costs<br>(7/1/22-<br>6/30/23) | Draft 2023-<br>2024 Budget | GENERAL FUND    |                       | GROUNDWATER RECHARGE ENTERPRISE |                 |                               | REDLANDS PLAZA & LEASED PROPERTY-<br>MENTONE HOUSE |                 |             | LAND RESOURCES |                        |             | PERC (Formerly ARTP) |                 |             | WASH PLAN & TRUST SUPPORT |                 |             |
|---|------------------------------------|--|--|----------------------------|-----------------|-----------------------|---------------------------------|-----------------|-------------------------------|--|-----------------|-------------|----------------|------------------------|-------------|----------------------|-----------------|-------------|---------------------------|-----------------|-------------|
| Draft 2023-2024 Budget                        |                                    |  |  |                            | 2024<br>BUDGET: | %<br>BUDGET           | BASIS:                          | 2024<br>BUDGET: | %<br>BUDGET                   | BASIS:   | 2024<br>BUDGET: | %<br>BUDGET | BASIS:         | 2024<br>BUDGET:        | %<br>BUDGET | BASIS:               | 2024<br>BUDGET: | %<br>BUDGET | BASIS:                    | 2024<br>BUDGET: | %<br>BUDGET |
|   |                                    |  |  |                            |                 |                       |                                 |                 |                               |  |                 |             |                |                        |             |                      |                 |             |                           |                 |             |
| Multi-year Capital Projects                   |                                    |  |  |                            |                 |                       |                                 |                 |                               |  |                 |             |                |                        |             |                      |                 |             |                           |                 |             |
| 7010  | MATERIALS                          | 12,000.00                                  | 12,000.00  | 12,000.00                  | 0.00            |                       | 6,000.00                        | 50%             | Field Security Changes        | 0.00   |                 |             | 6,000.00       | 50%                    |             | 0.00                 |                 |             | 0.00                      |                 |             |
| LAND & BUILDINGS                              |                                    |  |  |                            |                 |                       |                                 |                 |                               |  |                 |             |                |                        |             |                      |                 |             |                           |                 |             |
| 7110  | PROPERTY - CAPITAL REPAIRS         | 529,971.00                                 | 5,000.00   | 387,999.50                 | 18,000.00       | Office interior paint | 307,499.50                      | 79%             | CIP #11 #15                   | 0.00   | 100%            |             | 62,500.00      | 16%                    | CIP #14 #34 | 0.00                 |                 |             | 0.00                      |                 |             |
| 7120  | PROPERTY - LAND PURCHASE           | 0.00                                       | 31,291.91  | 70,000.00                  | 0.00            |                       | 0.00                            | 0.00            | 0.00                          | 0.00   |                 | 0.00        | 0.00           | 0.00                   | 0.00        | 0.00                 | 0.00            | 0.00        | 0.00                      | 0.00            | 0.00        |
| 7130  | MENTONE PROPERTY (HOUSE) REPAIR    | 7,000.00                                   | 23,000.00  | 7,000.00                   | 0.00            |                       | 0.00                            | 0.00            | 7,000.00                      | 0.00   |                 | 0.00        | 0.00           | 0.00                   | 0.00        | 0.00                 | 0.00            | 0.00        | 0.00                      | 0.00            | 0.00        |
| 7140  | MENTONE PROPERTY (SHOP) CIP #3b    | 450,500.00                                 | 15,000.00  | 891,649.15                 | 0.00            |                       | 891,649.15                      | 100%            | 0.00                          | 0.00   |                 | 0.00        | 0.00           | 0.00                   | 0.00        | 0.00                 | 0.00            | 0.00        | 0.00                      | 0.00            | 0.00        |
| 7160  | MENDOZA PROPERTY CIP #9 & #12      | 137,000.00                                 | 137,000.00   | 137,000.00                 | 0.00            |                       | 0.00                            |                 |                               |  |                 |             |                | 137,000.00             | 100%        |                      | 0.00            |             |                           |                 |             |
| EQUIPMENT & VEHICLES                          |                                    |  |  |                            |                 |                       |                                 |                 |                               |  |                 |             |                |                        |             |                      |                 |             |                           |                 |             |
| 7210  | COMPUTER HARDWARE REPAIRS          | 52,858.39                                  | 50,000.00  | 10,000.00                  | 7,500.00        | 75%<br><br>20%        | 2,500.00                        | 25%             | Allocation basis 2011         | 0.00   | 0%              |             | 0.00           |                        |             | 0.00                 |                 |             | 0.00                      |                 |             |
| 7220  | COMPUTER SOFTWARE                  | 10,000.00                                  | 7,000.00   | 1,000.00                   | 200.00          |                       | 300.00                          | 30%             | Allocation basis 2011         | 0.00   |                 | 0.00        | 400.00         | 40%                    | 0.00        |                      |                 | 0.00        |                           | 100.00          | 10%         |
| 7230  | FIELD EQUIPMENT / VEHICLES CIP #8  | 149,973.07                                 | 5,000.00   | 225,000.00                 | 0.00            |                       | 180,000.00                      | 80%             | New truck                     | 0.00   |                 | 0.00        | 45,000.00      | 20%                    | 0.00        |                      |                 | 0.00        |                           | 0.00            |             |
| 7240  | OFFICE EQUIPMENT                   | 1,500.00                                   | 13,028.04  | 54,400.00                  | 12,826.00       |                       | 9,576.00                        |                 |                               | 30,270.00  |                 |             |                | Upgrade Security Camer | 810.00      | 15%                  |                 | 648.00      | 12%                       | 270.00          | 5%          |
| PROFESSIONAL SERVICES:                        |                                    |  |  |                            |                 |                       |                                 |                 |                               |  |                 |             |                |                        |             |                      |                 |             |                           |                 |             |
| 7126  | PERC ENGR/PROF SERVICES CIP #31    | 3,212,754.00                               | 1,500,000.00   | 3,532,019.00               | 0.00            |                       | 0.00                            | 0%              |                               | 0.00   | 0%              |             | 0.00           | 0%                     |             | 3,532,019.00         | 100%            |             | 0.00                      |                 |             |
| 7150  | MILL CREEK DIVERSION PROJECT CIP # | 1,400,000.00                               | 250,000.00   | 2,254,616.86               | 0.00            |                       | 2,254,616.86                    | 100%            | In WIP Acct until completion  | 0.00   |                 |             | 0.00           |                        |             | 0.00                 |                 |             | 0.00                      |                 |             |
| 7151  | MILL CREEK PERMITTING CIP #7 & #36 | 202,000.00                                 | 202,000.00   | 285,207.27                 | 0.00            |                       | 285,207.27                      | 100%            | District Permitting +River HC | 0.00   |                 |             | 0.00           |                        |             | 0.00                 |                 |             | 0.00                      |                 |             |
| 7438  | ENGINEERING SERVICES-OTHER CIP #2  | 125,000.00                                 | 20,000.00  | 125,000.00                 | 0.00            |                       | 125,000.00                      | 100%            | Mill Creek O&M Plans          | 0.00   |                 |             | 0.00           | 0%                     |             | 0.00                 | 0%              |             | 0.00                      |                 |             |
| CAPITAL EXPENSE                               |                                    | 6,290,556.46                               | 2,270,319.95   | 7,992,891.78               | 38,526.00       |                       | 4,062,348.78                    |                 |                               | 37,270.00  |                 |             | 321,710.00     |                        |             | 3,532,667.00         |                 |             | 370.00                    |                 |             |



## San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

Memorandum No. 1942

**To:** Board of Directors

**From:** Erwin Fogerson, ARTP Engineer  
Katelyn Scholte, Principal Engineer

**Date:** June 14, 2023

**Subject:** Mill Creek Diversion and Debris Management Improvement Project Approval

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### **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.

### **BACKGROUND**

The purpose of the Mill Creek Diversion and Debris Management Improvement Project (Project) is to modify the existing upper diversion inlet at the San Bernardino Valley Water Conservation District's Mill Creek Groundwater Recharge Facility to improve management of debris and creek bed sediments. The proposed enlarged gates diverted walls and a low flow outlet are designed to push more potential stormwater-carried material back into the Mill Creek channel system, while allowing less sediment laden water to be routed to the existing spreading basins for groundwater recharge. The Project will maintain water diversion during high flow events, limit impacts to diversion from debris, and limit loss of recharge and costs due to sediment accumulation.

The project has undergone an extensive permitting process that included both 404 and 408 permits from the Army Corps of Engineers (Corps), a 401/WDR permit from the Regional Water Quality Control Board, a Lake and Streambed Alteration Agreement from the California Department of Fish and Wildlife, and an encroachment permit from San Bernardino County Flood Control. Copies of all issued and pending permits are included in the Special Provisions.

The project was designed by CWE Engineering and underwent multiple revisions as part of the 408-permitting process. Additional structural calculations, geotechnical investigations, and environmental studies were required to satisfy Corps requirements. The Corps has approved the plan set and the

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#### **BOARD OF DIRECTORS**

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Richard Corneille

Division 2:  
David E. Raley

Division 3:  
Robert Stewart

Division 4:  
John Longville

Division 5:  
Melody McDonald

#### **GENERAL MANAGER**

Betsy Miller

required supporting documentation and issued the 408 permit for the project. San Bernardino County Flood Control District has issued the required Encroachment permit for construction of the project. California Department of Fish and Wildlife is reviewing the request to re-issue the Lake and Streambed Alteration Agreement. The Corps is in the process of finalizing the 404 permit for the project and anticipates issuance in the next few weeks.

The Board approved purchase of the new gates in April of 2022. All three gates were delivered in the spring of 2023.

On April 19, 2023, the Operations Committee reviewed the Bid Package including the Notice Inviting Bids, Special Provisions, project plans, and contract documents and recommended the Board approve the Project Plans and Bid Package.

On April 25, 2023, staff released requests for proposals for both construction survey services and construction inspection and materials testing to support project construction. Award of both professional services contracts are separate approval items. District staff will serve as the Resident Engineer for the project and direct all contract work with support from the inspector. District staff will also serve as the biological monitor for the project where possible.

Due to the anticipated length of construction and its potential interference with the winter storm season, staff released the Bid package on June 1, 2023. The recommended preconstruction meeting was held on June 13, 2023. Any changes to these items directed by the Board in today's discussion will be provided to bidders in an addendum.

Staff will return to the Board for approval of the construction contract.

### **FISCAL IMPACT**

The recommendations listed will not result in the expenditure of construction funds. Cost to the District will be limited to advertising and administrative costs. The cost for permitting and administration has exceeded the original budget due to regulatory delays. The construction cost was originally estimated to be \$725,000 in 2015. The revised project cost is now estimated to be approximately \$1.9 million for construction. CWE currently has \$14,496.04 remaining on their contract and will provide bid and construction phase support. Estimated construction costs were included in both the F23 and FY24 capital budgets.

### **POTENTIAL MOTIONS**

1. Approve the Plans and Special Provisions for the Mill Creek Diversion and Debris Management Improvement Project as signed by a registered Civil Engineer. Approve the contract bid documents including Notice Inviting Bids, Sample Agreement, Instruction to Bidders and Bid Proposal. Certify the advertisement of the project for Bid.
2. Provide other directions to staff.
3. Refer the item back to the Operations Committee for additional consideration.

**ATTACHMENTS OR MATERIALS**

For copies of the following attachments please contact Katelyn Scholte at [kscholte@sbvwcd.org](mailto:kscholte@sbvwcd.org).

1. Mill Creek Diversion and Debris Management Improvement Project Plans
2. Mill Creek Diversion and Debris Management Improvement Project Notice Inviting Bids and Contract Documents (includes Notice Inviting Bids, Special provisions, Sample Agreement, Instruction to Bidders and Bid Proposal)





## San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

Memorandum No. 1943

**To:** Board of Directors

**From:** Erwin Fogerson, ARTP Engineer  
Katelyn Scholte, Principal Engineer

**Date:** June 14, 2023

**Subject:** Award of Contract Services Agreement for Professional Services for Construction Management and Inspection for the Mill Creek Diversion and Debris Management Improvement Project

---

### **RECOMMENDATION**

Staff recommends that the Board 1) Review and authorize staff to enter into an 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.

### **BACKGROUND**

The purpose of the Mill Creek Diversion and Debris Management Improvement Project (Project) is to modify the existing upper diversion inlet at the San Bernardino Valley Water Conservation District's Mill Creek Groundwater Recharge Facility to improve management of debris and creek bed sediments. The proposed enlarged gates, diverted walls and a low flow outlet are designed to push more potential stormwater-carried material back into the Mill Creek channel system, while allowing less sediment laden water to be rerouted to the existing spreading basins for groundwater recharge. The Project will maintain water diversion during high flow events, limit impacts to diversion from debris, and limit loss of recharge and costs due to sediment accumulation.

The project has undergone an extensive permitting process that included both 404 and 408 permits from the Army Corps of Engineers (Corps), a 401/WDR permit from the Regional Water Quality Control Board, a Lake and Streambed Alteration Agreement from the California Department of Fish and Wildlife and an encroachment permit from San Bernardino County Flood Control. Copies of all issued and pending

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Redlands, CA 92373  
Phone: 909.793.2503  
Fax: 909.793.0188  
www.sbvwd.org Email: 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

permits are included in the Special Provisions, additional funds to be budgeted by the General Manager for pay adjustments to other employees, to be more specifically defined and detailed through the budgeting process for the upcoming fiscal year.

The project was designed by CWE Engineering and underwent multiple revisions as part of the 408-permitting process. Additional structural calculations, geotechnical investigations, and environmental studies were required to satisfy Corps requirements. The Corps has approved the plan set and the required supporting documentation and issued the 408-permit for the project. San Bernardino County Flood Control District has issued the required Encroachment permit for construction of the project. California Department of Fish and Wildlife is reviewing the request to re-issue the Lake and Streambed Alteration Agreement. The Corps is in the process of finalizing the 404-permit for the project and anticipates issuance in the next few weeks.

The Board approved purchase of the new gates in April of 2022. All three gates were delivered in the spring of 2023.

On April 19, 2023, the Operations Committee reviewed the Bid Package including the Notice Inviting Bids, Special Provisions, project plans, and contract documents and recommended the Board approve the Project Plans and Bid Package.

On April 25, 2023, staff released requests for proposals for both construction survey services and construction inspection and materials testing to support project construction. Award of both professional services contracts are separate approval items. District staff will serve as the Resident Engineer for the project and direct all contract work with support from the inspector. District staff will also serve as the biological monitor for the project where possible.

Due to the anticipated length of construction and its potential interference with the winter storm season, Staff released the Bid package on June 1, 2023. The recommended preconstruction meeting was held on June 13, 2023.

## **DISCUSSION**

The proposed agreement is to provide field surveys staking in support of the construction project. The survey work will consist of the following elements:

### **Preconstruction Phase work:**

1. Review and comment on the Project plans and Special Provisions
2. Perform an independent quantity estimate.
3. Provide a testing plan for earthwork and concrete work. Plan shall include interval, estimated number of tests and any special requirements for access.
4. Attend the construction pre-bid meeting with potential bidders.

### **Construction Phase work:**

1. Attend the pre-construction meeting and weekly progress meetings.
2. Review and comment on all contractor submittals including concrete mix designs.



3. Inspect construction to verify work is completed in conformance with Federal, State, and County statutes, regulations, ordinances, guidelines, applicable standards, specifications (including regulatory permits), and plans.
4. Receive and track all material certifications.
5. Receive and track all concrete load tickets.
6. Keep proper inspection records and reports, photographs, and videos, including but not limited to, pre-construction conditions of the Project site, all load tickets, weight tickets, certifications of compliance, submittals, shop drawings, materials reports, daily reports, and other related documents received.
7. Perform soil sampling and compaction testing.
8. Perform concrete sampling.
9. Perform concrete laboratory testing.
10. Provide daily reports to the Conservation District Construction Manager.
11. Track time daily and provide weekly report of hours spent on project, including documentation of payment of prevailing wages.
12. Notify Conservation District Construction Manager of areas of non-compliance.
13. Coordinate field surveys.
14. Assist with monthly quantity estimates and completion of work eligible for progress payments.
15. Provide pre and final inspection Project checklist.

Proposals were obtained from a total of five companies with G3 Quality, Geocon West, MTGL, Soils Southwest, and TKE Engineering. Geocon West Inc. was deemed most qualified due to their experience on similar projects, staff availability, project understanding, and laboratory vicinity to the project site. The estimated contract cost is on a time and material not to exceed basis and is within the Project Charter estimated cost adopted by the Board on April 26, 2023.

Staff recommends the Board authorize the General Manager to negotiate and award one or more amendments to this agreement up to contingency amount for needed inspection and site oversight to augment current District staff, if required. The project is subject to prevailing wage, and therefore sufficient oversight is necessary to not only control the work and the adherence to the plans and permits but also to track the construction staff on-site throughout each day of construction.

### **FISCAL IMPACT**

The recommended action would result in the expenditure of up to \$164,650 from GL 7151 Mill Creek Diversion Project. In total, the prior authorized expenditures (e.g. design, permits, gate purchase) and the two recommendations proposed for Board consideration today for this project are \$867,245. The construction contract for this project is scheduled for Board consideration in Summer 2023.

### **POTENTIAL MOTIONS**

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. 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. Authorize a twenty percent (20%) contingency and approve the General Manager to negotiate and approve additional work for construction support up to that amount.

2. Provide other directions to staff.
3. Refer the item back to the Operations Committee for additional consideration.

**ATTACHMENTS**

Geocon West Inc. Contract Services Agreement for Professional Services

## **CONTRACT SERVICES AGREEMENT FOR PROFESSIONAL SERVICES**

**THIS PROFESSIONAL SERVICES AGREEMENT FOR CONSTRUCTION INSPECTION AND MATERIALS TESTING SERVICES FOR THE MILL CREEK DIVERSION AND DEBRIS MANAGEMENT IMPROVEMENT PROJECT ("Agreement")** by and between the **SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT**, a California Special District ("SBVWCD" or "District"), and Geocon West Inc. ("Consultant"), is effective upon the date on which this Agreement is signed by both District and Consultant ("Effective Date").

**NOW THEREFORE**, the parties hereto agree as follows:

### **1.0 SERVICES OF CONSULTANT**

**1.1 Scope of Services.** In compliance with all of the term and conditions of this Agreement, the Consultant shall provide Construction Support Services for the Mill Creek Diversion Improvement Project (Project) consistent with the Scope of Work appended hereto as Attachment 1. Consultant warrants that all work and services will be performed in a competent, professional, and satisfactory manner.

**1.2 Authorization to Begin, Schedule and Retention Tenn.** Consultant's term to begin work or services, shall initiate upon receipt of a Notice to Proceed by District. Further, no work or services other than that described in the Scope of Work shall be initiated by the Consultant without written authorization of the District and documented as a Change Order to this agreement.

**1.3 Compliance With Law.** All work and services rendered hereunder shall be provided consistent with the professional skill and care ordinarily provided by firms practicing in the same or similar locality for the same type of work (herein the "Standard of Care") and in accordance with applicable ordinances, resolutions, statutes, rules, and regulations of the District and any Federal, State, or local governmental agency of competent jurisdiction.

**1.4 Licenses, Permits, Fees and Assessments.** Consultant shall obtain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the services required by this Agreement.

### **2.0 COMPENSATION**

**2.1 Contract Sum.** For the services rendered pursuant to this Agreement, the Consultant shall be paid an amount not to exceed a total payment of \$164,650 (One Hundred and Sixty Four Thousand and Six Hundred and Fifty Dollars).

**2.2 Method of Payment.** Provided that Consultant is not in default under the terms of this Agreement, the Consultant shall be paid monthly for each task described in the Scope of Work, under submission of an invoice, provided that prior to payment of the final invoice, all work

authorized by the District shall be completed, including delivery of final work product, and supporting documentation.

**2.3 Content of Invoices.** Each invoice submitted by the Consultant shall reflect the amount of time; a detailed narrative description of the work performed within that time by each employee or sub-consultant for each task, and any materials or other direct costs. Invoices without this information shall not be paid.

### **3.0 COORDINATION OF WORK**

**3.1 Representative of Consultant** Lisa Battiatto is hereby designated as the principal representative of the Consultant, authorized under all applicable laws to act in its behalf with respect to the work and services specified herein and to make all decisions in connection therewith.

**3.2 Contract Officer.** The General Manager is hereby designated as the representative of the District, authorized to act in its behalf with respect to the work and services specified herein and make all decisions in connection therewith ("Contract Officer").

**3.3 Prohibition Against Subcontracting or Assignment.** Consultant shall not contract with any entity to perform in whole or in part Consulting Work required of Consultant herein without the prior express written approval of the District. Neither this Agreement nor any interest herein may be assigned or transferred, voluntarily or by operation of law, without the prior written approval of the District. Any such prohibited assignment or transfer shall be void.

**3.4 Independent Consultant.** Consultant shall perform all work and services required herein as an independent contractor of the District, and shall remain under only such obligations as are consistent with that role. Consultant shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of the District.

### **4.0 INSURANCE AND INDEMNIFICATION**

**4.1 Insurance.** The Consultant shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to District, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

**4.1-01 Workers' Compensation Insurance.** By signature hereunder, Consultant certifies that Consultant is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and Consultant will comply with such provisions before commencing the performance or the work of this Agreement.

**4.1-02 Workers' Compensation and Employer's Liability Insurance.** The Consultant and all sub consultants shall cover or insure under the applicable laws relating to

workers compensation insurance, each of their employees involved in any way in carrying out the work contemplated under this Agreement, all in accordance with the "Worker's Compensation and Insurance Act," Division IV of the Labor Code of the State of California and any Acts amendatory thereof. The Consultant shall provide employer's liability insurance in the amount of, at least, \$1,000,000 per accident for bodily injury and disease.

**4.1-03 Liability Insurance.** The Consultant shall provide and maintain at all times during the performance of this Agreement, the following commercial general liability insurance:

**4.1-03.01 Coverage.** Coverage shall be at least as broad as the following:

Commercial General Liability Commercial General Liability coverage (Occurrence Form CG 0001) in the amount of two million dollars (\$2,000,000) per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the project/location (with the ISO CG 25 03 or insurer's equivalent endorsement provided to the District) or the general aggregate limit shall be twice the required occurrence limit.

Professional Liability. Professional Liability appropriate to the Consultant's profession covering Consultant's wrongful acts, negligent actions, errors or omission in the amount of one million dollars (\$1,000,000) per claim and annual aggregate.

**4.1-03.02 Required Provisions.** The policies specified in Section 4.1-03.01 is to state or be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days (10 days for nonpayment of premium) prior written notice by U.S. mail has been given to the District.

**4.1-03.03 Required Format.** All of the liability insurance shall be provided on policy forms satisfactory to the District. All insurance correspondence, notations, certificates, or other documents from the insurance carrier or agent/broker shall each separately reference the District project number.

**4.1-03.04 Deductibles and Self-Insured Retention.** Any deductible or self- insurance retention must be declared to and approved by the District. At the option of the District, the insurer shall reduce or eliminate such deductibles or self-insured retention.

**4.1-03.05 Acceptability of Insurers.** Insurance is to be placed with insurers having a current AM. Best's rating of no less than A-:VII or equivalent or as otherwise approved by the District.

**4.1-03.06 Evidences and Cancellation of Insurance.** Prior to execution of the Agreement, the Consultant shall file with the District evidence of insurance satisfactory to the District. The insurer will give by U.S. mail written notice to the District at least thirty (30) days prior to the effective date of any cancellation, except for nonpayment of premium for which ten (10) days prior written notice will be given. The Consultant shall, upon demand of the District, deliver to the District all such policy or policies of insurance and the receipts of payment of premiums thereon.

**4.1-03.07 Errors and Omissions/Professional Negligence.** Consultant shall procure and

maintain errors and omissions insurance, or professional liability insurance, at all times this Agreement is in effect, covering the services to be provided hereunder in the amount of one million dollars per claim and annual aggregate.

**4.1-03.08 Sub-Consultants.** In the event that Consultant employs other consultants as part of the services covered by this Agreement, consistent with Section 3.3 above, it shall be the Consultant's responsibility to confirm that each sub-consultant meets the minimum insurance requirements specified above.

**4.2 Indemnification.** To the fullest extent permitted by law, Consultant shall indemnify and hold harmless and defend the District, its directors, officers, employees, or designated volunteers, and each of them from and against:

**4.2-01** Any and all third party tort claims, demands, lawsuits, or causes of action (the "Claims"), and the damages, costs, expenses, losses, or liabilities arising out of such Claims, in law or in equity, of every kind and nature whatsoever for, but not limited to, injury to or death of any person including District and/or Consultant, or any directors, officers, employees or designated volunteers of District or Consultant, and damages to or destruction of property of any person, including but not limited to, District and/or Consultant and their directors, officers, employees or designated volunteers, arising out of or in any manner directly or indirectly connected with the work to be performed under this Agreement, due to the Consultant's negligent acts, errors or omissions committed or alleged to have been committed, except in those cases where the District is liable.

**4.2-02** Any and all actions, proceedings, damages, costs, expenses, penalties or liabilities, in law or equity, of every kind of nature whatsoever, arising out of, resulting from, or caused by the willful or negligent violation of any governmental law or regulation, compliance with which is the responsibility of Consultant, except in those cases where the District is liable.

**4.2-03** Consultant shall defend, subject to the terms of 4.2 above, at its own cost, expense and risk, with Counsel of District's choice, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against District or District's directors, officers, employees or designated volunteers.

**4.2-04** Consultant shall pay and satisfy any judgment, award or decree that may be rendered against District or its directors, officers, employees or designated volunteers, in any and all such aforesaid suits, actions or other legal proceeding.

**4.2-05** Consultant shall reimburse District and its directors, officers, employees or designated volunteers, for any and all reasonable legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided.

**4.2-06** Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the District, or its directors, officers, employees or designated volunteers.

**4.3 Laws Regulations and Permits.** The Consultant shall exercise all professional care to give all notices required by law and exercise the Standard of Care to comply with all laws, ordinances, rules and regulations pertaining to the conduct of the work. The Consultant shall be liable for all negligent or intentional violations of the law in connection with work furnished by the Consultant. If the Consultant negligently or intentionally performs any work contrary to such laws, ordinances, rules and regulations, the Consultant shall bear all costs and penalties, civil or criminal, arising therefrom.

**4.4 Safety.** The Consultant shall execute and maintain Consultant's work so as to avoid injury or damage to any person or property. In carrying out the work, the Consultant shall at all times, exercise all necessary precautions for the safety of its employees appropriate to the nature of the work and the conditions under which the work is to be performed, and be in compliance with all federal, state and local statutory and regulatory requirements including State of California, Division of Industrial Safety (Cal/OSHA) regulations, and the U.S. Department of Transportation Omnibus Transportation Employee Testing Act (as applicable).

## **5.0 TERM OF AGREEMENT**

**5.1 Term.** This Agreement shall be effective from date of signature of both parties and shall continue in full force and effect until completion and approval of the work and services described hereunder, unless extended by mutual consent, or until otherwise terminated under Section 6.11 below. In no event, however, shall this contract extend beyond December 31, 2024, unless expressly extended by both parties in writing.

## **6.0 MISCELLANEOUS**

**6.1 Covenant Against Discrimination.** The Consultant covenants that, by and for itself, its heirs, executors, assigns and all persons claiming under or through it, that there shall be no discrimination against, or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin, or ancestry in the performance of this Agreement.

**6.2 Non-liability of District Officers and Employees.** No officer or employee of the District shall be personally liable to Consultant, or a successor in interest, in the event of any default or breach by the District or for any amount that may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

**6.3 Conflict of Interest.** No director, officer, agent, employee or designated volunteer of the District shall have any financial interest, direct or indirect, in this Agreement, nor shall any such person participate in any decision relating to the Agreement which affects his or her financial interest or the financial interest of any corporation, partnership or association in which he or she is, directly or indirectly, interested, in violation of any State statute or regulation. The Consultant warrants that it has not paid or given and will not pay or give, any third party any money or other consideration for obtaining this Agreement.



**6.4 Notice.** Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the District, to the General Manager and to the attention of the General Manager, San Bernardino Valley Water Conservation District, 1630 W. Redlands Boulevard, Suite A, Redlands, CA 92373-0581, and in the case of the Consultant, to the person at the address designated on the execution page of this Agreement.

**6.5 Interpretation.** The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement.

**6.6 Integration; Amendment.** It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements, and understandings, if any, between the parties and none shall be used to interpret this Agreement. This Agreement may be amended at any time only by the mutual consent of the parties and only by an instrument in writing.

**6.7 Severability.** In the event that part of this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or inability to enforce shall not affect any of the remaining portions of this Agreement, which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

**6.8 Waiver.** No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

**6.9 Attorney's Fees.** If either party to this Agreement is required to initiate or defend or is made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees, whether or not the matter proceeds to judgment.

**6.10 Ownership of Work.** All work performed by the Consultant hereunder shall be the exclusive property of the District, and shall be kept confidential by the Consultant unless otherwise directed by the District. The Consultant shall provide to the District all notes, maps, schedules, graphs, worksheets, reports, computer databases and programs, or any other analysis or analytical tools created or produced by the Consultant in connection with its work performed hereunder ("Work"), no later than the time of the completion of the Consultant's Work or earlier



termination of this Agreement under Section 6. 11 below. The Consultant shall not disclose or utilize its Work under this Contract in any other assignment or for any other purpose, or otherwise disclose or utilize such Work, without the prior written consent of the District, which consent shall not be unreasonably withheld.

**6.11 Termination.** This Agreement may be terminated by either party giving 30 days' notice in writing to the other party and sent by registered mail to the principal place of business that such notice is addressed. The right, duties, and responsibilities of the parties shall continue in full force during the period of this 30-day notice. After the expiration of the 30-day interval following notice, no rights or liabilities shall arise out of this relationship, regardless of expenses which may have been incurred, except that the indemnification provisions of Section 4.2 above shall survive termination, and any task undertaken by Consultant on written District authorization, and still uncompleted at the expiration of the notice period, shall be carried to completion by Consultant and paid for by District at rates provided hereunder, unless mutually agreed in writing to the contrary, in accordance with the provisions herein.

**6.12 Mediation.** In the event of disagreement as to termination procedures, the Consultant and District shall meet and confer to resolve the issue. If the meet and confer process fails to resolve any controversy or claim arising out of or related to work performed under this Agreement, within 10 business days after written notice by one party to the other identifying the nature of the dispute and requesting a meet and confer conference, such claim or controversy shall be submitted to non-binding mediation unless the parties mutually agree otherwise. The submission to non-binding mediation shall be upon such terms, conditions, and procedures as the parties might mutually agree, and shall not preclude the initiation or exercise of any other remedy, legal, equitable, or otherwise, available to any party. The mediation proceedings shall take place in San Bernardino County, California.

**6.13 Corporate Authority.** The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound.

**IN WITNESS WHEREOF**, the parties have executed and entered into this Agreement and by signature below:

**SAN BERNARDINO VALLEY WATER  
CONSERVATION DISTRICT**

By: \_\_\_\_\_  
Betsy Miller, General Manager

Date: \_\_\_\_\_

**CONSULTANT**

\_\_\_\_\_

By: \_\_\_\_\_

Address:  
Phone:

Date: \_\_\_\_\_

**Attachment 1**  
**Scope of Services**

## A. A SUMMARY OF THE FIRM'S UNDERSTANDING OF THE PROJECT.

It is our understanding that the proposed Mill Creek Diversion and Debris Management Improvement Project consists of an approximately 300-foot reach of Mill Creek, which is located in unincorporated San Bernardino County. The project will replace and reconstruct a portion of the existing Mill Creek water diversion facilities, which is anticipated to include the existing concrete diversion structure and approach channel. The purpose of the reconstruction project is to minimize the accumulation of debris and clogging of the diversion structure.

## B. A SUMMARY OF THE FIRM'S UNDERSTANDING OF THE WORK BEING REQUESTED.

It is our understanding that the proposed Mill Creek Diversion and Debris Management Improvement Project will include upgrades to the existing Mill Creek water diversion facilities. The proposed upgrades will include increasing the size of the gate structures, adding grouting and non-grouted rip-rap slope protection, and adding a drivable concrete rip-rap access road. Proposed improvements for the project are also anticipated to include grading, a trash rack barrier, a catwalk, concrete paving, and other associated work.

It is our understanding that work may begin as early as June 2023 with construction completed in 2023. Based on the project RFP provided to us, the project construction phase working days is 80 days; however, it is requested that a total of 100 days for inspection and testing services be included. The work will be performed in accordance with San Bernardino County Flood Control District standards, the County of San Bernardino Standard Plans, and the project plans and specifications. We understand that this project will not be subject to Division of Safety of Dams (DSOD) requirements.

## SCOPE OF SERVICES

The work will be performed in accordance with San Bernardino County Flood Control standards, the County of San Bernardino Standard Plans, and the project plans and specifications. We understand that this project will not be subject to Division of Safety of Dams (DSOD) requirements. Construction is scheduled to be performed within 100 working days.

Our scope of services is anticipated to include the following:

### PRECONSTRUCTION WORK:

- Review project specifications, plans, and previous geotechnical reports for the project.
- Perform an independent quantity estimate for the project.
- Provide a testing plan for earthwork and concrete work. The plan will include testing intervals, estimated number of tests, and special requirements for access.
- Attend the construction pre-bid meeting with potential bidders.

### CONSTRUCTION PHASE WORK:

- Attend the pre-construction meeting and weekly progress meetings.
- Review and comment on contractor submittals, including concrete mix designs.
- Perform field visits during construction to observe construction operations, soil compaction procedures, soil types, and placement of steel reinforcement, concrete, and welding. Based on the project RFP, we have assumed inspection and testing will be required on 100 days.

- Keep inspection records and reports, including but not limited to material certifications, load tickets, submittals, shop drawings, daily reports, and other related documents.
  - Perform soil sampling and compaction testing.
  - Perform concrete sampling and laboratory testing.
  - Provide daily reports for the Conservation District Construction Manager. Notify Conservation District Construction Manager of areas of non-compliance.
- Track time daily and provide weekly report of hours spent on project, including documentation of payment of prevailing wages.
- Upon completion of the site grading, foundation installation, concrete placement, and/or compaction testing, reports will be prepared as required.

**Attachment 2**  
**Schedule of Rates**

## E. A DETAILED FEE SCHEDULE – SUBMITTED SEPARATELY

### COST OF SERVICES/SCHEDULING

Based on the project RFP, inspection and testing services is required for 100 days. Inspection and testing services will be performed by the primary inspector on both a full-time and part-time basis, as required during the construction period. A secondary inspector may be required on occasion where the inspections required are simply too much for a single inspector to handle properly, i.e. large concrete pour, etc.

At this time, it is requested that **\$164,650** be budgeted for geotechnical, deputy, and special inspections, including project management, laboratory testing fees, and report preparation.

| Activity Description  | Personnel                             | Rate    | Qty                    | Total            |
|---|---------------------------------------|---------|------------------------|------------------|
| <b>Preconstruction Work</b>   |                                       |         |                        |                  |
| Review Project Plans/Special Provisions                                   | Sr. Engineer                          | \$165   | 10                     | \$1,650          |
| Independent Quantity Estimate   | Sr. Engineer                          | \$165   | 10                     | \$1,650          |
| Testing Plan for Earthwork and Concrete                                   | Sr. Engineer                          | \$165   | 6                      | \$990            |
| Construction Pre-bid Meeting  | Sr. Engineer                          | \$165   | 6                      | \$990            |
|   |                                       |         | <b>Subtotal:</b>       | <b>\$5,280</b>   |
| <b>Construction Phase Work - Prevailing Wage Applies</b>                  |                                       |         |                        |                  |
| Pre-Construction Meeting / Weekly Progress Meetings                       | Sr. Engineer                          | \$165   | 35                     | \$5,775          |
| Review Contractor Submittals  | Sr. Engineer                          | \$165   | 10                     | \$1,650          |
| Field Observation: Soil/Concrete Sampling, Inspection, Testing - 100 days | Engineering Technician                | \$125   | 900                    | \$112,500        |
| Vehicle & Equipment   | Engineering Technician                | \$20    | 900                    | \$18,000         |
|   |                                       |         | <b>Subtotal:</b>       | <b>\$137,925</b> |
| <b>Laboratory Testing</b>   |                                       |         |                        |                  |
| Maximum Density/Optimum Moisture - 4" (D1557 Soils)                       | Laboratory                            | \$220   | 4                      | \$880            |
| Maximum Density/Optimum Moisture - 6" (D1557 Aggregate Base)              | Laboratory                            | \$230   | 2                      | \$460            |
| Sand Equivalent (D2419)   | Laboratory                            | \$110   | 2                      | \$220            |
| Expansion Index (D4829)   | Laboratory                            | \$160   | 1                      | \$160            |
| Compression Testing of PCC  | Laboratory                            | \$30    | 80                     | \$2,400          |
| Sample Pick Up & Delivery - 20 pickups @ 2 hours                          | Technician/Lab Tech                   | \$135   | 40                     | \$5,400          |
| Miscellaneous Lab Testing & Reporting                                     | Laboratory                            | \$1,500 | 1                      | \$1,500          |
|   |                                       |         | <b>Subtotal:</b>       | <b>\$11,020</b>  |
| <b>Report Preparation &amp; Geotechnical Support</b>                      |                                       |         |                        |                  |
| Project Management, QA/QC, Meetings, Etc                                  | Sr. Engineer/Geologist                | \$165   | 35                     | \$5,775          |
| Track Time Daily / Weekly Report of Hours                                 | Engineering Assistant/Tech Supervisor | \$90    | 35                     | \$3,150          |
| Final Report of T&O during Improvements                                   | Geocon                                | \$1,500 | 1                      | \$1,500          |
|   |                                       |         | <b>Subtotal:</b>       | <b>\$10,425</b>  |
|   |                                       |         | <b>TOTAL ESTIMATE:</b> | <b>\$164,650</b> |

We prepared this proposal with the understanding that **this is a prevailing wage project**; however, Skilled and Trained Workforce Requirements are **not** applicable. If Client should conclude the foregoing understanding is incorrect, please so advise us in writing immediately. If failure to so advise us results in the imposition of fines, penalties, claims or damages against us, Client will reimburse us for all costs and expenses.



## San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

Memorandum No. 1944

**To:** Board of Directors

**From:** Erwin Fogerson, ARTP Engineer  
Katelyn Scholte, Principal Engineer

**Date:** June 14, 2023

**Subject:** Award of Contract Services for Contract Services Agreement for Professional Services for Construction Survey Services for the Mill Creek Diversion and Debris Management Improvement Project

---

### **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.

### **BACKGROUND**

The purpose of the Mill Creek Diversion and Debris Management Improvement Project (Project) is to modify the existing upper diversion inlet at the San Bernardino Valley Water Conservation District's Mill Creek Groundwater Recharge Facility to improve management of debris and creek bed sediments. The proposed enlarged gates, diverted walls and a low flow outlet are designed to push more potential stormwater-carried material back into the Mill Creek channel system, while allowing less sediment laden water to be rerouted to the existing spreading basins for groundwater recharge. The Project will maintain water diversion during high flow events, limit impacts to diversion from debris, and limit loss of recharge and costs due to sediment accumulation.

The project has undergone an extensive permitting process that included both 404 and 408 permits from the Army Corps of Engineers (Corps), a 401/WDR permit from the Regional Water Quality Control Board, a Lake and Streambed Alteration Agreement from the California Department of Fish and Wildlife,

1630 W. Redlands Blvd, Suite A  
Redlands, CA 92373  
Phone: 909.793.2503  
Fax: 909.793.0188  
www.sbvwd.org Email: 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



and an encroachment permit from San Bernardino County Flood Control. Copies of all issued and pending permits are included in the Special Provisions.

The project was designed by CWE Engineering and underwent multiple revisions as part of the 408 permitting process. Additional structural calculations, geotechnical investigations, and environmental studies were required to satisfy Corps requirements. The Corps has approved the plan set and the required supporting documentation and issued the 408-permit for the project. San Bernardino County Flood Control District has issued the required Encroachment permit for construction of the project. California Department of Fish and Wildlife is reviewing the request to re-issue the Lake and Streambed Alteration Agreement. The Corps is in the process of finalizing the 404-permit for the project and anticipates issuance in the next few weeks.

The Board approved purchase of the new gates in April of 2022. All three gates were delivered in the spring of 2023.

On April 19, 2023, the Operations Committee reviewed the Bid Package including the Notice Inviting Bids, Special Provisions, project plans, and contract documents and recommended the Board approve the Project Plans and Bid Package.

On April 25, 2023, staff released requests for proposals for both construction survey services and construction inspection and materials testing to support project construction. Award of both professional services contracts are separate approval items. District staff will serve as the Resident Engineer for the project and direct all contract work with support from the inspector. District staff will also serve as the biological monitor for the project where possible.

Due to the anticipated length of construction and its potential interference with the winter storm season, Staff released the Bid package on June 1, 2023. The recommended preconstruction meeting was held on June 13, 2023.

## **DISCUSSION**

The proposed agreement is to provide field surveys staking in support of the construction project. The survey work will consist of the following elements:

1. Preconstruction staking to delineate all proposed facilities using spray paint to mark the location of major items.
2. Establish temporary benchmarks and horizontal control.
3. Stake the project limits of work within Mill Creek and within the staging area.
4. Provide two sets of construction stakes for the major items to be constructed.
5. Perform pre- and post-field surveys with ground shots at a sufficient interval to calculate earthwork quantities.

Proposals were obtained from a total of four companies with BKF Engineers, On-Point Land Surveying, and TKE Engineering. CASC Engineering and Consulting was deemed most qualified due to their experience on similar projects, staff availability, project understanding, and expected response time. The

estimated contract cost is on a time and material not to exceed basis and is within the Project Charter estimated cost adopted by the Board on April 26, 2023.

Staff recommends the Board authorize the General Manager to negotiate and award one or more amendments to this agreement up to the contingency amount for needed inspection and site oversight to augment current District staff, if required. The project is subject to prevailing wage, and therefore sufficient oversight is necessary to not only control the work and the adherence to the plans and permits but also to track the construction staff on-site throughout each day of construction.

### **FISCAL IMPACT**

The recommended action would result in the expenditure of up to \$91,915 from GL 7150 Mill Creek Diversion Project. In total, the prior authorized expenditures (e.g. design, permits, gate purchase) and the two recommendations proposed for Board consideration today for this project are \$702,595. The construction contract for this project is scheduled for Board consideration in Summer 2023.

### **POTENTIAL MOTIONS**

1. Review and authorize staff to enter into a professional services agreement 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. Authorize staff to adjust the professional services agreement Schedule of Fees and add language to clarify the Scope of Services based upon final negotiation of the contract within the authorized contract amount. Authorize a twenty percent (20%) contingency and approve the General Manager to negotiate and approve additional work for construction support up to that amount.
2. Provide other directions to staff.
3. Refer the item back to the Operations Committee for additional consideration.

### **ATTACHMENTS**

CASC Engineering and Consultant Contract Services for Professional Services Agreement

## **CONTRACT SERVICES AGREEMENT FOR PROFESSIONAL SERVICES**

**THIS PROFESSIONAL SERVICES AGREEMENT FOR CONSTRUCTION SURVEY SERVICES FOR THE MILL CREEK DIVERSION AND DEBRIS MANAGEMENT IMPROVEMENT PROJECT ("Agreement")** by and between the **SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT**, a California Special District ("SBVWCD" or "District"), and CASC Engineering and Consulting ("Consultant"), is effective upon the date on which this Agreement is signed by both District and Consultant ("Effective Date").

**NOW THEREFORE**, the parties hereto agree as follows:

### **1.0 SERVICES OF CONSULTANT**

**1.1 Scope of Services.** In compliance with all of the term and conditions of this Agreement, the Consultant shall provide Construction Support Services for the Mill Creek Diversion Improvement Project (Project) consistent with the Scope of Work appended hereto as Attachment 1. Consultant warrants that all work and services will be performed in a competent, professional, and satisfactory manner.

**1.2 Authorization to Begin, Schedule and Retention Tenn.** Consultant's term to begin work or services, shall initiate upon receipt of a Notice to Proceed by District. Further, no work or services other than that described in the Scope of Work shall be initiated by the Consultant without written authorization of the District and documented as a Change Order to this agreement.

**1.3 Compliance With Law.** All work and services rendered hereunder shall be provided consistent with the professional skill and care ordinarily provided by firms practicing in the same or similar locality for the same type of work (herein the "Standard of Care") and in accordance with applicable ordinances, resolutions, statutes, rules, and regulations of the District and any Federal, State, or local governmental agency of competent jurisdiction.

**1.4 Licenses, Permits, Fees and Assessments.** Consultant shall obtain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the services required by this Agreement.

### **2.0 COMPENSATION**

**2.1 Contract Sum.** For the services rendered pursuant to this Agreement, the Consultant shall be paid an amount not to exceed a total payment of \$92,915 (ninety-two thousand nine hundred and fifteen Dollars).

**2.2 Method of Payment.** Provided that Consultant is not in default under the terms of this Agreement, the Consultant shall be paid monthly for each task described in the Scope of Work, under submission of an invoice, provided that prior to payment of the final invoice, all

work authorized by the District shall be completed, including delivery of final work product, and supporting documentation.

2.3 Content of Invoices. Each invoice submitted by the Consultant shall reflect the amount of time; a detailed narrative description of the work performed within that time by each employee or sub-consultant for each task, and any materials or other direct costs. Invoices without this information shall not be paid.

### **3.0 COORDINATION OF WORK**

3.1 Representative of Consultant Rick Furlong, PLS is hereby designated as the principal representative of the Consultant, authorized under all applicable laws to act in its behalf with respect to the work and services specified herein and to make all decisions in connection therewith.

3.2 Contract Officer. The General Manager is hereby designated as the representative of the District, authorized to act in its behalf with respect to the work and services specified herein and make all decisions in connection therewith ("Contract Officer").

3.3 Prohibition Against Subcontracting or Assignment. Consultant shall not contract with any entity to perform in whole or in part Consulting Work required of Consultant herein without the prior express written approval of the District. Neither this Agreement nor any interest herein may be assigned or transferred, voluntarily or by operation of law, without the prior written approval of the District. Any such prohibited assignment or transfer shall be void.

3.4 Independent Consultant. Consultant shall perform all work and services required herein as an independent contractor of the District, and shall remain under only such obligations as are consistent with that role. Consultant shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of the District.

### **4.0 INSURANCE AND INDEMNIFICATION**

4.1 Insurance. The Consultant shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to District, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

4.1-01 Workers' Compensation Insurance. By signature hereunder, Consultant certifies that Consultant is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and Consultant will comply with such provisions before commencing the performance or the work of this Agreement.

**4.1-02 Workers' Compensation and Employer's Liability Insurance.** The Consultant and all sub consultants shall cover or insure under the applicable laws relating to workers compensation insurance, each of their employees involved in any way in carrying out the work contemplated under this Agreement, all in accordance with the "Worker's Compensation and Insurance Act," Division IV of the Labor Code of the State of California and any Acts amendatory thereof. The Consultant shall provide employer's liability insurance in the amount of, at least, \$1,000,000 per accident for bodily injury and disease.

**4.1-03 Liability Insurance.** The Consultant shall provide and maintain at all times during the performance of this Agreement, the following commercial general liability insurance:

**4.1-03.01 Coverage.** Coverage shall be at least as broad as the following:

**Commercial General Liability** Commercial General Liability coverage (Occurrence Form CG 0001) in the amount of two million dollars (\$2,000,000) per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the project/location (with the ISO CG 25 03 or insurer's equivalent endorsement provided to the District) or the general aggregate limit shall be twice the required occurrence limit.

**Professional Liability.** Professional Liability appropriate to the Consultant's profession covering Consultant's wrongful acts, negligent actions, errors or omission in the amount of one million dollars (\$1,000,000) per claim and annual aggregate.

**4.1-03.02 Required Provisions.** The policies specified in Section 4.1-03.01 is to state or be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days (10 days for nonpayment of premium) prior written notice by U.S. mail has been given to the District.

**4.1-03.03 Required Format.** All of the liability insurance shall be provided on policy forms satisfactory to the District. All insurance correspondence, notations, certificates, or other documents from the insurance carrier or agent/broker shall each separately reference the District project number.

**4.1-03.04 Deductibles and Self-Insured Retention.** Any deductible or self- insurance retention must be declared to and approved by the District. At the option of the District, the insurer shall reduce or eliminate such deductibles or self-insured retention.

**4.1-03.05 Acceptability of Insurers.** Insurance is to be placed with insurers having a current AM. Best's rating of no less than A-:VII or equivalent or as otherwise approved by the District.

**4.1-03.06 Evidences and Cancellation of Insurance.** Prior to execution of the Agreement, the Consultant shall file with the District evidence of insurance satisfactory to the District. The insurer will give by U.S. mail written notice to the District at least thirty (30) days prior to the effective date of any cancellation, except for nonpayment of premium for which ten (10) days prior written notice will be given. The Consultant shall, upon demand of the District, deliver to the District all such policy or policies of insurance and the receipts of payment of premiums thereon.

**4.1-03.07 Errors and Omissions/Professional Negligence.** Consultant shall procure and maintain errors and omissions insurance, or professional liability insurance, at all times this Agreement is in effect, covering the services to be provided hereunder in the amount of one million dollars per claim and annual aggregate.

**4.1-03.08 Sub-Consultants.** In the event that Consultant employs other consultants as part of the services covered by this Agreement, consistent with Section 3.3 above, it shall be the Consultant's responsibility to confirm that each sub-consultant meets the minimum insurance requirements specified above.

**4.2 Indemnification.** To the fullest extent permitted by law, Consultant shall indemnify and hold harmless and defend the District, its directors, officers, employees, or designated volunteers, and each of them from and against:

**4.2-01** Any and all third party tort claims, demands, lawsuits, or causes of action (the "Claims"), and the damages, costs, expenses, losses, or liabilities arising out of such Claims, in law or in equity, of every kind and nature whatsoever for, but not limited to, injury to or death of any person including District and/or Consultant, or any directors, officers, employees or designated volunteers of District or Consultant, and damages to or destruction of property of any person, including but not limited to, District and/or Consultant and their directors, officers, employees or designated volunteers, arising out of or in any manner directly or indirectly connected with the work to be performed under this Agreement, due to the Consultant's negligent acts, errors or omissions committed or alleged to have been committed, except in those cases where the District is liable.

**4.2-02** Any and all actions, proceedings, damages, costs, expenses, penalties or liabilities, in law or equity, of every kind of nature whatsoever, arising out of, resulting from, or caused by the willful or negligent violation of any governmental law or regulation, compliance with which is the responsibility of Consultant, except in those cases where the District is liable.

**4.2-03** Consultant shall defend, subject to the terms of 4.2 above, at its own cost, expense and risk, with Counsel of District's choice, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against District or District's directors, officers, employees or designated volunteers.

**4.2-04** Consultant shall pay and satisfy any judgment, award or decree that may be rendered against District or its directors, officers, employees or designated volunteers, in any and all such aforesaid suits, actions or other legal proceeding.

**4.2-05** Consultant shall reimburse District and its directors, officers, employees or designated volunteers, for any and all reasonable legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided.

**4.2-06** Consultant's obligation to indemnify shall not be restricted to insurance

proceeds, if any, received by the District, or its directors, officers, employees or designated volunteers.

**4.3 Laws Regulations and Permits.** The Consultant shall exercise all professional care to give all notices required by law and exercise the Standard of Care to comply with all laws, ordinances, rules and regulations pertaining to the conduct of the work. The Consultant shall be liable for all negligent or intentional violations of the law in connection with work furnished by the Consultant. If the Consultant negligently or intentionally performs any work contrary to such laws, ordinances, rules and regulations, the Consultant shall bear all costs and penalties, civil or criminal, arising therefrom.

**4.4 Safety.** The Consultant shall execute and maintain Consultant's work so as to avoid injury or damage to any person or property. In carrying out the work, the Consultant shall at all times, exercise all necessary precautions for the safety of its employees appropriate to the nature of the work and the conditions under which the work is to be performed, and be in compliance with all federal, state and local statutory and regulatory requirements including State of California, Division of Industrial Safety (Cal/OSHA) regulations, and the U.S. Department of Transportation Omnibus Transportation Employee Testing Act (as applicable).

## **5.0 TERM OF AGREEMENT**

**5.1 Term.** This Agreement shall be effective from date of signature of both parties and shall continue in full force and effect until completion and approval of the work and services described hereunder, unless extended by mutual consent, or until otherwise terminated under Section 6.11 below. In no event, however, shall this contract extend beyond December 31, 2024, unless expressly extended by both parties in writing.

## **6.0 MISCELLANEOUS**

**6.1 Covenant Against Discrimination.** The Consultant covenants that, by and for itself, its heirs, executors, assigns and all persons claiming under or through it, that there shall be no discrimination against, or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin, or ancestry in the performance of this Agreement.

**6.2 Non-liability of District Officers and Employees.** No officer or employee of the District shall be personally liable to Consultant, or a successor in interest, in the event of any default or breach by the District or for any amount that may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

**6.3 Conflict of Interest.** No director, officer, agent, employee or designated volunteer of the District shall have any financial interest, direct or indirect, in this Agreement, nor shall any such person participate in any decision relating to the Agreement which affects his or her financial interest or the financial interest of any corporation, partnership or association in which he or she is, directly or indirectly, interested, in violation of any State statute or



regulation. The Consultant warrants that it has not paid or given and will not pay or give, any third party any money or other consideration for obtaining this Agreement.

**6.4 Notice.** Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the District, to the General Manager and to the attention of the General Manager, San Bernardino Valley Water Conservation District, 1630 W. Redlands Boulevard, Suite A, Redlands, CA 92373-0581, and in the case of the Consultant, to the person at the address designated on the execution page of this Agreement.

**6.5 Interpretation.** The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement.

**6.6 Integration; Amendment.** It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements, and understandings, if any, between the parties and none shall be used to interpret this Agreement. This Agreement may be amended at any time only by the mutual consent of the parties and only by an instrument in writing.

**6.7 Severability.** In the event that part of this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or inability to enforce shall not affect any of the remaining portions of this Agreement, which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

**6.8 Waiver.** No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

**6.9 Attorney's Fees.** If either party to this Agreement is required to initiate or defend or is made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees, whether or not the matter proceeds to judgment.

**6.10 Ownership of Work.** All work performed by the Consultant hereunder shall be the exclusive property of the District, and shall be kept confidential by the Consultant unless otherwise directed by the District. The Consultant shall provide to the District all notes,



maps, schedules, graphs, worksheets, reports, computer databases and programs, or any other analysis or analytical tools created or produced by the Consultant in connection with its work performed hereunder ("Work"), no later than the time of the completion of the Consultant's Work or earlier termination of this Agreement under Section 6. 11 below. The Consultant shall not disclose or utilize its Work under this Contract in any other assignment or for any other purpose, or otherwise disclose or utilize such Work, without the prior written consent of the District, which consent shall not be unreasonably withheld.

**6.11 Termination.** This Agreement may be terminated by either party giving 30 days' notice in writing to the other party and sent by registered mail to the principal place of business that such notice is addressed. The right, duties, and responsibilities of the parties shall continue in full force during the period of this 30-day notice. After the expiration of the 30-day interval following notice, no rights or liabilities shall arise out of this relationship, regardless of expenses which may have been incurred, except that the indemnification provisions of Section 4.2 above shall survive termination, and any task undertaken by Consultant on written District authorization, and still uncompleted at the expiration of the notice period, shall be carried to completion by Consultant and paid for by District at rates provided hereunder, unless mutually agreed in writing to the contrary, in accordance with the provisions herein.

**6.12 Mediation.** In the event of disagreement as to termination procedures, the Consultant and District shall meet and confer to resolve the issue. If the meet and confer process fails to resolve any controversy or claim arising out of or related to work performed under this Agreement, within 10 business days after written notice by one party to the other identifying the nature of the dispute and requesting a meet and confer conference, such claim or controversy shall be submitted to non-binding mediation unless the parties mutually agree otherwise. The submission to non-binding mediation shall be upon such terms, conditions, and procedures as the parties might mutually agree, and shall not preclude the initiation or exercise of any other remedy, legal, equitable, or otherwise, available to any party. The mediation proceedings shall take place in San Bernardino County, California.

**6.13 Corporate Authority.** The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound.

**IN WITNESS WHEREOF**, the parties have executed and entered into this Agreement and by signature below:

**SAN BERNARDINO VALLEY WATER  
CONSERVATION DISTRICT**

By: \_\_\_\_\_  
Betsy Miller, General Manager

Date: \_\_\_\_\_

**CONSULTANT**

\_\_\_\_\_

By: \_\_\_\_\_

Address:  
Phone:

Date: \_\_\_\_\_

**Attachment 1**  
**Scope of Services**

## **SCOPE OF SERVICES**

### **CONSTRUCTION STAKING**

All requested staking (contract, re-staking, extra, etc.) shall be requested and must be done so with a 48 hour notice (two (2) working days).

This estimate is based on the following:

- The SBVWCD Mill Creek Diversion and Debris Management Improvement Plan

Cutsheets will be provided on a daily basis for all requested staking.

#### **A. PRECONSTRUCTION STAKING**

Casc will provide field and office time as needed to produce one (1) set of stakes for each of the following:

1. Outline of Wall A and B (beyond the existing diversion structure walls)
2. Outline of the Diverter Walls
3. Outline of limits of levee rock that is to be removed
4. Outline of new channel invert
5. Outline of limits of work (beyond the levee removal limits)
6. Outline of grouted rock

#### **B. CONSTRUCTION CONTROL**

Casc will provide sufficient control points throughout the Project to maintain efficient construction staking procedures.

#### **C. LIMITS OF WORK**

Casc will provide field and office time as needed to produce one (1) set of stakes for the Project limits of work within Mill Creek and within the staging area.

#### **D. CONSTRUCTION STAKING**

Casc will provide field and office time as needed to:

1. Produce one (1) set of stakes for rough grading top of subgrade.
2. Produce one (1) set of stakes for fine grading top of subgrade.
3. Produce one (1) set of stakes for the limits of removal of the grouted rock levee.
4. Produce two (2) sets of stakes for the diversion structure walls A and B footings shown on sheet 7 of the plans.
5. Produce two (2) sets of stakes for the diverter walls footings shown on sheet 5 of the plans.
6. Produce two (2) sets of stakes for the toe of ungrouted rock per construction notes 35 and 37 on the plans.
7. Produce two (2) sets of stakes for the limits of drivable grouted rip rap per construction note 32 on the plans.

8. Produce two (2) sets of stakes for the limits of grouted rock immediately downstream of diversion outlet, including toe down per construction note 26 on the plans.
9. Produce two (2) sets of stakes for the concrete by-pass Berm per construction note 22 on the plans.
10. Produce two (2) sets of stakes for the PCC slab per construction note 25 on the plans.

**E. PRE AND POST CONSTRUCTION CONVENTIONAL TOPOGRAPHIC SURVEYS**

Casc will provide field and office time to perform both pre and post construction topographic surveys of the existing ground. This survey will be for the purpose of earthwork and therefore will only include spot elevations of the existing ground within the limits of work shown on the improvement plan. This will not include locations of structures or delineation of features, as it is understood that the requested purpose is for earthwork only. If it is deemed necessary to outline the major items such as rip rap or the PCC slab, Casc will include that in this scope. Survey data will be compiled into a CAD base map with a surface and one-foot contours generated.

**F. PRE AND POST CONSTRUCTION UAS AERIAL TOPOGRAPHIC SURVEYS (OPTIONAL ALTERNATIVE TO ITEM E)**

Casc will provide field and office time to perform both pre and post construction aerial topographic surveys of the area within the limits of work shown on the improvement plan. Provide a CAD file with full linework of features one-foot contours generated, and an orthophoto overlay. Provide office calculations to perform a check of the topographic information received from the photogrammetrist.

**Attachment 2**  
**Schedule of Rates**

### SCHEDULE OF FEES

|              |  |                           |
|--------------|--|---------------------------|
| <b>A.</b>    | <b>PRECONSTRUCTION STAKING (36 HOURS FIELD AND 20 HOURS OFFICE)</b>                                    | <b>\$15,584.91</b>        |
|              | 1. 4 HOURS FIELD AND 4 HOURS OFFICE  |                           |
|              | 2. 4 HOURS FIELD AND 4 HOURS OFFICE  |                           |
|              | 3. 8 HOURS FIELD AND 4 HOURS OFFICE  |                           |
|              | 4. 4 HOURS FIELD AND 4 HOURS OFFICE  |                           |
|              | 5. 8 HOURS FIELD AND 4 HOURS OFFICE  |                           |
|              | 6. 8 HOURS FIELD AND 4 HOURS OFFICE  |                           |
| <b>B.</b>    | <b>CONSTRUCTION CONTROL (32 HOURS FIELD AND 12 HOURS OFFICE)</b>                                       | <b>\$12,582.14</b>        |
| <b>C.</b>    | <b>LIMITS OF WORK (8 HOURS FIELD AND 4 HOURS OFFICE)</b>   | <b>\$3,365.54</b>         |
| <b>D.</b>    | <b>CONSTRUCTION STAKING (132 HOURS FIELD AND 54 HOURS OFFICE)</b>                                      | <b>\$52,891.34</b>        |
|              | 1. 12 HOURS FIELD AND 4 HOURS OFFICE   |                           |
|              | 2. 24 HOURS FIELD AND 8 HOURS OFFICE   |                           |
|              | 3. 8 HOURS FIELD AND 4 HOURS OFFICE  |                           |
|              | 4. 8 HOURS FIELD AND 8 HOURS OFFICE  |                           |
|              | 5. 8 HOURS FIELD AND 4 HOURS OFFICE  |                           |
|              | 6. 16 HOURS FIELD AND 6 HOURS OFFICE   |                           |
|              | 7. 16 HOURS FIELD AND 6 HOURS OFFICE   |                           |
|              | 8. 16 HOURS FIELD AND 4 HOURS OFFICE   |                           |
|              | 9. 8 HOURS FIELD AND 2 HOURS OFFICE  |                           |
|              | 10. 16 HOURS FIELD AND 8 HOURS OFFICE  |                           |
| <b>E.</b>    | <b>PRE AND POST CONSTRUCTION CONVENTIONAL TOPOGRAPHIC SURVEYS (16 HOURS FIELD AND 16 HOURS OFFICE)</b> | <b>\$8,491.07</b>         |
| <b>TOTAL</b> |  | <b><u>\$92,915.00</u></b> |
| <b>F.</b>    | <b>PRE AND POST CONSTRUCTION UAS AERIAL TOPOGRAPHIC SURVEYS (OPTIONAL ALTERNATIVE TO ITEM E)</b>       | <i>Upon Request</i>       |

### NOTES

- FIELD HOURS ARE BASED ON A 2 MAN SURVEY FIELD CREW AT A PREVAILING WAGE RATE OF \$310.692/HOUR
- OFFICE HOURS ARE BASED ON OUR LICENSED SURVEYOR/DIRECTOR RATE OF \$220/HOUR
- THE NUMBER OF TRIPS DEPENDS ON HOW THE WORK IS REQUESTED BUT HOURS HAVE BEEN BROKEN DOWN TO A PER ITEM BASIS.



## San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

Memorandum No. 1945

**To:** Board of Directors

**From:** Betsy Miller, General Manager

**Date:** June 14, 2023

**Subject:** Purchase of Groundwater Charge Replenishment/Sustainability Water

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### **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.

### **BACKGROUND AND DISCUSSION**

As part of the FY23 rate setting process, the Board approved a request from the Groundwater Council to add a Replenishment/Sustainability component to the District's Groundwater Charge to purchase imported water when available for groundwater recharge, in an amount roughly equivalent to the funds committed by Groundwater Council member agencies for purchase of imported water. Per Resolution 599 (Section 7) and Resolution 610 (Section 7), adopted April 27, 2022 and April 26, 2023 respectively, the District committed that such collected funds would be "...devoted and applied exclusively to Bunker Hill Basin maintenance and water supply enhancement efforts in conjunction with the Groundwater Council, whether by way of direct payment to the Groundwater Council in connection with such efforts, or as directly applied by the District in cooperation with the Groundwater Council toward such efforts." Together, these funds from groundwater producers work together to provide significant additional recharge within the Bunker Hill basin to address the long-term decline in groundwater supplies documented by the District's annual Engineering Investigation.

In 2023, San Bernardino Valley Municipal Water District received its full allocation from the State Water Project. With imported water available, the District proposes to fulfill the commitments of its Groundwater Charge resolutions by expending funds collected to-date through the Replenishment/Sustainability component of the Groundwater Charge to purchase such imported water for recharge. Prior to delivery, funds up to \$52,600.82 will be held by San Bernardino Valley Municipal Water District in a dedicated account to allow for tracking and verification purposes. With this purchase, the Replenishment/Sustainability funds are expected to increase groundwater recharge into the Bunker Hill Groundwater Basin by nearly 450 acre feet by the end of 2023.

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Redlands, CA 92373  
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#### **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



**FISCAL IMPACT**

The purchase of imported water for aquifer recharge in compliance with Resolutions 599 and 610 would result in the expenditure of \$52,600.82 from GL 4026 GW Sustainability/Replenishment & the GW Sustainability Charge Fund Reserve.

**POTENTIAL MOTIONS**

1. Approve purchase of approximately 450 acre feet of imported water from San Bernardino Valley Municipal Water District using the Replenishment/Sustainability component of the groundwater charge in an amount up to \$52,600.82, and authorize the General Manager to remit such funds to San Bernardino Valley Municipal Water District, with instructions to such payee to sequester the funds in a separate account to be devoted exclusively to the purchase of a portion of its imported water allocation for Bunker Hill Basin recharge.
2. Approve purchase of approximately 450 acre feet of imported water from San Bernardino Valley Municipal Water District using the Replenishment/Sustainability component of the groundwater charge in an amount up to \$52,600.82 and authorize the General Manager to remit such funds to San Bernardino Valley Municipal Water District, subject to other specific conditions as the Board may specify.
3. Provide feedback to staff and request a revised recommendation be presented for consideration of approval at a future Board meeting.

**ATTACHMENTS OR MATERIALS**

State Water Project Order Planning Form

State Water Project Order Planning Form

| Agency Information | Enter text |
|--------------------|------------|
| Agency Name:       |            |
| Submitted by:      |            |
| Email:             |            |
| Phone number:      |            |
| Date Submitted:    |            |

| Order                     |          |      |     |     |     |     |     |     |     |     |     |     |     |     |       |   |
|---------------------------|----------|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|---|
| Type (Direct or Recharge) | Location | Rate | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |   |
|                           |          |      |     |     |     |     |     |     |     |     |     |     |     |     |       | 0 |
|                           |          |      |     |     |     |     |     |     |     |     |     |     |     |     |       | 0 |
|                           |          |      |     |     |     |     |     |     |     |     |     |     |     |     |       | 0 |
|                           |          |      |     |     |     |     |     |     |     |     |     |     |     |     |       | 0 |
| Total                     |          |      | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0     | 0 |

Certifications and Signature

- ☒ a. The undersigned certifies that our agency has an active water conservation program.
- ☐ b. The undersigned certifies that our agency has a 100% backup supply in case of any interruption in service and I have attached our latest Water Supply and Demand Assessment to demonstrate compliance.

Please type your name below to sign

Signature



## San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

Memorandum No. 1946

**To:** Board of Directors

**From:** Ad Hoc GM Evaluation Committee  
David Cosgrove, General Counsel

**Date:** June 14, 2023

**Subject:** General Manager Bonus and Salary Adjustment

---

### **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.

### **BACKGROUND AND DISCUSSION**

The Ad Hoc GM Evaluation Committee met on April 10, 2023, to review the General Manager's performance in her first year of tenure. Ms. Miller provided the Ad Hoc Committee with a summary of activities, accomplishments, and achievements of defined District objectives, from which to conduct its review. A copy of that summary is attached.

The General Manager's performance review will be provided in closed session, per Government Code section 54957.1 (b). Any action on pay adjustments, however, is required to be in open session, and that is the purpose of this agenda item.

Under her existing contract, Ms. Miller has a base salary of two hundred fifty thousand dollars (\$250,000.00). Per contract, she is entitled to a cost-of-living adjustment in the amount given to all other employees of the District (which was 6.2%). She is also eligible for a merit increase of base salary of up to five percent (5%), and a merit performance bonus of up to five percent (5%).

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Melody McDonald

#### **GENERAL MANAGER**

Betsy Miller

Ms. Miller has requested that the budgetary allowance of her five percent (5%) base salary increase be re-allocated, and that such amounts be made available for increases to base pay rates for the Field Operation Specialists. The Ad Hoc Committee recommends the Board concur with this request and allow such additional funds to be budgeted by the General Manager for pay adjustments to other employees, to be more specifically defined and detailed through the budgeting process for the upcoming fiscal year.

It likely violates no confidentiality constraints to report that the Ad Hoc Committee reflected enthusiastically positive assessments of the General Manager's performance in her inaugural year. In addition to the cost of living adjustment provided for in her contract, the Ad Hoc committee also recommends the Board award the full amount of performance bonus, or payment of Fifteen Thousand dollars (\$15,000.00). This amount would be paid directly to the General Manager but would not become part of her base salary.

### **FISCAL IMPACT**

The cost-of-living adjustment to the base salary would result in additional cost to the District of fifteen thousand five hundred dollars (\$15,500.00), which would be a recurring expense as part of the General Manager's base salary, absent future adjustment. The performance bonus results in an additional one-time cost to the District of Fifteen Thousand dollars (\$15,500.00).

### **POTENTIAL MOTIONS**

1. Approve the 6.2 percent cost of living adjustment to the General Manager's base salary, for an additional Fifteen Thousand Five Hundred dollars (\$15,500.00), to bring the base salary amount to Two Hundred Sixty-Five Thousand and Five Hundred (\$265,500.00) dollars.
2. Approve a merit bonus payment to the General Manager of Fifteen Thousand dollars (\$15,000.00).
3. Authorize the General Manager to allocate an additional Twelve Thousand Five Hundred dollars of salary expense into the Field Operation Specialist salaries in the FY24 in lieu of a five percent base salary increase.
4. Provide other directions to staff.
5. Refer the item back to the Ad Hoc Committee for additional consideration.

### **ATTACHMENTS**

Year 1 Accomplishments Table

# Year 1 Accomplishments Table

| 2022  |    | 2023  |    | Progress Report  |
|---|----|---|----|--|
| Existing Groundwater Recharge Operations              | 1  | Existing Groundwater Recharge Operations              | 1  | Recharge = 11,597 AF in Water Year 2021-2022; recharge = 29,331 AF to-date (3/30/2023) in Water Year 2022-2023; recharge facilities were evaluated for maintenance needs with work approved in the FY23 budget and additional tasks proposed in the FY24 budget; permitting efforts are complete/underway (see 2023 priorities 3, 4, 5, 8, 12 and 13)  |
| Active Recharge Transfer Projects Feasibility Studies | 2  | Active Recharge Transfer Projects Feasibility Studies | 2  | <ul style="list-style-type: none"> <li>• Twin/Waterman/Lynwood contract NTP issued on 2/2/2022, geotechnical tests complete, flood event hydrology analysis complete, hydraulic studies in process, sediment transport analysis in process, on budget</li> <li>• Plunge/Oak contract NTP issued 2/16/2022, geotechnical test complete, hydraulic studies in process, sediment transport analysis in process, on budget</li> <li>• Mill/Cook contract NTP issued 3/15/2022, flood event hydrology analysis complete, hydraulic analysis for existing conditions complete, seismic refraction for Cook Creek complete, geotechnical testing planned for spring/summer 2023, hydraulic studies in process, sediment transport analysis in process, on budget</li> </ul> |
| ARTP Final Design (selected site)                     | 3  |   |    | See 2023 Priority 16   |
| Mill Creek Diversion Permits                          | 4  | Mill Creek Diversion Permits                          | 3  | <ul style="list-style-type: none"> <li>• RWQCB 401 Water Discharge Requirement was issued on 9/13/2022 (R8-2022-0058)</li> <li>• CDFW Streambed Alteration Agreement resubmittal in progress</li> <li>• USACE 408 permit and associated NEPA routed for signature on 3/14/2022</li> </ul>  |
| Mill Creek Diversion Construction                     | 5  | Mill Creek Diversion Construction Complete            | 4  | Construction schedule scenarios have been reviewed with the Operations Committee, both based on the date of receipt of the outstanding 408 and 404 permits from the Corps of Engineers; project specifications are complete; gates have been delivered   |
| Wash Plan Permit State and Waters Permits Issued      | 6  | Wash Plan State and Waters Permits Issued             | 5  | <ul style="list-style-type: none"> <li>• RWQCB 401 Water Quality Certification and Order for the Upper Santa Ana River Wash Habitat Conservation Plan, Covered Activities was issued on 7/29/2022 (SARWQCB WDID # 362021-07)</li> <li>• CDFW Streambed Alteration Agreement for Routine Maintenance was issued on 11/9/2022 (1600-2021-0005-R6)</li> <li>• CDFW Streambed Alteration Agreement for construction projects was issued on 12/13/2022 (EPIMS-SBR-23918-R6)</li> <li>• USACE 404 Programmatic Individual Agreement is in process, with the public comment period completed on 7/31/2022 and the District/AECOM team working to address USACE comments on draft EA received on 1/27/2023</li> <li>• CDFW 2081 permit discussions in progress</li> </ul>    |
| Wash Plan - Land Exchange MOU Appraisal and ROW       | 7  | Wash Plan - Land Exchange and ROW                     | 6  | <ul style="list-style-type: none"> <li>• Land Exchange appraisal accepted by BLM on 6/3/2022</li> <li>• Binding Exchange Agreement signed by BLM on 3/6/2023</li> <li>• BLM agreement to proceed under the land exchange process outlined in the 2019 Dingell Act on 3/20/2023, which includes the removal of the need for a ROW</li> </ul>  |
| 2020 Census-based Redistricting                       | 8  |   |    | Completed in-house; updated districts approved by Board on 3/9/2022  |
| Wash Plan Natural Resources Management Plan           | 9  | Wash Plan Natural Resources Management Plan           | 7  | In draft   |
| Mentone Shop Study Approved, Design, Permitting       | 10 | Mentone Shop Design and Permitting                    | 12 | Obtained "will serve" letter from the City of Redlands; building and safety permit applications submitted to County  |
| Mentone Shop Construction                             | 11 | Mentone Shop Construction Complete                    | 13 | Building purchase is budgeted for FY23; construction scheduled for CY23 pending building delivery and permits  |
| Mill Creek Operations Permitting                      | 12 | Mill Creek Operations Permitting                      | 8  | <ul style="list-style-type: none"> <li>• USFWS recommended application for a Safe Harbor Agreement to permit this project on 1/12/2023</li> <li>• USACE Approved Jurisdictional Delineation and Determination of Need for Department of the Army Permit (stating that a USACE permit is not required for this project) were issued on 3/17/2023</li> <li>• RWQCB permitting discussions in progress</li> <li>• CDFW 2081 permit discussion will begin following receipt of Wash Plan 2081 (see 2023 Priority 5)</li> </ul>   |
| Wash Plan Trails MOU Approval                         | 13 | Wash Plan Trails MOU Approval                         | 14 | <ul style="list-style-type: none"> <li>• Trails MOU approved by City of Highland on 1/11/2022</li> <li>• Trails MOU in review by the City of Redlands</li> <li>• Five-party funding agreement in review by CEMEX and Robertson's</li> </ul>  |
| Five-Year Strategic Plan                              | 14 | Five-Year Strategic Planning Update                   | 9  | Contract with Strategy Driver, Inc. approved by the Board on 2/8/2023; Board workshops scheduled for June, July and August 2023  |
| Community Mitigation Conservation Easements           | 15 | Community Mitigation Conservation Easements           | 15 | CDFW is completing final review of the Trust to hold conservation easements and endowments   |
| ARTP Final Design                                     | 16 | Initiate ARTP Final Design                            | 16 | Pending additional feasibility study results (see 2023 Priority 2)   |
|   |    | Renew Groundwater Council Agreement                   | 10 | Groundwater Council Renewal Committee meetings have been held on 5/23/2022, 6/28/2022, 8/23/2022, 1/23/2023, 2/27/2023, and 3/13/2023 with an upcoming meeting scheduled for 4/10/2023   |
|   |    | Apply and Secure Grant Funding for ARTP Projects      | 11 | Small contract for grant review support in FY23 is pending with WSC; scope of work for additional support has been reviewed and included in the proposed FY24 budget   |



# Environmental Update

as of June 2, 2023

## Wash Plan Implementation – Monitoring Activities

- SBKR Monitoring Program
  - On May 25, staff completed the second year of implementing the SBKR habitat assessment survey protocol. In total, staff spent a total of 13 days in the field this spring conducting the assessments, surveying 102 of the 102 plots scheduled to be trapped for SBKR in the fall.
- Slender-horned Spineflower (SHSF) Monitoring Program
  - Comprehensive surveys for new SHSF populations of the Wash Plan Preserve were completed by Dudek and District staff to fulfill Wash Plan SHSF Objective 9. The project was implemented over a total of four weeks on May 3, 9, 10, 11, 16, 17, 18, 23, and 24. In addition to a number of potential out-planting sites being evaluated, one previously unknown population of SHSF was discovered by the survey team during the surveys.
  - District staff conducted annual monitoring of known populations of SHSF within the Wash Plan Preserve on May 2, 3, 4, and 9. In total, over the four field days, 20 populations were monitored allowing for comparisons between last year and the 2023 field season.

## Wash Plan Implementation – Management Activities

- Slender-horned Spineflower (SHSF) Restoration Program
  - Dudek has coordinated advancement of the seed bulking program with the California Botanic Garden (CalBG) since approval of the District's 2081(a) permit from CDFW in late November 2022. Seeds collected from known SHSF populations in spring 2022 were first sown at CalBG on December 2. In April, plants were identified as being ready for transfer to the field for planting in late April. HRS prepared the site (weed whipped, cleared thatch, installed silt fence and weed fabric, and temporary overhead irrigation system) on April 26 and the first plants were transferred following saturation of the site with water and planted on April 27.
  - By the latter part of May, approximately 400 plants had been planted at the site and are receiving supplemental water 2 to 3 days a week. Following the development of floral clusters and successful germination, produced seeds will be collected and made available for use in out-planting trials in the fall.
  - On May 26, District staff met with researchers from the University of Redlands to discuss pollination ecology of the slender-horned spineflower and set up trial cameras to test different methods for identifying pollinators of the plant.



Application of successful methods may be used to track pollination of plants growing at the seed-bulking site this spring.

### Wash Plan Implementation – Organizational Structure, Planning, and Reporting

- The regularly scheduled monthly coordination meeting with the USFWS was held on May 16.
- On May 31, the District submitted the 2022 Wash Plan Annual Report to the USFWS as required by the terms and conditions of the HCP and Implementation Agreement.
- District staff participated in weekly environmental team meetings hosted by Valley District in support of the Enhanced Recharge Project Phase 1B on May 2, 10, 17, and 24. Discussions centered on the implementation of the environmental monitoring and mitigation measures required by CDFW and USFWS consistent with the 2081 ITP and Wash Plan, respectively.
- On June 1, a signed Certificate of Inclusion Agreement for Enhanced Recharge Project Phase 1B with revised Conditions of Approval was provided to Valley District for review and signature.

### Wash Plan Programmatic Permits

- USACE 404 Programmatic Individual Agreement –District and AECOM staff continue to meet with USACE weekly in support of completion of the EA and eventual issuance of the standard individual permit.
- District staff and AECOM have requested a working session with CDFW in June to facilitate advancement of the next steps in the permitting process tied to completion of the 2081 Incidental Take Permit (ITP).

### Mill Creek Programmatic Permits

- The draft SHA, which covers ongoing operations and maintenance as well as future capital improvement projects at Mill Creek, is expected to be submitted to the USFWS for review and comment in early June.

### Partnership Activities

- On May 18, Anna Frey, participated in the Headwaters Resiliency Partnership Committee Meeting spearheaded by Valley District. The meeting occurs on a bi-monthly basis and serves as a forum for partners and key stakeholders to discuss management of the forest and surrounding areas making up the headwaters of the Santa Ana River.

## Wash Plan Trails Status Report

June 2023

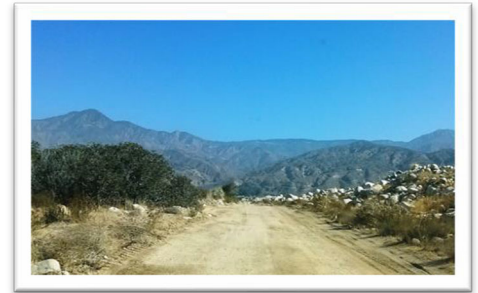


**San Bernardino Valley  
Water Conservation District**

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### Project Management Approach / Work Plan

- a. Develop/obtain support from Cities on trails MOU
- b. Complete trail permitting, including 1)  
Wash Plan HCP Certificate of Inclusion  
and 2) State/waters permits
- c. Record public access easements, if necessary
- d. Install signs/fencing
- e. Open trail(s) that do not require ancillary  
facilities such as trailheads or parking lots
- f. Obtain grant funding for ancillary trail facilities such  
as trailheads and parking lots
- g. Bid construction of/build ancillary trail facilities



### Current Status

District staff continues to coordinate with the City of Redlands to adopt the Trail MOU. Prior to approval of the MOU, Redlands has requested a five-party agreement between the cities, mining companies, and the District to clarify implementation items such as payment. District Counsel provided a draft agreement for review by the parties in April 2022; Redlands staff indicated that the documents were in review in February 2023. District staff requested updates in March, May and June.

The City of Highland adopted the Trail MOU in January 2022, and has scheduled approval of the five-party agreement following review by CEMEX and Robertson's.

CEMEX and Robertson's are reviewing the five-party agreement and are coordinating with the District team to discuss details further.

In an effort to expedite opening of the trails, District staff reviewed the location of trail segments based on City jurisdiction to evaluate options for a segment located entirely on District lands within the City of Highland for review and discussion with the Trails Committee at their February 9 meeting. No complete loop is entirely within the jurisdiction of Highland.

In addition, during discussion with the Trails Committee, it was determined that several planned trail routes are within or adjacent to the recently-begun construction area for the Enhanced Recharge Project. Safety and associated access restrictions will need to be addressed prior to trail openings before construction is complete.

Trails were included in the Wash Plan state and waters permitting applications which were submitted to the regulatory agencies in 2021. Trail opening will be dependent upon receipt of these permits, as well as final approval from USFWS, which included conditional approval in the Wash Plan HCP.





# Engineering Update

as of June 1, 2023

## Mentone Shop

- Architectural drawings, building manufacturer drawings/calculations, and structural foundation plan are complete, deposit has been paid for the building.
- Architect/contractor has submitted all permits to the County, County has indicated fire hydrant is required, coordination with City of Redlands for installation of hydrant is on-going.
- Research of connection costs to sewer versus installing a septic tank is in progress.

## Mill Creek Diversion and Debris Management Project

- 408 permit and the Flood Control access permit have been received. 404 permit draft has been submitted to Corp management for signature and issuance.
- Survey and geotechnical inspection proposals received.
- Bid package released on June 1, 2023. Closing date is June 29, 2023, at 4pm.

## Enhanced Recharge Phase 1B

- SBKR Fencing and temporary waterline are being installed, clearing and grubbing of the A basins in process.
- Coordinating design of overflow structure from Basin 13 to D Dike to increase recharge capacity during construction.

## PERC (Active Recharge Transfer) Projects

### Waterman, Twin Creek, and Lynwood Basins

- The 1D existing hydraulic model has been submitted and is being reviewed by staff. The 2D hydraulic model including basin routing and sediment transport model is being developed.
- Draft Geotechnical Report (infiltration only) was reviewed by staff and comments provided to Tetra Tech.

### Plunge and Oak Creeks

- Final hydrology study and average annual storm event report received and District has submitted to Flood Control for approval.
- The existing condition 1D Hydraulic models have been received, reviewed by staff and included in the submittal to SBCFCD. The proposed condition 2D hydraulic model and sediment transport analysis are being developed.

### Mill, Bledsoe, and Cook Creeks

- Proposed condition diversion hydraulic model has been adjusted based on field verification performed in May.



**San Bernardino Valley  
Water Conservation District**  
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- Additional diversion locations from Mill Creek are being studied.
- 1600 Operation of Law permit for geotechnical testing field work was issued on May 5, work will begin once basins are dry.
- Seismic refraction study at Cook Creek completed, report shows depth to bed rock at approximately 25 below ground surface.

## General Manager's Report

From May 10 to June 5, 2023  
Betsy Miller



**San Bernardino Valley  
Water Conservation District**  
Helping Nature Store Our Water

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The following report covers the efforts and activities during the reporting period.

1. **Water Conservation – Plan Goal 1** – Santa Ana River, Mill, and Plunge Creeks received rainfall throughout the winter with continuing flows from snowmelt into May. Mill Creek's total recharge for the Water Year is currently 14,561 AF. The Santa Ana River recharge is currently 35,490 AF. Plunge Creek recharge is 2,478 AF. The total recharge is 52,529 AF for the Water Year beginning October 2022.
2. **Facility Maintenance and Cleanout – Plan Goal 1** – Water recharge operations are underway with all facilities are in good working order. At the Santa Ana Recharge Facility, flows are being restricted to basins 13 and 14; basins 15, 16, 17 and the main canal are offline, and D is receiving approximately half of regular flows in order to ensure a dry construction area for the Enhanced Recharge Project. The Conservation District and Valley District are working closely to increase the water that can be routed to D through historic canal features that are located south of the construction area. Removal of excess sand from Mill Creek basins continues as recharge deposits additional aggregate. The field operations team has been bringing all of their expertise into play to recharge the maximum amount of water and working overtime to ensure safe and productive facility operations.
3. **Aggregate Management – Plan Goal 1** – Upland Rock continues screening and selling sand and rock from District basin cleaning efforts in support of land management efforts.
4. **Personnel/Administration/Staff** – None.
5. **Finance/Budget/Audit** – Please refer to packet materials provided for the Budget Workshop.
6. **Mill Creek Diversion Engineering – Plan Goals 1/4** – Please refer to the Engineering Update.
7. **Plunge Creek Conservation Project – Plan Goals 1/4** – Total project recharge for this water year is currently 2,299.3 AF.
8. **Enhanced Recharge Project – Plan Goal 1** – Environmental measures such as installation of fencing to exclude San Bernardino kangaroo rat, biological surveys, and clearing and grubbing for the first phase of basins are underway for Phase 1B.
9. **Active Recharge Transfer Project Partnership – Plan Goals 1, 2, and 4** – Please refer to the Engineering Update.

**10. Edison Divestiture** – *Plan Goals 1/4* – Additional updates will be provided in Closed Session.

**11. Groundwater Council** – *Plan Goal 1* – None.

**12. Shop Facilities for Field Staff** – *Plan Goals 1* – Please refer to the Engineering Update.

**13. Wildland Trails** – *Plan Goal 3* – Please refer to the Trails Status Update.

**14. Wash Plan** – *Plan Goal 4* – Please refer to the Environmental Update.

**15. Santa Ana River Wash Plan Land Exchange Act Implementation** – *Plan Goal 4* – On May 30, BLM indicated the property conveyance documents are being prepared for solicitor review, the Environmental Site Assessment is in final review, the notice to the Governor has been waived, and closing may occur as early as July.

**16. Conservation Trust** – *Plan Goal 4* – None.

**17. Property/Redlands Plaza** – Staff continues to manage Redlands Plaza tenants and maintenance issues. Renovations are underway for Suite K, which has been leased. District staff have been working closely with ACWA JPIA, plumbers and restoration contractors to address a leak reported by the tenant in Suite I.

**18. Mining** – Mining efforts by CEMEX contractors continue at the Plant Site quarry. Mining payments were above the guaranteed minimum rate in April and May.

**19. Public Outreach and Legislative** – *Plan Goal 5*

On June 10, IERCD hosted a table for the District at the San Bernardino County Regional Parks' Fish and Wildlife Festival at Prado Regional Park.

**20. Current Board Action Implementation** – Significant staff resources are allocated to PERC, various permitting applications, Redlands Plaza management, coordination with Valley District on Enhanced Recharge construction, update of the 2017 Strategic Plan, and the Wash Preserve Natural Resource Management Plan.

**21. Future Board Activities** – Expected short-term items for consideration or note:

- Strategic Plan Update workshops
- Construction contract for the Mill Creek Diversion Improvement Project
- Contracts for tasks approved in the FY24 budget

**22. District Successes**

- Completion of Wash Plan-required 2023 spring surveys
- Selection of construction management and survey contractors for the Mill Creek Diversion Improvement Project
- Bid posting for construction contract for the Mill Creek Diversion Improvement Project
- Above normal recharge numbers due to the high precipitation/snowmelt and the excellent work and dedication of the field operations team

# San Bernardino Valley Water Conservation District

## Monthly Recharge Report

From: 5/1/2023

To: 5/31/2023



|                              | May                |                  |               |                    |                |
|------------------------------|--------------------|------------------|---------------|--------------------|----------------|
|                              | Avg Daily Recharge | Monthly Recharge | Recharge WYTD | 10yr Avg Recharge* | BTAC Max**     |
| Santa Ana River              | 162.4              | 5,035            | 36,085        | 10,598             | 213,375        |
| Mill Creek                   | 120.2              | 3,727            | 11,510        | 3,079              | 128,025        |
| Plunge Creek                 | 6.7                | 208.3            | 2,446         | 488                | #N/A           |
| State Water Project          | 0.0                | -                | 1,197         | 6,638              | #N/A           |
| In River Channel Recharge*** | 74.9               | 2,321            | 6,450         | #N/A               | #N/A           |
| <b>Total</b>                 | <b>364</b>         | <b>11291</b>     | <b>57,689</b> | <b>20,803</b>      | <b>341,400</b> |

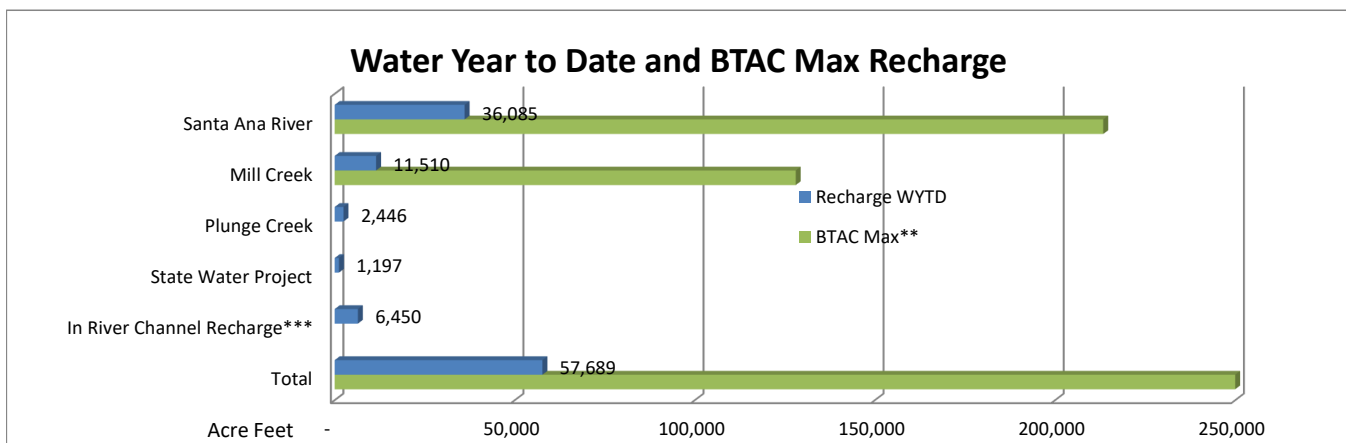
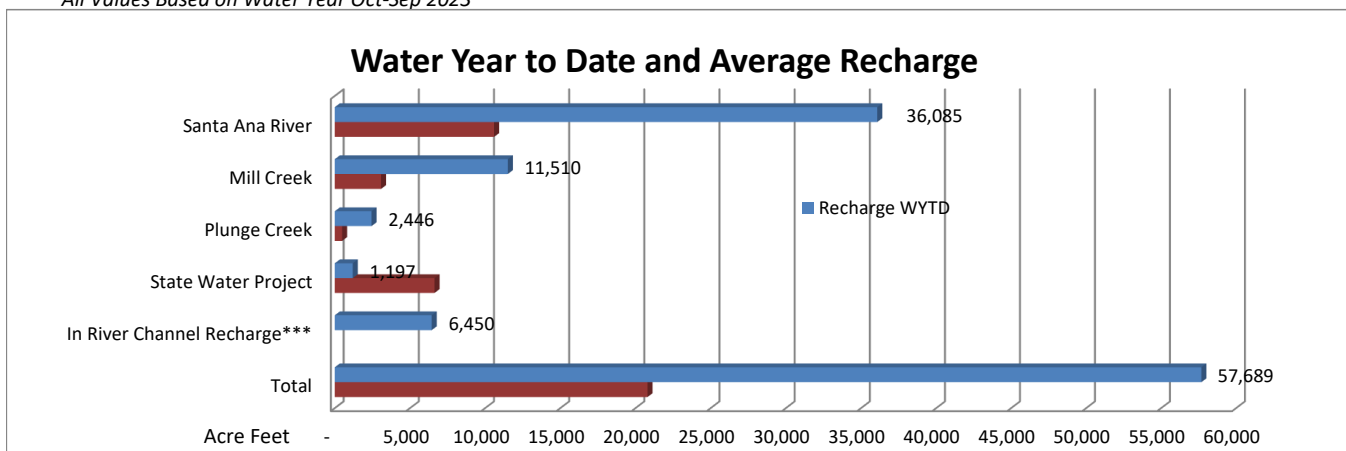
Values in Acre Feet

\* Plunge Creek only has 2 years of available data

\*\*BTAC Revised Max in December 2022

\*\*\*Monitoring began in Mid-April 2011

\*\*\*\* All Values Based on Water Year Oct-Sep 2023



## 2023 Board Calendar - San Bernardino Valley Water Conservation District

| JANUARY |    |    |    |    |    |    |
|---------|----|----|----|----|----|----|
| S       | M  | T  | W  | Th | F  | S  |
| 1       | 2  | 3  | 4  | 5  | 6  | 7  |
| 8       | 9  | 10 | 11 | 12 | 13 | 14 |
| 15      | 16 | 17 | 18 | 19 | 20 | 21 |
| 22      | 23 | 24 | 25 | 26 | 27 | 28 |
| 29      | 30 | 31 |    |    |    |    |

Jan. 11 Board Meeting  
Jan. 24 Operations Committee Mtg.  
Jan. 25 2<sup>nd</sup> Qtr. Finance & Admin Mtg.

| FEBRUARY |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | Th | F  | S  |
|          |    |    | 1  | 2  | 3  | 4  |
| 5        | 6  | 7  | 8  | 9  | 10 | 11 |
| 12       | 13 | 14 | 15 | 16 | 17 | 18 |
| 19       | 20 | 21 | 22 | 23 | 24 | 25 |
| 26       | 27 | 28 |    |    |    |    |

Feb. 8 Board Meeting  
Feb. 9 Ad Hoc Trails Committee  
Feb. 13 Outreach Committee

| MARCH |    |    |    |    |    |    |
|-------|----|----|----|----|----|----|
| S     | M  | T  | W  | Th | F  | S  |
|       |    |    | 1  | 2  | 3  | 4  |
| 5     | 6  | 7  | 8  | 9  | 10 | 11 |
| 12    | 13 | 14 | 15 | 16 | 17 | 18 |
| 19    | 20 | 21 | 22 | 23 | 24 | 25 |
| 26    | 27 | 28 | 29 | 30 | 31 |    |

Mar. 8 Board Meeting  
Engineering Investigation Report Presentation  
Mar. 22 3<sup>rd</sup> Qtr. Finance & Admin Mtg.  
Mar. 28 Operations Committee Mtg.

| APRIL |    |    |    |    |    |    |
|-------|----|----|----|----|----|----|
| S     | M  | T  | W  | Th | F  | S  |
|       |    |    |    |    |    | 1  |
| 2     | 3  | 4  | 5  | 6  | 7  | 8  |
| 9     | 10 | 11 | 12 | 13 | 14 | 15 |
| 16    | 17 | 18 | 19 | 20 | 21 | 22 |
| 23    | 24 | 25 | 26 | 27 | 28 | 29 |
| 30    |    |    |    |    |    |    |

Apr. 12 Board Meeting  
Public Meeting/Groundwater Charge  
Apr. 26 Board Meeting  
Public Hearing/Groundwater Charge

| MAY |    |    |    |    |    |    |
|-----|----|----|----|----|----|----|
| S   | M  | T  | W  | Th | F  | S  |
|     | 1  | 2  | 3  | 4  | 5  | 6  |
| 7   | 8  | 9  | 10 | 11 | 12 | 13 |
| 14  | 15 | 16 | 17 | 18 | 19 | 20 |
| 21  | 22 | 23 | 24 | 25 | 26 | 27 |
| 28  | 29 | 30 | 31 |    |    |    |

May 17 Board Meeting  
May 17 Budget Workshop  
(Immediately following Board meeting)

| JUNE |    |    |    |    |    |    |
|------|----|----|----|----|----|----|
| S    | M  | T  | W  | Th | F  | S  |
|      |    |    |    | 1  | 2  | 3  |
| 4    | 5  | 6  | 7  | 8  | 9  | 10 |
| 11   | 12 | 13 | 14 | 15 | 16 | 17 |
| 18   | 19 | 20 | 21 | 22 | 23 | 24 |
| 25   | 26 | 27 | 28 | 29 | 30 |    |

Jun. 14 Board Meeting

| JULY |    |    |    |    |    |    |
|------|----|----|----|----|----|----|
| S    | M  | T  | W  | Th | F  | S  |
|      |    |    |    |    |    | 1  |
| 2    | 3  | 4  | 5  | 6  | 7  | 8  |
| 9    | 10 | 11 | 12 | 13 | 14 | 15 |
| 16   | 17 | 18 | 19 | 20 | 21 | 22 |
| 23   | 24 | 25 | 26 | 27 | 28 | 29 |
| 30   | 31 |    |    |    |    |    |

Jul. 12 Board Meeting  
Jul. 25 Operations Committee Mtg.  
Jul. 26 4<sup>th</sup> Qtr. Finance & Admin Mtg.

| AUGUST |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| S      | M  | T  | W  | Th | F  | S  |
|        |    | 1  | 2  | 3  | 4  | 5  |
| 6      | 7  | 8  | 9  | 10 | 11 | 12 |
| 13     | 14 | 15 | 16 | 17 | 18 | 19 |
| 20     | 21 | 22 | 23 | 24 | 25 | 26 |
| 27     | 28 | 29 | 30 | 31 |    |    |

Aug. 9 Board Meeting

| SEPTEMBER |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | Th | F  | S  |
|           |    |    |    |    | 1  | 2  |
| 3         | 4  | 5  | 6  | 7  | 8  | 9  |
| 10        | 11 | 12 | 13 | 14 | 15 | 16 |
| 17        | 18 | 19 | 20 | 21 | 22 | 23 |
| 24        | 25 | 26 | 27 | 28 | 29 | 30 |

Sept. 13 Board Meeting

| OCTOBER |    |    |    |    |    |    |
|---------|----|----|----|----|----|----|
| S       | M  | T  | W  | Th | F  | S  |
| 1       | 2  | 3  | 4  | 5  | 6  | 7  |
| 8       | 9  | 10 | 11 | 12 | 13 | 14 |
| 15      | 16 | 17 | 18 | 19 | 20 | 21 |
| 22      | 23 | 24 | 25 | 26 | 27 | 28 |
| 29      | 30 | 31 |    |    |    |    |

Oct. 10 Operations Committee Mtg.  
Oct. 11 Board Meeting

| NOVEMBER |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | Th | F  | S  |
|          |    |    | 1  | 2  | 3  | 4  |
| 5        | 6  | 7  | 8  | 9  | 10 | 11 |
| 12       | 13 | 14 | 15 | 16 | 17 | 18 |
| 19       | 20 | 21 | 22 | 23 | 24 | 25 |
| 26       | 27 | 28 | 29 | 30 | 31 |    |

Nov. 8 Board Meeting  
Nov. 15 1<sup>st</sup> Qtr. Finance & Admin Mtg.

| DECEMBER |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | Th | F  | S  |
|          |    |    |    |    | 1  | 2  |
| 3        | 4  | 5  | 6  | 7  | 8  | 9  |
| 10       | 11 | 12 | 13 | 14 | 15 | 16 |
| 17       | 18 | 19 | 20 | 21 | 22 | 23 |
| 24       | 25 | 26 | 27 | 28 | 29 | 30 |
| 31       |    |    |    |    |    |    |

Dec. 13 Board Meeting  
(@ 9:30 a.m.)  
Annual Luncheon