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GROUNDWATER COUNCIL MEETING AGENDA

MONDAY, DECEMBER 9, 2019 - 10:00 AM

SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT BOARD ROOM

380 EAST VANDERBILT WAY, SAN BERNARDINO, CA 92408

CALL TO ORDER

ROLL CALL FOR QUORUM

Bear Valley Mutual Water Company (0), City of Colton (3), City of Loma Linda (9), City of Redlands (0), City of Rialto (8), East Valley Water District (15), Fontana Union Water Company (3), Loma Linda University (1), San Bernardino Municipal Water Department (62), San Bernardino Valley Municipal Water District (0), San Bernardino Valley Water Conservation District (0), West Valley Water District (0), Yucaipa Valley Water District (0)

INTRODUCTIONS

Approval of Minutes.

1. *August 12, 2019, Meeting (Page 3)*

NEW BUSINESS

1. *Budget Policy Changes and 2020 Preliminary Budget (Page 6)*
2. *Consider Outline for Proposed Annual Report (Page 18)*

OTHER BUSINESS



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ADJOURNMENT

The next regularly scheduled Groundwater Council Meeting will be on February 10, 2020 at 10:00 a.m., at San Bernardino Valley Municipal Water District 380 East Vanderbilt Way San Bernardino, CA 92408

**MINUTES
OF
THE
GROUNDWATER COUNCIL**

August 12, 2019

Registered Guests:

Bob Martin, Bear Valley Mutual Water Company
Sam Fuller, Bear Valley Mutual Water Company
John Mura, East Valley Water District
Tom Crowley, City of Rialto
Linda Jadeski, West Valley Water District
Logan Olds, West Valley Water District
Steve Miller, San Bernardino Municipal Water Department
Cris Fealy, Fontana Union Water Company
Josh Swift, Fontana Union Water Company
Jeff Noelte, East Valley Water District
Parag Kalaria, Elsinore Valley Municipal Water District
Miguel Guerrero, San Bernardino Municipal Water Department
Madeline Blue, Yucaipa Valley Water District
Jesus Gastelum, Elsinore Valley Municipal Water District
Cecilia Griego, City of Redlands
Katelyn Scholte, San Bernardino Valley Water Conservation District
Daniel Cozad, San Bernardino Valley Water Conservation District
Wen Huang, San Bernardino Valley Municipal Water District
Karly Gaynor, Western Municipal Water District
Jennifer Ares, Yucaipa Valley Water District
Douglas Headrick, San Bernardino Valley Municipal Water District
Bob Tinchier, San Bernardino Valley Municipal Water District
Lillian Hernandez, San Bernardino Valley Municipal Water District

The Groundwater Council meeting was called to order by Tom Crowley at 10:04 a.m. at the San Bernardino Valley Municipal Water District office, 380 E. Vanderbilt Way, San Bernardino.

Roll Call was taken and there was a quorum for voting purposes. The meeting proceeded with the following agenda items.

Agenda Item 1. Approval of Minutes.

1. April 8, 2019, Meeting.

Daniel Cozad moved to approve the minutes of the April 8, 2019, Groundwater Council meeting. John Mura seconded. The motion was unanimously adopted.

Agenda Item 2. New Business.

- 1. Appointment of a Member to Serve on the Active Recharge Partnership Agreement Policy Committee.** Daniel Cozad stated that in 2019 there was a partnership agreement formed between San Bernardino Valley Municipal Water District (SBVMWD) and the San Bernardino Valley Water Conservation District (SBVWCD) that provides for a Policy Committee. The Policy Committee is to make sure the active recharge projects that are being transferred to the SBVWCD move forward and the funds are used appropriately. It consists of a Board member from SBVMWD and a Board member from the SBVWCD and an appointee from the Groundwater Council in addition to the general managers of the two districts. The role would be to have the interest of the basin in mind. In the agreement, it is set to meet quarterly. Outside of attending the meeting and reviewing the agenda there should not be a lot of work for whoever would be willing to serve. Bob Martin volunteered for the position. Mr. Cozad requested an appointment be made to serve on the Policy Committee.

John Mura moved approval of appointing Bob Martin to represent the Groundwater Council on the Active Recharge Partnership Policy Committee. Douglas Headrick seconded. The motion was unanimously adopted.

- 2. Proposed Agreement with San Bernardino County Flood Control District for Water Spreading.** Douglas Headrick stated that the Groundwater Council (GC) was primarily established to cover the purchase of a supplemental water supply that also includes a coordination of the operations and maintenance associated with recharge of those supplies. On the east side of the valley, that is primarily taken care of by the SBVWCD but on the west side and in other areas including the east side of the valley, the flood control facilities are used for that purpose. Eighty percent of the cost is to recharge the water and approximately twenty percent of the cost is the operations and maintenance associated with the recharge of that water and that is how the budget is developed for the GC. SBVMWD signed an agreement with the San Bernardino County Flood Control District (SBCFCD) in 1972 to allow it access to their facilities when not needed for flood control purposes. That agreement was in place until a few years ago until it expired. The way that it worked was the SBCFCD would keep track of all their costs associated with operations and maintenance of water recharge that came from the State Water Project. In 2011, the

District received an invoice that covered 21 years. The cost was about \$10,000 a year. The recharge is clean water and other than the vegetation that may grow, there is not much maintenance. There are vector control costs associated with the recharge as well. SBVMWD asked the SBCFCD if they would re-negotiate a contract. At that time, the SBCFCD wanted a fee paid. The fee discussed but not finalized was \$20 per acre-foot of water. Two months ago, a draft contract was received from the SBCFCD and it included the fee discussed. Flood control comes first but when available SBVMWD could use the facilities at cost meaning operations and maintenance. The \$20 fee would be covered by the GC. The SBVMWD receives a lease payment to do the same thing. The county would like any other agency that may think they want to do recharge with non-storm water in the future, sign the agreement. After discussion, the group felt that SBVMWD and anyone else who wants to sign on to the agreement needs to move with all haste to accomplish the task. However, whether or not those charges will be added to the GC equitable allocation are yet to be determined.

- 3. Participation Update and Consideration of Non-Parties.** Douglas Headrick stated that the GC will need to figure out a way to cover the charges from small producers that have not signed the agreement yet. The total charges this year would have been approximately \$300,000. Recognizing there will be a need to figure out a way to handle it, Mr. Headrick requested the GC send a letter to the SBVMWD Board asking them in the spirit of cooperation to cover those charges and commit as a GC that it will continue to encourage or incentivize all of the agencies to pay. This year the SBVMWD Board authorized the purchase of 34,000 acre-feet of water that is added to the GC mix and distributed throughout the District.

Agenda Item 3. Other Business.

The next regularly scheduled Groundwater Council Meeting will be on October 14, 2019, at 10:00 a.m. at San Bernardino Valley Municipal Water District, 380 E. Vanderbilt Way, San Bernardino, CA 92408.

Agenda Item 4. Adjournment.

There being no further business, President Crowley adjourned the meeting 10:58 a.m.

APPROVAL CERTIFICATION

I hereby certify to approval of the foregoing Minutes of the Groundwater Council.

Secretary

Date _____

Respectfully submitted,

Lillian Hernandez
Board Secretary

GL ACCT: GL DESCRIPTION:		Approved 2019-2020 Budget	Increase/ Decrease	Draft 2020- 2021 Budget	GROUNDWATER RECHARGE ENTERPRISE				
Draft 2020-2021 Budget					2020 BUDGET:	% BUDGET	BASIS:		
INCOME:									
4012	INTEREST INCOME-LAIF	20,000.00	400.00	20,400.00	0.00	Groundwater Totals \$ 1,059,619 \$ 459,619			
4013	INTEREST INCOME-CALTRUST	66,443.10	3,322.16	69,765.26	0.00				
4014	INTEREST INCOME-CA CREDIT UNION	3,600.00	72.00	3,672.00					
4015	INTEREST INCOME-UBS	36,000.00	720.00	36,720.00					
4016	INTEREST INCOME ARTP	450,000.00	9,000.00	459,000.00		0.00%			
4021	GROUNDWATER CHARGE-AG	97,028.35	31,274.11	128,302.46	128,302.46	100.00%	PER OFFSET		
4023	GROUNDWATER CHARGE-NON AG	405,830.40	-74,514.25	331,316.15	331,316.15	100.00%	5% INCREASE		
4024	GROUNDWATER COUNCIL REVENUE	470,000.00	130,000.00	600,000.00	600,000.00	100.00%	PROPOSED		
4031	PLANT SITE CEMEX	48,000.00	0.00	48,000.00	0.00	55.00%	0.6% EST. CPI-U CUURA421S/		
4032	CEMEX - ROYALTY/LEASE	586,000.00	0.00	586,000.00	0.00				
4036	AGGREGATE MAINTENANCE	40,000.00	0.00	40,000.00	0.00				
4040	MISCELLANEOUS INCOME	10,000.00	0.00	10,000.00	0.00				
4050	PROPERTY TAX	122,145.33	2,442.91	124,588.24	0.00				
4055	SBVMWD LEASE AGREEMENT	411,013.69	12,330.42	423,344.11	232,839.26				
4062	MENTONE PROPERTY INCOME	100.00	0.00	100.00	0.00				
4065	REDLANDS PLAZA	172,108.19	0.00	172,108.19	0.00				
4066	REDLANDS PLAZA CAM	40,191.90	0.00	40,191.90	0.00				
4080	EXCHANGE PLAN	30,000.00	0.00	30,000.00	30,000.00			100.00%	HISTORIC
4025	WASH PLAN REVENUE * from Reserves	210,000.00	0.00	210,000.00	0.00	100%			
4086	PLUNGE CREEK IRWMP Grant	200,000.00	0.00	200,000.00	0.00				
4998	RATE STABILIZATION *From Reserves	22,223.00	0.00	22,223.00	22,223.00				
4999	TRUST REIMBURSEMENT WASH PLAN	100,000.00	0.00	100,000.00	0.00				
TOTAL INCOME:		3,540,683.96	115,047.34	3,655,731.30	1,344,680.87				
EXPENSES:									
5080	LAFCO CONTRIBUTION/FEES	4,000.00	0.00	4,000.00	0.00	21.00%	GSC and Bio Support		
5120	MISC. PROFESSIONAL SERVICES	130,000.00	0.00	130,000.00	27,300.00				
5122	WASH PLAN PROFESSIONAL SERVICES	30,000.00	0.00	30,000.00	0.00				
5123	HABITAT MANAGEMENT-WP	120,000.00	0.00	120,000.00	0.00				
5124	PLUNGE CREEK PROFESSIONAL SERVICES	150,000.00	0.00	150,000.00	7,500.00	5.00%	GENERAL ENG./GIS		
5125	ENGINEERING SERVICES	18,000.00	0.00	18,000.00	18,000.00	100.00%			
5130	AERIAL PHOTO/SURVEYING/MARKET	1,000.00	0.00	1,000.00	0.00				
5133	Regional River HCP Contribution CIP #7	25,000.00	0.00	25,000.00	18,750.00	75.00%			
5155	WP TRAILS SERVICES	25,000.00	0.00	25,000.00	0.00	50.00%	Share by need		
5160	IT SUPPORT	7,000.00	0.00	7,000.00	3,500.00			36.00%	Share based on Revenue
5170	AUDIT	26,155.00	0.00	26,155.00	9,415.80				
5175	LEGAL-WASH PLAN	20,000.00	0.00	20,000.00	0.00				
5180	LEGAL	175,000.00	0.00	175,000.00	52,500.00	30.00%	GSC and COE Litigation		
FIELD OPERATIONS:									
5210	EQUIPMENT MAINTENANCE	6,365.40	190.96	6,556.36	6,556.36	100.00%	based on average actual		
5215	PROPERTY MAINTENANCE	42,000.00	0.00	42,000.00	33,600.00	80.00%	Basin Maintenance Moved		
5223	TEMP FIELD LABOR	11,000.00	0.00	11,000.00	11,000.00	100.00%	Invasive and canal cleaning		
5225	FIELD CLEAN UP-DUMPING/VECTOR	60,000.00	0.00	60,000.00	36,000.00	60.00%			
5050	BASIN CLEANING FORMERLY 7050 CAPITAL	50,000.00	0.00	50,000.00	50,000.00	100.00%			
VEHICLE OPERATIONS:									
5310	VEHICLE MAINTENANCE	8,000.00	0.00	8,000.00	8,000.00	100.00%	reduced from 2013-14 base		
5320	FUEL	12,500.00	1,250.00	13,750.00	13,750.00	100.00%	EST. LOWER FUEL COST		
UTILITIES:									
5410	ALARM SERVICE	1,500.00	0.00	1,500.00	750.00	50.00%	FACILITIES SHARE		
5420	ELECTRICITY	10,000.42	0.00	10,000.42	2,000.08	20.00%	FACILITIES SHARE		
5430	MOBILE PHONES	3,550.00	1,715.00	5,265.00	3,948.75	75.00%	FACILITIES SHARE		
5440	TELEPHONE	8,000.00	0.00	8,000.00	2,400.00	30.00%	FACILITIES SHARE		
5450	NATURAL GAS	986.59	147.99	1,134.58	453.83	40.00%	FACILITIES SHARE		
5460	WATER / TRASH / SEWER	2,300.00	138.00	2,438.00	975.20	40.00%	FACILITIES SHARE		
5470	INTERNET SERVICES	2,652.25	79.57	2,731.82	819.55	30.00%	FACILITIES SHARE		
GENERAL ADMINISTRATION:			0.00						
6001	GENERAL ADMIN-OTHER	4,500.00	0.00	4,500.00	2,250.00	50.00%	ESTIMATE BY USE		
6002	WEBSITE ADMINISTRATION	3,300.00	2,100.00	5,400.00	0.00				

GL ACCT:		GL DESCRIPTION:		Approved 2019-2020 Budget	Increase/ Decrease	Draft 2020- 2021 Budget	GROUNDWATER RECHARGE ENTERPRISE		
Draft 2020-2021 Budget		2020 BUDGET:	% BUDGET				BASIS:		
6003	PROPERTY TAX	235.10	0.00	235.10	0.00				
6004	MEETING EXPENSES	2,000.00	60.00	2,060.00	0.00				
6006	PERMITS	10,000.00	0.00	10,000.00	5,000.00	50.00%	Fish and Wildlife		
6007	INTER DISTRICT COSTS	10,000.00	0.00	10,000.00	5,000.00	50.00%			
6009	LICENSES	1,300.00	330.53	1,630.53	1,304.42	80.00%	2013-14 ACTUAL		
6010	SURETY BOND	1,900.00	0.00	1,900.00	0.00				
6012	OFFICE MAINTENANCE	3,180.00	0.00	3,180.00	0.00				
6013	OFFICE LEASE PAYMENT	60,000.00	0.00	60,000.00	18,000.00	30.00%	Share by allocation		
6015	MENTONE HOUSE MAINTENANCE	5,000.00	0.00	5,000.00	0.00				
6016	REDLANDS PLAZA MAINTENANCE	40,000.00	0.00	40,000.00	0.00				
6026	REDLANDS PLAZA CAM EXPENSES	29,355.00	0.00	29,355.00	0.00				
6018	JANITORIAL SERVICES	9,108.89	0.00	9,108.89	0.00				
6019	JANITORIAL SUPPLIES	500.00	0.00	500.00	200.00	40.00%	FACILITIES SHARE		
6020	VACANCY MARKETING-REDLANDS PLAZA	5,500.00	-5,000.00	500.00	0.00				
6027	COMPUTER SOFTWARE	600.00	0.00	600.00	30.00	5.00%	FACILITIES SHARE		
6030	OFFICE SUPPLIES	3,750.67	0.00	3,750.67	187.53	5.00%	FACILITIES SHARE		
6033	OFFICE EQUIPMENT RENTAL	9,500.00	0.00	9,500.00	475.00	5.00%	FACILITIES SHARE		
6036	PRINTING	980.00	29.40	1,009.40	403.76	40.00%	GW Charge		
6039	POSTAGE AND OVERNIGHT DELIVERY	1,200.00	0.00	1,200.00	300.00	25.00%	GW Charge		
6042	PAYROLL PROCESSING FEES	2,523.50	126.18	2,649.68	0.00				
6045	BANK INVESTMENT SERVICE CHARGES	2,575.00	-1,000.00	1,575.00	0.00				
6051	UNIFORMS	2,200.00	550.00	2,750.00	1,925.00	70.00%	Field Uniforms		
6060	OUTREACH	60,000.00	0.00	60,000.00	15,000.00	25.00%	share by mission		
6087	EDUCATIONAL REIMBURSEMENT	5,000.00	0.00	5,000.00	0.00				
6090	SUBSCRIPTIONS/PUBLICATIONS	1,210.00	0.00	1,210.00	0.00				
6091	PUBLIC NOTICES	3,200.00	0.00	3,200.00	2,560.00	80.00%	% OF 2010		
6093	MEMBERSHIPS	20,860.20	0.00	20,860.20	0.00				
BENEFITS:									
6110	VISION INSURANCE	2,593.61	-0.00	2,593.61	1,423.89	45%	Based on percent of hours		
6120	WORKER'S COMP INSURANCE	15,870.94	746.55	16,617.49	9,123.00	45%	Based on percent of hours		
6130	DENTAL INSURANCE	11,134.47	-8,549.39	2,585.08	1,419.21	45%	Based on percent of hours		
6150	MEDICAL INSURANCE	199,043.45	16,126.48	215,169.93	118,128.29	45%	Based on percent of hours		
6150.01	MEDICAL EMPLOYEE CONTRIBUTION	-30,960.10	2,362.68	-28,597.42	-12,868.84	45%			
6160	PAYROLL TAXES - EMPLOYER	75,497.73	6,142.88	81,640.61	44,820.70	45%	Based on percent of hours		
6170	PERS RETIREMENT	193,475.10	41,254.52	234,729.62	128,866.56	45%	Based on percent of hours		
6170.01	PERS EMPLOYEE CONTRIBUTION	-44,370.28	397.71	-43,972.57	-19,787.66	45%			
SALARIES:									
6210	OVERTIME				0.00			592,135.10	
6230	REGULAR SALARIES	1,068,721.55	71,046.00	1,139,767.55					
Sub	Field Supervisor	87,684.98	2,132.71	89,817.69	109,577.58	100.00%	Salary+overhead 22% time		
Sub	Field Operations Spec I	50,831.87	3,009.37	53,841.24	65,686.31	100.00%	Salary+overhead 22% time		
Sub	Field Operations Spec I	43,680.00	645.32	44,325.32	43,261.51	80.00%	Salary+overhead 22% time		
Sub	Lands Resources Mgr.	190,506.06	14,333.03	204,839.09	74,971.11	30.00%	Salary+overhead 22% time		
Sub	Admin Services Spec.	85,733.40	1,682.86	87,416.26	42,659.14	40.00%	Salary+overhead 22% time		
Sub	Admin Analyst	84,485.29	4,165.35	88,650.64	32,446.13	30.00%	Salary+overhead 22% time		
Sub	Senior Engineer	145,600.00	21,646.73	167,246.73	40,808.20	20.00%	Salary+overhead 22% time		
Sub	Assistant Engineer	67,783.39	7,019.80	74,803.19	45,629.94	50.00%	Salary+overhead 22% time		
Sub	GIS Intern/contract	16,516.87	-979.27	15,537.60	18,955.87	100.00%	Salary+overhead 22% time		
Sub	General Manager	269,499.69	15,304.52	284,804.21	104,238.34	30.00%	Salary+overhead 22% time		
Sub	Doc Imaging Intern	12,000.00	948.00	12,948.00	6,318.62	40.00%	Salary+overhead 22% time		
sub	Assistant Engineer	14,400.00	1,137.60	15,537.60	7,582.35	40.00%			
INSURANCE:								0.41	
6310	PROPERTY / AUTO INSURANCE	7,000.00	0.00	7,000.00	5,250.00	75.00%	Approximate from Insurer		
6320	GENERAL LIABILITY INSURANCE	32,300.00	0.00	32,300.00	24,225.00	75.00%	Approximate from Insurer		
DIRECTOR'S EXPENSES:									
6401	DIRECTOR'S FEES	90,344.10	4,517.21	94,861.31	0.00				
6410	MILEAGE	4,000.00	0.00	4,000.00	0.00				
6415	AIR FARE	2,500.00	0.00	2,500.00	0.00				

GL ACCT:		GL DESCRIPTION:		Approved 2019-2020 Budget	Increase/ Decrease	Draft 2020- 2021 Budget	GROUNDWATER RECHARGE ENTERPRISE		
Draft 2020-2021 Budget		2020 BUDGET:	% BUDGET				BASIS:		
6420	OTHER TRAVEL	500.00	0.00	500.00	0.00				
6425	MEALS	3,500.00	0.00	3,500.00	0.00				
6430	LODGING	4,000.00	0.00	4,000.00	0.00				
6435	CONF/SEMINAR REGISTRATIONS	5,000.00	0.00	5,000.00	0.00				
6440	ELECTION FEES/REDISTRICTING	0.00	0.00	0.00	0.00				
ADMINISTRATIVE/STAFF EXPENSES:									
6510	MILEAGE	1,800.00	700.00	2,500.00	1,000.00	40.00%	Allocation basis 2011		
6515	AIR FARE	2,000.00	500.00	2,500.00	625.00	25.00%	Allocation basis 2011		
6520	OTHER TRAVEL	1,000.00	0.00	1,000.00	250.00	25.00%	Allocation basis 2011		
6525	MEALS	1,591.35	443.65	2,035.00	610.50	30.00%	Allocation basis 2011		
6530	LODGING	3,000.00	750.00	3,750.00	1,125.00	30.00%	Allocation basis 2011		
6535	CONF/SEMINAR REGISTRATIONS	4,000.00	0.00	4,000.00	1,200.00	30.00%			
9999	Contribution toward Capital Maint.	361,365.60	252,000.00	613,365.60	88,000.00		Reduced Allocation		
8010	Capital Reserve GWE/Rate Stabilization	0.00		0.00	0.00	100.00%	Use not contribution		
TOTAL EXPENSES:		3,264,395.54	460,201.92	3,653,551.46	1,345,401.05				
Operating Revenue		3,540,683.96	115,047.34	3,655,731.30	1,344,680.87				
NET OPERATING REVENUE		276,288.42	-345,154.58	2,179.84	-720.18				
OVERHEAD									
NET GENERAL FUND ANNUAL									

SAN BERNARDINO BASIN GROUNDWATER COUNCIL

BUDGET COMMITTEE POLICY

Revised 12/10/18 **Proposed revisions 11/25/19**

This policy document was prepared by the Budget Committee (BC) to provide operating policy, rules, and guidelines for the Committee and the San Bernardino Basin Groundwater Council (GC) related to budget, fiscal, and reporting issues. The following members participated in the development of the policy.

John Mura, East Valley Water District
Daniel Cozad, SBV Water Conservation District
Miguel Guerrero, City of San Bernardino Municipal Water Department

This document was presented to the GC at its April 9, 2018, meeting and was approved at the May 14, 2018, GC meeting. **The Policy was reviewed and revised in the fall of 2019 and approved on December 9, 2019.**

Committee Policy, Rules, and Practices

1. COMMITTEE APPOINTMENTS AND ELECTION OF CHAIR

- a. The GC will appoint members to serve on the BC. The BC recommends that the GC appoint two new members for one-year terms and one incumbent member for an additional one-year term, so at least one member has served on the BC in the prior year. No member shall serve more than two consecutive one-year terms.
- b. The BC will elect a Chair and communicate this election to the President of the GC in its Action Minutes.

2. MEETING AND GENERAL ISSUES

- a. The Chair will schedule in-person or telephone conference meetings at dates and times to meet the needs of the BC.
- b. BC meetings, to the extent possible, will be noticed so other members can participate if they wish.
- c. The BC will develop and revise an audit procedure for the GC to be implemented by the GC.

3. BUDGET DEVELOPMENT AND FINDINGS

The BC is documenting the development process and efforts undertaken in the following areas to cover the requirements and sources of information for each finding that is listed in Section 4.6 of the GC Framework Agreement. Table 1 identifies the sources, timing, and processing of data needed to update the Equitable Allocation Model (EAM) each year. The committee will meet in November each year to ensure all information has been collected from the prior year for the EAM update. The original EAM developed for

approval of agreement uses certified Watermaster and other data from 2016. The EAM will be one year in arrears for allocation. SBVMWD and SBVWCD will provide budget information and backup for the development of the budget for Water Purchase and O&M.

- a) The amount of imported or other water supplies to be acquired will be calculated in the EAM in accordance with Exhibit B of the GC Framework Agreement. This information will be combined into a summary table similar to the one shown in Attachment A-1 to this policy.
- b) Estimated O&M costs and any supporting information will be prepared by the SBVWCD in coordination with any other entity performing O&M on recharge basins for the BC. This information will be combined with costs for imported or other water supplies and incorporated into the summary table similar to Attachment A-2 to this policy.
- c) The BC, in November, will coordinate with the BTAC Engineering Subcommittee recommended application or distribution of imported water locations and quantities based on the EAM. This would be developed by the BTAC Engineering Subcommittee and will be incorporated into a summary table and map similar to the one shown in Attachment B to this policy.
- d) The BC, at its first meeting, will discuss and determine if any administrative costs for the GC operations should be included in the budget and assess the collection and uses. No administrative costs are budgeted, but if costs are planned in future years, they would be incorporated into Attachment A-2.
- e) Finally, based on the EAM, a proposed allocation of costs for Water Purchase and O&M will be determined and shown in summary in Attachment A-2.

2019 Adjustments to EAM and Future Development

In the first budget after adoption, several adjustments and modifications were made to the EAM to fulfill the agreement intent and maintain the integrity of the EAM. These issues were addressed in the 2019 approved budget. Again in late 2018 and early 2019, issues arose, which prompted the Budget Committee to propose changes in the calculation of the EAM for the 2020 budget year. These will be/have been reviewed by the Groundwater Council and are summarized below.

- (1) A Data Review/QC Committee will be formed with representatives from surface water users and groundwater producers to evaluate the quality of data and measurement of flows on a regular basis, at least twice per year. All members will ensure their stated diversions or production is accurate and balances total flows. The Committee will review any data that is needed but not otherwise published to provide background and justification for its use, so it can be adopted (published) as part of the EAM and Budget process. For the future, the simplification and value engineering team will review the EAM to determine if it can be simplified or consolidated without losing the inherent equity determined in the initial version.

- (2) The GG will review the percentage of the EAM cost attributed to historical use and consider reducing or retiring it at the next agreement renewal or phased in over time to better reflect, reward reduced surface and groundwater use, and be consistent with local, state, and federal water use efficiency initiatives.
- (3) Unit fees (per acre foot) charged by any group for recharge will be specifically considered by the GC, and if such charge implemented, it would take effect at the renewal or phased in several years to avoid rapid changes to contributions. Evaluation of the benefit equity will be determined when assessed or as phased in.
- (4) The Budget Committee recommends agencies provide meters meeting State Diversion requirements at North Fork Flume, Redlands Sandbox, and Cooley Hat, in order to provide accurate calculations and credits to the EAM.
- (5) The EAM calculation will not include imported water purchased by any member via Groundwater Council funding. Only water which is purchased above and beyond the GC funding amount, which benefits the basin, will be shown as a credit to the purchasing agency.

4. BUDGET PROCESS AND TIMING

In accordance with Section 4.6.2 and 4.6.3 of the GC Framework Agreement, the BC recommends the following schedule for the development of the background surface and groundwater data needed to update the EAM and budget development.

- October – Staff collect Watermaster and other data identified in Table 1 and process and review it to update the EAM. Much of this data should be included in the annual basin groundwater report. If needed, the GC will coordinate with the BTAC Engineering Subcommittee.
- November/December – BC meets to review EAM and preliminary water purchase and O&M budgets, as well as any other preliminary information needed to form the preliminary budget.
- February – BC meets to review EAM, projected water purchase, O&M budgets, and recommend a draft budget to the GC.
- February/March – BC presents the EAM and budget to the GC, incorporates comments or changes and prepares a final budget for GC member budgets
- April/May – GC meets to approve the GC budget formally
- July – SBVMWD and SBVWCD send invoices for EAM allocated member costs.
- September /October – GC meets to review actual revenue and expenses and plan for the next year's budget. The GC may provide an informal or formal report on actual income and expenses for the prior year.

A request for a Budget Amendment may be made by any member of the GC to the Chair of the BC for consideration at its next meeting. Budget amendments may be rare but are

likely the result of unexpected circumstances or changes in hydrology or member participation.

5. COLLECTION PAYMENT AND REPORTING

In accordance with the GC Framework Agreement, SBVMWD will collect Water Purchase funds from members in a procedure described below:

After approval of the GC Budget and July 1 of each year, SBVMWD will prepare an invoice for the Water Purchase component of the GC's EAM for each participating agency. This invoice will be due within 60 days from the date of the invoice unless the entity has requested, and the Executive Committee (President, vice president, and secretary) or GC has approved another payment term. Should another payment term be accepted, the amount due will be collected with those terms. If the payment is not made within the appropriate time, a late notice shall be prepared and sent to the agency and reported to the BC and GC President. If the GC approves terms where an agency can hold funds to be remitted at a later date, the entity will remit a warrant or credit letter committing to remit the funds within 30 days of a request for remittance plus any interest or fee the GC approves. Funds received from members or interest shall be segregated into a separate GC Water Purchase account or fund, which allows the SBVMWD to account and report on the transactions of the fund apart from other SBVMWD funds.

In accordance with the Framework Agreement, SBVWCD will collect O&M funds from members in a procedure described below:

After the GC approves the annual budget and shortly after July 1 of each year, SBVWCD will prepare an invoice for each agency assigned O&M contribution from the EAM and approved Budget. This invoice will be due within 60 days from the date of the invoice unless the entity has requested, and the Executive Committee or GC has approved another payment term. Should another payment term be accepted, the amount due will be collected with those terms. If the payment is not made within the appropriate time, a late notice shall be prepared and sent to the agency and reported to the BC and GC President. Funds received shall be segregated into an account which allows the SBVWCD to account for and report this income separately from other SBVWCD funds.

Both SBVMWD and SBVWCD will collaborate in preparing a financial report for the GC on a monthly basis or for each meeting of the GC. The report will show amounts collected from each member for O&M and Water Purchase and any expenses paid for imported water or held and invested for future purchases.

6. INVESTMENT OF FUNDS FOR WATER PURCHASE

As members remit funds to SBVMWD in accordance with the procedures above, it is likely in some years; some funds will be in excess of that needed for Water Purchase. SBVMWD shall invest any funds in excess of those required in interest-bearing investments in accordance with SBVMWD's then applicable Investment Policy. Interest earned by these funds shall accrue to the GC Water Purchase Fund. Should other remittance terms be needed by members, those terms would be approved by the Budget Committee and or Executive Committee, and interest potentially collected from such

terms should not exceed that actually earned by funds invested from the Water Purchase Fund.

7. AUDIT PROCEDURE AND IMPLEMENTATION

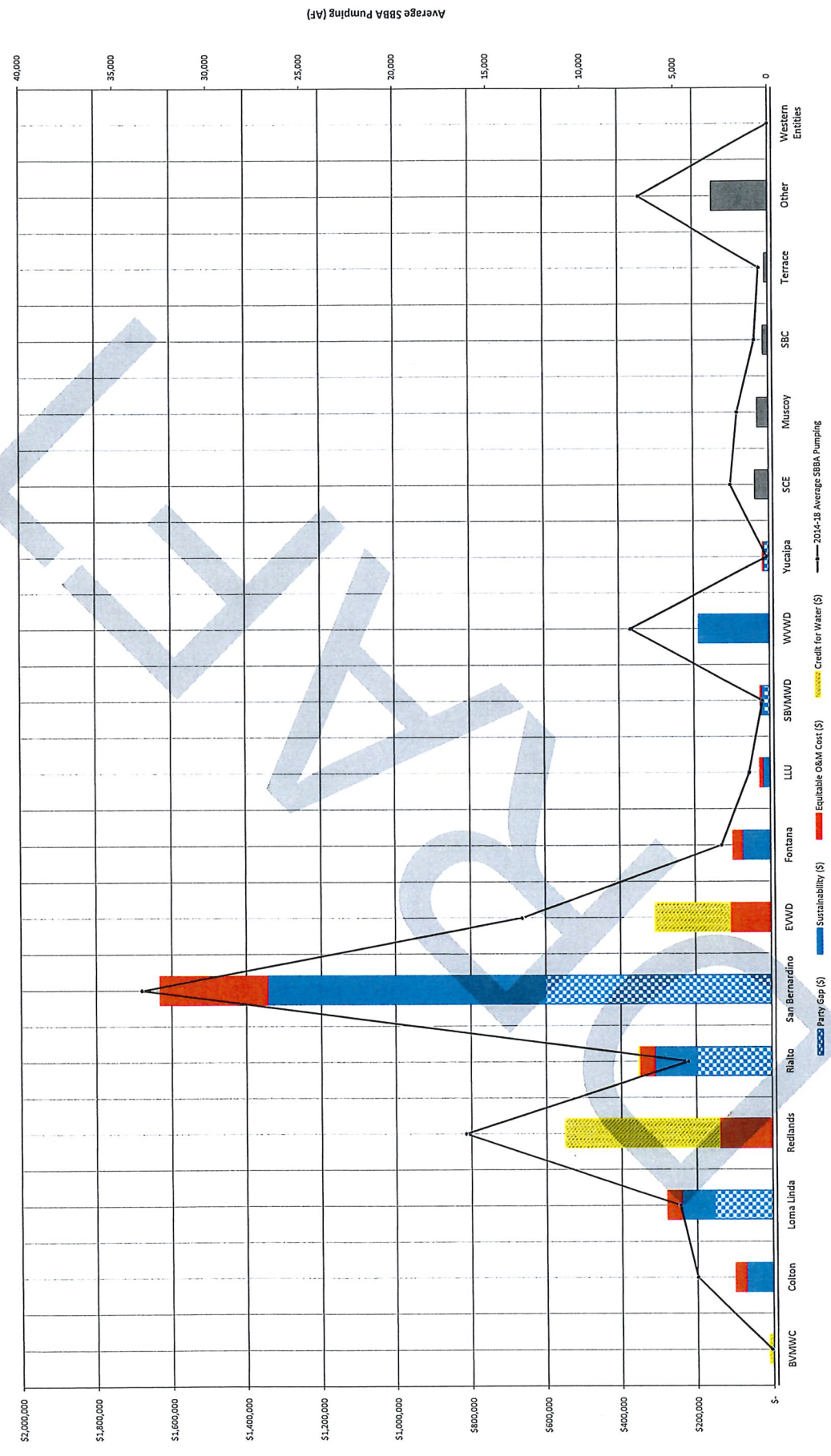
The GC requested the BC develop an Audit Approach and Procedure for the GC. The committee prepared and reviewed a draft procedure which was reviewed by the GC on December 10, 2018, and approved. The approach and procedure were incorporated into the BC policy at Attachment B to this document. The procedure will be implemented upon the request of the GC, and an Ad Hoc Audit committee will be implemented by the committee with support as requested.

DRAFT Groundwater Council Equitable Allocation Budget for FY 2020-21

Agency	Party Gap FY 2020-21 (AF)	Sustainability FY 2020-21 (AF)	Estimated Total Water Cost (\$)	Equitable O&M Costs FY 2020-21 (\$)	Estimated Total Party Costs 2020-21 (\$)	Cost Increase from 2019-20 (\$)	Voting Weight 2020-21
Bear Valley Mutual Water Company	-	-	\$ -	\$ -	\$ -	\$ (277)	0.00%
City of Colton	-	590	\$ 69,891	\$ 26,896	\$ 96,786	\$ 1,583	3.2%
City of Loma Linda	1,291	745	\$ 240,958	\$ 37,545	\$ 278,503	\$ 9,515	9.1%
City of Redlands	-	1,013	\$ 119,986	\$ 137,924	\$ 257,910	\$ (258,343)	8.5%
City of Rialto	1,664	950	\$ 309,531	\$ 39,372	\$ 348,902	\$ 172,579	11.4%
City of San Bernardino	5,074	6,264	\$ 1,342,410	\$ 287,692	\$ 1,630,102	\$ (247,017)	53.5%
East Valley Water District	-	1,403	\$ 166,060	\$ 105,872	\$ 271,932	\$ (53,842)	8.9%
Fontana Union Water Company	-	619	\$ 73,335	\$ 23,642	\$ 96,977	\$ 16,662	3.2%
Loma Linda University	-	162	\$ 19,139	\$ 7,177	\$ 26,317	\$ 1,382	0.9%
San Bernardino Valley M.W.D.	128	57	\$ 21,956	\$ 2,584	\$ 24,540	\$ 16,534	0.8%
West Valley Water District	-	1,576	\$ 186,624	#N/A	\$ 186,624	\$ 118,121	#N/A
Yucaipa Valley Water District	107	18	\$ 14,757	\$ 1,296	\$ 16,052	\$ 8,837	0.5%
Total GC Parties:	8,263	13,398	\$ 2,564,646	\$ 670,000	\$ 3,234,646	\$ (304,683)	100%
Mountain View Power Co.	-	297	\$ 35,169	#N/A	\$ 35,169	\$ (9,563)	#N/A
Muscoy Mutual Water Company No. 1	-	243	\$ 28,727	#N/A	\$ 28,727	\$ 2,839	#N/A
San Bernardino County - Facility Management	-	107	\$ 12,648	#N/A	\$ 12,648	\$ 1,031	#N/A
Terrace Water Company	-	70	\$ 8,303	#N/A	\$ 8,303	\$ (396)	#N/A
Other San Bernardino Extractions	-	1,247	\$ 147,620	#N/A	\$ 147,620	\$ 16,643	#N/A
San Bernardino Non-Parties Total:	-	1,963	\$ 232,467	\$ -	\$ 232,467	\$ (69,035)	0%
Western Entities Total:	-	-	\$ -	#N/A	\$ -	\$ (249,755)	0%
Total:	8,263	15,362	\$ 2,797,113	\$ 670,000	\$ 3,467,113	\$ (623,473)	100%

11/25/19

DRAFT GC EAM 2020-2021 Fiscal Year
Annual O&M and SWP for Ultimate Sustainability (2040)



11/25/19

Calculation for 2020-21

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DATE: December 9, 2019
TO: San Bernardino Basin Groundwater Council
FROM: BTAC Engineering Subcommittee
SUBJECT: Consider Outline for Proposed Annual Report

The Basin Technical Advisory Committee (BTAC) Engineering Subcommittee submits the attached outline for the proposed San Bernardino Basin Groundwater Council (GC) annual report for consideration.

Background

The Sustainable Groundwater Management Act of 2014 (SGMA) established a statewide framework for the sustainable management of groundwater resources throughout the state. Ensuring long-term groundwater sustainability has become even more important as a result of our local, twenty-year drought and the reduced availability of State Water Project water. While adjudicated basins, such as the San Bernardino Basin Area (SBBA), are not subject to most provisions of the act, water managers are expected to manage the SBBA in accordance with the sustainability principals to avoid deleterious impacts on the basin.

In 2015, local water agencies began meeting to identify and develop a Groundwater Sustainability Council for the SBBA, now known as the Groundwater Council (GC). Many agencies and cities approved a Memorandum of Understanding in November, 2015, agreeing to develop this GC. The goals of the GC Task Force were to identify the water resources to ensure a sustainable water supply into the future, and to equitably share the cost of those resources amongst the pumpers.

The underlying principles that drove this effort were that the groundwater basin is a shared resource, and we all have a shared responsibility to avoid the classic “tragedy of the commons,” where this responsibility is being shouldered by some but not all groundwater producers. In dozens of meetings spanning two years and hundreds of hours invested by the participants, two primary products were developed: 1) a method to equitably allocate the costs of sustainable

basin management, and 2) a five-year agreement (GC Agreement) that lays out an organizational structure to administer the process.

The GC Agreement includes an Equitable Allocation Model (EAM) developed by the BTAC. The EAM proportions the water cost based upon an agency's "gap" between its own supplies and demand. This method recognizes an agency's investment in water conservation and other supplies like surface water and recycled water. It also recognizes the need to purchase supplemental water not just for today, but for tomorrow. For those agencies that have purchased SWP water in the past, SWP water purchased under this agreement replaces those purchases and does not add to them.

The EAM also includes an Operations and Maintenance (O&M) cost component for groundwater recharge facilities. For GC participants, this O&M charge replaces the San Bernardino Valley Water Conservation District's groundwater charges. The EAM proportions O&M costs based on the most recent groundwater pumping data, as collected by the Western-San Bernardino Watermaster.

To date, the following pumpers have signed the agreement: City of Colton, City of Rialto, City of San Bernardino Municipal Water Department, City of Loma Linda, East Valley Water District, San Bernardino Valley Municipal Water District, San Bernardino Valley Water Conservation District, Fontana Water Company, Western Municipal Water District, Yucaipa Valley Water District, Bear Valley Mutual Water Company, and Loma Linda University. Other pumpers that are considering the agreement include the City of Redlands and West Valley Water District. The GC has limited authority and each party's board or council retains control and directs their executive's participation.

Because the GC Agreement has a five (5) year initial term, the parties can revisit the agreement as its workings evolve, and determine if any changes or extensions are warranted. In addition, the GC Agreement, as written, requires an 80 percent (80%) supermajority of weighted votes for budget and critical policy decisions in order to obtain consensus.

The GC Agreement has straightforward provisions for leadership, organization and budget. It also includes the preparation of an annual report. The general intent of this annual report is to provide the condition of the San Bernardino Basin utilizing available data, where possible. The

GC asked the BTAC Engineering Subcommittee to develop an outline for the annual report for consideration by the GC (attached).

Recommendation

Provide any feedback on the outline for the proposed GC annual report and direct the BTAC Engineering Subcommittee to develop the 2019 annual report for consideration by the GC.

Attachments

Outline for the San Bernardino Basin Groundwater Council 2019 Annual Report

DRAFT

San Bernardino Basin Area Groundwater Council

2019 Annual Report

Goals for Annual Report

Strategic Focus on Groundwater Council Goals

Utilize existing charts/data where possible

Introduction

Overview of Groundwater council and its goals

Sustainability (basin health)

Equitable Cost-sharing

Purpose [of the annual report]

Basin Health

- Total Basin Storage
- Precipitation Index

Equitable Cost Sharing

- Agencies participating
- Agencies not participating and status of possible participation
- Calendar Year 2019 Budget and payment status
- Draft Calendar Year 2020 Budget

Operations Plan

- Operations plan and status for 2019
- Draft Operations Plan for 2020

O&M Plan

- O&M plan and status for 2019
- Draft O&M Plan for 2020