

SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue, Beaumont, CA
Board of Directors Engineering Workshop
Agenda
June 12, 2017 at 4:00 p.m.

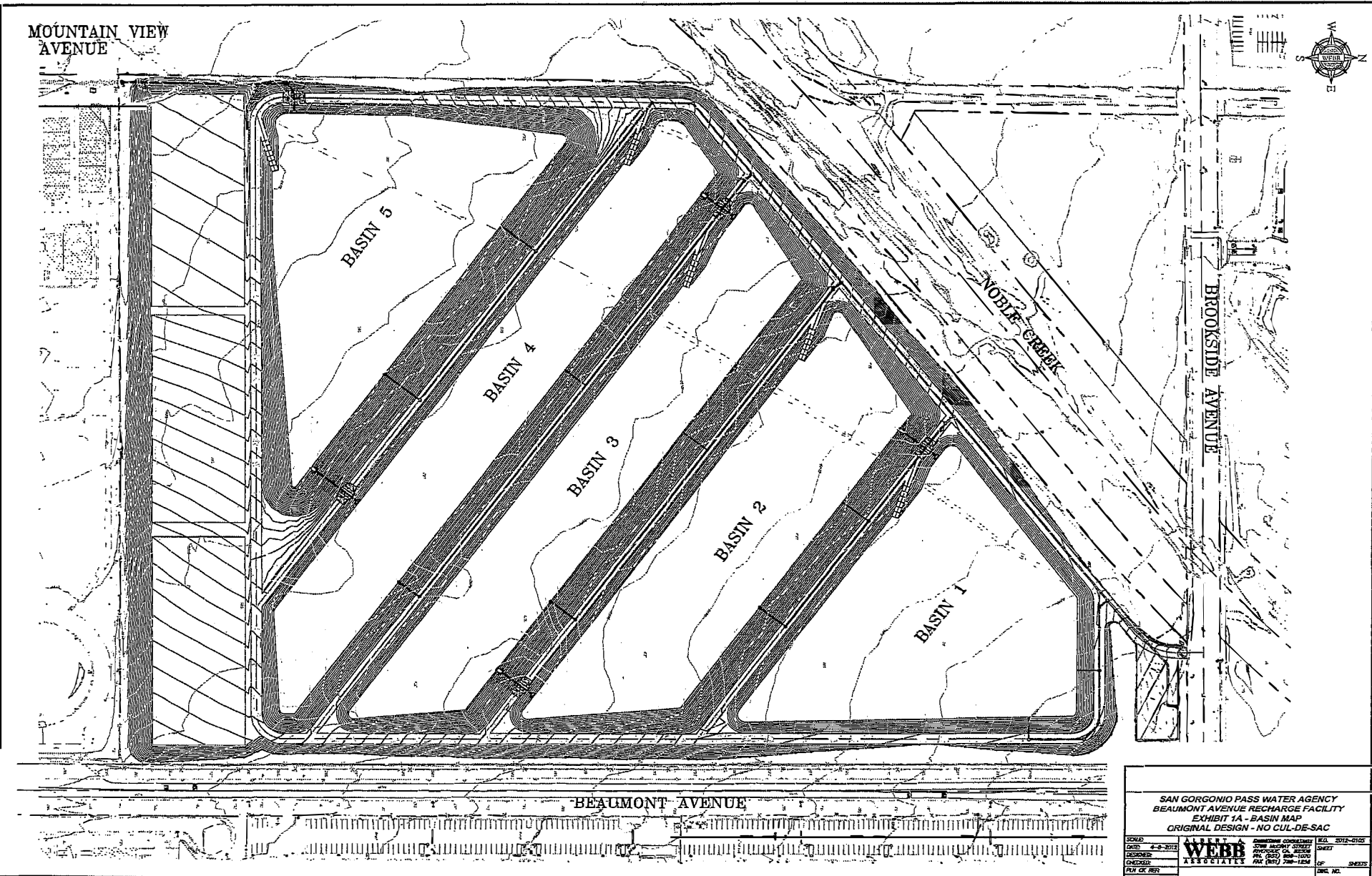
- 1. Call to Order, Flag Salute and Roll Call**
- 2. Public Comment:**
Members of the public may address the Board at this time concerning items relating to any matter within the Agency's jurisdiction. To comment on specific agenda items, please complete a speaker's request form and hand it to the board secretary.
- 3. Discussion of Principles of Proposed Water Exchange with Crestline Lake Arrowhead Water Agency* (p. 2)**
- 4. Discussion of Possible Fencing and Landscaping Options for Fiesta Recharge Facility* (p. 3)**
- 5. Discussion of District Transparency Certificate of Excellence* (p. 7)**
- 6. Announcements**
 - A. Regular Board Meeting, June 19, 2017 at 7:00 p.m.
 - B. Finance and Budget Workshop, June 26, 2017 at 4:00 p.m.
 - C. San Gorgonio Pass Regional Water Alliance, June 28, 2017
 1. Regular Meeting at 5:30 p.m.— Banning City Hall
- 7. Adjournment**

***Information included in Agenda Packet**

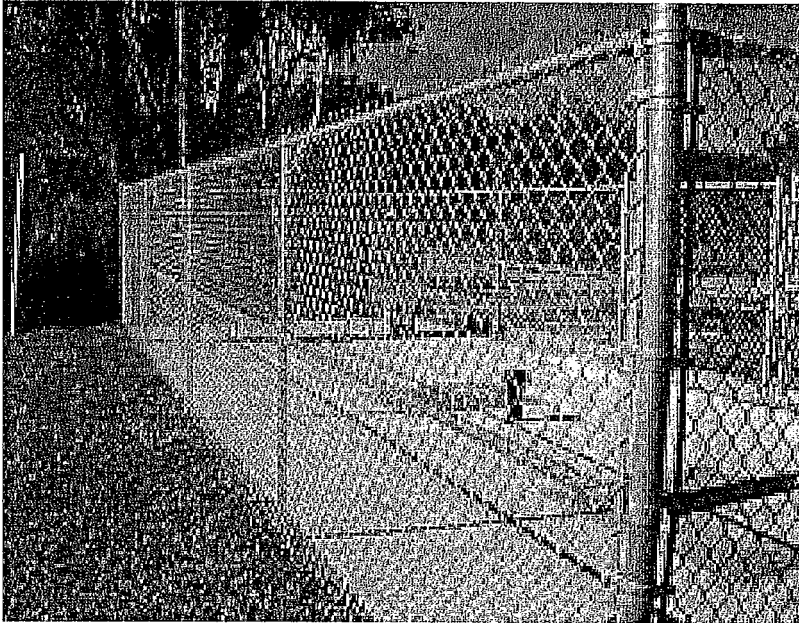
(1) Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for Public inspection in the Agency's office at 1210 Beaumont Avenue, Beaumont during normal business hours. (2) Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection at the Agency's office, located at 1210 Beaumont Avenue, Beaumont, California 92223, during regular business hours. When practical, these public records will also be made available on the Agency's Internet Web site, accessible at <http://www.sgpwa.com>.* (3) Any person with a disability who requires accommodation in order to participate in this meeting should telephone the Agency (951 845-2577) at least 48 hours prior to the meeting in order to make a request for a disability-related modification or accommodation.

PROPOSED 2017 WATER EXCHANGE AGREEMENT
CRESTLINE-LAKE ARROWHEAD AGENCY AND
SAN GORGONIO PASS WATER AGENCY

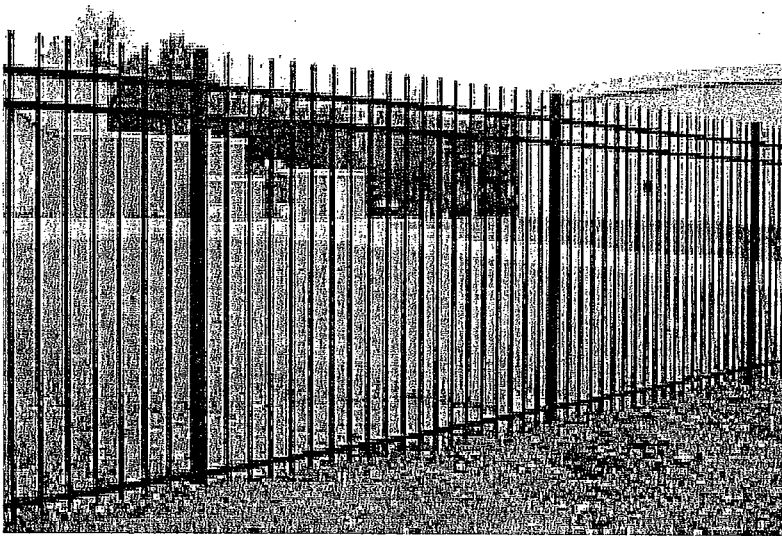
- 2,000 AF of CLAWA's Table A allocation delivered to SGPWA in 2017 (which SGPWA may wish to carry over in the San Luis Reservoir)
- 1,000 AF of water returned by SGPWA to CLAWA, when requested by CLAWA, no later than the end of 2027 (two for one exchange)
- No more than 500 AF taken back by CLAWA in any single year, unless authorized by SGPWA in a given year
- CLAWA pays all fixed charges associated with the 2,000 AF
- Each party pays the variable charges for water delivered to that party, for the year in which it is delivered
- Notice of Exemption filed under CEQA (no new facilities required, total deliveries do not exceed Table A Amounts authorized in water supply contracts)



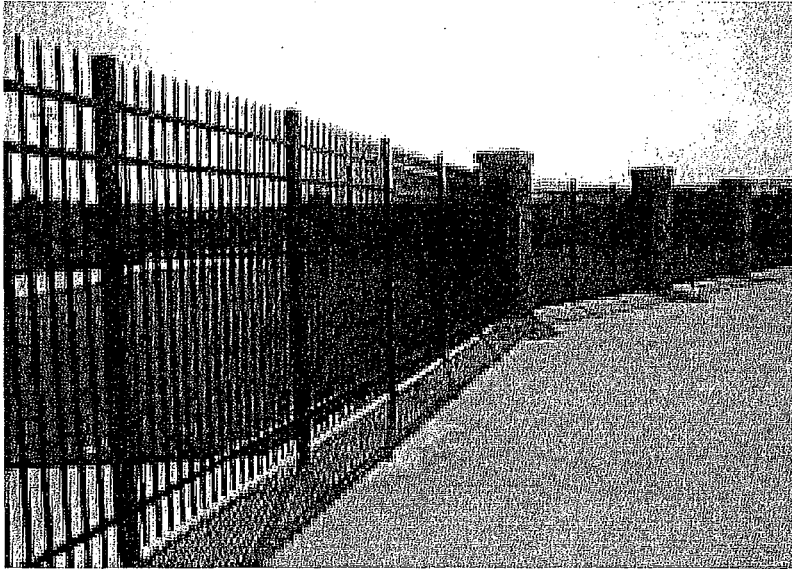
Chain Link Fence:



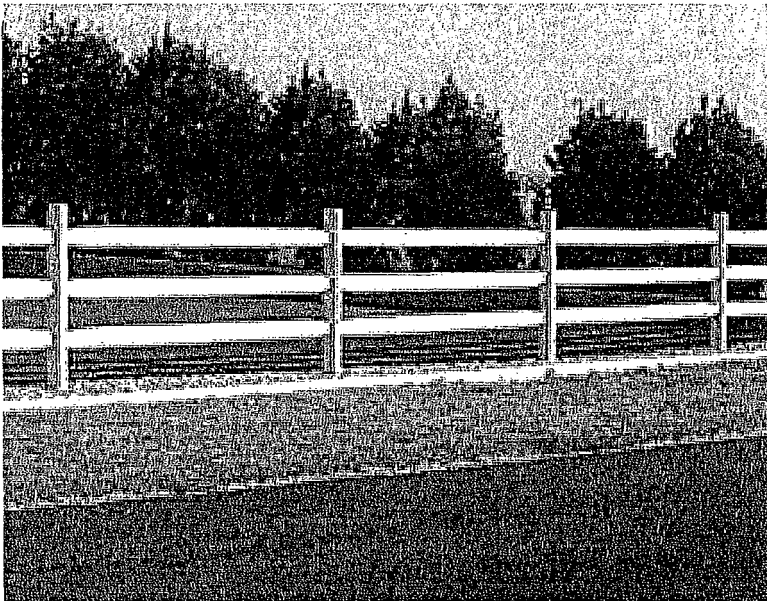
Tube Steel Fence:



Tube Steel with Pilaster:



PVC Split Rail:



Beaumont Ave Recharge Facility - Fence Quantities and Costs

Updated 7-8-2013

Fence Quantities:

Location	Qty		Notes
North PL	275	LF	Along Brookside Ave
East PL	1900	LF	Along Beaumont Ave
South PL	10	LF	Along school - existing chain link/steel tube fencing.
West PL	1125	LF	Shared boundary with future residential development
Northwest PL	1360	LF	Along Noble Creek
Total	4670		

Fence Costs:

Type	Unit cost		Total Cost
Chain Link (6')	\$16	LF	\$74,720
V Mesh	\$20	LF	\$93,400
Tube Steel (8')	\$54	LF	\$252,180
Tube Steel (8') w/pilaster :			
Tube Steel	\$54	LF	\$252,180
Pilaster (100 ea*)	\$4,000	EA	\$400,000
	Total		\$652,180
PVC Split Rail (4' - 3 rail)	\$30	LF	\$140,100

* - Assume 2'x2'x8' stone pilaster @ 48' spacing

Showcase Your Commitment to Transparency

District Transparency Certificate of Excellence

This program was created by the Special District Leadership Foundation (SDLF) in an effort to promote transparency in the operations and governance of special districts to the public and to provide special districts with an opportunity to showcase their efforts in transparency. There are no fees for this certificate and districts will be recognized for two full years. Three main subject areas include:

- Basic Transparency Requirements
- Website Requirements
- Outreach Requirements

These are only a sampling of all the requirements needed to complete the transparency certificate. While it takes time to compile these requirements, being able to shine a light on all of the efforts your district has taken to be transparent is invaluable to the public.



Why Earn It?

1. The certificate covers all general, website, and outreach best practices and requirements regarding transparency for special districts.
2. Earning the certificate is a tangible acknowledgement of your transparency efforts.
3. Demonstrate to your constituents and other stakeholders your district's commitment to being open and accessible to them.
4. Earning the certificate demonstrates a commitment to engaging the public and creating greater awareness of your district's activities.

Earning the certificate is a tangible acknowledgement of transparency efforts. Demonstrate to your constituents and other stakeholders your district's commitment to being open and accessible to them.

Sample Policies

Included for your review are sample policies similar to those requested in the application. These are samples that can be used as a starting point for policy/document development. SDLF always recommends you seek legal review prior to adopting district policy to ensure full compliance with any applicable laws and/or regulations.

- [Brown Act Compliance 1](#)
- [Brown Act Compliance 2](#)
- [Public Records Act Requests 1](#)
- [Public Records Act Requests 2](#)
- [Reimbursement Policy 1](#)
- [Reimbursement Policy 2](#)
- [Annual Disclosure 1](#)
- [Annual Disclosure 2](#)
- [Conflict of Interest Policy 1](#)
- [Conflict of Interest Policy 2](#)
- [Code of Ethics Policy 1](#)
- [Code of Ethics Policy 2](#)
- [Financial Reserves Policy 1](#)
- [Financial Reserves Policy 2](#)
- [Board Vacancy Announcement 1](#)
- [Board Vacancy Announcement 2](#)
- [Public Budget Hearing 1](#)
- [Public Budget Hearing 2](#)

Application

1. Complete the application
2. Send application and all supporting materials to SDLF.
3. Approval process review performed by SDLF staff
4. Receive your certificate and recognition

Download the application today.
Download the checklist today.

Certificate Holders

See a current list of special district leaders who have accomplished these goals and have been recognized.

- Brian Murphy
- Gil Navarro
- Bill Nelson
- Joy Neppelauer
- Robert Northcutt
- Emmanuel Oguniayo
- Eric Olschson
- Donald Orsted
- Bob Oton
- Greg Orsini
- George Orsavian
- Viven Owens
- Edward Oyama
- Curtis D. Paxton
- Jerry W. Pearson
- Chindi Poovay
- Slave Perez
- Antler Perry
- Tawria Pett
- Gonzo Phipps
- Sue Pitter
- Steve Pressley
- Sandy Rinfelton
- Scott Rallorman
- Randy Reznick
- Mergio Rice
- Dr. James Ridgeway
- Marleen Rivers
- William Rodriguez
- Alfonso Romano
- Grier Root
- Sandra Ross
- William Rucker
- Tammy Rudeck
- Jan Reckenheven
- Shirley Salas
- Ron Samuels
- Tom Scaglione
- Paul Schadon
- Arlene Schaefer
- Michael Scheafer
- Jack Scoles
- Eric Sealey
- Michael Seaman
- E. J. Stelaby
- Timothy Shell
- Bob Shoppard
- Davis Shopard
- Newman Shoppay
- Duff Sivopshire
- LJS Sweman
- Dale Skiles
- Tim Shackelford
- Doree Shores
- Alan Smeffican
- Ken Smith
- Wayne Spencer
- Ed Sprague
- Chris Steels
- Shony Sterrett
- Clint Stewari
- Kip Starpon
- Elaine Sullivan
- Paul Toney
- Teresa Thomas
- Jomel Toy
- Una Tribian
- Gilbert Trrentina
- Tim Urcish
- Rosie Vanderheak
- Richard Vasquez
- Richard Varbanic
- W. James Whigener
- Larry Welsh
- Karl Wandy
- Cynthia Ward
- Donald Webber
- Richard S. Walls
- Cindy Wheeler
- George Wheeler
- Marjorie Weston
- David Wigington
- Pat Williams
- Lindsay Woods
- Dan Worthington
- Bethzabe Yanez
- Catherine Young
- Donald Zidoba
- Mortoroy Regional Waste Management District (2014 - 2018)
- Mortoroy Regional Water Pollution Control Agency (2015 - 2017)
- Mt. View Sanitary District (2013 - 2017)
- Municipal Water District of Orange County (2014 - 2018)
- Nevada Irrigation District (2013 - 2017)
- Nipomo Community Services District (2013 - 2017)
- North Coast County Water District (2014 - 2018)
- Ottembain Municipal Water District (2013 - 2017)
- Orange County Cemetery District (2013 - 2017)
- Orange County Sanitation District (2014 - 2016)
- Oroloma Sanitary District (2015 - 2017)
- Padre Dam Municipal Water District (2014 - 2016)
- Palm Springs Cemetery District (2013 - 2017)
- Palmdale Water District (2015 - 2017)
- Paradise Irrigation District (2015 - 2017)
- Palmdale Health Care District (2015 - 2017)
- Picoan Pion Hills Community Services District (2014 - 2016)
- Pine Cove Water District (2013 - 2017)
- Placer County Water Agency (2015 - 2017)
- Piasant Hill Recreation & Park District (2015 - 2017)
- Piasant Valley Recreation & Park District (2014 - 2016)
- Port San Luis Harbor District (2015 - 2017)
- Rainbow Municipal Water District (2015 - 2017)
- Rancho California Water District (2013 - 2017)
- Rancho Marieta Community Services District (2013 - 2017)
- Reclamation District 1000 (2014 - 2018)
- Rimcondel Diablo Municipal Water District (2013 - 2016)
- Rio Linda-Everets Community Water District (2015 - 2017)
- Rowland Water District (2016 - 2018)
- Ruwrig Springs Water District (2014 - 2018)
- Rural North Vacaville Water District (2015 - 2017)
- San Bernardino Valley Water Conservation District (2014 - 2018)
- San Jacinto Valley Cemetery District (2013 - 2016)
- San Juan Water District (2015 - 2017)
- San Lorenzo Valley Water District (2016 - 2018)
- San Mateo County Mosquito & Vector Control District (2016 - 2018)
- Santa Clara Valley Open Space Authority (2016 - 2018)
- Santa Clara Valley Water District (2013 - 2017)
- Santa Cruz Piedmont (2016 - 2018)
- Santa Margarita Water District (2013 - 2017)
- Solano Cemetery District (2015 - 2017)
- Serrano Water District (2014 - 2018)
- Squaw Creek Water District (2015 - 2019)
- Southgate Recreation & Park District (2014 - 2018)
- South Coast Water District (2016 - 2018)
- South Placer Municipal Utility District (2016 - 2018)
- Special District Risk Management Authority (2013 - 2017)
- Spalding Community Services District (2013 - 2017)
- Stevan Valley Public Service District (2016 - 2018)
- Stephens Bay District (2013 - 2018)
- Sweetwater Authority (2014 - 2018)
- Tahoma City Public Utility District (2016 - 2018)
- Tameca Public Cemetery District (2014 - 2018)
- Tompkins Community Services District (2017 - 2019)
- Three Valleys Municipal Water District (2014 - 2018)
- Town of Discovery Bay Community Services District (2014 - 2018)
- Truckee Tahoe Airport District (2015 - 2018)
- Vallecitos Water District (2014 - 2018)
- Vista Irrigation District (2013 - 2016)
- West Valley Sanitation District of Santa Clara County (2015 - 2019)
- Westborough Water District (2016 - 2018)
- Western Municipal Water District (2013 - 2017)

- Yoiba Linda Wabler District (2014 - 2016)
- Zone 7 Water Agency (2015 - 2017)



SHOWCASE YOUR DISTRICT'S COMMITMENT TO TRANSPARENCY

Purpose

To promote transparency in the operations and governance of special districts to the public/ constituents and provide special districts with an opportunity to showcase their efforts in transparency.

Duration

2 Years

Application Cost

FREE

District Receives

- Certificate for display (covering 2 years)
- Press release template
- Recognition on the SDLF website
- Letter to legislators within the district's boundaries announcing the achievement
- Recognition in social media, letter to the editor of local media outlet, and the CSDA eNews
- Window cling

Basic Requirements

Current Ethics Training For All Board Members (Government Code Section 53235)

- Provide copies of training certificates along with date completed

Compliance With the Ralph M. Brown Act (Government Code Section 54950 et. al)

- Provide copy of current policy related to Brown Act compliance
- Provide copy of a current meeting agenda (including opportunity for public comment)

Adoption of Policy Related to Handling Public Records Act Requests

- Provide copy of current policy

Adoption of Reimbursement Policy, If District Provides Any Reimbursement of Actual and Necessary Expenses

(Government Code Section 53232.2 (b))

- Provide copy of current policy

Annual Disclosure of Board Member Or Employee Reimbursements For Individual Charges Over \$100 For Services Or Products. This Information Is To Be Made Available For Public Inspection. "Individual Charge" Includes, But Is Not Limited To: One Meal, Lodging For One Day, Or Transportation. (Government Code Section 53065.5)

- Provide copy of the most recent document and how it is accessible.

Timely Filing of State Controller's Special Districts Financial Transactions Report - Includes Compensation Disclosure. (Government Code Section 53891)

- Provide copy of most recent filing.

SDLF staff will verify that district is not listed on the State Controller's 'non-compliance list'

Conduct Audits As Required By Law (Government Code Section 26909 and 12410.6)

- Provide copy of most recent audit, management letter, and a description of how/ where documents were made available to the public

Other Policies – Have Current Policies Addressing the Following Areas

Provide copies of each:

- Conflict of Interest
- Provide copies of Form 700 cover sheet for board members and general manager
- Code of Ethics /Values/ Norms or Board Conduct
- Financial Reserves Policy



Website Requirements

Maintain a district website with the following items Required. (provide website link) - Required items available to the public:

- Names of board members and their full terms of office to include start and end date
- Name of general manager and key staff along with contact information
- Election/appointment procedure and deadlines
- Board meeting schedule
(Regular meeting agendas must be posted 72 hours in advance pursuant to Government Code Section 5-4954.2 (a)(1) and Government Code Section 5-4956 (a))
- District's mission statement
- Description of district's services/functions and service area
- Authorizing statute/Enabling Act (Principle Act or Special Act)
- Current District budget
- Most recent financial audit
- Archive of Board meeting minutes for at least the last 6 months
- Link to State Controller's webpages for district's reported board member and staff compensation (Government Code Section 53908)
- Link to State Controller's webpages for district's reported Financial Transaction Report (Government Code Section 53891 (a))
- Reimbursement and Compensation Policy
- Home page link to agendas/board packets (Government Code Section 5-4957.5)
- SB 272 compliance-enterprise catalogs (Government Code Section 6270.5)

Additional items - website also must include at least 4 of the following items:

- Post board member ethics training certificates
- Picture, biography and e-mail address of board members
- Last (3) years of audits
- Financial Reserves Policy
- Online/downloadable public records act request form
- Audio or video recordings of board meetings
- Map of district boundaries/service area
- Link to California Special Districts Association mapping program
- Most recent Municipal Service Review (MSR) and Sphere of Influence (SOI) studies (full document or link to document on another site)
- Link to www.districtsmakethedifference.org site or a general description of what a special district is
- Link most recently filed to FPPC forms
- Machine readable/searchable agendas (required in 2019)

Outreach/Best Practices Requirements - (Must complete at least 2 of the following items)

Regular District Newsletter Or Communication (Printed And/Or Electronic) That Keeps The Public, Constituents And Elected Officials Up-To-Date On District Activities (at least twice annually)

- Provide copy of most recent communication and short description on the frequency of the communication, how it's distributed and to whom.

Community Notification Through Press Release To Local Media Outlet Announcing Upcoming Filing Deadline For Election Or Appointment And Process For Seeking A Position On The District Board, Prior To That Election (Or Prior To The Most Recent Deadline For Consideration Of New Appointments For Those Districts With Board Members Appointed To Fixed-Terms).

- Provide copy of the press release (and the printed article if available)

Complete Salary Comparison/Benchmarking For District Staff Positions Using A Reputable Salary Survey (At Least Every 5 Years)

- Provide brief description of the survey and process used as well as the general results

Special Community Engagement Project

Designed and completed a special project promoting community engagement with the district (potential projects may be broad in nature or focus on specific issues such as rate-setting, recycled water, identifying community needs, etc.)

- Submit an overview of the community engagement project reviewing the process undertaken and results achieved

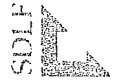
Hold Annual Informational Public Budget Hearings That Engage The Public (Outreach, Workshops, Etc.) Prior To Adopting The Budget

- Provide copy of most recent public budget hearing notice and agenda.

Community Transparency Review

The district would be required to obtain a completed overview checklist from at least 2 of the following individuals (the district may choose to conduct the overview with these individuals simultaneously or separately):

- Chair of the County Civil Grand Jury
- Editor of a reputable local print newspaper (only one may count toward requirement)
- LAFCO Executive Officer
- County Auditor-Controller
- Local Legislator (only one may count toward requirement)
- Executive Director or President of local Chamber of Commerce
- General Manager of a peer agency (special district, city, county, neighborhood association, community organization or county administrative officer)
 - Provide proof of completion signed by individuals completing Community Transparency Review



SHOWCASE YOUR DISTRICT'S COMMITMENT TO TRANSPARENCY

State Auditor's Office

Submit Application

Submit this application along with all required documentation to:

SPECIAL DISTRICT LEADERSHIP FOUNDATION
 1112 I Street, Suite 200
 Sacramento, CA 95814
 Phone: 916-231-2939 • Fax: 916-442-7889

DISTRICT:		
MAILING ADDRESS:		
CITY:	STATE:	ZIP:
CONTACT NAME:		
CONTACT TITLE:		
PHONE:	FAX:	
EMAIL:	WEBSITE:	
ASSEMBLY MEMBER(S)*:		
SENATOR*:		
LOCAL NEWSPAPER(S):		
I CERTIFY THAT THE INFORMATION SUBMITTED IS ACCURATE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.	SIGNATURE:	

**include all state legislators representing the district's area of operation*