



# The meeting teleconference will begin shortly

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# Call to Order

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Board of Directors Workshop - Resources  
Thursday, October 6, 2022

*Chairperson – Director Hayes*  
*Vice-Chair – Director Harrison*

# Introductions

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*Following the introduction of Directors and District staff, participants may use this time to state their name and agency/affiliation in order to be included in the formal record of attendees.*

# Public Comment

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Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items except as authorized by law. Each speaker is limited to a maximum of three (3) minutes.

- *Please use the chat feature on the Zoom toolbar or digitally raise your hand to let the moderator know you would like to make a comment.*

# Discussion Item 3.1 (Pg. 2)

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**Heather Dyer, MS, MBA** – Chief Executive Officer/General Manager  
**Karen Resendez, MAOL** – Human Resources / Risk Manager

## Review Updated Employee Handbook

### Staff Recommendation:

1. Consider revisions made to Employee Handbook based on feedback received during and after the August 9, 2022 workshop.
2. Consider adoption of Employee Handbook as presented or direct staff to place an item on a future Board of Directors regular meeting agenda for consideration and adoption of the Employee Handbook.
3. Authorize CEO/General Manager to make non-substantive updates and/or changes necessary to comply with new laws without Board approval.

Employee  
Handbook  
Update

Director  
Feedback

Who We Are

Language Updates

Clarifications on Current  
Language

# WHO WE ARE

San Bernardino Valley Municipal Water District is a public municipal agency formed in 1954 to manage long-range water supply for the San Bernardino Valley. We are funded via an Ad Valorem tax to the residents served. We are the lead regional planning agency in the San Bernardino Valley, governed by a five-member Board of Directors. The Board of Directors establishes policy direction, guiding our team of specialized experts to meet our Mission and Vision, reflecting the broadest possible principles and providing parameters within which we, as staff, operate.

We are a State Water Contractor and water wholesaler. Our service area serves a population of approximately 700,000 and spans approximately 352 square miles. We manage groundwater storage, plan for the future and partner with regional agencies toward a resilient and reliable water supply and a holistically healthy watershed for the region we serve. The arid, drought ridden climate that we work within necessitates that we be:



**COLLABORATIVE.**  
Dedicated to work inclusively.



**INNOVATIVE.**  
Proactive and effective problem-solvers.



**TRUSTWORTHY.**  
Committed to earn respect.



**DRIVEN.**  
Passionate and empowered leaders.

**OUR *MISSION***  
**IS TO...**

Work **collaboratively** to provide a **reliable** and **sustainable** water supply to support the changing needs of our region's **people** and **environment**.

**OUR *VISION* FOR**  
**THE FUTURE IS A...**

**Diverse, Equitable,** and  
**Resilient** Water Supply and  
Healthy Watershed for  
Future Generations.

## “Who We Are”

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Governance by Board of Directors

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Public Municipal Agency

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Funded by Tax on Residents of Areas of Area Served

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Population and Area Served

“Welcome To Our Team” updated to include expectations of public employees

Employee Responsibilities

Benefits

Workers' Compensation

Sick Leave

Employee Information

Use of Electronic and Social Media

Workplace Privacy

Language Updates



Vehicle Use

At Will  
Employment  
Agreement

Flexible Work  
Agreement

Reinstatement  
from Protected  
Leaves

Lactation  
Accommodation

Drug and  
Alcohol Policy

Language Updates Continued

# Clarification on Current Language

- ✓ Call Out Pay
  
- ✓ Benefits
  - Benefit Amount Paid by District
  - Health and Dependent Care Reimbursement Plan
  - Employee Assistance Program
  
- ✓ Leaves
  - Sick Leave – Use for care of family members
  - Sick Leave Restoration Upon Reemployment
  - Working on a Holiday
  - Floating Holidays

# Clarification on Current Language

- ✓ Punctuality & Attendance
  - Protected Absences
- ✓ Reimbursements – General Services Administration
- ✓ Personal Device Allowance
- ✓ Protected Leaves (Appendix Sections)

# Director Comments and Discussion

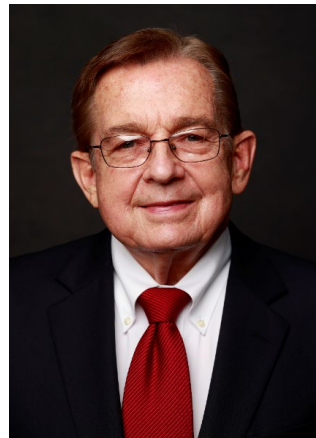
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**Paul Kielhold**  
President



**June Hayes**  
Vice President



**T. Milford  
Harrison**  
Treasurer



**Gil J. Botello**  
Director



**Susan Longville**  
Director

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# Discussion Item 3.2 (Pg. 83)

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**Shavonne Turner, MPA** – Water Conservation Program Manager

Staff Update on 2022 Inland Empire Landscape Contest

## **Staff Recommendation**

Receive and File the Staff Update on the Inland Empire Landscape Contest.

# Inland Empire Landscape Contest

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- Judging
  - June 2: Top 10: Local Landscape Architects
  - June 20 – 24: Peoples Choice Judging
- July Inland Empire Magazine
- Virtual Landscape Tour



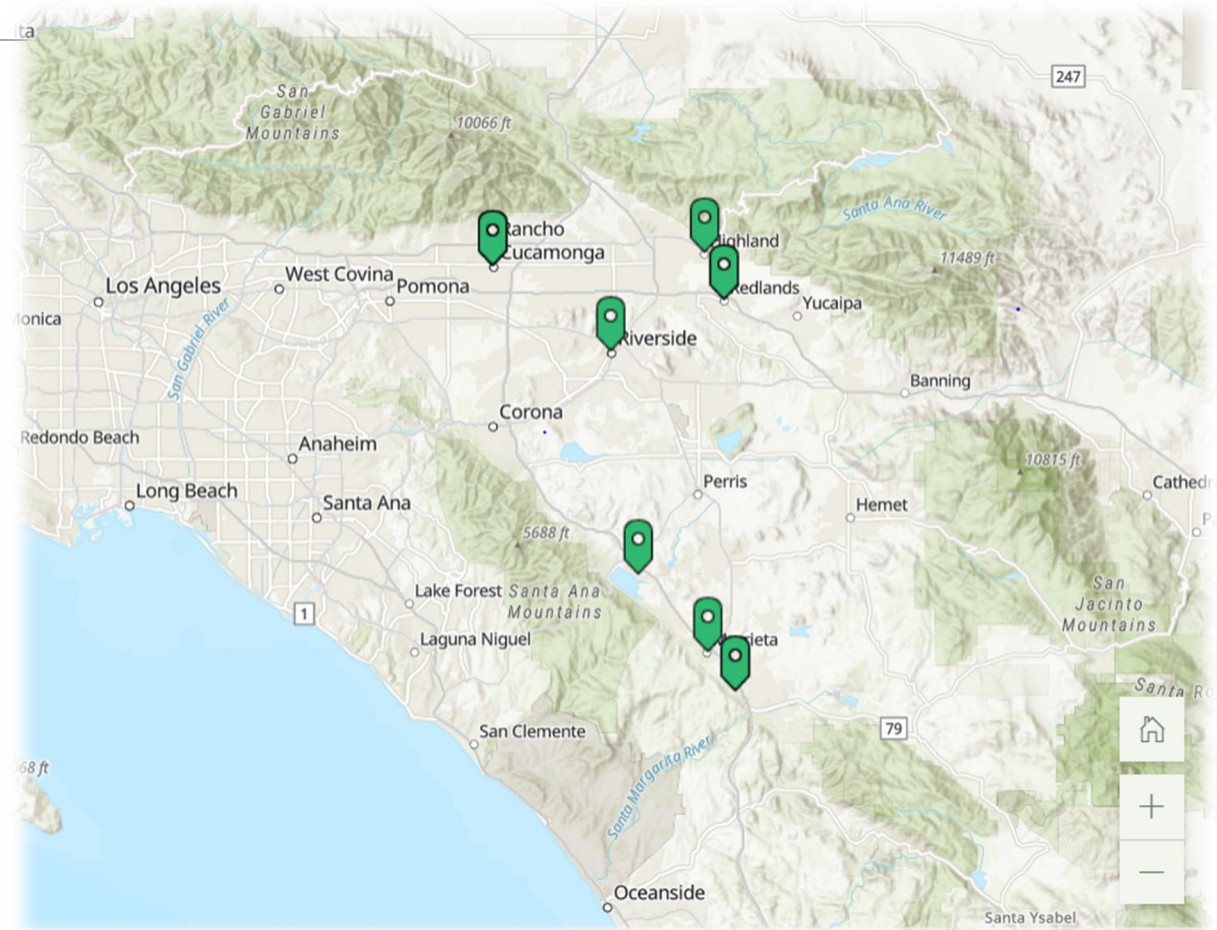
# Contest Goals

- Highlight well-done water-wise landscaping in Southern California – Inland Empire Region
- Focus on diversification of the winning landscapes
- Increase customer awareness of the Program and participation in the process
- Increase diversification of participating agency winners
- Connect Contest to other regional activities – like turf replacement programs



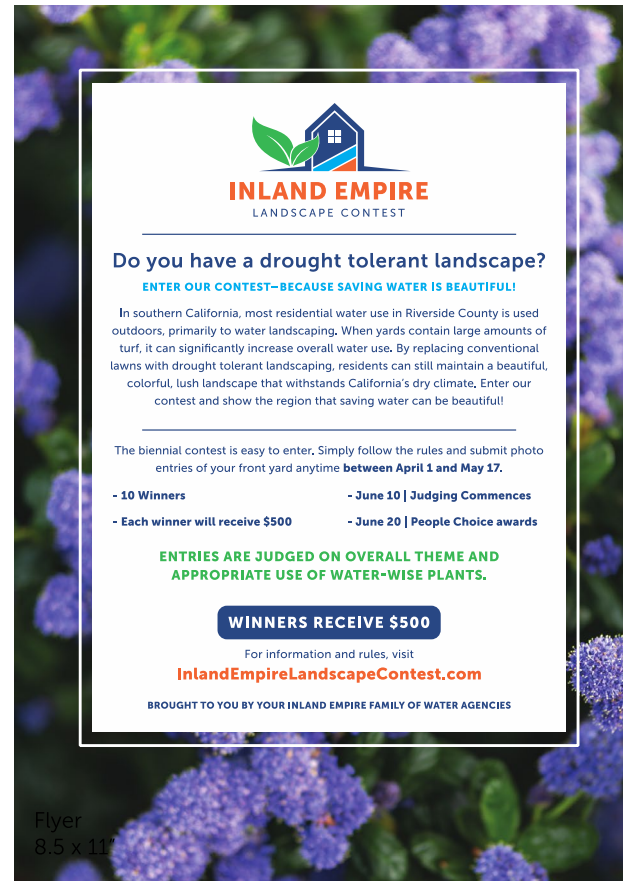
# What's New This Year

- What's your landscape style?
- 10 winners –
  - 2 per style
  - 1 per participating agency
  - \$500 each
- People's Choice competition
- Virtual Landscape Tour
- Increase in participation





# Outreach Collateral



Flyer  
8.5 x 11"



Advertisement  
3.75 x 4.68"



Advertisement  
3.75 x 2.25"



Bill Insert  
8.5 x 11"



## Program Colors



CMYK 0, 66, 84, 0  
HEX #F4783D  
RGB 244, 120, 61



CMYK 100, 0, 0, 0  
HEX #00AEFF  
RGB 0, 174, 239



CMYK 100, 83, 29, 0  
HEX #1E4A82  
RGB 30, 74, 130



CMYK 78, 0, 88, 0  
HEX #1CB35C  
RGB 28, 179, 92



Valley District Webpage

# Sponsors

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# What's Your Landscape Style

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- Flowery/Butterfly and Bird Friendly
- Desert/Succulent
  - 2 winners
- Mediterranean/CA Native
  - 1 winner
- Zen



# Flowery/Butterfly and Bird Friendly

- The Flowery/Butterfly and Bird Friendly Landscape Style glows with color throughout the year. The lush colors are a treat for the eyes and a magnet for butterflies and other friendly pollinators.



Example 1



Example 2



Example 3

# Desert/Succulent

- The Desert/Succulent Landscape Style provides the full beauty of a dry landscape, from sculptural shapes of succulents to the gorgeous and long-flowering color of desert shrubs and trees.



Example 1



Example 2



Example 3

# Highland, CA

■ Desert/Succulent



# Redlands, CA

■ Desert/Succulent





# Mediterranean/ CA Native

- The Mediterranean Landscape Style is a timeless landscape from the gardens of Italy and Southern France. The plant palette uses shrubs with colors of grey-green, purple and pink placed in groupings to create large color swaths. It usually includes a mix of larger and smaller ornamental grasses and grass-like plants that provide a sense of structure with some flowering accents for beauty and diversity.



Example 1

Example 2



Example 3

# Redlands, CA

■ Desert/Succulent



# Zen

- The Zen Landscape Style creates a space of quiet and purpose. The layout is simple and elegant with a peaceful 'Zen' character.



Example 1



Example 2



Example 3

# Peoples Choice – I.E. Magazine



Rancho Cucamonga, CA

# Landscape Contest 2024

- More entries
- Highlight our region winners
- Promote early



# Director Comments and Discussion

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Treasurer



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Director



**Susan Longville**  
Director

## Staff Recommendation

Receive and File the Staff Update on the Inland Empire Landscape Contest.



# Future Business

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# Adjournment

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