

**RESOLUTION NO. 2020-06**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
BEAR VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY,  
COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA,  
APPROVING AN AMENDMENT TO THE BYLAWS**

**WHEREAS**, on October 18, 2017, the Bear Valley Basin Groundwater Sustainability Agency (“Agency”) adopted the Bylaws of the Bear Valley Basin Groundwater Sustainability Agency (“Bylaws”).

**WHEREAS**, Section 53910 of the Government Code allows agencies to draft resolutions authorizing practices with regard to the form, issuance, delivery, endorsement and payments of warrants, provided agencies conform substantially to practices specified in Sections 53911, 53912, 53913, or 53915 and such practices are convenient, efficient and in the public interest.

**WHEREAS**, pursuant to Article 11 of the Bylaws, the Board of Directors of the Agency (“Board of Directors”) are authorized to amend the Bylaws by resolution.

**WHEREAS**, all members of the Board received written notice of the proposed amendment, in accordance with the requirements listed in Article 11 of the Bylaws.

**WHEREAS**, the Board of Directors desires to amend the Bylaws in order to establish a new practice for the issuance of checks for the payment of Agency claims.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Bear Valley Basin Groundwater Sustainability Agency does hereby amend its Bylaws as follows:

1. Article 7, Section 2 of the Bylaws shall be amended to read as follows (new language is underlined, removed language is struck):

~~APPROVAL OF WARRANTS AND SIGNATURE OF CHECKS. The Board adopts the following process: when funds are available for the payment of claims delineated in the Agency budget (“Claims”), the approval of the Claims shall, without the issuance of any warrant, be under the authority of the Treasurer and Administrator to pay the Claims by check or electronic transfer. Registers and transfers shall contain substantially the same information as required by law to be maintained for a warrant. At the subsequent Board meeting, the Board shall review and approve all disbursed Claim payments. shall approve all warrants and authenticate issuance of checks in payment thereof. A check register showing the check number, payee, amount, and the purpose of each check will be sent to the Board Members no later than 72 hours before each regular Board meeting. Checks in payment of utility bills, postage, payroll, payroll taxes, credit union collections, petty cash, emergency repairs and invoices subject to discount and interfund transfers may be disbursed prior to Board approval. Such items shall be set forth on the next regular check register and presented to the Board dependent on timing of actual check delivery.~~

2. This Resolution shall become effective upon adoption by the Board of Directors.

**PASSED AND ADOPTED** at a Meeting of the Board of Directors of the Bear Valley Basin Groundwater Sustainability Agency on June 29, 2020.



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**Bob Ludecke, Chair**

ATTEST:



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**James Miller, Secretary**

**FIRST AMENDMENT TO BYLAWS**  
**OF THE**  
**BEAR VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY**

Pursuant to Article 11 of the Bylaws of the Bear Valley Basin Groundwater Sustainability Agency (“Bylaws”), the Bylaws are hereby amended as follows:

Article 7, Section 2 is hereby amended to read as follows:

7.2 SIGNATURE OF CHECKS. The Board adopts the following process: when funds are available for the payment of claims delineated in the Agency budget (“Claims”), the approval of the Claims shall, without the issuance of any warrant, be under the authority of the Treasurer and Administrator to pay the Claims by check or electronic transfer. Registers and transfers shall contain substantially the same information as required by law to be maintained for a warrant. At the subsequent Board meeting, the Board shall review and approve all disbursed Claim payments. A check register showing the check number, payee, amount, and the purpose of each check will be sent to the Board Members no later than 72 hours before each regular Board meeting.

APPROVED by the Board of Directors of the Bear Valley Basin Groundwater Sustainability Agency in Resolution No. 2020-XX on June 29, 2020.



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Bob Ludecke, Chair

ATTEST:



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James Miller, Secretary



# Bear Valley Basin Groundwater Sustainability Agency Agenda Report

**DATE:** June 29, 2020  
**TO:** Board of Directors  
**FROM:** Reginald A. Lamson, Administrator  
**RE:** **Resolution No. 2020-XX – The First Amendment to the BVBGSA Bylaws**

**Background:**

On October 18, 2017, the Board of Directors adopted the Bylaws (the Bylaws) of the Bear Valley Basin Groundwater Sustainability Agency (BVBGSA). The Bylaws established certain practices that make it difficult to pay vendors in a timely manner. We worked with Best, Best & Krieger to develop the proposed modifications to the Bylaws that comply with applicable statutes and allow for the timely payment of vendors.

The proposed modification allows the Treasurer and the Administrator together to validate vendor payments, and sign and release checks drawn on BVBGSA's bank account. A check register, including checks and other transfers, will be presented to the Board for review within an agenda item below.

**Financial Impact:**

There is no financial impact.

**Recommendation:**

Adopt Resolution No. 2020-XX, approving the First Amendment to the BVBGSA Bylaws.